

Minutes of the Joint Meeting of the MNAA and MPC Operations, Engineering & Strategic Planning Committees



Date: December 11, 2024

Location: Metropolitan Nashville Airport Authority
Tennessee Boardroom

Time: 9:00 a.m.

Committee Members Present:

Jimmy Granbery, Committee Chair; Bobby Joslin,
Committee Vice Chair; Nancy Sullivan

Committee Members Absent:

None

Other Board Members Present:

Andrew Byrd, Joycelyn Stevenson, Glenda Glover, and
Glenn Farner

MNAA Staff & Guests Present:

Doug Kreulen, Cindy Barnett, Lisa Lankford, Trish Saxman,
Marge Basrai, Adam Bouchard, John Cooper, Adam Floyd,
KC Hampton, Traci Holton, Eric Johnson, Roman Keselman,
Carrie Logan, Rachel Moore, Ted Morrissey, Stacey Nickens,
Brandi Porter, Josh Powell, Robert Ramsey, Puneet VEDI
and Destiney Williams

I. CALL TO ORDER

Chair Granbery called the Joint Meeting of the MNAA and MPC Operations, Engineering & Strategic Planning (Operations) Committee to order at 9:00 a.m. pursuant to Public Notice dated December 6, 2024.

II. PUBLIC COMMENT

Chair Granbery stated there were no public comment requests received.

III. APPROVAL OF MINUTES

Chair Granbery asked for a motion to approve the minutes from the November 13, 2024 Operations Committee meeting. Vice Chair Joslin made a motion and Commissioner Sullivan seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

IV. VICE CHAIR’S REPORT

Chair Granbery had no Chair’s report.

V. ITEMS FOR APPROVAL

1. Construction Contract Change Order 3 for JWN Terminal Building Parking Lot Expansion

President Kreulen introduced Puneet Vedi, VP, Airport Capital Development, to brief the Commissioners on the Construction Contract Change Order 3 for JWN Terminal Building Parking Lot Expansion. Mr. Vedi stated on October 20, 2023, the Board approved a construction contract to Roger’s Group, Inc. for \$1.5M for the construction of the terminal building parking lot expansion project at JWN. The proposed change order will add scope to the construction contract for the JWN Lot Expansion, including additional resurfacing of 2,900 linear feet of Tune Airport Drive to Cockrill Bend Road and asphalt resurfacing. Mr. Vedi stated the funds for this Change Order will come from the FY25 Capital Improvement Plan (“CIP”). The new total contract including previous change orders will be \$2,092,913.50 NTE. The DBE commitment is 16.39%.

Mr. Vedi requested that the Operations Committee recommend to the Board of Commissioners that it authorize the Chair and President and CEO to execute Change Order 3 to the Construction Contract with Roger’s Group, Inc. for \$500,000 NTE.

Vice Chair Joslin stated this is needed at JWN and it is about time it is done. Commissioner Byrd asked why it was not made part of the original project. Mr. Vedi replied the original contract was in the FY23 project, so it was not part of the capital plan at that time. Commissioner Byrd asked if this was the result of having the new Fixed Base Operator (FBO) at JWN. Mr. Vedi replied no, this is part of the capital plan for this year, and as we developed the capital plan from FY23 to FY25 it has become part of the plan. Chair Granbery stated the original plan was just for the parking and asked if all the construction and equipment had a lot to do with the damage to the roadway over the last two years. Mr. Vedi replied that is something he would have to find out

more about, his understanding is it is the normal wear and tear. President Kreulen stated when this project to expand the parking lot came out it was an FY23 capital project previously approved by the Board and we did a minor change order all within that budget. MNAA budgeted this expansion in this year's budget and we are using this contract as the vehicle to execute this \$500K approved in the FY25 CIP budget, with the bid prices from the original project. This change order brings two projects together, avoids bidding again, and the contractor is already mobilized.

Chair Granbery asked for a motion to approve as presented. Vice Chair Joslin made a motion and Commissioner Sullivan seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

2. On-Call Job Order Contract for Ground Transportation Center (GTC) Reconfiguration

President Kreulen introduced Traci Holton, VP, New Horizon, to brief the Commissioners on the On-Call Job Order Contract for Grand Transportation Center (GTC) Reconfiguration. Ms. Holton stated that as a result of our curbside study and to improve the efficiency of the departures curb, we are shifting around some of the functions and taking the Transportation Network Companies (TNCs), the rideshares, like Uber and Lyfts, and taking drop-offs and pickups to the GTC. That requires reconfiguration of the GTC, including new signage, improved crosswalk locations, removal of curbs, and installation of bollards, for better vehicular and pedestrian flow and safety. Ms. Holton presented a diagram showing the flow of the new TNC drop-offs and pick-ups and stated it will keep them off Terminal Drive and off Ring Road. This utilizes our Job Order Contract (JOC), and this puts our total of the JOC to \$4.2M of the \$5M that was previously approved by the Board.

Ms. Holton requested that the Operations Committee recommend to the Board of Commissioners that it authorize the Chair and President and CEO to execute the proposed Task Order through the Job Order Contract with Utopia for \$1,000,000 NTE.

Commissioner Farner stated this is something that needs to be done because it is like Frogger in there when you are trying to get over to taxis. Ms. Holton replied yes, we will add railings so pedestrians will be forced to stay within the walkway which will improve flow and efficiency. Chair Granbery asked if this was done internally. Ms. Holton replied, no, Atkins did the design. President Kreulen stated our Operations and Engineering teams were a vital part of the design because before you would have customers cut across lanes and after this improvement, they will be able to stay in the walking lane and the TNCs will not have to cut across and also will be using one vehicle to do drop-offs and pick-ups so they will not be circulating. Commissioner Byrd asked if we are building it to a big enough scale. Ms. Holton replied yes, we have models and this will take us through 40 million annual passengers. Commissioner Byrd stated you get credit for doing this, it is a real problem with a lot of other airports.

Chair Granbery asked for a motion to approve as presented. Vice Chair Joslin made a motion and Commissioner Sullivan seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

VI. INFORMATION ITEMS

No information items were on the agenda.

Chair Granbery inquired about the signage on I-40 and stated there is nothing that says valet. He asked if MNAA is working on this and asked why there is a TDOT sign that says 2027 completion. Ms. Holton replied that TDOT has a contractual date of 2027 but is scheduled to finish in May 2025. We anticipate TDOT will be ready for traffic to shift in the spring. Commissioner Farner asked if the valet lane is the same as the hotel. Ms. Holton replied yes. President Kreulen stated we have added new striping and bollards for safety because people were doing 6 lane changes. The biggest challenge with the TDOT signs is that we can give direction to functions but not to anything that generates revenue

for BNA. Chair Granbery stated it has been discussed restriping the I-40 exit and making it two lanes and asked if there is an update on that. President Kreulen stated Commissioner Eley and members of his team came out and toured and then we sent a letter to TDOT regarding departures and arrivals. We have not received a response to date, but TDOT had a meeting regarding the restriping for the decision lane and stated they may need 30 more days. Ms. Holton stated that MNAA is working on the Safety Operational Analysis Report (“SOAR”) document requested by TDOT and TDOT indicated a 30-day Federal Highway Administration (FHA) review period. In the meantime, we will have to design it and be ready to bid on it. Overall, it is a simple construction project with striping and maybe a little bit of pavement. TDOT is on board, and we must go through the process.

Chair Granbery stated Commissioner Freeman’s Celebration of Life is this afternoon, and he knows Commissioner Freeman would be very proud of all the work the Staff and the Board have done. Please keep the Freeman family in your prayers.

VII. ADJOURN

There being no further business brought before the Operations Committee, Chair Granbery adjourned the meeting at 9:15 a.m.



Andrew W. Byrd, Board Secretary