

METROPOLITAN KNOXVILLE AIRPORT AUTHORITY

Minutes of the Board of Commissioners

Date: September 21, 2022

Place: Cascade Room, Airport Hilton
McGhee Tyson Airport

The Board of Commissioners of the Metropolitan Knoxville Airport Authority met pursuant to notice at 4:00 p.m. on Wednesday, September 21, 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 Ursula Bailey, Julia Bentley, Joe Dawson, Charlie Harr, Eddie Mannis, 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.

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 congratulated Bass, Berry & Sims, PLC, general counsel to the Airport Authority, on celebrating its 100th Anniversary. Mr. Simmons noted that the firm is embarking on its next 100 years with "100 Acts of Service" to celebrate its strong foundation of service to clients, communities and the legal industry.

Chairman Simmons also congratulated Mr. Wilson for being elected to the Board of Directors of the Airports Council International of North America for a three-year term. Mr. Wilson is one of the 11 board members for an organization that represents over 300 airports in the United States and Canada.

II. Minutes. The minutes of the regular meeting of August 17, 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 Report. President Patrick Wilson announced that Gregory Allen McCulloch, Jr. passed away on September 16, 2022. Greg started his career at the Airport Authority in 2003 in the Airfield Maintenance Department. In 2014, he became an Airfield Operations Specialist, leading the Wildlife Management Safety Program. Over the past eight years, he dedicated himself to keeping the airfield safe for approximately 1 million aircraft operations. Mr. Wilson noted that Greg will be greatly missed by the Airport Authority's staff. Mr. Wilson asked everyone to join in a moment of silence for Greg.

Mr. Wilson then 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 noted that the Board would receive a full report on the Smoky Mountain Air Show at the October Board meeting.

IV. Committee Reports.

A. Report of the Administration and Finance Committee. Commissioner Harr, Chair of the Administration and Finance Committee, advised the Board that the Committee had met prior to the Board meeting to consider the recommendations included in the position classification analysis and market compensation study prepared by Segal Consulting and presented to the Administration and Finance Committee. The Committee recommended that the titles, pay ranges and the employees' salaries be adjusted to align with the results of the study. Compliance with this recommendation would require an investment of \$547,702, and this amount is already reflected in the budget for the fiscal year ending June 30, 2023. Mr. Harr, 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.

V. New Business.

A. Consideration of Approval of Work Authorization Number 22-502B to Gresham Smith for the Parking Garage Expansion 30% Design and Acceptance of Funding at McGhee Tyson Airport (TYS). Bryan White, the Vice President of Planning and Development at the Airport Authority, explained to the Board about the proposed work authorization, relating to the proposed parking garage expansion at TYS. The work authorization would include project initiation and management, code and life safety analysis, engineering coordination, wayfinding, functional and architectural design, rental car operations coordination, cost estimating and quality control services for design documents at the 30% completion level. Ninety-five percent of the funding will be provided by a grant from the Division of Aeronautics at the Tennessee Department of Transportation (TDOT). The cost of the work authorization is \$2,289,000. It was moved by Ms. Bentley, seconded by Mr. Vogel, that Work Authorization 22-502B with Gresham Smith be approved and that the appropriate officers of the Authority be authorized to accept the grant from TDOT. The motion was unanimously approved by a voice vote.

B. Consideration of Approval of Contract with Record-USA for Exit Lane Breach Control System and Work Authorization Number 22-205 to Gresham Smith for Construction Documents at TYS. Mr. White explained to the Board that Gresham Smith has prepared a detailed report on the replacement of the revolving door exit from the concourse at TYS. Gresham Smith has recommended replacing the revolving door with a twin tunnel exit-lane system to meet current and future passenger throughput. Records-USA is the only manufacturer that creates a system to fit the available space at the checkpoint. The proposed contract with Records-USA is in an amount of \$288,000. The proposed work authorization with Gresham Smith will provide for the construction documents needed to demolish the current door and modify the concourse to accommodate the new exit lane system and for bid services. The cost of the work authorization is \$98,750. It was moved by Mr. Harr, seconded by Mr. Mannis, that Work Authorization Number 22-205 to Gresham Smith and the contract with Records-USA be approved. Following discussion, the motion was unanimously approved by a voice vote.

C. Consideration of Request for Roadway Easements and a Temporary Construction Easement along Portions of Louisville Road and Proffitt Springs Road from the Tennessee Department of Transportation. Dave Schroth, the Director of Properties and Risk Management at the Airport Authority, informed the Board that TDOT has plans for road improvements that run from the intersection of Louisville Road and Proffitt Springs Road south and northbound along Louisville Road and southbound along Proffitt Springs Road. These improvements will increase safety at the intersection and provide better traffic flow in and around the planned site of Smith & Wesson's corporate headquarters. To complete these road improvements, TDOT is seeking approval for roadway easements and a temporary construction easement along parcels owned by the Airport Authority. The easements would encumber over two acres of property owned by the Airport Authority for 30 years, and the Airport Authority would be compensated in the amount of \$139,350. It was moved by Mr. Vogel, seconded by Mr. Mannis, that the easements with TDOT be approved as presented. The motion was unanimously approved by a voice vote.

VI. Staff Report. Mr. White provided a report to the Board on the upcoming short-term closure of Runway 5L/23R at TYS.

VII. Public Forum. Scott Brun, a board member and marketing strategist for Friends of Downtown Island Airport advocacy group, addressed the Board.

Following the public forum, the meeting was adjourned by Chairman Simmons at 4:39 p.m.


Secretary

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