

Minutes of the Meeting of the MNAA Board of Commissioners and MPC Board of Directors



Date: July 17, 2024

Location: Metropolitan Nashville Airport Authority
Tennessee Boardroom

Time: 1:00 p.m.

Board Members Present: Nancy Sullivan, Chair; Jimmy Granbery, Vice Chair; Andrew Byrd, Secretary; Bobby Joslin, Joycelyn Stevenson, Glenda Glover, and Glenn Farner

Board Members Absent: None

MNAA Staff Present: Doug Kreulen, Neale Bedrock, Lisa Lankford, Trish Saxman, Marge Basrai, Daniel B. Brown, Adam Bouchard, John Cooper, Jennifer Coulter, Matthew Earnhardt, Aaron Flake, Adam Floyd, KC Hampton, Eric Johnson, Carrie Logan, Syed Mehdi, Rachel Moore, Ted Morrissey, Stacey Nickens, Brandi Porter, Josh Powell, Robert Ramsey, Davita Taylor, Puneet Vedi, and Adam Wolf

I. CALL TO ORDER

In accordance with the 3rd Amended and Restated Bylaws of the MNAA Board of Commissioners, Section 2.3, Chair Stevenson called the MNAA Board of Commissioners and MPC Board of Directors Meeting to order at 1:00 p.m., pursuant to Public Notice dated July 12, 2024.

II. PUBLIC COMMENTS

Chair Sullivan stated there were no public comment requests received.

III. APPROVAL OF MINUTES

Chair Sullivan called for a motion to approve the Minutes of the June 12, 2024 Joint Meeting of the MNAA Board of Commissioners and MPC Board of Directors. A motion to approve was made by Vice Chair Granbery and seconded by Commissioner Joslin.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

IV. CHAIR'S REPORT

Chair Sullivan welcomed Commissioner Glenn Farner and stated we are happy to have you serve on the Board. Chair Sullivan expressed the Board's appreciation for the outgoing Chair Stevenson, who has done an excellent job. Chair Sullivan stated she cannot even imagine all that she has accomplished, and Chair Stevenson replied, you will soon. Chair Sullivan stated she is happy that Chair Stevenson will be on the Board another 7 years. Big round of applause.

Chair Sullivan stated she is honored to serve as Chair and is very excited to work with the Board, President Kreulen and the MNAA Staff.

V. PRESIDENT'S REPORT

President Kreulen introduced and welcomed new Leadership at MNAA: Adam Bouchard, VP, Operations, John Cooper, Chief Administrative Officer, Jennifer Coulter, Director, SMS, Matthew Earnhardt, AVP, Operations, Syed Mehdi, VP, Airport Planning, Puneet Vedi, VP, Airport Capital Development, and Adam Wolf, AVP, John C. Tune Airport Manager. The experience MNAA has gained and the expertise that all 7 of these individuals have brought us will make us stronger and we are very happy for the long term future of MNAA.

President Kreulen stated MNAA is always prepared for the FAA Part 139 Annual Inspection and the TSA Annual Inspection. The TSA Inspection is still ongoing and staff expects to hear the results by the end of this month. During the Part 139 inspection FAA identified 5 different discrepancies on MNAA's 4,600 acre campus, including: 1) Pavement surface variations and cracking identified on Taxiway N and commercial apron (planned correction 9/1/24); 2) ARFF failed timed response drill on Runway 13 at Taxiway L2 – passed on 2nd attempt (closed); 3) Equipment used to alert ARFF personnel cannot be heard within the facility or bays or outside while personnel are performing work duties (correction planned 10/1/24); 4) Runway 2C/20C have primary wind

indicators located in the object free area at 256 feet (correction planned 9/30/24); and 5) Airport not operating in compliance with Construction Safety Phasing Plan (“CSPP”) (closed). The positive comments from FAA inspectors are BNA clearly operates at a very high level; BNA has raised the bar so much we have to look at digging deeper; and airfield speaks volumes to your commitment to safety and continuous improvement. BNA’s commitment to safety is remarkable and FAA now considers it a benchmark airport and the FAA is now sending other airports to BNA to see how we do maintenance.

President Kreulen stated BNA has received a lot of great recognition in the last month. On June 17, 2024 MarketWatch awarded BNA the Top 10 Most Stress-Free Airports (AirHelp Score Report). On June 27, 2024 the Airport FAB 2024 Conference awarded Paradies Fat Bottom Brewery the Award for Best Representing Sense of Place (Americas & Caribbean). On July 9, 2024, Travel Pulse awarded BNA 6th Best US Airport & 18th Best Global Airport. On July 10, 2024, The Rooftop Guide awarded BNA Sky Pavilion the 7th Best Rooftop Bar. MNAA is really proud of all of these recognition awards.

President Kreulen reported that Spirit Airlines adds service to New Orleans beginning on September 5, 2024, 5 times weekly.

President Kreulen congratulated Commissioner Glover who met with Vice President Harris and represented Alpha Kapp Alpha Sorority Incorporated (AKA) in Dallas, Texas on July 10, 2024. Big round of applause. President Kreulen stated it is an honor that Commissioner Glover and Commissioner Byrd have connections that help us at the Federal level to advocate for the airports throughout Tennessee and the United States.

President Kreulen reported that the BNA PASSport has 75 pass applications submitted and approved every day since the program began on July 1, 2024. All of the BNA PASSports have been applied for every day since we started and BNA has 49% utilization rate. Brad Schmitt, a Tennessean columnist, plans to do an additional news story on the BNA PASSport. The BNA PASSport is successful.

President Kreulen stated the FY24 & FY25 BNA Passenger daily records show new records for the 12th year in a row. In June BNA set a new record with 23,711,546 year-end passengers, and June was another remarkable month with 2,359,413 monthly passengers. In FY25 MNAA projects over

25M passengers, and for last 11 years we have been averaging over 1.1 million increase in passengers per year. Commissioner Glover asked how that tracks with Nashville growth with 100 people moving here a day. President Kreulen replied when you look at a 100 people a day, that would be about 33,000 new people a month coming into the airport, BNA is averaging 3,000 new passengers flying out a day. As we continue to track with the chamber and other agencies, and as Nashville continues to grow, so does BNA. Based on the commitments from the airlines with the Airline Use and Lease Agreement (“AULA”) and the New Horizon program, we are at 54 gates today and going to 70 gates planned for delivery by 2028. The airlines want to be here and rent our space.

President Kreulen reported the Committee 30-day Outlook for August will have 8 items for approval and the Committee 60-Day Outlook for September also has several approvals in all three Committees. In September MNAA will hold its Execute & Senior Staff Retreat on September 19th and 20th and that is the Staff’s preparation for the October Board Retreat.

VI. ITEMS FOR APPROVAL

1. Adams & Reese Engagement (Management)

President Kreulen stated Chair Sullivan will give an update on the Adams & Reese Engagement. Chair Sullivan stated the Second Supplemental Engagement was prepared by Adams & Reese and is identical to the previous engagement letter with one change that the Board add “Engagement will automatically renew without further action by the Board for additional six-month terms ending each June 30 and December 31.” Chair Sullivan stated either party may discontinue this automatic renewal feature at any time by written notification to the other party. Chair Sullivan asked for a motion.

A motion to approve was made by Commissioner Byrd and seconded by Vice Chair Granbery.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

2. Board Committees (Management)

Chair Sullivan stated she recommended the proposed Board Committees:

Operations: Chair – Jimmy Granbery; Vice Chair – Bobby Joslin; Commissioner Nancy Sullivan

Finance: Chair – Andrews Byrd; Vice Chair – Glenda Glover; Commissioner Glenn Farner

Management: Chair – Nancy Sullivan; Vice Chair – Joycelyn Stevenson; Commissioner Jimmy Granbery

Chair Sullivan made a motion to approve and seconded by Commissioner Stevenson.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

3. Purchase of De-icing Equipment (Operations)

President Kreulen introduced Daniel B. Brown, VP, Facility Management, to brief the Board on the Purchase of Airfield Deicing Equipment. Mr. Brown stated this is for the purchase of one heavy duty 6 X4 Chassis 4,000 gallon tank De-icer with 75 ft. spray boom that will make 2 passes down the runway. It will replace a 34 year old de-icer MNAA currently has in the fleet. MNAA will utilize a cooperative purchase agreement out of the State of Minnesota contract with M-B Companies, Inc. The total purchase cost is \$686,656 and has an anticipated receipt date of November 2025 if ordered July 2024. It will be funded 100% from the MNAA Airline Investment Fund and was approved in the FY25 CIP.

Vice Chair Granbery asked how much will the 4,000 gallons cover. Mr. Brown replied during the last snow event, we put approximately 100,000 gallons of it on the pavement between our 3 runways and ramp. It depends on the amount of snow and ice we have built up and what type of weather event it is. Currently MNAA has approximately 100,000 gallons available on the field, 60,000 gallons in permanent storage and 40,000 gallons in a temporary storage location. As a snow event occurs we will refill as fast as we can get trucks. President Kreulen stated that is a good point, sometimes we hear statements that the airport has run out of de-icing material; however, we do not run out. The airlines occasionally will run out, but BNA is reordering at the same time we are using it down the runways. Maintenance and operations decide how much to use based on the amount of snow or the temperature. Mr. Brown added that information received from the friction tester also informs staff on the amount to use.

Mr. Brown stated the Operations Committee voted 2 to 0 to recommend approval on July 10, 2024. Mr. Brown requested the Board of Commissioners accept the proposal by M-B Companies, Inc. for the purchase of 1 new M-B Airfield De-icer and authorize the Chair and President & CEO to execute purchase for \$686,656.

Commissioner Joslin stated the Operations Committee voted 2 to 0 to recommend approval by the Board. Commissioner Joslin made a motion for approval and Commissioner Stevenson seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farnier – Yes

The motion passed with a vote of 7 to 0.

4. Purchase of Runway Rubber Removal Equipment (Operations)

Mr. Brown stated that the purchase of one Hog Technologies Stripe Hog SH15 will be used for rubber removal and cleaning painted markings. MNAA has estimated that by purchasing this piece of equipment, it will pay for itself in approximately 3.2 years. Hog Technologies is out of Florida and MNAA will purchase utilizing a national cooperative purchasing agreement with Sourcwell. This has a lead time of approximately 6 months, and if purchased today, it should be received in December 2024. The purchase cost is \$964,293 and will be funded by the MNAA Airline Investment Fund.

Mr. Brown stated the Operations Committee voted 2 to 0 to recommend approval on July 10, 2024. Mr. Brown requested the Board of Commissioners accept the proposal by Hog Technologies for the purchase of 1 Stripe Hog SH15 and authorize the Chair and President & CEO to execute purchase for \$964,293.

Commissioner Joslin stated the Operations Committee voted 2 to 0 to recommend approval by the Board. Commissioner Joslin made a motion for approval and Commissioner Farner seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

5. Replacement of Trench Drains on Terminal Arrival and Departure Levels (Operations)

President Kreulen introduced Puneet Vedi, VP, Airport Capital Development, to brief the Committee on the Replacement of Trench Drains on Terminal Arrival and Departure Levels. Mr. Vedi stated this project consists of replacement of 640 feet of trench drains on the terminal arrival and departure levels. BC Mason Group, LLC, submitted the low bid of

\$585,208. The anticipated contract start date is September 2024 and end date of December 2024. The SMWBE goal is 8.67% and 3.56% WBE and BC Mason Group, LLC exceeded those levels with 9.89% MBE and 4% WBE. The project is 100% funded by MNAA.

Mr. Vedi stated the Operations Committee voted 2 to 0 to recommend approval on July 10, 2024. Mr. Vedi requested the Board of Commissioners authorize the Chair and President & CEO to execute the proposed contract with BC Mason Group in the amount of \$585,208.

Commissioner Joslin stated the Operations Committee voted 2 to 0 to recommend approval by the Board. Commissioner Joslin made a motion for approval and Commissioner Byrd seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

6. Professional Services Contract for SMWBE Engineering Staff Augmentation (Operations)

President Kreulen introduced Ms. Traci Holton, VP, New Horizon, to brief the Committee on the Professional Services Contract for SMWBE Engineering Staff Augmentation. Ms. Holton stated this contract is to provide supplemental staffing to the Engineering Department to support the capital improvements programs. Ms. Holton stated in October 2023, the Board approved 3 firms as part of an aggregate annual \$8.7M staff augmentation services with three contractors, WSP USA, Inc., Accura Engineering, and Innova Solutions. MNAA resolicited a Request for Qualifications (“RFQ”) on February 2, 2024. MNAA received 5 responses and RohadFox Transportation, Inc. was the highest ranked firm. This will be part of a one year contract with 6 one-year renewal options and aggregate with the 4 contracts not to exceed \$8.7M per year.

Commissioner Glover asked Ms. Holton for more information about the firm. Ms. Holton replied Rohadfox Transportation, Inc. is out of Atlanta, and they have an office here and are certified as a SMWBE and MBE firm. They do a lot of work at the Atlanta airport and the city of Atlanta.

Ms. Holton stated the Operations Committee voted 2 to 0 to recommend approval on July 10, 2024. Ms. Holton requested the Board of Commissioners:

- 1) Accept the Statement of Qualification by Rohadfox Transportation, Inc. to provide staff augmentation services at Nashville International Airport (BNA); and
- 2) Authorize the Chair and President and CEO to execute the Staff Augmentation Professional Services Contract, together with the previously approved, for an annual not-to-exceed aggregate contract value of \$8.7 million annually; and
- 3) Authorize the President and CEO to execute any amendments for the Staff Augmentation Professional Services Contracts as long as the total value of the contracts does not exceed the \$8.7 million annual not-to-exceed amount.

Commissioner Joslin stated the Operations Committee voted 2 to 0 to recommend approval by the Board. Commissioner Joslin made a motion for approval and Vice Chair Granbery seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

7. Purchase of Environmental Credits for Central Ramp Stream Mitigation (Operations)

Ms. Holton stated this agreement is to purchase stream and wetland mitigation credits for the Central Ramp Expansion from the first 2 releases from Cedar Forest Mitigation Bank. Ms. Holton stated it will be expanding the apron for remain overnight and aircraft de-icing positions. The areas on BNA property that have several streams that have to be mitigated and permitted by Tennessee Department of Environment and Conservation (“TDEC”), United States Army Corps of Engineers (“USACE”, “Corps”) and Metro Water System (“MWS”). The way to permit those stream encapsulations to build the ramp is to buy stream credits, which is the preferred method by the Corps and TDEC. The Headwaters Reserve, LLC now has up to 6,000 stream credits available between now and 2032. MNAA is asking today to purchase credits for the first two years up to 1,640 credits for up to \$5,740,000 and also to give MNAA first right of refusal for any future credits that they anticipate through 2032.

Commissioner Joslin stated the Operations Committee voted 2 to 0 to recommend approval by the Board. Commissioner Joslin made a motion for approval and Commissioner Byrd seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farnier – Yes

The motion passed with a vote of 7 to 0.

8. MNAA Rental Car Services Site Lease Terms/Agreement (Finance)

President Kreulen introduced Aaron Flake, Director, Parking and Ground Transportation, to brief the Committee on the MNAA Rental Car Service Center Lease Terms/Agreement. Mr. Flake stated that there are currently 9 rental car companies that operate rental car service sites under lease agreements. The initial lease agreement was executed in 1987 for a 15-year term, with two 5-year extensions exercised, and have been operating month-to-month since

2012. The average rent is \$0.46 psf annually. MNAA benchmarked other airports and local rates and engaged a Fair Market Value Appraisal conducted by Airport Business Solutions (“ABS”). The appraisal was in line with internal real estate analysis. ABS’s appraisal assessment for the sites were: \$1.75 psf for land, \$3.00 - \$5.00 psf for canopy and car wash areas, and \$6.50 - \$10.00 psf for building areas. The current agreements do not prohibit conducting non-airport business on premises and MNAA needs them to be airport centered, which other airports do. Currently the rental car companies can use the sites for long-term storage, can lease to other agencies, like Amazon, and can send out wherever they want in Nashville or other areas of Tennessee. They can also sublet the property to other entities, which should not be done on BNA premises, we need them to focus their efforts on BNA operations. MNAA will also need to reallocate some of the land due to all of the operational needs of these properties. MNAA took into account what we need to bring back and what we need to provide.

Mr. Flake presented the proposed new lease terms. All agreements will be on a new 5-year term with 3% annual escalation clauses. MNAA will implement a Cancellation Clause for Airport Operational Need (30-day written notice) and a Cancellation Clause for Convenience (180-day written notice). Non-Airport business will be prohibited on premises. Rates will be based on ABS Fair Market Value Appraisal with an average rate of \$1.96 psf (varies depending on structures on land). The lease start date is August 1, 2024, pending negotiations, and the lease termination date will be July 31, 2029, pending negotiations.

Mr. Flake presented the Impact of Rate Adjustment stating currently MNAA is leasing about 1M sf of land to the rental cars at \$0.46/sf generating \$483,000 annually. MNAA is proposing reducing the square footage to 693,000 sf at an average rate of \$1.96/sf, which will generate \$1.3M annual revenue, an increase of \$874,000 annually.

Mr. Flake recommended the Board of Commissioners accept the terms recommended for the Rental Car Service Site Lease Agreements and authorize the Chair and President and CEO to execute lease agreements between MNAA and each Rental Car Service Site.

Commissioner Byrd stated the Finance Committee voted 2 to 0 to recommend approval by the Board. Commissioner Byrd made a motion for approval and Vice Chair Granbery seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

9. Service Contract for Cellular DAS & Wi-Fi Monitoring, Management & Maintenance (Finance)

President Kreulen introduced KC Hampton, AVP, Information Technology, to brief the Commissioners on the Service Contract for Cellular DAS and Wi-Fi Monitoring, Management & Maintenance. Mr. Hampton stated this is a service contract to provide 24/7 monitoring, management, maintenance, enhancement, and development services of MNAA-owned DAS/Wi-Fi infrastructure. MNAA issued an RFP and received 9 proposals, with 3 disqualified. In April MNAA selected Boldyn Networks US Services, LLC to manage the system. Nick Adams is here today representing Boldyn Networks US Services, LLC. The contract term is 5 years, with 2-one year renewal options with a total value of \$2,377,572. The contract is scheduled to start July 2024 and run for 5 years, plus 2 one-year options.

Mr. Hampton requested the Board of Commissioners that it authorize the Chair and President and CEO to execute the proposed contract with Boldyn Networks US Services, LLC.

Commissioner Byrd stated the Finance Committee voted 2 to 0 to recommend approval by the Board. Commissioner Byrd made a motion for approval and Commissioner Farner seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

10. Location of Future CONRAC Preferred Site (Board Workshop)

President Kreulen stated the next item is based on the workshop earlier today for approval of the CONRAC Site Development. MNAA Staff discussed narrowing down the CONRAC location from 7 to 2, with the final two sites being B3 and B1. President Kreulen requested affirmation from the Board to continue the further development of site B1, specifically looking at our parking strategy, traffic model and detailed CONRAC program. MNAA will suspend additional analysis of B3 unless we find a fatal flaw in B1. President Kreulen stated it was good that the Commissioners walked to the garage and overlooked the property on Donelson Pike following today's workshop.

Commissioner Glover thanked President Kreulen for the tour earlier today stating it was very helpful to see it in person. Commissioner Glover stated Avis and Budget are offsite, and the others are on site, so all of our car rentals will move. President Kreulen replied MNAA has the ability today and space available and the planning side is to accommodate all of the rental cars we have today and may have one space available for future rental cars. Ultimately it will be a business decision for the rental car facility to decide if they are getting a good deal at BNA or if they want to go purchase property off the airport. Commissioner Glover asked if they have an option not to rent from BNA. President Kreulen replied yes, if Avis and Budget decide not to rent and think they can operate for less located 6 miles from the airport and their customers will stay with them, then they may make that business decision.

Vice Chair Granbery made a motion to approve the CONRAC Site Development and accept the CEO's recommendation and thanked staff and all consultants for the last 7 months of extremely thorough discussion and information. The motion was seconded by Commissioner Byrd.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Commissioner Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

VII. INFORMATON ITEMS

1. Central Ramp Expansion (Operations)

President Kreulen briefed the Board on the Central Ramp Expansion project showing a graphic of the area that MNAA wants to fill in. This is a larger fill than a combination of the ramp we built for international arrivals and the Concourse A ramp expansion. These are those two projects combined. A little over 1.1M cubic yards of rock and dirt will be brought in to fill this section. This will provide 7 remain overnight (“RON”) positions as well as de-icing positions as needed.

MNAA should receive proposals sometime this afternoon and plan to return to the Board in August for approval of the selected firm. President Kreulen pointed out that the \$156M+ additional budget has the plus sign because the proposals we are about to receive need to hit a deadline of September 30, 2027 and we need to negotiate with them to hit that date. The new Concourse A is scheduled to open July 2, 2028, taking us from 54 gates to 70 gates. Opening the central ramp by September 30th will allow us to be prepared for winter operations before we go to 70 gates so we can test run everything for that 4-5 months of winter in 2027/2028. It is a good business decision to do that.

President Kreulen stated the \$49M State Funding we will receive this year will be a large chunk of this project. Commissioner Byrd stated congratulations on the state funding. President Kreulen replied yes, it has been a remarkable job, Ms. Lisa Lankford helps lead that and the other 4 commercial airports in Tennessee. We have it broken down by airports and projects.

2. 2nd JWN FBO Solicitation (Operations)

President Kreulen stated MNAA is ready to release the RFP on the 2nd JWN FBO Solicitation and the schedule will give us the ability to build a new terminal and hangars. President Kreulen stated these lease terms are in line with the templates for both BNA and JWN. President Kreulen stated the respondents are required to bid on Phase 1A and 1B, Phase 2A and 2B are optional, but if the respondent bids on 2B it must also bid on 2A. MNAA is making a business decision now and awarding this late next year allows the new company to come in and have 2 years to build before the other company's lease expires.

3. Annual Review of FY24 Strategic Accomplishments (Management)

President Kreulen stated the Commissioners received a copy of the FY24 Strategic Goals & Objectives. MNAA has had a very successful year. Strategic goals are discussed at Board Retreats, and we adjust those goals as necessary based on feedback from Commissioners. President Kreulen stated the staff gave ourselves a score of 86.4% key accomplishments. MNAA executed the new Airline Use & Lease Agreements with 21 airlines – 9 signatory and 8 are non-signatory. MNAA opened the Marketplace, International Arrivals Facility (“IAF”), Satellite Concourse, Hotel (P3) and 24 concessions locations that have made us successful in generating revenue. MNAA began Concourse D Extension and plans to open in less than 365 days from today. Six leases were executed for 10 parcels at JWN, and we completed MNAA construction of ramp, road, water and power for JWN North Development area. MNAA met or exceeded all financial obligations. MNAA set a very aggressive goal last year for hiring - we have hired 88% of the people we wanted to hire and this year 100% of FY24 priority positions were filled. MNAA is really proud of the professional development with 55 employees earning their AAEE Certified Member (C.M.) accreditation. Each of those employees also received a \$1,500 check upon passing the exam. Overall, another strong year for MNAA.

4. CEO FY24 Key Performance Indicator's (Preliminary) (Management)

President Kreulen stated the CEO FY24 Key Performance Indicators (“KPIs”) are the metrics the Board judges his performance on. The CFO and CSO provide the data and the Board gets to interpret what the results are. This is the 2nd year in a row that MNAA has generated almost \$50M more in revenue than the previous year. Cash on hand has increased to 896 days, customer service rating was 94% (from 3rd quarter) and the strategic goal score was 86.4%. Commissioner Glover asked if the cash actually means we can function for 2.5 years without money from

anywhere else. President Kreulen replied yes, and the point also is when we started in 2017 we had no money invested and had just gotten out of residual airlines agreement in 2015, and now we have become stronger as we have grown. We hope the pandemic never comes back but we could operate for a little while if needed.

President Kreulen concluded the presentation of the informational items.

VIII. EXECUTIVE SESSION

1. Executive Session – Discussion with Outside Legal Counsel

At 1:46 pm, Chair Sullivan stated at this time, I would like a motion to suspend the public portion of this meeting to enter into executive session to discuss privileged conversation between Board and Counsel. Following the executive session, we will reconvene the public portion of the meeting. Vice Chair Granbery made a motion and Commissioner Glover seconded. All Board members voted yes.

At 2:47 pm, Chair Sullivan stated at this time, I would like a motion to exit the executive session and return to the public portion of the meeting. Vice Chair Granbery made a motion and Commissioner Farnier seconded. All Board members voted yes.

I. ADJOURN

There being no further business brought before the Board, Vice Chair Granbery made the motion to adjourn, and Commissioner Sullivan seconded the motion, which carried by a vote of 6 to 0. Chair Stevenson adjourned the meeting at 2:48 p.m.

Andrew Byrd, Board Secretary