

Agenda of the MNAA Management Committee



Date/Time: Wednesday, March 11, 2026, at 10:20 a.m.

Place: Nashville International Airport – Tennessee Board Room

Management Committee Members: Nancy Sullivan, Committee Chair
Joycelyn Stevenson, Committee Vice Chair,
Jimmy Granbery

- I. CALL TO ORDER
- II. PUBLIC COMMENTS
No requests for public comment received to date. Deadline is March 9, 2026 at 9:00 a.m.
- III. APPROVAL OF MINUTES
February 11, 2026 Minutes of the Meeting of the MNAA Management Committee
- IV. CHAIR'S REPORT
- V. ITEMS FOR APPROVAL
 1. MNAA Small Business Program – MNAA Resolution 2026-01
- VI. INFORMATION ITEMS
None
- VII. ADJOURN

Minutes of the MNAA Management Committee



Date: February 11, 2026

Location: Metropolitan Nashville Airport Authority
Tennessee Boardroom

Time: 10:49 a.m.

Committee Members Present:

Nancy Sullivan, Committee Chair, Joycelyn Stevenson,
Committee Vice Chair, and Jimmy Granbery

Committee Members Absent:

None

Other Board Members Present:

Andrew Byrd, Glenda Glover, Glenn Farner

MNAA Staff & Guests Present:

Doug Kreulen, Cindy Barnett, Lisa Lankford, Trish Saxman,
Marge Basrai, Zach Blair, Kristy Bork, John Cooper, Kristen
Deuben, Adam Floyd, Eric Johnson, Roman Keselman, Lisa
Leyva, Carrie Logan, Rachel Moore, Ted Morrissey, Stacey
Nickens, Brandi Porter, Josh Powell, Robert Ramsey, Puneet
Vedi, and Charlotte Weatherington
Lauren Lowe (PFM)

I. CALL TO ORDER

Chair Sullivan called the meeting of the MNAA Management Committee to order at 10:49 a.m. pursuant to Public Notice posted on the BNA website at flynashville.com.

II. PUBLIC COMMENTS

Chair Sullivan stated there were no public comment requests received.

III. APPROVAL OF MINUTES

Chair Sullivan asked for a motion to approve the November 12, 2025 Minutes of the Management Committee meeting.

Vice Chair Stevenson made a motion and Commissioner Granbery seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Stevenson – Yes

Commissioner Granbery – Yes

The motion was passed with a vote of 3 to 0.

IV. CHAIR'S REPORT

Chair Sullivan had no Chair's report.

V. Items for Approval

None.

VI. INFORMATION ITEMS

1. Small Business Program (SBP) Update

President Kreulen stated in August 2025, the Board approved Resolution #2025-13 authorizing creation of MNAA's Small Business Program (SBP). Even before August 2025 we had to make some modifications with the Federal guidance that came out. The SBP requirements include: 1) meet Small Business Administration (SBA) business size standards; 2) have personal net worth less than \$2.047M (or as updated by USDOT); and 3) have a home office within State of Tennessee, be registered in Tennessee, and be operational and for-profit. We had meetings yesterday on how to move forward with what the draft policy will look like. The intent has always been to come back to the Management Committee meeting on March 11, 2026 for feedback and March 18, 2026 for Board approval of the SBP and Resolution 2026-01.

On March 27, 2026 we plan to announce the SBP to the community at Business Taking Off (BTO). The Commissioners are welcome to attend. BTO is where we lay out what projects are coming up in the next 12 months; with all the primes in the room to understand what we plan for the next 12 months. All small businesses should be there networking to try to tag on and participate in part of that business. It is really about networking and announcements. It will be held at Music City Center in the Davidson Conference Room. After the SBP announcement, in April through June 2026, we will have a critical 90-day window, including launch preparation; staff development of application, certification forms, procedures and timeline; finalize SBP performance criteria; and conduct outreach. On July 1, 2026, we plan the official SBP launch and applications will be accepted and the certification process begins.

Vice Chair Stevenson asked if there is marketing on this program via social media. President Kreulen replied the Communications and Marketing team has plans for marketing via social media, interviews, articles in paper, and editorials explaining the program. The Small Business Development team also plans to visit various chambers. This will be in every CEO Community presentation. Vice Chair Stevenson stated she has been to BTO twice and it is very impressive. She has met people that are very happy to have the opportunity to work at the airport and she is looking forward to attending. President Kreulen replied he will make sure they receive an invite. There will be breakfast and the presentation goes until 10:00 a.m. and networking from 10:00 a.m. to noon.

Commissioner Glover stated she would like to make sure we market it aggressively so that we can show that we have a Small Business Program, and she thinks it is really important to have a marketing plan for this. She asked President Kreulen to explain the two dates of March 27th and July 1st. President Kreulen replied on March 27th MNAA will have the BTO, and it is big with about 450 people. All departments have listed what they plan to procure over the next 12 months. We are very transparent and after we get done with the presentation and awards we open for networking at the booths. Then we have 90 days to make sure on July 1, 2026 that we are ready to accept applications. Commissioner Glover stated he mentioned something about small businesses matching with larger business. President Kreulen replied yes that happens during the networking. Companies will have the opportunity for 2 hours to meet with other companies for a business-to-business exchange. Most of the time for the larger solicitations we have pre-proposal meetings and companies can come see and that is where the small business figure out who is a prime. We are marketing all these solicitations multiple times. When companies sign up for our electronic notification system and you list your skill when we put in a solicitation it will automatically email them.

Commissioner Glover asked about the SBP requirement – home office within State of Tennessee, do you have to have both, home office and registered in Tennessee. President Kreulen replied you have to be licensed in the state of Tennessee, and you must have an office located in Tennessee. He will verify the details.

Commissioner Farner stated it is our intention to take small businesses and team with big businesses to give the small businesses opportunity to grow. Over the long term, let's say there are 3 janitorial companies that always bid; if we never see any of those smaller janitorial firms bid because they are not growing, then the program may not be as effective as it should be. We should monitor that.

President Kreulen replied there are 3 firms, Utopia, K. Payne and Jarvis, that have all grown here at BNA. Those 3 companies were only 1 and 2 people businesses, and they started here and now they are all too big to be in the Small Business Program. Utopia was recently in the Business Journal on the list of small firms that have grown and he is now at \$10M annual sales. Commissioner Farner stated that is what we want and is fantastic. President Kreulen stated those companies now have 30 – 40 people working for them and their net worth is too big to be part of the small business program. Commissioner Byrd asked if we have any brief reports that talk about the success of these small businesses. President Kreulen replied at one time we had the monthly spotlights and had good success stories. He will get copies of those. There are some good success stories.

President Kreulen concluded the presentation of the informational items.

VII. ADJOURN

There being no further business brought before the Management Committee, Chair Sullivan adjourned the meeting at 11:04 a.m.

Andrew W. Byrd, Board Secretary

MNAA RESOLUTION NO. 2026-01

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE METROPOLITAN NASHVILLE AIRPORT AUTHORITY APPROVING THE CERTIFICATION REQUIREMENTS AND DEPLOYMENT OF THE MNAA SMALL BUSINESS PROGRAM.

WHEREAS, on August 13, 2025, the Board of Commissioners affirmed its commitment of encouraging the use of small businesses and creating opportunities for small businesses to successfully participate in MNAA contracts, through the creation of a Small Business Program, via MNAA Resolution 2025-13; and

WHEREAS, MNAA's Small Business Program will promote MNAA business opportunities and encourage networking and partnerships between MNAA Certified Small Businesses and other businesses; and

WHEREAS, MNAA's Small Business Program seeks to deliver cost-effective, high-quality, new expertise and timely performance on MNAA contracts, thus strengthening airport operations and enhancing passenger experiences; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE METROPOLITAN NASHVILLE AIRPORT AUTHORITY AS FOLLOWS:

Section 1. That the Board of Commissioners hereby reaffirms its commitment to encourage use of small businesses from across the state of Tennessee, through the MNAA Small Business Program, which will:

- 1.1 Promote opportunities to participate in MNAA contracts; and
- 1.2 Provide supportive services to small businesses; and
- 1.3 Administer the small business certification process.

Section 2. That the Board of Commissioners hereby authorizes deployment of MNAA's Small Business Program; to be certified as an MNAA small business, a business must:

- 2.1 Be for-profit and independently owned and operated; and
- 2.2 Be in business for at least 12 months; and
- 2.3 Meet U.S. Small Business Administration (SBA) size standards appropriate to the primary industry classification (North American Industry Classification System "NAICS Code"),

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including average gross receipts and/or number of employees, in accordance with Title 13 CFR Part 121, Business Size Determinations; and

- 2.4 Have a principal or owner with a personal net worth matching U.S. Department of Transportation (DOT) standards in Title 49 CFR Part 26.68, Personal Net Worth (currently less than \$2.047M); and
- 2.5 Be registered in Tennessee and have principal business operations located in Tennessee with at least 60% of its employees located in Tennessee, or a commitment at certification to relocate principal operations to Tennessee within 12 months of contract award.

Section 3. That the Small Business Program will be effective July 1, 2026.

Section 4. That the MNAA staff will modify the program as required based on regulatory updates and program performance.

Section 5. This Resolution shall take effect from and after its adoption and be made a part of the Board of Commissioners official Minutes of Record.

RECOMMENDED:

ADOPTED:

Douglas E. Kreulen, President & CEO

Nancy B. Sullivan, Board Chair

APPROVED AS TO FORM AND LEGALITY:

ATTEST:

MNAA Legal Counsel

Andrew W. Byrd, Board Secretary

This 18th day of March 2026.