

11/09/2020 3:20 pm

**Office of the  
City Clerk**

**NOTICE AND AGENDA  
Combined Meeting of  
Tulsa Airports Improvement Trust – Special Meeting  
Tulsa Airport Authority – Regular Meeting  
Thursday, November 12, 2020, 8:30 a.m.  
Airport Conference Room A-211  
Via Zoom Videoconference  
Tulsa International Airport  
7777 Airport Drive  
Tulsa, Oklahoma**

The Trustees of the Tulsa Airports Improvement Trust (TAIT) and the Members of the Tulsa Airport Authority (TAA) will hold a public meeting by video and teleconferencing via **Zoom**, an online meeting and web conferencing tool, pursuant to the Emergency Open Meeting Rules.

The public may attend the meeting by videoconferencing or teleconferencing by joining from a computer, tablet, or smartphone using the following link: <https://zoom.us/j/98654318579>

Or by telephone via any of the following:

+1 346 248 7799

+1 669 900 6833

+1 253 215 8782

+1 312 626 6799

+1 929 436 2866

+1 301 715 8592

Meeting ID: 986 5431 8579

The following Trustees plan to attend remotely via Zoom video conferencing, provided that they may still be permitted to appear and attend at the meeting site, Airport Conference Room #A211. Trustees:

Joe Robson, Chair; Kent Harrell, Vice-Chair; Mayor G.T. Bynum; Mary Smith Crofts, and Jeff Stava.

If during this meeting our audio is lost or compromised, we will attempt to restore communications for a maximum of thirty (30) minutes. If we are unable to restore communications, the meeting will reconvene Thursday, November, @ 4:00p.m., at the address referenced above and by video/teleconference at: <https://zoom.us/j/99420392708>

Or by telephone via any of the following:

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+1 929 436 2866

+1 301 715 8592

Meeting ID: 994 2039 2708

**Combined Meeting of  
Tulsa Airports Improvement Trust – Special Meeting  
Tulsa Airport Authority – Regular Meeting  
Thursday, November 12, 2020, 8:30 a.m.**  
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Via Zoom Videoconference  
Tulsa International Airport  
7777 Airport Drive  
Tulsa, Oklahoma

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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. Call the Roll.
2. Approve the Minutes of the Combined October 8, 2020 Meetings of TAIT and TAA.

3. **Financial and Operating**

Receive and File Reports.

- Chief Executive Officer Report.
- Chief Financial Officer Report.
- TUL Pilot Survey.

**Other Contract Action.**

4. Approve Resolution changing the name of Richard Lloyd Jones, Jr. Airport to the original name of Tulsa Riverside Airport, effective January 1, 2020. (AH)
5. Approve TAIT’s Diversity, Equity, and Inclusion Policy, to be included in the TAIT Human Resources Manual. (AH)
6. Receive for review and consideration changes to TAIT Holiday Policy. (AH)

Items 7 and 8 will be considered together.

7. Approve Amendment to TAIT’s Schedule of Rates, Fees & Charges effective January 1, 2021 of the following charges:

- SIDA & sterile area badges new and renewal change from \$51 to \$60
- Air Operation Area (“AOA”) badges new and renewal change from \$21 to \$30.

8. Approve Amendment TAIT’s Schedule of Rates, Fees & Charges effective July 1, 2020 of the following charges:

- Reserved covered parking nonspecific space \$250 per month per space.

This charge has been in effect since prior to FY2020, however it was inadvertently omitted from the schedule approved by the Board in June 2020 with the fiscal year budget approval. (FS)

9. Approve Department of Homeland Security Law Enforcement Officer Reimbursement Program Agreement. This agreement provides partial reimbursement to the Airport to provide law enforcement support to TSA screening operations and presence at the TSA checkpoint. (JS)

10. 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, 2020. (JS)

11. Award bid for Aircraft Rescue and Fire Fighting (ARFF) Services to Pro-Tec Fires Services in the amount of \$875,000.00. (AH)

Items 12 and 13 will be considered together.

12. Receive for initial consideration the draft Tulsa International Airport (TUL) Five-Year Airport Capital Improvement Plan (CIP) for Fiscal Years 2022-2026. This initial draft of the TUL CIP identifies twenty-four (24) projects totaling \$48,240,000. (FER)

13. Receive for initial consideration the draft Tulsa Riverside Airport (RVS) Five-Year Airport Capital Improvement Plan (CIP) for Fiscal Years 2022-2026. This initial draft of the RVS CIP identifies four (4) projects totaling \$4,295,000. (FER)

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

**Contracts.** No Items.

**Contract Amendments.** No items.

**Change Orders.**

- 14. Approve Change Order Number One (Ticket Counters – Terminal Building Projects – Phase 4) with Myers-Cherry Construction, LLC in the amount of \$5,961.60 — TUL.

This change is a result of a dimensional error in the drawings.

	Amount	Percent Change
Original contract amount:	\$5,917,200.00	
Total change orders:	\$5,961.60	0.1%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$5,923,161.60	0.1%

**Change of Quantities.** No items.

**Other Contract Action.** No Items.

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

- 15. Approve Sublease Agreement with Morgan Services Company, LLC, (1.83 acres north and east of North Sheridan Road and East Virgin Street) for 10 years with three 10-year options to extend the term effective December 1, 2020. (F21-042).
- 16. Approve Amendment Number One to Sublease Agreement with Navistar, Inc. (North Bus Plant Parking Lease) to A). adjust extension Option Period from five years to 4 years, 6 months (to expire June 30, 2025); B). Consent to exercise of the option; and C). Adjust rentals from \$0.22 psfpy to \$0.24 psfpy based on the percentage increase in the IPDI. Effective January 1, 2021 – TUL (F18-018).
- 17. Approve Acknowledgment and Consent to Subtenant (Fuel Farm and Dispensing Facility) of Tulsa Fuel Facilities, LLC, effective upon approval – TUL. Sparrow Hawk, Inc., subtenant of Tulsa Fuel Facilities, LLC for excess fuel storage.
- 18. Approve Amendment Number Four to Sublease Agreement with Mercury Air Center-Tulsa, LLC, d/b/a Atlantic Aviation, to clarify the language set forth in Amendment Number Three effective May 1, 2007, specifically with regard to future rental adjustments by CPI rather than appraisal. Effective upon approval-TUL. (F96-048)
- 19. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment (Lot 12, Block 7A, Northeast Hangar Area- Hangar B-24) from T.R. Robison, to B24 KRVS, LLC, effective upon approval -RVS. (F02-082)

Items 20, 21, 22, 23 will be considered together.

20. Approve Acknowledgment and Consent to Subtenants of Meridian Resources, LLC (Lot 15, Block 6, Southwest Commercial Area-RVS (F05-072)) as follows:

- Robert Conklin;
- TerraPlane, LLC;
- Pat Bean;
- Caco, LLC;
- Daniel Brae;
- Byers Company;
- Berman Investments, LLC;
- Don & Erin Chappel; and
- 23456 Family Trust (David Pentecost).

21. Approve Acknowledgment and Consent to Subtenants of Lucas Controls Company, d/b/a 4J Aviation (Lots 2 & 6, Block 3, Southwest Commercial Area-RVS (F99-070)) as follows:

- Al Dvorak;
- Dan Askew;
- Bryan VanDyke;
- Reinald Pfau;
- Keith Thomas;
- Grant Cassady;
- Jerry Ervin;
- Alan Anderson;
- Gary Sherrill;
- Jerry Edwards;
- Rick Cohen;
- John Barron;
- Keith Trost;
- John Carmichael;
- Daniel Barbee;
- Marge Tighe;
- Peter Sanstead; and
- Greg Magnuson

22. Approve Acknowledgment and Consent to Subtenants of Lucas Controls Company, d/b/a 4J Aviation (Lot 7, Block 3, Southwest Commercial Area-RVS (F99-071)) as follows:

- Richard Davis;
- Gary Sipes;
- Nate Smietanski;

- Norman Asbjornson;
- Austin Walden;
- Leslie Lucas;
- Paul Hinkle; and
- Jim Hammack.

23. Approve Acknowledgment and Consent to Subtenants of South Tulsa Hangars, LLC (Lot 14, Block 6, Southwest Commercial Area-RVS (F01-068)) as follows:

- Justin Frunk;
- David Williams;
- Jim Kuykendall;
- Chris Mastin Oral Surgery CMOS;
- Shelton Helicopter Services;
- Dr. John J. Aldridge;
- Perry Hood Properties, Inc.;
- Buckeye Fluids, LLC; and
- Crumpton Aviation, LLC;

**Other TAIT Business.** No Items.

**TAA Business.** No Items.

**Adjourn.**

If you require special accommodations pursuant to the American with Disabilities Act, please notify Jeff Shaw at (918) 838-5000 by October 7, 2020.