

# METROPOLITAN KNOXVILLE AIRPORT AUTHORITY

## Minutes of the Board of Commissioners

Date: April 20, 2022

Place: Cascade Room, Airport Hilton  
McGhee Tyson Airport

The Board of Commissioners of the Metropolitan Knoxville Airport Authority (Airport Authority) met pursuant to notice at 4:00 p.m. on Wednesday, April 20, 2022, in the Cascade Room at the Airport Hilton with the Board Chairman, Brian Simmons, presiding.

Roll call developed that Board members present, in addition to Chairman Simmons, were Julia Bentley, Charlie Harr, Maribel Koella, and Howard Vogel. Eddie Mannis attended the meeting by teleconference. Also present were Patrick Wilson, President of the Airport Authority, and members of his staff; Mark Mamantov, legal counsel; and other visitors.

### BUSINESS AGENDA

I. Announcements. Chairman Simmons 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 Simmons announced that Judy Morton, a former member of the Board of Commissioners from 1989 to 2002, passed away on April 1, 2022.

Chairman Simmons explained that a quorum was unavailable to hold the Capital Development Committee meeting earlier today, and he requested a motion to amend the agenda to add the two Capital Development Committee agenda items to the agenda of the full Board. It was moved by Ms. Koella, seconded by Mr. Vogel, that the two agenda items originally scheduled for the Capital Development Committee meeting be added to the agenda of the full Board. The motion was unanimously approved by a voice vote.

II. Minutes. Chairman Simmons noted that the minutes of the regular meeting of March 16, 2022, had been distributed with the agenda materials. Upon motion duly seconded, the minutes were approved as presented by unanimous voice vote.

III. President's Report and Financial Review. President Patrick Wilson provided the President's report and highlights of the activity report, the project report, and financial information that was included with the agenda materials.

Mr. Wilson shared that the Southeast Chapter of the American Association of Airport Executives named the McGhee Tyson Airport's (TYS) runway project as the Project of the Year.

Mr. Wilson then explained that the Transportation Security Administration and some, if not all, airlines had removed their mask mandate.

Finally, Mr. Wilson explained that the first session of the Aviation Academy was being held this evening with about twenty participants.

IV. TDOT Alcoa Highway Update. Bryan White, the Vice President of Engineering and Planning at the Airport Authority, introduced Dexter Justis, Stacy Weaver, and Luke Newman from the

Tennessee Department of Transportation (TDOT), to update the Board on the progress of the Alcoa Highway project.

V. Committee Reports.

A. Report of the Aviation Operations and Services Committee. Mr. Wilson explained that the Aviation Operations and Services committee met on Friday, March 18, 2022, at 8:30 A.M. to discuss the visioning process for the Knoxville Downtown Island Airport (DKX) and to review the input received from user groups and neighbors of DKX. The Committee also discussed next steps on the DKX runway project and other potential capital projects. This meeting was for discussion purposes, and no votes were taken.

B. Report of the Administration and Finance Committee. Charlie Harr, Chair of the Administration and Finance Committee, advised the Board that the Committee had met prior to the Board meeting to consider renewal of the Airport Authority's employee health, dental, vision, life, AD&D, and disability insurance plans. The policy renewals were recommended by the Airport Authority's insurance consultant, Carriage Hill Insurance. Mr. Harr reported that the Committee recommended that the policy renewals be approved by the full Board. Mr. Harr then, on behalf of the Committee, moved for approval of the Committee's recommendation, which motion required no second. The motion was unanimously approved by a voice vote.

Next, the Committee considered the re-adoption of the defined benefit retirement plan, known as the MissionSquare Retirement Government Money Purchase Plan. Mr. Harr explained that the changes to the plan are primarily technical to comply with IRS rules. Mr. Harr then, on behalf of the Committee, moved for approval of the Committee's recommendation, which motion required no second. The motion was unanimously approved by a voice vote.

Finally, Mr. Harr explained that information regarding the budget and the personnel program for the fiscal year ending on June 30, 2023, and The Segal Group's positions analysis and market compensation study were provided to the Committee. These reports were informational only.

VI. New Business.

A. Consideration of Award of a Change Order Number 2 to the Rogers Group, Inc. (Rogers Group) and Approval of Work Authorization Number 18-121J to CHA, Inc. (CHA), for the Runway 8/26, Taxiway and Electrical Rehabilitation Project for DKX. Bryan White, Vice President of Engineering and Planning of the Airport Authority, advised the Board that this change order with the Rogers Group provides for additional work, including partial reconstruction of Taxiway A. The change order is an increase of \$837,694.14 to the contract. TDOT, Aeronautics Division, has approved this change order. The proposed work authorization with CHA provides for construction administration and quality assurance associated with the additional work added under the proposed change order. The work authorization is in the amount of \$53,600. It was moved by Mr. Harr, seconded by Mr. Vogel, to approve the award of the proposed change order and work authorization as presented. The motion was unanimously approved by a voice vote.

B. Consideration of Award of a Contract to Amadeus IT Group (Amadeus) for Passenger Terminal Technology Systems at TYS. Trevis Gardner, Vice President of Operations, explained to the Board that after an assessment by The Faith Group, the Airport Authority's technology consultant, it was determined that the following technology systems in the terminal needed replacement or upgrades: Shared Use Services, an Airport Operational Database, Resource Management Systems, and Flight Information Display Systems. Amadeus was identified as the only provider of all required systems, and the only provider that could implement the necessary integration services as well. Further, Amadeus is recommended by The Faith Group and by Allegiant Air and American Airlines. In addition, a peer airport survey indicated that Amadeus was the preferred provider. After review of this information, the Airport Authority determined that a competitive selection process was not advisable or practicable and recommends

that the Board approve this alternative procurement method. The proposed contract with Amadeus would not exceed \$1,362,890 and includes one year of support, operation, and maintenance. It was moved by Mr. Vogel, seconded by Mr. Harr, that the alternative procurement method under the Airport Authority's procurement policies and the award to Amadeus be approved as presented. The motion was unanimously approved by a voice vote.

C. Consideration of Award of Various Contracts for Cybersecurity Initiatives for the Airport Authority. Mr. Gardner advised the Board that The Faith Group has recommended certain cybersecurity initiative services to update and maintain the current program. Microsoft has been identified as the sole provider of these desired services. The Faith Group will work with Microsoft to perform the necessary updates, and the cost of such services from The Faith Group and Microsoft will not exceed \$108,000. It was moved by Ms. Bentley, seconded by Ms. Koella, that the cybersecurity initiatives with The Faith Group and Microsoft be approved as presented. The motion was unanimously approved by a voice vote.

D. Consideration of Purchase Approval of Two Shuttle Buses for Employee and Public Shuttle Service. Dave Schroth, the Properties and Risk Manager of the Airport Authority, advised the Board that the purchase of two shuttle buses is necessary for near-term needs. Due to supply chain disruptions, sourcing new or used shuttle buses has become increasingly difficult, and Republic Parking, the Airport Authority's parking management company, was able to locate two available shuttles. The Airport Authority staff recommends that the Board waive the requirement for competitive bidding under the procurement policy and allow the Airport Authority to purchase these available shuttles from Creative Bus Sales, Inc. The cost of the two shuttles will not exceed \$255,960. It was moved by Ms. Koella, seconded by Ms. Bentley, that the competitive selection process be waived and the purchase of the two shuttle vehicles be approved. The motion was unanimously approved by a voice vote.

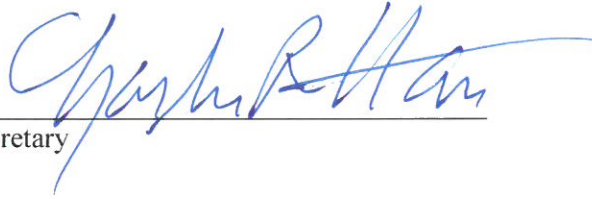
E. Consideration of Approval of the Revised FY 2023 Airport Capital Improvement Programs (ACIP). Mr. White explained to the Board that the ACIP for the fiscal year ending on June 30, 2023, was revised to include updates on the terminal apron expansion project, parking garage expansion project, and parking garage electronic parking guidance system for TYS. Additionally, the capital improvement program for DKX was revised to include additional funding for the Taxiway A rehabilitation. It was moved by Ms. Koella, seconded by Mr. Vogel, that the ACIP for the fiscal year ending on June 30, 2023 be approved as presented. The motion was unanimously approved by a voice vote.

F. Consideration of Approval of Request for Utility Easements and Temporary Construction Easements Near Proffitt Springs Road from South Blount County Utility District (SBCUD). Mr. Schroth advised the Board that the SBCUD plans to extend utilities along the shoulder of Proffitt Spring Road for the planned site of Smith & Wesson's corporate headquarters. SBCUD desires to obtain temporary construction easements and permanent utility easements along parcels owned by the Airport Authority. Mr. Schroth noted that the affected parcels would be Parcel 39.00 and Parcel 41.05. The Airport Authority would be compensated in the amount of \$9,550 for the utility easement on Parcel 39.00 and \$1,600 for the utility easement on Parcel 41.05, totaling \$11,150 in compensation. It was moved by Mr. Vogel, seconded by Ms. Koella, that the requested easements be approved. The motion was unanimously approved by a voice vote.

## VII. Staff Reports.

Trevis Gardner, Vice President of Operations of the Airport Authority, updated the Board on the Smoky Mountain Air Show scheduled for September 10-11, 2022.

Chairman Simmons 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 5:33 p.m.

  
Secretary

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