

**Chattanooga Metropolitan Airport Authority
Board of Commissioners Meeting Minutes
February 20, 2023**

The Board of Commissioners of the Chattanooga Metropolitan Airport Authority met in open meeting, Monday, February 20, 2023 at 2:00 p.m. Chairman Hall, Vice Chairman Jacobson, Commissioners Conn, LittleJohn, Roddy, Snow, Stokes, Sankar, and Sugden were present.

April Cameron verified that a quorum was present and the requirements of the Sunshine Law had been met.

Chairman Hall announced the departure of two Board members, Mike Mallen and Travis Lytle. Chairman Hall thanked them for their dedicated service to the CMAA Board of Commissioners. Two new board members were introduced. Santosh Sankar and Chris Sugden have now joined the CMAA Board and this will be their first meeting.

Minutes:

On motion of Commissioner Roddy, seconded by Commissioner LittleJohn, the minutes of the December 19, 2022 meeting were approved.

President's Report:

President Hart welcomed the two new Board members and echoed the sentiments from Chairman Hall in saying farewell to Mike Mallen and Travis Lytle.

Mr. Hart started his report with current projects. The first is the terminal expansion project. There will be a tour immediately after the meeting so the Board members can have a firsthand look at the progress. We are on day 253 of the contract with J&J Contractors. The Board observed aerial photos of the terminal construction with the new wing, concessions, restrooms, and new airline gates. One of the three new jet bridges is currently up and running, and Delta is already using it.

This expansion project recently gained national attention. The Treasury Secretary was visiting Spring Hill, Tennessee and gave a speech about the infrastructure bill. She noted in her infrastructure speech "Airport expansions to help reduce delays, like the one announced for the Chattanooga Airport, just two hours from here."

Allen & Hoshall are busy working on three different projects. All three are on the master plan that was approved in 2019 focusing on the growth of our infrastructure.

Taxiway "C" Connector is nearly complete on the 100% design work. This will go on the street

on or around February 28th, bids will be due on March 28th, and we hope to bring this to our April Board meeting for approval with a notice to proceed around May of 2023.

Next is the development of the West Side General Aviation area. The project's 100% design will be done in April, bids by June 1st, and presented at the June Board meeting for approval to start construction in mid-July. This project is specifically to build two more community hangars, approximately 20,000 square feet each, and a connector off Taxiway "H".

Another project is a development off Honest Street that can be built out to connect to Taxiway "A", behind the FedEx facility for t-hangar development. All our current t-hangars are full and there is a strong demand for more of these facilities.

The Board also approved a contract with Convergent to put cameras in our garage. This project is complete. Additionally, Convergent is updating and replacing our access control system. The previous system was installed in 2009 and is ready for an upgrade.

The last project is West Star Aviation's Hangar 27. It is currently under construction and we anticipate a July timeframe to be completed. Once complete, this grows West Star's employment to 380. There is another site next to this that will allow them even more growth in the future.

Mr. Hart continued with an update on statistics for the month of December and January. We ended 2022 with 432,312 enplanements. Still off from 2019, but it continues to rise. For December, all the carriers showed improvement on their enplanements, and deplanements tracked in line as well. Landing weights remained flat. Operations finished the year with 88,746. That is the largest number since the automated system took over in 2009 with tracking. Operations is driven solely by General Aviation. Cargo had the largest number since 2009.

In January, we started off with 33,453 enplanements. This was a 31% increase over January 2022. All the air carriers were up, landing weights were up, along with seat capacity, and cargo was also up. Operations were down, but there were not a lot of military operations in January.

Miscellaneous items regarding the air carriers are as follows. On June 3rd, American will be bringing back non-stop service to Miami through the summer. They will provide Saturday morning departure and Saturday evening return on a 76-seat regional jet. Also, on March 9th, Delta will be up gauging aircraft service to Detroit from the CRJ200 to the CRJ900, a 76-seat regional jet. Lastly, in May, United has committed to up gauge the three flights to Chicago, from the 50-seat aircraft to the 76-seat regional jet. We will promote these changes to ensure that they perform well.

In March, we will be attending an airline conference. This gives us an opportunity to network and promote our airport and tell the Chattanooga story in order to bring new service to our area.

State funding, through the Transportation Equity Fund, comes from the sale of jet fuel, and the tax on that fuel. The FedEx bill introduced legislation to cap how much one entity would pay the State in tax on fuel. For the past two years, Governor Lee has allowed airports more funds, and TAACA continues to work with the Governor and state legislatures to talk about the importance of funding for airports. The biggest economic impact comes from the five air carrier airports in Tennessee.

Fiscal year 2024 budget preparation is underway, and in the next few weeks, we will get with the Finance committee to review. Subsequently, we will bring it to the Board for approval, perhaps as early as April, but definitely by the May Board meeting.

Today is Blake Poole's last board meeting. He is retiring after seven years with the Airport Authority, and we want to thank Blake for all of his hard work. Additionally, Mike Marsh, Maintenance Manager, retired last week after 31 years. We want to thank both for their dedication and congratulations on their retirements.

Board Action Items:

Acquire Property 605 Watts Avenue

The airport has been in communication with the owner of the property at 605 Watts Avenue regarding our interest in purchasing this property for several years. The property is slightly less than an acre in size, approximately 41,000 square feet and sits adjacent to our owned property on Pinehurst Avenue. As reference, the FAA tower and the new West Star facilities sit at the end of Pinehurst.

Reeves & Reeves Properties LLC, owners of the site, have agreed to sell tracts 22 and 23 of the 605 Watts Avenue property to the airport for \$200,000. A real estate appraisal of the property listed the fee simple market value as \$136,000. A Phase 1 Environmental Site Assessment was conducted a few years ago and uncovered no environmental concerns associated with the property. We believe this piece of property makes sense for the Authority to own and can be acquired at a fair price. Not only does it adjoin our property, but in our opinion, is a perfect site for a new maintenance facility. Our current facility is approaching thirty years in age and its location occupies valuable property near the airfield, which could be better used for revenue producing aeronautical activities.

The property will be paid for with CMAA reserve funds.

Board Action: CMAA requests approval to acquire tracts 22 and 23 of the property located at 605 Watts Avenue for the purchase price of \$200,000.

**Motion for approval by Commissioner Snow, seconded by Commissioner Conn.
Motion approved.**

Convergint - Terminal Expansion Access Control

With the addition of terminal gates, security doors, and passenger waiting areas, it requires CMAA to expand its access control monitoring system to accommodate the additional usage of the facility. Convergint Technologies, our security service consultant, has proposed expanding the current system by furnishing and installing 12 new cameras (10 indoor, 2 outdoor) which will adequately cover the entire expansion. These new cameras will be fully integrated to create an enterprise security environment to protect the Airport's critical assets in support of the Airport Security Program, as well as maintaining compliance with DHS, and TSA rules and regulations.

Physical security, for the purpose of this project, means controlling physical access so that only specifically authorized individuals may enter those parts of the airport property that are not public spaces. This is accomplished in part using a Physical Access Control System. Critical aspects of providing security are:

1. Controlling access at all points of entry between public, sterile, SIDA, and AOA spaces.
2. Creating and maintaining information on all persons given access to sterile and SIDA spaces.
3. Creating and printing identification badges.
4. Monitoring and recording alarms, both via text-based and videos-based records.
5. Generating reports as required by local, state, and federal authorities.

Services that will be required for this installation will include labor, materials, tools, equipment, and finally testing, training and acceptance.

The project will be funded through reallocated capital funds and included in the upcoming FY 2024 Budget.

Board Action: CMAA will request Board approval to enter a contract with Convergint Technologies for the installation of cameras and video monitoring in the terminal expansion. The fee for this work is \$157,158.66.

NOTE: Commissioner Conn asked for us to go back and possibly negotiate a better price with Convergint before the start of the project. Commissioner Roddy wanted to confirm a warranty as well.

**Motion for approval by Commissioner Sugden, seconded by Commissioner Conn.
Motion approved.**

Other Business:

With the departure of Mike Mallen, the Board needed to elect a new Secretary. Vice-Chairman Jacobson nominated Commissioner Harriette Stokes to fill that position.

**Motion for approval by Commissioner LittleJohn, seconded by Commissioner Conn
Motion approved.**

Chairman Hall reappointed the other Board committees,
Marketing committee will be Commissioners LittleJohn, Sankar, and Stokes.
Personnel committee will be Commissioners Conn, Roddy, and Sugden.
Finance committee will be Commissioners Hall, Snow, and Jacobson.

Public Comment:**Closing Comment:**

Chairman Hall closed by saying that the Board has made some bold steps including approving the building of the \$23 million dollar parking garage during the height of the pandemic. Now, moving forward with the terminal expansion opening in the second quarter of 2024. This airport has great relationships with the FAA and the State. The majority of the funding comes from the Federal and State government.

Adjourn

Minutes approved by:

Harriette Stokes
CMAA Secretary

Corporate Secretary:

April Cameron

Minutes approved by:

Jim Hall
CMAA Chairman

Minutes Recorded by:

Kimberly Randle