

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***

Minutes of the Monthly Meeting of the Board
June 18, 2026

Chairman Michael Keeney called the meeting to order.

Recognition of visitors

Board Meeting viewed via Zoom Webcast to Airport Authority Staff and the Public. The Board and Executive Staff attended in person.

Minutes of the meeting held: May 21, 2026, were approved upon motion of Jack Sammons, seconded by Belinda Anderson, and otherwise unanimously carried.

Registered Public Comment:

President and CEO Terry Blue reminded the Board that the public comment policy allows a registered speaker up to two minutes to speak on matters relevant to the Airport Authority.

President Blue recognized Mr. Peter Maher of Brownsville, TN who submitted a request on the Authority website to comment at this month's board meeting. Mr. Maher expressed the need for the Authority to ensure board meeting minutes are posted and available to the public; the need for more civic engagement and participation in meetings. Additionally, he suggested an update to the public comment policy that would allow for written, and remote options for public comment at meetings to accommodate people who may have a disability or who are unable to physically attend the meeting due to their job.

President Terry Blue thanked Mr. Maher for sharing his comments.

Resolutions for Board Approval:

Item 1: Upon motion of Jack Sammons, seconded by Albert Glenn , otherwise unanimously carried, the following resolution was adopted:

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.

26-5209
06-18-26

Discussion

- President Terry Blue confirmed the MSCAA Public Comment Policy has been updated according to state law.

Item 2: Upon motion of Pace Cooper, seconded by Jack Sammons, otherwise unanimously carried, the following resolution was adopted:

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 –	August 28, 2025	Updated Insurance	\$0.00	

	MSCAA Policy 102/CPES		Requirements		
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	

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.

#26-5210
06-18-26

Discussion

- President Terry Blue provided details on the approximate timeline for completion of the Parking Guidance System (PGS) project; explaining that this is a phased project that requires each level to be shut down during installation. Completion of the project is expected by the end of the calendar year. For our customers' convenience, the live tracker of available parking spaces is operational on our flymemphis.com website. Once the PGS is fully operational, it will enhance the accuracy of available parking to almost 100%.

Item 3: Upon motion of Pace Cooper, seconded by Pamela Clary, otherwise unanimously carried, the following resolution was adopted:

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	
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 102/CPES	March 14, 2024	Structural Evaluation of the Inner Drive and Transit Tunnel	\$49,750.00	
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
SUBTOTAL		March 20, 2025	Approved Amendments 1-9	\$58,010,698.54	
MSCAA Board Approved Max Expenditure Authority (Cost/Contract Amount + Contingency)				\$59,212,948.71	

WHEREAS, it is now Airport Authority Management's desire to adopt Amendment No.10 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. 10 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 \$60,608,640.82; 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. 10 and,

WHEREAS, Airport Authority Management recommends approval of Contract Amendment No.10.

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. 10 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.

26-5211
06-18-26

Discussion

- President Terry Blue confirmed that UrbanARCH is the same firm that designed the terminal project in 2022.

Item 4: Division Reports

Treasurer and Properties Report

Sylvester Lavender, VP of Finance, Administration/CFO, presented a power point on the status of the Airport Finances and Properties update, a copy of which is available upon request.

- VP of Finance, Sylvester Lavender explained that Spirit Airlines' decision to cease air service had an impact on revenue but did not require the Authority to change the budget, but adjust spending to accommodate the loss of revenue, without increasing rates. President Terry Blue added that the space once occupied by Spirit Airlines is now a common use space for the airlines.
- The routes that Spirit Airlines served will be picked up by the other airline partners at MEM.
- Chairman Michael Keeney shared that the representative with Breeze Airways is excited about the potential to expand air service at MEM.

Properties Report

- Passenger spending at the concessions is averaging approximately \$11.57.

Operations Report

Marshall Stevens, Vice President of Operations/COO, presented a power point on the progress of the airport operations (terminal and airside) and construction projects, a copy of which is available upon request:

Spotlight

We want to recognize **Destiny Nathan and Tasha Lewis – Delta Air Lines** who went above and beyond to retrieve an iPad a passenger left on an aircraft after deplaning. The passenger expressed appreciation for the time these employees gave to ensure the iPad was found and returned. The employees have been

recognized in an open Staff meeting and will be recognized individually for their exceptional customer service.

Happening At MEM

- We are excited to welcome athletes of the USA Games traveling through our airport
- Terminal Operations team will recognize the father's traveling through MEM on Father's Day with a special gift.
- June 25th we will celebrate Airport Workers Day
- A new tracking software will allow Authority staff to manage Items that are delivered to the Lost and Found. The Airport Police make every attempt to contact the individuals to retrieve their lost items. After a certain period of time the unclaimed lost items are donated to a local charity.

Construction Projects

- TMSP projects continue to progress. A video of the project will be posted to the flymemphis.com website for the public to follow our progress.
- General Aviation Airport projects continue to progress. The Charles W. Baker new terminal is expected to open soon.

TSA Report

- Passenger traffic through the security checkpoint has softened a bit probably due to the economy and increasing fuel prices. Even if fuel pricing begins to decrease, it will take time to see and feel the impact.

Information Items

- Chairman Michael Keeney reported that President Terry Blue did a great job of sharing information about the projects at MEM during a visit from the Breeze Airways representative to our community partners; Greater Memphis Chamber and Memphis Tourism.
- President Terry Blue confirmed to the Board that the World Class Tour held each month is still well attended and going very well.
- President Terry Blue announced that on June 1st, the second annual Runway 5K registration opened. There are already 170 registered participants.

By motion of Chairman Michael Keeney, the meeting was adjourned at 9:07 a.m.

Item 5. Next meeting is: July 16, 2026

Chair

Vice Chairman/pro tem

Secretary