

**Notice and Agenda of  
Combined Meeting of  
TULSA AIRPORTS IMPROVEMENT TRUST - SPECIAL MEETING  
and TULSA AIRPORT AUTHORITY - REGULAR MEETING  
THURSDAY ~ DECEMBER 12, 2019 ~ 8:30 a.m.**

AIRPORT CONFERENCE ROOM #A211  
TULSA INTERNATIONAL AIRPORT  
7777 AIRPORT DRIVE  
TULSA, OKLAHOMA

**Call Combined Meeting of the Trustees of the Tulsa Airports Improvement Trust and Meeting of the Members of the Tulsa Airport Authority to order.**

- 1. Approve the Minutes of the Combined November 14, 2019 Meeting of TAIT and TAA.**
  
- 2. Financial and Operating.**
  - 2.A. Receive and File Operating Reports – TUL/RVS.
    - Chief Executive Officer Report
    - Chief Financial Officer Report
  
  - 2.B. Approve Five-Year Capital Improvement Plan (CIP) for Fiscal Years 2021-2025 – TUL/RVS.
  
  - 2.C. Approve revisions to the General and DOT Drug and Alcohol Testing policies in the TAIT Human Resources Policy Manual – TUL/RVS.
  
  - 2.D. Approve Renewal of Agreement with Chubb Limited Insurance Company, through Insurica Insurance Management Network, for Airport General Liability insurance coverage at an annual premium of \$72,500.00, effective November 22, 2019 – TUL/RVS.
  
  - 2.E. Approve Renewal of Attorney Engagement Agreement with Conner & Winters, LLP (Jason Coutant) for comprehensive legal services as TAIT Counsel, for one (1) year an amount not-to-exceed \$75,000.00, effective January 1, 2020 – TUL.
  
  - 2.F. Approve Renewal of Attorney Engagement Agreement with Center for Economic Development Law, PLLC (Leslie Batchelor) for Legal Services related to the Tulsa International Airport Development Trust (TIADT) TIF District for one (1) year at the standard rate, effective January 1, 2020 – TUL.

2.G. Approve purchase from Bill Knight Ford of one (1) one-ton truck; one (1) ¾-ton truck; and two (2) ½-ton trucks in the amount of \$145,981.00; Total FY20 Budget \$151,000.00. Purchased under State of Oklahoma central purchasing contract SW035.

2.H. Approve Letter of Intent with Box Family Trust, Dorothy J. Box Trustee, to acquire +/- six (6) acres contiguous to Tulsa International Airport – TUL.

**3. Capital Improvement Contracts, Amendments, Change Orders, or Other Action.**

**3.A. Reserved.** ~ No items.

**3.B. Contracts.**

3.B.1. Award Contract for Architectural and Engineering Services–Federal Inspection Services Facility (Conceptual) to Corgan Associates, Inc. in an amount not-to-exceed \$85,331.00 – TUL.

**3.C. Contract Amendments.** ~ No items.

**3.D. Change Orders.** ~ No items.

**3.E. Change of Quantities.** ~ No items.

**3.F. Other Contract Action.** ~ No items.

**4. Contracts, Leases, Licenses or Other Action.**

4.A. Acknowledge and Consent to Assignment of Broadcast Tower Camera Agreement from Cox Media Group, LLC to Terrier Media Buyer, Inc., an affiliate of Apollo Global Management, effective upon closing of the acquisition of Cox Media Group by Terrier Media Buyer, Inc. – TUL.

4.B. Approve Assignmngt of Sublease and Acknowledgment and Consent to Assignment with Marilyn Iliff, Trustee of the Charles E. Iliff Living Trust, dated July 28, 2010, to Iliff Aircraft Repair and Service Company, Inc. – TUL.

4.C. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment (Lot 1, Block 1C, Northwest Hangar Area, Hangar A-21) from Pryor Creek Fleet Services, Inc. to TruckGuy, Inc., effective upon approval – RVS.

4.D. Approve Mutual Termination of Sublease Agreement (Lot 1, Block 1C, Northwest Hangar Area, Hangar A-21) with TruckGuy, Inc., effective upon approval – RVS.

4.E. Approve Sublease Agreement (Lot 1, Block 1C, Northwest Hangar Area, Hangar A-21) with TruckGuy, Inc. for fifteen (15) years with two (2) five-year options to extend the term at the standard rate, effective January 1, 2020 – RVS.

- 4.F. Approve Acknowledgment and Consent to Collateral Assignment from TruckGuy, Inc. to Security Bank (Lot 1, Block 1C, Northwest Hangar Area, Hangar A-21), effective upon approval – RVS.
- 4.G. Approve Sublease Agreement (Lot 3, Block 14, Northeast Hangar Area, Hangar B-122) with Terri Gulasy for fifteen (15) years with two (2) five-year options to extend the term at the standard rate, effective November 1, 2019 – RVS.
- 4.H. Approve Sublease Agreement (Lot 10, Block 1B, Northwest Hangar Area, Hangar A-28) with John Turner for fifteen (15) years with two (2) five-year options to extend the term at the standard rate, effective January 1, 2020 – RVS.
- 4.I. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment (Lot 5, Block 12, Northeast Hangar Development, Hangar B-102) from Howard Janzen to Lariat Aviation, LLC, effective upon approval – RVS.
- 5. Other TAIT Business.**
- 6. TAA Business.**
- 7. Adjourn.**

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY LISA MARTIN AT (918) 838-5000 BY DECEMBER 11, 2019.