

# METROPOLITAN KNOXVILLE AIRPORT AUTHORITY

## Minutes of the Board of Commissioners

Date: March 27, 2019

Place: Henrietta Grant Board Room  
McGhee Tyson Airport

The Board of Commissioners of the Metropolitan Knoxville Airport Authority met pursuant to notice at 4:07 p.m. on Wednesday, March 27, in the Henrietta Grant Board Room at McGhee Tyson Airport with the Board Chairman, Eddie Mannis, presiding.

Roll call developed that Board members present, in addition to Chairman Mannis, were Ursula Bailey, Julia Bentley, Joe Dawson, Charles Harr, Maribel Koella, Jeff Smith, and Howard Vogel. Also present were Patrick Wilson, President of the Airport Authority, and members of his staff; Mark Mamantov, legal counsel; and other visitors. Commissioner Brian Simmons listened to the meeting via conference call.

### BUSINESS AGENDA

I. Announcements. Chairman Mannis reminded those in attendance that a sign-up sheet was available for members of the audience who would like to address the Board of Commissioners. The time for presentation would be limited to three minutes and then only if time permits.

Chairman Mannis then held a moment of silence in honor of Arthur G. Seymour Jr., a former Commissioner of the Board, serving from 1992 until 2006. Mr. Mannis announced that Mr. Seymour's memorial service is scheduled for April 5, 2019, at 3:00 p.m. and that a formal resolution recognizing Mr. Seymour's service would be considered at the next Board meeting.

II. Minutes. The Chairman noted that the minutes of the regular meeting of February 20, 2019, had been distributed with the agenda materials. Upon motion duly seconded, the minutes were approved as presented by unanimous voice vote.

III. Consent Calendar. The Chairman noted that the Consent Calendar for March 27, 2019, had been included with the agenda materials, and he requested that Mr. Wilson review it with the Board. Following the review of the Consent Calendar, the Chairman inquired whether any Commissioner wished to move an item to the regular agenda. There being no such request, upon motion duly seconded, the Consent Calendar was approved by unanimous voice vote, and a copy will be filed with these minutes.

IV. President's Report and Financial Review. President Patrick Wilson advised the Board that his written report was included with the agenda materials, that the financial report was also included with the agenda materials, and that both reports would be on file in the administrative offices of the Airport Authority. Mr. Wilson then reported that the Airport set a new airport monthly passenger traffic record for the month of January, by serving 159,928 passengers. The Airport has now achieved 33 consecutive months of year-over-year passenger traffic increases at the Airport.

Mr. Wilson then announced that the Airport Authority is still encouraging East Tennessee travelers to register for the Transportation Security Administration's "PreCheck Program" by hosting the enrollment event until April 5. Enrollment in the Program will minimize time passengers spend in a checkpoint line and will be helpful as the Airport continues to add additional, popular flight destinations. The response to

the event has already proved to be so positive that the Authority is hoping to host an additional event in the fall.

V. Committee Reports.

A. Report of the Capital Improvements Committee. Commissioner Koella, Chair of the Capital Improvements Committee, advised the Board that the Committee had met prior to the Board meeting to discuss the rerouting of Alcoa Highway from the perspective of the Airport Authority's staff. Ms. Koella explained that the meeting was informational only and no action is required by the Board.

VI. New Business.

A. Consideration of Authorization to Submit a Grant Application to the State of Tennessee's Division of Aeronautics for the Update of the Pavement Condition Index. Mr. Wilson advised the Board that all airports receiving federal funds must perform inspections of all airfield pavements three times per year in order to update the pavement condition index. Mr. Wilson explained that the Authority was required to update its pavement condition index this year, and this proposal would allow the Airport Authority's staff to apply for state funding. The entire project is estimated to cost \$60,000.00, with 90% being state funded. It was moved by Ms. Bentley, seconded by Mr. Dawson, that the Airport Authority's staff be authorized to submit a grant application to the State of Tennessee's Division of Aeronautics for the update of the pavement condition index as presented. The motion was unanimously approved by a voice vote.

B. Consideration of Approval of a Reimbursable Agreement with the Federal Aviation Administration for the Runway 5L/23R Navigational Aids Installation and Support at McGhee Tyson Airport. Mr. Wilson advised the Board that the proposed agenda item would allow the Federal Aviation Administration (FAA) to begin the planning, design and installation of its approach navigational aids at McGhee Tyson Airport. This project will be funded through the FAA's Airport Improvement Program and state funding. The total cost of this project is estimated to be \$1,025,278.06. It was moved by Mr. Harr, seconded by Mr. Vogel, that the reimbursable agreement with the FAA for the navigational aids installation for Runway 5L/23R be approved. The motion was unanimously approved by a voice vote.

C. Consideration of Approval of Addendum Number 1 to the Agreement for Engineering Professional Services with CHA Consulting, Inc., C2RL Engineers, Inc., and Gresham Smith and Partners, Inc. Mr. Wilson advised the Board that the proposed agenda item revises the general consultant agreements with certain changes of the Authority's design and engineering consultants in the following ways: (1) expense reimbursement is now changed from direct cost to per diem based on GSA rates, (2) term extensions are now automatic unless notice is given, (3) FAA contract provisions are updated to reflect the current laws, and (4) the indemnification clause is modified to assist with the insurability of professional services. Mr. Wilson explained that the revisions did not extend the terms of the agreements and the maximum term of each agreement was five years. It was moved by Mr. Vogel, seconded by Mr. Smith, that Addendum No. 1 with CHA Consulting, Inc., C2RL Engineers, Inc., and Gresham Smith and Partners, Inc. be approved. The motion was unanimously approved by a voice vote.

D. Consideration of Approval of Change Order Number 1 to the Contract with The Harper Company, Inc. for the Runway 5L/23R Reconstruction Taxiway G Lighting System. Mr. Wilson advised the Board that the proposed change order is for a reduction in quantities for items related to asphalt milling and overlay, drainage structure adjustment, shoulder reconstruction and the related lights, conduit, and cable for the Taxiway G lighting system repair. Mr. Wilson explained that this change order did not affect the expected completion date of the project. The change order provides for a decrease of \$696,621.99. It was moved by Mr. Harr, seconded by Mr. Smith, that Change Order No. 1 with The Harper Company for the Taxiway G lighting system be approved. The motion was unanimously approved by a voice vote.

E. Consideration of Approval of Contract with Massey Construction, Inc. for the Infrastructure Relocation Project at McGhee Tyson Airport. Mr. Wilson advised the Board, that as part of the Alcoa Highway relocation project, the Airport Authority owned certain utilities that would require relocation. After obtaining three bids, Massey Construction, Inc. submitted the lowest responsive bid. Therefore, the Airport Authority recommends that Massey Construction, Inc. be awarded this contract to install new infrastructure and to prevent any disruption in service to the Airport. The total cost of this contract is \$143,957.02. It was moved by Ms. Bailey, seconded by Mr. Dawson, that the contract with Massey Construction, Inc. for the IT Infrastructure Relocation Project be approved. The motion was unanimously approved by a voice vote.

The Chairman announced that the business agenda had been completed and that there were no requests by individuals wishing to address the Board. Thereupon, upon motion duly seconded and unanimously approved, the meeting was adjourned at 4:18 p.m.



Secretary

26346101.1