

REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MEMPHIS-
SHELBY COUNTY AIRPORT AUTHORITY (MSCAA) September 16, 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: ***August 19, 2026***

REGISTERED PUBLIC COMMENTS

Resolutions for Approval This Month

Approval to Execute a Contract – Open End NEPA Consulting Services - AKRF, Inc.

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 – ***October 21, 2026 (3rd Wednesday)***

Minutes of the Monthly Meeting of the Board
September 16, 2026

Chairman Michael Keeney called the meeting to order.

Commissioners in Attendance:

- Michael Keeney – Chairman
- Jack Sammons – Vice Chairman
- Albert Glenn – Secretary
- Belinda Anderson
- Pamela Clary
- David McKinney
- Demar Roberts
- Rhey Taylor
- Craig Weiss

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: August 19, 2026, were approved upon motion of Jack Sammons, seconded by Albert Glenn, 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 the following citizens who requested to speak at the meeting:

- Ms. Melisa Peeler, Mr. James West, and Mr. William Vaughn each expressed concern about the ICE Flights at the Wilson Air Center Memphis - Fixed Based Operator facility and inquired who is responsible for the safety of the passengers on those flights.

President Terry Blue thanked Ms. Peeler, Mr. West, and Mr. Vaughn for sharing their comments on this matter.

Resolution for Board Approval:

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

RESOLUTION

OPEN END NEPA CONSULTING SERVICES

MSCAA PROJECT NO. 26-1497-00

Statement of Qualifications

Received July 16, 2026

AKRF, Inc.*

CHA Consulting, Inc.*

Terracon Consultants, Inc.*

****out-of-town***

WHEREAS, pursuant to public advertisement, Statements of Qualifications to provide Open End Consulting Services to assist the Memphis-Shelby County Airport Authority ("Authority") in maintaining National Environmental Policy Act (NEPA) compliance were received on July 16, 2026; and,

WHEREAS, the scope of services includes advising the Authority to determine the required level of NEPA documentation on projects at Frederick W. Smith International Airport, Charles W. Baker Airport, and General DeWitt Spain Airport, and, depending upon the required level of documentation, the preparation of Categorical Exclusions, Environmental Assessments, and/or Environmental Impact Statements; and,

WHEREAS, the Statement of Qualifications of all firms were evaluated by the selection committee according to established criteria, and after review, the firms were ranked in the following order:

1. AKRF, Inc.
2. CHA Consulting, Inc.
3. Terracon Consultants, Inc.

and,

WHEREAS, AKRF, Inc. was selected as the most qualified firm to provide the requested professional consulting services; and,

WHEREAS, Airport Management's Capital Program Executive Staff (CPES), by action taken on September 10, 2026, recommends award of the contract to AKRF, Inc.; and,

WHEREAS, Airport Management has established an estimated budget for the first contract year of \$200,000.00 (based on an anticipated projects and estimated billing rates) to be tracked by specific project and expenditures; and,

WHEREAS, the term of the agreement will be for three (3) years with two one-year options, subject to the Authority's sole discretion; and,

WHEREAS, in furtherance of its Small Business Participation Program (SBPP), the Airport Authority established a Small Business Enterprise (SBE) goal of 10% for the full term of this contract;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners,

Memphis-Shelby County Airport Authority, that the President and CEO, or his designee, is hereby authorized to execute a contract with AKRF, Inc. to provide professional consulting services as herein described, costs to be paid from various funding sources as designated by the CFO based on associated projects.

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Discussion

- There was discussion on the previous cost of the contract and confirmation that there is a small business firm associated with this contract.

Item 2: 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.

Properties Report

- There was an increase in the PGA Store revenue due to their enhanced offering of ladies' golf gear and apparel.
- Authority management will inquire with the concessionaires about the possibility of adding local Historically Black College/University (HBCU) to their sports swag and apparel offerings.

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

Darnice Brooks – Paradies

Recognized for her compassion and customer service while assisting a passenger. She contacted necessary airport staff and the passengers' family to ensure the matter was resolved with the passengers' comfort as a priority.

Victoria Billingsley and Anna Alonso – MSCAA and Global AMS

Recognized for their willingness to assist an elderly passenger, traveling alone and whose flight was diverted to MEM. Ms. Billingsley and Ms. Alonso located her and made sure she was safe. The passenger's family received updates of her well-being throughout the ordeal. Ms. Alonso continued to stay with the passenger through the entire night to ensure she was comfortable and able to board the next flight.

- The 2nd annual Runway 5k will be held on Saturday, September 19th. 1200 participants have registered, and there are 33 sponsors. The proceeds from the 5K support the Authority Community Foundation.

Construction Projects

- TMSP projects continue to progress. The B passenger tunnel is open.
- Future enhancements for the Yellow parking lot will include splitting the lot for passengers as well as tenant employee parking.
- Airport Authority electricians have been working to upgrade the lighting in the parking garage.
- Reconfiguration of the Yellow parking lot to accommodate passengers as well as airport employees is underway.

TSA Report

- Passenger traffic through the security checkpoint is down compared to previous months.

Information Items

- The new ceiling fans in the pedestrian plaza will be installed soon
- Sylvester Lavender, VP of Finance, was selected to represent MSCAA and throw out the first pitch at the recent Memphis RedBirds game.
- Nichole Love, Director of HR, was recognized by the Memphis Business Journal as the HR Impact Award honoree.
- Commissioner Demar Roberts and Mia Harvey, Media and Public Relations Program Manager for MSCAA, were honored by the Greater Memphis Chamber with the Memphis "Next Gen" Award.

By motion of Chairman Michael Keeney, the meeting was adjourned at 9:09a.m.

Item 3. Next meeting is: October 21, 2026

Secretary