METROPOLITAN KNOXVILLE AIRPORT AUTHORITY

Minutes of the Board of Commissioners

Date: April 22, 2026

Place: Henrietta Grant Board Room
McGhee Tyson Airport

The Board of Commissioners of the Metropolitan Knoxville Airport Authority (MKAA) met pursuant to notice at 4:02 p.m. on Wednesday, April 22, 2026, in the Henrietta Grant Board Room at McGhee Tyson Airport (TYS) with the Board Chairman, Howard Vogel, presiding.

Roll call developed that Board members present, in addition to Chairman Vogel, were Ursula Bailey, Markus Chady, Joe Dawson, Caryn Hawthorne, Maribel Koella, Allison Page, and Wes Stowers. 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 Vogel 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 as to an item on the agenda or speak during the public forum at the conclusion of the meeting.

II. Minutes. Chairman Vogel noted that the minutes of the regular meeting of March 18, 2026, had been distributed with the agenda materials. Upon motion by Ms. Koella, seconded by Ms. Bailey, the minutes were approved as presented by a unanimous voice vote.

III. President's Report and Financial Report. President Wilson provided the Board with highlights of the activity report, the project report, and financial information that were included with the agenda materials. Mr. Wilson also reported that March 2026 set a new passenger record for the month of March at TYS. Although passenger levels at TYS have remained strong, Mr. Wilson said that the MKAA staff is monitoring the effect of rising jet fuel costs on airline service as flights become more expensive. Mr. Wilson then reported that Honor Air had sponsored its last flight from TYS for veterans to visit Washington, D.C. Mr. Wilson noted that Honor Air has provided flights for approximately 20 years and that over 4,700 veterans were honored with trips to Washington, D.C. Mr. Wilson thanked MKAA's staff for supporting the Honor Air program, with special thanks to Becky Huckaby and her team for helping make the Honor Air flights possible. Mr. Wilson concluded by noting that attendance was excellent for the Navigating a Multi-Generational Workforce training by Kristin Scroggin held on April 9, 2026, and he thanked those Commissioners who were able to attend.

IV. 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 of Commissioners meeting to consider the revised FY 2027 Airport Capital Improvement Program ("ACIP") for McGhee Tyson and Knoxville Downtown Island Airports. Ms. Koella reported that the Committee voted to recommend approval of the revised ACIP. Ms. Koella then, on behalf of the Committee, moved for approval of the revised ACIP for the fiscal year ending June 30, 2027, which motion required no second. The motion was unanimously approved by a voice vote.

V. Report of the Administration and Finance Committee. Commissioner Hawthorne, Chair of the Administration and Finance Committee, advised the Board that the Committee had met prior to the Board of Commissioners meeting to receive an update on changes in certain insurance benefit vendors and to consider the proposed FY 2027 Operating Budget and the FY 2027 Personnel Program. The proposed FY 2027 Personnel Program included a 3.5% salary increase for all full-time and part-time employees of

MKAA, a 2.5% salary range increase, the proposed hiring of five additional full-time employees, the proposed hiring of two part-time employees in FY 2027, and proposed adjustments to five existing positions. Ms. Hawthorne reported that the Committee recommended approval of the FY 2027 Personnel Program as presented. Commissioner Hawthorne moved on behalf of the Committee that the FY 2027 Personnel Program be approved by the Board, a motion which required no second. The motion was unanimously approved by voice vote.

Ms. Hawthorne then advised that the Committee also considered the Operating Budget for the fiscal year ending June 30, 2027. Ms. Hawthorne reported that the Committee recommended approval of the FY 2027 Operating Budget as presented by MKAA staff. On behalf of the Committee, Ms. Hawthorne moved for approval of the Committee's recommendation, which motion required no second. The motion was unanimously approved by a voice vote.

VI. Appointment of the Nominating Committee for Secretary. Chairman Vogel shared that the vacancy in the office of Secretary needs to be filled. Chairman Vogel explained that MKAA's bylaws require that a Nominating Committee be formed to meet and present a slate of officers to the Board, including when a vacancy occurs. Chairman Vogel further shared that the Board Chair, subject to the Board's confirmation, appoints the Nominating Committee. During the March Board meeting, Chairman Vogel asked interested Commissioners to share their interest in serving on the Committee with Mr. Mamantov. Chairman Vogel stated that he recommended the committee be composed of Wes Stowers, Ursula Bailey, and Allison Page and that Mr. Stowers serve as Chair of the Nominating Committee. A motion was made by Mr. Dawson for approval of Chairman Vogel's recommendation. The motion was duly seconded by Ms. Koella. The motion was approved by a unanimous voice vote.

VII. New Business.

A. Consideration of Resolution No. 26-04: A Resolution of the Metropolitan Knoxville Airport Authority to Repeal Any Commercial Ground Transportation Rules and Regulations and Request the President to Issue and Update Such Rules and Regulations Pursuant to the Authority's Bylaws. Susan Gennoe, Vice President of Finance, presented Resolution No. 26-04 for consideration. Ms. Gennoe explained that the Authority's Ground Transportation Rules and Regulations are outdated and need to be revised to reflect the current commercial ground transportation activity at TYS. Ms. Gennoe advised that Section 300.6 of the Authority's Bylaws allows the President to issue and regularly update rules and regulations relating to the operation, use and control of airports and facilities related thereto, owned and/or operated by the Authority. Ms. Gennoe further reported, however, that the Board of Commissioners had previously adopted the existing ground transportation rules and that it was the staff's and legal counsel's recommendation that the Board repeal those rules so that the President could adopt new rules. By permitting the President to issue rules and regulations in this area as needed, Ms. Gennoe advised that this approach would enable the Authority to respond more nimbly to evolving ground transportation needs and maintain a safe, efficient environment for both the traveling public and MKAA staff. Ms. Gennoe stated that the proposed resolution acknowledges that the President will issue and update Ground Transportation Rules and Regulations as authorized by Section 300.6 of the MKAA's Bylaws and that the proposed resolution would also repeal the current rules and regulations. In order to provide continuity, Ms. Gennoe noted that the proposed resolution provides that the current rules and regulations would remain in effect until such time as the President issues new commercial ground transportation rules. Finally, Ms. Gennoe noted that the Board of Commissioners will continue to adopt all rates, fees, and charges associated with ground transportation with the annual budget resolution. It was moved by Mr. Dawson, and duly seconded by Mr. Stowers, that the proposed Resolution 26-04 be approved as presented. The motion was approved by a unanimous voice vote.

B. Consideration of Approval of a Professional Services Agreement with Ricondo and Associates, Inc. and Kimley-Horn and Associates Inc. for Parking and Ground Transportation Consulting Services. Aaron Flake, Director of Parking and Ground Transportation, presented two agreements for parking and ground transportation consulting services for approval. With the addition of the new parking garage and other parking areas, Mr. Flake shared that MKAA needs to undertake technological and management enhancements to parking and ground transportation operations at McGhee Tyson Airport in the next five years. To fulfill that need, MKAA issued a Request for Qualifications ("RFQ") for parking and ground transportation consulting services and received nine responses. After completing the review process, Mr. Flake reported that MKAA's staff recommends that MKAA retains two airport consultants with specific expertise in parking and ground transportation operations to assist MKAA's staff with goal setting, feasibility studies, strategic analysis, and revenue management. Mr. Flake stated that utilizing two consultants will allow MKAA to better align parking and ground transportation trends, strategies, equipment, and technologies expertise. Mr. Flake shared that MKAA's staff recommends the engagement of Ricondo and Associates Inc. and Kimley-Horn and Associates Inc. for parking and ground transportation consulting services. Mr. Flake noted that the proposed term of the agreements would be for three years with the option to extend for two additional, one-year periods and with the option to terminate at any time upon 30 days' notice. It was moved by Ms. Bailey, and duly seconded by Ms. Page, that the President be authorized to enter into agreements with Ricondo and Associates, Inc. and Kimley-Horn and Associates Inc. on the terms as presented. The motion was approved by a unanimous voice vote.

C. Consideration of Approval of Agreement for Program Management Professional Services for the Terminal Area Development Program with Parsons at McGhee Tyson Airport. Bryan White, Vice President of Planning and Development, presented an agreement for Program Management Professional Services with Parsons and Work Authorization Number 26-600 for approval. Mr. White described the selection process that MKAA's staff had undertaken in making the recommendation of Parsons for this work. Mr. White explained that MKAA had received statements of qualifications from 12 firms in response to an RFQ and that MKAA staff had interviewed the three highest-scoring firms, which interviews consisted of two site visits by each firm. Based on this evaluation process, Mr. White reported that the selection committee recommends entering into an agreement with Parsons. Mr. White then introduced two representatives from Parsons, Jeff Kyser and Joel Alexander.

Mr. White explained that the term of the proposed agreement would be for three years with two optional one-year extensions. Mr. White also explained that specific projects will be identified and fees will be negotiated through MKAA's typical work authorization process. To allow Parsons to commence work, Mr. White requested approval of the agreement with Parsons and Work Authorization Number 26-600, which will provide services related to the on-boarding process for a Project Management Information System ("PMIS") and overall planning tasks for the Terminal Area Development Plan. Mr. White explained that funding for the initial work authorization will come from MKAA funds. Ms. Hawthorne then asked if $500,000, which was the amount being authorized, would be spent in FY 2026. Mr. Alexander responded that $500,000 was projected for tasks through September 2026. Mr. Wilson added that the project costs are included in the capital projects budget that was recently approved. It was moved by Ms. Page, and duly seconded by Mr. Stowers, that the President be authorized to execute the proposed agreement with Parsons for Program Management Professional Services for the Terminal Area Development Program as presented and that the initial Work Authorization as described above be authorized. The motion was approved by a unanimous voice vote.

D. Consideration of Approval of Extension for the Agreement with C2RL Engineers for Professional General Consulting Services at McGhee Tyson and Knoxville Downtown Island Airports. Mr. White explained that a proposed six-month extension to the existing agreement with C2RL Engineers will allow the MKAA's staff to better sequence the ongoing selection of a Construction Manager at Risk for the TADP and the selection of MKAA's general engineering consultant to avoid having several solicitations for similar services ongoing at the same time. Mr. White reported that the existing C2RL Agreement expired on March 30, 2026, with a proposed extension to October 1, 2026. It was moved by Mr. Chady, and duly seconded by Mr. Stowers, that the extension of the agreement with C2RL Engineers be approved as presented. The motion was approved by a unanimous voice vote.

E. Consideration of Approval of Work Authorization Number 26-177 with CHA Consulting, Inc. for Rental Car Programming and Project Development at McGhee Tyson Airport. Mr. White explained that the existing rental car service facilities require rehabilitation and expansion of the vehicle storage areas. Mr. White reported that MKAA had obtained a Property Condition Assessment ("PCA") report for these facilities and that the PCA identified improvements for each rental car operator with recommendations for rehabilitation/replacements and upgrades to meet the operational service needs for the next 10 years. Mr. White stated that the proposed work authorization with CHA Consulting will allow MKAA's staff, with CHA Consulting, Inc.'s assistance, to work with the rental car providers to develop a program to address existing facility's operational needs, facility expansion to support the operators' and MKAA's needs, vehicle storage capacity, construction phasing and project execution. Mr. White noted that the expected funding for this project will be through Customer Facility Charges ("CFC"). Mr. White reported that MKAA staff recommends the approval of Work Authorization Number 26-177 to CHA Consulting, Inc. in the amount of $121,410 be approved for the purposes described above and that the President be authorized to execute the work authorization, subject to review by the MKAA's legal counsel. It was moved by Mr. Chady, and duly seconded by Ms. Bailey, that the Work Authorization Number 26-177 with CHA Consulting, Inc. be approved as presented. The motion was approved by a unanimous voice vote.

F. Consideration of Approval of Change Order Number 2 with Southern Constructors, Inc. For Terminal Building Sewer Lift Station Pump Replacement and Related Improvements at McGhee Tyson Airport. Mr. White explained that the original contract for the project with Southern Constructors for the sewer lift station project was approved at the October 2025 Board meeting. Mr. White advised that this change order will provide for the repair of a leak in the sanitary sewer sump tank for the terminal and concourse facility that was discovered during work on the project. Mr. White explained that the proposed additional work includes providing temporary power, installing a sewer bypass, cleaning the wet well, injecting polyurethane grout into the wet well walls to seal the leaking areas together with all labor, materials, equipment, and contracting with any subcontractors necessary to complete the repairs. Mr. White noted that this work will extend the life of the sewer tank for five years, at which time the tank is expected to be replaced as part of the TADP. Mr. White also noted that funding for this project will be from MKAA funds. Mr. White reported that staff recommends the approval of Change Order Number 2 to Southern Constructors, Inc. in the amount of $29,941 be approved for the purposes described above and that the President be authorized to execute the change order, subject to review by the MKAA's legal counsel. Commissioner Stowers recused himself from the vote due to a potential conflict of interest. It was moved by Mr. Chady, and duly seconded by Mr. Dawson, that the proposed Change Order Number 2 with Southern Constructors, Inc. be approved as presented. The motion was approved by a unanimous voice vote of commissioners voting.

G. Consideration of Approval of Work Authorization Number 22-500G with Gresham Smith for Additional Design Phase Services for the SSCP Expansion Project at McGhee Tyson Airport. Mr. White explained that the design of the Security Screening Checkpoint ("SSCP") is progressing through the 35% level with final documents expected in August 2026. Mr. White noted that the original concept for the SSCP expansion envisioned a minimal building expansion of approximately 2,500 square feet and a renovation of approximately 5,000 square feet. Through the conceptual planning process, Mr. White reported that the MKAA's staff has determined that negative impacts of this initial approach to concessions, the operations of the Transportation Security Administration ("TSA"), and customer experience outweigh the benefits of the smaller construction footprint. Mr. White explained that the final conceptual plan provides an expansion of the terminal facility of approximately 13,400 square feet and a renovation of approximately 5,200 square feet as well as additional ramp level infrastructure and facility utilities. Due to these changes, Mr. White reported that additional design fees are needed to progress this new concept to full design documents with additional architectural, interior design, structural, and mechanical, electrical, and plumbing services. Mr. White explained that MKAA staff has concluded that the new concept will provide a TSA-compliant SSCP, additional concessions opportunities, and enhanced customer experience. Mr. White noted that funding for the project is expected to be provided through future passenger facility charges ("PFC"). Mr. White advised that MKAA staff recommends Work Authorization Number 22-500G to Gresham Smith in the amount of $991,924 be approved for purposes described above and that the President be authorized to execute the work authorization consistent with such terms, subject to review by the MKAA's legal counsel. It was moved by Mr. Chady, and duly seconded by Mr. Stowers, that the proposed Work Authorization Number 22-500G with Gresham Smith be approved as presented. The motion was approved by a unanimous voice vote.

H. Consideration of Approval to Participate in the TSA's Capabilities Acceptance Process to Support Security Screening Enhancements at McGhee Tyson Airport. Mr. White explained that in the first phase of the TADP, MKAA plans to expand and improve the existing security screening check point ("SSCP") at McGhee Tyson Airport that is operated by TSA. Since that project will not be completed for some time, Mr. White stated Authority staff is currently working with TSA on alternatives to enhance and expedite the security screening process as an interim measure. Mr. White noted that MKAA, in consultation with TSA, has identified certain types of equipment that would expedite the security screening process by making the process more efficient. Mr. White explained that TSA has developed a program by which an airport may assist in improving its security screening process by agreeing to acquire, donate, install, and maintain security equipment for TSA's use, which program is called the Capability Acceptance Process ("CAP"). To participate in the program, Mr. White advised that MKAA would be required to enter into a Memorandum of Agreement in the form required by TSA, which Memorandum will contain various terms and conditions relating to the acquisition, donation, installation, and maintenance of the equipment to be used by TSA. Mr. White further explained that if MKAA participates in the CAP program, several items of equipment will need to be purchased in an expedited manner and that under the Authority's policies, the MKAA President is authorized to purchase any item of equipment with a cost of up to $150,000 without presenting the purchase to the Board. To expedite acquisition of equipment for the CAP program, Mr. White requested that this purchasing limit be increased to $175,000 just for this project as the cost of several items of equipment or services that are expected to be needed exceeds the $150,000 limitation. Also, Mr. White explained that the TSA will dictate who the vendor of the equipment will be as well as the vendor that will be selected to maintain the equipment, and because TSA will only allow specific vendors, MKAA's staff cannot undertake a competitive solicitation for that equipment and those services. Mr. White therefore noted that the equipment and services would be purchased under the sole source exception from competitive solicitation pursuant to the Authority's procurement policy. For these reasons, Mr. White concluded by noting that the MKAA staff recommends that (i) MKAA be authorized to participate in the TSA's CAP program in order to enhance the security screening process at McGhee Tyson Airport; (ii) that the MKAA, in consultation with legal counsel, be authorized to execute all agreements and related documents requested by the TSA to participate in the CAP program; and (iii) the President's purchasing authority be increased to $175,000 for purchases of equipment and services to fulfill the MKAA's obligations with respect to the CAP program. In the discussion that followed, Mr. Wilson explained that the new equipment would allow two TSA agents to review the screening equipment and move patrons more quickly. Ms. Bailey asked and was given confirmation that the purchasing authority in this line item would be only related to this program. It was moved by Mr. Dawson, and duly seconded by Ms. Page, that the proposed participation in TSA's Capabilities Acceptance Process be approved as presented. The motion was approved by a unanimous voice vote.

VIII. Staff Reports. Becky Huckaby, the Vice President of Public Relations, reported on recent events that MKAA had sponsored and highlighted upcoming events. Bryan White, the Vice President of Planning and Development, shared an update on the construction of the new garage. Mr. White reported that the contractor has completed most of the foundation work and that the vertical construction is progressing as planned.

IX. Public Forum. Chairman Vogel announced that the business agenda had been completed and that one individual wished to address the Board. Doug Colclasure reported that the City of Oak Ridge continues to pursue a new general aviation airport and stated that he thought MKAA may have an interest in that project. Mr. Colclasure also stated that visitors from Washington, D.C. to the new nuclear facilities in Oak Ridge are pleased with the direct flights to Knoxville.

X. Adjournment. Thereupon, upon motion duly seconded and unanimously approved, the meeting was adjourned at 4:49 p.m.

Carm Hawthorne

Secretary