

**Office of the  
City Clerk**

**NOTICE AND AGENDA  
Combined Special Meeting and Regular Meetings  
Tulsa Airports Improvement Trust and Tulsa Airport Authority  
Thursday, April 11, 2024, 8:30 a.m.  
Airport Conference Room A-211  
Tulsa International Airport  
7777 Airport Drive  
Tulsa, Oklahoma, 74115**

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1. Call the combined Special Meeting of the Trustees of the Tulsa Airports Improvement Trust and Regular Meeting of the members of the Tulsa Airport Authority to order.
2. Approve the minutes of the combined March 14, 2024 meetings of TAIT and TAA.
3. Operating and Financial Reports.

**Administrative, Finance, IT, and Operations Contract Action.**

4. Award bid and approve the TAIT Parking System Management Agreement with LAZ Parking, Texas, LLC, for a five-year term with one five-year option to extend, effective July 1, 2024. TUL contract number F24-090.
5. Approve the following Resolution of TAIT:

A RESOLUTION OF TRUSTEES OF THE TULSA AIRPORTS IMPROVEMENT TRUST AUTHORIZING THE ISSUANCE AND SALE OF A GENERAL AIRPORT REVENUE BOND IN A PRINCIPAL AMOUNT NOT TO EXCEED \$15,000,000 CONSISTING OF A SINGLE BOND TO BE DESIGNATED "TRUSTEES OF THE TULSA AIRPORTS IMPROVEMENT TRUST, GENERAL AIRPORT REVENUE BOND, SERIES 2024A (BOK FINANCIAL LOAN AGREEMENT)" AND THE ISSUANCE AND SALE THEREOF TO BOKF, NA DBA BOK FINANCIAL ("BOK FINANCIAL"), AS SECURITY FOR AND EVIDENCE OF A REVOLVING LOAN TO THE TRUSTEES BY NEGOTIATION TO FINANCE CAPITAL COSTS RELATING TO THE CONSTRUCTION OF AN AIR TRAFFIC CONTROL TOWER COMPLEX, FEDERAL INSPECTION SERVICES FACILITY AND OTHER FACILITIES AT THE TULSA INTERNATIONAL AIRPORT; WAIVING COMPETITIVE BIDDING ON THE SALE OF THE BOND; AUTHORIZING THE EXECUTION AND DELIVERY OF A LOAN AGREEMENT BY AND BETWEEN THE TRUSTEES AND BOK FINANCIAL; PROVIDING FOR THE PURCHASE OF THE BOND, AND THE MAKING OF A REVOLVING LOAN, IN SUCH FORM AND UPON SUCH TERMS, PROVISIONS AND CONDITIONS AS SHALL BE APPROVED BY THE CHAIR OR VICE CHAIR OF THE TRUSTEES; AUTHORIZING THE EXECUTION AND DELIVERY OF A SUPPLEMENTAL BOND INDENTURE, BY AND BETWEEN THE TRUSTEES AND BOKF, NA, AS TRUSTEE; PROVIDING FOR THE ISSUANCE OF AND SECURITY FOR THE BOND IN SUCH FORM AND UPON SUCH TERMS, PROVISIONS AND CONDITIONS AS SHALL BE APPROVED BY THE CHAIR OR VICE CHAIR OF THE TRUSTEES; APPROVING THE APPOINTMENT OF BOKF, NA, AS THE TRUSTEE AND THE REGISTRAR AND PAYING AGENT FOR THE BOND; MAKING CERTAIN OTHER FINDINGS

AND DETERMINATIONS AND OTHERWISE PROVIDING AUTHORIZATION FOR OTHER ACTIONS NECESSARY WITH RESPECT TO THE ISSUANCE OF THE BOND.

6. Approve the following Resolution of TAA:

A RESOLUTION OF THE TULSA AIRPORT AUTHORITY RELATING TO THE TRUSTEES OF THE TULSA AIRPORTS IMPROVEMENT TRUST; RATIFYING, CONFIRMING AND APPROVING THE ISSUANCE AND SALE BY NEGOTIATION OF A REVENUE BOND IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$15,000,000, OUTSTANDING AT ANY ONE TIME, CONSISTING OF A SINGLE BOND TO BE DESIGNATED "TRUSTEES OF THE TULSA AIRPORTS IMPROVEMENT TRUST, GENERAL AIRPORT REVENUE BOND, SERIES 2024A (BOK FINANCIAL LOAN AGREEMENT)"; APPROVING THE EXECUTION AND DELIVERY OF A SUPPLEMENTAL BOND INDENTURE BY AND BETWEEN THE TRUSTEES AND BOKF, NA, AS TRUSTEE; PROVIDING FOR THE ISSUANCE AND SECURITY FOR A SINGLE BOND; APPROVING THE RESOLUTION ADOPTED BY THE TRUSTEES OF THE TULSA AIRPORTS IMPROVEMENT TRUST ON APRIL 11, 2024 AUTHORIZING THE ISSUANCE OF A SINGLE BOND; APPROVING THE APPOINTMENT OF BOKF, NA, AS THE TRUSTEE AND REGISTRAR AND PAYING AGENT; AND OTHERWISE PROVIDING AUTHORIZATION FOR OTHER ACTIONS NECESSARY WITH RESPECT TO THE ISSUANCE OF THE BOND.

7. Approve TAIT's Title VI Program, effective March 31, 2024.

The foundation for the policy is the Civil Rights Act of 1964 and required by the FAA for any program or activity receiving federal financial assistance or funding, to assure that no person is discriminated against on the basis of race, color, or national origin.

8. Approve Amendment Number One to the Memorandum of Understanding ("MOU") between TAIT, Tulsa Air and Space Museum ("TASM"), and the City of Tulsa ("COT"). TUL contract F23-057.

This approval amends the MOU to change the location of the 138<sup>th</sup> Fighter Wing "Missing Man" monument on TASM leased premises and requires a general liability insurance policy for the installation with TAIT as additional insured.

9. Approve Capital Project Agreement between the City of Tulsa and TAIT in the amount of \$7,000,000.00, for the construction of the Tulsa International Airport Air Traffic Control Tower Project.

The Air Traffic Control Tower qualifies as an "eligible use" under the U.S. Department of Treasury's award to the COT of American Rescue Plan Act, 2021, ("ARPA") funds.

10. Approve Agreement for Landscaping between TAIT and the Oklahoma Department of Transportation ("ODOT"). TUL contract F24-088.

The TUL Entry Way Monument Project is partially on an ODOT right-of-way, and in order to

proceed with the project TAIT will agree to keep up the landscaping on the right-of-way.

**Engineering Capital Improvement Contract Action.**

**Contracts.**

11. Accept bids and approve award of contract for the Wayfinding Implementation Phase 1 (Curbside Signage) Project to Timberlake Construction Co. Inc., in the amount of \$168,798.05. TUL contract F24-089.

This contract provides funding to remove, replace and improve the signage along the Arrivals and Departures roadway. TAIT received two bids, the second being \$274,200.00. The engineer's estimate was \$492,017.50.

**Contract Amendments. None.**

**Change Orders.**

12. Approve Change Order Number Five with Third Generation Electrical, Inc., in the amount of \$2,016.40 for the Parking Garage Level One EV Charging Stations Project. TUL contract F23-051.

This change compensates the contractor for additional IT equipment.

	Amount	Percent Change
Original contract amount:	\$1,092,712.00	
Previous change orders:	-\$19,215.65	-1.8%
Current change orders:	\$2,016.40	1.6%
Total change of quantities:	\$0.00	
Total cost:	\$1,075,512.75	-1.6 %

13. Approve Change Order Number One with Flintco, LLC., in the amount of -\$81,447.00 for the Customs General Aviation and Federal Inspection Services Facility Project. TUL contract F24-043. This change reduces the cost of transformers by providing aluminum windings and not copper windings.

	Amount	Percent Change
Original contract amount:	\$34,888,000.00	
Previous change orders:	\$0.00	0.0%
Current change orders:	-81,447.00	-0.2%
Total change of quantities:	\$0.00	
Total cost:	\$34,806,553.00	-0.2%

14. Approve Change Order Number One with Diversified Civil Contractors, LLC., in the amount of \$35,487.00 for the Terminal Entrance Roadway Pavement Rehabilitation Project. TUL contract F24-003.

This change provides funding for the contractor to remove 136 trees from along the airport entrance road. This change also adds seven calendar days to the contract.

	Amount	Percent Change
Original contract amount:	\$1,528,425.00	
Previous change orders:	\$0.00	0.0%
Current change orders:	\$35,487.00	2.3%
Total change of quantities:	\$0.00	
Total cost:	\$1,563,912.00	2.3%

15. Approve Change Order Number One with Ellsworth Construction, LLC., in the amount of \$1,500.00 for the Employee Parking Lot "A" Expansion Project. TUL contract F24-059.

This change provides funding for the contractor to remove additional trees and shrubs along the perimeter of the parking lot.

	Amount	Percent Change
Original contract amount:	\$565,161.90	
Previous change orders:	\$0.00	0.0%
Current change orders:	\$1,500.00	0.3%
Total change of quantities:	\$0.00	
Total cost:	\$566,661.90	0.3%

**Change of Quantities. None.**

**Contract Close Out / Other Contract Action.**

16. Accept project and approve final payment to Bronze Oak, LLC in the amount of \$20,000.00 for the Functional Needs Area Project. TUL contract F22-099.

	Amount	Percent Change
Original contract amount:	\$582,500.00	
Total change orders:	\$47,959.77	8.2%
Total change of quantities:	\$0.00	
Total cost:	\$630,459.77	8.2%

**Airport Property Action.**

**Real Estate and Business Development.**

17. Approve Commercial Real Estate Listing and Auction Service Agreement with Williams & Williams Marketing Services, Inc. RVS contract F24-092.

This Agreement is for auction services related to Hangar B-68.

### **Contracts and Concessions.**

#### **Tulsa International Airport.**

18. Approve Amendment Number Two to the Green Waste Site Sublease Agreement with the City of Tulsa, effective upon approval. The amendment is to further extend the term of the Sublease. TUL contract F23-089.

#### **Tulsa Riverside Airport.**

Agenda items 19 through 27 may be taken together, and without objection from any of the Trustees, the Chair may waive the reading of these agenda items. Questions regarding any one of the agenda items may still be heard.

All Subleases for the agenda items below are for the standard published Term and at the standard published Rental rate unless otherwise indicated; Assignments are given for the remaining Term of the current Sublease, and all inspections have been conducted prior to approval.

19. Approve Sublease Agreement with Lucas Controls Company, d/b/a 4-J Aviation effective May 1, 2024. Lot 7, Block 3, Southwest Commercial Area. RVS contract F99-071.

20. Approve Sublease Agreement with Padre Company, LLC, effective May 1, 2024. Lot 12, Block 7B, Northeast Hangar Development, Hangar B-31. RVS contract F04-067.

21. Approve Sublease Agreement with Plane Hangars, LLC, effective May 1, 2024. Lot 16, Block 10, Northeast Hangar Development, Hangar B-75. RVS contract F04-063.

22. Approve Sublease Agreement with Worsham Investments, LLC, effective May 1, 2024. Lot 4, Block 7B, Northeast Hangar Development, Hangar B-8. RVS contract F04-076.

23. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from the surviving heirs of Deanna Robertson to B 47, LLC, effective upon closing, but no later than April 30, 2024. Lot 16, Block 8, Northeast Hangar Development, Hangar B-47. RVS contract F04-025.

24. Approve Amendment Number One to Sublease Agreement with SDK Hangar Management, LLC, to revise licensed use of the leased premises effective upon approval. Lot 9, Block 6, Southwest Commercial Area. RVS contract F12-002.
25. Approve Acknowledgement and Consent to Collateral Assignment of Sublease from SDK Hangar Management, LLC to Gateway First Bank effective upon closing scheduled April 15, 2024. Lot 9, Block 6, Southwest Commercial Area. RVS Contract F12-002.
26. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from the Southwest Aviation Specialties, LLC to Why So Cirrus, LLC, effective upon closing, but no later than April 30, 2024. Lot 10, Block 11-Section B, Northeast Hangar Development, Hangar B-93B. RVS contract F12-015.
27. Approve Acknowledgement and Consent to Collateral Assignment of Sublease from Why So Cirrus, LLC, to First Priority Bank effective upon closing but no later than April 30, 2024. Lot 10, Block 11-Section B, Northeast Hangar Development, Hangar B-93B. RVS Contract F12-015.
28. Executive Session      None.
29. New TAIT Business      No Items.
30. TAA Business              No Items.
31. Motion to Adjourn.

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If you require special accommodations pursuant to the Americans with Disabilities Act, please notify Jeff Shaw at (918) 838-5000 by April 10, 2024.