METROPOLITAN KNOXVILLE AIRPORT AUTHORITY

Minutes of the Board of Commissioners

Date: August 18, 2021

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, August 18, 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, Maribel Koella, 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. Minutes. Chairman Simmons noted that the minutes of the regular meeting of July 21, 2021, had been distributed with the agenda materials. Upon motion duly seconded, the minutes were approved as presented by unanimous voice vote.

II. 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.

III. Consent Calendar. The Chairman noted that the Consent Calendar for August 18, 2021, 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 recognized Mr. Brad Scheafnocker from Republic Parking and explained that Mr. Scheafnocker would be retiring after 38 years of service at McGhee Tyson Airport. Mr. Wilson noted that parking spaces at the Airport had grown from 750 spaces to approximately 5,000 spaces during Mr. Scheafnocker's years of service. Mr. Wilson thanked Mr. Scheafnocker for his service to the Airport Authority and congratulated him on his retirement.

Mr. Wilson then provided the President's report and highlights of the activity report and financial information that was included with the agenda materials. In particular, Mr. Wilson noted that general aviation activity at Knoxville Downtown Island Airport remains robust. Mr. Wilson welcomed back Brian Shutt to Knoxville Downtown Island Airport after an extended tour with the Tennessee Air National Guard and thanked Mr. Shutt for his service.

Mr. Wilson announced that the final graphical version of the strategic plan is being finalized and is expected to be presented at the October Board meeting.

Finally, Mr. Wilson noted that the Airport Authority was continuing its work with the Knoxville Chamber to develop a Knoxville Downtown Island Airport visioning report and provided an update on upcoming action items.

V. Committee Reports.

A. Report of the Audit Committee. Commissioner Bentley, Chair of the Audit Committee, advised the Board that the Committee had met prior to the Board and considered updates to the Audit Committee Charter. The Committee did not recommend any updates at this time.

VI. New Business.

A. Consideration of Approval of Purchase of Residential Lot 98 and Lot 99 Located on Stonybrook Lane in Rocky Waters Subdivision. Mr. Wilson informed the Board that Lot 98 and Lot 99 are adjacent to Airport Authority owned property and important to the Airport Authority's future expansion and development. The cost of both undeveloped lots is $31,725 plus closing costs, and the purchase is contingent on an appraisal, title report, and survey. It was moved by Ms. Bentley, seconded by Mr. Dawson, that the purchase of Lot 98 and Lot 99 on Stonybrook Lane be approved as presented. The motion was unanimously approved by a voice vote.

B. Consideration of Approval of Purchase of Residential Lot 100 Located on Stonybrook Lane in Rocky Waters Subdivision. Mr. Wilson informed the Board that Lot 100 on Stonybrook Lane is also adjacent to Airport Authority owned property and important to the Airport Authority's future expansion and development. The cost of the undeveloped lot is $15,000 plus closing costs, and the purchase is contingent on an appraisal, title report, and survey. It was moved by Mr. Mannis, seconded by Ms. Bentley, that the purchase of Lot 100 on Stonybrook Lane be approved as presented. The motion was unanimously approved by a voice vote.

C. Consideration of Approval of Purchase to Fire Suppression Solutions, LLC for Fire Protection in the Communication Rooms at McGhee Tyson Airport. Mr. Wilson explained to the Board that the communication rooms do not have sensors or a fire suppression system. After the Airport Authority's staff requested proposals from eight fire protection vendors, three proposals were received, and Fire Suppression Solutions, LLC was determined to be the preferred vendor. The expected cost of this project is $107,652. It was moved by Mr. Vogel, seconded by Mr. Dawson, that the purchase of a fire protection system from Fire Suppression Solutions, LLC for the communication rooms be approved. The motion was unanimously approved by a voice vote.

D. Consideration of Approval of Change Order No. One to Service One for the Connector Canopy Repair, Partial Replacement and Painting for McGhee Tyson Airport. Mr. Wilson explained that the connector canopy between the terminal and the Airport Hilton has been in place for 30 years, and an entirely new system will be installed in a future project. Service One has completed the replacement of damaged portions of the canopy, and there is a significant difference in color in the new and existing areas. Mr. Wilson explained that the proposed project includes color matching the new section of canopy, and washing, surface preparation, and painting the existing canopy to match the newly installed section of canopy. The cost of this change order is $16,000. It was moved by Ms. Bentley, seconded by Ms. Koella, that Change Order No. One to the contract with Service One for the connector canopy be approved. The motion was unanimously approved by a voice vote.

E. Consideration of Approval of Professional Services Purchase to McCarty Holsaple McCarty, Inc. for Design, Specifications, Facility Assessment, and Cost Estimations for Knoxville Downtown Island Airport. Mr. Wilson explained to the Board that the near-term and long-term concepts for development and use of the Knoxville Downtown Island Airport (DKX) are actively being discussed. The proposed work authorization is not intended to specifically provide any inputs or solutions to the larger development of a future concept for DKX. The work authorization is to refresh and improve the exterior

surfaces of the terminal facility and the hangar being leased by the Knox County Sheriff's Department, design a replacement for the DKX sign at the terminal, specify replacement outdoor tables and awnings for the seating area outside of the terminal, provide cost estimates to patch, reseal, and restripe the vehicle parking lot, provide cost estimates to replace the existing fencing, and provide for an existing condition survey on the Sheriff's hangar. The cost of the project is $24,000, and the project is expected to take two months. Mr. Wilson explained that another agenda item would be presented at a future date for the construction phases of this project. It was moved by Ms. Koella, seconded by Mr. Dawson, that the selection of McCarty Holsaple McCarty, Inc. for design, specifications, facility assessment, and cost estimates for DKX be approved as presented. The motion was unanimously approved by a voice vote.

F. Consideration of Approval of Request for Easement Off Airbase Road and Temporary Workspaces Off Airbase Road and Louisville Road from East Tennessee Natural Gas, LLC. Mr. Wilson informed the Board that East Tennessee Natural Gas, LLC (ETNG) has plans to perform hydrostatic testing at sites off Louisville Road and Airbase Road and have requested temporary work sites at both locations, totaling approximately 1.0 acre of land. They have also requested an easement for approximately 0.03 acres of land adjacent to an already existing ETNG easement located off Airbase Road. This new easement would allow ETNG to fence in their test site while allowing enough room to maneuver the necessary equipment for routine testing of the gas lines. Mr. Wilson noted that the new easement would be for 30 years but could be terminated upon short notice from the Airport Authority. The Airport Authority will receive $5,000 in compensation for the temporary work sites and the easement. It was moved by Mr. Dawson, seconded by Ms. Bailey, that the temporary work sites and the easement requested by ETNG be approved as presented. The motion was unanimously approved by a voice vote.

VII. Staff Report.

Becky Huckaby, Vice President of Public Relations of the Airport Authority, reported to the Board on the job fair to be held at the Airport Hilton on August 25, 2021, the Aviation Academy to be held from September 8 through October 6, 2021, and the Smoky Mountain Air Show announcement to be held on September 10, 2021.

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 4:50 p.m.

Secretary

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