

REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MEMPHIS-SHELBY
COUNTY AIRPORT AUTHORITY (MSCAA) June 18, 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: ***May 21, 2026***

REGISTERED PUBLIC COMMENTS

Resolutions for Approval This Month

Approval of Updated Public Comment Process

Approval to Increase the Project Contingency Amount for the Parking Guidance System

Approval to Execute Contract Amendment No. 10 – Terminal Modernization & Seismic Program (TMSP) Design - UrbanARCH Associates

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

NEXT BOARD MEETING – ***July 16, 2026***

Memphis-Shelby County Airport Authority Treasurer's Report

For the Eleven Months Ended May 31, 2026

SUMMARY									
	Current Period Actual	Current Period Budget	Variance	% Variance	YTD Actual	YTD Budget	YTD Variance	YTD % Variance	Annual Budget
Revenues	12,937,587	13,239,143	(301,556)	(2.3%)	139,465,109	141,933,075	(2,467,966)	(1.7%)	154,654,200
Expenses	12,677,674	13,022,014	(344,341)	(2.6%)	133,095,536	135,676,774	(2,581,238)	(1.9%)	154,654,200
Net Revenues	259,913	217,129	42,784		6,369,573	6,256,301	113,272		0
SUMMARY BY COST CENTER									
Revenues									
Terminal	2,462,272	2,439,984	22,288	0.9%	26,843,738	26,150,948	692,790	2.6%	28,592,300
Ground Transportation	4,084,788	4,233,168	(148,380)	(3.5%)	40,606,750	41,908,590	(1,301,840)	(3.1%)	45,726,600
Airfield	5,626,867	5,830,158	(203,291)	(3.5%)	63,045,034	65,697,368	(2,652,334)	(4.0%)	71,425,100
Other Aviation	338,283	349,454	(11,171)	(3.2%)	3,817,650	3,852,040	(34,390)	(0.9%)	4,199,700
Non-Aviation	92,493	82,787	9,706	11.7%	1,140,438	984,617	155,821	15.8%	1,067,400
Other Sources	332,885	303,592	29,293	9.6%	4,011,499	3,339,512	671,987	20.1%	3,643,100
Operating Revenues	12,937,587	13,239,143	(301,556)	(2.3%)	139,465,109	141,933,075	(2,467,966)	(1.7%)	154,654,200
Allocated Surplus	0	0	0	#DIV/0!	0	0	0	0.0%	0
Total Revenues	12,937,587	13,239,143	(301,556)	(2.3%)	139,465,109	141,933,075	(2,467,966)	(1.7%)	154,654,200
Expenses									
Terminal	1,755,455	1,696,311	59,144	3.5%	15,760,922	15,964,445	(203,523)	(1.3%)	17,837,340
Ground Transportation	555,188	603,477	(48,289)	(8.0%)	6,408,136	6,951,457	(543,321)	(7.8%)	7,602,700
Airfield	1,859,663	1,914,179	(54,516)	(2.8%)	21,654,187	22,599,325	(945,138)	(4.2%)	24,633,178
Field Shop	233,103	244,396	(11,293)	(4.6%)	2,217,033	2,198,860	18,173	0.8%	2,420,315
General Admin	2,268,237	2,354,984	(86,747)	(3.7%)	22,301,746	22,819,228	(517,482)	(2.3%)	28,369,604
Operation & Public Safety	1,625,290	1,770,123	(144,833)	(8.2%)	14,564,164	14,465,199	98,965	0.7%	15,826,763
Other & Non Aviation	120,917	178,723	(57,806)	(32.3%)	1,533,244	2,022,156	(488,912)	(24.2%)	2,206,800
Bond Principal Int. & Coverage	3,706,200	3,706,200	0	0.0%	40,767,700	40,767,700	0	0.0%	44,473,900
Capital Disbursements	553,621	553,621	0	0.0%	7,888,404	7,888,404	0	0.0%	11,283,600
Total Expenses	12,677,674	13,022,014	(344,341)	(2.6%)	133,095,536	135,676,774	(2,581,238)	(1.9%)	154,654,200
Revenues Over/(Under) Expenses	259,913	217,129	42,784		6,369,573	6,256,301	113,272		0

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

RESOLUTION

WHEREAS, in 2023, pursuant to changes in Tennessee law, specifically, Tennessee Code Annotated § 8-44-112, Public Comment Periods, the Board of Commissioners of the Memphis-Shelby County Airport Authority ("Board") implemented a process for public comments during its meetings; and,

WHEREAS, the State of Tennessee General Assembly recently amended Tennessee Code Annotated § 8-44-112, Public Comment Periods; and,

WHEREAS, according to the amendment, local governing bodies must now allow for public comment "on *any matter* that is germane to the jurisdiction of the local governing body, regardless of whether such matter is an item on the agenda for the meeting" (Emphasis added); and,

WHEREAS, the Board desires to update its public comment process to comply with the recent changes to Tennessee law.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority that the public comment process be updated to allow for public comment on any matter that is germane to the jurisdiction of the Board, regardless of whether such matter is an item on the agenda for its meetings.

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06-18-26

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RESOLUTION

WHEREAS, by Resolution No. 25-5170, adopted May 15, 2025, approval was granted for award of contract to Parking Guidance Systems, LLC in the amount of \$5,043,399.96 with an Initial Contingency Amount (ICA) of \$252,170.00 (5%) for a total Expenditure Authority amount of \$5,295,569.96 for the project described as:

**PARKING GUIDANCE SYSTEM
MSCAA PROJECT NO. 24-1477-00
MEMPHIS INTERNATIONAL AIRPORT**

WHEREAS, the scope of work consists of, but is not necessarily limited to, installation of parking guidance equipment, installation of associated power and data infrastructure, and other efforts as necessary; and,

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 24-1477-00	Board Resolution or Management Action	Date	Scope	Cost	Contingency
Contract	Resolution No. 25-5170	May 15, 2025	Parking Guidance System	\$5,043,399.96	\$252,170.00
Amendment 1	Management Action – MSCAA Policy 102/CPES	August 28, 2025	Updated Insurance Requirements	\$0.00	
Amendment 2	Management Action – MSCAA Policy 102/CPES	December 4, 2025	Fiber Optic Upgrades	\$112,232.25	
Amendment 3	Management Action – MSCAA Policy 102/CPES	January 8, 2026	Conduit Installation Method	\$134,192.61	
				Cost	
SUBTOTAL		Contract + Approved Amendments (1-3)		\$5,289,824.82	
MSCAA Board Approved Max Expenditure Authority (Cost/Contract Amount + Contingency)				\$5,295,569.96	

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WHEREAS, the fiber optic upgrades work was in support of the Parking Guidance System and budgeted, but not originally planned to be performed by Parking Guidance Systems, LLC; and,

WHEREAS, it was determined to be in the best interest of the Airport Authority to have Parking Guidance Systems, LLC perform the fiber optic upgrades; and,

WHEREAS, the Initial Contingency Amount (ICA) has been exhausted; and,

WHEREAS, it is now Airport Authority Management's desire to increase the Contingency Amount by \$131,898.84 from \$252,170.00 (5.0%) to \$384,068.84 (7.6%) which, if approved, would result in a new total Expenditure Authority amount of \$5,427,468.80; and,

WHEREAS, this increase will not increase the overall project budget; and,

WHEREAS, the Airport Authority Management's Capital Program Executive Staff recommends an increase in the Initial Contingency Amount (ICA) in the amount of \$131,898.84, which, in accordance with Airport Authority Policy 701, requires approval of the President and CEO and the Board; and,

WHEREAS, Airport Authority Management recommends an increase in the Initial Contingency Amount (ICA) in the amount of \$131,898.84 resulting in a new total Expenditure Authority amount of \$5,427,468.80;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or designee is hereby authorized to increase the project Contingency Amount and the associated Max Funding Authorization for the contract as herein described, cost to be paid from the FY25 Capital Outlay Budget, Capital Funds, or other funds as identified by the CFO.

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06-18-26

RESOLUTION

WHEREAS, by Resolution No. 22-5041, adopted August 18, 2022, approval was granted by the Memphis-Shelby County Airport Authority (“Airport Authority”) Board of Commissioners to award a contract to UrbanARCH Associates for professional engineering pre-design services to include expansion of the B ticket lobby by moving the north wall into the existing drive; relocation of vertical circulation to the north wall; seismic upgrades to all three (3) terminals (all levels); Centralized Baggage Inspection System (CBIS); Employee Screening; and ticketing lobby improvements along with completion of outbound routes to the CBIS at Memphis international Airport for the project described as:

TERMINAL MODERNIZATION & SEISMIC PROGRAM (TMSP) – DESIGN MSCAA PROJECT NO. 22-1459-00

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 22-1459-00	Board Resolution or Management Action	Date	Scope	Cost	Contingency
Base Contract	Resolution No. 22-5041	August 18, 2022	Preliminary Design & Study	\$12,022,500.00	\$1,202,250.00
Amendment 1	Resolution No. 23-5099	June 15, 2023	Civil, MEP, Central Plant add'l scope	\$1,186,500.00	
Amendment 2	Resolution No. 23-5108	August 17, 2023	Outer Roadway & CBIS Final Design	\$6,083,819.23	
Amendment 3 Revised	Resolution No. 23-5125	October 19, 2023	Reconciliation of Design Scope	\$0.00	
Amendment 4	Resolution No. 24-5134	February 15, 2024	Demolition of A Concourse Design	\$549,232.50	
Amendment 5	Management Action – MSCAA Policy	March 14, 2024	Structural Evaluation of	\$49,750.00	

	102/CPES		the Inner Drive and Transit Tunnel		
Amendment 6	Resolution No. 24-5139	March 21, 2024	Schematic Level Design for 2030 Milestone (Term B first)	\$8,693,179.44	
Amendment 7	Resolution No. 24-5154	August 26, 2024	Decommission Transit Tunnel Design	\$1,247,262.00	
Amendment 8	Management Action – MSCAA Policy 102/CPES	September 12, 2024	Construction Support for Outer Roadway	\$1,000,000.00	
Amendment 9	Resolution No. 25-5166	March 20, 2025	Design Services for CBIS/Admin Bldg	\$25,884,243.37	\$1,294,212.00
Amendment 10	Resolution No. 25-5183	August 21, 2025	Constr. Support for A-Demo & Outer Roadway	\$950,000.00	
Amendment 11	Management Action – MSCAA Policy 102/CPES	December 4, 2025	Video Content Development	\$393,251.00	(\$393,251.00)
Amendment 12	Management Action – MSCAA Policy 102/CPES	January 22, 2026	Rotunda Window Wall Design & Constr. Support	\$105,580.60	(105,580.60)
SUBTOTAL		August 21, 2025	Approved Amendments 1- 12	\$58,165,318.14	\$1,997,630.40
MSCAA Board Approved Max Expenditure Authority (Cost/Contract Amount + Contingency)				\$60,162,948.54	

WHEREAS, it is now Airport Authority Management's desire to adopt Amendment No.13 for additional services to include Construction Support Services (CSS) associated with the construction and installation of the Centralized Baggage Inspection System (CBIS) and Baggage Handling System (BHS); and,

WHEREAS, Airport Authority Staff negotiated Contract Amendment No. 13 in the hourly not to exceed (NTE) amount of Two Million Five Hundred Ninety-Seven Thousand Nine Hundred Forty-Two and 28/100 Dollars (**\$2,597,942.28**) for additional Design Services; and,

WHEREAS, if approved, the total amended Contract Amount will be \$60,763,260.42 and the maximum expenditure authority (cost/contract amount + contingency) will be \$62,760,890.82; and,

WHEREAS, the Airport Authority Management's Capital Program Executive Staff (CPES), by action taken on June 11, 2026, recommends approval of Contract Amendment No. 13 and,

WHEREAS, Airport Authority Management recommends approval of Contract Amendment No.13.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or designee is hereby authorized to execute Contract Amendment No. 13 to Contract No. 22-1459-00 with UrbanARCH Associates as herein described, cost to be paid from FAA grants, Terminal Capital Funds, and other funds designated by the CFO.

06-18-26