

REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MEMPHIS-SHELBY COUNTY AIRPORT AUTHORITY (MSCAA) May 21, 2026

CALL TO ORDER

MSCAA Board Meetings are held at the Airport Authority Offices unless noted otherwise and are available to watch via ZOOM Webcast.

APPROVAL OF BOARD MEETING MINUTES: ***April 16, 2026***

Resolutions for Approval This Month

Approval to Execute a Contract – Charles W. Baker Airport Pavement Improvement – Phase 2/ Construction - Precise Concrete Works, LLC

Approval to Execute a Contract – East Parking Lot Expansion – Phase 5/Construction - Grinder, Taber & Grinder, Inc.

Approval to Execute a Contract – Pavement Joint Sealant Services - Hi-Lite Airfield Services, LLC.

Approval of Contract Amend No. 3 - Rental Car Parking Garage /Design - EXP U.S. Services, Inc.

Approval of Fiscal Year 2027 Budget (July 1, 2026 – June 30, 2027)

Division Reports

TREASURER and PROPERTIES REPORTS

Sylvester Lavender, Vice President of Finance and Administration/CFO

OPERATIONS REPORT

Marshall Stevens, Vice President of Operations/COO

INFORMATION ITEMS

EXECUTIVE SESSION

At this time the zoom webcast will end and those attending in person will be excused from the boardroom. The Senior Executives, General Counsel and the Board Members will remain. After the Executive Session has concluded, the board meeting will resume to formally adjourn the meeting.

NEXT BOARD MEETING – ***June 11, 2026 (adjusted Date)***

**Memphis-Shelby County Airport Authority
Treasurer's Report**

For the Ten Months Ended April 30, 2026

SUMMARY	Current Period Actual	Current Period Budget	Variance	% Variance	YTD Actual	YTD Budget	YTD Variance	YTD % Variance	Annual Budget
Revenues	12,619,431	12,539,225	80,206	0.6%	126,548,452	128,693,932	(2,145,480)	(1.7%)	154,654,200
Expenses	11,350,106	11,866,110	(516,004)	(4.3%)	120,276,992	122,808,274	(2,531,282)	(2.1%)	154,654,200
Net Revenues	1,269,325	673,115	596,210		6,271,461	5,885,658	385,803		0
SUMMARY BY COST CENTER									
Revenues									
Terminal	2,393,243	2,384,133	9,110	0.4%	24,251,777	23,710,964	540,813	2.3%	28,592,300
Ground Transportation	3,608,923	3,718,598	(109,675)	(2.9%)	36,667,744	37,675,422	(1,007,678)	(2.7%)	45,726,600
Airfield	5,801,977	5,683,861	118,116	2.1%	57,424,846	59,867,210	(2,442,364)	(4.1%)	71,425,100
Other Aviation	358,929	347,764	11,165	3.2%	3,478,067	3,502,586	(24,519)	(0.7%)	4,199,700
Non-Aviation	132,314	101,277	31,037	30.6%	1,047,404	901,830	145,574	16.1%	1,067,400
Other Sources	324,045	303,592	20,453	6.7%	3,678,614	3,035,920	642,694	21.2%	3,643,100
Total Revenues	12,619,431	12,539,225	80,206	0.6%	126,548,452	128,693,932	(2,145,480)	(1.7%)	154,654,200
Expenses									
Terminal	1,297,346	1,364,626	(67,280)	(4.9%)	13,993,726	14,268,134	(274,408)	(1.9%)	17,837,340
Ground Transportation	508,202	612,295	(104,093)	(17.0%)	5,763,652	6,347,980	(584,328)	(9.2%)	7,602,700
Airfield	1,583,752	1,635,158	(51,406)	(3.1%)	19,901,866	20,821,024	(919,158)	(4.4%)	24,638,178
Field Shop	176,633	191,731	(15,098)	(7.9%)	1,984,619	1,966,464	18,155	0.9%	2,415,315
General Admin	1,772,391	1,992,002	(219,611)	(11.0%)	19,907,804	20,467,744	(559,940)	(2.7%)	28,369,604
Operation & Public Safety	1,256,099	1,253,122	2,977	0.2%	12,932,462	12,700,076	232,386	1.8%	15,826,763
Other & Non Aviation	117,825	179,318	(61,493)	(34.3%)	1,399,444	1,843,433	(443,989)	(24.1%)	2,206,800
Bond Principal Int. & Coverage	3,706,200	3,706,200		0.0%	37,061,500	37,061,500		0.0%	44,473,900
Capital Disbursements	931,658	931,658		0.0%	7,331,919	7,331,919		0.0%	11,283,600
Total Expenses	11,350,106	11,866,110	(516,004)	(4.3%)	120,276,992	122,808,274	(2,531,283)	(2.1%)	154,654,200
Revenues Over/(Under) Expenses	1,269,325	673,115	596,210		6,271,461	5,885,658	385,803		0

**Report is comprised of estimates and is for internal management purposes only.

RESOLUTION

WHEREAS, pursuant to public advertisement, bids were received as follows:

REQUEST FOR BIDS
CHARLES BAKER PAVEMENT IMPROVEMENTS – PHASE 2 – CONSTRUCTION
MSCAA PROJECT NO. 18-1420-02-01
CHARLES W. BAKER AIRPORT
Received May 5, 2026

BIDDER	BID
Precise Concrete Works, LLC *	\$1,253,007.57
VuCon, LLC*	\$1,855,271.00
Engineer’s Estimate	\$1,046,076.00

**local*

and,

WHEREAS, the bid includes rehabilitation of the terminal/fuel farm apron and terminal parking lot at Charles Baker Airport; and,

WHEREAS, this project is the second phase of a larger rehabilitation project, with additional phases under separate contracts in the future based on availability of funding; and,

WHEREAS, the scope of work consists of, but are not necessarily limited to, asphalt pulverization, full depth reclamation, asphalt paving, tack coat, seal coat, pavement markings, dumpster enclosures, security improvements (lighting, gates, and cameras) and other efforts as necessary; and,

WHEREAS, the Bids were evaluated according to established criteria; and,

WHEREAS, Precise Concrete Works, LLC was deemed the lowest responsive bidder; and,

WHEREAS, the Airport Authority Management’s Capital Program Executive Staff recommended award of the Contract in the total amount of \$1,253,007.57 to Precise

Concrete Works, LLC and an Initial Contingency Amount (ICA) in the amount of \$125,300.76 (10%) for the project for a total funding authorization amount (contract plus contingency) of \$1,378,308.33, which, in accordance with Airport Authority Policy 701, requires approval of the President and CEO and the Board; and,

WHEREAS, in accordance with its Small Business Participation Program (SBPP), the Airport Authority established a SBE goal of 16% for the full term of this contract; and,

WHEREAS, Precise Concrete Works, LLC is a local SBE prime contractor, and is self-performing work totaling 30.0% SBE Participation, which will total \$375,902.27 on this project; and,

WHEREAS, Airport Authority Management recommends the approval of a contract with Precise Concrete Works, LLC in the amount of \$1,253,007.57;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or his designee is hereby authorized to execute a contract with Precise Concrete Works, LLC as herein described, cost to be paid from State Grants, Capital Outlay funds, or any other funds as identified by the CFO.

05-21-26

RESOLUTION

WHEREAS, pursuant to public advertisement, bids were received as follows:

REQUEST FOR BIDS
EAST LOT PARKING LOT EXPANSION – PHASE 5 – CONSTRUCTION
MSCAA PROJECT NO. 18-1420-02-01
MEMPHIS INTERNATIONAL AIRPORT
Received May 7, 2026

BIDDER	BID
Grinder, Taber & Grinder, Inc.*	\$2,630,529.86
Precise Concrete Works, LLC *	\$2,896,621.67
<i>Engineer's Estimate</i>	<i>\$2,304,155.73</i>

**local*

and,

WHEREAS, the bid includes improvements to separate the existing East Parking Lot into dedicated employee and passenger parking lots at Memphis International Airport; and,

WHEREAS, the scope of work consists of, but are not necessarily limited to, demolition, new entrance/exit plazas, canopies, concrete flatwork, fencing, access control equipment, security improvements (lighting and cameras), pavement markings, electrical, communication, and other efforts as necessary; and,

WHEREAS, the Bids were evaluated according to established criteria; and,

WHEREAS, Grinder, Taber & Grinder, Inc. was deemed the lowest responsive bidder; and,

WHEREAS, the Airport Authority Management's Capital Program Executive Staff recommended award of the Contract in the total amount of \$2,630,529.86 to Grinder, Taber & Grinder, Inc. and an Initial Contingency Amount (ICA) in the amount of

\$263,052.99 (10%) for the project for a total funding authorization amount (contract plus contingency) of \$2,893,582.85, which, in accordance with Airport Authority Policy 701, requires approval of the President and CEO and the Board; and,

WHEREAS, in accordance with its Small Business Participation Program (SBPP), the Airport Authority established a SBE goal of 13% for the full term of this contract; and,

WHEREAS, Grinder, Taber & Grinder, Inc. is a local prime contractor, and is utilizing a local certified SBE totaling 21.4% SBE Participation, which will total \$562,098.89 on this project; and,

WHEREAS, Airport Authority Management recommends the approval of a contract with Grinder, Taber & Grinder, Inc. in the amount of \$2,630,529.86;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or his designee is hereby authorized to execute a contract with Grinder, Taber & Grinder, Inc. as herein described, cost to be paid from Terminal Capital Funds or any other funds as identified by the CFO.

05-21-26

RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority (“Airport Authority”) is authorized by the public purchasing provisions of state law to participate in the cooperative purchasing of supplies and/or services as an exception to the bidding requirements, and such authority is set forth in Policy 801(7)(a) of the Airport Authority’s Policy Manual; and,

WHEREAS, Hi-Lite Airfield Services, LLC., (“Hi-Lite”), is a current service provider for Sourcewell, a public purchasing cooperative, and, under Sourcewell cooperative purchasing contract #110122-HLA, H-Lite is authorized to provide Joint Sealant Services; and,

WHEREAS, Hi-Lite has acquired Interstate Sealant & Concrete, LLC (“ISC”); and,

WHEREAS, ISC has served as the Airport Authority’s joint seal service provider at Memphis International Airport since January 2022, performing pavement joint resealing work on runways, taxiways, and aprons; and,

WHEREAS, the Airport Authority has been satisfied with the quality, responsiveness, and overall performance of ISC’s joint sealant services during this period; and,

WHEREAS, services include, among other things, joint saw cutting, backer rod installation, and silicone and hot-pour joint seal filler material; and,

WHEREAS, the pavement joint sealant program is critical to protecting the miles of runways, taxiways, and aprons making up critical airfield infrastructure at Memphis International Airport; and,

WHEREAS, the initial term of the contract will be for a period of one year with four one-year renewal options to be exercised at the Airport Authority's sole discretion, for a potential total contract term of five years; and,

WHEREAS, under the terms of the Sourcewell contract, Hi-Lite has proposed providing joint sealant service for a total five-year contract value of \$18,759,499.94, with each year based on the following fee schedule that begins July 1 and ends on June 30;

- Year 1 - \$3,662,991.00
- Year 2 - \$3,662,991.00
- Year 3 - \$3,733,929.14
- Year 4 - \$3,811,045.49
- Year 5 - \$3,888,543.31

and,

WHEREAS, cooperative purchasing agencies can change service providers, and, should such a service provider change occur during the term of the cooperative purchasing contract described herein, Airport Authority Management requests authorization to likewise change service providers to remain compliant with the cooperative purchasing contract offered by the agency referenced herein; and,

WHEREAS, Airport Authority Management recommends approval;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or his designee is hereby authorized to execute a contract with Hi-Lite Airfield Services, LLC., as herein described, cost to be paid from the Airport Authority's Operating Funds or a funding source identified by the CFO.

05-21-26

RESOLUTION

WHEREAS, by Resolution No. 23-5127, adopted December 21, 2023, approval was granted by the Memphis-Shelby County Airport Authority (“Airport Authority”) Board of Commissioners to award a contract to EXP U.S. Services, Inc. (EXP) for professional engineering pre-design services to include establishing a programmatic layout of the garage by developing a consensus with the rental car companies that serve Memphis International Airport for the project described as:

**RENTAL CAR PARKING GARAGE (CONRAC) – DESIGN
MSCAA PROJECT NO. 23-1472-00**

WHEREAS, the following amendments to the contract scope and amount have been approved and executed per the corresponding Board Resolution or Airport Authority Management action in accordance with MSCAA Policy:

Contract Agreement 23-1472-00	Board Resolution or Management Action	Date	Scope	Cost	Contingency
Base Contract	Resolution No. 23-5127	December 21, 2023	Preliminary Design & Study	\$500,000.00	\$50,000.00
Amendment 1	Management Action – MSCAA Policy 102	April 25, 2025	Additional Programming & Pre-Design	\$300,000.00	
Amendment 2	Management Action – MSCAA Policy 102	December 2, 2025	Additional Programming & Planning	\$350,000.00	
SUBTOTAL		Contract + Approved Amendments 1-2		\$1,150,000.00	\$50,000.00
Max Approved Expenditure Authority (Cost/Contract Amount + Contingency)				\$1,200,000.00	

WHEREAS, it is now Airport Authority Management’s desire to adopt Amendment No.3 for additional Design Services to include Schematic Design, Design

Development and 30% Construction Design Documents to facilitate a more refined/defined construction cost estimate; and,

WHEREAS, work efforts may include geotechnical investigation, site surveying, architectural design, civil design, structural and seismic design, mechanical, electrical, and plumbing (MEP) design, cost estimating, preliminary phasing and construction scheduling, and other efforts as required; and,

WHEREAS, the design will include considerations for electrical vehicle charging and solar panels and will require continued extensive stakeholder (airport, rental car companies, etc.) coordination; and,

WHEREAS, the following Task fees have been negotiated for professional engineering services for design development to the Schematic Design or 30% design level for \$6,331,040.00; and,

WHEREAS, Airport Authority's Capital Program Executive Staff, recommends an Initial Contingency Amount (ICA) in the amount of \$633,104.00 (10%) for a maximum funding authorization amount (cost/contract plus contingency) of \$8,164,144.00 for the project, which, in accordance with Policy 701, requires approval of the President and CEO and the Board; and,

WHEREAS, Airport Authority's Capital Program Executive Staff, by action taken on May 14, 2026, recommends approval of the negotiated fees for services to be performed by the design team; and,

WHEREAS, Management recommends approval;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or his designee is hereby authorized to amend the contract with EXP U.S. Services, Inc. as herein

described, cost to be paid from Customer Facility Charges (CFCs) and other funds as identified by the CFO.

05-21-26

RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority (“Authority”) has prepared the Fiscal Year 2027 (July 1, 2026 – June 30, 2027) Operations and Maintenance Budget, including corresponding airline rates and charges; and,

WHEREAS, the Airport Authority Board Finance Administration and Audit Committee and Airport Authority Management recommend adoption of the budget;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that approval be and is hereby granted to adopt the Fiscal Year 2027 Operations and Maintenance Budget as herein described and the corresponding rates and charges contained therein.

05-21-26