

METROPOLITAN KNOXVILLE AIRPORT AUTHORITY

Minutes of the Board of Commissioners

Date: February 22, 2023

Place: Sterling Room, Airport Hilton
McGhee Tyson Airport

The Board of Commissioners of the Metropolitan Knoxville Airport Authority met pursuant to notice at 4:02 p.m. on Wednesday, February 22, 2023, in the Sterling 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, Maribel Koella, Eddie Mannis, 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.

II. Minutes. The minutes of the regular meeting of January 18, 2023, 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 introduced Rob Voyles, the new Director of General Aviation, to the Board. Prior to joining the Airport Authority, he worked for the City of Bakersfield, California for 25 years with 8 years at a senior-management level. Mr. Voyles will manage the general aviation facilities and programs for the Airport Authority at Knoxville Downtown Island Airport (DKX) and McGhee Tyson Airport (TYS).

Second, Mr. Wilson recognized Lt Col Ben Brooks and Lt Col Travers Hurst from the 134th Air Refueling Wing for their partnership in the 2022 Smoky Mountain Air Show. The Air Show was recently recognized with the 2023 Best of Blount Tourism Impact Award and the Blue Angels' 2022 Military Air Show of the Year. Mr. Wilson again thanked all of his staff and the 134th Air Refueling Wing for working together to create a successful event.

Finally, Mr. Wilson provided highlights of the activity report, the project report, and financial information that was included with the agenda materials.

IV. Report of the Administration and Finance Committee. Commissioner Harr, Chair of the Administration and Finance Committee, reported to the Board that the Committee met prior to the Board meeting to review an airport chief executive office compensation study by Korn Ferry. Based on the Committee's review of this study, he reported that the Committee recommended that the President's salary be increased to be equal to the median base salary for small hub airports effective as of the next pay period. Mr. Harr made a motion to that effect on behalf of the Committee, which required no second. The motion was unanimously approved by a roll call vote.

V. Report of the Aviation Operations and Services Committee. Chairman Simmons, on behalf of the Aviation Operations and Services Committee, advised the Board that the Committee had met prior to the Board meeting to review Work Authorization Number 23-153 to CHA Consulting, Inc. (CHA) for

the fuel farm assessment at DKX. Mr. Simmons moved on behalf of the Committee that Work Authorization Number 23-153 to CHA in the amount of \$46,482 be accepted by the Board, a motion which required no second. The motion was unanimously approved by a roll call vote.

The Committee also received a report from McCarty Holsaple McCarty on existing facility improvements. This report was informational only.

VI. Report of the Capital Development Committee. Commissioner Koella, Chair of the Capital Development Committee, advised the Board that the Committee had met prior to the Board meeting to review a draft of the Airport Capital Improvement Program for the fiscal year ending June 30, 2024. This report was informational only.

VII. New Business.

A. Consideration of Purchase of Residential Lots 017K D 002.00 and 017K B 003.00 Located in Rocky Waters Subdivision. Dave Schroth, the Director of Properties and Risk Management at the Airport Authority, informed the Board that two vacant lots in the Rocky Waters Subdivision, identified as Lots 017K D 002.00 and 017K B 003.00, are important to the Airport Authority's future expansion and development. The undeveloped lots are 1.31 acres and 0.59 acres, respectively. The lots are available for purchase, and the cost to purchase the lots is \$92,000 plus closing costs. The purchase will be contingent on an appraisal and title report. It was moved by Mr. Vogel, seconded by Ms. Koella, that the purchase of residential lots 017K D 002.00 and 017K B 003.00 located in Rocky Waters be approved. The motion was unanimously approved by a voice vote.

B. Consideration of Purchase of Residential Lot 026 005.02 Located on Holly Hills Drive. Mr. Schroth informed the Board that a vacant lot on Holly Hills Drive, identified as Lot 026 005.02, is adjacent to property owned by the Airport Authority and is important to the Airport Authority's future expansion and development. The undeveloped lot is 0.84 acres. The lot is available for purchase, and the cost of the lot is \$42,000 plus closing costs. The purchase will be contingent on an appraisal and title report. It was moved by Ms. Bentley, seconded by Mr. Mannis, that the purchase of residential lot 026 005.02 located on Holly Hills Drive be approved. The motion was unanimously approved by a voice vote.

C. Consideration of Purchase of Property Located at 476 East Cunningham Street. Mr. Schroth informed the Board that a residential home located at 467 East Cunningham Street is adjacent to property owned by the Airport Authority and is important to the Airport Authority's future expansion and development. The lot is 0.63 acres, and the house on the lot is 2,545 square feet. The lot is available for purchase, and the cost of the lot is \$460,000 plus closing costs. The purchase will be contingent on a property inspection, appraisal and title report. The staff further recommends that a contingency of \$20,000 be made available at the President's discretion for property repairs. It was moved by Ms. Bailey, seconded by Ms. Koella, that the purchase of property located at 476 East Cunningham Street and the contingency fund of \$20,000 be approved as presented. The motion was unanimously approved by a voice vote.

D. Consideration of the Award of Purchase to JBT Lektro for Aircraft Tug for DKX. Mr. Wilson explained that the aircraft tug at DKX is an outdated 2003 Lektro, and DKX has no backup equipment. As a result, the Airport Authority's staff issued a request for proposals for a new model aircraft tug, and the only acceptable quote was from JBT Lektro for a new 2023 Electric Lektro Model AP8650AX. The cost of the aircraft tug was \$64,975. It was moved by Mr. Mannis, seconded by Mr. Harr, that the award of purchase to JBT Lektro for the new aircraft tug at DKX be approved. The motion was unanimously approved by a voice vote.

E. Consideration of the Approval of Work Authorization Number WA-15B to The Faith Group for Cybersecurity Initiative for TYS and DKX. Mr. Wilson explained that the proposed work authorization would continue The Faith Group's cybersecurity initiatives to include adopting and

implementing additional cybersecurity initiatives, increased implementation support, and increased allowance for additional sub-consulting and contractor support. The cost of the work authorization is \$40,000. It was moved by Mr. Vogel, seconded by Mr. Dawson, that the award of Work Authorization Number WA-15B to The Faith Group for cybersecurity initiatives be approved. The motion was unanimously approved by a voice vote.

F. Consideration of the Award of an Agreement to Internetwork Engineering for Technology Professional Network Integration Services for TYS and DKX. Bryan White, the Vice President of Planning and Development at the Airport Authority, explained to the Board that the proposed agreement with Internetwork Engineering would provide for network system integration support for the Airport Authority's staff during the multiple, ongoing technology projects. After issuing a request for proposals and interviewing qualified candidates, the Airport Authority recommends Internetwork Engineering. The proposed agreement would be for three years with two additional one-year extensions. Mr. White explained that specific projects would be negotiated and awarded through the work authorization process. It was moved by Mr. Vogel, seconded by Ms. Koella, that the award of an agreement to Internetwork Engineering for technology professional network integration services be approved. The motion was unanimously approved by a voice vote.

G. Consideration of Approval of Work Authorization Number 23-154 to CHA Consulting, Inc. for the Airport Operations Area and Property Fencing Assessment at TYS. Mr. White explained that the proposed work authorization will evaluate the Airport Operations Area and fencing around TYS for compliance with the Airport Authority's and the Federal Aviation Administration's design standards and an evaluation of security requirements and wildlife mitigation concerns. The cost of the work authorization is \$47,222. It was moved by Ms. Bentley, seconded by Ms. Bailey, that Work Authorization Number 23-154 to CHA Consulting, Inc. for the Airport Operations Area and property fencing assessment be approved. The motion was unanimously approved by a voice vote.

H. Consideration of Approval of Award with James Fire Protection, LLC for the Garage Fire Protection System Standpipe Modifications Project at TYS. Mr. White explained that the Airport Authority issued an invitation to bid for the garage fire protection system standpipe modifications in November 2022 and received only one bid. The proposed project will repair the existing garage standpipe system, provide additional zones with fire department connections, replace the hose valve connections, and ensure the standpipe system performs according to National Fire Protection Association testing standards and applicable local codes. The cost of the project is \$66,370. It was moved by Mr. Harr, seconded by Ms. Bentley, that the award with James Fire Protection, LLC for the garage fire protection system standpipe modifications project at TYS be approved and amend FY 2023 Budget to include the project. The motion was unanimously approved by a voice vote.

I. Consideration of Approval of Work Authorization Number 16-235D to C2RL Engineers, Inc. for Construction Documents and Bidding Services at TYS for the Parking Garage Maintenance and Repairs Phase 2 Project. Mr. White explained that the proposed work authorization would provide design, bidding and bid phase support for the continued work on the existing parking garage that commenced in 2021. The construction award will be presented to the Board at a future meeting. The cost of this work authorization is \$81,180. It was moved by Ms. Bailey, seconded by Mr. Harr, that Work Authorization Number 16-235D to C2RL Engineers, Inc. for construction documents and bidding services for the parking garage maintenance and repairs project be approved. The motion was unanimously approved by a voice vote.

J. Consideration of Approval of Contract with Service One, Inc. (Service One) and Work Authorization Number 22-505B to Gresham Smith for Exit Lane Breach Control Installation Preparation at TYS. Mr. White explained to the Board that the Airport Authority's staff issued a request for bids in December 2022 for the exit lane breach control installation project and only received one bid from Service One. This project will replace the existing revolving door with higher capacity, secure exit units. The cost

of the project is \$243,965. Mr. White also explained that the proposed work authorization with Gresham Smith will provide for construction administration and inspection services. The cost of the work authorization is \$63,700. It was moved by Ms. Bentley, seconded by Mr. Mannis, that contract with Service One, Inc. and Work Authorization Number 22-505B to Gresham Smith for exit lane breach control installation preparation be approved. Following discussion, the motion was unanimously approved by a voice vote.

K. Consideration of Ratification of Purchase to Service One for the Concourse Fire Protection System Repairs at TYS. Mr. Wilson explained that he as the President had to implement emergency sprinkler repairs in February when the sections of the fire protection system piping froze during inclement weather. The project includes demolition of the damaged drop ceiling system and insulation, repair of all damaged fire protection system components, adding heat tape to the fire protection system, and functionality testing. The cost of the project is \$121,398.20. It was moved by Mr. Harr, seconded by Mr. Dawson, that ratification of purchase to Service One for the concourse fire protection system repairs at TYS be approved. Following discussion, the motion was unanimously approved by a voice vote.

VIII. Staff Reports. Mr. White reported to the Board that DKX would have a two-day closure at the end of March to complete the runway, including seeding, grading, electrical panel, light and concrete work. Becky Huckaby, Vice President of Public Relations at the Airport Authority, reported that the Transportation Security Administration has installed new computed tomography X-ray scanners in three checkpoint lanes, with the final checkpoint lane to be finished this summer.

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 4:46 p.m.


Secretary