TRI-CITIES AIRPORT

Tri-Cities Airport Authority Board Meeting
June 12, 2026, at 10:00 a.m.
In the TCAA Boardroom

AGENDA
Chair J. Parker Smith

1. **CONSIDER: Minutes from the April 23, 2026, TCAA Board Meeting**
2. **REPORT: Committee Updates**
3. **CONSIDER: By-Laws Update**
4. **CONSIDER: President/CEO Evaluation and Compensation**
5. **CONSIDER: President/CEO Contract Renewal**
6. **CONSIDER: FY2027 Personnel Compensation Program**
7. **CONSIDER: Travel Policy**
8. **CONSIDER: FY2027 Rates and Charges – Airlines**
9. **CONSIDER: FY 2026 Operating Results**
   FY 2027 Operating Budget
10. **CONSIDER: Primary Server End-of-Life Replacement**
11. **CONSIDER: Meade & Hunt Air Service Consulting Services Agreement Renewal**
12. **CONSIDER: Public Safety Axon Body Camera and Taser Program**
13. **CONSIDER: Airport Operations Management Software – Award Aerosimple**
14. **CONSIDER: FBO and Maintenance Equipment Acquisitions – Award Multiple**
15. **CONSIDER: Capital Improvement Program**
16. **CONSENT**
    a. **PARCS Change Order #3**
    b. **ARFF Truck Change Order #7**
    c. **Administrative Hallway Renovations Change Order #1**
17. **STAFF REPORTS:**
    a. **Legal Counsel, Stephen Darden**
    b. **Director of Finance, Rachel Squibb**
    c. **Director of Marketing and Air Service, Trevor Rice**
    d. **Director of Business Development, Mark Canty**
    e. **Director of Operations, Chris Stipo**
    f. **President/CEO, Gene Cossey**

Lunch will be served following the meeting.

Tri-Cities Airport Authority Board Meeting
April 23, 2026, at 10:00 a.m.
Held in the TCAA Boardroom

Board Members	Staff	Others
Mr. Parker Smith	Gene Cossey	Stephen Darden - HS&D Attorney
Mr. Mark Ireson	Trevor Rice	Clay Walker - NETWORKS
Mr. Ken Huffine	Chris Stipo	John Rose – BRIDGE
Mr. Todd Hensley	Rachel Squibb	Allison Winters – Six Rivers Media
Mr. John Hunter	Rebecca O'Quinn	
Mr. Zane Vanover	Jennifer Solorio	
Ms. Cathy Ball	Dan Martin	
	Jason Arnold	
	Gabe Sherrill	
	Kylie Toler	

With a quorum present, the meeting was called to order at 10:00 a.m., by TCAA Chair Parker Smith.

The board members not in attendance were Mr. Chris McCartt, Mr. Lewis Wexler, Ms. Kelli Bourgeois, Mr. Jeff Bedard, and Ms. Tamrya Spradlin.

INTRODUCTIONS:

Mr. Gene Cossey started by introducing our new board member, Tamrya Spradlin from Bristol, Tennessee. He then also introduced our new Director of Public Safety, Jason Arnold. Mr. Gene Cossey stated that Jason has both police and fire background and has been helping balancing things well already.

CONSIDER: Minutes from February 26, 2026, TCAA Board Meeting

TCAA 02/26/2026 – 1 Upon a motion made by Mr. Mark Ireson and seconded by Ms. Cathy Ball, the following was adopted: BE IT RESOLVED the Minutes from February 26, 2026, TCAA Board Meeting was approved as presented.

The motion passed unanimously.

REPORT: Committee Updates

Mr. Mark Ireson stated that both the Administration and Operations and Economic Development Committee meetings went very well. There were not a lot of major voting items but there was a lot of good discussion and feedback given. He also stated that David Lotterer with JLL spoke with the Economic Development Committee explaining the details of what they have been accomplishing. Mr. Gene Cossey then gave an update regarding the Airfield Development Committee stating that it was a good preliminary meeting since everything in that meeting is being brought to the Board.

REPORT: CIP Update

Staff have begun developing the CIP for the next five years with a heavy focus on the next two years. While funding plans are still in development. Some anticipated projects over the next two years include runway 5/23 Restriping, airfield pavement rehab., air handler replacement, roof replacement, new fuel farm, new fire station, parking garage, concourse expansion, access control upgrades, ARFF truck replacement, property acquisition, and avigation easement acquisitions. The CIP is being prepared for the June Board Meeting.

REPORT: By-Laws Update, First Reading

To remain compliant and ensure our operations align with the updated legal framework, we are amending our by-laws to reflect new statutory requirements for board composition, officer roles, and term limits. These amendments will ensure the TCAA Board operates within the current legal framework, maintains good standing and continues to serve our mission effectively. The TCAA by-laws require a minimum 30-day notice for presenting amendments to the by-laws. This report and discussion will serve as notice with the following action being recommended for the June 2026 Board Meeting.

REPORT: FY2026 Projected Operating Budget
FY2027 Proposed Operating Budget

The Projected FY2026 operating results have been developed using the most current actual financial data available. The forecast begins with actual operating results for the six months ending December 31, 2025, and projects the remaining six months using a proportionate allocation of the approved FY2026 budget, adjusted to reflect current trends, operational statistics and economic conditions observed during the fiscal year. Passenger Traffic trends remain strong, with enplanements increasing 10.8% compared to the same period in the prior fiscal year. Rental car activity has also demonstrated favorable performance, with on-airport car rentals increasing 9.5% over the prior fiscal year. Parking trends show modest growth of 1.1% in the number of cars from July through February as compared to the previous year, during this time of construction and rehab of the parking system. Projected expenditures for FY2026 are estimated to exceed the approved budget by $136,507 or 1.4%. The proposed FY2027 operating budget has been developed using the most current financial data and reflects a conservative approach based on current operational trends. Total revenues for FY2027 are budgeted to increase approximately 10% compared to the FY2026 budget. Total operating expenses are projected to increase 12.5%, primarily due to the addition of new positions required to support expanded airline service and cost / pricing increases in the goods and services. There are several factors which the staff is monitoring closely that will have an impact on the proposed FY2027 operating budget.

CONSIDER: Paid Time-off Policy

TCAA staff provides the following recommendations move from the current vacation and time off policy to a Paid Time Off (PTO) benefit program. Staff have designed the PTO program, described in the attached policy, to provide a more attractive time off benefit that will assist in retaining and attracting employees while also streamlining the program and correcting current policy discrepancies. This includes the change made in the last Administration and Operations Committee Meeting of changing the Paid Time Off allotments for exempt employees, the “80 hours in addition to the listed times” be changed to “40 hours in addition to the listed times. This will be effective January 1st, 2027.

TCAA 02/26/2026 – 2 Upon the motion made by Mr. Todd Hensley, seconded by Mr. Kenneth Huffine, the following was adopted: BE IT RESOLVED the TCAA approved the Paid Time-Off Policy effective January 1st, 2027.

The motion passed unanimously.

CONSIDER: Employee Evaluation and Bonus Policy

All full and part-time employees are provided with an annual review and consideration for merit pay increases, salary adjustments, promotions, transfers, and bonuses as warranted. To be eligible an employee must receive a satisfactory employee review, have made satisfactory progress on all assigned goals, and must be employed as of June 30th of the bonus plan year. Salary increase requests must be supported by a satisfactory review for salary change processing. Supervisors may not discuss any proposed action with the employee until all written approvals are obtained. Ms. Cathy Ball made the recommendation to eliminate the first sentence under the "Plan Modifications" sections stating "The President/CEO has the right to change, modify or approve exceptions to this policy at any time with or without notice." Therefore, any modifications will be brought to the board for approval.

TCAA 02/26/2026 – 3 Upon the motion made by Ms. Cathy Ball, and seconded by Mr. Mark Ireson, the following was adopted: BE IT RESOLVED the TCAA approved the proposed Employee Evaluation and Bonus Policy with the amended wording.

The motion passed unanimously.

CONSIDER: Continuation of JLL Contracts to Market Aerospace Park

The prior agreement with JLL for marketing Aerospace Park expired in December 2025. Following expiration, JLL provided an amendment to extend the term of the agreement for an additional year. To ensure continuity of marketing and brokerage services and to formally authorize the contractual relationship going forward, Board approval is requested. The rates from the prior agreement will remain the same. The agreement will have a one-year term commencing upon execution. Ms. Cathy Ball made the recommendation to change the term from one year to 60 days and to adjust the Exclusivity Clause. Mr. Gene Cossey then made the recommendation to just table this completely and allow him and Clay Walker to meet with David Lotterer to negotiate any changes to this that reflect to what the Board has expressed. Then it will be brought back to the June Board Meeting. Ms. Cathy Ball then tabled her motion by changing the one-year term to just a shorter term and still adjusting the Exclusivity Clause.

TCAA 02/26/2026 – 4 Upon a motion made by Ms. Cathy Ball and seconded by Mr. Kenneth Huffine, the following was adopted: BE IT RESOLVED the TCAA approved the Continuation of JLL Contract to Market Aerospace Park with the amendment to change the contract from one year to a shorter term and adjust the exclusivity clause.

The motion passed unanimously.

CONSIDER: Uniform Rental Program

Airport Operations and Ground Handling spend a vast amount of time interacting with the public while also completing tasks that can affect their appearance, such as fueling and wildlife mitigation. UniFirst submitted a bid for a program that includes weekly pickups for uniform laundering and repairs. The initial price includes uniforms for 4 Airport Operations and 16 Ground Handling personnel, with the ability to increase and decrease as needed. The agreement is in the amount of $308.72 per week over a five-year period. The agreement includes a two-year rate lock and an up to five percent increase in each of the final three years. The uniform rental program will be funded through a mix of Operations Expense and Ground Handling Expense funds.

TCAA 02/26/2026 – 5 Upon a motion made by Mr. Todd Hensley, and seconded by Mr. Kenneth Huffine, the following was adopted: BE IT RESOLVED the TCAA authorized the Chair to execute an agreement with Unifirst over a five year period for $85,083.23.

The motion passed unanimously.

CONSIDER: Gate Management Software

Staff presented the Airline Improvements Project at the February board meeting. As part of board approval, items over $25,000 would be approved by the President/CEO and come to the board for retroactive approval. The recent announcement of new airlines and routes will result in six Remain Overnight (RON) aircraft occupying the airport's six usable gates each night. To assist with gate management a software was sought to automate the process. A Request for Proposals (RFP) was advertised to provide a gate management software with an initial award of a two-year agreement with one possible three-year extension. Four proposals we received with GoApron, Inc. providing the most responsive proposal in the amount of $107,500 over a five-year period. The software will be funded through Terminal Expense funds.

TCAA 02/26/2026 – 6 Upon a motion made by Mr. Mark Ireson and seconded by Mr. John Hunter, the following as adopted: BE IT RESOLVED the TCAA authorized the Chair to execute contract with GoApron, Inc. for Gate Management Software for an initial award of a two-year agreement with one possible three-year extension in the amount of $107,500.

The motion passed unanimously.

CONSIDER: Terminal Ramp Marking Rehab

Staff presented the Airline Improvements Project at the February board meeting. As part of board approval, items over $25,000 would be approved by the President/CEO and come to the board for retroactive approval. The recent announcement of new airlines and routes will result in six Remain Overnight (RON) aircraft occupying the airport's six usable gates each night. To ensure space for each aircraft, the ramp will be remarked to accommodate eight aircraft in a push back configuration. The project was advertised with the TCAA receiving two bids on March 27th with Hasco Inc. having the lowest and most responsive bid in the amount of $126,890. The project will be funded through Passenger Facility Charge (PFC) funds.

TCAA 02/26/2026 – 7 Upon a motion made by Mr. Kenneth Huffine and seconded by Mr. Todd Hensley, the following as adopted: BE IT RESOLVED the TCAA authorized the Chair to execute a construction contract with Hasco Inc. for the Terminal Ramp Marking Rehab in the amount of $126,890.

The motion passed unanimously.

CONSIDER: Ticket Counter Internet Installation

Staff presented the Airline Improvements Project at the February board meeting. As part of board approval, items over $25,000 would be approved by the President/CEO and come to the board for retroactive approval. The unoccupied ticket counters were without readily available internet connections. With the recent announcement of United Airlines, internet connections were needed at additional ticket counters to support the expansion of the airport's Common Use Passenger Processing System (CUPPS) to accommodate United. Internet was run to all unoccupied ticket counters to save on future costs and prepare the airport for any future airline expansions. As the TCAA's contracted Information Technology (IT) services provider, Tele-Optics provided a quote for the work in the amount of $47,129.41. The work will be funded through airport funds.

TCAA 02/26/2026– 8 Upon a motion made by Mr. Mark Ireson and seconded by Mr. John Hunter, the following as adopted: BE IT RESOLVED TCAA approved the Chair to retroactively approve the Ticket Counter Internet Installation agreement with Tele-Optics in the amount of $47,129.41.

The motion passed unanimously.

CONSIDER: Gate D Emergency Repairs

On March 13, 2026, a Tri-City Aviation Employee struck Vehicle Gate D with an air stair causing significant damage to the gate and rendering it unusable. TCAA Maintenance inspected the gate and determined that based on the damage the gate would need to be replaced. Due to the operational importance of the gate and long lead times, a new gate was ordered soon after the damage occurred. Ideal Manufacturing Inc. will provide a new gate in the amount of $35,134.97 with a separate contractor needed for installation once the gate arrives. Tri-City Aviation will be responsible for covering the cost of the new gate.

TCAA 02/26/2026 – 9 Upon a motion made by Mr. Todd Hensley and seconded by Mr. John Hunter, the following as adopted: BE IT RESOLVED the TCAA authorized the Chair to retroactively approve the purchase of a new vehicle gate from Ideal Manufacturing Inc. in the amount of $35,134.97.

The motion passed unanimously.

CONSIDER: Consent Agenda Items

a. CUPPS/FIDS Change Order #1

TCAA 02/26/2026 – 10 Upon the motion made by Mr. Todd Hensley, and seconded by Mr. Kenneth Huffine, the following was adopted: BE IT RESOLVED the TCAA approved consent item ratifications.

The motion passed unanimously.

STAFF REPORTS:

Legal Counsel, Stephen Darden – He stated he had no updates to give to the Board.

Director of Finance, Rachel Squibb – She went over the Financial Summary ending February 28, 2026. For the fiscal year to date as of February 28, 2026, the Authority achieved an approximate Net Operating Income of $525,771, exceeding the approved budget by $548,194. Operating expenses overall were managed in line with budget expectations. While cost results were mixed across categories, the primary negative variance occurred within the Airfield Area cost center, reflecting necessary expenditures for terminal apron markings and increase in snow/ice control activity. Snow/Ice removal costs are trending significantly higher than prior years due to severe winter conditions. These expenditures, while unplanned, are operationally necessary and inherent in maintaining airfield safety and regulations. Another cost center we are monitoring closely is Ground Handling Services. Expenses associated with servicing the new Breeze flights were not known at the time the FY2026 budget was prepared. As a result, this area will exceed budget; however, the overage is directly tied to new service growth and corresponding revenue generation. The Terminal Area cost center also reflects negative variances due to costs associated with installing the common uses system (CUPPS software). While certain variances are above budget, they are largely growth-driven or safety-related in nature and consistent with the operational demands of an airport. Eight months of the fiscal year, FY2026, closed with results exceeding expectations. As of February 28, 2026, we are yielding net operating income of $525,771, which exceeds the budget and demonstrates growth across core revenue streams. Each department continues to focus on operational efficiency while strategically investing in equipment needs and readiness efforts necessary to support new routes and airline growth in 2026.

Director of Marketing and Air Service, Trevor Rice – Trevor gave some traffic and capacity updates showing that the passengers ad seats are both up 17.7% year over year. He then presented the airline schedules for May-October 2026. He also noted that the Chicago morning banks were overscheduled beyond operational capacity, and the airlines are not required to shift flights out of peak periods, prioritizing reliability over bank density. The summer Chicago operations are capped at 2,708 a day from May 17, 2026, to October 24, 2026. Therefor the original American Airlines flight to Chicago on May 21 with a 6:24 a.m. departure has been moved to May 22 with a 7:29 a.m. departure. Finally, he went over the different events he has attended such as thew Meade & Hunt Conference, Allegiant Airports Conference, ETSU Distinguished Presidents Trust Dinner, and the NETTA Legislative Day on the Hill. Ms. Kylie Toler then went over the new service campaign strategy for four separate campaigns including Breeze (new airline/service), United (new airline/service), American Airlines (new service), and the Fly Local brand campaign. The goals for the Breeze Airways campaign are to build brand awareness, promote new routes, drive bookings, and to attract new leisure-focused travelers. The run time for this campaign will be from January 2026 to December 2027. The goals for the American Chicago campaign are to promote the new nonstop flights to Chicago and to drive bookings. The run time for this campaign will be from April 2026 to May 2027. The goals of the United Chicago campaign are to build brand awareness for United to TRI, promote additional service to Chicago, and to emphasize increase options from flying local. The run time for this campaign will be from May 2026 to August 2026. Finally, the goals of the Fly Local campaign are to build brand awareness for TRI, shift traveler behavior towards flying TRI, and to emphasize time savings and convince. The run time for this campaign is from February 2024 to August 2026.

Director of Business Development, Mark Canty – Mr. Mark Canty was not at the board meeting since he was attending the MRO Americas Conference, so Mr. Gene Cossey presented his report. TCAA submitted a letter of support to the Department of Commerce Foreign-Trade Zones Board for Eastman Chemical Company's application to expand the types and number of products it may enter into its FTZ site as foreign-status goods. Several additional local and regional entities also submitted letters of support. We received a proposal from J.A. Street and Associates to construct a speculative hangar adjacent to the ramp in Aerospace Park. The proposal is under review, and a feasibility analysis is underway to determine whether the lease rate aligns with our market. Mark Canty submitted the FTZ annual report to the Department of Commerce Foreign-Trade Zones Board before the March 31 deadline. Extensive activity was reported by Eastman Chemical Company, and GSM Filtration's previous approval expired due to lack of activity under the sunset clause. Finally, Mike Michalski of MSC Solutions will be at Turtleson on April 27 to conduct in-person Foreign-Trade Zone training as their activation with U.S. Customs and Border Protection wraps up. This is the final step before the company may begin entering foreign-status merchandise into its facility.

Director of Operations, Chris Stipo– He discussed the following with the Board:

CAPITAL PROJECTS

1. **Airport Master Plan Update Project (FAA Review)**
    a. Project Amount $ 1,432,847.00
    b. Estimated Project Percent Completion 90%

2. **Sound System Improvements (Design/Bid)**
    a. Project Amount $ 141,070.00
    b. Estimated Project Percent Completion 80%

3. **Airport - Public Parking Lot Expansion (Construction)**
    a. Project Amount $ 2,684,006.50
    b. Estimated Project Percent Completion 90%

4. **Airport - TWY A Extension, TWY C Removal West of RWY 23 and RWY 5 RSA Improvements (Construction)**
    a. Project Amount $ 7,375,279.00
    b. Estimated Project Percent Completion 90%

5. **Airport – Parking and Revenue Control System (PARCS) (Construction)**
    a. Project Amount $ 806,792.00
    b. Estimated Project Percent Completion 60%

6. **Airport – LT Parking Rehab/Exit Plaza Replacement/Cell Phone Lot Expansion (Construction)**
    a. Project Amount $ 3,047,200.00
    b. Estimated Project Percent Completion 10%

7. **Airport – Terminal/Concourse – Passenger Check Point Expansion (Construction)**
    a. Project Amount $ 9,434,527.51.00
    b. Estimated Project Percent Completion 5%

8. **Airport – TWY A Bank Slide Rehabilitation (Closeout)**
    a. Project Amount $ 268,496.90
    b. Estimated Project Percent Completion 95%

9. **Airport – TWY R1 Corporate Hangar Expansion Project (Construction)**

a.	Project Amount	$ 4,229,200.00
b.	Estimated Project Percent Completion	5%

10. Airport – Terminal Ramp Markings (Design/Bid)

a.	Project Amount	$ 24,862.00
b.	Estimated Project Percent Completion	50%

11. Airport – Fuel Farm Expansion (Design/Bid)

a.	Project Amount	$ 376,136.00
b.	Estimated Project Percent Completion	20%

President/CEO, Gene Cossey – Mr. Gene Cossey gave a reminder that we have food trucks in site for lunch. He then thanked everyone for attending the meeting.

The meeting was adjourned at 12:12 p.m.

Respectfully submitted,

____
Parker Smith, TCAA Chair

____
Chris McCartt, TCAA Secretary/Treasurer

Minutes taken by: Gracie Beach
NOTE: The Minutes are intended to reflect the general account of the events of the meeting and are not a verbatim transcription.

Committee Updates

Verbal Reports

Tri-Cities Airport Authority
June 12, 2026

Report:

TCAA By-Laws Update

Summary

Recent legislative reforms have altered the governance and compliance requirements for airport authorities in Tennessee, with the specific impact focusing on how our board members will be appointed. To remain compliant and ensure our operations align with the updated legal framework, we are amending our by-laws to reflect new statutory requirements for board composition, officer roles, and term limits. These amendments will ensure the TCAA Board operates within the current legal framework, maintains good standing, and continues to serve our mission effectively.

Notice and Discussion

The Executive Committee recommends the adoption of the amendment to the by-laws reflecting legislative requirement changes for Tri-Cities Airport Authority.

Submitted by: TCAA
Executive Committee

BY-LAWS
OF
TRI-CITIES AIRPORT AUTHORITY

ARTICLE I

<u>FORMATION</u>

The Tri-Cities Airport Authority was created by the Owners of the Tri-Cities Airport, TN/VA, (herein, "Airport"), same being the City of Bristol, Tennessee, the City of Bristol, Virginia, the City of Johnson City, Tennessee, the City of Kingsport, Tennessee, Sullivan County, Tennessee, and Washington County, Tennessee, (herein, "Creating Municipality") pursuant to the procedure set forth in T.C.A. § 42-3-104 (a) (3) and T.C.A. § 42-3-105. Prior to the creation of the Tri-Cities Airport Authority, the Airport had operated as an unincorporated joint venture of said Creating Municipalities who appointed an Airport Commission, consisting of twelve (12) persons, to operate and manage said Airport. The By-Laws of that Airport Commission are hereby revoked and rendered null and void.

ARTICLE II

<u>PURPOSE OF AUTHORITY</u>

The purpose of the Authority is to own and operate the Tri-Cities Airport, TN/VA, exercise all powers granted to Regional Airport Authorities under the Airport Authorities Act, T.C.A. § 42-3-101 *et seq*., (only as applicable to Regional Airport Authorities) and exercise all other powers granted generally to Regional Airport Authorities under the laws of the State of Tennessee and the County of Sullivan, Tennessee.

The Authority assumes all contracts, obligations, real property, personal property, employer-related obligations, and any other requirements and assets previously held and assumed by the Tri-Cities Airport Commission and/or performed by the Tri-Cities Airport

Commission on behalf of the Creating Municipalities prior to the formation of the Authority. This assumption of contracts, obligations, etc., shall not include assumption of any outstanding bond obligations as of the date of the issuance of the Charter of the Authority by the State of Tennessee, as said bond obligations reside and will remain the obligations of Sullivan County, Tennessee, supported by indemnity agreements executed by the other Creating Municipalities. However, the Authority will continue to administer said bond obligations in a manner identical to that previously performed by the Tri-Cities Airport Commission. All employees of the Tri-Cities Airport Commission will become employees of the Authority at the same compensation rates and with the same benefits enjoyed as employees of the Tri-Cities Airport Commission, subject to any changes the Authority may hereafter make. All employees of the Authority shall be at-will employees, with there being no civil service or similar systems.

ARTICLE III

NAME AND OFFICES

Section 1. Name

The name of the Regional Airport Authority created pursuant to T.C.A. § 42-3-104 (a) (3) and T.C.A. § 42-3-105 is Tri-Cities Airport Authority ("Authority").

Section 2. Principal Office

The principal office of the Authority is Tri-Cities Regional Airport, TN/VA, 2525 Highway 75, Suite 301, Blountville, TN 37617, or such other location as may be established by the Board.

ARTICLE IV

COMMISSION

Section 1. Appointment; Term

The Authority shall be governed by a Board of Commissioners (herein, sometimes, "Board") in alignment with TCA (TBD) adopted by the Tennessee Legislature in (month) of 2026 shall be appointed by the by the Governor of Tennessee, the Speaker of the Senate of Tennessee, the Speaker of the House of Tennessee, and the Creating Municipalities excluding Bristol Virginia in the same numbers as said Creating Municipalities formerly appointed Commissioners to the Tri-Cities Airport Commission prior to the creation of the Authority. The Board shall be comprised of twelve (12) persons, each with one vote, appointed as follows:

Creating Municipality City of Bristol, TN	1 member	Appointed by Bristol TN
Creating Municipality City of Bristol, VA	1 member	Appointed by Speaker of House
Creating Municipality City of Johnson City, TN	1 member	Appointed by Johnson City TN
	1 member	Appointed by The Governor of TN
	1 member	Appointed by Speaker of Senate
Creating Municipality City of Kingsport, TN	1 member	Appointed by Kingsport TN
	1 member	Appointed by Speaker of Senate
Creating Municipality Sullivan County, TN	1 member	Appointed by Sullivan County
	1 member	Appointed by Speaker of House
Creating Municipality Washington County, TN	1 member	Appointed by Washington County
	1 member	Appointed by The Governor of TN
	1 member	Appointed by The Governor of TN

Board members, as appointed, shall serve at the pleasure of the Creating Municipality or government official which appointed the Board member(s). Beginning July 1, 2026 board members shall serve the following initial terms:

Appointed by the Governor of TN – two-year terms,

Appointed by the Speaker of the House – three-year terms,

Appointed by the Speaker of the Senate – four-year terms, Appointed by the Creating Municipality – five-yar terms.

Following the expiration of the initial terms, all terms are four-year terms to begin on July 1 and to terminate on June 30, four-years thereafter.

Section 2. Removal

The removal of a Board members shall be in accordance with the policies and practices of the Creating Municipality or government official that appointed the Board member to the Board, unless State Law provides a different means of removal, and any other manner provided by Tennessee law.

Section 3. Resignation

Any Board member may resign by submitting a written resignation to the Board and to the governing body of the Creating Municipality and/or government official which appointed him/her. Membership on the Board of Commissioners is non-transferable or assignable by a Board member.

Section 4. Powers and Duties

The Board of Commissioners shall be the governing body of the Authority. The Board shall have and exercise on behalf of the Authority all of the powers provided in Airport Authorities Act, T.C.A. § 42-3-101 *et seq.*, (as applicable to Regional Airport Authorities), and otherwise vested in the Authority by the laws of the State of Tennessee and the County of Sullivan, Tennessee.

Section 5. Officers

The officers of the Board shall consist of a Chair, Vice-Chair, a Secretary-Treasurer, and an Assistant Secretary-Treasurer, each of whom shall be voting members of the Board:

A. Chair: The Chair of the Board shall:

(1) Preside at all regular and special meetings of the Board,

(2) Sign all official documents requiring formal action/or approval of the Board;

(3) Appoint committees and committee chairmen as required to review and report on matters affecting the Board; and

(4) Serve as the primary liaison between the Board and management, and coordinate activities of the President and Chief Executive Officer and Board.

B. Vice-Chair: The Vice-Chair shall serve in such elected capacity in the same manner as specified for the Chair. In the absence of the duly-elected Chair, the Vice-Chair shall act as Chair of the Board, performing all duties and responsibilities normally performed by the regular Chair.

C. Secretary-Treasurer: The Secretary-Treasurer shall oversee the preparation, accuracy, and dissemination of minutes of Board meetings and all Authority financial reports only as instructed by the Board. In the absence of the duly elected Chair and Vice-Chair, the Secretary-Treasurer shall act as the Chair of the Board, performing all duties and responsibilities normally performed by the regular Chair.

D. Assistant Secretary-Treasurer: The Assistant Secretary-Treasurer shall serve in the absence of the Secretary-Treasurer.

Section 6. Terms of Office

The officers of the Board shall be elected to a two-year term of office commencing on July 1 of even-numbered years, or until a successor is elected.

Section 7. Election of Officers

Beginning July 1, 2026 the full board shall meet to appoint and elect officers, thereafter in succeeding years the Chair shall appoint a nominating committee from the Board comprised of a presiding officer and not more than three (3) members to recommend a slate of officers. Said recommendations and any nominations from the Board will be presented to the full Board for a vote prior to commencement of the new term on July 1 of the following year.

To be nominated and elected, candidates for board officers must have a minimum of two-years' experience either serving on the Board or serving on a committee of the Board prior to being qualified to serve as an officer.

Section 8. Vacancies

In the case of vacancies in the above-discussed officers' positions through death, resignation, disqualification, removal, incapacitation, or other cause, the remaining Board members, by affirmative vote of Board, shall fill such vacancy; and, the person elected shall hold office for the unexpired portion of the term in respect of which such vacancy occurred or was created, or until the appointment of a successor. Should a successor be appointed to replace the Board member who has been elected to fill the unexpired term, the office shall be, once again, filled by affirmative vote of the full Board or a quorum thereof to serve the remainder of the unexpired term.

ARTICLE V

MEETINGS OF THE BOARD OF COMMISSIONERS

Section 1. Regular and Special Meetings

A. The Board of Commissioners shall meet regularly on a bi-monthly schedule at 10:00 a.m. on the fourth Thursday of each February, April, June, August, October, and December at the Tri-Cities Airport, TN/VA, or at such other location, date, and time as the Board may designate. All meetings shall be open to the public unless otherwise permitted by law. The President and Chief Executive Officer shall cause a written agenda to be prepared and distributed with the Notice of the regular or special meeting to each Board member not less than three (3) days prior to each such meeting. The Notice shall be given in person or by electronic, rapid delivery, or any other means which the President and Chief Executive Officer deems appropriate. If Notice is given other than in person, it shall be sent to the street address or electronic address of the Board member as shown on the records of the Authority. Attendance by a Board member at a meeting shall constitute a waiver of notice of such meeting, except where a Board member attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Whenever any notice is required to be given a Board member under the law of the State of Tennessee or these By-Laws, a waiver thereof in writing, signed by the Board member entitled to said Notice, whether before or after the time stated therein, shall have the full legal effect of notice properly given.

B. Notwithstanding the foregoing, each Board member shall be entitled to bring to the Board's attention any issue or matter of general or specific concern to the Board or otherwise relevant to the business of Tri-Cities Airport Authority.

C. In the event a meeting date falls on a holiday or in the event a quorum cannot be achieved, such meeting shall be rescheduled by the Chair to a more convenient date, with all Board members being duly notified of such change.

D. Special meetings may be called by the Chair, or in his/her absence, by the Vice—Chair, or at any time by any seven (7) Board members.

<u>Section 2. Action by the Board of Commissioners</u>

A majority of the Board shall constitute a quorum for the purpose of conducting the business of the Authority and exercising its powers. Action taken by the Board upon a vote of not less than a majority of the Board members present will constitute valid and binding action by the Board of Commissioners.

ARTICLE VI

RECORDS AND MINUTES

All actions of the Board shall be made a part of the minutes of each and every meeting. These minutes shall constitute the official record of the Authority actions and shall be maintained on a calendar year basis.

All minutes of the Board shall be approved and signed as directed by the Board , after which a copy shall be furnished to each Board member not less than three (3)

days prior to the next regular meeting of the Board. A record copy of all minutes shall become a part of the permanent official records of the Authority, and made available for public inspection.

Actions of the Board shall be introduced in the form of a motion or resolution. In addition to the above mentioned minutes, all actions approved by the Board shall become part of the official records of the Authority.

ARTICLE VII

COMMITTEES

Section 1. Designation

The Board may, from time to time, establish such standing and special Committees as it deems advisable and in the best interests of the Authority. Such Committees shall work with the President and Chief Executive Officer in developing recommendations for presentation to the full Board. Although such Committees shall be advisory in nature, they may be authorized to make decisions which are binding on the full Board with prior approval by the Board and subject to applicable open meetings laws. In any instance where the Board furnishes such prior approval to a Committee, such authorization shall be with reference to a specific item or issue and shall be limited to such item or issue.

Section 2. Committee Members

Each Committee shall be comprised of Board members; provided, however, the Chair may appoint non-Board members as Committee members in instances where the Chair believes the Committee process will be benefited or improved. Subject to Section 7 herein, Board members shall represent a majority of the total membership of each standing or special committee. Any appointment by the Chair of a non-Board member to a Committee shall be approved in advance by the Board. Committee members shall be appointed by the Commission Chair on an annual basis for a one year term, or on such other basis or for such other terms as are set forth in the resolutions establishing such committees. Notwithstanding, members of Committees shall serve at the pleasure of the Board. Vacancies on a Committee due to death, resignation, expiration of term, or removal shall be filled by the Commission Chair.

Section 3. Voting and Quorum Requirements

All Committee meetings shall be held in public unless otherwise authorized by law. A majority of the members of a Committee shall constitute a quorum; provided, however, for Committees which include non-Board members, a quorum shall also require that a majority of the Board members appointed to such Committee must be in attendance. Except as otherwise limited by the Board, all actions of a Committee shall require the affirmative vote of the majority of the members of the Committee in attendance at a meeting at which a quorum is present. Committee members may participate in any Committee meeting by means of a conference telephone or other similar communications equipment through which all persons participating in the meeting can hear each other. Participation by such means shall constitute presence in person at such meeting. Each Committee shall have a presiding officer who shall be a Board member and who shall be appointed by the Commission Chair. The presiding officer of each Committee shall participate in all discussions and shall vote on all matters presented for a formal Committee vote. Each Committee shall hold such meetings as it deems appropriate or as otherwise required by the Board.

Section 4. Standing Committees

The Board of Commissioners shall have the following standing committees: Executive Committee; Administration/Operations Committee; Marketing and Air Service Development Committee; Airfield Development Committee; and Economic Development Committee.

Section 5. Executive Committee

The Executive Committee shall consist of the Chair, Vice-Chair, Secretary-Treasurer, and the most immediate Past Chair still serving on the board. Duties of the Executive Committee shall be as follows: Monitoring legal actions and formal complaints involving the Authority or Board; consideration of changes to the By-Laws of the Authority; monitoring and/or formulating state and federal legislation affecting the Authority or the Airport; and such other duties as may be assigned by the Board from time to time. The Executive Committee shall be empowered to act and make decisions on behalf of the Board under emergency circumstances, subject to ratification by the Board after the fact. For purposes of this Section, "emergency circumstances" shall mean those circumstances or conditions which (i) could not have been addressed in the ordinary course of the Board's business, and (ii) require reasonably immediate action in the interests of public safety or in order to avoid material prejudice to the interests of the Authority. Executive Committee Action under "emergency conditions" requires the consent of at least two of its members.

Section 6. Administration/Operations Committee

The Administration/Operations Committee shall be responsible for the oversight of financial matters affecting the Authority including leases and contracts; fixed based operators; specialized aviation service operators; private and corporate aviation operations; coordination of and compliance with issues related to federal and state regulatory agencies; environmental issues and considerations; general revenue development matters; banking and investments; review of all debt obligations; insurance; financial audits and other financial reports; engagement of independent public accountants and other financial consultants; review of annual budgets; selection and coordination of Authority matters with legal counsel; organizational structure, staffing, personnel policies, job descriptions, and performance reviews; annual review of wages, salaries and fringe benefits; and such other issues as may be assigned by the Board from time to time.

Section 7. Marketing and Air Service Development Committee

The Marketing and Air Service Development Committee shall be responsible for promoting the Airport and its facilities and services and shall be particularly responsible for oversight in the development, implementation and execution of appropriate marketing plans; development of new or improved passenger air service; selection and engagement of marketing and air service consultants; coordination of Airport business with local and regional travel entities; community public relations; coordination with Chambers of Commerce, tourism agencies, and convention and visitor bureaus; and such other issues as may be assigned by the Board from time to time.

The Chair, with input from the Executive Director and the TCAA Director of Marketing, shall appoint the following persons to the Committee: (i) Committee Chair and a Co-Chair, both of whom shall be members of the TCAA Board of Commissioners; (ii) a representative of the Northeast Tennessee regional tourism organization; (iii) a representative of the Southwest Virginia regional tourism organization; (iv) three (3) representatives of local regional Chambers of Commerce; (v) a representative of large business; and (vi) a representative of small business; and (vii) an at-large representative of a regional attraction, lodging or other regional tourism asset. Appointments to the Marketing and Air Service Development Committee shall be approved by the TCAA Board of Commissioners. The Marketing and Air Service Development Committee will be advisory only and will not be authorized to make decisions on the Board's behalf.

Section 8. Airfield Development Committee

The Airfield Development Committee shall be responsible for oversight related to planning of long range capital projects and other improvements to the Authority's physical facilities including development, review and updating of the Authority's master plan; development and review of the capital projects budget and capital expenditures; matters related to federal and state funding grants; capital development funding sources; buildings and grounds improvements; land acquisition; engineering, architectural and other related professional services; aviation-related and non-aviation related airfield improvements; and such other issues as may be assigned by the Board from time to time.

Section 9. Economic Development Committee

This Committee, formerly the Foreign Trade Zone Committee, shall provide advice and guidance to the TCAA Board of Commissioners regarding (i) the promotion of economic development on TCAA property; (ii) the promotion of aeronautical economic development in Northeast Tennessee, Southwest Virginia, and other areas served by Tri-Cities Airport; (iii) the development of and recruitment to TCAA Aerospace Park; (iv) the development of air cargo; (v) the development of TCAA non-aeronautical property; (vi) the development of general aviation business and activity; (vii) the development and promotion of aviation education; (viii) the administration of Foreign Trade Zone #204; (ix) the development of foreign trade and promotion and coordination with the U.S. Customs Port located on TCAA property; (x) the coordination and cooperation with regional, state, and national economic development organizations; (xi) the coordination, communication, and collaboration with other regional governmental organizations as necessary; and (xii) other economic development issues as they arise. The Chair shall appoint the following members to the Committee: one (1) committee member each from Bristol, Virginia; Bristol, Tennessee; Kingsport, Tennessee; Johnson City, Tennessee; Washington County, Tennessee; Sullivan County, Tennessee; and two (2) additional members from the TCAA Board of Commissioners. The Chair shall appoint a Committee Chair and Co-Chair. Non-board appointments to the Economic Development Committee will be approved by the TCAA Board of Commissioners. The Economic Development Committee will be advisory only and will not be authorized to make decisions on the Board's behalf.

Section 10. Chairman of the Authority Commission - Committee Role

The Chair of the Board of Commissioners shall be an ex-officio, voting member of all standing Committees of the Board.

ARTICLE VIII

CONDUCT OF COMMISSIONERS AND OTHERS

Section 1. Contracts/Transactions

No Member of the Board, non-Board member of a Committee, and/or employee of the Authority nor any member of their respective immediate families shall, directly or indirectly, be personally interested in any contract or transaction to which the Authority is a party. Any Member of the Board, non-Board member of a Committee, or employee of the Authority who becomes aware that he/she may have an interest in a contract or transaction, whether directly or indirectly, shall immediately advise the President and Chief Executive Officer and Chair of the Board of Commissioners, fully and accurately of said circumstance. In a case of doubt as to the propriety of entering into a contract or transaction which could be subject to this Article VIII, the Board member, Committee member and/or employee shall make a full disclosure to the Board which shall, in turn, after a consideration of all relevant facts, advise said person(s) as to the propriety of such proposed actions. The Board may refer the matter to legal counsel who shall determine whether such contract/transaction is a violation of applicable law or these By-Laws.

Section 2. Investments

No Member of the Board, non-Board member of a Committee, or employee of the Authority shall own, hold, or invest in any bonds, warrants, or other evidences of indebtedness of the Authority.

Section 3. Compensation of Board Members; Gratuities

No Member of the Board nor non-Board members of a Committee shall receive any compensation for the performance of their duties. They shall, however, be entitled to payment of reasonable and proper expenses incurred in the course and scope of their official duties. No employee of the Authority shall be entitled to receive or retain any extra remuneration, pay, compensation, or gratuity except as may be directly and properly payable in the discharge of his/her official duties or as may represent proper disbursement of expenses incurred in the course and scope of his/her official duties.

Section 4. Scope

It is intended that these provisions shall be addition to and supplement all applicable laws concerning conflicts of interest and the interests of public officials in public contracts and transactions.

ARTICLE IX

PRESIDENT AND CHIEF EXECUTIVE OFFICER

The Authority shall employ a President and Chief Executive Officer who will be the chief administrative officer of the Authority and the Airport, and who shall serve under the oversight of the Board as pursuant to the terms of the Employment Agreement between the Board and the President and Chief Executive Officer. The President and Chief Executive Officer shall be a person with experience in an executive or major administrative position, being knowledgeable and familiar with the administration and operation of civil airports and state and federal rules and regulations concerning public aviation and airport operations, business administration, transportation and similar issues pertinent to airport operation and administration.

The President and Chief Executive Officer should attend all meetings of the Board, report on operations of the Airport, and provide information requested by the Board; but shall have no vote The President and Chief Executive Officer shall hire and terminate all employees of the Authority, subject to guidelines established by the Board, in order to carry out the policies of the Authority.

In the temporary absence of the President and Chief Executive Officer, the President and Chief Executive Officer shall appoint a person to serve in his/her capacity until such time as the President and Chief Executive Officer returns to duty.

In the temporary incapacity of the President and Chief Executive Officer, the Board shall appoint a person to serve in his/her capacity until the President and Chief Executive Officer returns to duty, or a permanent replacement is named by the Board. The Board shall cause an annual review of the President and Chief Executive Officer's performance to be undertaken no later than June 30 of each year. The results of such revfiews shall be reduced to writing by the Chair of the Board of Commissioners and reported to the Board.

ARTICLE X

GENERAL POLICIES OF THE AUTHORITY

Section 1. Personnel Administration

For the effective conduct of the business affairs of the Authority, the Board shall adopt a personnel policy embodying the principles of open competition and merit based selection. The President and Chief Executive Officer shall be responsible for overseeing, developing and fostering the effectiveness of the personnel policy.

The President and Chief Executive Officer shall recommend to the Board for approval, a classification and salary plan containing:

A. A job description of each classification.
B. An assignment of each classification to salary ranges equitably related to each other on the basis of function, responsibility and non-wage benefits, if any.

It shall be the responsibility of the President and Chief Executive Officer to recommend needed changes to the adopted classification and salary plan in order that said adopted plans are internally equitable and externally competitive with other similar positions in the public sector.

The Board will either adopt or otherwise provide for an employee fringe benefit system which may, among other programs, include a retirement plan, hospitalization/insurance benefits and provisions for vacation, sick leave, holidays and other related benefits.

Section 2. Purchasing

For the effective conduct of the business affairs of the Authority, the Board shall adopt a purchasing policy embodying the principles of free and open competition.

The President and Chief Executive Officer shall be responsible for implementing the purchasing policy in the procurement of various services and supplies, including but not limited to professional services, service/maintenance contracts, capital expenditures, and commodities and supplies.

No purchase shall be made in the name of the Authority for the private use of a Board member, an officer, employee of the Authority, or non-Board member of a Committee.

Section 3. Fiscal Affairs

The Authority's fiscal year is July 1 through June 30, inclusive. The Board shall approve and enter into a contract appointing an accounting firm qualified to conduct an independent annual financial and compliance audit of the Authority's financial and fiscal affairs and public reports relative thereto.

Annual independent audits shall be completed following the close of the Authority's fiscal year with results relative thereto published in printed form being delivered to all Board members within one hundred eighty (180) days following the close of each fiscal year

A. The accounts for administration, management and operation activities shall be maintained as a self-balancing group and kept on a double entry basis.

B. A general ledger shall be maintained in which all transactions are posted. Also, journals shall be kept in which day-to-day entries shall be made and summarized.

C. Financial reports shall be prepared on at least a quarterly basis to show the results of operations. Also, special financial information shall be provided as required.

Section 4. Contracts, Leases and Agreements

No person, agency or corporation, public or private, shall utilize nor be authorized to utilize any portion of the Authority's real property or any structure thereon for revenue producing commercial or private activities except under the terms of a contract, lease, agreement, or privilege permit entered into and executed by the Board.

In determining the rates, fees and charges, the Board shall adhere to sound business practices, prudent operating methods and good real estate management principles, insuring establishment of fair and equitable rates, fees and charges for use of the Airport and appurtenances relative thereto.

All contracts, leases, agreements or privilege permits entered into and executed by or on behalf of the Authority shall be made a part of the Authority's official records and a matter of public record.

<u>Section 5. Airport Rules and Regulations</u>

The Board shall adopt and approve rules and regulations relating to the operation and control of Airport. A permanent record of such rules and regulations shall be kept available for public inspection.

The President and Chief Executive Officer will recommend necessary rules and regulations to the Board for adoption. All users of and persons on the Airport shall be governed by these regulations and the directions of the President and Chief Executive Officer and/or designated representative. In addition, all concessionaires utilizing Authority facilities or services shall be governed by minimum standards as adopted by the Board.

ARTICLE XI

INSPECTION OF BOOKS AND RECORDS

All books and records of the Authority shall be maintained in its principal office or at such remote locations as the President and Chief Executive Officer may deem necessary and proper, and may be inspected by citizens and residents of the State of Tennessee and the Commonwealth of Virginia, at such times and under such conditions as are provided under Tennessee law and under the procedures established by the President and Chief Executive Officer and approved by the Board.

ARTICE XII

AMENDMENT OF BY-LAWS

These By-Laws may be amended by a vote of a majority of the entire membership of the Board at any regular or special meeting of the Board, provided notice of such proposed amendment be provided to Members of the Board no less than thirty (30) days prior to the Board meeting where the Amendment(s) will be considered.

ARTICLE XIII

DISSOLUTION

Should the Airport cease to be a functioning commercial and general aviation airport, the Board shall direct that proper filings be made to dissolve the Authority and, once dissolved, ownership of the Airport facility and all Authority assets and liabilities shall be conveyed back to the Creating Municipalities in the same ownership percentages as existed prior to the creation of the Authority, same being:

City of Bristol, TN ……………………………..	10%
City of Bristol, VA ……………………………..	10%
City of Johnson City, TN ……………………...	20%
City of Kingsport, TN ………………………….	20%
Sullivan County, TN …………....................	20%
Washington County, TN ……………………….	20%

CONSIDER:

President/CEO Evaluation and Compensation Adjustment

Summary:

The Executive Committee is meeting on June 9, 2026, to perform the annual evaluation of the President/CEO and to discuss recommendations for compensation adjustments.

Recommendation:

Pending TCAA Executive Committee Approval.

Submitted by: Parker Smith
Board Chair

Tri-Cities Airport Authority
June 12, 2026

CONSIDER:

President/CEO Contract Renewal

Summary:

The Executive Committee is meeting on June 9, 2026, to review the President/CEO Renewal.

Recommendation:

Pending TCAA Executive Committee Approval.

Submitted by: Parker Smith
Board Chair

FY 2027
Personnel Compensation Program
Tri-Cities Airport Authority

It is the goal of the Tri-Cities Airport Authority to attract service-oriented employees, motivate and recognize individual performance, and retain the best qualified personnel to ensure the long-term success of the airport. Having experienced and dedicated employees has allowed the Airport Authority to hold down costs and remain flexible during unpredictable times in the airline industry. The Personnel Compensation Program provides an annual review of the following components: across-the-board adjustment, salary ranges, adjustments to reflect position responsibilities and market conditions.

General Wage Adjustment
The Authority sets an annual across-the-board pay increase that considers the cost of living and rate of inflation, longevity, productivity, and the Airport's current financial performance. The FY 2027 Operating Budget includes a proposed general wage adjustment of 5% to the annual base salary (hourly rate for part-time employees) for all employees.

One Time Award
A one-time award of 5% of employees' base salary for FY2026 would have an associated fully burdened cost of approximately $217,553. This one-time award, payable in June 2026, will not be included in the employee annual base salary and includes an award of $500 to part-time and short-time employees. The FY26 net operating results show a total net income of $1.4 million including interest income.

Longevity Recognition
Two employees are scheduled to receive a longevity award in FY 2027 based on length of service. Craig South, Maintenance Technician, will complete twenty (20) years of service on August 8, 2026, and is eligible for $4000 award. Public Safety Lieutenant, Gregory Pohto, will complete thirty (10) years of service on February 2, 2027, and is eligible for $2000 award.

Retirement Gifts
Currently there are no retirement announcements.

Employee Appreciation Activities
No specific recognition awards have been projected for FY 2027.

Annual Holiday Pay
Annual holiday pay has been budgeted at 1% of annual salary for all full-time employees and $200 for part-time employees. This pay item would be dispersed to employees in November 2026.

Market Adjustments
Performance is periodically reviewed to determine what skills and/or proficiencies have been attained and if position movement is justified. No market adjustments are scheduled for the immediate future.

Promotions
Currently there are no promotions in the immediate future.

Automobile Allowance
The Employment Agreement for the President/CEO provides for an automobile allowance amounting to $14,400.00 annually.

Submitted by:
Rebecca O'Quinn
Director of Administration & HR

Tri-Cities Airport Authority
June 12, 2026

CONSIDER

Travel Policy

Summary:

TCAA staff has reviewed the current Travel Policy dated March 12, 2014. Upon review changes were made to reflect more accurate industry standards and statutory guidelines.

Recommendation:

Staff recommends the Board approve the revisions made to the updated Travel Policy effective July 1, 2026.

Submitted by:
Rebecca O'Quinn
Director of Administration & HR

Policy and Procedure Number: **310**	Subject: **Comprehensive Travel Policies**
Approved by: Tri-Cities Airport Authority	Approval Date: August 25, 2011
Effective Date: August 25, 2011	New, Revision, Rescinds: Revision: *March 12, 2014 Changed from Commission to Authority*

GENERAL

Due to the nature and location of commercial service air carrier airports, a certain amount of travel is necessary for Commissioners and employees to perform their duties. Certain types of training are not available locally. Employees need to attend schools, workshops and seminars in order to meet governmental mandated standards, remain aware of trends in the industry, and discover solutions to common problems, thereby saving the Airport Authority time and money.

It is the policy of the Tri-Cities Airport Authority to reimburse employees and Commissioners for all reasonable and eligible expenses incurred on behalf of the Airport Commission. Reimbursable travel must be related to the business or affairs of the Tri-Cities Airport Authority. Travelers governed by this policy must be a Commissioner, employee, or an approved representative of the Airport.

The traveler should use good judgment and be financially conservative in striving to minimize transportation costs in concert with good (but not luxury) accommodations. Travel should be by the most direct route possible, and any individual traveling by way of an indirect route for personal reasons must assume any extra expense incurred.

Payment for approved travel is on the basis of reimbursement for eligible expenses personally incurred, or eligible expenses charged by persons issued airport purchasing/credit cards. Properly completed reports shall be submitted to support expenditures and to request reimbursement of personal funds paid for airport-related expenses.

Travel should be undertaken only with proper authorization. The Executive Director authorizes all travel for TCAA employees and approved airport representatives. Due to the number of Commissioners and budget limitations, Commissioners should attend no more than two conferences, seminars, workshops or other out-of-town functions per fiscal year at TCAA expense.

TRANSPORTATION

Air Travel

Transportation for persons traveling should be by common carrier whenever possible. The use of commercial air travel is encouraged when time is an important factor or when the trip is so long that other methods of travel would prove more expensive. Air travel is to be by coach class. Travelers are encouraged to take advantage of advance purchase, staying-over Saturday night, or similar discount programs or special fares offered by the airlines.

Ground Travel

If traveling by automobile, TCAA employees are encouraged to use Authority-owned vehicles, if available. Individuals using Airport vehicles will be reimbursed for purchases of gas, oil or other equipment-related goods or services. Automobile travel for individuals using personal vehicles shall be reimbursed at the standard mileage rate established by the Internal Revenue Service for business deduction purposes. Actual mileage should be reported for purposes of reimbursement, and personal vehicle mileage reimbursement is limited to no more than the price of a round trip airline coach class ticket to the meeting destination. Tolls, parking and other expenses directly related to automobile travel are reimbursable expenses. Drivers must have a valid driver's license and they are required to use seatbelts.

Vehicle rental shall be permitted, as necessary, in destination cities for TCAA personnel and Commissioners when traveling. All actual rental expenses shall be reimbursed upon submission of receipts or other documentation.

Reasonable taxi, shuttle or other ground transportation fares shall be allowed for necessary transportation in destination cities.

MEALS

Meals for Employees and Commissioners while on Overnight Travel

Meal expenses shall be reimbursed at the current U.S. GSA (General Services Administration) daily *per diem* rate for the location visited by individual travelers. No receipts or any meal documentation are required for meals that are paid via the daily *per diem* rate. It is not necessary to adjust the *per diem* rate when a meal is included as part of the hotel rate or conference registration (e.g., complementary continental breakfast). *Per diem* rates for overnight travel will be paid beginning on the day of departure through the day of return. *Per diem* payments can be paid in advance of authorized travel or after the completion of travel. The *per diem* rate for the first and last day of overnight travel will be at 75% of the full day *per diem* rate.

Group Meal Purchases

When meeting with representatives of the airline industry, airport industry, or other individuals related to airport activities; Airport employees & Commissioners may find it prudent to purchase the meals of these individuals as airport guests. The expense documentation should include the names of all authorized travelers included in the group meal expense and a reference to the nature of the group meeting. When an authorized traveler's meal expense is included in the purchase of a group meal, the daily *per diem* rate paid to the authorized travelers will be reduced by 50% for group dinners, and 25% for each group breakfast or lunch. **Itemized meal receipts should be obtained for group meals.** Most national restaurant chains supply itemized receipts to their customers. Examples of Itemized and Non-Itemized receipts are as follows:

Itemized Receipt	
Hamburger	$3.99
French Fries	$1.50
Tea	$1.50
Meal Total	$6.99
Tip	_____
Total	_____

Non-Itemized Receipt	
Meal Total	$6.99
Tip	_____
Total	_____

The Authority reserves the right to decline reimbursement for expenses that are not properly documented, or decline reimbursement for expenses that are not specifically outlined in this policy. The Airport Authority will not reimburse employees, Commissioners, or airport guests for alcoholic beverages purchased during Group Meals. No alcohol should be purchased using an airport purchasing/credit card.

LODGING

When traveling to functions on behalf of the Airport Authority, individuals are authorized to stay in the hotel or convention facility where the function occurs. If a room is not available at the same facility where the function will be located, individuals may reserve a reasonably-priced room at an alternate lodging facility.

REGISTRATION FEES

Registration fees for approved conferences, conventions, seminars and meetings will be paid by the Airport Authority. Any eligible on-site, out of pocket registration expense will be reimbursed.

SPOUSE/non-AIRPORT GUEST EXPENSES

Spouse and/or non-Airport approved guest travel and meal expenses cannot be reimbursed by the Airport. Additional incremental expenses, such as an increased room charge for a Spouse and/or non-Airport approved guest must be paid personally by the airport-approved traveler.

OTHER EXPENSES

Reasonable additional lodging, meal and other costs necessary to accommodate taking advantage of airline discount fares for staying over a Saturday night are reimbursable, provided that the extra lodging, meal and other expenses are less than the difference between the discount fare and a normal coach class fare. Documentation of this cost consideration should accompany the travel expense report.

An employee may receive a travel advance for an approved trip, provided a written request is submitted to the Accounting Department at lease five (5) days in advance.

The Airport Authority will reimburse telephone expenses concerning Authority business incurred during travel, as well as a maximum of one 15 minute personal long distance call each travel day.

Any expenses not addressed within this policy or exceptions to this policy will be considered for reimbursement on an individual basis, and must be approved by the Executive Director or Authority Chairman.

TRAVEL EXPENSE REPORT REVIEW AND APPROVAL

Any travel related expenses should be sufficiently documented on a Travel Expense Report and be accompanied by itemized receipts. The current version of the Travel Expense Report is available from the Accounting Department. In the event an itemized receipt is not available, the traveler may be required to document the lack of an itemized receipt and provide justification of the expense. The Authority reserves the right to decline reimbursement for expenses that are not properly documented. The following review and approval process for travel related expenses should be used for these categories of travelers:

> **Airport Commissioners or Approved Airport Representative:** Travel Expense Reports should be signed by the traveling Commissioner/Airport Representative as the “Traveler”. The report should be “Reviewed” by the Director of Finance or Executive Director. The form should be approved by the TCAA Chairman or TCAA Secretary/Treasurer.
>
> **Executive Director:** Travel Expense Reports should be signed by the Executive Director as the “Traveler”. The report should be “Reviewed” by the Director of Finance. The form should be “Approved” by the TCAA Chairman or TCAA Secretary/Treasurer.
>
> **Department Directors:** Travel Expense Reports should be signed by the Department Director as the “Traveler”. The report should be “Reviewed” by the Director of Finance. The form should be “Approved” by the Executive Director.
>
> **All Other TCAA Employees:** Travel Expense Reports should be signed by the traveling employee. The report should be “Reviewed” and signed by the employee’s Supervisor and Department Director. The report should be “Reviewed” and signed by the Director of Finance. The form should be “Approved” by the Executive Director.

Policy and Procedure Number: **310-Comprehensive Travel Policies**	End of Section

Tri-Cities Airport Authority
Administrative Policies and Procedures

Policy and Procedure Number: **310**	Subject: **TRAVEL POLICY**
Approved by: **TCAA Board**	Approval Date: **June 12, 2026**
Effective Date: **July 1, 2026**	New, Revision, Rescinds: Revision: **June 12, 2026**

Purpose

This policy outlines the rules, benefits, and responsibilities related to travel privileges provided to airport employees. It ensures fair use of travel benefits while maintaining operational efficiency and safety.

Policy

To conduct business as a commercial service airport, TCAA business demands require staff and representatives to conduct a certain amount of travel to perform their duties, to maintain training standards, and to participate in industry events, seminars, and government relations.

It is the policy of the Tri-Cities Airport Authority to reimburse employees and Commissioners for all reasonable and eligible expenses incurred on behalf of the airport authority. Reimbursable travel must be related to the business or affairs of the Tri-Cities Airport Authority, or approved through contracts or employee policies. Travelers governed by this policy must be a Commissioner, employee, or an approved representative of the Airport.

The traveler should use good judgment and be financially conservative in striving to minimize transportation costs in concert with good (but not luxury) accommodations. Travel should be by the most direct route possible, and any individual traveling by way of an indirect route for personal reasons must assume any extra expense incurred.

Payment for approved travel is on the basis of reimbursement for eligible expenses personally incurred, or eligible expenses charged by persons issued airport purchasing/credit cards. Properly completed reports shall be submitted to support expenditures and to request reimbursement of personal funds paid for airport-related expenses.

Travel should be undertaken only with proper authorization. The President/CEO authorizes all travel for TCAA employees and approved airport representatives. Due to the number of Commissioners and budget limitations, Commissioners should attend no more than two conferences, seminars, workshops or other out-of-town functions per fiscal year at TCAA expense.

TRANSPORTATION

Overseas Travel

The President/CEO must pre-approve employee travel outside of the continental United States, Mexico, or Canada. The Board Chair must pre-approve President/CEO travel outside of the continental United States, Mexico, or Canada. Board Commissioners wishing to travel as airport representatives outside of the continental United States, Mexico, or Canada should submit travel plans and purpose of travel to the President/CEO for concurrence and provide a full report to the TCAA Board on the trip regrading the purpose and benefit of the travel.

Air Travel

The use of commercial air travel is encouraged when time is an important factor and/or when other methods of travel would prove more expensive. Unless it is impossible due to seat availability or initial location of traveler, all air travel is required to originate and terminate at the Tri-Cities Airport (TRI).

Travelers are encouraged to take advantage of advanced purchase, staying-over Saturday night, or similar discount programs or special fares offered by the airlines when those programs lower the overall travel cost and do not interfere with employee duties. Employees are expected to book **economy or premium economy class** for airport related travel. Business/First class fares may be purchased for flight legs in which the flight time is over 4 hours, and the purchase is approved by the President/CEO.

Ground Travel

If traveling by automobile, TCAA may approve employees to use Authority-owned vehicles if they are available. Individuals using Airport vehicles will be reimbursed for purchases of gas, oil or other equipment-related goods or services. Automobile travel for individuals using personal vehicles shall be reimbursed at the standard mileage rate established by the Internal Revenue Service for business deduction purposes. Actual mileage should be reported for purposes of reimbursement, and personal vehicle mileage reimbursement is limited to no more than the price of a round-trip airline coach class ticket to the meeting destination. Tolls, parking, and other expenses directly related to automobile travel are reimbursable expenses. Drivers must have a valid driver's license and they are required to use seatbelts.

Employees receiving an automobile allowance will receive reimbursement for the use of personal vehicles only for travel greater than a 60-minute drive radius from TRI.

Vehicle rental shall be permitted, as necessary, in destination cities for TCAA personnel and Commissioners when traveling. All actual rental expenses shall be reimbursed upon submission of receipts or other documentation. In addition, vehicle rental is approved in lieu of air travel when the cost of renting the vehicle and time required for travel is less than the cost of and more convenient than air travel.

Reasonable taxi, shuttle, or other ground transportation fares shall be allowed for necessary transportation in destination cities.

MEALS

Meals for Employees and Commissioners while on Overnight Travel

TCAA shall provide for meal expenses through per diem reimbursements at the current U.S. GSA (General Services Administration) daily *per diem* rate for the location visited by individual travelers. TCAA does not require the traveler to provide receipts or meal documentations, or to adjust the *per diem* rate when a meal is included as part of the hotel rate or conference registration (e.g., complementary continental breakfast). *Per diem* rates for overnight travel will be paid beginning on the day of departure through the day of return. *Per diem* payments can be paid in advance of authorized travel or after the completion of travel. The *per diem* rate for the first and last day of overnight travel will be at 75% of the full day *per diem* rate excluding days when the traveler traveled by air travel and departing flights departed before 7 AM and returning flights arrived after 7 PM.

Group Meal Purchases

When meeting with representatives of the airline industry, airport industry, or other individuals related to airport activities; Airport employees & Commissioners may find it prudent to purchase the meals of these individuals as airport guests. The expense documentation should include the names of all authorized travelers included in the group meal expense and a reference to the nature of the group meeting. When an authorized traveler's meal expense is included in the purchase of a group meal, the daily *per diem* rate paid to the authorized travelers will be reduced by 50% for group dinners, and 25% for each group breakfast or lunch. **Itemized meal receipts should be obtained for group meals.** Most national restaurant chains supply itemized receipts to their customers. Examples of Itemized and Non-Itemized receipts are as follows:

Itemized Receipt

Hamburger	$3.99
French Fries	$1.50
Tea	$1.50
Meal Total	$6.99
Tip	_____
Total	_____

Non-Itemized Receipt

Meal Total	$6.99
Tip	_____
Total	_____

The Authority reserves the right to decline reimbursement for expenses that are not properly documented or decline reimbursement for expenses that are not specifically outlined in this policy. The Airport Authority will not reimburse employees, Commissioners, or airport guests for alcoholic beverages purchased during Group Meals. No alcohol should be purchased using an airport purchasing/credit card.

LODGING

When traveling to functions on behalf of the Airport Authority, individuals are authorized to stay in the hotel or convention facility where the function occurs. If a room is not available at the same facility where the function will be located, individuals may reserve a reasonably-priced room at an alternate lodging facility.

REGISTRATION FEES

Registration fees for approved conferences, conventions, seminars and meetings will be paid by the Airport Authority. Any eligible on-site, out of pocket registration expense will be reimbursed.

SPOUSE/non-AIRPORT GUEST EXPENSES

Spouse and/or non-Airport approved guest travel and meal expenses cannot be reimbursed by the Airport. Additional incremental expenses, such as an increased room charge for a Spouse and/or non-Airport approved guest, must be paid personally by the airport-approved traveler.

OTHER EXPENSES

Reasonable additional lodging, meals, and other costs necessary to accommodate taking advantage of airline discount fares for staying over a Saturday night are reimbursable, provided that the extra lodging, meal, and other expenses are less than the difference between the discount fare and a normal coach class fare. Documentation of this cost consideration should accompany the travel expense report.

An employee may receive a travel advance for an approved trip, provided a written request is submitted to the Accounting Department at least five (5) days in advance.

Any expenses not addressed within this policy or exceptions to this policy will be considered for reimbursement on an individual basis and must be approved by the President/CEO or Authority Chair.

TRAVEL EXPENSE REPORT REVIEW AND APPROVAL

Any travel-related expenses should be sufficiently documented on a Travel Expense Report and be accompanied by <u>itemized receipts</u>. The current version of the Travel Expense Report is available from the Accounting Department. In the event an itemized receipt is not available, the traveler may be required to document the lack of an itemized receipt and provide justification of the expense. The Authority reserves the right to decline reimbursement for expenses that are not properly documented. The following review and approval process for travel-related expenses should be used for these categories of travelers:

> **Airport Commissioners or Approved Airport Representative:** Travel Expense Reports should be signed by the traveling Commissioner/Airport Representative as the “Traveler”. The report should be “Reviewed” by the Director of Finance or President/CEO. The form should be approved by the TCAA Chair or TCAA Secretary/Treasurer.
>
> **President/CEO:** Travel Expense Reports should be signed by the President/CEO as the “Traveler”. The report should be “Reviewed” by the Director of Finance. The form should be “Approved” by the TCAA Chair or TCAA Secretary/Treasurer.
>
> **Department Directors:** Travel Expense Reports should be signed by the

Department Director as the “Traveler”. The report should be “Reviewed” by the Director of Finance. The form should be “Approved” by the President/CEO.

All Other TCAA Employees: Travel Expense Reports should be signed by the traveling employee. The report should be “Reviewed” and signed by the employee’s Supervisor and Department Director. The report should be “Reviewed” and signed by the Director of Finance. The form should be “Approved” by the President/CEO.

Policy and Procedure Number: **310-Comprehensive Travel Policies**	End of Section

Tri-Cities Airport Authority
June 11, 2026

CONSIDER:
FY 2027 Rates and Charges - Airlines

Summary:
The Tri-Cities Airport Authority has completed an update to the Airline Rates and Charges model for FY 2027, incorporating data and statistics available through April 2026. Analysis of the updated model indicates that key allocable cost centers, specifically the airfield, apron and terminal areas, are currently underfunded based on the most recent financial and operational data. As a result, adjustments to the existing Rates and Charges are recommended. These revised rates will be implemented for the period July 1, 2026 through June 30, 2027, and will apply to all scheduled passenger airlines, as well as non-scheduled charter and air cargo operations serving Tri-Cities Airport.

One of the contributing factors to the current underfunding of allocable cost centers, specifically the airfield, apron, and terminal areas, is the impact of the COVID-19 pandemic during Fiscal Years 2020, 2021, and 2022. During this period, the TCAA was unable to rely on the standard Airline Rates and Charges model, as the data necessary to support accurate calculations was either unavailable or significantly distorted due to the sharp decline in airport activity.

In response to the unprecedented downturn, TCAA implemented a 5.0% reduction in the FY 2021 Airline Rates and Charges compared to FY 2020 levels. This reduction was extended into FY 2022 to support airline partners during the prolonged recovery phase. In FY 2023, as operational and financial indicators showed strong signs of recovery, the Rates and Charges were restored to FY 2020 levels. These levels were maintained through FY 2024.

Despite this recovery, the long-term under-collection of revenue during the pandemic period has contributed to the underfunding now evident in key cost centers, necessitating an upward adjustment in the Rates and Charges model for FY 2027.

To address these funding gaps while maintaining a competitive operating environment for airline partners, staff recommends a measured adjustment to rates and charges. The proposed FY 2027 schedule reflects an approximate 5% increase across most charge categories, helping offset inflationary cost increases and better align revenues with aviation-related expenses.

Recommendation:

Approval of the proposed FY 2027 Statement of Airline Rates and Charges.

Submitted by: Rachel Squibb
Director of Finance

Table 1
Tri-Cities Airport Authority (TRI)
Airline Rates and Charges
FY 2027
Prepared: June-2026

Summary of Airline Rates and Charges

SCHEDULED AIRLINE RATES		Current FY 2026		Proposed FY 2027
Landing Fee Per 1,000 lbs.	$	3.00	$	3.25
Terminal Building Rental Rates (per square foot)	$	40.00	$	42.00
Apron Charge Per Turn	$	12.00	$	12.50
Passenger Loading Bridge Charge Per Use	$	26.00	$	28.00
Joint Use Ticket Counter Fee Per Departure	$	46.00	$	48.50
Ground Handleing Per Turn (TCAA Crew)	$	495.00	$	520.00
CHARTER /NON-SCHEDULED RATES				
Charter/Non-Scheduled Landing Fees Per 1,000 lbs.	$	4.00	$	4.25
Joint Use Ticket Counter Fee Per Departure	$	46.00	$	48.50
Apron Fee Per Turn	$	12.00	$	12.50
Passenger Loading Bridge Fee Per Use	$	26.00	$	28.00
Terminal Facility and Public Safety Fee Per Turn				
Category 1 (0 to 9 seat aircraft)	$	58.00	$	61.00
Category 2 (10 to 19 seat aircraft)	$	123.00	$	129.00
Category 3 (20 to 30 seat aircraft)	$	188.00	$	197.00
Category 4 (30 to 75 seat aircraft)	$	485.00	$	510.00
Category 5 (76 to 169 seat aircraft)	$	793.00	$	833.00
Category 6 (170 and above seat aircraft)	$	1,100.00	$	1,155.00
Ground Handling Per Turn (TCAA Crew)	$	750.00	$	775.00
AIR CARGO RATES				
Scheduled Air Cargo Airline Landing Fee Per 1,000 lbs.	$	4.00	$	4.25
Non-Scheduled Air Cargo Landing Fee Per 1,000 lbs.	$	4.00	$	4.25
Air Cargo Ramp Fee Per 1,000 lbs. of Aircraft Wt. (up to 12 hrs.)	$	1.65	$	1.75
Air Cargo Overnight Ramp Fee (12 hrs.-24hrs.) per 1,000 lbs.	$	3.30	$	3.50
Air Cargo Center Facility (building) Fee Per Use	$	105.00	$	110.00
Air Cargo Center Facility (building) Fee Per Day/Bay	$	262.00	$	265.00
OTHER				
Ice Per Bag		$3.50		$3.50

In addition to the rates and charges established in this document for commercial aeronautical use of TCAA Facilities, the TCAA Board approves that the TCAA President and CEO has the authority to set rates and charges for TCAA business operations involving Fixed Base Operations, aeronautical land leases, non-aeronautical leases and operating agreements, concession fees, and other revenues though product pricing, lease negotiations, and market evaluation.

Tri-Cities Regional Airport (TRI)
Tri-Cities Airport Authority
SASO Rates and Charges

Summary of SASO Rates and Charges

SASO Operations:	Rates and Charges	
Aircraft Rentals		
Solo Student pilot use of aircraft	0%	of gross revenue
Certified pilot use of aircraft		
Initial Rate (year one)	1.5%	of gross revenue
Regular Rate (after year one)	3%	of gross revenue
Aircraft Sales		
Initial Rate (year one)	1%	of gross revenue
Regular Rate (after year one)	2%	of gross revenue
Aircraft Charter and Taxi		
Initial Rate (year one)	1.5%	of gross revenue
Regular Rate (after year one)	3%	of gross revenue
Aircraft Hangar and Storage Operator		
Initial Rate (year one)	3%	of gross revenue
Regular Rate (after year one)	3%	of gross revenue
Airframe and Powerplant Maintenance and Overhaul Operations		
Initial Rate (year one)	3%	of gross revenue
Regular Rate (after year one)	3%	of gross revenue
Flight Training		
Initial Rate (year one)	0%	of gross revenue
Regular Rate (after year one)	1.5%	of gross revenue
Specialized Commerical Flying Services		
Initial Rate (year one)	3%	of gross revenue
Regular Rate (after year one)	3%	of gross revenue
Other Specialized Commerical Aviation Operations	TBD	per special situations

In addition to the rates and charges established in this document for commercial aeronautical use of TCAA Facilities, the TCAA Board approves that the TCAA President and CEO has the authority to set rates and charges for TCAA business operations involving Fixed Base Operations, aeronautical land leases, non-aeronautical leases and operating agreements, concession fees, and other revenues though product pricing, lease negotiations, and market evaluation.

REPORT:

Projected FY 2026 Operating Results And
Proposed FY 2027 Operating Budget

Summary:

The Projected FY2026 operating results have been developed using the most current actual financial data available. The forecast begins with actual operating results for the ten months ending April 30, 2026, and projects the remaining two months using a proportionate allocation of the approved FY2026 budget, adjusted to reflect current trends, operational statistics and economic conditions observed during the fiscal year.

Based on forecasting results, the fiscal year ending June 30, 2026 is expected to represent a period of growth and transition for TRI. Passenger Traffic trends remain strong, with enplanements increasing 13% compared to the same period in the prior fiscal year. Rental car activity has also demonstrated favorable performance, with on-airport car rentals increasing 3.1% over the prior fiscal year. Parking trends show a significant increase in Parking Revenue which can be attributed to an increase in volume but also there was a rate adjustment due to time of construction and rehab of the parking system as of July 1, 2025 and then another rate adjustment in March 2026 to help distinguish rates between lots.

Projected expenditures for FY2026 are estimated to exceed the approved budget by $133,521 or 1.4%. Expense variances across cost centers are mixed, however, the most significant negative variance related to Aviation Area expenses. The Aviation Area cost center accounts for expenses related to the daily operations and maintenance of the airfield, including runway, apron and taxiway infrastructure. Within the first 10 months, additional costs were incurred for repainting terminal apron markings and runway center lines. In addition, this cost center also accounts for expenses related to snow removal which we experienced an increase in winter weather this season.

The proposed FY2027 operating budget has been developed using the most current financial data and reflects a conservative approach based on current operational trends and anticipated growth. Total operating revenues for FY2027 are budgeted to increase approximately 17% compared to the FY2026 budget. This growth is due to expanded air service, increase in ground handling services, and projected revenue from this transition year of FBO operations. Total operating expenses are projected to increase 19% compared to FY2026 budget, primarily due to the addition of new positions required to support expanded airline service and cost / pricing increases in the goods and services.

The proposed FY2027 budget results in projected net operating income of $57,950. The comparatively lower net operating income is anticipated and reflects a strategic investment period for TRI. During FY2027, the Airport expects to incur startup costs associated with expanded air service, including additional staffing, equipment, and airline incentive programs such as temporary waivers of landing fees during the initial one- to two-year service period. Following the expiration of these incentive agreements, net operating income is expected to return to levels more consistent with historical performance.

Presentation Note: *The agenda items for the Projected FY2026 Operating Results and the Proposed FY2027 Operating Budget are included on the same worksheet. The Projected FY2026 Operating Results are shown on the left side and the Proposed FY2027 Operating Budget are presented on the right side of the worksheet.*

Submitted by: Rachel Squibb
Director of Finance
Tri-Cities Airport Authority
June 11, 2026

Exhibit: 1

TRI-CITIES AIRPORT AUTHORITY
FY 2027 Proposed Operating Budget
Presented to Tri-Cities Airport Authority June 11, 2026

Projected Year-End FY2026	FY 2026 Budget	$ Variance from 26 Budget	% Variance from 26 Budget	Description	Proposed Budget FY2027	$ Variance from 26 Budget	% Variance from 26 Budget	$ Variance from Projected FY2026	% Variance from Projected FY2026
$892,635	$836,620	$56,015	6.7%	Airline Landing Fees	$1,000,000	$163,380	19.5%	$107,365	12.0%
1,921,401	1,818,600	102,801	5.7%	Airline Rents	1,839,650	21,050	1.2%	(81,751)	-4.3%
$2,814,036	$2,655,220	$158,816	6.0%	TOTAL AIRLINE REVENUE	$2,839,650	$184,430	6.9%	$25,614	0.9%
$1,216,445	$1,191,650	$24,795	2.1%	General Aviation	$1,545,300	$353,650	29.7%	$328,855	27.0%
102,974	107,500	(4,526)	-4.2%	Air Cargo	107,500	0	0.0%	4,526	4.4%
3,968,856	3,170,245	798,611	25.2%	Parking Revenue	4,035,000	864,755	27.3%	66,144	1.7%
2,001,696	1,874,700	126,996	6.8%	Rental Car Revenue	2,008,000	133,300	7.1%	6,304	0.3%
266,877	251,500	15,377	6.1%	Terminal Concessions	261,000	9,500	3.8%	(5,877)	-2.2%
158,432	112,200	46,232	41.2%	Terminal Space Rents	112,500	300	0.3%	(45,932)	-29.0%
503,077	365,800	137,277	37.5%	Other Revenues	479,000	113,200	30.9%	(24,077)	-4.8%
$8,218,357	$7,073,595	$1,144,762	16.2%	TOTAL NON-AIRLINE REVENUE	$8,548,300	$1,474,705	20.8%	$329,943	4.0%
$11,032,393	$9,728,815	$1,303,578	13.4%	TOTAL REVENUE	$11,387,950	$1,659,135	17.1%	$355,557	3.2%
$418,586	$279,500	$139,086	49.8%	Aviation Area Expenses	$332,500	$53,000	19.0%	($86,086)	-20.6%
96,537	73,000	23,537	32.2%	Aviation Properties Expense	80,000	7,000	9.6%	(16,537)	-17.1%
993,868	929,500	64,368	6.9%	Terminal Area	1,046,000	116,500	12.5%	52,132	5.2%
24,949	31,000	(6,051)	-19.5%	Air Cargo Center	31,000	0	0.0%	6,051	24.3%
117,668	123,000	(5,332)	-4.3%	Other Properties	127,000	4,000	3.3%	9,332	7.9%
236,005	277,000	(40,995)	0.0%	Fixed Base Operation	725,000	448,000	161.7%	488,995	207.2%
1,630,822	1,539,500	91,322	5.9%	Public Safety	1,535,000	(4,500)	-0.3%	(95,822)	-5.9%
992,918	952,700	40,218	4.2%	Maintenance Department	1,030,000	77,300	8.1%	37,082	3.7%
746,082	760,300	(14,218)	-1.9%	Building Services Department	790,000	29,700	3.9%	43,918	5.9%
2,088,668	2,158,000	(69,332)	-3.2%	Administrative Department	2,063,000	(95,000)	-4.4%	(25,668)	-1.2%
864,118	961,300	(97,182)	-10.1%	Marketing Department	1,063,000	101,700	10.6%	198,882	23.0%
190,709	186,250	4,459	2.4%	Trade Development	203,000	16,750	9.0%	12,291	6.4%
425,433	330,000	95,433	28.9%	Ground Handling Services	941,000	611,000	185.2%	515,567	121.2%
131,897	184,000	(52,103)	-28.3%	Customer Experience	181,500	(2,500)	-1.4%	49,603	37.6%
133,587	181,000	(47,413)	-26.2%	Airport Business Development	152,000	(29,000)	-16.0%	18,413	13.8%
540,224	532,500	7,724	1.5%	Operations Expenses	1,030,000	497,500	93.4%	489,776	90.7%
$9,632,071	$9,498,550	$133,521	1.4%	TOTAL EXPENSES	$11,330,000	$1,831,450	19.3%	$1,697,929	17.6%
$1,400,322	$230,265	$1,170,057	508.1%	NET OPERATING INCOME	$57,950	($172,315)	74.8%	($1,342,372)	95.9%

TRI-CITIES AIRPORT AUTHORITY
Proposed Operating Budget for FY 2027
Presented to Tri-Cities Airport Authority June 11, 2026

AIRLINE REVENUE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
51010-201	Landing Fees: Delta Connection	395,908	**352,270**	43,638	12%	**450,000**	97,730	28%
51016-201	Landing Fees: Breeze Airways	6,993	**-**	6,993	0%	**-**	-	0%
51020-201	Landing Fees: United	-	**-**	-	0%	**-**	-	0%
51025-201	Landing Fees: American Airlines	418,244	**417,350**	894	0%	**460,000**	42,650	10%
51040-201	Landing Fees: Allegiant Airlines	71,490	**67,000**	4,490	7%	**90,000**	23,000	34%
	TOTAL AIRLINE LANDING FEES	892,635	**836,620**	56,015	7%	**1,000,000**	163,380	20%
51507-202	Floor Space: American Airlines	233,062	**132,700**	100,362	76%	**136,000**	3,300	2%
51515-202	Floor Space: Delta Connection	166,437	**159,400**	7,037	4%	**163,000**	3,600	2%
51518-202	Joint Use Space	4,411	**8,000**	(3,589)	-45%	**8,000**	-	0%
51519-202	Terminal Apron Charge	54,518	**55,000**	(482)	-1%	**59,000**	4,000	7%
51525-202	Terminal Space Area Use	608,294	**611,000**	(2,706)	0%	**640,000**	29,000	5%
51526-202	Ground Equipment Storage	2,660	**2,750**	(90)	-3%	**2,700**	(50)	-2%
51530-202	Jetway Use Fee	73,824	**60,300**	13,524	22%	**69,000**	8,700	14%
51535-202	PSO Security Reimbursement	773,543	**784,750**	(11,207)	-1%	**757,250**	(27,500)	-4%
51546-202	Janitorial & Trash Reimbursement	4,652	**4,700**	(48)	-1%	**4,700**	-	0%
	TOTAL AIRLINE RENTS	1,921,401	**1,818,600**	102,801	6%	**1,839,650**	21,050	1%
	TOTAL AIRLINE REVENUE	2,814,036	**2,655,220**	158,816	6%	**2,839,650**	184,430	7%

Note: Fiscal Year, "FY 2027", is from July 1, 2026 to June 30, 2027.
Note: Fiscal Year, "FY 2026", is from July 1, 2025 to June 30, 2026.

TRI-CITIES AIRPORT AUTHORITY
Proposed Operating Budget for FY 2027
Presented to Tri-Cities Airport Authority June 11, 2026

GEN. AVIATION REVENUE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
52005-203	Charters - Landing Fees	9,696	**8,640**	1,056	12%	**9,000**	360	4%
52007-203	Charters - Terminal Facilities Fees	15,582	**11,900**	3,682	31%	**12,000**	100	1%
52010-203	FBO - Hangar Rents	11,684	**-**	11,684	0%	**5,000**	5,000	0%
52020-203	FBO - Minimum Annual Operating Fee	358,847	**356,300**	2,547	1%	**365,000**	8,700	2%
52030-203	FBO - 3% Gross Revenue Fee	210,803	**213,600**	(2,797)	-1%	**206,000**	(7,600)	-4%
52060-203	FBO - Jet A Fuel Sales	71,292	**-**	71,292	100%	**200,000**	200,000	100%
52067-203	FBO - Maintenance Services	-	**-**	-	0%	**150,000**	150,000	100%
52070-203	FBO - Fuel Flowage Fees	90,973	**99,360**	(8,387)	-8%	**91,000**	(8,360)	-8%
52072-203	FBO - Utility Reimbursement	10,527	**9,800**	727	7%	**12,300**	2,500	26%
52075-203	Flying Service - Rents	5,474	**5,450**	24	0%	**5,000**	(450)	-8%
52076-203	Flying Service - Utility Reimb	3,607	**2,500**	1,107	44%	**4,500**	2,000	80%
52080-203	Speciality Service Operations	149,800	**150,600**	(800)	-1%	**157,000**	6,400	4%
52110-203	Corporate Hangar, Land & Access	248,153	**295,000**	(46,847)	-16%	**299,000**	4,000	1%
52160-203	Corporate Fuel Fees	26,980	**35,000**	(8,020)	-23%	**26,000**	(9,000)	-26%
52165-203	GA - Self-Fueling	3,027	**3,500**	(473)	-14%	**3,500**	-	0%
	TOTAL GEN. AVIATION REVENUE	1,216,445	**1,191,650**	24,795	2%	**1,545,300**	353,650	30%

Note: Fiscal Year, "FY 2027", is from July 1, 2026 to June 30, 2027.
Note: Fiscal Year, "FY 2026", is from July 1, 2025 to June 30, 2026.

TRI-CITIES AIRPORT AUTHORITY
Proposed Operating Budget for FY 2027
Presented to Tri-Cities Airport Authority June 11, 2026

AIR CARGO REVENUE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
52510-204	Cargo: Landing Fees	4,291	**4,000**	291	7%	**4,000**	-	0%
52540-204	Cargo: Cargo Center - Terminal Space	88,313	**90,000**	(1,687)	0%	**90,000**	-	0%
52542-204	Cargo: Cargo Center - Ramp Fees	869	**-**	869	0%	**-**	-	0%
52543-204	Cargo: Services Reimbursements	5,569	**7,500**	(1,931)	-26%	**7,500**	-	0%
52544-204	Cargo: Cargo Center - Utility Reimb	3,932	**6,000**	(2,068)	-34%	**6,000**	-	0%
	TOTAL AIR CARGO REVENUE	102,974	**107,500**	(4,526)	-4%	**107,500**	-	0%

Note: Fiscal Year, "FY 2076", is from July 1, 2026 to June 30, 2027.
Note: Fiscal Year, "FY 2026", is from July 1, 2025 to June 30, 2026.

TRI-CITIES AIRPORT AUTHORITY
Proposed Operating Budget for FY 2027
Presented to Tri-Cities Airport Authority June 11, 2026

PARKING REVENUE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
53150-205	Parking: Long-Term	3,616,534	**2,339,555**	1,276,979	55%	**3,000,000**	660,445	28%
53151-205	Parking: Short-Term	283,210	**805,000**	(521,790)	-65%	**1,000,000**	195,000	24%
53152-205	Parking: Express Lot	42,080	-	42,080	0%	-	-	0%
53154-205	Parking: Other Revenue	27,032	**25,690**	1,342	5%	**35,000**	9,310	36%
	TOTAL PARKING REVENUE	3,968,856	**3,170,245**	798,611	25%	**4,035,000**	864,755	27%

Note: Fiscal Year, "FY 2027", is from July 1, 2026 to June 30, 2027.
Note: Fiscal Year, "FY 2026", is from July 1, 2025 to June 30, 2026.

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RENTAL CAR REVENUE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
53605-206	RAC: Floor Space Rents	64,475	**62,200**	2,275	4%	**63,000**	800	1%
53610-206	RAC: Commissions	1,749,953	**1,610,000**	139,953	9%	**1,750,000**	140,000	9%
53620-206	RAC: Service Facility	109,572	**102,500**	7,072	7%	**105,000**	2,500	2%
53623-206	RAC: RAC - Utility Reimbursement	33,760	**40,000**	(6,240)	-16%	**40,000**	-	0%
53627-206	RAC: Service Facility - Maint CFC Reimb	43,936	**60,000**	(16,064)	-27%	**50,000**	(10,000)	-17%
	TOTAL RENTAL CAR REVENUE	2,001,696	**1,874,700**	126,996	7%	**2,008,000**	133,300	7%

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TERMINAL CONCESSIONS and SPACE RENTS

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
54100-207	Terminal: Advertising	54,934	**68,000**	(13,066)	-19%	**68,000**	-	0%
54106-207	Terminal: Restaurant & Gift Shop	201,790	**172,500**	29,290	17%	**182,000**	9,500	6%
54107-207	Terminal: Tailwinds - Util Reimbursement	9,983	**10,000**	(17)	0%	**10,000**	-	0%
54125-207	Terminal: Miscellaneous Revenue	170	**1,000**	(830)	-83%	**1,000**	-	0%
	TOTAL TERMINAL CONCESSIONS	266,877	**251,500**	15,377	6%	**261,000**	9,500	4%
54290-208	Terminal Rents: Office Space	141,053	**100,300**	40,753	41%	**100,300**	-	0%
54360-208	Terminal Rents: Utility Reimbursement	13,425	**8,700**	4,725	54%	**9,000**	300	3%
54410-208	Terminal Rents: Janitorial & Trash Reimbursement	3,002	**2,500**	502	20%	**2,500**	-	0%
54520-208	Terminal Rents: PA System	952	**700**	252	36%	**700**	-	0%
	TOTAL TERMINAL SPACE RENTS	158,432	**112,200**	46,232	41%	**112,500**	300	0%

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OTHER REVENUE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
51550-202	Ground Handling Services	161,976	**114,000**	47,976	42%	**204,000**	90,000	79%
52008-203	Charters - Ground Handling	15,702	**12,500**	3,202	26%	**13,000**	500	4%
55210-209	Other Properties: Ground Leases-Farm Land	7,684	**5,000**	2,684	54%	**5,000**	-	0%
55300-209	Other Properties: Other Leases	37,113	**34,700**	2,413	7%	**35,000**	300	1%
55302-209	Other Properties: Utility Reimb	8,753	**6,000**	2,753	46%	**7,000**	1,000	17%
55421-209	Other: Salary Supplements	1,600	**9,600**	(8,000)	-83%	**9,000**	(600)	-6%
55432-000	Other: FTZ Contributions	125,270	**125,000**	270	0%	**125,000**	-	0%
55435-209	Other: Ice Revenue	10,961	**9,000**	1,961	22%	**10,000**	1,000	11%
55440-209	Other: ID's & Fingerprinting Revenue	38,045	**19,000**	19,045	100%	**25,000**	6,000	32%
55445-209	Other: Gasoline Sales	16,475	**9,000**	7,475	83%	**9,000**	-	0%
55450-209	Other: Miscellaneous Billings	44,466	**9,000**	35,466	394%	**24,000**	15,000	167%
55500-210	Aerospace Park - Ground Revenue	13,032	**13,000**	32	0%	**13,000**	-	0%
93106-000	Contributions from Tailwinds	22,000	**-**	22,000	0%	**-**	-	0%
	TOTAL OTHER REVENUE	503,077	**365,800**	137,277	38%	**479,000**	113,200	31%

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AVIATION AREA EXPENSES

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
60010-301	Aviation - Utilities	17,159.00	15,000.00	(2,159.00)	-14%	17,000.00	2,000.00	13%
60070-301	Aviation - Power Vault Diesel	9,904.00	12,000.00	2,096.00	17%	12,000.00	-	0%
60080-301	Aviation - Power Vault Repairs	1,036.00	2,000.00	964.00	48%	2,000.00	-	0%
60110-301	Aviation - Runways/Taxiways/Field	128,001.00	100,000.00	(28,001.00)	-28%	100,000.00	-	0%
60400-301	Aviation - Ramps and Aprons	89,841.00	30,000.00	(59,841.00)	-199%	30,000.00	-	0%
60500-301	Aviation - Fence & Gate Repair	18,296.00	8,000.00	(10,296.00)	-129%	15,000.00	7,000.00	88%
60520-301	Aviation - Electrical Maintenance	28,687.00	40,000.00	11,313.00	28%	40,000.00	-	0%
60560-301	Aviation - Snow & Ice Control	67,362.00	33,000.00	(34,362.00)	-104%	50,000.00	17,000.00	52%
60570-301	Aviation - Wildlife Control	7,832.00	6,000.00	(1,832.00)	-31%	8,000.00	2,000.00	33%
60630-301	Aviation - Equipment Rental	7,978.00	7,000.00	(978.00)	-14%	7,000.00	-	0%
60650-301	Aviation - Fuel Farm Maintenance	20,662.00	10,500.00	(10,162.00)	-97%	10,500.00	-	0%
60655-301	Aviation - Contract Mowing	1,036.00	2,000.00	964.00	48%	2,000.00	-	0%
60700-301	Aviation - Environmental Compliance	7,280.00	6,000.00	(1,280.00)	-21%	6,000.00	-	0%
60705-301	Aviation-Part 139 Field Reporting	13,512.00	8,000.00	(5,512.00)	-69%	33,000.00	25,000.00	313%
	TOTAL AIRFIELD AREA EXPENSE	418,586.00	279,500.00	(139,086.00)	-50%	332,500.00	53,000.00	19%
60030-301	Aviation - Domed Hangar/Offices	25,664.00	8,000.00	(17,664.00)	-221%	10,000.00	2,000.00	25%
60040-301	Aviation - Tri-City Aviation, Inc.	44,439.00	45,000.00	561.00	1%	45,000.00	-	0%
60045-301	Aviation - Corporate Hangar Maint	4,907.00	10,000.00	5,093.00	51%	10,000.00	-	0%
60050-301	Aviation - Wysong	21,527.00	10,000.00	(11,527.00)	-115%	15,000.00	5,000.00	50%
	TOTAL AVIATION PROPERTIES EXPENSE	96,537.00	73,000.00	(23,537.00)	-32%	80,000.00	7,000.00	10%

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TERMINAL AREA EXPENSES

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
61010-302	Terminal - Electricity - BTES	299,530.00	290,000.00	(9,530.00)	-3%	300,000.00	10,000.00	3%
61020-302	Terminal - Heating Fuel	26,743.00	25,000.00	(1,743.00)	-7%	25,000.00	-	0%
61030-302	Terminal - Water & Sewer	45,287.00	45,000.00	(287.00)	-1%	45,000.00	-	0%
61035-302	Terminal - Landscape Water	3,015.00	5,000.00	1,985.00	40%	5,000.00	-	0%
61040-302	Terminal - Telephone & Internet	12,624.00	18,000.00	5,376.00	30%	30,000.00	12,000.00	67%
61050-302	Terminal - Electrical Maintenance	7,576.00	15,000.00	7,424.00	49%	10,000.00	(5,000.00)	-33%
61055-302	Terminal - HVAC Maintenance	42,853.00	30,500.00	(12,353.00)	-41%	30,000.00	(500.00)	-2%
61057-302	Terminal - Building Repairs	46,920.00	55,000.00	8,080.00	15%	50,000.00	(5,000.00)	-9%
61060-302	Terminal - Plumbing	39,676.00	22,500.00	(17,176.00)	-76%	25,000.00	2,500.00	11%
61065-302	Terminal - Landscape Service	41,995.00	55,000.00	13,005.00	24%	54,000.00	(1,000.00)	-2%
61070-302	Terminal - Equipment/Furnishing Mtn	5,797.00	7,000.00	1,203.00	17%	7,000.00	-	0%
61075-302	Terminal - Roadway, Parking Lot	33,892.00	24,500.00	(9,392.00)	-38%	30,000.00	5,500.00	22%
61080-302	Terminal - Contract Mowing	30,155.00	40,000.00	9,845.00	25%	40,000.00	-	0%
61081-302	Terminal - Lawn Treatment	450.00	-	(450.00)	0%	-	-	0%
61570-302	Terminal - Contract (Elevator)	55,728.00	50,000.00	(5,728.00)	-11%	50,000.00	-	0%
61580-302	Terminal - Contract (Trash Service)	43,573.00	40,000.00	(3,573.00)	-9%	45,000.00	5,000.00	13%
61610-302	Terminal - Other Contracts	27,985.00	45,000.00	17,015.00	38%	45,000.00	-	0%
61960-302	Terminal - Jetway Maintenance	40,926.00	100,000.00	59,074.00	59%	95,000.00	(5,000.00)	-5%
61970-302	Terminal - IT Equipment & Services	171,677.00	50,000.00	(121,677.00)	-243%	40,000.00	(10,000.00)	-20%
61980-302	Terminal - FIDS System	17,466.00	12,000.00	(5,466.00)	-46%	120,000.00	108,000.00	900%
		-	-	-	0%	-	-	0%
	TOTAL TERMINAL AREA EXPENSE	993,868.00	929,500.00	(64,368.00)	-7%	1,046,000.00	116,500.00	13%

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AIR CARGO EXPENSE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
62560-303	Air Cargo Center: Utilities	12,142.00	12,000.00	142.00	1%	12,000.00	-	0%
62562-303	Air Cargo Center: Heating Fuel	238.00	1,000.00	(762.00)	-76%	1,000.00	-	0%
62565-303	Air Cargo Center: HVAC Maintenance	715.00	3,000.00	(2,285.00)	-76%	3,000.00	-	0%
62566-303	Air Cargo Center: Building Repairs	11,854.00	15,000.00	(3,146.00)	-21%	15,000.00	-	0%
	TOTAL AIR CARGO EXPENSE	24,949.00	31,000.00	(6,051.00)	-20%	31,000.00	-	0%

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OTHER PROPERTIES

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
62556-303	Other Prop: Non-Aviation Land	1,178.00	**2,000.00**	(822.00)	**2,000.00**	-	0%
62555-303	Other Prop: Other Buildings	9,070.00	**7,000.00**	2,070.00	**9,000.00**	2,000.00	29%
62557-303	RAC Service Facility Utilities	36,330.00	**40,000.00**	(3,670.00)	**40,000.00**	-	0%
62558-303	RAC Service Facility Maint	47,831.00	**50,000.00**	(2,169.00)	**50,000.00**	-	0%
62010-303	Hamilton Road Garages - Utilities	7,460.00	**6,000.00**	1,460.00	**8,000.00**	2,000.00	33%
62580-303	Other Expense: Ice Expense	4,397.00	**5,000.00**	(603.00)	**5,000.00**	-	0%
62581-303	Other Expense: Airline GSE Gasoline	11,402.00	**13,000.00**	(1,598.00)	**13,000.00**	-	0%
	TOTAL OTHER PROPERTIES EXP.	117,668.00	**123,000.00**	(5,332.00)	**127,000.00**	4,000.00	3%

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Fixed Based Operation

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
68000-319	FBO - Supplies	6,689.00	**80,000.00**	73,311.00	92%	**19,000.00**	(61,000.00)	-76%
68002-319	FBO - Equipment Fuel	6,901.00	-	(6,901.00)	0%	**5,000.00**	5,000.00	0%
68003-319	FBO - Equipment Mainenance	7,130.00	-	(7,130.00)	0%	**7,000.00**	7,000.00	0%
68004-319	FBO - Miscellaneous	8,747.00	-	(8,747.00)	0%	**8,000.00**	8,000.00	0%
68005-319	FBO - Staff Training	-	-	-	0%	**10,000.00**	10,000.00	100%
68007-319	FBO - Salaries	76,002.00	**152,000.00**	75,998.00	50%	**295,000.00**	143,000.00	94%
68008-319	FBO - FICA	6,000.00	**12,000.00**	6,000.00	50%	**23,000.00**	11,000.00	92%
68009-319	FBO - Retirement	5,501.00	**11,000.00**	5,499.00	50%	**22,000.00**	11,000.00	100%
68010-319	FBO - Group Insurance	10,000.00	**20,000.00**	10,000.00	50%	**43,000.00**	23,000.00	115%
68011-319	FBO - General Personnel	1,150.00	**2,000.00**	850.00	43%	**3,000.00**	1,000.00	50%
68013-319	FBO - Marketing	-	-	-	0%	**10,000.00**	10,000.00	100%
68014-319	FBO - Community Relations	-	-	-	0%	**10,000.00**	10,000.00	100%
68015-319	FBO - Travel	-	-	-	0%	**10,000.00**	10,000.00	100%
68018-319	FBO - Titan Fuel Purchases	107,885.00	-	(107,885.00)	0%	**200,000.00**	200,000.00	0%
68020-319	FBO - Website, programs & materials	-	-	-	0%	**40,000.00**	40,000.00	0%
68021-319	FBO - Marketing Promotional Items	-	-	-	0%	**10,000.00**	10,000.00	0%
68022-319	FBO - Marketing Advertising	-	-	-	0%	**10,000.00**	10,000.00	0%
	TOTAL FIXED BASED OPERATION	236,005.00	277,000.00	40,995.00	15%	725,000.00	448,000.00	162%

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PUBLIC SAFETY EXPENSE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
63040-304	Safety - Fire Hall Expense	20,780.00	12,000.00	8,780.00	73%	20,000.00	8,000.00	67%
63041-304	Safety - Fire Hall Heating Fuel	3,299.00	4,000.00	(701.00)	-18%	5,000.00	1,000.00	25%
63100-304	Safety - Equipment/Furniture/Fixtures	2,340.00	4,000.00	(1,660.00)	-42%	50,000.00	46,000.00	1150%
63210-304	Safety - Equipment Maintenance	101,043.00	49,000.00	52,043.00	106%	75,000.00	26,000.00	53%
63420-304	Safety - Vehicle Fuel	17,639.00	25,000.00	(7,361.00)	-29%	20,000.00	(5,000.00)	-20%
63550-304	Safety - Training	37,818.00	45,000.00	(7,182.00)	-16%	50,000.00	5,000.00	11%
63600-304	Safety - Uniforms	26,341.00	19,500.00	6,841.00	35%	50,000.00	30,500.00	156%
63650-304	Safety - Dues & Subscriptions	13,991.00	12,500.00	1,491.00	12%	100,000.00	87,500.00	700%
63670-304	Safety - Office Supplies	2,500.00	5,000.00	(2,500.00)	-50%	5,000.00	-	0%
63700-304	Safety - General Expense	2,796.00	2,500.00	296.00	12%	5,000.00	2,500.00	100%
63730-304	Safety - Telephone & Internet	4,282.00	3,500.00	782.00	22%	5,000.00	1,500.00	43%
63740-304	Safety - Radios/Communications	2,282.00	5,000.00	(2,718.00)	-54%	10,000.00	5,000.00	100%
63760-304	Safety - Medical & Psy Testing	1,767.00	2,500.00	(733.00)	-29%	3,000.00	500.00	20%
63800-304	Safety - Medical Supplies	16,763.00	2,000.00	14,763.00	738%	5,000.00	3,000.00	150%
63910-304	Safety - ID's & Fingerprinting	8,568.00	10,000.00	(1,432.00)	-14%	10,000.00	-	0%
63915-304	Safety - Security Parking	228.00	500.00	(272.00)	-54%	1,000.00	500.00	100%
63985-304	Safety - Access Control	82,586.00	30,000.00	52,586.00	175%	65,000.00	35,000.00	117%
63986-304	Safety - Worker's Comp Insurance	12,737.00	15,000.00	(2,263.00)	-15%	11,000.00	(4,000.00)	-27%
63988-304	Safety - Overtime	42,550.00	35,000.00	7,550.00	22%	40,000.00	5,000.00	14%
63989-304	Safety - Part-Time Salaries	55,720.00	39,000.00	16,720.00	43%	35,000.00	(4,000.00)	-10%
63990-304	Safety - Full-Time Salaries	789,946.00	815,000.00	(25,054.00)	-3%	662,000.00	(153,000.00)	-19%
63991-304	Safety - FICA Expense	67,251.00	69,500.00	(2,249.00)	-3%	53,000.00	(16,500.00)	-24%
63992-304	Safety - Retirement Expense	81,302.00	80,000.00	1,302.00	2%	50,000.00	(30,000.00)	-38%
63994-304	Safety - General Personnel	10,958.00	24,000.00	(13,042.00)	-54%	25,000.00	1,000.00	4%
63995-304	Safety - Group Insurance	225,335.00	230,000.00	(4,665.00)	-2%	180,000.00	(50,000.00)	-22%
	TOTAL PUBLIC SAFETY EXPENSE	1,630,822.00	1,539,500.00	91,322.00	8.55	1,535,000.00	(4,500.00)	0%

Footnote: 50% of Public Safety Budget reimbursed by Airlines **767,500.00**

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MAINTENANCE EXPENSE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
64020-305	Maintenance - Utilities	10,739.00	**10,000.00**	(739.00)	-7%	**10,000.00**	-	0%
64030-305	Maintenance - Telephone	2,552.00	**1,500.00**	(1,052.00)	-70%	**2,500.00**	1,000.00	67%
64050-305	Maintenance - Heating Fuel	2,995.00	**3,000.00**	5.00	0%	**3,000.00**	-	0%
64120-305	Maintenance - Building Repair	6,704.00	**12,000.00**	5,296.00	44%	**12,000.00**	-	0%
64150-305	Maintenance - Equipment Mtn	64,772.00	**60,000.00**	(4,772.00)	-8%	**65,000.00**	5,000.00	8%
64610-305	Maintenance - Vehicle Fuel & Oil	29,422.00	**25,000.00**	(4,422.00)	-18%	**25,000.00**	-	0%
64650-305	Maintenance - Tools & Hardware	40,481.00	**12,000.00**	(28,481.00)	-237%	**20,000.00**	8,000.00	67%
64700-305	Maintenance - Training	4,635.00	**8,500.00**	3,865.00	45%	**8,500.00**	-	0%
64750-305	Maintenance - Uniforms	10,479.00	**10,000.00**	(479.00)	-5%	**20,000.00**	10,000.00	100%
64800-305	Maintenance - General Expense	11,437.00	**10,000.00**	(1,437.00)	-14%	**10,000.00**	-	0%
64900-305	Maintenance - Salaries	486,098.00	**490,000.00**	3,902.00	1%	**530,000.00**	40,000.00	8%
64901-305	Maintenance - FICA Expense	40,038.00	**41,000.00**	962.00	2%	**41,000.00**	-	0%
64902-305	Maintenance - Retirement Expense	56,437.00	**50,000.00**	(6,437.00)	-13%	**52,000.00**	2,000.00	4%
64903-305	Maintenance - Overtime	43,858.00	**30,000.00**	(13,858.00)	-46%	**40,000.00**	10,000.00	33%
64904-305	Maintenance - Group Insurance	177,896.00	**180,700.00**	2,804.00	2%	**178,000.00**	(2,700.00)	-1%
64907-305	Maintenance - General Personnel	4,375.00	**9,000.00**	4,625.00	51%	**13,000.00**	4,000.00	44%
	TOTAL MAINTENANCE EXPENSE	992,918.00	**952,700.00**	(40,218.00)	-4%	**1,030,000.00**	77,300.00	8%

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BUILDING SERVICES EXPENSE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	% Variance 'om Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
65100-306	Building Services - Supplies	65,044.00	60,000.00	(5,044.00)	-8%	66,000.00	6,000.00	10%
65105-306	Building Services - Equipment Purchases	6,934.00	7,000.00	66.00	1%	10,000.00	3,000.00	43%
65110-306	Building Services - Furniture & Fixtures	1,000.00	1,700.00	700.00	41%	2,000.00	300.00	18%
65115-306	Building Services - Equipment Mtn	7,277.00	4,000.00	(3,277.00)	-82%	8,000.00	4,000.00	100%
65120-306	Building Services - Uniforms	8,785.00	9,000.00	215.00	2%	10,000.00	1,000.00	11%
65125-306	Building Services - General Expense	3,203.00	2,500.00	(703.00)	-28%	3,500.00	1,000.00	40%
65130-306	Building Services - Snow Removal	256.00	500.00	244.00	49%	500.00	-	0%
65200-306	Building Services - Salaries	414,389.00	430,000.00	15,611.00	4%	452,000.00	22,000.00	5%
65205-306	Building Services - Overtime	22,452.00	15,000.00	(7,452.00)	-50%	20,000.00	5,000.00	33%
65210-306	Building Services - FICA Expense	32,679.00	34,000.00	1,321.00	4%	35,000.00	1,000.00	3%
65220-306	Building Services - Retirement Expense	44,485.00	44,200.00	(285.00)	-1%	40,000.00	(4,200.00)	-10%
65230-306	Building Services - Group Insurance	135,389.00	144,900.00	9,511.00	7%	136,000.00	(8,900.00)	-6%
65237-306	Building Services - General Personnel	2,952.00	5,500.00	2,548.00	46%	5,000.00	(500.00)	-9%
65238-306	Building Services - Training	1,237.00	2,000.00	763.00	38%	2,000.00	-	0%
	TOTAL BUILDING SERVICES EXPENSE	746,082.00	760,300.00	14,218.00	2%	790,000.00	29,700.00	4%

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ADMINISTRATIVE DEPARTMENT EXPENSE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
66010-307	Admin - Auditing	60,985.00	62,000.00	1,015.00	2%	63,000.00	1,000.00	2%
66030-307	Admin - Legal	23,469.00	30,000.00	6,531.00	22%	30,000.00	-	0%
66060-307	Admin - Insurance & Bonding	264,695.00	300,000.00	35,305.00	12%	275,000.00	(25,000.00)	-8%
66210-307	Admin - Dues & Subscriptions	40,895.00	30,000.00	(10,895.00)	-36%	42,000.00	12,000.00	40%
66260-307	Admin - Consulting Services	73,722.00	36,000.00	(37,722.00)	-105%	60,000.00	24,000.00	67%
66300-307	Admin - Engineering Services	11,245.00	25,000.00	13,755.00	55%	25,000.00	-	0%
66550-307	Admin - Furniture & Fixtures	5,925.00	5,000.00	(925.00)	-19%	10,000.00	5,000.00	100%
66560-307	Admin - Office Equipment	15,734.00	5,000.00	(10,734.00)	-215%	10,000.00	5,000.00	100%
66570-307	Admin - Office Supplies	9,155.00	10,000.00	845.00	8%	10,000.00	-	0%
66660-307	Admin - Telephone & Internet	26,851.00	26,500.00	(351.00)	-1%	27,000.00	500.00	2%
66750-307	Admin - Office Equipment Maintenance	20,181.00	37,000.00	16,819.00	45%	50,000.00	13,000.00	35%
66850-307	Admin - General Administrative	39,566.00	30,000.00	(9,566.00)	-32%	70,000.00	40,000.00	133%
66861-307	Admin - Education & Training	5,167.00	4,000.00	(1,167.00)	-29%	6,000.00	2,000.00	50%
66940-307	Admin - Seminars & Conferences	35,901.00	30,000.00	(5,901.00)	-20%	38,000.00	8,000.00	27%
66970-307	Admin - Postage & Shipping	1,686.00	1,500.00	(186.00)	-12%	2,000.00	500.00	33%
66990-307	Admin - Salaries	1,089,844.00	1,150,000.00	60,156.00	5%	1,030,000.00	(120,000.00)	-10%
66991-307	Admin - FICA Expense	77,695.00	94,000.00	16,305.00	17%	82,000.00	(12,000.00)	-13%
66992-307	Admin - Retirement Expense	113,597.00	110,000.00	(3,597.00)	-3%	77,000.00	(33,000.00)	-30%
66993-307	Admin - Health Ins - Retirees	34.00	-	(34.00)	0%	11,500.00	11,500.00	0%
66994-307	Admin - Group Insurance	153,588.00	165,000.00	11,412.00	7%	132,000.00	(33,000.00)	-20%
66996-307	Admin - General Personnel	34,125.00	32,000.00	(2,125.00)	-7%	37,500.00	5,500.00	17%
67001-307	Admin - Capitalized Salaries (Projects)	(15,392.00)	(25,000.00)	(9,608.00)	38%	(25,000.00)	-	0%
	TOTAL ADMINISTRATIVE EXP.	2,088,668.00	2,158,000.00	69,332.00	(2.67)	2,063,000.00	(95,000.00)	-4%

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MARKETING & AIR SERVICE DEV EXPENSE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	% Variance rom Projected FY26	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
67215-308	Marketing - Advertising	7,514.00	15,000.00	7,486.00	50%	15,000.00	-	0%
67225-308	Mkt - Website, Programs & Materials	33,551.00	40,000.00	6,449.00	16%	40,000.00	-	0%
67244-308	Marketing - Community Relations	29,216.00	30,000.00	784.00	3%	15,000.00	(15,000.00)	-50%
67246-308	Marketing - Sponsorships	-	-	-	0%	15,000.00	15,000.00	0%
	SUB-TOTAL AIRPORT & COMMUNITY RELATIONS	70,281.00	85,000.00	14,719.00	17%	85,000.00	-	0%
67291-308	Marketing - Research & Development	21,132.00	30,000.00	8,868.00	30%	30,000.00	-	0%
67292-308	Marketing - Consulting Services	105,228.00	130,000.00	24,772.00	19%	130,000.00	-	0%
67293-308	Marketing - Airline Relations	29,373.00	35,000.00	5,627.00	16%	35,000.00	-	0%
67294-308	Marketing - Marketing Initiative	374,903.00	420,000.00	45,097.00	11%	230,000.00	(190,000.00)	-45%
67297-308	Marketing - Breeze		-	-	0%	80,000.00	80,000.00	0%
67298-308	Marketing - SCASD Grant		-	-	0%	170,000.00	170,000.00	0%
67299-308	Marketing - United		-	-	0%	10,000.00	10,000.00	0%
	SUB-TOTAL AIR SERVICE DEVELOPMENT	530,636.00	615,000.00	84,364.00	14%	685,000.00	70,000.00	11%
67262-308	Marketing - Travel	42,463.00	42,000.00	(463.00)	-1%	42,000.00	-	0%
67264-308	Marketing - Auto & Fuel	845.00	1,800.00	955.00	53%	1,500.00	(300.00)	-17%
67272-308	Marketing - Professional Affiliations	3,190.00	2,800.00	(390.00)	-14%	3,000.00	200.00	7%
67285-308	Marketing - Supplies & Misc	2,549.00	4,000.00	1,451.00	36%	4,000.00	-	0%
67287-308	Mkt - Phones & Data Communications	6,770.00	2,600.00	(4,170.00)	-160%	3,000.00	400.00	15%
67900-308	Marketing - Salaries	152,238.00	151,000.00	(1,238.00)	-1%	178,000.00	27,000.00	18%
67901-308	Marketing - FICA Expense	11,700.00	12,000.00	300.00	3%	14,000.00	2,000.00	17%
67903-308	Marketing - Retirement Expense	14,634.00	15,000.00	366.00	2%	13,500.00	(1,500.00)	-10%
67905-308	Marketing - Group Insurance	27,872.00	28,100.00	228.00	1%	31,000.00	2,900.00	10%
67911-308	Marketing - General Personnel	940.00	2,000.00	1,060.00	53%	3,000.00	1,000.00	50%
	SUB-TOTAL MARKETING SUPPORT	263,201.00	261,300.00	(1,901.00)	-1%	293,000.00	31,700.00	12%
	TOTAL MARKETING & AIR SERVICE	864,118.00	961,300.00	97,182.00	10%	1,063,000.00	101,700.00	11%

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TRADE DEVELOPMENT EXPENSE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
69050-309	FTZ: Programs & Materials	123.00	200.00	77.00	39%	200.00	-	0%
69051-309	FTZ: Contract Services	2,359.00	1,000.00	(1,359.00)	-136%	1,000.00	-	0%
69052-309	FTZ: Marketing & Advertising	123.00	200.00	77.00	39%	200.00	-	0%
69053-309	FTZ: Professional Affiliations	609.00	1,000.00	391.00	39%	1,000.00	-	0%
69054-309	FTZ: Subscriptions	304.00	500.00	196.00	39%	500.00	-	0%
69055-309	FTZ: Meetings, Registration	304.00	500.00	196.00	39%	500.00	-	0%
69057-309	FTZ: Special Events	61.00	100.00	39.00	39%	100.00	-	0%
69059-309	FTZ: Legal	609.00	1,000.00	391.00	39%	1,000.00	-	0%
	TOTAL FOREIGN TRADE ZONE EXP	4,492.00	4,500.00	8.00	0%	4,500.00	-	0%
69070-309	DEV: ADMIN - Travel & Auto	1,184.00	2,000.00	816.00	41%	1,500.00	(500.00)	-25%
69071-309	DEV: ADMIN - Airport Promotion	61.00	100.00	39.00	39%	100.00	-	0%
69072-309	DEV: ADMIN - Office Supplies	838.00	800.00	(38.00)	-5%	800.00	-	0%
69073-309	DEV: ADMIN - Furniture & Equipment	123.00	200.00	77.00	39%	200.00	-	0%
69074-309	DEV: ADMIN - Communications	1,119.00	1,000.00	(119.00)	-12%	1,100.00	100.00	10%
69075-309	DEV: ADMIN - Postage & Courier	61.00	100.00	39.00	39%	100.00	-	0%
69076-309	DEV: ADMIN - Printing & Forms	61.00	100.00	39.00	39%	100.00	-	0%
69077-309	DEV: ADMIN - Staff Training	92.00	150.00	58.00	39%	100.00	(50.00)	-33%
	TOTAL ADMINISTRATIVE EXPENSE	3,539.00	4,450.00	911.00	20%	4,000.00	(450.00)	-10%
69080-309	DEV: Salaries	117,417.00	117,200.00	(217.00)	0%	127,000.00	9,800.00	8%
69082-309	DEV: FICA	8,868.00	9,100.00	232.00	3%	10,000.00	900.00	10%
69083-309	DEV: Retirement	26,339.00	23,800.00	(2,539.00)	-11%	26,000.00	2,200.00	9%
69084-309	DEV: Group Insurance	29,323.00	26,000.00	(3,323.00)	-13%	29,000.00	3,000.00	12%
69086-309	DEV: General Personnel	731.00	1,200.00	469.00	39%	2,500.00	1,300.00	108%
	TOTAL PERSONNEL COST	182,678.00	177,300.00	(5,378.00)	-3%	194,500.00	17,200.00	10%
	TOTAL TRADE DEVELOPMENT EXP	190,709.00	186,250.00	(4,459.00)	-2%	203,000.00	16,750.00	9%

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GROUND HANDLING SVCS EXP

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	% Variance rom Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
68921-310	GHS - Supplies	27,549.00	2,500.00	(25,049.00)	-1002%	4,000.00	1,500.00	60%
68923-310	GHS - Equipment Maintenance	51,858.00	9,000.00	(42,858.00)	-476%	72,000.00	63,000.00	700%
68925-310	GHS - Equipment Fuel	2,580.00	2,000.00	(580.00)	-29%	3,000.00	1,000.00	50%
68926-310	GHS - Telephone & Communication	1,817.00	1,200.00	(617.00)	-51%	2,000.00	800.00	67%
68927-310	GHS - Miscellaneous	15,044.00	1,000.00	(14,044.00)	-1404%	3,000.00	2,000.00	200%
68928-310	GHS - 3rd Party Services	(1,400.00)	-	1,400.00		-	-	
68929-310	GHS - Staff Training	6,649.00	2,000.00	(4,649.00)	-232%	6,000.00	4,000.00	200%
68930-310	GHS - Uniforms	11,506.00	8,000.00	(3,506.00)	-44%	25,000.00	17,000.00	213%
68931-310	GHS - Salaries	169,793.00	68,000.00	(101,793.00)	-150%	615,000.00	547,000.00	
68932-310	GHS - Part-time	90,001.00	180,000.00	89,999.00	50%	-	(180,000.00)	-100%
68933-310	GHS - FICA	19,739.00	19,000.00	(739.00)		48,000.00	29,000.00	
68935-310	GHS - Retirement	8,181.00	6,300.00	(1,881.00)	-30%	39,000.00	32,700.00	519%
68937-310	GHS - Group Insurance	19,268.00	28,000.00	8,732.00	31%	116,000.00	88,000.00	
68939-310	GHS - General Personnel	2,848.00	3,000.00	152.00	5%	8,000.00	5,000.00	167%
	TOTAL GND HANDLING SVCS EXP	425,433.00	330,000.00	(95,433.00)	-29%	941,000.00	611,000.00	185%

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CUSTOMER EXPERIENCE EXPENSE

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance 2026	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
65510-316	Customer Experience - Supplies	1,121.00	**2,000.00**	879.00	44%	**2,000.00**	-	0%
65515-316	Customer Experience - Programs & Materials	53,804.00	**100,300.00**	46,496.00	46%	**70,000.00**	(30,300.00)	-30%
65516-316	Customer Experience - Promotional Items					**20,000.00**		
65520-316	Customer Experience - Uniforms	1,207.00	**2,250.00**	1,043.00	46%	**2,000.00**	(250.00)	-11%
65530-316	Customer Experience - Training	2,682.00	**5,000.00**	2,318.00	46%	**3,000.00**	(2,000.00)	-40%
65535-316	Customer Experience - Salaries	46,137.00	**62,000.00**	15,863.00	26%	**54,500.00**	(7,500.00)	-12%
65540-316	Customer Experience - FICA Expense	3,458.00	**4,500.00**	1,042.00	23%	**4,500.00**	-	0%
65545-316	Customer Experience - Retirement	4,029.00	**4,500.00**	471.00	10%	**4,000.00**	(500.00)	-11%
65550-316	Customer Experience - Group Insurance	18,744.00	**18,500.00**	(244.00)	-1%	**20,500.00**	2,000.00	11%
65556-316	Customer Experience - General Personnel	715.00	**500.00**	(215.00)	-43%	**1,000.00**	500.00	100%
	TOTAL CUSTOMER EXPERIENCE EXPENSE	131,897.00	**199,550.00**	67,653.00	34%	**181,500.00**	(18,050.00)	-9%

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AIR BUSINESS DEV EXP.

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
68950-318	Business Dev: Partnerships	7,252.00	**6,000.00**	(1,252.00)	-21%	**6,000.00**	-	0%
68952-318	Business Dev: Programs & Materials	5,489.00	**10,000.00**	4,511.00	45%	**6,000.00**	(4,000.00)	-40%
68954-318	Aerospace Industry Travel	19,142.00	**30,000.00**	10,858.00	36%	**20,000.00**	(10,000.00)	-33%
68956-318	Aerospace Park Marketing	65,178.00	**75,000.00**	9,822.00	13%	**75,000.00**	-	0%
68958-318	Aerospace Park Contracted Services	33,816.00	**55,000.00**	21,184.00	39%	**40,000.00**	(15,000.00)	-27%
68960-318	Aerospace Park Website	2,710.00	**5,000.00**	2,290.00	46%	**5,000.00**	-	0%
	TOTAL AIR BUSINESS DEV EXP.	133,587.00	**181,000.00**	47,413.00	26%	**152,000.00**	(29,000.00)	-16%

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OPERATIONS EXPENSES

General Ledger		Projected Year-End 2026	Approved Budget FY26	Projected Variance	% Variance from Projected FY 2026	Proposed Budget FY27	$ Variance from Budget FY26	% Variance from Budget FY26
69300-320	Operations: Salaries & Wages	293,905.00	289,000.00	(4,905.00)	-2%	680,000.00	391,000.00	135%
69301-320	Operations: FICA	22,051.00	22,000.00	(51.00)	0%	52,000.00	30,000.00	136%
69302-320	Operations: Uniforms	695.00	1,500.00	805.00	54%	10,000.00	8,500.00	567%
69303-320	Operations: Health Care	56,465.00	55,000.00	(1,465.00)	-3%	116,000.00	61,000.00	111%
69304-320	Operations: Retirement	2,547.00	5,000.00	2,453.00	49%	45,000.00	40,000.00	800%
69306-320	Operations: Printing & Ticket Expense	2,302.00	4,000.00	1,698.00	42%	5,000.00	1,000.00	25%
69308-320	Operations: Office Supplies	1,885.00	3,500.00	1,615.00	46%	3,500.00	-	0%
69309-320	Operations: Office Equipment	883.00	500.00	(383.00)	-77%	1,000.00	500.00	100%
69310-320	Operations: Repairs & Maint.	6,311.00	10,000.00	3,689.00	37%	-	(10,000.00)	-100%
69314-320	Operations: License & Fees	262.00	500.00	238.00	48%	500.00	-	0%
69315-320	Operations: General Personnel	120.00	-	(120.00)	0%	7,000.00	7,000.00	0%
69316-320	Operations: Liability & Other Insurance	352.00	500.00	148.00	30%	-	(500.00)	-100%
69317-320	Operations: Worker's Comp	9,627.00	8,600.00	(1,027.00)	-12%	9,500.00	900.00	10%
69318-320	Operations: Utilities-Water	906.00	850.00	(56.00)	-7%	-	(850.00)	-100%
69320-320	Operations: Utilities-Electricity	6,128.00	6,000.00	(128.00)	-2%	-	(6,000.00)	-100%
69322-320	Operations: Postage & Freight	119.00	250.00	131.00	52%	-	(250.00)	-100%
69324-320	Operations: Telephone & Communications	4,520.00	5,000.00	480.00	10%	5,000.00	-	0%
69326-320	Operations: Recruiting Expense	260.00	500.00	240.00	48%	-	(500.00)	-100%
69327-320	Operations: Advertising & Publicity	383.00	-	(383.00)	0%	-	-	0%
69328-320	Operations: Financial Services	3,079.00	2,500.00	(579.00)	-23%	2,500.00	-	0%
69330-320	Operations: Credit Card Processing	92,037.00	78,500.00	(13,537.00)	-17%	85,000.00	6,500.00	8%
69331-320	Operations: Truck Fuel	2,704.00	4,000.00	1,296.00	32%	4,000.00	-	0%
69332-320	Operations: Miscellaneous Expense	4,029.00	3,700.00	(329.00)	-9%	4,000.00	300.00	8%
69334-320	Operations: Management Fee	28,654.00	31,100.00	2,446.00	8%	-	(31,100.00)	-100%
	TOTAL PUBLIC PARKING EXPENSE	540,224.00	532,500.00	(7,724.00)	-1%	1,030,000.00	497,500.00	93%

Tri-Cities Airport Authority
June 12, 2026

CONSIDER:

Primary Server End-of-Life Replacement

Summary:

The primary server that hosts the airport's virtual servers is now 7 years old. It has reached the end-of-life point in its life cycle (5-7 years). Continuing operation of this server presents increasing risks to system reliability, cybersecurity vulnerabilities, vendor support limitations, and potential service disruptions that could negatively impact daily airport operations.

Recommended replacement costs		
HPE ProLiant ML350 w/3 Year Next Business Day Warranty	$	11,698.16
HPE Intel Xeon 6515P Hexadeca-core upgrade	$	1260.94
HPE 64GB DDR5 SDRAM Memory Module	$	6271.10
HPE 2.40 TB Hard Drive x 7	$	4103.05
HPE Broadcom BCM57412 Ethernet 10Gb 2-port	$	230.92
HPE ProLiant ML350 Gen11 Second CPU Fan Kit	$	70.99
HPE Heatsink	$	226.58
HPE Integrated Lights-Out Support and Updates	$	248.09
HPE Tech Care Essential - 5 Year	$	2739.94
Microsoft Windows Server 2025 Standard x 4	$	4859.68
Microsoft Windows Server 2025 user license x 75	$	3874.50
Fluxlight - Cisco 10GBASE-SR SFP+ Transceiver x 4	$	319.96
Total	$	35,903.91

Recommendation:

To help ensure operational stability, it is recommended that the existing primary server be replaced. This replacement will provide improved performance, enhanced security features, and compatibility with current software and operating system requirements

Submitted By: Travis Meade
IT Systems Manager

CONSIDER:

Consider Approval of Mead & Hunt Air Service Consulting Services Agreement Renewal

Summary:

The current agreement for Air Service Consulting Services between the Tri-Cities Airport Authority and Mead & Hunt is set to expire on August 31, 2026. Staff is requesting Board approval to renew the agreement for an additional five-year term, effective September 1, 2026 through August 31, 2031. Since the inception of the partnership in 2021, Mead & Hunt has provided strategic air service development support that has contributed to significant air service growth at Tri-Cities Airport, including increased airline capacity, the addition of three new destinations, and the recruitment of two new airline partners. Staff has been very pleased with the level of service and results achieved through the partnership and believes continued collaboration will support the Airport's long-term air service development objectives. The proposed agreement includes an average annual lump sum fee of $102,000, billed monthly at $8,500, plus reimbursable expenses estimated to average $7,800 annually.

Recommendation:

Staff recommends Board approval of the Agreement Renewal for Air Service Consulting Services with Mead & Hunt for the period of September 1, 2026 through August 31, 2031, at an average annual cost of $102,000, billed monthly at $8,500, plus reimbursable expenses.

Submitted by: Trevor Rice
Director of Marketing & Air Service Development

Mead & Hunt
2440 Deming Way
Middleton, Wisconsin 53562
608-273-6380
meadhunt.com

April 29, 2026

Gene Cossey, AAE, IAP, MPA
President & CEO
Tri-Cities Airport Authority
2525 Highway 75, Suite 301
Blountville, TN 37617

Subject: Proposal and Agreement for Air Service Consulting Services

Dear Gene,

Based on our discussions, it is my understanding that Tri-Cities Airport Authority is interested in a proposal for annual air service development consulting services for the Tri-Cities Airport (TRI). Mead & Hunt is pleased to submit this proposal for your review, which includes a scope of services, compensation and authorization.

Scope of Services

The suggested scope includes tasks to assist TRI in air service development efforts for a 60-month (five-year) period, beginning September 1, 2026 and ending August 31, 2031. *Attachment A* includes a description of tasks to be completed during the term of the agreement.

Compensation

Mead & Hunt will be compensated for the work described under *Attachment A, Scope of Services*, on an average annual lump sum basis of $102,000, with monthly invoices of $8,500. Mead & Hunt will bill associated expenses (e.g., transportation, hotels, meals, printing, data) at cost. Expenses will vary by fiscal year depending on the individual tasks, being standard and reasonable, and are estimated to total $39,000 (an average of $7,800 per year) for the 60-month contract period.

Additional services provided by Mead & Hunt not described above or in other supporting documentation will be accommodated by an amendment to this agreement or billed in accordance with the Standard Billing Rate Schedule, attached hereto and incorporated herein by reference. The following are Mead & Hunt's Standard Billing Rates for services billed on a time-and-materials basis. The current Standard Billing Rates will increase by four percent (4%) annually, starting September 1, 2027.

Standard Billing Rates	
Clerical	$95/ hour
Accounting/Administrative Assistant	$115 / hour
Analyst	$125 / hour
Senior Analyst	$165 / hour
Consultant	$200 / hour
Managing Director	$230 / hour
Project Manager	$245 / hour
Vice President	$260/ hour
Expenses	
Company or Personal Car Mileage	IRS Rate
Air and Surface Transportation	Cost
Lodging and Subsistence	Cost
Out-of-Pocket Direct Job Expenses	Cost

Authorization

The Scope of Services and Compensation stated in this proposal are valid for a period of thirty (30) days from the date of submission. If acceptance of this proposal is not received during this period, this proposal may be withdrawn or modified by Mead & Hunt.

Signatures of authorized representatives of the Tri-Cities Airport Authority and Mead & Hunt shall constitute an Agreement between the two parties, and receipt of one, signed electronic copy shall represent authorization to proceed with the work described in the Scope of Services. All services shall be performed in accordance with the *General Terms and Conditions for Air Service Consulting Services* included as *Attachment B* and which is made a part of this proposal.

Please send all correspondence to my attention at the following address:

Mead & Hunt, Inc.
333 Wellness Drive
Myrtle Beach, SC 29579
kirk.lovell@meadhunt.com

We appreciate the opportunity to submit this proposal to the Tri-Cities Airport Authority.

Respectfully submitted,
Mead & Hunt, Inc.

Kirk Lovell
Project Manager

Accepted by: TRI-CITIES AIRPORT AUTHORITY	Approved by: MEAD & HUNT, INC.
By: ______________________	By: *Joseph R. Pickering*
Name: ______________________	Joseph Pickering
Title: ______________________	Vice President
The above person is authorized to sign for Client and bind the Client to the terms hereof.	
Date: ______________________	Date: April 30, 2026

The following Scope of Services will be completed as part of this agreement over the 60-month period:

1. Passenger Demand Analysis (5 per 60-month period [1 per year])
The Passenger Demand Analysis will quantify by destination the number of air travelers in the market, including those air travelers that drive to an airport other than TRI to originate the air travel portion of their trip. Mead & Hunt bases passenger retention/diversion estimates on Airline Reporting Corporation (ARC) ticketed data mathematically combined with U.S. Department of Transportation (DOT)-reported data, estimating total travel from the TRI air service catchment area regardless of the airport used. ARC data includes tickets from online travel agencies as well as data from travel agencies within the catchment area to estimate travel patterns. ARC data is used to establish the origination of passengers and enables an estimate of the true market on a macro level and specific market pairs. Passenger Demand Analysis data may be shared with airlines and community groups, and it is the foundation information for air service pro formas. The Passenger Demand Analysis will use year-ended quarter one data and be provided as a PDF within 90 days after the US DOT releases the data.

2. Community Meeting (3 per 60-month period [years 1, 3, and 5])
Community meetings serve several purposes. First, meetings help educate and inform key members of the community involved in TRI's ongoing air service development efforts and current air service trends affecting, or that may affect, TRI. Second, progress meetings can be useful for sharing results after the completion of key air service development tasks. Mead & Hunt staff can convey the results of airline meetings, air service conferences or updates to the air service development plan to members of the community including airport staff, Boards and Chambers of Commerce. These meetings can be used as a forum to discuss how the market is performing, how the air service development plan is progressing, and next steps in the process to either retain service or further develop air service at TRI. Community meetings include the preparation of a PowerPoint presentation that will be presented by Mead & Hunt.

3. Virtual Airline Headquarters Meetings (5 per 60-month period [1 per year])
Mead & Hunt will prepare presentations and attend airline headquarters meetings with TRI representatives. Mead & Hunt will provide the analysis, preparation, presentation and consulting services associated with the airline headquarters meetings. Mead & Hunt will format the PowerPoint presentation. TRI will be responsible for providing information about the community and community support elements of the presentation. Mead & Hunt will assist TRI with structuring these elements for the presentation and participate in the meetings with TRI. The output of this effort will be a PowerPoint presentation to each airline.

4. Industry Conferences (22 per 60-month period [4 in years 1, 3 and 5; and 5 in years 2 and 4])
Mead & Hunt will assist with one-on-one meetings with the airlines and will prepare custom presentations for each of the meetings at the industry conferences highlighting TRI and the community for use at the conference. Mead & Hunt will complete the presentations the week prior to the date of the conference. The industry conferences will likely include Mead & Hunt's Air Service Development Conference, the Allegiant Airport Conference, ACI-NA's JumpStart Air Service Development Conference, Routes Takeoff

North America Conference, and Breeze's biennial SNAP Conference. Expenses, including registration and travel, will be billed at cost and pro-rated among other clients represented by the Project Manager at each conference.

5. Quarterly Performance Monitoring (20 per 60-month period [4 per year])

On a quarterly basis, Mead & Hunt will complete quarterly performance monitoring. Quarterly performance monitoring will including the following: 1) seats, onboard passengers and load factor trends; 2) current and historical passenger market share by airline; 3) year-over-year change in TRI's six-month forward looking schedules for flights and seats; 4) comparisons to markets of similar size (e.g. population, passengers, seats); 5) load factors for each nonstop market on a quarterly basis; and 6) revenue per available seat mile (RASM) comparisons for each nonstop market for the most recent year ended. The Quarterly Performance Montor will be delivered within 30-days upon release of data by the DOT and provided as a PDF.

6. **Destination Analysis (20 per 60-month period [4 per year])**

The Destination Analysis uses location-based cell phone Global Positioning System (GPS) data, which includes a sampling of true demand regardless of the mode of transportation, to determine the strength of visitation to domestic destinations that residents from the TRI catchment area travel to. The data will capture a representative sampling of visitation to a destination and identify seasonality trends. The findings will be used to strengthen the airline route business case for nonstop air service to destination markets. In coordination with TRI up to ten (10) domestic destinations will be identified for review and monitored quarterly. The output of the Destination Analysis will include estimated visitation by month to each identified destination, including graphical information, and comparisons to demand from similar markets. The Destination Analysis will be delivered quarterly, in PDF format, in October, January, April, and July.

7. Airfare Monitoring (20 per 60-month period [4 per year])

The primary purpose of monitoring airfares at TRI is to identify non-competitive airfares with competing airports to prevent local passenger diversion. Local passengers that are using competing airports for their air service needs often do so because of differences in airfares. To reduce passenger diversion, periodic tracking of airfares and follow-up communication with air carriers may minimize pricing disparities.
To monitor airfares at TRI, Mead & Hunt recommends comparing local walk-up, business and leisure airfares with airfares at AVL and TYS. Mead & Hunt will compare Allegiant, American Airlines, Breeze Airways and Delta Air Lines walk-up, business and leisure airfares with airfares offer at the competing airports. The Airfare Montor will be delivered, in PDF format, in September, December, March, and June.

8. Additional Services (240 hours per 60-month period [48 hours per year])

Additional services may be requested by TRI that are not described above. Additional services may include, but are not limited to, incentive program review and assistance, the preparation of ad hoc reports, communication with airlines, working with TRI staff on air service-related tasks and other elements as identified on an as needed basis.

Mead & Hunt, Inc.
General Terms and Conditions for Air Service Consulting Services

1. Client and Mead & Hunt, Inc. hereby mutually agree to the terms and conditions contracted in this Master Service Agreement, including these General Terms and Conditions for Air Service Consulting Services, and any and all documents incorporated by reference into this Agreement (together, this "Agreement"). This Agreement constitutes this Agreement between Client and Mead & Hunt, Inc. as pursuant to which Services are to be performed by Mead & Hunt, Inc. Receipt by Client of the executed Agreement shall be considered written authorization for Mead & Hunt, Inc. to proceed. Capitalized terms used but not defined herein shall have the meanings assigned to such terms in this Agreement.

2. Mead & Hunt, Inc. will bill Client monthly, according to the payment method set forth in this Agreement, with net payment due within thirty (30) days of Client receiving a billing invoice from Mead & Hunt, Inc. Past due balances shall be subject to an interest charge at a rate of 1% per month. In addition, Mead & Hunt, Inc. may, after giving ten (10) days' written notice, suspend the Services under this Agreement until Client has paid in full all amounts due it for services rendered and expenses incurred, including the interest charge on past due invoices. The fees or rates stated in this Agreement does not include any applicable state and local sales or use taxes or gross receipts taxes; such taxes shall be the sole responsibility of Client.

3. The fees, Services and Scope of Services stated in this Agreement constitute an estimate of the fees and tasks required to perform the Services. Should the Project involve conceptual or process development services, Services often cannot be fully defined during the initial planning stages. As the Project progresses, facts uncovered may also reveal a change in direction which may alter the Scope of Services. If Client requests modifications or changes in the Scope of Services related to the Project, the time of performance of the Services by Mead & Hunt, Inc. and the fees associated therewith shall be revised and accepted by both parties in writing before Mead & Hunt, Inc. undertakes any additional work beyond the Scope of Services. Mead & Hunt, Inc. is not acting as a Municipal Advisor as defined by the Dodd Frank Act.

4. To the fullest extent permitted by law, Client shall indemnify and hold harmless Mead & Hunt, Inc. and its officers, agents, representatives and employees from and against liabilities, claims, losses, damages, expenses, including but not limited to attorney's fees and disbursements, arising out of or resulting from (i) delays caused in whole or in part by Client's interference with Mead & Hunt, Inc.'s ability to provide the Services, including, but not limited to, Client's failure to provide facilities or information specified in this Agreement, (ii) inaccuracies in documents or other information provided by Client to Mead & Hunt, Inc., or (iii) failure to perform under this Agreement, caused by or that arise in whole or in part by any negligent acts, errors or omissions of Client. Mead & Hunt, Inc. reserves the right to renegotiate this Agreement due to any unforeseen delays caused by events beyond Mead & Hunt, Inc.'s control, such as Force Majeure events as described in Section 25 or other events beyond Mead & Hunt, Inc.'s control, like funding for the Project. If any word or clause of this Agreement is determined not to be in compliance with Wisconsin Statutes § 895.447, including any amendments thereto, it shall be stricken and replaced and the remaining word, clause and provisions shall remain in full force and effect.

5. Client agrees to provide such legal, accounting and insurance counseling services as may be required for the Project.

6. Mead & Hunt, Inc. will maintain insurance coverage for worker's compensation, general liability, automobile liability, and professional liability. Mead & Hunt, Inc. will provide information as to specific limits upon written request. If Client requires coverages or limits in addition to those that Mead & Hunt, Inc. currently has in effect as of the date of this Agreement, premiums for additional insurance shall be paid by Client.

7. **MEAD & HUNT, INC. (INCLUDING ITS CURRENT AND FORMER EMPLOYEES, OFFICERS, DIRECTORS OR SHAREHOLDERS) AND OWNER ARE NOT LIABLE, IN CONTRACT OR TORT OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL, OR LIQUIDATED DAMAGES INCLUDING SPECIFICALLY, BUT WITHOUT LIMITATION, LOSS OF PROFIT OR REVENUE, LOSS OF CAPITAL, DELAY DAMAGES, LOSS OF GOODWILL, CLAIM OF THIRD PARTIES, OR SIMILAR DAMAGES ("DAMAGES"). NOTWITHSTANDING THE FOREGOING, CLIENT SHALL BE LIABLE HEREUNDER TO THE EXTENT THAT MEAD & HUNT, INC. IS HELD LIABLE BY ITS SUBCONSULTANTS OR A THIRD-PARTY FOR DAMAGES CAUSED BY OWNER OR ITS EMPLOYEES, INDEPENDENT CONTRACTORS, OR AGENTS. IN NO EVENT SHALL MEAD & HUNT, INC.'S OR ITS SUBCONSULTANTS' LIABILITY ARISING OUT OF OR RELATED TO ANY BREACH OF THIS AGREEMENT EXCEED THE AMOUNT OF FEES BILLED BY MEAD & HUNT, INC. TO CLIENT FOR SERVICES PERFORMED PURSUANT TO THIS AGREEMENT.**

8. Mead & Hunt, Inc.'s (including its current or former employees, officers, directors, or shareholders) liability to Client for any damages shall not exceed the amount of fees billed by Mead & Hunt, Inc. to Client for services performed pursuant to this Agreement within the last twelve (12) months from the date that the last invoice was submitted to Client by Mead & Hunt, Inc., regardless as to whether Client paid such invoice

9. Mead & Hunt, Inc. and Client agree that the ultimate liability for contaminants or pollutants regardless of its source, and for the actual, alleged, or threatened discharge, dispersal, release, or escape of pollutants, mycotoxins, spores, smoke, vapors, soot, fumes, mold, acids, alkalis, toxic chemicals, mildew, liquids or gases, waste materials or other irritants, contaminants or pollutants into or upon land, buildings, the atmosphere, or body of water shall remain with Client; and the responsibility and/or liability for any of the foregoing and for the ownership and maintenance of any toxic, hazardous, or asbestos materials relating to the project shall remain with Client.

10. Client and Mead & Hunt, Inc. shall not, during the term of this Agreement or after the termination of this Agreement for a period of one (1) year disclose any Confidential Information to any person or entity, or use any Confidential Information for the benefit of Client or Mead & Hunt, Inc., as the case may be, or any other person or entity, except with the prior written consent of Mead & Hunt, Inc. or Client, as the case may be, or as required by law. The term "Confidential Information" means information marked or designated by Mead & Hunt, Inc. or Client as confidential. Confidential Information includes,

but is not limited to, the purpose, duration, or extent of studies, surveys, and tests conducted by Mead & Hunt, Inc. or its subconsultants during the term of this Agreement, ideas, specifications, techniques, models, data, programs, documentation, processes, know-how, and financial and technical information. Notwithstanding the foregoing, Confidential Information shall not include information or material that (i) is publicly available or becomes publicly available through no action or fault of receiving party, (ii) was already in receiving party's possession or known to receiving party prior to being disclosed or provided to receiving party by or on behalf of disclosing party, provided that the source of information or material was not bound by a contractual, legal or fiduciary obligation of confidentiality to disclosing party or any other party with respect thereto, (iii) was or is obtained by receiving party from a third party, provided that such third party was not bound by a contractual, legal or fiduciary obligation of confidentiality to disclosing party or any other party with respect to such information or material, or (iv) is independently developed by receiving party without reference to the Confidential Information. Except as required by law or court order, the provisions of this clause shall apply to Client's communications with members of the public, governmental agencies, and all other individuals or organizations. The restrictions set forth in this section shall remain in full force and effect (a) with respect to the Confidential Information, for a period of six (6) years following the earlier of the termination of this Agreement or the completion of services under this Agreement; and (b) with respect to the Trade Secrets, which shall have the meaning set forth under applicable law, until the Trade Secrets no longer retain their status or qualify as trade secrets under applicable law.

11. Mead & Hunt, Inc. shall retain ownership and property interest in all documents prepared or furnished by Mead & Hunt, Inc. and its independent professional associates and consultants, in connection with the Project, which include, but are not limited to, models, plans, sketches, designs, drawings details, specifications, all data and image files, both electronic and hard copy, as applicable (hereinafter "files"), and such files are part of Mead & Hunt, Inc.'s Instruments of Services. Mead & Hunt, Inc. may release files to any other party involved in the Project; and if such release is not provided for in the Scope of Services, fees may be adjusted before the documents are prepared for electronic submittal. Client is not permitted to use Mead & Hunt, Inc. files for any other project without express written permission from Mead & Hunt, Inc., and Mead & Hunt, Inc. may request Client to return or destroy such files at any time. Mead & Hunt, Inc. makes no representation as to compatibility of electronic files with Client's hardware or software and assumes no liability with respect to any use or reuse of the files by Client. Mead & Hunt, Inc. will have no liability to Client or any third party for any material in or transmitted with the files, including without limitations any virus, worm, trap door, back door, tracker, or other illicit code or program that may result from such use or reuse of files. Client hereby indemnifies and holds harmless Mead & Hunt, Inc. against any and all claims related to any use or reuse of the files. Differences may exist between these electronic files and corresponding hard-copy documents prepared by Mead & Hunt, Inc. and the electronic files, the signed or sealed hard-copy documents shall govern. Because information presented on the electronic files can be modified, unintentionally or otherwise, Mead & Hunt, Inc. reserves the right to remove all indicia of ownership and/or involvement from each electronic display. MEAD & HUNT, INC. PROVIDES THE FILES "AS IS," "WITH ALL FAULTS" AND "AS AVAILABLE." TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. UNDER NO CIRCUMSTANCES SHALL DELIVERY OF THE FILES FOR USE OR REUSE BE DEEMED AS SALE BY MEAD & HUNT, INC. AND MEAD & HUNT, INC. MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, OR FITNESS FOR ANY PARTICULAR PURPOSE. IN NO EVENT SHALL MEAD & HUNT, INC. BE LIABLE FOR ANY LOSS OF PROFIT, DIRECT OR INDIRECT DAMAGES, OR ANY CONSEQUENTIAL DAMAGES AS A RESULT OF THE USE, REUSE OR CHANGES TO FILES OR ANY DATA THEREIN.

12. Termination of this Agreement by Client or Mead & Hunt, Inc. with or without cause, shall be effective upon ten (10) days' written notice to the other party. The written notice may or may not include the reasons and details for termination. Mead & Hunt, Inc. will prepare a final invoice showing all charges incurred through the date of termination; all outstanding payments are due and payable as stated in Section 2. If Client breaches this Agreement, Mead & Hunt, Inc. may, upon ten (10) days' written notice, suspend Services without further obligation or liability to Client.

13. Mead & Hunt, Inc. will provide the Services in accordance with ordinary generally accepted standards of professional practices. Mead & Hunt, Inc. disclaims all warranties and guarantees, express or implied. The parties agree that this is an agreement for professional services and is not subject to any Uniform Commercial Code. Similarly, Mead & Hunt, Inc. will not accept any general terms or conditions offered by Client in its purchase order, requisition, notice of authorization to proceed, or any other contractual document except as set forth herein or expressly agreed to in writing. Written acknowledgment of receipt or the actual performance of Services subsequent to receipt of such other contractual document is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein. Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party.

14. Mead & Hunt, Inc. cannot and does not guarantee that proposals, bids or actual project or construction costs will not vary from the actual and/or final project or construction costs or that the Project or construction costs will not vary from the final costs of the Project. Client agrees to indemnify and to hold Mead & Hunt, Inc. harmless for any claim arising out of or related in any way to the Project or construction costs even if such claim arises out of and/or has been caused in whole or in part by negligence on the part of Mead & Hunt, Inc.

15. If Client is a municipality or state authority or any government authority/agency, Client agrees to indemnify and hold harmless Mead & Hunt, Inc. for all claims arising out of or related in any way to acts done by Mead & Hunt, Inc. in the exercise of legislative or quasi-legislative functions.

16. Nothing contained in this Agreement shall create a contractual relationship with a third party or a cause of action in favor of a third party against Mead & Hunt, Inc. Mead & Hunt, Inc.'s Services under this Agreement are being performed solely for Client's benefit, and no other party or entity shall have any claim against Mead & Hunt, Inc. because of this Agreement or the performance or nonperformance of Services hereunder.

17. This Agreement shall not be construed as imposing upon or providing to Mead & Hunt, Inc. the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or

procedures of construction selected by the parties or subcontractors or the safety precautions and programs incident to the work of the parties or subcontractors.

18. This Agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein shall be of any force or effect, and this Agreement supersedes any other prior understanding entered into between the parties on the subject matter hereof. Any amendments to this Agreement shall be agreed upon in writing by both parties. No waiver of compliance with any provision or condition hereof shall be effective unless agreed in writing duly executed by the waiving party. Nothing contained in this Agreement shall create a contractual relationship with a third party or a cause of action in favor of a third party against Mead & Hunt, Inc. This Agreement may be executed in any number of counterparts with the same effect as if all Parties hereto had signed the same document. All counterparts shall be construed together and shall constitute one agreement. Counterparts may be delivered via facsimile, electronic mail (including pdf or any electronic signature complying with the U.S. federal ESIGN Act of 2000, e.g., www.docusign.com) or other transmission method and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes.

19. If any term or provision of this Agreement is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Agreement shall remain in full force. The various terms, provisions, and covenants herein contained shall be deemed to be separable and severable, and the invalidity or unenforceability of any of them shall in no manner affect or impair the validity or enforceability of the remainder hereof.

20. None of the rights and/or obligations of either party hereunder may be assigned except with the prior written consent of the other party, and any attempted assignment without such consent shall be void.

21. In an effort to resolve any conflicts that arise during the design or construction of the Project or following the completion of the Project, Mead & Hunt, Inc. and Client agree to discuss any material disputes between them during the 90 days after notice of disputes given by either party. If discussions are unsuccessful in resolving the dispute, then the dispute shall be mediated unless the parties mutually agree otherwise. Any claim not resolved by mediation shall be resolved by arbitration in Wisconsin with the American Arbitration Association or by litigation in the state of Wisconsin.

22. The parties agree that Mead & Hunt, Inc.'s Services in connection with this Agreement shall not subject any of Mead & Hunt, Inc.'s current or former employees, officers, directors or shareholders to any personal legal liability for any breaches of this Agreement or for any negligence in performing any Services in connection with this Agreement even if such claim arises out of and/or has been caused in whole or in part by negligence on the part of Mead & Hunt, Inc.'s current or former employees, officers, directors or shareholders. Therefore, notwithstanding anything to the contrary contained herein, Client agrees that Client's sole and exclusive remedy for any breach of contract or any negligent performance of Services in connection with this Agreement shall be a claim against Mead & Hunt, Inc. Client further agrees that any claim, demand, suit, or judgment shall be asserted only against Mead & Hunt, Inc.'s corporate entity, and not against any of Mead & Hunt, Inc.'s current or former employees, officers, directors, or shareholders, and Client covenants not to sue these individuals. Each of Mead & Hunt, Inc.'s current and former employees, officers, directors or shareholders are made express beneficiaries of this section.

23. The limitations and indemnity provided herein shall not apply to the willful or intentional acts of Mead & Hunt, Inc. or its employees, shareholders, officers, or directors. Client acknowledges and agrees that it has had an opportunity to negotiate with respect to the limitations of these General Terms and understands and agrees that if those sections were not included herein the fees for the Services provided in connection with this Agreement would be significantly higher. Client further acknowledges that it is a sophisticated party with experience in the acquisition of design services.

24. To the extent permitted by law, Mead & Hunt, Inc. disclaims any duty to defend Client. Client agrees that it shall not tender the defense of any claim arising out of or related to this Agreement to Mead & Hunt, Inc.

25. Neither party shall hold the other responsible for damages or delays in performance caused by Force Majeure or other events beyond the control of the other party and which could not reasonably have been anticipated or prevented. For purposes of this Agreement, Force Majeure shall include, but not necessarily be limited to, adverse weather conditions, floods, epidemics, pandemics, war, riot, civil unrest, strikes, lockouts and other industrial disturbances; unknown site conditions, accidents, sabotage, fire, loss of permits, failure to obtain permits; court orders; acts of God; acts, orders, laws or regulations of any governmental agency. Should such acts or events occur, the parties to this Agreement shall mutually agree on the terms and conditions upon which the Services may be continued. Failing achievement of such an agreement, either party may terminate this Agreement in accordance with Section 12.

26. Nothing contained in this Agreement shall create a contractual relationship with a third party or a cause of action in favor of a third party against Mead & Hunt, Inc. Mead & Hunt, Inc.'s Services under this Agreement are being performed solely for Client's benefit, and no other party or entity shall have any claim against Mead & Hunt, Inc. because of this Agreement or the performance or nonperformance of Services hereunder.

27. This agreement shall be construed and interpreted in accordance with the laws of the state of Wisconsin. No action may be brought except in the state of Wisconsin.

CONSIDER:
Approval of Axon Body-Worn Camera and Taser 10 Program for the Department of Public Safety

Summary:

The Department of Public Safety is requesting approval to implement an Axon Body-Worn Camera (BWC) and Taser 10 program for sworn law enforcement personnel. The proposed program includes thirteen (13) Axon Body 4 cameras, thirteen (13) Taser 10 conducted energy weapons, evidence management software, cloud-based digital evidence storage, training, warranties, replacement equipment, and support services. The proposal provides comprehensive accountability, evidence management, and officer safety solution for airport public safety operations.

The proposed agreement is a five-year program with an annual cost of approximately $31,814.08 and a total cost of $159,070.40. The program includes equipment replacement, software licensing, training, and warranty coverage throughout the contract period.

Implementation of this program will:

- Enhance officer and public safety.
- Provide video documentation of law enforcement incidents.
- Improve evidence collection and case prosecution.
- Increase accountability and transparency.
- Reduce liability exposure and assist in resolving citizen complaints.
- Align the Department with current law enforcement best practices.

Recommendation:

Approve the Axon Body-Worn Camera and Taser 10 Program as presented and authorize the President/CEO to execute all necessary agreements for implementation beginning July 1, 2026

Equipment Included:
- 13 Axon Body 4 Cameras
- 13 Taser 10 Devices
- Digital Evidence Storage
- Software Licensing
- Training
- Warranties
- Equipment Refresh Program

Attachments:
- Axon Non-Binding Budgetary Estimate Q-844030-46136AB
- Program Cost Summary
- Department of Public Safety Body-Worn Camera Program Overview
- Department of Public Safety Taser 10 Program Overview

Non-Binding Budgetary Estimate

Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic:(800) 978-2737
International: +1.800.978.2737

Q-844030-46136AB

Issued: 04/24/2026

Quote Expiration:

Estimated Contract Start Date: 07/01/2026

Account Number: 548961

Payment Terms:

Mode of Delivery: AUTO-GND

Credit/Debit Amount: $0.00

SHIP TO	BILL TO	SALES REPRESENTATIVE	PRIMARY CONTACT
TRI CITIES REGIONAL AIRPORT POLICE DEPT. - TN 2525 Highway 75 Blountville, TN 37617-6366 USA	Tri-Cities Regional Airport Police Dept. - TN 2525 Highway 75 Blountville TN 37617-6366 USA Email:	Adam Brock Phone: 4135631012 Email: abrock@axon.com Fax:	Phone: Email: Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	$159,070.40
ESTIMATED TOTAL W/ TAX	$159,070.40

Discount Summary

Average Savings Per Year	$7,681.25
TOTAL SAVINGS	$38,406.24

Payment Summary

Date	Subtotal	Tax	Total
Jul 2026	$31,814.08	$0.00	$31,814.08
Jul 2027	$31,814.08	$0.00	$31,814.08
Jul 2028	$31,814.08	$0.00	$31,814.08
Jul 2029	$31,814.08	$0.00	$31,814.08
Jul 2030	$31,814.08	$0.00	$31,814.08
Total	**$159,070.40**	**$0.00**	**$159,070.40**

Non-Binding Budgetary Estimate

Quote Unbundled Price:	**$183,846.00**
Quote List Price:	**$145,452.00**
Quote Subtotal:	**$159,070.40**

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	2	60	$78.01	$62.52	$62.52	$7,502.40	$0.00	$7,502.40
HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	13	60			$1,049.00	$13,637.00	$0.00	$13,637.00
C00032	TASER 10 CERTIFICATION STANDARD PLAN	13	60	$125.94	$90.99	$90.99	$70,972.20	$0.00	$70,972.20
BWCamTAP	Body Worn Camera TAP Bundle	13	60	$50.89	$39.00	$39.00	$30,420.00	$0.00	$30,420.00
A la Carte Hardware									
H00002	AB4 Multi Bay Dock Bundle	2			$1,638.90	$1,638.90	$3,277.80	$0.00	$3,277.80
A la Carte Software									
73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	260	60		$0.81	$0.81	$12,636.00	$0.00	$12,636.00
BasicLicense	Basic License Bundle	12	60		$16.27	$16.25	$11,700.00	$0.00	$11,700.00
ProLicense	Pro License Bundle	1	60		$48.82	$48.75	$2,925.00	$0.00	$2,925.00
A la Carte Services									
102531	PSO VIRTUAL TRAINING	1			$2,500.00	$2,500.00	$2,500.00	$0.00	$2,500.00
102605	VR INSTRUCTOR CERTIFICATION + IMPLEMENTATION (INSIDE SALES)	1			$3,500.00	$3,500.00	$3,500.00	$0.00	$3,500.00
Total							**$159,070.40**	**$0.00**	**$159,070.40**

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 CONNECTED HARDWARE BUNDLE	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	13	1	06/01/2026
AB4 CONNECTED HARDWARE BUNDLE	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	15	1	06/01/2026
AB4 CONNECTED HARDWARE BUNDLE	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	15	1	06/01/2026
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	2	1	06/01/2026
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2	1	06/01/2026
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100122	AXON VR - HEADSET - BATTERY	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100126	AXON VR - TACTICAL BAG	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	13	2	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100396	AXON TASER 10 - MAGAZINE - INERT RED	13	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100399	AXON TASER 10 - CARTRIDGE - LIVE	200	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100400	AXON TASER 10 - CARTRIDGE - HALT	100	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100401	AXON TASER 10 - CARTRIDGE - INERT	130	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100591	AXON TASER - CLEANING KIT	1	1	06/01/2026

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
TASER 10 CERTIFICATION STANDARD PLAN	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	13	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2)	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100748	AXON VR - CONTROLLER - TASER 10	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	101123	AXON VR - HOLSTER - T10 SAFARILAND GRAY - LH	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	101751	AXON VR - HEADSET - HTC FOCUS VISION	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	13	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	13	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	102186	AXON TASER 10 - COMMAND BOX	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	20018	AXON TASER - BATTERY PACK - TACTICAL	2	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	20018	AXON TASER - BATTERY PACK - TACTICAL	13	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	06/01/2026
TASER 10 CERTIFICATION STANDARD PLAN	100400	AXON TASER 10 - CARTRIDGE - HALT	70	1	06/01/2027
TASER 10 CERTIFICATION STANDARD PLAN	100400	AXON TASER 10 - CARTRIDGE - HALT	60	1	06/01/2028
Body Worn Camera Multi-Bay Dock TAP Bundle	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	2	1	12/01/2028
Body Worn Camera TAP Bundle	73309	AXON BODY - TAP REFRESH 1 - CAMERA	13	1	12/01/2028
TASER 10 CERTIFICATION STANDARD PLAN	101012	AXON VR - TAP REFRESH 1 - TASER CONTROLLER	1	1	12/01/2028
TASER 10 CERTIFICATION STANDARD PLAN	20373	AXON VR - TAP REFRESH 1 - HEADSET	1	1	12/01/2028
TASER 10 CERTIFICATION STANDARD PLAN	100400	AXON TASER 10 - CARTRIDGE - HALT	70	1	06/01/2029
TASER 10 CERTIFICATION STANDARD PLAN	100400	AXON TASER 10 - CARTRIDGE - HALT	60	1	06/01/2030
Body Worn Camera Multi-Bay Dock TAP Bundle	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	2	1	06/01/2031
Body Worn Camera TAP Bundle	73310	AXON BODY - TAP REFRESH 2 - CAMERA	13	1	06/01/2031

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	12	07/01/2026	06/30/2031
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	12	07/01/2026	06/30/2031
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	3	07/01/2026	06/30/2031
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	1	07/01/2026	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	101180	AXON TASER - DATA SCIENCE PROGRAM	13	07/01/2026	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	101703	AXON VR - USER ACCESS - TASER SKILLS	13	07/01/2026	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	20248	AXON TASER - EVIDENCE.COM LICENSE	13	07/01/2026	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	20248	AXON TASER - EVIDENCE.COM LICENSE	1	07/01/2026	06/30/2031
A la Carte	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	260	07/01/2026	06/30/2031

Services

Bundle	Item	Description	QTY
TASER 10 CERTIFICATION STANDARD PLAN	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	13
TASER 10 CERTIFICATION STANDARD PLAN	101193	AXON TASER - ON DEMAND CERTIFICATION	13
A la Carte	102531	PSO VIRTUAL TRAINING	1
A la Carte	102605	VR INSTRUCTOR CERTIFICATION + IMPLEMENTATION (INSIDE SALES)	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Body Worn Camera Multi-Bay Dock TAP Bundle	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	2	06/01/2027	06/30/2031
Body Worn Camera TAP Bundle	80464	AXON BODY - TAP WARRANTY - CAMERA	13	06/01/2027	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	100197	AXON VR - EXT WARRANTY - HEADSET	1	06/01/2027	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	13	06/01/2027	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	101007	AXON VR - EXT WARRANTY - TASER CONTROLLER	1	06/01/2027	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	13	06/01/2027	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	2	06/01/2027	06/30/2031
TASER 10 CERTIFICATION STANDARD PLAN	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	1	06/01/2027	06/30/2031

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	2525 Highway 75	Blountville	TN	37617-6366	USA
2	2525 Highway 75	Blountville	TN	37617-6366	USA

Payment Details

Jul 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	102531	PSO VIRTUAL TRAINING	1	$500.00	$0.00	$500.00
Annual Payment 1	102605	VR INSTRUCTOR CERTIFICATION + IMPLEMENTATION (INSIDE SALES)	1	$700.00	$0.00	$700.00
Annual Payment 1	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	260	$2,527.20	$0.00	$2,527.20
Annual Payment 1	BasicLicense	Basic License Bundle	12	$2,340.00	$0.00	$2,340.00
Annual Payment 1	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	2	$1,500.48	$0.00	$1,500.48
Annual Payment 1	BWCamTAP	Body Worn Camera TAP Bundle	13	$6,083.99	$0.00	$6,083.99
Annual Payment 1	C00032	TASER 10 CERTIFICATION STANDARD PLAN	13	$14,194.45	$0.00	$14,194.45
Annual Payment 1	H00002	AB4 Multi Bay Dock Bundle	2	$655.56	$0.00	$655.56
Annual Payment 1	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	13	$2,727.40	$0.00	$2,727.40
Annual Payment 1	ProLicense	Pro License Bundle	1	$585.00	$0.00	$585.00
Invoice Upon Fulfillment	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	2	$0.00	$0.00	$0.00
Invoice Upon Fulfillment	BWCamTAP	Body Worn Camera TAP Bundle	13	$0.00	$0.00	$0.00
Invoice Upon Fulfillment	C00032	TASER 10 CERTIFICATION STANDARD PLAN	13	$0.00	$0.00	$0.00
Total				**$31,814.08**	**$0.00**	**$31,814.08**

Jul 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	102531	PSO VIRTUAL TRAINING	1	$500.00	$0.00	$500.00
Annual Payment 2	102605	VR INSTRUCTOR CERTIFICATION + IMPLEMENTATION (INSIDE SALES)	1	$700.00	$0.00	$700.00
Annual Payment 2	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	260	$2,527.20	$0.00	$2,527.20
Annual Payment 2	BasicLicense	Basic License Bundle	12	$2,340.00	$0.00	$2,340.00
Annual Payment 2	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	2	$1,500.48	$0.00	$1,500.48
Annual Payment 2	BWCamTAP	Body Worn Camera TAP Bundle	13	$6,083.99	$0.00	$6,083.99
Annual Payment 2	C00032	TASER 10 CERTIFICATION STANDARD PLAN	13	$14,194.45	$0.00	$14,194.45
Annual Payment 2	H00002	AB4 Multi Bay Dock Bundle	2	$655.56	$0.00	$655.56
Annual Payment 2	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	13	$2,727.40	$0.00	$2,727.40
Annual Payment 2	ProLicense	Pro License Bundle	1	$585.00	$0.00	$585.00
Total				**$31,814.08**	**$0.00**	**$31,814.08**

Jul 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	102531	PSO VIRTUAL TRAINING	1	$500.00	$0.00	$500.00
Annual Payment 3	102605	VR INSTRUCTOR CERTIFICATION + IMPLEMENTATION (INSIDE SALES)	1	$700.00	$0.00	$700.00
Annual Payment 3	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	260	$2,527.20	$0.00	$2,527.20
Annual Payment 3	BasicLicense	Basic License Bundle	12	$2,340.00	$0.00	$2,340.00
Annual Payment 3	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	2	$1,500.48	$0.00	$1,500.48
Annual Payment 3	BWCamTAP	Body Worn Camera TAP Bundle	13	$6,083.99	$0.00	$6,083.99
Annual Payment 3	C00032	TASER 10 CERTIFICATION STANDARD PLAN	13	$14,194.45	$0.00	$14,194.45
Annual Payment 3	H00002	AB4 Multi Bay Dock Bundle	2	$655.56	$0.00	$655.56

Non-Binding Budgetary Estimate

Jul 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	13	$2,727.40	$0.00	$2,727.40
Annual Payment 3	ProLicense	Pro License Bundle	1	$585.00	$0.00	$585.00
Total				**$31,814.08**	**$0.00**	**$31,814.08**

Jul 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	102531	PSO VIRTUAL TRAINING	1	$500.00	$0.00	$500.00
Annual Payment 4	102605	VR INSTRUCTOR CERTIFICATION + IMPLEMENTATION (INSIDE SALES)	1	$700.00	$0.00	$700.00
Annual Payment 4	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	260	$2,527.20	$0.00	$2,527.20
Annual Payment 4	BasicLicense	Basic License Bundle	12	$2,340.00	$0.00	$2,340.00
Annual Payment 4	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	2	$1,500.48	$0.00	$1,500.48
Annual Payment 4	BWCamTAP	Body Worn Camera TAP Bundle	13	$6,083.99	$0.00	$6,083.99
Annual Payment 4	C00032	TASER 10 CERTIFICATION STANDARD PLAN	13	$14,194.45	$0.00	$14,194.45
Annual Payment 4	H00002	AB4 Multi Bay Dock Bundle	2	$655.56	$0.00	$655.56
Annual Payment 4	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	13	$2,727.40	$0.00	$2,727.40
Annual Payment 4	ProLicense	Pro License Bundle	1	$585.00	$0.00	$585.00
Total				**$31,814.08**	**$0.00**	**$31,814.08**

Jul 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	102531	PSO VIRTUAL TRAINING	1	$500.00	$0.00	$500.00
Annual Payment 5	102605	VR INSTRUCTOR CERTIFICATION + IMPLEMENTATION (INSIDE SALES)	1	$700.00	$0.00	$700.00
Annual Payment 5	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	260	$2,527.20	$0.00	$2,527.20
Annual Payment 5	BasicLicense	Basic License Bundle	12	$2,340.00	$0.00	$2,340.00
Annual Payment 5	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	2	$1,500.48	$0.00	$1,500.48
Annual Payment 5	BWCamTAP	Body Worn Camera TAP Bundle	13	$6,083.99	$0.00	$6,083.99
Annual Payment 5	C00032	TASER 10 CERTIFICATION STANDARD PLAN	13	$14,194.45	$0.00	$14,194.45
Annual Payment 5	H00002	AB4 Multi Bay Dock Bundle	2	$655.56	$0.00	$655.56
Annual Payment 5	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	13	$2,727.40	$0.00	$2,727.40
Annual Payment 5	ProLicense	Pro License Bundle	1	$585.00	$0.00	$585.00
Total				**$31,814.08**	**$0.00**	**$31,814.08**

Non-Binding Budgetary Estimate

This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractable offer for sale of Axon goods or services.

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Exceptions to Standard Terms and Conditions

Rewrite Estimates

Estimated Amounts and Contract Terminations. Any amounts stated as due under existing or terminated contracts — including contract transfer balances carried forward to new or pending contracts — are estimates based on payments received as of the calculation date. These estimates may be adjusted if new contracts are not executed on the anticipated dates or if expected payments are not made.

Refresh Shipment Timing

Technology Assurance Plan (TAP) Refresh Prior to Renewal. For Customers with expiring agreements that include TAP refresh rights, Axon may, in its discretion, ship refresh hardware under the existing contract while renewal or replacement agreements are in progress. Any such shipments will be deemed made under the terms of the existing contract until the new contract is fully executed, after which any applicable updates, fees, or adjustments will apply.

Shipment Timing

Shipment Variance. Estimated shipment dates are provided for planning purposes only and are not guarantees. Axon may ship hardware before or after the estimated shipment date, and failure to meet an estimated shipment date will not, by itself, constitute a breach, provided Axon uses commercially reasonable efforts to meet estimated shipment dates.

Program Cost Summary

Tri-Cities Airport Authority

Department of Public Safety

Axon Body-Worn Camera & Taser 10 Program

Program Components

- 13 Axon Body 4 Cameras
- 13 Taser 10 Devices
- 2 Multi-Bay Camera Docks
- Evidence.com Cloud Storage
- Taser Certification Program
- Instructor Training
- VR Training System
- Equipment Warranty & Refresh Program
- Digital Evidence Management System

Financial Summary

Item	Cost
Annual Cost	$31,814.08
Monthly Equivalent	$2,651.17
Five-Year Cost	$159,070.40

Funding Source

Department of Public Safety Operating Budget

Department of Public Safety Body-Worn Camera Program Overview

Purpose

To provide officers with a professional body-worn camera system that enhances accountability, transparency, evidence collection, and officer safety.

Benefits

- Documents law enforcement encounters
- Captures evidence for criminal investigations
- Assists in prosecution of criminal offenses
- Resolves citizen complaints
- Protects officers against false allegations
- Reduces organizational liability
- Enhance public trust

Equipment Included

- 13 - Axon Body 4 Cameras
- Evidence.com Cloud Storage
- Camera Docking Stations
- Equipment Refresh Program
- Warranty Coverage

Operational Impact

The program will provide consistent documentation of law enforcement activities occurring on airport property and support investigations involving TSA, federal agencies, local law enforcement, and airport operations.

Department of Public Safety Taser 10 Program Overview

Purpose

To provide officers with a less-lethal force option that improves safety for officers, airport employees, passengers, and the public.

Benefits

- Less-lethal alternative to firearms
- Reduces officer injuries
- Reduces subject injuries
- Effective tool for combative individuals
- Improve use-of-force options
- Aligns with modern law enforcement practices

Equipment Included

- 13 - Taser 10 Devices
- Duty Holsters
- Training Cartridges
- Live Duty Cartridges
- Instructor Certification
- VR Training System
- Warranty & Replacement Program

Operational Impact

The Taser 10 program provides officers with an intermediate force option that can safely resolve incidents while reducing the likelihood of serious injury to officers or subjects.

Tri-Cities Airport Authority
June 11, 2026

CONSIDER:

Airport Operations Management Software
Award Aerosimple

Summary:

Federal Aviation Administration (FAA) 14 CFR 139 requires the airport to conduct various airfield related inspections and track all related work orders. As the airport has recently grown, the airport's current software is limited in its ability to keep up. A Request for Proposals (RFP) was created for an airport operations management software that accomplished the following scope of work:

- **Operations** – The ability to conduct inspections, assign shift task, track communications, track wildlife, and manage workflows.
- **Maintenance** – The ability to track work orders, schedule preventative maintenance, and handle asset management.
- **Incident Management** – The ability to create operational, Aircraft Rescue and Firefighting (ARFF), and security related reports.
- **Permit Management** – The ability to issue permits for airside vehicles and permits for miscellaneous activities, such as special events.
- **Lease Management** – The ability to store a tenant database with lease terms, contact information, and operational requirements.
- **Training** – The ability to store employee training records, certifications, and qualification documents.

A selection committee of various airport staff was created to evaluate the two proposals that were received with Aerosimple having the highest rated proposal. The initial term is for a two year contract with the option for a three year renewal. The following is the funding plan:

Submitted By: Chris Stipo
Director of Operations

Airport Operations Software – Funding Plan

FY27 Administrative Expenses	$ 30,000
FY27 Airfield Expenses	$ 25,000
FY27 Public Safety Expenses	$ 35,000
FY28 Administrative Expenses	$ 30,000
FY28 Airfield Expenses	$ 10,000
FY28 Public Safety Expenses	$ 35,000
FY29 Administrative Expenses	$ 30,000
FY29 Airfield Expenses	$ 10,000
FY29 Public Safety Expenses	$ 35,000
FY30 Administrative Expenses	$ 30,000
FY30 Airfield Expenses	$ 10,000
FY30 Public Safety Expenses	$ 35,000
FY31 Administrative Expenses	$ 30,000
FY31 Airfield Expenses	$ 10,000
FY31 Public Safety Expenses	$ 35,000
Total	$390,000

Recommendation:

Approve the Airport Operations Management Software agreement with Aerosimple for a two year contract with the option for a three year renewal in the amount of $390,000 to go to the board for approval.

Submitted By: Chris Stipo
Director of Operations

BID TAB SHEET
Gate Management Software RFP
Bid Date: May 27, 2026

FIRM NAME & ADDRESS	Aerosimple	Veoci
Fufillment of Scope of Work (40 Points)	39	35
Experience and Capabilities (25 Points)	23	21
Price (25 Points)	19	23
Vendor Experience & References (10 Points)	9	8
Total Points	90	86

All-in-one Airport Management Platform

27th May, 2026

REQUEST FOR PROPOSALS:
AIRPORT OPERATIONS MANAGEMENT SOFTWARE

Submitted to:
Chris Stipo, Director of Operations
Tri-Cities Airport Authority
2525 Highway 75, Suite 301
Blountville, TN 37617

Submitted by:
Aerosimple, LLC
30 N Gould St, STE 471
Sheridan, WY 82801

Contents

1

Cover Letter

Chris Stipo
Director of Operations
Tri-Cities Airport Authority

Subject: Proposal for Airport Operations Management Software

Aerosimple is pleased to submit this proposal to the Tri-Cities Airport Authority (TCAA) in response to the Request for Proposals for Airport Operations Management Software. This proposal outlines how Aerosimple will provide, configure, implement, and support a modern cloud-based airport operations management platform designed to streamline airport operations, improve regulatory compliance, and enhance operational visibility across Tri-Cities Airport.

Aerosimple is a leading aviation technology company focused exclusively on airports. With over 150 years of combined aviation experience and successful implementations at more than 100 airports worldwide, Aerosimple delivers scalable and configurable airport management solutions designed to support airport operations, maintenance management, inspections, compliance tracking, incident reporting, permit management, and operational coordination.

The Aerosimple platform is designed to support the operational workflows outlined in this RFP, including inspections, work order management, incident reporting, permit management, lease management, training records, wildlife tracking, audit compliance, and operational communications. Accessible via desktop, tablet, and mobile devices, the platform provides airports with a centralized and user-friendly environment for managing operational and maintenance activities in real time.

Key capabilities of the Aerosimple platform include:

- Configurable inspections and operational checklists.
- Centralized operations logs and communications tracking.
- GIS-enabled work order and asset management.
- Preventative maintenance scheduling and workflow automation.
- Incident reporting and automated response workflows.
- Permit, lease, and tenant management tools.
- Employee training and certification tracking.
- Wildlife reporting with GPS mapping capabilities.
- Customizable dashboards, forms, workflows, and reporting tools.

Aerosimple appreciates the opportunity to partner with the Tri-Cities Airport Authority on this initiative. We are confident that our airport-focused expertise, configurable platform, and commitment to customer success will provide long-term operational value to TRI.

Sincerely,

Vishu Rao
Founder and CEO

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Fulfillment of Scope of Work

SCOPE OF WORK

Operations

Requirement	Requirement Met	Response
The ability to customize different types of inspections and checklist, such as day, night, special, periodic, and vehicle inspections.	Yes	The platform supports fully configurable inspection templates and checklists for all operational scenarios, including daily, nightly, special, periodic, and vehicle inspections. Airports can configure forms, workflows, scoring logic, required fields, and inspection frequencies without vendor dependency.
The ability to log the document date, inspection type, and user.	Yes	All records are automatically time stamped and maintain a complete audit trail, including inspection type, submission date, assigned user, and modification history.
The ability to assign shift task across different shifts at different frequencies, such as daily, weekly, monthly.	Yes	Shift and task management capabilities allow airports to assign recurring operational tasks across shifts with configurable frequencies, including daily, weekly, monthly, or custom intervals.
The ability to connect, track, carryover, and mark on a map work orders that are related to each discrepancy.	Yes	Discrepancies identified during inspections can automatically generate linked work orders. Open items may be carried forward to future inspections and displayed through GIS/map-based visualization for operational awareness.
A centralized operations and communications log that captures, tracks, and managers radio communications and operational activities.	Yes	The system includes a centralized Operations Log module for recording operational activities, radio communications, incidents, shift notes, and coordination activities with searchable history and reporting.

Requirement	Requirement Met	Response
The ability to create custom forms, workflows, and decision trees.	Yes	Administrators can configure custom forms, approval workflows, automated actions, conditional logic, and decision-tree based processes to align with airport operational procedures.
Streamlined audit management and regulatory compliance through automated tracking, documentation, and reporting.	Yes	The platform supports compliance management through automated recordkeeping, audit trails, notifications, document retention, and reporting aligned with FAA Part 139 operational requirements.
Customizable reports and dashboards that assist with managing the airport's operations.	Yes	Custom dashboards and reports provide operational visibility through configurable KPIs, charts, filters, and exportable reporting tools.
Wildlife reporting and tracking with GPS mapping.	Yes	Wildlife activity and strike reporting capabilities include GPS-based mapping, incident tracking, photo attachments, species identification, and reporting history.

Maintenance

Requirement	Requirement Met	Response
A work order system that allows for airfield and non-airfield work orders, asset tracking, and automated scheduling. The work order system must have the ability for tenants to digitally submit work orders.	Yes	The platform provides a centralized work order management system supporting both airfield and non-airfield maintenance activities, asset tracking, preventive maintenance scheduling, and tenant-submitted service requests through web-based portals or forms.

Requirement	Requirement Met	Response
Automated scheduling of preventative maintenance.	Yes	Preventive maintenance schedules may be configured using time-based or usage-based triggers with automated task generation and notifications.
Maintenance workflows with automated job scheduling, task assignment, and progress tracking.	Yes	Maintenance workflows support automated assignment, status tracking, escalation rules, completion verification, and real-time progress visibility.
The ability to track labor hours, equipment cost, and material cost to provide accurate work order cost.	Yes	Work orders support labor tracking, material usage, equipment costs, and cost reporting for operational and financial visibility.
A centralized asset tracking system with lifecycle management, a registry system, and GIS asset tracking.	Yes	The asset management module maintains centralized asset records, lifecycle history, maintenance logs, GIS mapping, and configurable asset registries.
An inventory management system that can track and manage equipment, parts, and supplies with real-time stock monitoring and the ability to set automated reordering reminders.	Yes	Inventory management capabilities support stock tracking, part management, quantity monitoring, reorder thresholds, and automated low-stock notifications.

Incident Management

Requirement	Requirement Met	Response
The ability to create operational, ARFF, and security related reports with tracking.	Yes	The system supports configurable incident reporting for operational, ARFF, safety, and security events with workflow tracking and audit history.

Requirement	Requirement Met	Response
Automated workflows when responding to incidents.	Yes	Incident workflows can trigger automated notifications, escalations, assignments, and follow-up actions based on incident type or severity.
ARFF equipment tracking and maintenance scheduling for foam systems and rescue tools.	Yes	ARFF assets, foam systems, and rescue equipment can be tracked through maintenance schedules, inspection logs, and asset history records.
Incident documentation and reporting.	Yes	Incident records support attachments, photographs, witness information, corrective actions, and exportable reporting.

Permit Management

Requirement	Requirement Met	Response
The ability to issue permits for airside vehicles with status tracking and expiration notifications.	Yes	The permit management module supports issuance and tracking of airside vehicle permits with configurable approval workflows, expiration tracking, and automated renewal notifications.
The ability to issue miscellaneous permits for various activities that occur at the airport, such as special events.	Yes	Custom permit categories may be configured for operational activities, contractor access, special events, and temporary airport authorizations.
The ability to issue violations related to the TCAA's Rules and Regulations.	Yes	The system supports violation tracking, documentation, corrective action monitoring, and configurable notification workflows.

Lease Management

Requirement	Requirement Met	Response
The ability to store a tenant database with lease terms, contact information, and operational requirements.	Yes	The platform supports centralized tenant and lease record management, including lease terms, contact details, operational requirements, and supporting documentation.
Document management for contracts, permits, and insurance.	Yes	Document management capabilities allow secure storage and retrieval of contracts, permits, insurance records, and related files with version control and expiration tracking.
Automated leasing renewal notifications and expiration date tracking.	Yes	Automated notifications and dashboards help track lease renewals, insurance expirations, permit deadlines, and other critical dates.
The ability to conduct leased area inspections with photo documentation and condition scoring.	Yes	Inspection workflows support leased-area inspections with mobile data collection, condition scoring, photo attachments, and corrective action tracking.

Training

Requirement	Requirement Met	Response
The ability to store employee training records, certifications, and qualification documents.	Yes	The training management module stores employee training records, certifications, licenses, and qualification documents in a centralized repository.

Requirement	Requirement Met	Response
Customizable alerts and notifications for expiring training and recertification deadlines.	Yes	Automated alerts and notifications may be configured for upcoming certification expirations, recurring training requirements, and recertification deadlines.
Detailed training loges with timestamps, instructors, and completion status tracking.	Yes	Training records maintain detailed audit history including completion dates, instructors, attendance, status tracking, and supporting documentation.

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Aerosimple Experience & Capabilities

Company Overview

Aerosimple LLC is a U.S.-based aviation technology company focused exclusively on airports. Founded in 2019, Aerosimple provides modern cloud-based airport management solutions designed to streamline operations, improve compliance, strengthen safety management, and enhance operational efficiency across airport environments.

Legal Name and Address:
Aerosimple LLC
30 N Gould St, STE 4717
Sheridan, WY 82801

Aerosimple was founded by aviation professionals with over 150 years of combined industry experience, bringing deep operational and regulatory expertise into every solution delivered. Today, Aerosimple supports more than 160 airports worldwide, ranging from regional airports to major international hubs across 14 countries.

The Aerosimple platform includes more than 25 integrated airport management modules designed specifically for airport operations, maintenance, inspections, safety management, permit management, incident reporting, compliance tracking, and operational coordination. Approximately 90% of the platform is readily deployable out-of-the-box, while the remaining functionality can be configured to meet the operational requirements of individual airports.

Aerosimple leverages secure cloud infrastructure hosted on AWS to provide scalability, reliability, cybersecurity, and high system availability. The company is organized across dedicated Product Development & Engineering, Implementation & Professional Services, and Customer Success & Support teams to ensure efficient project delivery and long-term customer success.

In 2024, Aerosimple received recognition at the Airport Technology Excellence Awards in both the Innovation and Safety categories for its contributions to improving airport operational efficiency and safety management.

Primary Contact Information

Name: Stephen Blessing
Designation: Managing Director of Sales
Email ID: stephen@aerosimple.com
Phone No.: +1 720-326-9361

Relevant Airport Experience

Aerosimple has extensive experience delivering airport operations and management solutions to airports worldwide. Our experience includes implementations across regional airports, commercial service airports, and international airport environments supporting operations, maintenance, inspections, compliance management, incident reporting, permits, and safety workflows.

Detailed airport references and relevant client experience have been provided in the “Vendor Experience & References” section of this proposal.

Implementation Approach

Aerosimple follows a structured and collaborative implementation approach designed to minimize operational disruption while ensuring successful deployment and user adoption.

Our implementation process typically includes:

Key Phases

Project Kick Off

The Project Kickoff phase marks the official initiation of the project and includes stakeholder introductions, project planning discussions, and review of TRI's operational workflows and departmental processes. Following alignment between both teams, the project will proceed into system configuration activities.

Initial System Configuration

During this phase, Aerosimple will configure the platform to align with TRI's operational requirements, including inspections, work order management, incident management, permit management, dashboards, workflows, and reporting tools. The configurable nature of the Aerosimple platform enables efficient deployment tailored to TRI's operational environment.

User Acceptance Testing (UAT)

Selected TRI stakeholders and system users will participate in User Acceptance Testing (UAT) to validate workflows, review operational functionality, and confirm alignment with airport requirements prior to deployment.

Changes to Configuration based on UAT

Based on feedback received during UAT, Aerosimple will implement agreed-upon configuration updates and workflow refinements. During this phase, administrator and end-user training sessions will also be conducted to ensure successful system adoption.

Go Live

Following successful testing and training, the configured system will be deployed into the live production environment. Aerosimple will provide go-live support to ensure a smooth operational transition and system stabilization.

A dedicated project management team is assigned throughout the implementation process to coordinate communication, manage timelines, monitor deliverables, and ensure successful project execution.

The Aerosimple platform is highly configurable and designed for rapid deployment, enabling airports to efficiently transition from legacy or manual processes into a centralized digital operational environment.

Support & Training

Aerosimple provides comprehensive training and ongoing support to ensure successful adoption and long-term operational success.

Training is provided for both system administrators and end users across airport departments including operations, maintenance, safety, and business management.

Admin Training

Aerosimple will train airport system administrators and those responsible for Level 1 support. This training will cover all Aerosimple system administration and monitoring functions, basic fixes, configurations, and more. Specifically, system administrators will learn to:

- Monitor system operations.
- Access system logs containing warnings and error notifications.
- Run audits and system health statistics and print reports.
- Define user roles and manage user accounts.
- Develop, add, edit, and configure user views, Response Plans, Dashboards, and automated business rules.

User Training

End-user training provides detailed procedures for daily tasks within the application, tailored to the needs of different departments such as operations, maintenance, and business management.

Operator Training: Focuses on Aerosimple system functions for management and field staff, including creating and updating events, viewing event logs and dashboards, designing forms and inspections, and running reports.

Mobile Users Training: Covers system functions for mobile users accessing the system via smartphone, tablet, or similar devices. Includes acknowledging assignments, updating events, and viewing maps and documents.

Additional Training

Aerosimple will also offer additional and refresher training sessions on new releases as part of the annual subscription throughout the warranty period, ensuring users stay up-to-date with the latest features and functionalities.

Maintenance: We provide 24/7/365 chat, phone, and email support that a user can contact if they have any issues.

We release new features into our platform every week, and the airports get access to any new solution at absolutely no additional cost. Monthly enhancement conference call is conducted to demonstrate the new key features to our airport clients.

Customer Support Framework

- 24/7/365 Chat, Phone & Email Support
- Email response time: within 8 business hours
- Direct access to Customer Experience Team (cx@aerosimple.com)
- Monthly system health review and usage reporting (via email)
- Unlimited remote onboarding and training until go-live
- Priority submission for new feature requests
- 1 complimentary masterclass seat per year

Technical Capabilities

Aerosimple provides a modern cloud-based airport operations management platform designed specifically for airport environments. The platform is accessible through desktop, tablet, and mobile devices, enabling real-time operational visibility and field accessibility.

Key technical capabilities include:

- Configurable forms, inspections, workflows, and dashboards.
- Work order and preventative maintenance management.

- GIS-enabled asset and discrepancy tracking.
- Incident management and operational communications logging.
- Permit, lease, and tenant management capabilities.
- Wildlife reporting and GPS mapping functionality.
- Real-time reporting, analytics, and audit tracking.
- Role-based permissions and user access controls.
- Secure cloud hosting on AWS infrastructure.
- Scalable architecture designed to support future operational growth and additional modules.

The Aerosimple platform is designed to support regulatory compliance, operational efficiency, and centralized airport management through a configurable and aviation-focused software environment.

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Project Pricing

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
FEE	$ 90,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$390,000

Module Wise Breakdown

ONE TIME FEE	TOTAL (USD)
System Configuration and Implementation	$ 15,000

RECURRING FEE	TOTAL (USD)
Airfield Ops Solution	$25,000
Maintenance Management System	Included
Training Management System	Included
Permit Management System	Included
Lease Management System	$15,000
Incident Management System	$25,000
Business Intelligence	$10,000
SUB TOTAL (RECURRING FEE)	**$ 75,000**
TOTAL (RECURRING + ONE TIME FEE)	**$ 90,000**

Contract Term & Payment Terms

- Initial Term: **2 Years**
- The agreement may be extended for an additional 3-year term upon mutual agreement between both parties.

Included Services & Deliverables

- System Configuration and Implementation includes setup, implementation, inventory configuration, and App139 data migration.
- Operations solution includes maintenance support, training management, permit management, and premium support at no additional cost.
- Incident Management includes mass notification capability.
- Lease Management includes standard configuration and deployment.
- BI Tool includes dedicated sessions with an Aerosimple LLC Data Scientist.

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Vendor Experience & References

Vendor Experience & References

Aerosimple has extensive experience delivering airport management solutions to airports across the United States and internationally, supporting airport operations, maintenance management, inspections, compliance tracking, safety workflows, and operational coordination activities. Our platform is currently utilized by more than 160 airports worldwide, ranging from regional airports to major international hubs.

The following references are provided to demonstrate Aerosimple's experience implementing and supporting airport operations management solutions within active airport environments. Included below are three representative airport clients currently utilizing Aerosimple solutions for operational and maintenance-related workflows.

Reference 1:

a. Client Name & Address:
Houston Airports System
16930 John F. Kennedy Blvd, Houston, Texas 77032

b. Contact Person:
Jeff Thiry
IT Project Manager
Email: jeffrey.thiry@houstontx.gov

c. Scope of Work Summary: Aerosimple implemented an integrated operational management solution for Houston Airports System, encompassing OPS-Advanced, Work Orders/CMMS, Safety Management, and additional add-on modules. The scope included workflow automation, maintenance management, operational tracking, safety reporting, inspections, mobile applications, configurable dashboards, and reporting capabilities. The solution was tailored to support the airport's operational processes, improve efficiency, enhance visibility across departments, and provide real-time access to operational and maintenance data.

d. Contract Duration: The project commenced in April 2024 and the system remains live and operational to date.

Reference 2:

a. Client Name & Address:
Eppley Airfield aka Omaha Airport
4501 Abbott Dr, Omaha, NE 68110, United States

b. Contact Person:
Matt Aubry
Operations Manager
Email: matt.aubry@flyoma.com

c. Scope of Work Summary: Aerosimple implemented a centralized airport operations and management solution for Eppley Airfield, including OPS-Advanced, Work Orders/CMMS, Lease Management, Safety Management, Snow Management, AirFields, Asset Management, Phone Book, and additional add-on modules. The implementation covered system configuration, workflow automation, GIS-based mapping, inspections, maintenance operations, lease and safety management, mobile applications, reporting dashboards, and end-to-end implementation services. The solution was customized to align with the airport's operational requirements, enhance cross-departmental visibility, streamline day-to-day activities, and enable real-time access to operational and asset data.

d. Contract Duration: The project commenced in February 2025 and continues to operate successfully in the live production environment.

Reference 3:

a. Client Name & Address:
San Antonio International Airport
9800 Airport Blvd, San Antonio, TX 78216, United States

b. Contact Person:
Scott L. Brown
Chief of Facilities Management
Email: scott.brown@sanantonio.gov

c. Scope of Work Summary: Aerosimple implemented a comprehensive Enterprise Asset Management System (EAMS) and Work Order/CMMS solution for San Antonio International Airport to streamline maintenance operations, asset lifecycle management, and work order processes across airport facilities and infrastructure. The solution included configuration of preventive and corrective maintenance workflows, asset inventory and hierarchy management, work order scheduling and tracking, technician assignment, spare parts and inventory management, and mobile-enabled maintenance activities. The system was integrated with GIS and asset management functionalities to provide real-time visibility into asset performance and maintenance operations, improving operational efficiency, supporting proactive maintenance planning, and ensuring timely completion of maintenance tasks across the airport.

d. Contract Duration: The implementation began in February 2025 and the system continues to be actively utilized by the airport.

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Exhibit A

Exhibit A

Signature Page

In Response to: Airport Operations Management Software

(1) The individual executing this Signature Page, on behalf of the Respondent, in the above-named process represents and warrants that he/she is authorized by the Respondent's Board of Directors or other concerned parties who have an interest in the business. Further, he/she certifies by their signature that the information contained in the response is true and accurate to the best of their knowledge, that the response meets or exceeds the requested specifications that the Respondents will comply with all provisions and conditions specified, and that all requested information has been submitted.

(2) Visweswara Rao Viswanadha (name); CEO (title); deposes and warrants that Aerosimple, LLC (Respondent) has not, either directly or indirectly, entered into any contract or participated in any collusion or otherwise taken any action in restraint of free competition in connection with the response submitted to the request named above. Further, that the response has been independently produced, void of collusion with any other Respondent, competitor, or potential competitor. No information contained in this response has been knowingly disclosed prior to the official opening of the response. Lastly, no attempt has been made to induce any person or company to submit or not submit a response to the above-named request. This statement is made under penalty of perjury.

(3) By providing a response to this solicitation, the Respondent certifies that he/she does not discriminate against any employee or applicant for employment on the grounds of of race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position. He/she further agrees that he/she will obtain identical certifications from proposed sub-contractors prior to the award of sub-contracts and that he/she will forward a notice of this requirement to such proposed sub-contractors.

Aerosimple, LLC
Company or Corporation Name

V.V.Rao 05/21/2026
Name *(signature)* Date

Visweswara Rao Viswanadha
Name *(printed)*

CEO
Title

Tri-Cities Airport Authority
June 11, 2026

CONSIDER:

FBO & Maintenance Equipment Acquisitions
Award Multiple Companies

Summary:

The TCAA's Fixed Based Operator (FBO) and Maintenance Departments maintain a wide variety of equipment and vehicles. New equipment was procured in anticipation of the airport run FBO and to enhance Maintenance's capabilities. Seventeen pieces of equipment were advertised for bid with fifteen receiving bids. The equipment will be funded using a combination of state aeronautics grant funds and miscellaneous capital expenditures. The following is the proposed funding plan, with a more detailed breakdown on the following page:

FBO & Maintenance Equipment Acquisitions – Funding Plan

Airport Administration	$ 7,500.00
FBO & Maintenance Equipment	$1,128,112.05
Estimated Total	$1,135,612.06

FY27 State Grant Funding

State Funds	95%	$1,078,831.46
Airport	5%	$ 56,780.60
Estimated Total		$1,135,612.06

Recommendation:

Approve the FBO and Maintenance equipment acquisitions as listed on the following page in the amount of $1,135,612.06 to go the board for approval.

Submitted By: Chris Stipo
Director of Operations

Tri-Cities Airport Authority
June 11, 2026

2026 FBO & Maintenance Equipment Acquisition
Tri-Cities Airport Authority
Estimated Cost Summary
20-May-26

Equipment	Cost
Airport Maintenance – Compact Track Loader RFB	$ 87,623.15
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 89,623.15**
Airport Maintenance – Forklift RFB	$ 53,919.00
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 55,919.00**
Airport Maintenance – Turbine Debris Blower RFB	$ 99,595.00
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 101,595.00**
Airport Maintenance – Turbo Turf Trailer Sprayer RFB	$ 20,075.00
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 22,075.00**
Airport Maintenance – Zero Turn Mower RFB	$ 14,529.26
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 16,529.26**
FBO – Air Conditioning and Heating Unit RFB	$ 132,843.00
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 134,843.00**
FBO – Air Start RFB	$ 335,900.00
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 337,900.00**
FBO – Courtesy Vehicle RFB	$ 66,696.00
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 68,696.00**
FBO – Four Passenger Electric Golf Cart RFB	$ 8,798.00
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 10,798.00**
FBO – GPU RFB	$ 64,959.30
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 66,959.30**
FBO – GSE Fueling Cart RFB	$ 29,962.35
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 31,962.35**
FBO – Lavatory Service Cart RFB	$ 12,057.00
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 14,057.00**

Submitted By: Chris Stipo
Director of Operations

FBO – Light Pickup Truck RFB	$ 39,115.75
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 8,000.00
Subtotal	**$ 47,115.75**
FBO – Remote Controlled Aircraft Tug RFB	$ 115,301.25
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 117,301.25**
FBO – Six Passenger Electric Golf Cart RFB	$ 10,738.00
Miscellaneous Equipment (Strobe Lights/Radios/Markings)	$ 2,000.00
Subtotal	**$ 12,738.00**
Administrative Expenses	**$ 7,500.00**
Total	**$ 1,135,612.06**
State Funds (95%)	**$ 1,078,831.46**
Airport Local Funds (5%)	**$ 56,780.60**
Total Estimated Project Amount (100%)	**$ 1,135,612.06**
State Grant Amount	**$ 1,078,900.00**

Submitted By: Chris Stipo
Director of Operations

BID TAB SHEET
Airport Maintenance – Compact Track Loader RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Bobcat 3711 Bristol Highway Johnson City, TN 37601	T66 T4	$87,623.15
The Lilly Company 428 Riverport Rd. Kingsport, TN 37660	VT275	$89,125.00
STEC PO Box 609 Sandy Springs, SC 29677	TL750	$89,600.00
Oneida Equipment 6259 Rutledge Pike Knoxville, TN 37924	TL750	$84,688.00*

*Does not meet specifications.

Quotation Number: **CM1676834**
Quote Sent Date: **May 14, 2026**
Expiration Date: **May 31, 2026**
Prepared By: **Chris Muncey**
Phone: +14237911413
Email: chrism@etra.biz

Customer	Contact	Dealer
TRI-CITIES REGIONAL AIRPORT 2525 HIGHWAY 75 BLOUNTVILLE, TN, 37617-6366 Phone: +1 423 325 6000	**Matthew Ford** Phone: 4235792783 Email: mford1@flytri.com	**Bobcat of the Mountain Empire, Johnson City, TN** 3711 BRISTOL HIGHWAY JOHNSON CITY, TN, 37601

Item Name	Item Number	Quantity	Price Each	Total
T66 T4 Bobcat Compact Track Loader	M0349	1	52,636.42	52,636.42
Serial number: *B4SB60342*				
Standard Equipment: 74.0 HP Tier 4 V2 Bobcat Engine Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Hand and Foot (Manual) Cylinder Cushioning - Lift, Tilt Engine/Hydraulic Performance De-rate Protection Glow Plugs (Automatically Activated) Horn		Lift Arm Support Lift Path: Vertical Lights, Front and Rear LED Operator Cab Includes: Adjustable Suspension Seat, Top and Rear Windows, Parking Brake, Seat Bar and Seat Belt Roll Over Protective Structure (ROPS) meets SAE-J1040 and ISO 3471 Falling Object Protective Structure (FOPS) meets SAE-J1043 and ISO 3449, Level I; (Level II is available through Bobcat Parts) Parking Brake: Spring Applied, Pressure Released (SAPR) Solid Mounted Carriage with 4 Rollers Tracks: Rubber, 12.6" Narrow C Pattern Counter Weights - 100 lbs. Telematics - Machine IQ - 2-year Basics Warranty: 2 years, or 2000 hours whichever occurs first		
15.7" C-Pattern Rubber Track	M0349-R09-C02	1	1,161.11	1,161.11
Included: 15.7" C-Pattern Rubber Track				
7" Touch Display	M0349-R08-C03	1	1,285.73	1,285.73
Comfort Package	M0349-P11-C07	1	7,475.19	7,475.19
Included: Comfort Package: Enclosed HVAC Cab, Radio, Adjustable Heated Cloth Air Ride Seat, Power Bob-Tach, Solid Undercarriage, Instrumentation: Standard 5" Display, Engine Temperature and Fuel Gauges, Hour meter, RPM and Warning Indicators. Includes maintenance interval notification, fault display, job codes, quick start, auto idle, and security lockouts, Premium LED Lights, Keyless Start, Two-Speed Travel, 7-Pin Attachment Control, Dual Direction Bucket Positioning, Rear Camera, Sound Reduction,				
Selectable Joystick Controls	M0349-R01-C04	1	589.60	589.60

74" Heavy Duty Bucket	7272680		1	1,610.76	1,610.76
Long Bolt-on tooth kit	7355992		8	68.98	551.84
HD Brush Cutter - Standard Flow, 74"	7405769		1	13,468.30	13,468.30
Special Applications Polycarbonate Door Kit	7376911		1	2,875.00	2,875.00
Sweeper Bucket 72"	7405171		1	5,969.20	5,969.20
	Total for T66 T4 Bobcat Compact Track Loader				87,623.15
		Quote Subtotal			87,623.15
		Quote Total - USD			**87,623.15**

Notes: Price does not include tax or delivery.

Customer Acceptance:
Quotation Number: **CM1676834** Purchase Order: ______________________________
Authorized Signature:

Print: ____________________________ Sign: ____

Date:__________ Email:____ Tax Exempt: Y ▢ / N ▢

BID TAB SHEET
Airport Maintenance – Forklift RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Burwell Material Handling 233 Lee Highway Chilhowie, VA 24319	G35S-7	$53,919.00
The Lilly Company 428 Riverport Rd. Kingsport, TN 37660	Clark S40	$69,787.00

To: TRI□CITI□S □IRPORT
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Date□4/24/2026
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NEW BOBCAT FORKLIFTS G35S-7

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Standard Features

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Tilt Steering Column
Dual □lement □ir Cleaner
Counter□eight

Options Included In This Sales Quotation

UL Rating	□L Rated T□pe LP
Brakes	Oil□Cooled Disc □ra□es
Tires	Single Solid So□t Ride 8.25□15 Dri□e / □.00□12 Steer
Mast	□□Stage □ull □ree Triple □ ide □ie□ M□H 185" O□L □2" □□H 62"
Tilt Cylinders	8□□or□ard / 8□□ac□
Sideshifter	Integral Sideshi□ting □or□Positioner 51" □ ide □Class III
Carriage	Included □ith Integral □ttachment
Forks	Hoo□T□pe □Pallet □2.4" □6" □5□"
Load Backrest	Included □ith □or□Positioner
Overhead Guard	88" High
Hydraulic Lines	4□□ a□□or Sideshi□ting □or□Positioner
Hydraulic Control Valve	4 Section □ith 4 Le□ers
Mirrors	Large Rear □ie□ Mirrors
Seat	□in□l Suspension Seat □ith Hip Restraint
Direction Control	Standard □Le□er Direction Control
Grab Bar	Rear Gra□ □ar □ith Horn □utton
LP Tank Cradle	Standard Mounting
Warning Lights	Stro□e □□m□er □Mounted □elo□ OHG
Warning Device	□ac□□p □larm
Front Work Lights	□2□□ront □lood Lights □L□D
Rear Work Lights	□1□Rear □lood Light □L□D
Warranty	□o□cat □ssurance □Standard 2 □ear / □000 Hour□Po□ertrain □ □ear / 6□000 Hour□OCD□ 5 □ear / 10□000 Hour

Hea□□Dut□Cooling
Speed Control □ith □uto Shi□t Controller

Quote Price:

MSRP :	**$ 53,919.00**
GRAND TOTAL:	**$ 53,919.00**

TERMS FOR ACCEPTANCE OF SALES QUOTATION AND ATTACHMENTS

This Quote does not include sales ta□i□applica□le
□O□□Deli□ered

This Sales Quotation is su□□ect to the Terms and Conditions o□Sale attached hereto and incorporated herein □□ re□erence. □□signing □elo□□Customer is agreeing to enter into a contract □or purchase in accordance □ith the terms o□ this Sales Quotation.

ACCEPTANCE AS CONTRACT OF SALE

Acceptance:
TRI□CITI□S □IRPORT
□TH□N INGR□M

Authorized Dealer:
□ur□ell Material Handling
R□an Rame□

□uthori□ed Signature

Sales Representati□e

Date□ ____________________

Applicability. By signing a quotation, purchase order, or sales agreement (a "Sales Confirmation") and agreeing to purchase equipment, parts, or any other goods ("Goods") from Burwell Material Handling, LLC, with its principal place of business at 150 East 4th Place, #900, Sioux Falls, SD 57104 ("Seller"), the buyer named on the applicable Sales Confirmation (the "Customer") agrees to these terms and conditions of sale ("the "Terms"), which are the only terms that govern the sale of the Goods by Seller. The Sales Confirmation and these Terms (collectively, this "Agreement") constitute the entire agreement between the parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral, between the parties. These Terms prevail over any of Customer's general terms and conditions of purchase regardless of whether or when Customer has submitted its purchase order or such terms. Fulfillment of Customer's order does not constitute acceptance of any of Customer's terms and conditions and does not serve to modify or amend these Terms.

Delivery. The Goods will be delivered within a commercially reasonable time after Customer's execution of the Sales Confirmation, subject to availability of finished Goods. Seller shall not be liable for any delays, loss or damage in transit. Seller shall deliver the Goods to Customer at one of Seller's stores or, if agreed to by the parties in writing, the Customer location listed on the Sales Confirmation (the "Delivery Point"). Title and risk of loss passes to Customer upon delivery of the Goods at the Delivery Point. Regardless of Delivery Point, Customer shall be responsible for all applicable shipping and loading charges, including insurance, to complete delivery of the Goods, and shall provide such equipment and labor as necessary for receipt of the Goods at the Delivery Point. Seller may, in its sole discretion, without liability or penalty, make partial shipments of Goods to Customer. Each shipment will constitute a separate sale, and Customer shall pay for the Goods shipped whether such shipment is in whole or partial fulfillment of Customer's purchase order.

Price. Customer shall purchase the Goods from Seller at the applicable price or prices set forth in the Sales Confirmation (the "Prices"). All Prices are exclusive of sales, use and excise taxes, and any other similar taxes, duties, tariffs, and charges of any kind imposed by any governmental authority on any amounts payable by Customer. Customer shall be responsible for all such charges, costs and taxes; *provided*, that Customer shall not be responsible for any taxes imposed on, or with respect to, Seller's income, revenues, gross receipts, personnel or real or personal property or other assets.

Payment Terms and Security Interest. Customer shall pay all invoiced amounts due to Seller upon execution of the Sales Confirmation unless otherwise agreed to in writing by the parties. Customer shall make all payments hereunder by wire transfer, credit card, or check and in US dollars. Customer shall pay interest on all late payments at the lesser of the rate of 1.5% per month or the highest rate permissible under applicable law, calculated daily and compounded monthly. Customer shall reimburse Seller for all costs incurred in collecting any late payments, including, without limitation, attorneys' fees. In addition to all other remedies available under these Terms or at law (which Seller does not waive by the exercise of any rights hereunder), Seller shall be entitled to suspend the delivery of any Goods if Customer fails to pay any amounts when due hereunder. Customer shall not withhold payment of any amounts due and payable by reason of any set-off of any claim or dispute with Seller, whether relating to Seller's breach, bankruptcy or otherwise. As collateral security for the payment of the purchase price of the Goods, Customer hereby grants to Seller a lien on and security interest in and to all of the right, title and interest of Customer in, to, and under the Goods, wherever located, and whether now existing or hereafter arising or acquired from time to time, and in all additions thereto and replacements or modifications thereof, as well as all proceeds (including insurance proceeds) of the foregoing. The security interest granted under this provision constitutes a purchase money security interest and will terminate when the Goods are paid for in full.

Parts Return Policy. The following parts are NOT returnable: (i) items special ordered by Seller (i.e., non-stocked items) under $25 value per part; (ii) Non-stocked items that are not returnable to the vendor, (iii) electrical components; (iv) items not in original packaging, with damaged packaging, or missing labels; and (v) obsolete or worn item. In addition, Seller assesses restocking fees on returnable items as follows: (i) stocked parts returned *less* than 10 days from date of purchase: 0%; (ii) Non-stocked parts returned *less* than 10 days from date of purchase: 20%; (iii) Non-stocked parts returned *more* than 10 days from date of purchase: 35%; and (iv) parts not originally purchased from Seller: 40% minimum. Whether Seller agrees to accept return of parts not originally purchased from Seller, as well as the applicable restock fee charged for such parts is subject to the discretion of Seller.

Assumption of Risk, Waiver of Subrogation & Indemnification: CUSTOMER ASSUMES THE RISK OF ANY AND ALL DAMAGE OR INJURY TO PERSONS OR PROPERTY OF ANY KIND OR NATURE, INCLUDING WRONGFUL DEATH, CAUSED BY, RESULTING FROM OR IN ANY WAY CONNECTED WITH THE GOODS ONCE IN THE POSSESSION OF THE CUSTOMER. CUSTOMER, FOR ITSELF AND ITS INSURANCE CARRIERS, WAIVES ANY AND ALL RIGHTS OF SUBROGATION AGAINST SELLER. CUSTOMER SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS SELLER AGAINST ANY AND ALL LOSSES AND DAMAGES OF WHATEVER KIND INCURRED BY SELLER, INCLUDING ATTORNEYS' FEES, RELATING TO ANY CLAIM OF A THIRD PARTY OR SELLER ARISING OUT OF OR OCCURRING IN CONNECTION WITH CUSTOMER'S USE OF GOODS OR NEGLIGENCE.

Disclaimer of Warranty and Limited Liability. EXCEPT AS TO ANY WARRANTY OFFERED TO CUSTOMER BY THE MANUFACTURER OF THE GOODS, THE GOODS ARE SOLD "AS IS" WITHOUT ANY WARRANTY BY THE COMPANY WHATSOEVER, INCLUDING ANY (a) WARRANTY OF MERCHANTABILITY; (b) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE; OR (c) WARRANTY AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE. IN NO EVENT SHALL SELLER BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE OR PROFIT OR LOSS OF DATA OR DIMINUTION IN VALUE, OR FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGES WERE FORESEEABLE AND WHETHER OR NOT SELLER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. IN NO EVENT SHALL SELLER'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THESE TERMS OR THE SALE OF THE GOODS HEREUNDER, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, EXCEED THE TOTAL OF THE AMOUNTS PAID TO SELLER FOR THE GOODS SOLD HEREUNDER.

Compliance with Law. Customer shall comply with all applicable laws, regulations and ordinances as may be applicable to the purchase and use of the Goods. Customer shall maintain in effect all licenses, permissions, authorizations, consents and permits that it needs to use the Goods or to perform its obligations under the Agreement.

Termination. In addition to any remedies that may be provided under these Terms, Seller may terminate the Agreement with immediate effect upon written notice to Customer, if Customer: (i) fails to pay any amount when due; (ii) has not otherwise performed or complied with any of these Terms, in whole or in part; or (iii) becomes insolvent, files a petition for bankruptcy or commences or has commenced against it proceedings relating to bankruptcy, receivership, reorganization or assignment for the benefit of creditors.

Miscellaneous. All matters arising out of or relating to the Agreement are governed by and construed in accordance with the internal laws of the State of South Dakota. Any legal suit, action or proceeding arising out of or relating to the Agreement shall be instituted in the federal courts of the United States of America or the courts of the State of South Dakota in each case located in the City of Sioux Falls and County of Minnehaha, and each party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action or proceeding. The invalidity, illegality, or unenforceability of any provision herein does not affect any other provision herein or the validity, legality, or enforceability of such provision in any other jurisdiction. Further, in the event that any provision is held to be overbroad as written, such provision shall be deemed amended to narrow its application to the extent necessary to make the provision enforceable according to law and enforced as amended. These Terms may only be amended or modified in a writing which specifically states that it amends these Terms and is signed by an authorized representative of each party. No waiver by Seller of any of the provisions of the Agreement is effective unless explicitly set forth in writing and signed by Seller. Customer shall not assign any of its rights or delegate any of its obligations under the Agreement without the prior written consent of Seller. The relationship between the parties is strictly that of vendor-vendee. Nothing contained in the Agreement shall be construed as creating any agency, partnership, joint venture or other form of joint enterprise, employment, or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever.

TRI-CITIES AIRPORT

BID TAB SHEET
Airport Maintenance – Turbine Debris Blower RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Buffalo Turbine 180 Zoar Valley Rd. Springville, NY 14141	BT-V8DB	$99,595.00
Bobcat 3711 Bristol Highway Johnson City, TN 37601	BT-V8DB	$115,900.00
Technology International 1331 South International Parkway, Suite 2251 Lake Mary, FL 32746	BT-V8DB	$122,820.00
Taza Supplies 16940 Vincennes Avenue South Holland, IL 60473	BT-V8DB	$134,687.19

BUFFALO TURBINE

180 Zoar Valley Road • Springville, NY 14141 • T (716) 592-2700 • F (716) 592-2460 • info@BuffaloTurbine.com • BuffaloTurbine.com

Debris Blowers, Sprayers, Dusters, Dust Suppression Systems

5/6/2026 **Terms: Payment with Purchase Order**

Quote Good For 30 days

Bill To: Tri-Cities Airport Authority
Ethan Ingram

Qty	Model	Description	Price	Total
1	BT-V8DB	Buffalo Turbine V8 24" Turbine Debris Blower	$94,995	$94,995
1	Crating	Crating	$850	$850
1		Freight	$3750	$3750
			Total	$99,595

Additional freight may be charged, if liftgate or call ahead is needed.
Price does not include tax.

Made in the USA

8-10 Week Lead Time

Some Assembly Required

Guy Gabbey, Jr
Sales Manager
GGabbey@buffaloturbine.com
Tel: 716 592 2700
Fax: 716 592 2460

BID TAB SHEET
Airport Maintenance – Turbo Turf Trailer Sprayer RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Technology International 1331 South International Parkway, Suite 2251 Lake Mary, FL 32746	Turbo Turf	$20,075.00

**Please see our equipment proposal TII/TN/0526/4824 attached on Page 04.

The Tri-Cities Airport Authority (TCAA) (Owner) is soliciting bids from qualified dealers to supply one (1) Turbo turf trailer sprayer for the Airport Maintenance department. Bids will be received until 2:00 PM, Local Eastern Time, on May 15, 2026, at the Tri-Cities Airport, Blountville, TN in the Main Terminal Building Board Room 301.

Copies of this Request for Bids (RFB) will be available on the Airport's website at https://flytri.com/business/about-tcaa/construction-development/.

The Owner reserves the right to reject any and/or all bids, to waive any/all informalities and technicalities in the bids received, to the extent permitted by applicable law, and to accept any bids which, in its sole discretion, is in the best interest of the Owner, if permitted by applicable law. All bids must comply with applicable local, state, and federal laws.

Bids are required to remain open for acceptance or rejection for a period of ninety (90) days after bid opening. The Owner will notify the successful bidder with a written, Notice of Award, no later than thirty (30) days after TDOT State Grant approval. If the Owner and apparent successful bidder cannot determine a date to furnish the required equipment, within ten (10) days after the Notice of Award is issued and has been received, the Owner may annul the bid.

Bidding Instructions

Bids must be submitted by email to Ethan Ingram, Assistant Supervisor of Maintenance, at eingram@flytri.com with a subject heading of "Airport Maintenance – Turbo Turf Trailer Sprayer RFB", or by mail to the address listed below with the vendor name and project title on the exterior of the envelope. A contact name, along with their email and phone number, must be included in each bid.

Bids must be in lump sum amount containing all associated costs, including shipping, and exclude all taxes. In addition to the lump sum amount, bids should also include a detailed cost breakdown of all associated costs. The TCAA is a tax-exempt entity with the selected bidder being provided with a copy of the TCAA State of Tennessee Government Certificate of Exemption.

Please contact Ethan Ingram, Assistant Supervisor of Maintenance, at eingram@flytri.com with any questions.

Mailing Address:

Tri-Cities Airport Authority
Attn: Ethan Ingram
2525 Highway 75, Suite 301
Blountville, TN 37617

RFB Schedule

The estimated cost will require the TCAA's board to approve the purchase at the June 25th board meeting. Below is an outline of the anticipated schedule for this RFB.

ACTIVITY	DATE
RFB Issue Date	Thursday, April 30, 2026
Submission Due Date	Friday, May 15, 2026 – by 2:00 PM
Awarded Bidder Notified	Monday, May 18, 2026
TCAA Board Approval	Thursday, June 25, 2026
TDOT State Grant Approval	July 2026
Notice of Award Issued	Following Approval of TDOT State Grant

Note: All times are in Local Eastern Time

Delivery and Acceptance

Delivery shall be made to the mailing address listed in the "Bidding Instructions" section of this RFB. A pre-delivery inspection must be conducted and confirmed by the manufacturer or dealership. A representative from the TCAA must be present at the time of delivery and delivery arrangements shall be made prior to delivery.

No item shall be accepted without all supporting documentation having been completed and delivered with the item, such as warranty documents, odometer or hour statement (if applicable), owner operating instructions, manuals and invoice.

Specifications

1. All specs are to be like or similar on bids.
2. 300-gallon tank capacity
3. Mounted on double axle trailer with brakes
4. Centrifugal pump resistant to chemicals capable of 100GPM
5. Gas powered engine with electric start for pump
6. 3 lane boom spray option
7. Hose reel spray option
8. Wireless remote control
9. 2 5/16 inch hitch

ADVERTISMENT – (LEGAL NOTICE TO BIDDERS)

The Tri-Cities Airport Authority (TCAA) (Owner) is soliciting bids from qualified dealers to supply the following equipment:

1. Airport Maintenance – Compact Track Loader RFB
2. Airport Maintenance – Electric Service Van RFB
3. Airport Maintenance – Forklift RFB
4. Airport Maintenance – Turbine Debris Blower RFB
5. Airport Maintenance – Turbo Turf Trailer Sprayer RFB
6. Airport Maintenance – Work Truck w/ Plow & Salt Spreader RFB
7. Airport Maintenance – Zero Turn Mower RFB
8. FBO – Air Conditioning and Heating Unit RFB
9. FBO – Air Start RFB
10. FBO – Courtesy Vehicle RFB
11. FBO – Four Passenger Electric Golf Cart RFB
12. FBO – GPU RFB
13. FBO – GSE Fueling Cart RFB
14. FBO – Lavatory Service Cart RFB
15. FBO – Light Pickup Truck RFB
16. FBO – Remote Controlled Aircraft Tug RFB
17. FBO – Six Passenger Electric Golf Cart RFB

Bids will be received until 2:00 PM, Local Eastern Time, on May 15, 2026 at the Tri-Cities Airport, Blountville, TN in the Main Terminal Building Board Room 301.

Copies of these Request for Bids (RFB) will be available on the Airport's website at https://flytri.com/business/about-tcaa/construction-development/. Each RFB contains bidding instructions and specifications.

Technology International, Inc.
1331 South International Parkway, Suite 2251
Lake Mary, FL 32746
Tel: (407) 359-2373
Fax: (407) 359-2372
E-mail: tii@tii-usa.com
Website: www.tii-usa.com

Equipment Proposal

Description: Airport Maintenance Turbo Turf Trailer Sprayer

Agency: Tri-Cities Airport Authority

Attention: Ethan Ingram
Email: eingram@flytri.com

TII Ref: **TII/TN/0526/48243**

Date: 05/15/2026

In response to your quote request for Airport Maintenance Turbo Turf Trailer Sprayer, Technology International, Inc. is pleased to submit the following for consideration:

ITEM NO.	QTY	DESCRIPTION/ MODEL NO.
1	1	**Brand: Turbo Turf** 300 gallon trailered ice control sprayer **Warranty:** 1 Year **Country of Origin: USA**
See attached data sheets		
Total………….................$20,075.00		

Warranty: Manufacturer’s Standard warranty applies.

Delivery:
- Estimated delivery is **24 Weeks** after receipt of order and approved submittal.
- *Please note, there may be unanticipated disruptions and delays in the supply chains globally, for parts, components, equipment and internal manufacturing services such as engineering, production allocation, and logistics. This may result in manufacturing & delivery delays out of*

our control. We will do our best to communicate all such impacts and reduce the effects of any such delays.

- All delivery dates quoted are subject to manufacturer's confirmation at time of order.
- Submittal data will be provided for approval after receipt of order (if applicable)
- Customer to provide equipment and personnel to unload
- TII will provide MSO at time of payment confirmation. Customer is responsible for all titling and registration of trailer (If Applicable)

Freight: Included to Blountville, TN 37617

Quote Validity: 90 days.

Payment Terms: NET 30
Prompt Payment discount: 1/4 % 10 days

Technology International, Inc. Corporate data:
We are a small business and our Tax Payer Identification Number (TIN): 650342335. The above price quoted does not include any sales, excise or similar taxes.

We trust that this proposal will meet your requirements and we look forward to hearing from you.

If you have any questions or need more information, please contact us by phone at 407-359-2373, fax at 407-359-2372 or email us at tii@tii-usa.com

Respectfully submitted,

Rifat Habib
Business Development Exec.
Technology International, Inc.

300 Gallon Trailer Type Ice Control Sprayer

300 gallon trailered ice control sprayer

5.5 HP Honda Engine, electric start

Ace GE 600 E-coated Pump 100 GPM, 100 PSI

OPS Wireless System – Start/Stop Engine/open and close each lane/retract electric hose reel

Three Lane Boom

Electric Rewind Hose reel

2 5/16th ball hitch

Double Axle Trailer

BID TAB SHEET
Airport Maintenance – Zero Turn Mower RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Bobcat 3711 Bristol Highway Johnson City, TN 37601	ZT7000	$14,529.26

Bobcat

Quotation Number: **CM1818557**
Quote Sent Date: **May 14, 2026**
Expiration Date: **May 31, 2026**
Prepared By: **Chris Muncey**
Phone: +14237911413
Email: chrism@etra.biz

Customer
TRI-CITIES REGIONAL AIRPORT
2525 HIGHWAY 75
BLOUNTVILLE, TN, 37617-6366
Phone: +1 423 325 6000

Contact
Matthew Ford
Phone: +14235792783
Email: mford1@flytri.com

Dealer
Bobcat of the Mountain Empire, Johnson City, TN
3711 BRISTOL HIGHWAY
JOHNSON CITY, TN, 37601

Item Name	Item Number	Quantity	Price Each	Total
ZT7000 Zero Turn Riding Mower	M6228	1	12,458.82	12,458.82

Standard Equipment:

Engine:
- Kawasaki FX801V Gas Engine (61" & 72" Deck)

Deck:
- AirFXTM Cutting System
- Air-Gap Baffles
- XL Grass Discharge Chute
- Front bull-nose designed
- Deep profile
- Adjustable front lips
- Cast Iron Spindle Assemblies

Engine Compartment:
- Rotating rear bumper
- 2 inch hitch receiver

Tires:
- Drive Tires: 26 x 12 - 12 OTR
- Caster Tires: 15 x 6.5 - 6 No Flat OTR

Transmission:
- Hydro-GearTM ZT-5400 2-Speed Hydrostatic Transaxle

Operator Platform:
- Instrumentation: Fuel Gauges, Hour meter and PTO
- Throttle and Choke Cables
- 12 V Plug Outlet
- Key Switch
- Front Mounted Light
- Extra High Back Full Mechanical Suspension Seat
- Padded Arm Rest
- Fore/Aft Adjustment
- Seat Belt
- Roll Over Protective Structure (ROPS) meets OSHA 1928.51 & 1928.52
- Meets standard ANSI/OPEI B71.4
- Anti-Vibration Foot Plate

Operator Controls:
- Hand Deck Lift Assist
- Adjustable Foot Deck Lift Assist
- Height of Cut Tethered Pin
- Adjustable Control Levers
- Fore/Aft/Up/Down

Warranty:
- 36 months, or 2000 hours whichever occurs first

Item Name	Item Number	Quantity	Price Each	Total
61" Deck Package with EFI Engine	M6228-P01-C03	1	827.32	827.32
Included: Kawasaki FX1000V EFI Engine 61" Side Discharge Mower Deck, Bobcat Seat,				
61" Operator Control Discharge Chute Kit	7436351	1	506.49	506.49
ROPS Canopy Kit	970649	1	586.63	586.63
	Total for ZT7000 Zero Turn Riding Mower			14,379.26
		Quote Subtotal		14,379.26
		Amber Beacon Light		150.00
		Quote Total - USD		**14,529.26**

Notes: Price does not include tax or delivery.

Customer Acceptance:
Quotation Number: **CM1818557** Purchase Order: ______________________________________
Authorized Signature:

Print: __________________________________ Sign: ____

Date:______________ Email:____ Tax Exempt: Y ▢ / N ▢

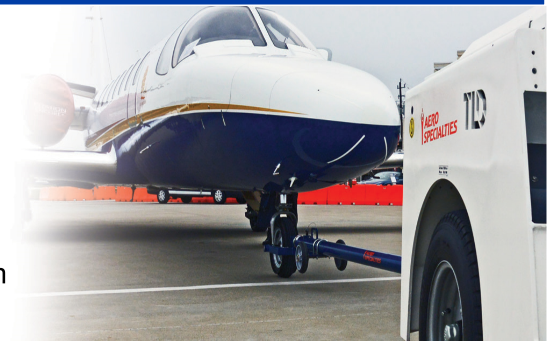
BID TAB SHEET
FBO – Air Conditioning and Heating Unit RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Aero Specialties 11175 W. Emerald St. Boise, ID 83713	TLD COOL-10-H	$132,843.00
Technology International, Inc. 1331 South International Parkway Suite 2251 Lake Mary, FL 32746	AGE30TT4COMBO	$149,500.00

Quotation

AERO SPECIALTIES
GROUND SUPPORT EQUIPMENT

11175 W. Emerald Street
Boise, ID 83713
United States of America
+1 208-378-9888
+1 208 378-9889
sales@aerospecialties.com
www.aerospecialties.com



Quote Number: AS1Q34389 **Date of Quote:** May 13, 2026 **Quote Valid Through:** Jun 12, 2026

Sold To:	Ship To:	Your Sales Rep:
Tri-Cities Airport Authority Erick Lanier 2525 Highway 75, Ste 301 Blountville, TN 37617 USA	**Tri-Cities Airport Authority** Erick Lanier 2525 Highway 75, Ste 301 Blountville, TN 37617 USA	**Derek Rose** V.P. of Government & Commercial Sales Phone: +1 208-378-9888 Email: derek@aerospecialties.com

Ship Via	Incoterms	Payment Terms	Reference
Delivered Destination	DAP Destination	Net 30 w/PO	

Thank you for your interest in AERO Specialties. Attached is the quote along with additional information requested. We appreciate the opportunity to earn your business. If you have any questions please let me know.

Part #	Description	Lead Time	Qty	Unit Price	Ext. Price
	FBO – Air Conditioning and Heating Unit RFB (meets and exceeds)				
COOL-10-H	New TLD COOL-10-H Air Conditioning Unit & Heating Unit for business jets, regional aircraft and certain narrowbody aircraft: • Maximum air flow: 0,8 kg/sec (110 lb/min) • Air outlet temperature (at conditions 35°C (95°F)/50%RH) : + 2°C (35°F) • R454B Refrigerant • Number of air outlets: 1 (Hose and coupler not included) • Compartment for hose storage • PLC Control • Modes: Cooling, Vent, Heating (optional) • 2 DANFOSS compressors (24+ Ton) • 212 l (56 gallon) fuel tank • Batteries: 2 x 12 V • Front axle with 5th wheel design (turn-table) • Brakes applied when tow-bar is raised or lowered • Hot dip galvanized chassis provides excellent protection against corrosion • TLD Livery - TLD White & Grey Panels • Low Fuel Shutdown standard	**~22-24 Weeks**	1	*$132,843.00*	**$132,843.00**

Unit quoted INCLUDES the following added options:
0061 - COLD WEATHER KIT: BLOCK HEATER, 120VAC
0474 - HEATING
0015 - WARNING BEACON, AMBER, FLASH
0153 - LOW FUEL BEACON, RED, FLASH, LF SHUTDOWN

Part #	Description	Lead Time	Qty	Unit Price	Ext. Price
	0307 - TLD AIRCRAFT COUPLER AND HOSE CLAMPS ***0054 - HANDLE, TOP TOWBAR*** ***0002 - FULL PRINTED MANUAL - HARD COPY*** ***HOSES: ACU HOSE, FLAT, INSULATED, 30FT*** ***Price quoted is delivered destination. No added cost for delivery.*** ***Onsite unit training and commissioning included.*** ***Warranty: 24 months with onsite warranty service.*** ***Specifications (meets or exceeds) the below General Requirements*** ***1. All specs are to be like or similar on bids.*** ***2. 24 ton unit.*** ***3. Diesel powered.*** ***4. 2 refrigeration cycles.*** ***5. Top mounted condensers with 2 fans.*** ***6. Electronically regulated expansion valves.*** ***7. Cooling and heating capabilities.*** ***Warranty & Service*** ***1. Standard manufacturer's warranty***				
AIDR	SOURCEWELL CONTRACT MASTER AGREEMENT #012026-AERO CATEGORY: Airside Ground Support Equipment with Related Services and Solutions https://www.sourcewell-mn.gov/cooperative-purchasing/012026-aero GSA CONTRACT: GS-30F-0030X AERO Specialties CAGE: 0T652 AERO Specialties SAM Entity ID: G2NEVSFVF3Y5 AERO Specialties DUNS: 60-254-2680 AERO Specialties TIN: 82-0517302 AERO Specialties POC: Derek Rose, 208-378-9888, derek@aerospecialties.com				

Totals

FOR UNITED STATES CUSTOMERS ONLY:

Due to laws concerning sales tax collection in the USA's various states, AERO Specialties will now collect sales tax from all customers that are not tax-exempt. The state/county's sales tax will be charged at the time of invoicing. Please provide your exemption documentation or relevant information during order placement if you are a reseller or a tax-exempt customer.

Subtotal	$132,843.00
Estimated Tax	$0.00
Estimated Shipping	$0.00
Grand Total	**$132,843.00**

Lead times are quoted in business days and subject to change.

Deposit Required	**$0.00**

Due to the rising costs on credit card processing fees all credit card transactions on orders valued over $5000 are subject to a small card processing fee.

Final pricing is subject to change based on any modifications to current U.S. tariffs in effect at the time of shipment. Increases in tariffs may result in a higher total final price

Quotation Notes and Acceptance

To accept and purchase the equipment on this quotation, sign below and return:

Acceptance Date: ______________________

Print Name: ______________________

Signature: ______________________

Please contact me if I can be of further assistance!

STANDARD TERMS AND CONDITIONS OF SALE
of AERO Specialties, Inc.

These standard terms and conditions of sale (STCS) govern the relationship between AERO Specialties (the "Seller") and the customer, (the "Customer"), whenever products (such as new equipment, secondhand equipment, or spare parts) (the Equipment") and services are sold to the Customer. The placement by the Customer of an order with the Seller implies the express acceptance of these terms and conditions of sales, which the Customer acknowledges having read and understood. The Customer acknowledges having accepted them without reserves or limitations. Any special or general clause, contrary to or different from these STCS, which may appear in any document from the Customer, including, but not limited to, in any general terms and conditions of purchase not expressly accepted by the Seller or any terms and conditions contained or attached to a Customer's purchase order, is declared to be not binding on the Seller. In the event of any discrepancies between these STCS and the Seller's specific terms as set out in an offer, a quotation or a specific agreement presented by the Seller, the provisions of the specific terms shall prevail over the present STCS.

ARTICLE 1 - ORDERS/SALES CONTRACTS

1.1 An order placed with the Seller must be in the form of a written purchase order. The issuance of a purchase order by the Customer shall be deemed as evidence and authentication of the Customer's acceptance of these STCS. Any other form of confirmation or acceptance of these STCS will bind the Customer to the terms and conditions set forth herein.

1.2 Without prejudice to, but not conditioned upon, the execution of an agreement for the sale of Seller's Equipment or services, all proposals, quotations, bids, or other similar communications sent by the Seller to the Customer shall be considered an invitation to the Customer to submit an offer to contract. A binding sales contract will be deemed effective when the Seller expressly accepts the Customer's purchase order by sending a Sales Order Acknowledgement ("SOA"), or an acknowledgment copy of an issued purchase order, to the Customer. In the absence of the foregoing, the sales contract will be formed by any form of written communication from the Seller to the Customer clearly expressing Seller's acceptance of the purchase order (such as acceptance via electronic mail with receipt confirmation).

1.3 Customer acknowledges and agrees that Seller's acceptance of a purchase order is subject to: (i) the Seller's evaluation of, and satisfaction with (at its sole discretion), several financial credibility factors, including, but not limited to Customer's current and historical payment performance towards the Seller, other suppliers and creditors; and (ii) any terms and conditions contained in the purchase order (including but not limited to technical specifications, pricing, delivery schedule and warranty conditions). The Seller shall not be liable for any rejection of a purchase order and Customer may not claim any damages or indemnity on the basis of such rejection.

ARTICLE 2 – EQUIPMENT

2.1 The specifications and all technical documents of Equipment to be purchased by the Customer may be subject to updates and modifications in order to adapt and continuously improve it. Should any update or modification be carried out on the Equipment manufactured by the Seller or its affiliates, the Seller shall under no circumstances be obliged to carry out any such update or modification to the Equipment of the same type previously delivered to or ordered by the Customer, except if mandatorily required by applicable law or regulation.

2.2 The Customer hereby acknowledges and agrees that the Equipment will be sold as-is and pursuant to the specifications defined in the technical and operational documents. Accordingly, If the Customer makes any modification to the Equipment, including, but not limited to, install, replace or remove any part or Equipment, without the consent of the Seller in writing, the Customer shall be solely responsible for any damages or losses arising out of such modification and the Seller shall have the right to refuse any warranty claim that can be attributed to such modification.

ARTICLE 3 - TERMS OF PAYMENT

3.1 The specific terms and conditions of payment may be set forth in Seller's offer, quotation or any other document sent, or expressly agreed, by the Seller. If these terms and conditions are specifically defined by the seller in such documents (offer, quotation or any other similar document), they will be binding upon the Customer upon the formation of the sales contract as per Article 1.2. above and they will supersede any terms and conditions contained in the Customer's purchase order or any other document sent by the Customer. Any expenses incurred due to the chosen payment method shall be borne by the Customer. No payment will be deemed received until the full amount has been duly credited to the Seller's bank account.

3.2 All orders, other than e-commerce purchases and/or purchases made by established accounts with payment terms and in good credit standing, must be accompanied by a check or other form of payment, payable to AERO Specialties. AERO Specialities is pleased to accept VISA®, MasterCard®, and American Express® as payment for most orders. All orders up to $10,000 (ten thousand) USD must be paid for in advance without approved terms. Starting January 1st, 2025, all orders paid with VISA®, MasterCard®, and American Express®, totaling over $5,000 (five thousand) USD, will be charged the actual bank

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fee (which, as of Oct 2024, averages 2.5%) when applicable. Orders exceeding $10,000 (ten thousand) USD must be accompanied by 50% (fifty percent) deposit. In this case, the Customer shall not have the possibility of retracting an order in return for abandoning such deposit. The Seller shall always be entitled to require the Customer to take delivery of the Equipment ordered and to pay its full price. Credit cards will be charged at the time of purchase including deposits for Equipment orders. Established accounts are invoiced at Net 30 days unless otherwise stated, according to their credit standing and limit. All others will be invoiced for payment prior to delivery.

3.3 If timely payment is not made, the Customer shall be responsible for interest charges allowable by law and any collection procedures (judicial or extrajudicial) or attorney's fees.

3.4 In the event of late payment or failing settlement of one or several invoices, the Seller may grant, at its own choice, a reasonable grace period to the Customer by means of a formal notice and, if payment is not made in full within such period, the Seller may, without prejudice to any other Seller's rights set forth in this STCS or by law: (i) at any time thereafter cancel the sales contract by written notice faxed, mailed or e-mailed to Customer and thereupon be entitled to recover the cancellation charges set forth in Article 10 (ii) cancel the supply of the Equipment and/or services; (iii) suspend the processing of any ongoing orders; (iv) demand the immediate payment of any outstanding amount owed by the Customer; (v) execute any existing payment guarantees; (vi) demand entire upfront payment or a guarantee from the Customer for any future orders; or (vii) require the immediate return without process of the Equipment, if it has been already delivered, in which case the Customer will bear the costs and expenses of such return. In case any of Seller's rights set forth in this provision requires the Customer to take any action, including, but not limited to, taking any measures to effectively return the Equipment and allow the Seller to repossess it, the Customer hereby agrees to immediately take such action and cooperate with the Seller. In the event the Seller suspends work on Customer's order due to Customer's failure to make payment at the time provided for in the sales contract, any claim by customer against the Seller for delay in completion of the work shall be waived and barred.

3.5 If delivery in installments is quoted by the Seller or required by Customer's order, failure of customer to make any payment of any installment, when due, as provided for in the sales contract shall give the Seller the right to suspend work or delivery until such payment is made. In the event that any such default by customer continues for more than fifteen (15) days after the due date, the Seller, is entitled to all the rights and to take all the measures described in article 3.4 above.

3.6 Unless previously authorized in written by the Seller, the Customer may not deduct or offset, regardless of the reason, any amounts from the payments due to the Seller.

3.7 Security Interest. Customer hereby agrees to grant to Seller and Seller may, if it deems necessary, retain from Customer a security interest or any other payment guarantees acceptable under the rules of the applicable legislation, in any Equipment purchased from Seller until the Equipment are paid in full. If Customer fails to make payments, as agreed, Seller may repossess any Equipment in which it retains a security interest and Seller shall have all the rights and remedies of a secured creditor under the applicable legislation. Customer hereby authorizes Seller to file financing statements covering the Equipment granted as a security interest. The security interest granted by the Customer herein is without prejudice to any other rights and remedies of the Seller under these STCS and the applicable legislation.

3.8 Unless otherwise agreed between the Parties in writing upon receipt of a purchase order by the Seller, invoices to be sent by the Seller shall be sent to the Customer's legal entity and address foreseen in the Customer's purchase order. In addition, if the Customer requests the Seller to include any special information in the invoices, such request shall be made by the Customer at the moment the Customer sends the purchase order only. Accordingly, once the Customer receives an invoice from the Seller and such invoice is in accordance with this provision (including the name of the Customer's legal entity and address), the Customer may not, as a condition for payment, ask the Seller to reissue or resend the invoice in a different manner, or with extra information, or to a different legal entity or address, and the Customer must proceed with the payment of such invoice immediately.

ARTICLE 4 – PRICES

Prices are quoted net (excluding packaging, VAT and any other duties or taxes). The price established in writing by Seller may be modified automatically by the Seller until the date of delivery or performance if one or more factors having been used to establish the price undergo a change. These factors include but are not limited to: raw materials and components, change of laws or regulations, governmental charges, freight costs and insurance premiums, late delivery due to Customer's fault in which case Seller shall include in the invoice any storage expenses as provided for in article 5 (C). The Seller shall notify the Customer of such change, if any.

ARTICLE 5 - DELIVERY AND SHIPPING

A. Unless otherwise stated and accepted by Seller, all sales are EXW (Ex Works) (Incoterms 2020). Risk of loss or damage

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to products shall remain with Seller until delivery of the Equipment, in accordance with the applicable Incoterm.

B. Shipping dates are subject to review at the time Customer's order is accepted and will be determined at that time on the basis of the Seller's then current shipping commitments. The delivery date is only an estimate. Seller will not be liable for any delays, loss, or damage in transit, and failure to deliver within the time estimated will not be a material breach of contract on Seller's part. Seller will use commercially reasonable efforts to make shipments as scheduled..

C. Notwithstanding the expected delivery dates, informed to the Customer with the acceptance of the purchase order, pursuant to subparagraph B above, the Customer must, within 10 (ten) days as of receipt of notice of readiness sent by the Seller to the Customer: (i) take delivery of the Equipment; (ii) arrange for a third party (freight forwarder) to take such delivery; or (iii) insure that the Seller has all the information and requisites necessary to ensure shipment, if it is agreed that Seller will be responsible for such shipment . After this ten-days period, if Customer has not taken any of these actions, the Seller shall have the possibility to either:
- Send a formal notice to the Customer to take delivery and pay the total purchase price of the Equipment, if it is still outstanding;
- Invoice storage expenses of 1% of the sales price per month;
- Transfer the Equipment to another customer, in which case the delivery of the Equipment will be postponed to a later date, according to the Seller's capacity, without such action being a cause for (i) reimbursement of any down payment already received by Seller; or (ii) any Customer's claims for late delivery, including, but not limited to, any damages or expenses; or
- Consider that the Customer has cancelled the contract and therefore apply conditions of "Article 10 – Cancellation Charges" below.

D. The Equipment is under the responsibility and care of the Customer or of any agent or freight forwarder appointed by the Customer, as soon as it leaves the premises where the delivery took place. In a case where the Equipment is made ready at the factory and not removed by the Customer, the responsibility and care are fully incumbent upon the Customer.

E. All Equipment shall be examined and controlled upon within ten (10) calendar days as from the delivery of the Equipment to the Customer, in order to check its compliance with the order, the quality and the technical specifications. The Customer may notify in writing any objection to the Seller within such ten (10) calendar days (the "Objection Notice"). Failing any claim within that period, the Customer shall be deemed to have accepted the delivery of the Equipment and satisfied with its quality and quantity.

ARTICLE 6 – WARRANTY

6.1 Unless otherwise specifically agreed by written, the only warranty, which the Seller makes in connection with its Equipment sold is:
- For AERO Specialties OEM Equipment, the AERO SPECIALTIES general warranty conditions.
- For TLD GSE equipment, the TLD general warranty conditions.

The Customer hereby declares it has read, understood and agreed with the warranty terms (including the special terms associated to Li-Io batteries, if applicable). Receipt of information from the Customer and delivery by the Seller of Equipment specified in Customer's order does not imply a warranty by the Seller that the Equipment, parts or products so delivered will be suitable for the purposes disclosed. IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXCLUDED.

6.2 The Customer represents and warrants that it is aware of the technical specifications of the Equipment and that it is its sole responsibility to:
(a) Choose the appropriate Equipment;
(b) Ensure that the Equipment ordered is suited for the Customer's intended use and compatible with its own products;
(c) Ensure compliance with all regulations applicable to the Equipment and its use;
(d) Ensure that the Equipment is used and maintained in accordance with the manuals (or any other Equipment operational document) and pursuant to the applicable industry standard rules/conditions; and
(e) Inform its employees, clients, sub-contractors and/or agents regarding the use and maintenance of the Equipment.

6.3 The Customer hereby acknowledges that the Seller provides Equipment which is designed and manufactured pursuant to internationally recognized standards (e.g. IATA, SAE and CEN) and according to the Seller's own risk assessment. The Customer shall notify Seller in advance in case any local specific rules or regulations, that are different from the internationally recognized standards, apply to the Equipment.

6.4 In case the Customer is not sure or has any questions regarding the use and operation of an Equipment (including, but not limited to, any uncertainty regarding the interpretation of a rule/condition established in the Equipment user manuals or any other Equipment operational document), the Customer must contact the Seller before putting any Equipment into service, under the penalty of not benefiting from the Seller's or TLD general warranty (and/or the special warranty terms associated to Li-Io batteries). The Seller accepts no liability whatsoever for any inappropriate use of the Equipment by the Customer, including, but not limited to, any use that is not in accordance with the Equipment's manuals, user guide and/or documentation in general.

ARTICLE 7 – CUSTOMER'S LIABILITY

The Customer shall be solely and exclusively liable and shall indemnify and hold harmless the Seller and its respective officers, directors, employees, agents, representatives and permitted assigns from and against any losses, damages and all third party actions, suits or proceedings, including appeals, as well related legal expenses (including reasonable attorney's fees), that are incurred by the Seller and that are caused by, result from, arise out of or occur in connection with an act or omission of the Customer while operating the Equipment or any breach by the Customer of any of its obligations under this STCS. Customer's liability set forth herein shall not be limited in any manner.

ARTICLE 8 - LIMITATION OF LIABILITY

IN NO EVENT SHALL THE SELLER BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, including but not limited to loss of profits, loss of use or damage to reputation whether arising out of or in connection with its acceptance of Customer's order or in connection with the manufacture, delivery or installation of the Equipment so ordered, whether Customer's claim for such damages be based upon failure or delay of delivery, breach of guaranty or warranty or otherwise.

ARTICLE 9 – RETURNS

Any Equipment, which is returned under warranty, may be returned only with the prior written approval of the Seller, which approval will not be unreasonably withheld. Equipment for which return is authorized must be shipped prepaid to the Seller's warehouse or a AERO SPECIALTIES Factory as advised in the written approval. A re-stock fee of up to 15% may be applied to the return depending upon the condition of product and circumstance of return.

ARTICLE 10 - CANCELLATION CHARGES

A. In case of cancellation by the Customer, for any reason, of a purchase order, after it has already been accepted by the Seller, or in case the sale is cancelled due to a Customer's payment default or Customer's failure to take delivery of the Equipment:
   1. The seller has the right to immediately invoice the full price of the Equipment ordered and/or retain any amount already paid by the Customer.
   2. A 30% penalty of the total contract amount will be levied if cancellation occurs during the 60 days prior to the original expected date of shipment.
   3. A 50% penalty of the total contract amount will be levied if cancellation occurs after the original expected date of shipment.

B. In the event Customer causes delays, or otherwise materially hampers or interrupts the Seller's manufacture, shipment or installation of the Equipment, the Seller may terminate the sales contract and the Customer shall pay the Seller the applicable cancellation charges set forth above.

C. The Seller may retain any amount already paid by the Customer, to offset any portion of the cancellation charges set forth herein.

D. The cancellation charges set forth herein are without prejudice to any other rights and remedies of the Seller set forth in these STCS or in any applicable legislation.

ARTICLE 11 - Retention Of Title

11.1 Seller will retain sole legal title in the Equipment purchased by Customer until the total price has been received in full by Seller, at which time, legal title and ownership of the Equipment shall pass to the Customer.

11.2 Until the ownership of the Equipment has passed to the Customer, the Customer shall refrain from selling, transferring it or mortgaging it to a third party.

11.3 Until the price is paid in full, the Customer shall maintain the Equipment in satisfactory condition, store it under good condition, and shall make sure that such Equipment is easily identifiable and insured. An ownership data plate (if any) may be affixed by the Seller on the Equipment to evidence this retention of title, in which case this plate must be preserved until full payment has been made.

11.4 Any damage, theft, destruction and/or loss that may be caused to the Equipment subject to retention of title from the time of its delivery shall be covered by an insurance policy at the Customer's responsibility and expenses. The Customer shall designate the Seller or any Seller's affiliate that manufactured the Equipment as beneficiary of all the insurance policies covering the Equipment subject to retention of title. Any deductible shall be at the Customer's expenses.

11.5 Provided that it is authorized by the applicable legislation, the Customer authorizes the Seller to take any security interest on the equipment purchased up to the amount of its sale price. Such security interest shall be lifted as soon as the purchase price has been fully paid.

11.6 The Seller reserves the right to claim from the Customer the Equipment delivered but not fully paid for, in case the Customer enters into (or in case there is reasonable evidence that Customer will enter into) a voluntary or involuntary liquidation (judicially or extrajudicially), insolvency or a reorganization procedure, in any jurisdiction.

11.7 The Seller shall be entitled to take any actions legally required and permitted, necessary to ensure and maintain such retention of title, subject to the specific applicable law. The Customer commits to cooperate in all measures that are necessary and beneficial to the validity and enforceability of the above-mentioned rights.

ARTICLE 12 - INTELLECTUAL PROPERTY

12.1 No rights in patents or right to apply for patents trademarks, trade names, service marks, domain names, copyrights and all applications and registration of such worldwide, schematics, product/part, drawings, designs industrial models, inventions, know-how, trade secrets, computer software programs, and any other intangible proprietary information ("Intellectual Property") related to any Equipment delivered hereunder, shall pass to Customer and Customer agrees not to reproduce or simulate or cause or knowingly allow to be used, reproduced or simulated, either directly or indirectly, such Intellectual Property. For avoidance of doubt, the Seller does not transfer to the Customer any know-how or intellectual property rights related to the Equipment.

12.1 The Customer shall not, under any circumstances, directly or indirectly, analyze, attempt to modify or reverse-engineer or otherwise seek to determine the structure of any Equipment for purposes of discovering the details of any intellectual property related to it.

ARTICLE 13 - Compliance With Regulations

13.1 The Customer shall be solely responsible for compliance with the regulations in force related to the importing and use of the Equipment in their countries of delivery or use. The Customer shall also be solely responsible for providing appropriate warnings and information to the Equipment's end users or operators as to the use of the Equipment and any consequences which may result therefrom. More generally, the Customer undertakes to comply with all applicable economic sanctions and export control legislation. If, at any time, a legislation renders the performance of the Seller's duties impossible or illegal, the Seller shall be entitled to cancel any accepted purchase order, without any liability.

13.2 The Customer shall comply with the requirements of all applicable anti-corruption and anti-bribery legislation both domestic and abroad (if applicable), including, but not limited to the United States Foreign Corrupt Practices Act (FCPA), the UK Bribery Act 2010, and the French "Loi Sapin II". Without prejudice to the foregoing, the Customer hereby also commits not make, promise, offer to make, accept or solicit any payment or transfer anything of value (directly or indirectly) to any (a) individual, (b) corporation, (c) association, (d) partnership, or (e) public body who, whether or not acting in its official capacity, is in a position to influence, secure, or retain any business and/or provide any financial or other advantage to itself or the Seller.

ARTICLE 14 – CONFIDENTIALITY

14.1 The Parties acknowledge and accepts that they may have access to each other's confidential information in connection with the Equipment and its purchase. Each Party shall take all reasonable measures to comply with the strict confidentiality of the information to which it has access and shall not disclose it to any third party without prior consent of the other Party.

14.2 The Customer agrees that Seller will suffer irreparable harm in the event of a violation by Customer of this Article 14. Accordingly, in case of violation of the confidentiality obligations set forth herein, the Customer shall, upon receipt of written notice from the Seller: (i) immediately stop using Seller's confidential information and/or disclosing it to third parties and perform any act to minimize the damages for the Seller, including requesting the third party to return or delete the Seller's confidential information (including by using appropriate legal measure, at Customer's own costs, if necessary); and (ii) indemnify and hold Seller harmless from any damages suffered as a result of Customer's violation of its confidentiality obligations set forth in this Article 14.

ARTICLE 15 - SERVICES

The provisions of these Standard Terms and Conditions relating to sales contracts, including, but not limited to, terms of payment price, and limitation of liability are applicable to any services sold by the Seller whether separately or in conjunction with a an Equipment purchase order.

ARTICLE 16 – Force Majeure

The Seller shall not be liable for any breach of its obligations in the event of a force majeure event hindering, preventing or delaying performance of such obligations. Any natural disaster, storm, fire, flood, earthquake, pandemic, virus, accident, interruption of services, labor dispute, strike (including a strike affecting the Seller's suppliers), lock-out, interruption and/or delay in loading or transportation, energy blackout/failure of power, embargo, trade prohibition, epidemics and/or pandemics, shortage of or inability to obtain raw materials and/or components, disruption of supplies including but not limited to the supply of raw materials, components, formulas, substances energy or equipment, including the failure of the suppliers that supply the Seller, tooling accidents, sabotage, intervention of civil or military authorities, acts of war, declared or undeclared hostilities, terrorist act and riots, shall, inter alia, be considered force majeure events. The Seller shall promptly notify the Customer in writing of any force majeure event affecting the performance of the sales contract, but without any liability in case the Seller delays or does not send such notification. In any such case, Seller's obligations shall be suspended, performance time schedules shall be extended and the order shall remain in effect.

ARTICLE 17 - SEVERABILITY
In the event that any provisions of these standard terms and conditions are declared to be unenforceable, null or void, the other provisions shall continue in full force and effect.

ARTICLE 18 – GOVERNING LAW AND DISPUTE RESOLUTION
The governing law shall be the laws of the country of the Seller's registered office. Any dispute, controversy, proceedings or claim of whatever nature arising out of or in any way relating to these Standard Terms and Conditions (or any matters contemplated herein) or its formation, validity, interpretation or performance, shall be submitted to the competent Courts located in the jurisdiction wherein the registered office of the Seller is located.

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BID TAB SHEET
FBO – Air Start Unit RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Technology International, Inc. 1331 South International Parkway Suite 2251 Lake Mary, FL 32746	MAK 300PPM	$335,900.00
Aero Specialties 11175 W. Emerald St. Boise, ID 83713	TLD ASU-600-330-CUP	$397,802.00

FBO – Air Start RFB

The Tri-Cities Airport Authority (TCAA) (Owner) is soliciting bids from qualified dealers to supply one (1) Air Start for the Fixed Based Operator (FBO) department. Bids will be received until 2:00 PM, Local Eastern Time, on May 15, 2026 at the Tri-Cities Airport, Blountville, TN in the Main Terminal Building Board Room 301.

Copies of this Request for Bids (RFB) will be available on the Airport's website at https://flytri.com/business/about-tcaa/construction-development/.

The Owner reserves the right to reject any and/or all bids, to waive any/all informalities and technicalities in the bids received, to the extent permitted by applicable law, and to accept any bids which, in its sole discretion, is in the best interest of the Owner, if permitted by applicable law. All bids must comply with applicable local, state, and federal laws.

Bids are required to remain open for acceptance or rejection for a period of ninety (90) days after bid opening. The Owner will notify the successful bidder with a written, Notice of Award, no later than thirty (30) days after TDOT State Grant approval. If the Owner and apparent successful bidder cannot determine a date to furnish the required equipment, within ten (10) days after the Notice of Award is issued and has been received, the Owner may annul the bid.

Bidding Instructions

Bids must be submitted by email to Erick Lanier, FBO Manager, at elanier@flytri.com with a subject heading of "FBO – Air Start RFB", or by mail to the address listed below with the vendor name and project title on the exterior of the envelope. A contact name, along with their email and phone number, must be included in each bid.

Bids must be in lump sum amount containing all associated costs, including shipping, and exclude all taxes. In addition to the lump sum amount, bids should also include a detailed cost breakdown of all associated costs. The TCAA is a tax except entity with the selected bidder being provided with a copy of the TCAA State of Tennessee Government Certificate of Exemption.

Please contact Erick Lanier, FBO Manager, at elanier@flytri.com with any questions.

Mailing Address:

Tri-Cities Airport Authority
Attn: Erick Lanier
2525 Highway 75, Suite 301
Blountville, TN 37617

RFB Schedule

The estimated cost will require the TCAA's board to approve the purchase at the June 25th board meeting. Below is an outline of the anticipated schedule for this RFB.

ACTIVITY	DATE
RFB Issue Date	Thursday, April 30, 2026
Submission Due Date	Friday, May 15, 2026 – by 2:00 PM
Awarded Bidder Notified	Monday, May 18,206
TCAA Board Approval	Thursday, June 25, 2026
TDOT State Grant Approval	July 2026
Notice of Award Issued	Following Approval of TDOT State Grant

Note: All times are in Local Eastern Time

Delivery and Acceptance

Delivery shall be made to the mailing address listed in the "Bidding Instructions" section of this RFB. A pre-delivery inspection must be conducted and confirmed by the manufacturer or dealership. A representative from the TCAA must be present at the time of delivery and delivery arrangements shall be made prior to delivery.

No item shall be accepted without all supporting documentation having been completed and delivered with the item, which will include completed warranty documents, odometer or hour statement (if applicable), owner operating instructions, manuals and invoice.

Specifications

General Requirements

1. All specs are to be like or similar on bids.
2. 300 PPM Jet Engine Air Start
3. Detroit diesel engine.
4. Fuel filter/water separator with heater.
5. Hush kit.
6. Low fuel warning system with flashing or rotating beacon.
7. Low fuel warning and shutdown system with flashing or rotating beacon.
8. Engine block heater.
9. Engine cool down timer.
10. Electronic ether start.

Warranty & Service

1. Standard manufacturer's warranty.

TECHNOLOGY INTERNATIONAL

Technology International, Inc.
1331 South International Parkway, Suite 2251
Lake Mary, FL 32746
Tel: (407) 359-2373
Fax: (407) 359-2372
E-mail: tii@tii-usa.com
Website: www.tii-usa.com

Equipment Proposal

Description: Air Start

Agency: Tri-Cities Airport Authority

Attention: Erick Lanier
Email: elanier@flytri.com

TII Ref: **TII/TN/0526/48237**

Date: 05/15/2026

In response to your quote request for Air Start, Technology International, Inc. is pleased to submit the following for consideration:

ITEM NO.	QTY	DESCRIPTION/ MODEL NO.
1	1	**Brand: MAK** MAK Towable trailer mounted 300PPM Air Start Unit (ASU) with Cummins Tier 4F Engine
See attached data sheets		
Total……………..............$335,900.00		

Warranty: Manufacturer's Standard warranty applies.

Delivery:

- Estimated delivery is **36-40 Weeks** after receipt of order and approved submittal.
- *Please note, there may be unanticipated disruptions and delays in the supply chains globally, for parts, components, equipment and internal manufacturing services such as engineering, production allocation, and logistics. This may result in manufacturing & delivery delays out of our control. We will do our best to communicate all such impacts and reduce the effects of any such delays.*
- All delivery dates quoted are subject to manufacturer's confirmation at time of order.
- Submittal data will be provided for approval after receipt of order (if applicable)

- Customer to provide equipment and personnel to unload

Freight: Included to Blountville, TN 37617

Quote Validity: 90 days.

Payment Terms: NET 30
Prompt Payment discount: 1/4 % 10 days

Technology International, Inc. Corporate data:
We are a small business and our Tax Payer Identification Number (TIN): 650342335. The above price quoted does not include any sales, excise or similar taxes.

We trust that this proposal will meet your requirements and we look forward to hearing from you.

If you have any questions or need more information, please contact us by phone at 407-359-2373, fax at 407-359-2372 or email us at tii@tii-usa.com

Respectfully submitted,

Rifat Habib

Rifat Habib
Business Development Exec.
Technology International, Inc.

TECHNICAL SPECIFICATION
FOR TOWABLE TRAILER MOUNTED 300 PPM AIR START UNIT

1. GENERAL

- MAK ASU 300 is designed and manufactured for pneumatically starting the main engines of aircraft of wide-bodied aircraft. The unit delivers oil free and dry compressed air at 38-42 PSIG with a maximum flow rate of 90 to 300 pounds per min.
- **ALSO THE UNIT'S OUTPUT IS SUITABLE AS BLEED AIR FOR GROUND AIR-CONDITIONING OF THE AIRCRAFT, USING THE ON-BOARD ENVIRONMENTAL CONTROL SYSTEM. TOWARDS THIS, THE SYSTEM IS DESIGNED TO DELIVER AIR AT 28-30 PSIG.**
- All systems used in the construction of the unit are simple and effective in use, easy to maintain. The unit is so designed to withstand any harsh working environment normally encountered in airport operation.
- In structural and mechanical design integrity, the unit will have a minimum overall life of twenty years or 20,000 hours while meeting all current safety requirements.

2. UNIT DESCRIPTION

This unit comprises of a diesel engine driving an oil free screw compressor, coupled to rear end of the engine.

The entire unit is covered by a processed acoustic enclosure to provide protection against environmental hazards and to maintain low noise levels. Accessories of the engine and compressor are suitably positioned in the base frame, to ensure easy access to the service points. Stowage space for output air hose assembly is also incorporated suitably at the outside of the enclosure. Doors are provided at appropriate locations for easy operation, inspection and maintenance of the unit.

3. ENGINE

- The Power Unit is a Deutz / Cummins / Equivalent Engine capable of developing power sufficient to run the compressor to deliver 300 PPM air. Its cooling and lubrication systems can be easily accessed for topping-up and level checks. The cooling system also incorporates the reserve coolant facility, for automatic topping up.

- The engine model has been selected to have sufficient reserve power over the requirement to drive the compressor at its rated rpm.

- Annunciations are provided for the following parameters

- Low lube oil pressure
- High coolant temperature
- Low fuel tank level

- Micro-controller based sensing devices are provided for High coolant temperature and low lube oil pressure.

- Diesel tanks of appropriate capacity permit continuous utilization of the unit through 6 hours. Two in number x 12V low maintenance, heavy-duty batteries provide the electrical impulse for quick starting through electric starter.

4. PNEUMATIC SYSTEM

The air supply is provided by a screw type, positive displacement GHH RAND / Equivalent make Compressor. At its rated drive shaft rpm (N1), the compressor operates at a higher rotary screw speed with a maximum capacity to deliver 90 to 300 PPM of oil free, dry compressed air at a pressure of 4 bar (abs) and at a temperature of 400°F (205°C).

The control panel is fitted with annunciations for the following -

- Low oil pressure
- High oil temperature
- High discharge temperature

5. ELECTRICAL SYSTEM

- The electrical system is 24V negative earth. All wirings are color coded indelibly tagged and identified at each connection point and clearly marked on any drawings or references.

- Charging alternator is offered as standard.

- The batteries are easily accessed for routine maintenance and are positively restrained in their mountings.

- A re-settable emergency stop button is fitted in an easily accessible and identifiable position in the control panel for emergency operations of the pneumatic system.

6. AIR DELIVERY HOSES

Two 50 ft. delivery hose with silicone rubber lining and scuffer jacket is provided The aircraft coupling will be of reputed make.

7. CONTROL

The heart of this system is a micro controller card which registers output of various signal from the electrical system on different parameters, and shut down the engine when the functional parameters exceed set values.

The system has the following additional features:

- Ensures engine running at idle speed during no load.

- Ensures electronic protection and regulation of pneumatic system against high pressure. In the event of high pressure due to output load shut-off, this system regulates the pressure by bringing down the engine speed, actuating the relief valve and the pressure-maintaining valve.

- Ensures minimum operation requirement of the safety valve, thereby ensuring accurate functioning/long life of the safety valve

8. SIZE AND DIMENSIONS

Length	:	5300 mm
Width	:	2100 mm
Height	:	2400 mm
Weight	:	6600 kgs (dry) approx.

9. *ENVIRONMENTAL CONSIDERATIONS*

- All construction joints are accomplished through approved techniques.

- The design, construction and materials used are committed to with stand heavy-duty operations within the tarmac area.
- All exposed components are protected from normal environmental impact.

- The unit is designed to protect the operator from excessive noise levels, generally conforming to specifications ISO 3989 - Sound pressure level under Free-field conditions.

10. *SAFETY ASPECTS*

- Basic safety requirements for Aircraft Ground Support Equipment listed in IATA-AHM-913 are incorporated in the unit.

- Insulation monitoring is done as per VDE 0113/841 and 0100/573 standards.

- General specifications contained in Safety and Accident Prevention Regulation standards VBG-1/VBG-4 and VBG-16 are followed in the manufacture of the unit.

11. *OPERATIONS AND MAINTENANCE*

- The unit is capable of being operated by personnel possessing no special skills, but having a short period of operational training.

- Periodic Maintenance can be accomplished using standard tools and easily replaceable spares.

- Safety systems are designed in such a manner that they can be activated before any damage can be caused to the operator or the unit.

- The routine daily maintenance is easily accomplished, as access to all areas requiring daily inspection/maintenance, is through a single door. Similarly, all drain points have been so routed to permit access to all draining points through a single aperture.

12. SPECIAL FEATURES:

- User friendly.
- Monitoring, control and operation through GUI Touch screen panel
- Electronic governor for speed control.
- Flexible coupling to eliminate mis-alignment.
- Special design for sound attenuation.
- Compact size, minimum weight and maneuverability through appropriate configuration of speed rated engine and compressor on a specially designed chassis.
- Unit layout designed for easy access to all servicing points.

13. CONTROL PANEL FEATURES:

- The ASU is equipped with Graphical User Interface Touch Screen Display for Metering, Control and Protection.

- Touch Screen Facility for users to explore the system easily and Better readability of output.

- Facilitated with Password protected Field Programmable option.

- Wide Operating Temperature of -30° C to 75° C (Optional)

- ASU is selectable in the following modes
    - Jet Start Mode
    - A/C Pack Mode.
- User Interactive Reset Option for Warnings and Alarms.

- Parameters view in both Analog and Digital Format.

- Inbuilt Maintenance chart, Fault Log Chart Features, and Troubleshooting Guide.

- Self test facility to monitor the serviceability of the control system.

- Advanced 32 bit Microcontroller system capable to operate @ 60 MHz Clock Frequency.

- Inbuilt Hardware Protection for Control System

- Controller Circuit Designed and Developed for wide operating voltage range of 7 to 42V

- Designed with EMI/EMC Considerations.

- Decoding Logged Data to system through Serial Communication.

- MAK Remote Diagnosis & Monitoring System

- Decoding Logged Data to Cloud Network through Remote Diagnosis and Monitoring Feature. (Optional)

- Tracking of ASU with Latitude, Longitude and with all the necessary parameters. (Optional)
- In depth trouble shooting guide built in to touch screen display itself.
- In-built maintenance chart with calendar period as well as machine hours that will alert user on maintenance to be performed on unit sub system well in advance.
- In addition an email also will be programmed to be received prior to scheduled maintenance.
- Fault log chart that logs the last 10 faults with time stamp and details of the fault, this will enable user to diagnose and trouble shoot the system.
- In-built diagnostic screens to diagnose any system failure.

14. FINISH

The unit will be finish painted in standard white gloss, after the application of primer and undercoat. Additional coats of heavy duty, weather resistant undercoating shall be applied to all parts and accessories, subject to rust or corrosive action. Final color scheme will be as per customer's choice.

15. DOCUMENTATION

The following documents in English language will be supplied.
Operating instructions.
Maintenance manual.
Parts manual.
Drawings for electrical and electronic circuits.

16. TECHNICAL SPECIFICATIONS

a. Performance Specifications for Pneumatic Power

Quality of Air	:	Oil free
Flow rate	:	300 PPM at suction pressure 14.7 psia and suction temperature of 25°C.
Discharge pressure	:	56 psia
Discharge temperature	:	200 deg. C working.

AC PACK (when used with onboard ECS)

Flow rate	:	300 PPM at suction pressure 14.7 psia and suction temperature of 25°C.

Discharge pressure	:	45 psia

b. Capacity

OAT	:	-20 degrees C to +40 degrees C (-4 degrees F to +104 degrees F)
Altitude	:	Up to 3,000 ft

Operates in all weather conditions including rain, snow, hail, fog, wind, sand, & dust.

c. Engine

Make	:	Deutz / Cummins / Equivalent

d. Compressor

Make	:	GHH RAND / MAK / Equivalent

e. Coupling System

Coupling	:	Flexible

f. Regulation (Micro Controller Based)

Variable flow and a constant pressure of 3.80 bar A (56 psia) are achieved by control of engine speed and the output air through a flow control valve. this makes the asu versatile and universal in its application to be able to start all wide body aircraft requiring 90 ppm TO 300 PPM for starting.

g. Delivery Hoses (15 metres)

Hose with coupling : 50 ft (L) x 2 No's.,

h. Mode Setting

	Air Start	**Air Conditioning**
Output flow	300 PPM	300 PPM
Output pressure	56 PSIA	45 PSIA
Safety Valve	75 PSIA	75 PSIA

i.Metering

There are different meters are used in the panel for monitoring.

- Engine oil pressure
- Engine rpm/run hours
- Engine coolant temperature
- Delivery air pressure
- Battery Voltage
- Fuel level.
- Compressor Oil pressure
- Compressor Oil Temperature

j. Protections

For Engine

Low lube oil pressure
High coolant temperature
Over speed

For Compressor

Low lube oil pressure
High lube oil temperature

Safety valve to limit discharge pressure

For System

High air outlet temperature

Low fuel indication

Note : The specification and scope of supply will be as specified and agreed in this offer. However we keep improving our design constantly. So the layout is subject to change and if you prefer we could send one after receipt of order for your approval prior to manufacture.

BID TAB SHEET
FBO – Courtesy Vehicle RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Friendship Ford 3192 West State St. Bristol, TN	2026 Bronco Sport	$66,696.00
Honda Kingsport 2217 E. Stone Dr. Kingsport, TN 37660	2026 CR-V	$68,109.20

Prepared by: Joshua Love
05/15/2026

Friendship Ford | 3192 West State Street Bristol Tennessee | 376206308

2026 Bronco Sport 4dr 4x4 Big Bend (R9B)

Price Level: 635 | Quote ID: Tri-Air2

As Configured Vehicle

Code	Description	MSRP

Base Vehicle

Code	Description	MSRP
R9B	Base Vehicle Price (R9B)	$31,845.00

Emissions

Code	Description	MSRP
425	50-State Emissions System	N/C

Automatically added to orders from dealers located in the following California emissions states: California, Massachusetts, New York, Oregon, Pennsylvania, Vermont and Washington. Available option for dealers located in federal/non-California emissions border states for stock orders: Arizona, Connecticut, Delaware, Idaho, Maine, Maryland, Montana, New Hampshire, New Jersey, Nevada, Ohio, Rhode Island and West Virginia. Available option for dealers located in all states for retail orders. Available option for dealers located in all states for commercial/rental fleet orders. Available option for dealers located in all states for government fleet orders with ship-to addresses in California emissions states.

Packages

Code	Description	MSRP
200A	Equipment Group 200A Standard Package	N/C

Includes:
- Engine: 1.5L EcoBoost
Includes auto start-stop technology.
- Transmission: 8-Speed Automatic
Includes Terrain Management System with 5 G.O.A.T. Modes (normal, ECO, sport, slippery and off-road).
- Tires: 225/65R17 102H All-Season BSW
- Wheels: 17" Carbonized Gray Painted Aluminum
High gloss.
- Cloth w/Easy-to-Clean Front Bucket Seats
Includes 6-way manual driver's (fore/aft, up/down, recline), 4-way manual passenger's (fore/aft with manual recline) seats and 2-way manually adjustable driver and front-passenger head restraints.
- Radio: AM/FM Stereo
Includes 6 speakers and speed-compensated volume.
- Ford Connectivity Package (1-Year Included)
Includes unlimited Wi-Fi hotspot, audio and video streaming, voice assistant and entertainment. Ford connectivity package included for one-year from warranty start date. Requires activation via Ford app with credit card authorization for auto-renewal; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a 30-day period or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.
- SiriusXM w/360L
Includes a 3-month trial subscription for all new SiriusXM-equipped Ford vehicles. SiriusXM with 360L trial subscription: Service will automatically stop at the end of your trial subscription period unless you decide to continue service. Trial is non-transferable. If you do not wish to enjoy your trial, you can cancel by calling the number below. All SiriusXM services require a subscription, each sold separately by SiriusXM after the trial period. Service subject to the SiriusXM customer agreement and privacy policy, visit siriusxm.com for complete terms and how to cancel which includes online methods or calling 1-866-635-2349. Some services and features are subject to device capabilities and location availability. Satellite service not available in Alaska and Hawaii. Certain features and/or content may not be available in vehicles with SiriusXM with 360L unless an active data connection is enabled in the vehicle. Content varies by SiriusXM subscription plan. All fees, content and features are subject to change. SiriusXM and related logos are trademarks of Sirius XM Radio Inc. and its respective subsidiaries.
- SYNC 4

As Configured Vehicle (cont'd)

Code	Description	MSRP
	Includes 13.2" center display, wireless Apple CarPlay and Android Auto compatibility, Alexa built-in, embedded apps, information on demand panel, over-the-air software updates, digital owner's manual and 911 Assist.	
Powertrain		
99N	Engine: 1.5L EcoBoost *Includes auto start-stop technology.*	Included
448	Transmission: 8-Speed Automatic *Includes Terrain Management System with 5 G.O.A.T. Modes (normal, ECO, sport, slippery and off-road).*	Included
Wheels & Tires		
STDTR	Tires: 225/65R17 102H All-Season BSW	Included
STDWL	Wheels: 17" Carbonized Gray Painted Aluminum *High gloss.*	Included
Seats & Seat Trim		
Q	Cloth w/Easy-to-Clean Front Bucket Seats *Includes 6-way manual driver's (fore/aft, up/down, recline), 4-way manual passenger's (fore/aft with manual recline) seats and 2-way manually adjustable driver and front-passenger head restraints.*	Included
Other Options		
PAINT	Monotone Paint Application	STD
105WB	105.1" Wheelbase	STD
STDRD	Radio: AM/FM Stereo *Includes 6 speakers and speed-compensated volume.* *Includes:* *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot, audio and video streaming, voice assistant and entertainment. Ford connectivity package included for one-year from warranty start date. Requires activation via Ford app with credit card authorization for auto-renewal; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a 30-day period or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.* *- SiriusXM w/360L*	Included

As Configured Vehicle (cont'd)

Code	Description	MSRP
	Includes a 3-month trial subscription for all new SiriusXM-equipped Ford vehicles. SiriusXM with 360L trial subscription: Service will automatically stop at the end of your trial subscription period unless you decide to continue service. Trial is non-transferable. If you do not wish to enjoy your trial, you can cancel by calling the number below. All SiriusXM services require a subscription, each sold separately by SiriusXM after the trial period. Service subject to the SiriusXM customer agreement and privacy policy, visit siriusxm.com for complete terms and how to cancel which includes online methods or calling 1-866-635-2349. Some services and features are subject to device capabilities and location availability. Satellite service not available in Alaska and Hawaii. Certain features and/or content may not be available in vehicles with SiriusXM with 360L unless an active data connection is enabled in the vehicle. Content varies by SiriusXM subscription plan. All fees, content and features are subject to change. SiriusXM and related logos are trademarks of Sirius XM Radio Inc. and its respective subsidiaries. *- SYNC 4* *Includes 13.2" center display, wireless Apple CarPlay and Android Auto compatibility, Alexa built-in, embedded apps, information on demand panel, over-the-air software updates, digital owner's manual and 911 Assist.*	
96P	Convenience Package *Includes:* *- Heated 8-Way Power Driver's Seat* *(Fore/aft, up/down, recline, lumbar).* *- Front Driver/Passenger Seat Back Map Pockets* *- Premium Wrapped Steering Wheel* *- Flood Light Adjustable Liftgate*	$1,800.00
50C	Front & Rear Floor Liners w/O Carpet Mats Ford accessory. *Custom accessory, pre-installed.*	$185.00

Exterior Color

YZ_01	Oxford White	N/C

Interior Color

QW_02	Medium Light Smoked Truffle w/Cloth w/Easy-to-Clean Front Bucket Seats	N/C

SUBTOTAL	$33,830.00
Destination Charge	$1,995.00
TOTAL	$35,825.00
Tri-Cities Airport Discount:	-$2,477.00
Tri-Cities Airport Price:	$33,348.00

For your consideration Friendship Ford of Bristol would like to bid the specified vehicle above to Tri-Cities Regional Airport for the price of $33,348.00. Friendship thanks Tri-Cities Regional for the opportunity to earn your business!

Todd Love *Todd Love*
Fleet Sales Director

BID TAB SHEET
FBO – Four Passenger Electric Golf Cart RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Whisper Carts 2225 Eddie Williams Rd. Johnson City, TN 37601	FF4	$8,798.00
Copeland's Custom Carts 231 Sherway Rd. Knoxville, TN 37922	Apollo Rider	$12,145.00
The Lilly Company 428 Riverport Rd. Kingsport, TN 37660	Fusion	$13,548.00
Tri Cities Golf Carts 2354 Feathers Chapel Rd. Blountville, TN 37617	Club Car 4	$13,750.00

Hudson Hatley – National Sales Manager

hhatley@golfcarts.com

423-349-2969

Whisper carts would like to offer a bid to FlyTri on their FF4 model. This model can be viewed at FF4 - Whisper Carts or FF4 for Sale | PremiumGolfcarts | GolfCarts.com

- 52″ W x 120″ L x 80″ H; Weight: 1155 lbs.

Additional info will be provided below:

- Rated power: 5KW AC
- Drivetrain: rear wheel drive
- Wheel type: Aluminum 14”
- Tire size: 23” x 10” x 14”
- Battery: 65ah Lithium Ion battery, 15a onboard charger
- Ground clearance: 8”
- Front suspension: independent coil overs
- Rear suspension: leaf with gas shocks
- Front brakes: disk hydraulic
- Rear brakes: disk hydraulic
- Instrumentation: 9” LCD Touchscreen digital display
- Backup camera: yes
- Headlights & taillights: LED
- Seats: Black leather marine grade
- Mirrors: dual-sided folding
- Cup holders: yes
- Seatbelts: yes

- Horn: yes
- Made in Tennessee

Associated cost –

Cart - $8500

Yellow Beacon light - $99

LSV(street legal) – Please inquire

Shipping/Delivery - $199

Requirements-

2026 model

No advertising on vehicle

4 seats facing forwards

Black seats - standard

White body color - standard

Headlights, taillights, and turn signals – standard

Side mirrors – standard

Hitch receiver - standard

Warranty

2 year bumper-bumper manufacturers parts warranty

90 day labor manufacturers warranty

The cart factory is 30 minutes away, service will not be an issue!

BID TAB SHEET
FBO – GPU RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Mark C. Pope Associates, Inc 4910 Martin Court Smyrna, GA 30082	ITW GSE 7400	$64,959.30
Aero Specialties 11175 W. Emerald St. Boise, ID 83713	JetGo 28-iBS	$72,302.00
Technology International, Inc 1331 South International Parkway Suite 2251 Lake Mary, FL 32746	JetEx Egpu AP-543500	$79,520.00

"FBO – GPU RFB"

ITW GSE 7400 Jet-Ex 28.5 VDC Battery Powered GPU

Total Price = **$64,959.30**

Mark C. Pope Associates, Inc. (MCP GSE)

Blake Cairnes

Blake.cairnes@markcpope.com

770-801-5592

TRI-CITIES AIRPORT

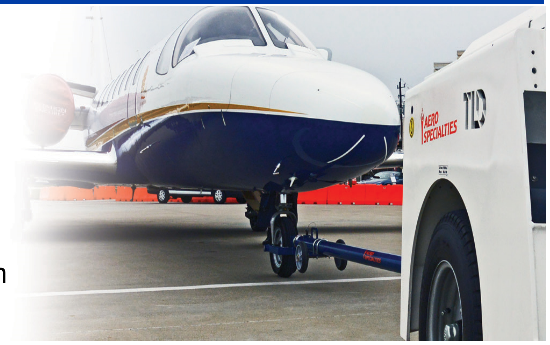
BID TAB SHEET
FBO – GSE Fueling Cart RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Aero Specialties 11175 W. Emerald St. Boise, ID 83713	FCS300	$29,962.35

Quotation

AERO SPECIALTIES
GROUND SUPPORT EQUIPMENT

11175 W. Emerald Street
Boise, ID 83713
United States of America
+1 208-378-9888
+1 208 378-9889
sales@aerospecialties.com
www.aerospecialties.com



Quote Number: AS1Q34395 **Date of Quote:** May 13, 2026 **Quote Valid Through:** Jun 12, 2026

Sold To:	Ship To:	Your Sales Rep:
Tri-Cities Airport Authority Erick Lanier 2525 Highway 75, Ste 301 Blountville, TN 37617 USA	**Tri-Cities Airport Authority** Erick Lanier 2525 Highway 75, Ste 301 Blountville, TN 37617 USA	**Derek Rose** V.P. of Government & Commercial Sales Phone: +1 208-378-9888 Email: derek@aerospecialties.com

Ship Via	Incoterms	Payment Terms	Reference
Delivered Destination	DAP Destination	Net 30 w/PO	

Thank you for your interest in AERO Specialties. Attached is the quote along with additional information requested. We appreciate the opportunity to earn your business. If you have any questions please let me know.

Part #	Description	Lead Time	Qty	Unit Price	Ext. Price
	FBO – GSE Fueling Cart RFB (meets and exceeds)				
2004717	CART, FUEL SERVICE, PAR-KAN	**~16-18 Weeks**	1	*$29,962.35*	**$29,962.35**
2006595	PUMP, ELECTRIC, FUEL CART, 12V		2	*$0.00*	**$0.00**

New FSC300x2 Fuel Service Cart (600 gallon total). Base Model Includes:
-Double Plated Ball Bearing Turntable Steering
-Fixed Axles
-5.70" x 8.00" Pneumatic Tires
-(1) 300gal. Green Fuel Tank (Diesel)
-(1) 300gal. Red Fuel Tank (Gas)
-(2)100gal. Reset Flow Meter
-(2) Rotary Hand Pumps
-Containment Tank
-Static Ground Reel
-(2) Fire Extinguishers
-Spin-on Fuel Filters
-Tow bar

Part #	Description	Lead Time	Qty	Unit Price	Ext. Price
				SubTotal	$29,962.35

Price quoted is delivered destination. No added cost for delivery.
Onsite unit training and commissioning included.
Warranty: 12 months

Specifications (meets or exceeds) the below General Requirements
General Requirements
1. All specs following general requirements are to be like or similar on bids.
2. 300 gallon gas/diesel combo cart.
3. Towable
4. Battery powered pumps.
5. 1 pump for each fuel type.
6. 1 meter for each fuel type.
7. Grounding cable with reel.
8. Containment tank
Warranty & Service
1. Standard manufacturer’s warranty.

AIDR — SOURCEWELL CONTRACT MASTER AGREEMENT #012026-AERO
CATEGORY: Airside Ground Support Equipment with Related Services and Solutions
https://www.sourcewell-mn.gov/cooperative-purchasing/012026-aero

GSA CONTRACT: GS-30F-0030X

AERO Specialties CAGE: 0T652
AERO Specialties SAM Entity ID: G2NEVSFVF3Y5
AERO Specialties DUNS: 60-254-2680
AERO Specialties TIN: 82-0517302
AERO Specialties POC: Derek Rose, 208-378-9888, derek@aerospecialties.com

Totals

FOR UNITED STATES CUSTOMERS ONLY:

Due to laws concerning sales tax collection in the USA's various states, AERO Specialties will now collect sales tax from all customers that are not tax-exempt. The state/county's sales tax will be charged at the time of invoicing. Please provide your exemption documentation or relevant information during order placement if you are a reseller or a tax-exempt customer.

Subtotal	$29,962.35
Estimated Tax	$0.00
Estimated Shipping	$0.00
Grand Total	**$29,962.35**

Lead times are quoted in business days and subject to change.

Deposit Required	**$0.00**

Due to the rising costs on credit card processing fees all credit card transactions on orders valued over $5000 are subject to a small card processing fee.

Final pricing is subject to change based on any modifications to current U.S. tariffs in effect at the time of shipment. Increases in tariffs may result in a higher total final price

Quotation Notes and Acceptance

To accept and purchase the equipment on this quotation, sign below and return:

Acceptance Date: ______________________

Print Name: ______________________

Signature: ______________________

Please contact me if I can be of further assistance!

STANDARD TERMS AND CONDITIONS OF SALE
of AERO Specialties, Inc.

These standard terms and conditions of sale (STCS) govern the relationship between AERO Specialties (the "Seller") and the customer, (the "Customer"), whenever products (such as new equipment, secondhand equipment, or spare parts) (the Equipment") and services are sold to the Customer. The placement by the Customer of an order with the Seller implies the express acceptance of these terms and conditions of sales, which the Customer acknowledges having read and understood. The Customer acknowledges having accepted them without reserves or limitations. Any special or general clause, contrary to or different from these STCS, which may appear in any document from the Customer, including, but not limited to, in any general terms and conditions of purchase not expressly accepted by the Seller or any terms and conditions contained or attached to a Customer's purchase order, is declared to be not binding on the Seller. In the event of any discrepancies between these STCS and the Seller's specific terms as set out in an offer, a quotation or a specific agreement presented by the Seller, the provisions of the specific terms shall prevail over the present STCS.

ARTICLE 1 - ORDERS/SALES CONTRACTS

1.1 An order placed with the Seller must be in the form of a written purchase order. The issuance of a purchase order by the Customer shall be deemed as evidence and authentication of the Customer's acceptance of these STCS. Any other form of confirmation or acceptance of these STCS will bind the Customer to the terms and conditions set forth herein.

1.2 Without prejudice to, but not conditioned upon, the execution of an agreement for the sale of Seller's Equipment or services, all proposals, quotations, bids, or other similar communications sent by the Seller to the Customer shall be considered an invitation to the Customer to submit an offer to contract. A binding sales contract will be deemed effective when the Seller expressly accepts the Customer's purchase order by sending a Sales Order Acknowledgement ("SOA"), or an acknowledgment copy of an issued purchase order, to the Customer. In the absence of the foregoing, the sales contract will be formed by any form of written communication from the Seller to the Customer clearly expressing Seller's acceptance of the purchase order (such as acceptance via electronic mail with receipt confirmation).

1.3 Customer acknowledges and agrees that Seller's acceptance of a purchase order is subject to: (i) the Seller's evaluation of, and satisfaction with (at its sole discretion), several financial credibility factors, including, but not limited to Customer's current and historical payment performance towards the Seller, other suppliers and creditors; and (ii) any terms and conditions contained in the purchase order (including but not limited to technical specifications, pricing, delivery schedule and warranty conditions). The Seller shall not be liable for any rejection of a purchase order and Customer may not claim any damages or indemnity on the basis of such rejection.

ARTICLE 2 – EQUIPMENT

2.1 The specifications and all technical documents of Equipment to be purchased by the Customer may be subject to updates and modifications in order to adapt and continuously improve it. Should any update or modification be carried out on the Equipment manufactured by the Seller or its affiliates, the Seller shall under no circumstances be obliged to carry out any such update or modification to the Equipment of the same type previously delivered to or ordered by the Customer, except if mandatorily required by applicable law or regulation.

2.2 The Customer hereby acknowledges and agrees that the Equipment will be sold as-is and pursuant to the specifications defined in the technical and operational documents. Accordingly, If the Customer makes any modification to the Equipment, including, but not limited to, install, replace or remove any part or Equipment, without the consent of the Seller in writing, the Customer shall be solely responsible for any damages or losses arising out of such modification and the Seller shall have the right to refuse any warranty claim that can be attributed to such modification.

ARTICLE 3 - TERMS OF PAYMENT

3.1 The specific terms and conditions of payment may be set forth in Seller's offer, quotation or any other document sent, or expressly agreed, by the Seller. If these terms and conditions are specifically defined by the seller in such documents (offer, quotation or any other similar document), they will be binding upon the Customer upon the formation of the sales contract as per Article 1.2. above and they will supersede any terms and conditions contained in the Customer's purchase order or any other document sent by the Customer. Any expenses incurred due to the chosen payment method shall be borne by the Customer. No payment will be deemed received until the full amount has been duly credited to the Seller's bank account.

3.2 All orders, other than e-commerce purchases and/or purchases made by established accounts with payment terms and in good credit standing, must be accompanied by a check or other form of payment, payable to AERO Specialties. AERO Specialities is pleased to accept VISA®, MasterCard®, and American Express® as payment for most orders. All orders up to $10,000 (ten thousand) USD must be paid for in advance without approved terms. Starting January 1st, 2025, all orders paid with VISA®, MasterCard®, and American Express®, totaling over $5,000 (five thousand) USD, will be charged the actual bank

11175 West Emerald
Boise, Idaho 83713
www.aerospecialties.com
Tel: +1 208-378-9888

fee (which, as of Oct 2024, averages 2.5%) when applicable. Orders exceeding $10,000 (ten thousand) USD must be accompanied by 50% (fifty percent) deposit. In this case, the Customer shall not have the possibility of retracting an order in return for abandoning such deposit. The Seller shall always be entitled to require the Customer to take delivery of the Equipment ordered and to pay its full price. Credit cards will be charged at the time of purchase including deposits for Equipment orders. Established accounts are invoiced at Net 30 days unless otherwise stated, according to their credit standing and limit. All others will be invoiced for payment prior to delivery.

3.3 If timely payment is not made, the Customer shall be responsible for interest charges allowable by law and any collection procedures (judicial or extrajudicial) or attorney's fees.

3.4 In the event of late payment or failing settlement of one or several invoices, the Seller may grant, at its own choice, a reasonable grace period to the Customer by means of a formal notice and, if payment is not made in full within such period, the Seller may, without prejudice to any other Seller's rights set forth in this STCS or by law: (i) at any time thereafter cancel the sales contract by written notice faxed, mailed or e-mailed to Customer and thereupon be entitled to recover the cancellation charges set forth in Article 10 (ii) cancel the supply of the Equipment and/or services; (iii) suspend the processing of any ongoing orders; (iv) demand the immediate payment of any outstanding amount owed by the Customer; (v) execute any existing payment guarantees; (vi) demand entire upfront payment or a guarantee from the Customer for any future orders; or (vii) require the immediate return without process of the Equipment, if it has been already delivered, in which case the Customer will bear the costs and expenses of such return. In case any of Seller's rights set forth in this provision requires the Customer to take any action, including, but not limited to, taking any measures to effectively return the Equipment and allow the Seller to repossess it, the Customer hereby agrees to immediately take such action and cooperate with the Seller. In the event the Seller suspends work on Customer's order due to Customer's failure to make payment at the time provided for in the sales contract, any claim by customer against the Seller for delay in completion of the work shall be waived and barred.

3.5 If delivery in installments is quoted by the Seller or required by Customer's order, failure of customer to make any payment of any installment, when due, as provided for in the sales contract shall give the Seller the right to suspend work or delivery until such payment is made. In the event that any such default by customer continues for more than fifteen (15) days after the due date, the Seller, is entitled to all the rights and to take all the measures described in article 3.4 above.

3.6 Unless previously authorized in written by the Seller, the Customer may not deduct or offset, regardless of the reason, any amounts from the payments due to the Seller.

3.7 Security Interest. Customer hereby agrees to grant to Seller and Seller may, if it deems necessary, retain from Customer a security interest or any other payment guarantees acceptable under the rules of the applicable legislation, in any Equipment purchased from Seller until the Equipment are paid in full. If Customer fails to make payments, as agreed, Seller may repossess any Equipment in which it retains a security interest and Seller shall have all the rights and remedies of a secured creditor under the applicable legislation. Customer hereby authorizes Seller to file financing statements covering the Equipment granted as a security interest. The security interest granted by the Customer herein is without prejudice to any other rights and remedies of the Seller under these STCS and the applicable legislation.

3.8 Unless otherwise agreed between the Parties in writing upon receipt of a purchase order by the Seller, invoices to be sent by the Seller shall be sent to the Customer's legal entity and address foreseen in the Customer's purchase order. In addition, if the Customer requests the Seller to include any special information in the invoices, such request shall be made by the Customer at the moment the Customer sends the purchase order only. Accordingly, once the Customer receives an invoice from the Seller and such invoice is in accordance with this provision (including the name of the Customer's legal entity and address), the Customer may not, as a condition for payment, ask the Seller to reissue or resend the invoice in a different manner, or with extra information, or to a different legal entity or address, and the Customer must proceed with the payment of such invoice immediately.

ARTICLE 4 – PRICES

Prices are quoted net (excluding packaging, VAT and any other duties or taxes). The price established in writing by Seller may be modified automatically by the Seller until the date of delivery or performance if one or more factors having been used to establish the price undergo a change. These factors include but are not limited to: raw materials and components, change of laws or regulations, governmental charges, freight costs and insurance premiums, late delivery due to Customer's fault in which case Seller shall include in the invoice any storage expenses as provided for in article 5 (C). The Seller shall notify the Customer of such change, if any.

ARTICLE 5 - DELIVERY AND SHIPPING

A. Unless otherwise stated and accepted by Seller, all sales are EXW (Ex Works) (Incoterms 2020). Risk of loss or damage to products shall remain with Seller until delivery of the Equipment, in accordance with the applicable Incoterm.

B. Shipping dates are subject to review at the time Customer's order is accepted and will be determined at that time on the basis of the Seller's then current shipping commitments. The delivery date is only an estimate. Seller will not be liable for any delays, loss, or damage in transit, and failure to deliver within the time estimated will not be a material breach of contract on Seller's part. Seller will use commercially reasonable efforts to make shipments as scheduled..

C. Notwithstanding the expected delivery dates, informed to the Customer with the acceptance of the purchase order, pursuant to subparagraph B above, the Customer must, within 10 (ten) days as of receipt of notice of readiness sent by the Seller to the Customer: (i) take delivery of the Equipment; (ii) arrange for a third party (freight forwarder) to take such delivery; or (iii) insure that the Seller has all the information and requisites necessary to ensure shipment, if it is agreed that Seller will be responsible for such shipment . After this ten-days period, if Customer has not taken any of these actions, the Seller shall have the possibility to either:
- Send a formal notice to the Customer to take delivery and pay the total purchase price of the Equipment, if it is still outstanding;
- Invoice storage expenses of 1% of the sales price per month;
- Transfer the Equipment to another customer, in which case the delivery of the Equipment will be postponed to a later date, according to the Seller's capacity, without such action being a cause for (i) reimbursement of any down payment already received by Seller; or (ii) any Customer's claims for late delivery, including, but not limited to, any damages or expenses; or
- Consider that the Customer has cancelled the contract and therefore apply conditions of "Article 10 – Cancellation Charges" below.

D. The Equipment is under the responsibility and care of the Customer or of any agent or freight forwarder appointed by the Customer, as soon as it leaves the premises where the delivery took place. In a case where the Equipment is made ready at the factory and not removed by the Customer, the responsibility and care are fully incumbent upon the Customer.

E. All Equipment shall be examined and controlled upon within ten (10) calendar days as from the delivery of the Equipment to the Customer, in order to check its compliance with the order, the quality and the technical specifications. The Customer may notify in writing any objection to the Seller within such ten (10) calendar days (the "Objection Notice"). Failing any claim within that period, the Customer shall be deemed to have accepted the delivery of the Equipment and satisfied with its quality and quantity.

ARTICLE 6 – WARRANTY

6.1 Unless otherwise specifically agreed by written, the only warranty, which the Seller makes in connection with its Equipment sold is:
- For AERO Specialties OEM Equipment, the AERO SPECIALTIES general warranty conditions.
- For TLD GSE equipment, the TLD general warranty conditions.

The Customer hereby declares it has read, understood and agreed with the warranty terms (including the special terms associated to Li-Io batteries, if applicable). Receipt of information from the Customer and delivery by the Seller of Equipment specified in Customer's order does not imply a warranty by the Seller that the Equipment, parts or products so delivered will be suitable for the purposes disclosed. IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXCLUDED.

6.2 The Customer represents and warrants that it is aware of the technical specifications of the Equipment and that it is its sole responsibility to:
(a) Choose the appropriate Equipment;
(b) Ensure that the Equipment ordered is suited for the Customer's intended use and compatible with its own products;
(c) Ensure compliance with all regulations applicable to the Equipment and its use;
(d) Ensure that the Equipment is used and maintained in accordance with the manuals (or any other Equipment operational document) and pursuant to the applicable industry standard rules/conditions; and
(e) Inform its employees, clients, sub-contractors and/or agents regarding the use and maintenance of the Equipment.

6.3 The Customer hereby acknowledges that the Seller provides Equipment which is designed and manufactured pursuant to internationally recognized standards (e.g. IATA, SAE and CEN) and according to the Seller's own risk assessment. The Customer shall notify Seller in advance in case any local specific rules or regulations, that are different from the internationally recognized standards, apply to the Equipment.

6.4 In case the Customer is not sure or has any questions regarding the use and operation of an Equipment (including, but not limited to, any uncertainty regarding the interpretation of a rule/condition established in the Equipment user manuals or any other Equipment operational document), the Customer must contact the Seller before putting any Equipment into service, under the penalty of not benefiting from the Seller's or TLD general warranty (and/or the special warranty terms associated to Li-Io batteries). The Seller accepts no liability whatsoever for any inappropriate use of the Equipment by the Customer, including, but not limited to, any use that is not in accordance with the Equipment's manuals, user guide and/or documentation in general.

ARTICLE 7 – CUSTOMER'S LIABILITY

The Customer shall be solely and exclusively liable and shall indemnify and hold harmless the Seller and its respective officers, directors, employees, agents, representatives and permitted assigns from and against any losses, damages and all third party actions, suits or proceedings, including appeals, as well related legal expenses (including reasonable attorney's fees), that are incurred by the Seller and that are caused by, result from, arise out of or occur in connection with an act or omission of the Customer while operating the Equipment or any breach by the Customer of any of its obligations under this STCS. Customer's liability set forth herein shall not be limited in any manner.

ARTICLE 8 - LIMITATION OF LIABILITY

IN NO EVENT SHALL THE SELLER BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, including but not limited to loss of profits, loss of use or damage to reputation whether arising out of or in connection with its acceptance of Customer's order or in connection with the manufacture, delivery or installation of the Equipment so ordered, whether Customer's claim for such damages be based upon failure or delay of delivery, breach of guaranty or warranty or otherwise.

ARTICLE 9 – RETURNS

Any Equipment, which is returned under warranty, may be returned only with the prior written approval of the Seller, which approval will not be unreasonably withheld. Equipment for which return is authorized must be shipped prepaid to the Seller's warehouse or a AERO SPECIALTIES Factory as advised in the written approval. A re-stock fee of up to 15% may be applied to the return depending upon the condition of product and circumstance of return.

ARTICLE 10 - CANCELLATION CHARGES

A. In case of cancellation by the Customer, for any reason, of a purchase order, after it has already been accepted by the Seller, or in case the sale is cancelled due to a Customer's payment default or Customer's failure to take delivery of the Equipment:
    1. The seller has the right to immediately invoice the full price of the Equipment ordered and/or retain any amount already paid by the Customer.
    2. A 30% penalty of the total contract amount will be levied if cancellation occurs during the 60 days prior to the original expected date of shipment.
    3. A 50% penalty of the total contract amount will be levied if cancellation occurs after the original expected date of shipment.

B. In the event Customer causes delays, or otherwise materially hampers or interrupts the Seller's manufacture, shipment or installation of the Equipment, the Seller may terminate the sales contract and the Customer shall pay the Seller the applicable cancellation charges set forth above.

C. The Seller may retain any amount already paid by the Customer, to offset any portion of the cancellation charges set forth herein.

D. The cancellation charges set forth herein are without prejudice to any other rights and remedies of the Seller set forth in these STCS or in any applicable legislation.

ARTICLE 11 - Retention Of Title

11.1 Seller will retain sole legal title in the Equipment purchased by Customer until the total price has been received in full by Seller, at which time, legal title and ownership of the Equipment shall pass to the Customer.

11.2 Until the ownership of the Equipment has passed to the Customer, the Customer shall refrain from selling, transferring it or mortgaging it to a third party.

11.3 Until the price is paid in full, the Customer shall maintain the Equipment in satisfactory condition, store it under good condition, and shall make sure that such Equipment is easily identifiable and insured. An ownership data plate (if any) may be affixed by the Seller on the Equipment to evidence this retention of title, in which case this plate must be preserved until full payment has been made.

11.4 Any damage, theft, destruction and/or loss that may be caused to the Equipment subject to retention of title from the time of its delivery shall be covered by an insurance policy at the Customer's responsibility and expenses. The Customer shall designate the Seller or any Seller's affiliate that manufactured the Equipment as beneficiary of all the insurance policies covering the Equipment subject to retention of title. Any deductible shall be at the Customer's expenses.

11.5 Provided that it is authorized by the applicable legislation, the Customer authorizes the Seller to take any security interest on the equipment purchased up to the amount of its sale price. Such security interest shall be lifted as soon as the purchase price has been fully paid.

11.6 The Seller reserves the right to claim from the Customer the Equipment delivered but not fully paid for, in case the Customer enters into (or in case there is reasonable evidence that Customer will enter into) a voluntary or involuntary liquidation (judicially or extrajudicially), insolvency or a reorganization procedure, in any jurisdiction.

11.7 The Seller shall be entitled to take any actions legally required and permitted, necessary to ensure and maintain such retention of title, subject to the specific applicable law. The Customer commits to cooperate in all measures that are necessary and beneficial to the validity and enforceability of the above-mentioned rights.

ARTICLE 12 - INTELLECTUAL PROPERTY

12.1 No rights in patents or right to apply for patents trademarks, trade names, service marks, domain names, copyrights and all applications and registration of such worldwide, schematics, product/part, drawings, designs industrial models, inventions, know-how, trade secrets, computer software programs, and any other intangible proprietary information ("Intellectual Property") related to any Equipment delivered hereunder, shall pass to Customer and Customer agrees not to reproduce or simulate or cause or knowingly allow to be used, reproduced or simulated, either directly or indirectly, such Intellectual Property. For avoidance of doubt, the Seller does not transfer to the Customer any know-how or intellectual property rights related to the Equipment.

12.1 The Customer shall not, under any circumstances, directly or indirectly, analyze, attempt to modify or reverse-engineer or otherwise seek to determine the structure of any Equipment for purposes of discovering the details of any intellectual property related to it.

ARTICLE 13 - Compliance With Regulations

13.1 The Customer shall be solely responsible for compliance with the regulations in force related to the importing and use of the Equipment in their countries of delivery or use. The Customer shall also be solely responsible for providing appropriate warnings and information to the Equipment's end users or operators as to the use of the Equipment and any consequences which may result therefrom. More generally, the Customer undertakes to comply with all applicable economic sanctions and export control legislation. If, at any time, a legislation renders the performance of the Seller's duties impossible or illegal, the Seller shall be entitled to cancel any accepted purchase order, without any liability.

13.2 The Customer shall comply with the requirements of all applicable anti-corruption and anti-bribery legislation both domestic and abroad (if applicable), including, but not limited to the United States Foreign Corrupt Practices Act (FCPA), the UK Bribery Act 2010, and the French "Loi Sapin II". Without prejudice to the foregoing, the Customer hereby also commits not make, promise, offer to make, accept or solicit any payment or transfer anything of value (directly or indirectly) to any (a) individual, (b) corporation, (c) association, (d) partnership, or (e) public body who, whether or not acting in its official capacity, is in a position to influence, secure, or retain any business and/or provide any financial or other advantage to itself or the Seller.

ARTICLE 14 – CONFIDENTIALITY

14.1 The Parties acknowledge and accepts that they may have access to each other's confidential information in connection with the Equipment and its purchase. Each Party shall take all reasonable measures to comply with the strict confidentiality of the information to which it has access and shall not disclose it to any third party without prior consent of the other Party.

14.2 The Customer agrees that Seller will suffer irreparable harm in the event of a violation by Customer of this Article 14. Accordingly, in case of violation of the confidentiality obligations set forth herein, the Customer shall, upon receipt of written notice from the Seller: (i) immediately stop using Seller's confidential information and/or disclosing it to third parties and perform any act to minimize the damages for the Seller, including requesting the third party to return or delete the Seller's confidential information (including by using appropriate legal measure, at Customer's own costs, if necessary); and (ii) indemnify and hold Seller harmless from any damages suffered as a result of Customer's violation of its confidentiality obligations set forth in this Article 14.

ARTICLE 15 - SERVICES

The provisions of these Standard Terms and Conditions relating to sales contracts, including, but not limited to, terms of payment price, and limitation of liability are applicable to any services sold by the Seller whether separately or in conjunction with a an Equipment purchase order.

ARTICLE 16 – Force Majeure

The Seller shall not be liable for any breach of its obligations in the event of a force majeure event hindering, preventing or delaying performance of such obligations. Any natural disaster, storm, fire, flood, earthquake, pandemic, virus, accident, interruption of services, labor dispute, strike (including a strike affecting the Seller's suppliers), lock-out, interruption and/or delay in loading or transportation, energy blackout/failure of power, embargo, trade prohibition, epidemics and/or pandemics, shortage of or inability to obtain raw materials and/or components, disruption of supplies including but not limited to the supply of raw materials, components, formulas, substances energy or equipment, including the failure of the suppliers that supply the Seller, tooling accidents, sabotage, intervention of civil or military authorities, acts of war, declared or undeclared hostilities, terrorist act and riots, shall, inter alia, be considered force majeure events. The Seller shall promptly notify the Customer in writing of any force majeure event affecting the performance of the sales contract, but without any liability in case the Seller delays or does not send such notification. In any such case, Seller's obligations shall be suspended, performance time schedules shall be extended and the order shall remain in effect.

ARTICLE 17 - SEVERABILITY

In the event that any provisions of these standard terms and conditions are declared to be unenforceable, null or void, the other provisions shall continue in full force and effect.

ARTICLE 18 – GOVERNING LAW AND DISPUTE RESOLUTION

The governing law shall be the laws of the country of the Seller's registered office. Any dispute, controversy, proceedings or claim of whatever nature arising out of or in any way relating to these Standard Terms and Conditions (or any matters contemplated herein) or its formation, validity, interpretation or performance, shall be submitted to the competent Courts located in the jurisdiction wherein the registered office of the Seller is located.

11175 West Emerald
Boise, Idaho 83713
www.aerospecialties.com
Tel: +1 208-378-9888

TRI-CITIES AIRPORT

BID TAB SHEET
FBO – Lavatory Service Cart RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Technology International, Inc 1331 South International Parkway Suite 2251 Larke Mary, FL 32746	Pheonix LC50/50LP	$12,057.00
Aero Specialties 11175 W. Emerald St. Boise, ID 83713	LC100E	$13,942.10

**Please see our equipment proposal TII/TN/0526/48241 attached on Page 04.

The Tri-Cities Airport Authority (TCAA) (Owner) is soliciting bids from qualified dealers to supply one (1) Lavatory Service Cart for the Fixed Based Operator (FBO) department. Bids will be received until 2:00 PM, Local Eastern Time, on May 15, 2026 at the Tri-Cities Airport, Blountville, TN in the Main Terminal Building Board Room 301.

Copies of this Request for Bids (RFB) will be available on the Airport's website at https://flytri.com/business/about-tcaa/construction-development/.

The Owner reserves the right to reject any and/or all bids, to waive any/all informalities and technicalities in the bids received, to the extent permitted by applicable law, and to accept any bids which, in its sole discretion, is in the best interest of the Owner, if permitted by applicable law. All bids must comply with applicable local, state, and federal laws.

Bids are required to remain open for acceptance or rejection for a period of ninety (90) days after bid opening. The Owner will notify the successful bidder with a written, Notice of Award, no later than thirty (30) days after TDOT State Grant approval. If the Owner and apparent successful bidder cannot determine a date to furnish the required equipment, within ten (10) days after the Notice of Award is issued and has been received, the Owner may annul the bid.

Bidding Instructions

Bids must be submitted by email to Erick Lanier, FBO Manager, at elanier@flytri.com with a subject heading of "FBO – Lavatory Service Cart RFB", or by mail to the address listed below with the vendor name and project title on the exterior of the envelope. A contact name, along with their email and phone number, must be included in each bid.

Bids must be in lump sum amount containing all associated costs, including shipping, and exclude all taxes. In addition to the lump sum amount, bids should also include a detailed cost breakdown of all associated costs. The TCAA is a tax except entity with the selected bidder being provided with a copy of the TCAA State of Tennessee Government Certificate of Exemption.

Please contact Erick Lanier, FBO Manager, at elanier@flytri.com with any questions.

Mailing Address:

Tri-Cities Airport Authority
Attn: Erick Lanier
2525 Highway 75, Suite 301
Blountville, TN 37617

RFB Schedule

The estimated cost will require the TCAA's board to approve the purchase at the June 25th board meeting. Below is an outline of the anticipated schedule for this RFB.

ACTIVITY	DATE
RFB Issue Date	Thursday, April 30, 2026
Submission Due Date	Friday, May 15, 2026 – by 2:00 PM
Awarded Bidder Notified	Monday, May 18,206
TCAA Board Approval	Thursday, June 25, 2026
TDOT State Grant Approval	July 2026
Notice of Award Issued	Following Approval of TDOT State Grant

Note: All times are in Local Eastern Time

Delivery and Acceptance

Delivery shall be made to the mailing address listed in the "Bidding Instructions" section of this RFB. A pre-delivery inspection must be conducted and confirmed by the manufacturer or dealership. A representative from the TCAA must be present at the time of delivery and delivery arrangements shall be made prior to delivery.

No item shall be accepted without all supporting documentation having been completed and delivered with the item, which will include completed warranty documents, odometer or hour statement (if applicable), owner operating instructions, manuals and invoice.

Specifications

General Requirements

1. All specs are to be like or similar on bids.
2. Electric powered.
3. Towable with breakaway coupler
4. Standard Dump Hose.
5. Minimum 30gal. waste tank.
6. Wheel chock holder.
7. All hoses and connectors for servicing business jets.

Warranty & Service

1. Standard manufacturer's warranty.

ADVERTISMENT – (LEGAL NOTICE TO BIDDERS)

The Tri-Cities Airport Authority (TCAA) (Owner) is soliciting bids from qualified dealers to supply the following equipment:

1. Airport Maintenance – Compact Track Loader RFB
2. Airport Maintenance – Electric Service Van RFB
3. Airport Maintenance – Forklift RFB
4. Airport Maintenance – Turbine Debris Blower RFB
5. Airport Maintenance – Turbo Turf Trailer Sprayer RFB
6. Airport Maintenance – Work Truck w/ Plow & Salt Spreader RFB
7. Airport Maintenance – Zero Turn Mower RFB
8. FBO – Air Conditioning and Heating Unit RFB
9. FBO – Air Start RFB
10. FBO – Courtesy Vehicle RFB
11. FBO – Four Passenger Electric Golf Cart RFB
12. FBO – GPU RFB
13. FBO – GSE Fueling Cart RFB
14. FBO – Lavatory Service Cart RFB
15. FBO – Light Pickup Truck RFB
16. FBO – Remote Controlled Aircraft Tug RFB
17. FBO – Six Passenger Electric Golf Cart RFB

Bids will be received until 2:00 PM, Local Eastern Time, on May 15, 2026 at the Tri-Cities Airport, Blountville, TN in the Main Terminal Building Board Room 301.

Copies of these Request for Bids (RFB) will be available on the Airport's website at https://flytri.com/business/about-tcaa/construction-development/. Each RFB contains bidding instructions and specifications.

Technology International, Inc.
1331 South International Parkway, Suite 2251
Lake Mary, FL 32746
Tel: (407) 359-2373
Fax: (407) 359-2372
E-mail: tii@tii-usa.com
Website: www.tii-usa.com

Equipment Proposal

Description: Lavatory Service Cart

Agency: Tri-Cities Airport Authority

Attention: Erick Lanier
Email: elanier@flytri.com

TII Ref: **TII/TN/0526/48241**

Date: 05/15/2026

In response to your quote request for Lavatory Service Cart, Technology International, Inc. is pleased to submit the following for consideration:

ITEM NO.	QTY	DESCRIPTION/ MODEL NO.
1	1	**Brand: PHOENIX** PHOENIX MODEL LC50/50LP LAVATORY SERVICE CART-ALL STAINLESS STEEL CONSTRUCTION-ELECTRIC PUMP, BATTERY AND CHARGER **Warranty:** 1 YEAR **Country of Origin: USA**
See attached data sheets		
Total……….................$12,057.00		

Warranty: Manufacturer's Standard warranty applies.

Delivery:

- Estimated delivery is **11 Weeks** after receipt of order and approved submittal.
- *Please note, there may be unanticipated disruptions and delays in the supply chains globally, for parts, components, equipment and internal manufacturing services such as engineering, production allocation, and logistics. This may result in manufacturing & delivery delays out of*

our control. We will do our best to communicate all such impacts and reduce the effects of any such delays.

- All delivery dates quoted are subject to manufacturer's confirmation at time of order.
- Submittal data will be provided for approval after receipt of order (if applicable)
- Customer to provide equipment and personnel to unload

Freight: Included to Blountville, TN 37617

Quote Validity: 90 days.

Payment Terms: NET 30
Prompt Payment discount: 1/4 % 10 days

Technology International, Inc. Corporate data:
We are a small business and our Tax Payer Identification Number (TIN): 650342335. The above price quoted does not include any sales, excise or similar taxes.

We trust that this proposal will meet your requirements and we look forward to hearing from you.

If you have any questions or need more information, please contact us by phone at 407-359-2373, fax at 407-359-2372 or email us at tii@tii-usa.com

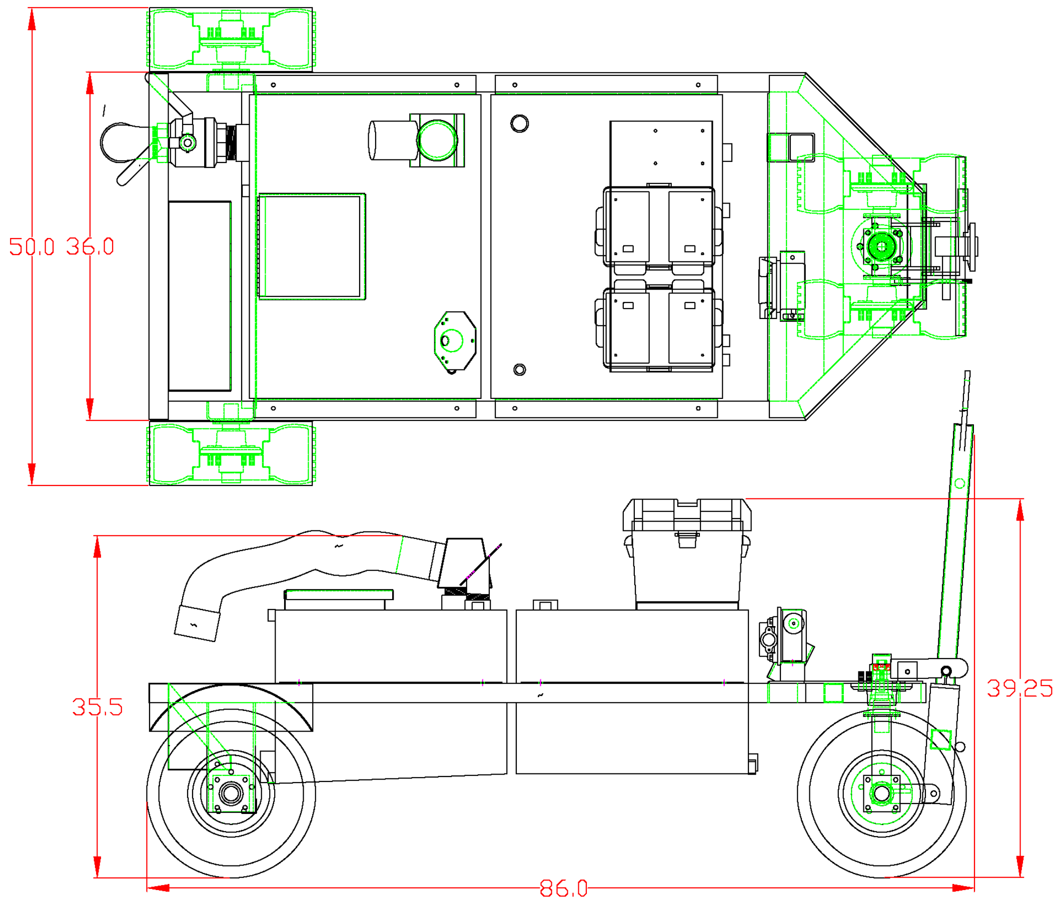
Respectfully submitted,

Rifat Habib
Business Development Exec.
Technology International, Inc.

PNX-LC50/50 LP
LOW PROFILE
LAVATORY SERVICE CART

Shown with optional electric pump

The LC50/50LP lavatory service cart is a stainless steel low profile cart designed to service lavatory facilities of transport aircraft. It provides a 50 gallon waste release tank and a flush tank capacity of up to 50 gallons. The waste tank is outfitted with a 4 inch locking coupling to accept waste drainage through a 4 inch by 10 foot cuffed poly hose. The flush system is outfitted with a 1” Roylyn quick release coupling and includes an inline, resettable, dispensing meter on a 15 foot reinforced poly hose connected to a 12v DC wash down pump. The unit is outfitted with a fifth wheel tow bar for ease of maneuvering.



Specifications

TANKS
- WASTE: 50 GALLONS
- CHARGE: 50 GALLONS

FEATURES
- LOW PROFILE DESIGN
- STAINLESS STEEL TANKS
- POSITIVE DRAIN ON WASTE TANK
- 12” HINGED INSPECTION COVER ON WASTE TANK
- CHASSIS CONSTRUCTED OF HEAVY GAUGE TUBING
- 5.7 X 8 PNEUMATIC TIRES
- FRONT WHEEL POSITIVE BRAKE SYSTEM
- 4.5 GPM ELECTRIC PUMP WITH CHARGER
- 15’ CHARGE HOSE WITH SHUTOFF VALVE
- CHARGE HOSE DRAIN BACK
- 3” BALL DUMP VALVE
- 4”X10’ WASTE HOSE WITH STRAIGHT COUPLING
- FLOW METER
- WASTE HOSE STOWAGE NIPPLE
- FLUSH TANK SIGHT GAUGE

SHIPPING DIMENSIONS

WIDTH:	50”
LENGTH:	86”
HEIGHT:	28”
WEIGHT APPROX:	650LBS

BID TAB SHEET
FBO – Light Pickup Truck RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Johnson City Ford 3519 Bristol Highway Johnson City, TN 37601	2026 Ranger	$39,115.75
Champion Chevrolet 3606 Bristol Highway Johnson City, TN 37601	2026 Colorado	$39,222.50
Friendship Ford 3192 West State Street Bristol, TN 37620	2026 Ranger	$41,897.00

JOHNSON CITY Ford

Date: 05/14/2026 11:26 AM
Salesperson: Your Friends at Johnson City Ford
Manager: Glen Layfield

FOR INTERNAL USE ONLY

BUSINESS NAME Tri-Cities Airport Authority Home Phone:
CONTACT

Address : 2525 Hwy 75 Ste 301
BLOUNTVILLE, TN 37617
SULLIVAN
Work Phone:

E-Mail : elanier@flytri.com Cell Phone: (423) 325-6000

VEHICLE

Stock # : TLE09632 New / Used : New VIN : 1FTER4PH7TLE09632 Mileage : 99

Vehicle : 2026 Ford Ranger Color :

Type : XL 4x4 SuperCre

TRADE IN

Payoff : VIN : Mileage :

Vehicle : Color :

Type :

Selling Price	37,505.48
Transport	400.00
All Weather Mats	220.00
Total Purchase	38,125.48
Trade Allowance	
Trade Difference	
Taxable Fees (Estimated)	116.77
Temp Tag Fee	8.50
DOC FEE	799.00
Non Tax Fees	66.00
Trade Payoff	
Cash Deposit	
Balance	39,115.75

Customer Approval: ______________________ Management Approval: ______________________

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

BID TAB SHEET
FBO – Remote Controlled Aircraft Tug RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
FlyTek GSE 4901 Chester Creek Rd. Brookhaven, PA 19015	TowFLEXX TF5	$115,301.25
TowFLEXX Inc. 142 Old Churchmans Rd. New Castle, DE 19720	TowFLEXX TF5	$115,873.11
Technology International, Inc 1331 South International Parkway Suite 2251 Lake Mary, FL 32746	TowFLEXX TF5	$127,810.00
The Lilly Company 428 Riverport Rd. Kingsport, TN 37660	TowFLEXX TF5	$141,860.00
Aero Specialties 11175 W. Emerald St. Boise, ID 83713	TLD TPX-50-E	$224,883.00
Mark C. Pope Associates, Inc. 4910 Martin Ct SE Smyrna, GA 30082	Mototok Twin 7500	$135,957.73*

*Submitted multiple bids.

FlyTek GSE
4901 Chester Creek Road
Brookhaven PA 19015
United States
+1 610-586-6000

Shipping Address:
Tri-Cities Airport Authority
2525 Highway 75 Ste 301
Blountville TN 37617-6382
United States
+1 423-325-6000

Invoicing Address:
Tri-Cities Airport Authority
2525 Highway 75 Ste 301
Blountville TN 37617-6382
United States
+1 423-325-6000

Quotation # S33188

Quotation Date:	Expiration:	Salesperson:
05/14/2026	08/14/2026	Stephanie MacCready

Description	Qty	Unit Price	Amount
TowFLEXX TF5 Remote Control Towbarless Aircraft Tug - Capable of towing aircraft up to 132,000 lbs. - Towbarless design eliminates need for aircraft specific equipment. - Remote operation increases operator safety and communication with wing-walkers. - Low Profile to allow for easy approach/escape. - Electric operation. Tug has no hydraulic system or emissions. - 360 degree turntable with electric motor allows maximum maneuverability and to protect against oversteer. - Capable of approaching aircraft from all 4 sides of the nose gear. - On-board charger allows tug to charge from a standard 110V outlet. - Solid rubber tires with heavy lug for traction. - Maintenance-free lead gel batteries. - 24 month factory warranty.	1.00	109,550.00	$ 109,550.00
TowFLEXX TF5 Gulfstream Torque Link Holder	1.00	209.25	$ 209.25
TowFLEXX TF5 Crate	1.00	1,550.00	$ 1,550.00
Product Training On-site commissioning and operational product training (mandatory)	1.00	1,997.00	$ 1,997.00
Shipping - TBD (additional)	1.00	1,995.00	$ 1,995.00

Click for TF5 videos https://www.youtube.com/user/SchleppMAXXE

FlyTek GSE
4901 Chester Creek Road
Brookhaven PA 19015
United States
+1 610-586-6000

Estimated Lead Time: 16 weeks.

Untaxed Amount	$ 115,301.25
Tax on $ 113,306.25	$ 0.00
Total	$ 115,301.25

Options

Description	Unit Price
TowFLEXX wired Nose gear Protection System (NPS) Provides a counter steering function which keeps the nosewheel straight while towing, regardless of the direction/position of the tug via a wired receiver with a small vacuum cup that attaches to the fuselage during the towing process. RECOMMENDED FOR GULFSTREAM TOWING	**$ 21,879.00**
LiDar Wireless Nose Gear Protection System (NPS) Provides a counter steering function which keeps the nosewheel straight while towing, regardless of the direction/position of the tug. Offers Collision Avoidance Technology (additional subscription).	**$ 44,144.75**

50% Deposit with Order; Balance before Delivery.

Payment terms: Immediate Payment Due on completion of work.
We accept Credit Card payments (additional 3.5% processing fee).

BID TAB SHEET
FBO - Six Passenger Electric Golf Cart RFB
Bid Date: May 15, 2026

FIRM NAME & ADDRESS	EQUIPMENT	TOTAL BID
Whisper Carts 2225 Eddie Williams Rd. Johnson City, TN 37601	FF6	$10,738.00
Copeland's Custom Carts 231 Sherway Rd Knoxville, TN 37922	DACH Apollo	$13,730.00
Tri Cities Golf Carts 2354 Feathers Chapel Rd. Blountville, TN 37617	Club Car Villiager 6	$13,731.00
The Lilly Company 428 Riverport Rd. Kingsport, TN 37660	Fusion	$14,457.00

Hudson Hatley – National Sales Manager

hhatley@golfcarts.com

423-349-2969

Whisper carts would like to offer a bid to FlyTri on their FF6 model. This model can be viewed at FF6 - Whisper Carts or FF6 for Sale | PremiumGolfcarts | GolfCarts.com

- 52″ W x 152″ L x 80″ H; Weight: 1355 lbs.

Additional info will be provided below:

- Rated power: 5KW AC
- Drivetrain: rear wheel drive
- Wheel type: Aluminum 14”
- Tire size: 23” x 10” x 14”
- Battery: 105ah Lithium Ion
- Ground clearance: 8”
- Front suspension: independent coil overs
- Rear suspension: leaf with gas shocks
- Front brakes: disk hydraulic
- Rear brakes: disk hydraulic
- Instrumentation: 9” LCD touchscreen digital display
- Backup camera: yes
- Headlights & taillights: LED
- Sound system: BlueTooth with 2 marine grade 4" 120W speakers
- Connectivity: Apple CarPlay/Android Auto
- Seats: Black leather marine grade
- Mirrors: dual-sided folding

- Cup holders: yes
- Seatbelts: yes
- Horn: yes
- Made in Tennessee

Associated cost –

Cart - $10200

Side curtains/Enclosure - $240

Yellow Beacon light - $99

LSV(street legal) – Please inquire

Shipping/Delivery - $199

Requirements-

2026 model

No advertising on vehicle

6 seats, all facing forward

Black seats - standard

White body color - standard

Headlights, taillights, and turn signals – standard

Side mirrors – standard

Warranty

2 year bumper-bumper manufacturers parts warranty

90 day labor manufacturers warranty

The cart factory is 30 minutes away, service will not be an issue!

Tri-Cities Airport Authority
June 12, 2026

CONSIDER:

Capital Improvement Program (CIP)

Summary:

Each year the airport develops a CIP that includes the financial allocations for each federal, state, and local funded capital improvement project over the next five fiscal years. The first two fiscal years of the program are firm in their forecasting but could change in the event of unanticipated additional grant opportunities or additional airport growth, such as additional air service. Any project listed on the CIP will be bought to the board for approval before commencement of the project. The last three years of the program are shown for planning purposes only and are likely to change.

Recommendation:

Approve the CIP as shown with changes to the CIP being brought to the board for additional approval as needed.

Submitted By: Chris Stipo
Director of Operations

FY 2027
Proposed Capital Projects Budget
Tri-Cities Airport Authority

Project #	Project Description	Total Costs	Funding Split: Federal Funds % Ent	ATP	AIG	PFC	Dis	State %	Local %	Federal Funds: Entitlements	BIL ATP	BIL AIG	PFC	Discretionary	State	Local
	Federal Airport Improvement Program															
1	Runway Centerline and TDZ Lights - Design	$ 90,000	95%						5%	$85,500	$0	$0	$0	$0	$0	$4,500
2	Terminal Restroom and Holdroom Expansion - Environmental	$ 15,000	95%						5%	$14,250	$0	$0	$0	$0	$0	$750
3	Terminal Ramp Rehabilitation - Environmental	$ 15,000	95%						5%	$14,250	$0	$0	$0	$0	$0	$750
4	Runway Crack Seal and Striping - Environmental	$ 15,000	95%						5%	$0	$0	$0	$0	$0	$0	$750
5	Taxiway R Crack Seal, Seal Coat and Striping - Environmental	$ 15,000	95%						5%	$14,250	$0	$0	$0	$0	$0	$750
6	TW B Rehab, TW Y Reconfig, and TD Rehab - Construction Phase 1	$ 4,200,000	95%						5%	$3,990,000	$0	$0	$0	$0	$0	$210,000
7	Runway Centerline and TDZ Lights - Construction	$ 1,200,000					95%		5%	$0	$0	$0	$0	$1,140,000	$0	$60,000
8	ARFF Truck	$ 1,200,000					95%		5%	$0	$0	$0	$0	$1,140,000	$0	$60,000
9	Fire Turnout Gear	$ 200,000				95%			5%	$0	$0	$0	$190,000	$0	$0	$10,000
10	Access Control System - Design	$ 200,000				95%			5%	$0	$0	$0	$190,000	$0	$0	$10,000
11	Pilot Controlled Lighting	$ 200,000				95%			5%	$0	$0	$0	$190,000	$0	$0	$10,000
		$ 7,350,000								**$ 4,118,250**	**$ -**	**$ -**	**$ 570,000**	**$ 2,280,000**	**$ -**	**$ 367,500**
	State Funded Projects															
12	Terminal Restroom and Holdroom Expansion - Design	$ 1,220,000						95%	5%	$0	$0	$0	$0	$0	$1,159,000	$61,000
13	Terminal Ramp Rehabilitation - Design	$ 195,000						95%	5%	$0	$0	$0	$0	$0	$185,250	$9,750
14	Runway Crack Seal and Striping - Design	$ 60,000						95%	5%	$0	$0	$0	$0	$0	$57,000	$3,000
15	Taxiway R Crack Seal, Seal Coat and Striping - Design	$ 60,000						95%	5%	$0	$0	$0	$0	$0	$57,000	$3,000
16	Bag Claim Roof - Construction	$ 1,500,000						95%	5%	$0	$0	$0	$0	$0	$1,425,000	$75,000
17	Terminal Building Air Handler Replacement	$ 1,000,000						95%	5%	$0	$0	$0	$0	$0	$950,000	$50,000
18	General Aviation Expenses	$ 2,000,000						95%	5%	$0	$0	$0	$0	$0	$1,900,000	$100,000
19	GA Development PER	$ 30,000						95%	5%	$0	$0	$0	$0	$0	$28,500	$1,500
20	Professional Services	$ 200,000						95%	5%	$0	$0	$0	$0	$0	$190,000	$10,000
		$ 6,265,000								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 5,951,750**	**$ 313,250**
	Airport Funded Projects															
21	Aviation New Generation Hangar - Buy Back	$ 2,100,000							100%	$0	$0	$0	$0	$0	$0	$2,100,000
23	Southeast Fuel Farm - Construction	$ 5,250,000							100%	$0	$0	$0	$0	$0	$0	$5,250,000
24	Bollard Replacement	$ 100,000							100%	$0	$0	$0	$0	$0	$0	$100,000
		$ 7,450,000								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 7,450,000**
	FY 2027 TOTAL	**$ 21,065,000**								**$ 4,118,250**	**$ -**	**$ -**	**$ 570,000**	**$ 2,280,000**	**$ 5,951,750**	**$ 8,130,750**

FY 2028
Proposed Capital Projects Budget
Tri-Cities Airport Authority

Project #	Project Description	Total Costs	Funding Split							Federal Funds					State	Local
			Federal Funds %					State %	Local %							
			Ent	ATP	AIG	PFC	Dis			Entitlements	BIL ATP	BIL AIG	PFC	Discretionary		
	Federal Airport Improvement Program															
1	Terminal Ramp Rehabilitation - Construction	$ 2,500,000	95%						5%	$2,375,000	$0	$0	$0	$0	$0	$125,000
2	Taxiway A Relocation - Design	$ 750,000					95%		5%	$0	$0	$0	$0	$712,500	$0	$37,500
3	Gate 4 Passenger Boarding Bridge - Construction	$ 1,900,000				95%			5%	$0	$0	$0	$1,805,000	$0	$0	$95,000
		$ 5,150,000								**$ 2,375,000**	**$ -**	**$ -**	**$ 1,805,000**	**$ 712,500**	**$ -**	**$ 257,500**
	State Funded Projects															
4	TW A Relocation - Environmental	$ 250,000						95%	5%	$0	$0	$0	$0	$0	$237,500	$12,500
5	GA Ramp Rehabilitation - Environmental	$ 15,000						95%	5%	$0	$0	$0	$0	$0	$14,250	$750
6	GA Expansion - Environmental	$ 35,000						95%	5%	$0	$0	$0	$0	$0	$33,250	$1,750
7	SRES and Firehall Building - Environmental	$ 35,000						95%	5%	$0	$0	$0	$0	$0	$33,250	$1,750
8	GA Ramp Rehabiltiation - Design	$ 290,000						95%	5%	$0	$0	$0	$0	$0	$275,500	$14,500
9	GA Expansion - Design	$ 630,000						95%	5%	$0	$0	$0	$0	$0	$598,500	$31,500
10	Access Control System - Construction	$ 2,000,000						95%	5%	$0	$0	$0	$0	$0	$1,900,000	$100,000
11	Runway Crack Seal and Striping - Construction Phase	$ 650,000						95%	5%	$0	$0	$0	$0	$0	$617,500	$32,500
12	Taxiway R Crack Seal, Seal Coat and Striping - Construction Phase	$ 650,000						95%	5%	$0	$0	$0	$0	$0	$617,500	$32,500
13	Box Hangar / T Hangar - Env. and Design	$ 240,000						95%	5%	$0	$0	$0	$0	$0	$228,000	$12,000
14	Professional Services	$ 200,000						95%	5%	$0	$0	$0	$0	$0	$190,000	$10,000
		$ 4,995,000								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,745,250**	**$ 249,750**
	Airport Funded Projects															
15	Terminal Restroom and Holdroom Expansion - Construction	$ 15,000,000							100%	$0	$0	$0	$0	$0	$0	$15,000,000
16	Bollard Replacement	$ 100,000							100%	$0	$0	$0	$0	$0	$0	$100,000
										$0	$0	$0	$0	$0	$0	$0
		$ 15,100,000								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 15,100,000**
	FY 2028 TOTAL	**$ 25,245,000**								**$ 2,375,000**	**$ -**	**$ -**	**$ 1,805,000**	**$ 712,500**	**$ 4,745,250**	**$ 15,607,250**

FY 2029
Proposed Capital Projects Budget
Tri-Cities Airport Authority

Project #	Project Description	Total Costs	Funding Split							Federal Funds					State	Local
			Federal Funds %					State %	Local %							
			Ent	ATP	AIG	PFC	Dis			Entitlements	BIL ATP	BIL AIG	PFC	Discretionary		
	Federal Airport Improvement Program															
1	GA Ramp Rehabilitation - Construction	$ 4,200,000	50%			20%		25%	5%	$2,100,000	$0	$0	$840,000	$0	$1,050,000	$210,000
2	Taxiway A Relocation - Construction	$ 12,000,000					95%		5%	$0	$0	$0	$0	$11,400,000	$0	$600,000
3	Sweeper Truck	$ 400,000				95%			5%	$0	$0	$0	$380,000	$0	$0	$20,000
		$ 16,600,000								**$ 2,100,000**	**$ -**	**$ -**	**$ 1,220,000**	**$ 11,400,000**	**$ 1,050,000**	**$ 830,000**
	State Funded Projects															
4	Firehall Building - Design	$ 1,000,000						95%	5%	$0	$0	$0	$0	$0	$950,000	$50,000
5	GA Expansion - Phase 1 - Construction	$ 4,000,000						95%	5%	$0	$0	$0	$0	$0	$3,800,000	$200,000
6	Maintenance Equipment	$ 350,000						95%	5%	$0	$0	$0	$0	$0	$332,500	$17,500
7	Landscaping - Aviation Drive	$ 100,000						95%	5%	$0	$0	$0	$0	$0	$95,000	$5,000
8	Professional Services	$ 200,000						95%	5%	$0	$0	$0	$0	$0	$190,000	$10,000
		$ 5,650,000								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 5,367,500**	**$ 282,500**
	Airport Funded Projects															
9	Bollard Replacement	$ 100,000							100%	$0	$0	$0	$0	$0	$0	$100,000
		$ 100,000								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**
	FY 2029 TOTAL	**$ 22,350,000**								**$ 2,100,000**	**$ -**	**$ -**	**$ 1,220,000**	**$ 11,400,000**	**$ 6,417,500**	**$ 1,212,500**

FY 2030
Proposed Capital Projects Budget
Tri-Cities Airport Authority

Project #	Project Description	Total Costs	Funding Split: Federal Funds % Ent	ATP	AIG	PFC	Dis	State %	Local %	Federal Funds: Entitlements	BIL ATP	BIL AIG	PFC	Discretionary	State	Local
	Federal Airport Improvement Program															
1	South Apron Rehab (Wysong) - Construction	$ 2,000,000	95%						5%	$1,900,000	$0	$0	$0	$0	$0	$100,000
2	Decommission RW 9-27 and TWY C	$ 1,500,000				95%			5%	$0	$0	$0	$1,425,000	$0	$0	$75,000
		$ 3,500,000								**$ 1,900,000**	**$ -**	**$ -**	**$ 1,425,000**	**$ -**	**$ -**	**$ 175,000**
	State Funded Projects															
3	South Apron Rehab (Wysong) - Env and Design	$ 150,000						95%	5%	$0	$0	$0	$0	$0	$142,500	$7,500
4	Snow Removal Building - Env and Design	$ 250,000						95%	5%	$0	$0	$0	$0	$0	$237,500	$12,500
5	Firehall Building - Construction	$ 4,000,000				70%		25%	5%	$0	$0	$0	$2,800,000	$0	$1,000,000	$200,000
6	Box Hangar / T Hangar - Construction	$ 3,200,000						95%	5%	$0	$0	$0	$0	$0	$3,040,000	$160,000
7	GA Terminal Replacement - PER	$ 40,000						95%	5%	$0	$0	$0	$0	$0	$38,000	$2,000
8	GA Terminal Replacement - Env and Design	$ 450,000						95%	5%	$0	$0	$0	$0	$0	$427,500	$22,500
9	Maintenaance Equipment	$ 350,000						95%	5%	$0	$0	$0	$0	$0	$332,500	$17,500
10	Professional Services	$ 200,000						95%	5%	$0	$0	$0	$0	$0	$190,000	$10,000
		$ 8,640,000								**$ -**	**$ -**	**$ -**	**$ 2,800,000**	**$ -**	**$ 5,408,000**	**$ 432,000**
	Airport Funded Projects															
11	Bollard Replacement	$ 100,000							100%	$0	$0	$0	$0	$0	$0	$100,000
		$ 100,000								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**
	FY 2030 TOTAL	**$ 12,240,000**								**$ 1,900,000**	**$ -**	**$ -**	**$ 4,225,000**	**$ -**	**$ 5,408,000**	**$ 707,000**

FY 2031
Proposed Capital Projects Budget
Tri-Cities Airport Authority

Project #	Project Description	Total Costs	Funding Split: Federal Funds %					State	Local	Federal Funds					State	Local
			Ent	ATP	AIG	PFC	Dis	%	%	Entitlements	BIL ATP	BIL AIG	PFC	Discretionary		
	Federal Airport Improvement Program															
1	GA Ramp Expansion - Phase 2 - Construction	$ 5,000,000	40%			55%			5%	$2,000,000	$0	$0	$2,750,000	$0	$0	$250,000
		$ 5,000,000								**$ 2,000,000**	**$ -**	**$ -**	**$ 2,750,000**	**$ -**	**$ -**	**$ 250,000**
	State Funded Projects															
2	Old Terminal Building Renovation	$ 3,250,000						95%	5%	$0	$0	$0	$0	$0	$3,087,500	$162,500
3	Snow Removal Building - Construction	$ 2,000,000						95%	5%	$0	$0	$0	$0	$0	$1,900,000	$100,000
4	Maintenaance Equipment	$ 350,000						95%	5%	$0	$0	$0	$0	$0	$332,500	$17,500
5	Professional Services	$ 200,000						95%	5%	$0	$0	$0	$0	$0	$190,000	$10,000
		$ 5,800,000								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 5,510,000**	**$ 290,000**
	Airport Funded Projects															
6	GA Terminal Replacement	$ 5,000,000							100%	$0	$0	$0	$0	$0	$0	$5,000,000
7	Bollard Replacement	$ 100,000							100%	$0	$0	$0	$0	$0	$0	$100,000
		$ 5,100,000								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 5,100,000**
	FY 2031 TOTAL	**$ 15,900,000**								**$ 2,000,000**	**$ -**	**$ -**	**$ 2,750,000**	**$ -**	**$ 5,510,000**	**$ 5,640,000**

Tri-Cities Airport Authority
June 12, 2026

CONSIDER:

CONSENT AGENDA

A. PARCS Change Order #3
B. ARFF Truck Change Order #7
C. Administrative Hallway Renovations Change Order #1

Submitted By: Chris Stipo
Director of Operations

Tri-Cities Airport Authority
June 12, 2026

A. PARCS Change Order #3

Summary:

A new exit plaza is in the process of being constructed for the Premium and Standard Lots. During the construction, it was discovered that the plan fiber run would not be enough with the discovered conditions. An additional run of fiber was needed to ensure the parking revenue control system would be able to function at the new exit plaza. The change order has been reviewed by Kimley-Horn.

PARCS – Funding Plan

Original Project Price	$806,792.40
Previous Change Orders	$ 60,332.50
Change Order #3	$ 22,975.00
Revised Project Price	$890,099.90

Recommendation:

Authorize Change Order #3 for an additional cost of $22,975.00.

Submitted By: Chris Stipo
Director of Operations

CONTRACT CHANGE ORDER NO. 3

Tri-Cities Airport Authority
Blountville, TN

DATE: 4/24/2026

PROJECT: Comprehensive Upgrade of PARCS and Communication

TO: Amano McGann, Inc.
6825 Shiloh Road E, Suite B6
Alpharetta, GA 30005

TCAA PROJECT NO. 20899-000 (TAD#0768)
KIMLEY-HORN PROJECT NO. 118579021

TERMS: The following described changes to the above project being completed for the Tri-Cities Airport Authority are hereby authorized. This Change Order constitutes a formal amendment to the Contract entered into between parties on the 28th day of April, 2025 upon execution by duly authorized representatives of each party in the spaces below.

CHANGE: This change order shall provide all labor, equipment, material, and incidentals for the completion of the items listed below.

Item No.		*Unit*	*Bid Quant.*	*Revised Quant.*	*Change*	*Unit Price*	*Sub-Total Cost*
C02-1	48 Strand SM fiber and 6 Cat6 from the old exit to the next exit. 1U fiber enslocer inside cabinet in new exit plazaand biscuit jacks Cat6 in new and old exit plaza. Terminate and test all fiber.	LS	NA	1	1	$22,975.00	$22,975.00

TOTAL: ***$22,975.00***

JUSTIFICATION AND NEED:

The change order is required to facilitate construction and operations of the new long term exit plaza.

TOTAL ADDITIONS OR REDUCTION TO CONTRACT PRICE
(Note: Numbers in parentheses are deductions).

ORIGINAL CONTRACT PRICE $806,792.40

NET TOTAL OF PREVIOUS CHANGE ORDERS	$60,332.50
PREVIOUS REVISED PRICE	$867,124.90
THIS CHANGE ORDER NO. 3	$22,975.00
REVISED CONTRACT PRICE THIS DATE	$890,099.90

EXTENSION OF TIME RESULTING FROM THIS CHANGE ORDER - 0 CALENDAR DAYS

This Contract Modification constitutes full and mutual accord and satisfaction for all time and all cost related to this change. By acceptance of this Contract Modification, the Contractor hereby agrees that the modification represents an equitable adjustment to the Contract, and further, agrees to waive all right to file any further claims or changes arising out of or as a result of this change, or the accumulation of executed Contract Modifications on this Contract.

The Contractor and Owner(s) hereby agree to the terms of this Change Order as contained herein.

CONSENT OF SURETY:

By: ______________________
Date

CONTRACTOR:

Amano McGann, Inc.

By: ______________________
Date

ENGINEER

Kimley-Horn

By: Ben Vatty 4/28/2026
Date

OWNER:

TRI-CITIES AIRPORT AUTHORITY

By: ______________________
Date

B. ARFF Truck Change Order #7

Summary:

A new Aircraft Rescue and Firefighting (ARFF) truck is in the process of being built by Rosenbauer and is expected to be delivered in August 2026. The new truck will utilize a different type of foam than the airport's current ARFF vehicle and an additional turret has been added to the truck that is better suited for the new type of foam. Additionally, lights on the truck we changed to increase visibility for the driver during nighttime conditions.

ARFF Truck – Funding Plan

Original Project Price	$1,023,085
Change Order #7	$ 13,702
Revised Project Price	$1,036,787

Recommendation:

Authorize Change Order #7 for an additional cost of $13,702.

Submitted By: Chris Stipo
Director of Operations

CHANGE ORDER #7

rosenbauer

Tri-Cities, TN.

CHANGE REQUEST

Body Job #: **106131**

DATE: May 7, 2026
Initiated By: **Dealer/Customer**

BODY CHANGES

	Action	Qty.	QW No.	DESCRIPTION OF CHANGE	PRICE
		25		{Qty} days will be added to the scheduled delivery date due to lead times of components and fabrication.	$0
				Previous CO…	
				Office Use Only	
1	ADD	1	PA-43-001K	RBI Foam Barrel (Air aspirating RM35 roof turret)	$5,990
2	ADD	1	PA-48-0087	Clear Fog Lights	$1,248
3	ADD	1	PA-48-0065	Safe to Approach Lights (Green)	$1,510
4	DELETE	-1	PA-48-010D	Forward Facing LED 3k Lumen 24V Scene Lights (2)	($500)
5	ADD	1	PA-48-010B	Forward Facing FRC Spectra 20k Lumen LED 24V Scene Lights (2)	$5,454
6		1			$0
7		1			$0
8		1			$0
9		1			$0
10		1			$0
11		1			$0
12		1			$0
13		1			$0
14		1			$0
15		1			$0
16		1			$0
17		1			$0
18		1			$0
19		1			$0
20		1			$0

We hereby agree to make change(s) specified above at this price	$13,702
PREVIOUS CONTRACT AMOUNT	$1,023,085
REVISED CONTACT AMOUNT	$1,036,787

ACCEPTED - The above price and specifications of the Change Order are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise stipulated.

Authorized Signature (Customer): Christopher Stipo

Date: May 8, 2026

C. Administrative Hallway Renovations Change Order #1

Summary:

Renovations to the administrative hallway are currently under way with an anticipated completion of phase one in July 2026. During the construction it was discovered that following would be needed. The change order has been reviewed by Cain Rash West Architects.

- Additional pluming work was needed for the restrooms.
- An angled wall in Tailwinds leased area was removed.
- An additional fire damper was installed.
- An additional roof drain was installed.
- Access control was added to the project including card readers and cameras.

<u>Administrative Hallway Renovations – Funding Plan</u>

Original Project Price	$2,481,299.00
Previous Change Orders	$ 0.00
Change Order #1	$ 114,218.81
Revised Project Price	$ 2,595,517.81

Recommendation:

Authorize Change Order #1 for an additional cost of $114,218.81.

Submitted By: Chris Stipo
Director of Operations

CONTRACT CHANGE ORDER NO. 1

Tri-Cities Airport Authority

Blountville, TN

Date: May 27, 2026

Project: **TCA Terminal Building Administration Office Renovation - Phase One**

To: **Comsa Construction Company, Inc.**
142 Elizabeth Avenue
Gray, Tennessee 37615

Terms: The following described changes to the above project being completed for the Tri-Cities Airport Authority are hereby authorized. This Change Order constitutes a formal amendment to the Contract entered into between parties on the 30th day of March, 2026 upon execution by duly authorized representatives of each party in the spaces below.

Change: This lump sum based change order shall provide all labor, equipment, material, and incidentals for construction of the items listed below to address those items omitted from the work and to address field conditions that were different from that which was anticipated on the plans.

Item No.	Description	Unit	Quanity	Unit Price	Sub-Total Cost
1	Phase One Restrooms Scope of Work Revisions	L.S.	1	$12,300.00	$12,300.00
2	Phase One Access Control		1	$95,374.40	$95,374.40
3	Phase One Angled Wall Removal @ Tailwinds		1	$3,873.84	$3,873.84
4	Phase One Fire Damper Install		1	$2,236.15	$2,236.15
5	Phase One Roof Drain Insulation		1	$434.42	$434.42
	Total				***$114,218.81***

Justification and Need:

Item #1: Change Order #1 encompasses the final cost associated with Phase One Main Level Restrooms including cost to remove and replace the concrete slab, sanitary line tie into the basement, scope existing Tailwind restaurant sanitary line, added electrical work for plumbing fixtures, motion detector for exhaust fan, drywalls front / rear and at wall removal, addition of access control, installation of two fire dampers, and insulation of roof drain.

Total Additions or Reduction to Contract Price:
(Note: Numbers in parentheses are deductions).

ORIGINAL CONTRACT PRICE	$	2,481,299.00
Net Total of Previous Supplemental Agreement/Change Orders	$	0.00
This Change Order No. 1 ☑ Add ☐ Deduct	$	114,218.81
Revised Contract Price this Date	$	2,595,517.81

Extension of Time Resulting from this Change Order 0 (Indicate number of calendar days).

This Contract Modification constitutes full and mutual accord and satisfaction for all time and all cost related to this change. By acceptance of this Contract Modification, the Contractor hereby agrees that the modification represents an equitable adjustment to the Contract, and further, agrees to waive all right to file any further claims or changes arising out of or as a result of this change, or the accumulation of executed Contract Modifications on this Contract.

The Contractor and Owner(s) hereby agree to the terms of this Change Order as contained herein.

Consent of Surety:

Westfield Insurance Company
(Company)

By: Christie Swinney Date: 5/28/2026
Christie Swinney, Attorney-in-fact

Architect:

CainRashWest Architects

By: Date: 6/2/26

Contractor:

Comsa Construction

By: Craig Comsa Date: 6/1/2026
Craig Comsa

Owner:

Tri-Cities Airport Authority

By: Chris Arigo Date: June 2, 2026

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 08/02/23, FOR ANY PERSON OR PERSONS NAMED BELOW.

POWER NO. 4111931 05

General Power of Attorney

Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.

CERTIFIED COPY

Westfield Center, Ohio

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint
ALEXANDER C. SHAFER, JASON E. TALLENT, AARON JENSEN, CHRISTINA ADDINGTON, CHRISTIE SWINNEY, SUE HILL, KENDRA ADAMS, HANNAH REECE, JOINTLY OR SEVERALLY

of **KNOXVILLE** and State of **TN** its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver **any and all bonds, undertakings, and recognizances; provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed FIFTEEN MILLION DOLLARS AND NO CENTS ($15,000,000)----**

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"*Be It Resolved*, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact. may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"*Be it Further Resolved*, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their **National Surety Leader** and **Senior Executive** and their corporate seals to be hereto affixed this **02nd** day of **AUGUST** A.D., **2023** .

Corporate Seals Affixed

WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By: **Gary W. Stumper**, *National Surety Leader* and *Senior Executive*

State of Ohio
County of Medina ss.:

On this **02nd** day of **AUGUST** A.D., **2023** , before me personally came **Gary W. Stumper** to me known, who, being by me duly sworn, did depose and say, that he resides in **Medina, OH;** that he is **National Surety Leader and Senior Executive** of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed

David A. Kotnik, Attorney at Law, *Notary Public*
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio
County of Medina ss.:

I, **Frank A. Carrino**, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 28th. day of May A.D., 2026 .

Secretary

Frank A. Carrino, *Secretary*

BPOAC1 (combined) (06-02)

Legal Counsel,
Stephen Darden

Verbal Report

Director of Finance,

Rachel Squibb

Tri-Cities Airport Authority
June 11, 2026

REPORT:

Financial Summary – Period Ending April 30, 2026

For the fiscal year to date as of April 30, 2026, the Authority achieved an approximate Net Operating Income of $1,405,862, exceeding the approved budget by $240,465. The attached schedule provides unaudited actual results compared to the approved FY2026 operating budget.

Revenue Performance
Total operating revenue exceeded budget by 16%, reflecting strong growth across key categories. The most notable positive variances were in Parking and Rental Car revenue. These results underscore the continued importance of non-aeronautical revenue streams in the Authority's financial base.

Expense Management
Operating expenses overall were managed in line with budget expectations. While cost results were mixed across categories, the primary negative variance occurred within the Airfield Area cost center, reflecting necessary expenditures for terminal apron markings and increase in snow/ice control activity. Snow/Ice removal costs are trending significantly higher than prior years due to severe winter conditions. These expenditures, while unplanned, are operationally necessary and inherent in maintaining airfield safety and regulations. Another cost center we are monitoring closely is Ground Handling Services. Expenses associated with servicing the new Breeze flights were not known at the time the FY2026 budget was prepared. As a result, this area will exceed budget; however, the overage is directly tied to new service growth and corresponding revenue generation. The Terminal Area cost center also reflects negative variances due to costs associated with installing the common uses system (CUPPS software). While certain variances are above budget, they are largely growth-driven or safety-related in nature and consistent with the operational demands of an airport.

Net Results & Outlook
Ten months of the fiscal year, FY2026, closed with results exceeding expectations. As of April 30, 2026, we are yielding net operating income of $1,405,862, which exceeds the budget and demonstrates growth across core revenue streams. Revenue performance, particularly within key non-aeronautical categories, has strengthened the Authority's financial position and provided flexibility as we enter a period of expansion. At the same time, disciplined expense management remains a priority. Each department continues to focus on operational efficiency while strategically investing in equipment needs and readiness efforts necessary to support new routes and airline growth in 2026.

Submitted by: Rachel Squibb
Director of Finance

Tri-Cities Airport Authority
FY 2026 Operating Budget
4/30/2026

11:53:33 AM 6/2/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				AIRLINE LANDING FEES				
$64,946	$26,413	$38,533	51010-201	Landing Fees: Delta Connection	$335,181	$352,270	$291,543	$43,638
0	0	0	51016-201	Landing Fees: Breeze Airways	6,993	0	0	6,993
35,753	31,292	4,461	51025-201	Landing Fees: American Airlines	346,296	417,350	345,402	894
7,318	5,583	1,735	51040-201	Landing Fees: Allegiant Airlines	60,320	67,000	55,830	4,490
$108,017	**$63,288**	**$44,729**		**TOTAL AIRLINE LANDING FEES**	**$748,790**	**$836,620**	**$692,775**	**$56,015**
				AIRLINE RENTAL REVENUE				
$70,875	$11,058	$59,817	51507-202	Floor Space: American Airlines	$210,942	$132,700	$110,580	$100,362
13,987	13,283	704	51515-202	Floor Space: Delta Connection	139,867	159,400	132,830	7,037
(151)	667	(818)	51518-202	Joint Use Space	3,081	8,000	6,670	(3,589)
4,716	4,583	133	51519-202	Terminal Apron Charge	45,348	55,000	45,830	(482)
(736)	0	(736)	51521-202	Floor Space: Ticketing Lobby	(2,806)	0	0	(2,806)
50,927	50,917	10	51525-202	Terminal Space Area Use	509,270	611,000	509,170	100
220	229	(9)	51526-202	Ground Equipment Storage	2,200	2,750	2,290	(90)
6,058	5,020	1,038	51530-202	Jetway Use Fee	63,674	60,300	50,150	13,524
64,145	65,337	(1,192)	51535-202	PSO Security Reimbursement	641,457	784,750	652,664	(11,207)
387	392	(5)	51546-202	Janitorial & Trash Reimbursement	3,872	4,700	3,920	(48)
$210,428	**$151,486**	**$58,942**		**TOTAL AIRLINE RENTS**	**$1,616,905**	**$1,818,600**	**$1,514,104**	**$102,801**
$318,445	**$214,774**	**$103,671**		**TOTAL AIRLINE REVENUE**	**$2,365,695**	**$2,655,220**	**$2,206,879**	**$158,816**

Tri-Cities Airport Authority
FY 2026 Operating Budget
4/30/2026

11:53:34 AM 6/2/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				GENERAL AVIATION REVENUE				
$0	$781	($781)	52005-203	Charters - Landing Fees	$8,194	$8,640	$7,138	$1,056
0	1,076	(1,076)	52007-203	Charters - Terminal Facilities Fees	13,515	11,900	9,833	3,682
3,366	0	3,366	52010-203	FBO - Hangar Rents	11,684	0	0	11,684
29,694	32,215	(2,521)	52020-203	FBO - Minimum Annual Operating Fee	296,939	356,300	294,392	2,547
22,347	19,313	3,034	52030-203	FBO - 3% Gross Revenue Fee	173,689	213,600	176,486	(2,797)
6,973	8,984	(2,011)	52070-203	FBO - Fuel Flowage / Hookup Fees	73,708	99,360	82,095	(8,387)
712	886	(174)	52072-203	FBO - Utility Reimbursement	8,824	9,800	8,097	727
453	493	(40)	52075-203	Flying Service - Rents	4,527	5,450	4,503	24
194	226	(32)	52076-203	Flying Service - Utility Reimb	3,173	2,500	2,066	1,107
12,971	12,550	421	52080-203	Speciality Service Operations	124,700	150,600	125,500	(800)
14,275	24,583	(10,308)	52110-203	Corporate Hangar, Land & Access	198,983	295,000	245,830	(46,847)
2,986	2,624	362	52160-203	Corporate Fuel Fees	20,946	35,000	28,966	(8,020)
0	262	(262)	52165-203	FBO - Self-Fueling Sales	2,422	3,500	2,895	(473)
0	0	0	52170-203	GA - Titan Fuel Sales	71,292	0	0	71,292
$93,971	**$103,993**	**($10,022)**		**TOTAL GEN. AVIATION REVENUE**	**$1,012,596**	**$1,191,650**	**$987,801**	**$24,795**

Tri-Cities Airport Authority

FY 2026 Operating Budget

4/30/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				AIR CARGO REVENUE				
$367	$334	$33	52510-204	Cargo: Landing Fees	$3,620	$4,000	$3,329	$291
				AIR CARGO CENTER				
7,124	7,500	(376)	52540-204	Cargo: Cargo Center - Terminal Space	73,313	90,000	75,000	(1,687)
0	0	0	52542-204	Cargo: Cargo Center - Ramp Fees	869	0	0	869
419	553	(134)	52543-204	Cargo: Services Reimbursements	4,187	7,500	6,118	(1,931)
274	442	(168)	52544-204	Cargo: Cargo Center - Utility Reimb	2,824	6,000	4,892	(2,068)
$8,184	**$8,829**	**($645)**		**TOTAL AIR CARGO REVENUE**	**$84,813**	**$107,500**	**$89,339**	**($4,526)**

Tri-Cities Airport Authority
FY 2026 Operating Budget
4/30/2026

11:53:35 AM 6/2/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				PARKING REVENUE				
$225,621	$172,390	$53,231	53150-205	Parking: Long-Term	$3,185,186	$2,339,555	$1,908,207	$1,276,979
106,480	59,316	47,164	53151-205	Parking: Short-Term	134,790	805,000	656,580	(521,790)
0	0	0	53152-205	Parking:: Express Lot	42,080	0	0	42,080
2,388	2,141	247	53154-205	Parking: Other Revenue	22,752	25,690	21,410	1,342
$334,489	**$233,847**	**$100,642**		**TOTAL PARKING REVENUE**	**$3,384,808**	**$3,170,245**	**$2,586,197**	**$798,611**

Tri-Cities Airport Authority
FY 2026 Operating Budget
4/30/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				RENTAL CAR REVENUE				
$5,411	$5,183	$228	53605-206	RAC: Floor Space Rents	$54,105	$62,200	$51,830	$2,275
145,019	142,975	2,044	53610-206	RAC: Commissions	1,429,874	1,610,000	1,289,921	139,953
9,249	8,542	707	53620-206	RAC: Service Facility	92,492	102,500	85,420	7,072
3,281	3,333	(52)	53623-206	RAC: RAC - Utility Reimbursement	27,090	40,000	33,330	(6,240)
0	5,000	(5,000)	53627-206	RAC: Service Facility - Maint CFC Rein	33,936	60,000	50,000	(16,064)
$162,960	**$165,033**	**($2,073)**		**TOTAL RENTAL CAR REVENUE**	**$1,637,497**	**$1,874,700**	**$1,510,501**	**$126,996**

Tri-Cities Airport Authority
FY 2026 Operating Budget
4/30/2026

11:53:35 AM 6/2/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				TERMINAL CONCESSION REVENUE				
$0	$5,667	($5,667)	54100-207	Terminal: Advertising	$43,604	$68,000	$56,670	($13,066)
21,490	14,375	7,115	54106-207	Terminal: Restaurant & Gift Shop	173,040	172,500	143,750	29,290
549	833	(284)	54107-207	Terminal: Tailwinds - Util Reimburseme	8,313	10,000	8,330	(17)
0	83	(83)	54125-207	Terminal: Miscellaneous Revenue	0	1,000	830	(830)
$22,039	**$20,958**	**$1,081**		**TOTAL TERMINAL CONCESSIONS**	**$224,957**	**$251,500**	**$209,580**	**$15,377**
				TERMINAL SPACE RENTS				
$9,090	$8,358	$732	54290-208	Terminal Rents: Office Space	$90,901	$100,300	$83,580	$7,321
878	725	153	54360-208	Terminal Rents: Utility Reimbursement	9,075	8,700	7,250	1,825
175	208	(33)	54410-208	Terminal Rents: Janitorial & Trash Rein	1,750	2,500	2,080	(330)
60	58	2	54520-208	Terminal Rents: PA System	600	700	580	20
$10,203	**$9,349**	**$854**		**TOTAL TERMINAL SPACE RENTS**	**$102,326**	**$112,200**	**$93,490**	**$8,836**

Tri-Cities Airport Authority
FY 2026 Operating Budget
4/30/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				OTHER REVENUE				
$17,109	$11,641	$5,468	51550-202	Ground Handling Services	$141,908	$114,000	$93,932	$47,976
0	1,276	(1,276)	52008-203	Charters - Ground Handling	13,500	12,500	10,298	3,202
0	417	(417)	55210-209	Other Properties: Ground Leases-Farm	6,854	5,000	4,170	2,684
2,969	2,892	77	55300-209	Other Properties: Other Leases	31,333	34,700	28,920	2,413
543	500	43	55302-209	Other Properties: Utility Reimb	7,753	6,000	5,000	2,753
0	800	(800)	55421-209	Other: Salary Supplements	0	9,600	8,000	(8,000)
9,944	10,417	(473)	55432-000	Other: FTZ Contributions	104,440	125,000	104,170	270
1,026	632	394	55435-209	Other: Ice Revenue	9,290	9,000	7,329	1,961
6,580	1,583	4,997	55440-209	Other: ID's & Fingerprinting Revenue	34,875	19,000	15,830	19,045
1,426	733	693	55445-209	Other: Gasoline Sales	15,645	9,000	8,170	7,475
2,000	750	1,250	55450-209	Other: Miscellaneous Billings	42,966	9,000	7,500	35,466
1,086	1,083	3	55500-210	Aerospace Park - Ground Revenue	10,862	13,000	10,830	32
2,200	0	2,200	93106-000	Contributions from Tailwinds	22,000	0	0	22,000
$44,883	**$32,724**	**$12,159**		**TOTAL OTHER REVENUE**	**$441,426**	**$365,800**	**$304,149**	**$137,277**
$676,729	**$574,733**	**$101,996**		**TOTAL NON-AIRLINE REVENUE**	**$6,888,423**	**$7,073,595**	**$5,781,057**	**$1,107,366**
$995,174	**$789,507**	**$205,667**		**TOTAL OPERATING REVENUES**	**$9,254,118**	**$9,728,815**	**$7,987,936**	**$1,266,182**

Tri-Cities Airport Authority
FY 2026 Operating Budget
4/30/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				AIRFIELD AREA EXPENSE				
$0	$1,061	($1,061)	60010-301	Aviation - Utilities	$11,129	$15,000	$13,209	($2,080)
0	849	(849)	60070-301	Aviation - Power Vault Diesel	5,833	12,000	10,568	(4,735)
0	141	(141)	60080-301	Aviation - Power Vault Repairs	522	2,000	1,761	(1,239)
24,635	7,075	17,560	60110-301	Aviation - Runways/Taxiways/Field	127,284	100,000	88,069	39,215
134	2,122	(1,988)	60400-301	Aviation - Ramps and Aprons	74,436	30,000	26,420	48,016
0	566	(566)	60500-301	Aviation - Fence & Gate Repair	28,784	8,000	7,046	21,738
0	2,830	(2,830)	60520-301	Aviation - Electrical Maintenance	7,968	40,000	35,227	(27,259)
0	2,335	(2,335)	60560-301	Aviation - Snow & Ice Control	174,224	33,000	29,062	145,162
3,660	424	3,236	60570-301	Aviation - Wildlife Control	14,222	6,000	5,284	8,938
0	495	(495)	60630-301	Aviation - Equipment Rental	6,138	7,000	6,164	(26)
0	743	(743)	60650-301	Aviation - Fuel Farm Maintenance	15,269	10,500	9,247	6,022
0	141	(141)	60655-301	Aviation - Contract Mowing	0	2,000	1,761	(1,761)
0	424	(424)	60700-301	Aviation - Environmental Compliance	6,992	6,000	5,284	1,708
0	566	(566)	60705-301	Aviation-Part 139 Field Reporting	9,806	8,000	7,046	2,760
$28,429	**$19,772**	**$8,657**		**TOTAL AIRFIELD AREA EXPENSE**	**$482,607**	**$279,500**	**$246,148**	**$236,459**
				AVIATION PROPERTIES EXPENSE				
$0	$339	($339)	60030-301	Aviation - Domed Hangar/Offices	$23,615	$8,000	$6,613	$17,002
778	1,906	(1,128)	60040-301	Aviation - Tri-City Aviation, Inc.	109,117	45,000	37,190	71,927
120	424	(304)	60045-301	Aviation - Corporate Hangar Maint	2,999	10,000	8,265	(5,266)
0	424	(424)	60050-301	Aviation - Wysong	16,693	10,000	8,265	8,428
0	0	0	62210-303	Other: New S. Aviation Hangar - Utilities	6,263	0	0	6,263
$898	**$3,093**	**($2,195)**		**TOTAL AVIATION PROPERTIES EXPI**	**$158,687**	**$73,000**	**$60,333**	**$98,354**

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Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				TERMINAL AREA EXPENSE				
$0	$25,726	($25,726)	61010-302	Terminal - Electricity - BTES	$219,058	$290,000	$265,814	($46,756)
0	2,218	(2,218)	61020-302	Terminal - Heating Fuel	22,967	25,000	22,916	51
0	3,992	(3,992)	61030-302	Terminal - Water & Sewer	26,728	45,000	41,247	(14,519)
665	444	221	61035-302	Terminal - Landscape Water	1,289	5,000	4,583	(3,294)
145	1,597	(1,452)	61040-302	Terminal - Telephone & Internet	8,495	18,000	16,498	(8,003)
356	1,331	(975)	61050-302	Terminal - Electrical Maintenance	726	15,000	13,748	(13,022)
0	2,706	(2,706)	61055-302	Terminal - HVAC Maintenance	43,070	30,500	27,956	15,114
8,712	4,879	3,833	61057-302	Terminal - Building Repairs	57,770	55,000	50,413	7,357
986	1,996	(1,010)	61060-302	Terminal - Plumbing	32,952	22,500	20,623	12,329
0	4,879	(4,879)	61065-302	Terminal - Landscape Service	47,794	55,000	50,413	(2,620)
0	621	(621)	61070-302	Terminal - Equipment/Furnishing Mtn	2,651	7,000	6,416	(3,765)
1,486	2,173	(687)	61075-302	Terminal - Roadway, Parking Lot	24,444	24,500	22,456	1,988
15,300	3,548	11,752	61080-302	Terminal - Contract Mowing	46,718	40,000	36,664	10,054
3,382	0	3,382	61081-302	Terminal - Lawn Treatment	22,903	0	0	22,903
122	4,436	(4,314)	61570-302	Terminal - Contract (Elevator)	47,574	50,000	45,830	1,744
4,970	3,548	1,422	61580-302	Terminal - Contract (Trash Service)	56,575	40,000	36,664	19,911
0	3,992	(3,992)	61610-302	Terminal - Other Contracts	6,365	45,000	41,247	(34,882)
0	8,871	(8,871)	61960-302	Terminal - Jetway Maintenance	21,690	100,000	91,660	(69,970)
12,005	4,436	7,569	61970-302	Terminal - IT Equipment & Services	183,420	50,000	45,830	137,590
0	1,065	(1,065)	61980-302	Terminal - FIDS System	19,014	12,000	11,001	8,013
1,982	0	1,982	61991-302	Terminal - Landscape Irrigation	1,982	0	0	1,982
$50,111	**$82,458**	**($32,347)**		**TOTAL TERMINAL AREA EXPENSE**	**$894,185**	**$929,500**	**$851,979**	**$42,206**

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				AIR CARGO CENTER EXPENSE				
$0	$802	($802)	62560-303	Air Cargo Center: Utilities	$11,458	$12,000	$10,501	$957
0	67	(67)	62562-303	Air Cargo Center: Heating Fuel	0	1,000	876	(876)
0	201	(201)	62565-303	Air Cargo Center: HVAC Maintenance	0	3,000	2,627	(2,627)
94	1,003	(909)	62566-303	Air Cargo Center: Building Repairs	8,471	15,000	13,129	(4,658)
$94	**$2,073**	**($1,979)**		**TOTAL AIR CARGO EXPENSE**	**$19,929**	**$31,000**	**$27,133**	**($7,204)**

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				OTHER PROPERTIES EXPENSE				
$0	$100	($100)	62556-303	Other Prop: Non-Aviation Land	$0	$2,000	$1,727	($1,727)
0	349	(349)	62555-303	Other Prop: Other Buildings	4,649	7,000	6,046	(1,397)
0	1,992	(1,992)	62557-303	RAC Service Facility Utilities	21,336	40,000	34,548	(13,212)
7,115	2,489	4,626	62558-303	RAC Service Facility Maint	46,206	50,000	43,185	3,021
				OTHER BUILDING EXPENSE				
0	299	(299)	62010-303	Hamilton Road Garages - Utilities	6,618	6,000	5,183	1,435
				OTHER EXPENSE				
488	249	239	62580-303	Other Expense: Ice Expense	4,808	5,000	4,318	490
0	647	(647)	62581-303	Other Expense: Airline GSE Gasoline	7,943	13,000	11,227	(3,284)
$7,603	**$6,125**	**$1,478**		**TOTAL OTHER PROPERTIES EXP.**	**$91,560**	**$123,000**	**$106,234**	**($14,674)**

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				FIXED BASE OPERATION EXPENSE				
$717	$18,805	($18,088)	68000-319	FBO - Supplies	$21,252	$80,000	$18,805	$2,447
0	0	0	68002-319	FBO - Equipment Fuel	6,901	0	0	6,901
4,110	0	4,110	68003-319	FBO - Equipment Mainenance	11,240	0	0	11,240
2,054	0	2,054	68004-319	FBO - Miscellaneous	24,732	0	0	24,732
0	11,692	(11,692)	68007-319	FBO - Salaries	18,462	152,000	122,766	(104,304)
0	923	(923)	68008-319	FBO - FICA	1,412	12,000	9,692	(8,280)
0	846	(846)	68009-319	FBO - Retirement	0	11,000	8,883	(8,883)
0	1,666	(1,666)	68010-319	FBO - Group Insurance	0	20,000	16,666	(16,666)
0	167	(167)	68011-319	FBO - General Personnel	150	2,000	1,667	(1,517)
0	0	0	68015-319	FBO - Travel	69	0	0	69
0	0	0	68018-319	FBO - Jet A Titan Fuel Purchases	118,538	0	0	118,538
0	0	0	68019-319	FBO - Titan Grant Expenses	2,986	0	0	2,986
$6,881	$34,099	($27,218)			$205,742	$277,000	$178,479	$27,263

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				PUBLIC SAFETY DEPARTMENT EXPENSE				
$5,336	$890	$4,446	63040-304	Safety - Fire Hall Expense	$18,753	$12,000	$10,365	$8,388
0	297	(297)	63041-304	Safety - Fire Hall Heating Fuel	6,112	4,000	3,456	2,656
0	297	(297)	63100-304	Safety - Equipment/Furniture/Fixtures	2,619	4,000	3,456	(837)
2,032	3,636	(1,604)	63210-304	Safety - Equipment Maintenance	113,053	49,000	42,323	70,730
0	1,855	(1,855)	63420-304	Safety - Vehicle Fuel	11,594	25,000	21,593	(9,999)
200	3,339	(3,139)	63550-304	Safety - Training	25,241	45,000	38,867	(13,626)
150	1,447	(1,297)	63600-304	Safety - Uniforms	18,473	19,500	16,844	1,629
0	928	(928)	63650-304	Safety - Dues & Subscriptions	8,284	12,500	10,798	(2,514)
0	371	(371)	63670-304	Safety - Office Supplies	333	5,000	4,319	(3,986)
674	186	488	63700-304	Safety - General Expense	2,351	2,500	2,160	191
130	260	(130)	63730-304	Safety - Telephone & Internet	3,661	3,500	3,023	638
0	371	(371)	63740-304	Safety - Radios/Communications	0	5,000	4,319	(4,319)
250	186	64	63760-304	Safety - Medical & Psy Testing	1,625	2,500	2,160	(535)
866	148	718	63800-304	Safety - Medical Supplies	16,882	2,000	1,726	15,156
2,612	742	1,870	63910-304	Safety - ID's & Fingerprinting	16,964	10,000	8,637	8,327
0	37	(37)	63915-304	Safety - Security Parking	0	500	433	(433)
54,376	2,226	52,150	63985-304	Safety - Access Control	95,003	30,000	25,911	69,092
0	1,113	(1,113)	63986-304	Safety-Worker's Comp Insurance	5,888	15,000	12,955	(7,068)
278	2,692	(2,414)	63988-304	Safety - Overtime	37,405	35,000	28,266	9,139
0	3,000	(3,000)	63989-304	Safety - Part-Time Salaries	60,720	39,000	31,500	29,220
19,031	62,692	(43,661)	63990-304	Safety - Full-Time Salaries	505,101	815,000	658,266	(153,165)
1,449	5,346	(3,897)	63991-304	Safety - FICA Expense	44,316	69,500	56,133	(11,817)
44	6,154	(6,110)	63992-304	Safety - Retirement Expense	44,532	80,000	64,617	(20,085)
0	1,781	(1,781)	63994-304	Safety - General Personnel	0	24,000	20,729	(20,729)
0	17,067	(17,067)	63995-304	Safety - Group Insurance	137,455	230,000	198,656	(61,201)
$87,428	**$117,061**	**($29,633)**		**TOTAL PUBLIC SAFETY EXPENSE**	**$1,176,365**	**$1,539,500**	**$1,271,512**	**($95,147)**

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				MAINTENANCE DEPARTMENT EXPENSE				
$0	$909	($909)	64020-305	Maintenance - Utilities	$6,861	$10,000	$8,726	($1,865)
135	136	(1)	64030-305	Maintenance - Telephone	2,880	1,500	1,309	1,571
0	273	(273)	64050-305	Maintenance - Heating Fuel	2,616	3,000	2,618	(2)
175	1,091	(916)	64120-305	Maintenance - Building Repair	4,666	12,000	10,473	(5,807)
12,731	5,454	7,277	64150-305	Maintenance - Equipment Mtn	64,426	60,000	52,353	12,073
0	2,273	(2,273)	64610-305	Maintenance - Vehicle Fuel & Oil	36,845	25,000	21,815	15,030
1,412	1,091	321	64650-305	Maintenance - Tools & Hardware	37,550	12,000	10,473	27,077
1,028	773	255	64700-305	Maintenance - Training	1,879	8,500	7,417	(5,538)
438	909	(471)	64750-305	Maintenance - Uniforms	6,281	10,000	8,726	(2,445)
303	909	(606)	64800-305	Maintenance - General Expense	10,437	10,000	8,726	1,711
19,054	37,692	(18,638)	64900-305	Maintenance - Salaries	375,676	490,000	395,766	(20,090)
1,466	3,154	(1,688)	64901-305	Maintenance - FICA Expense	31,102	41,000	33,117	(2,015)
261	3,846	(3,585)	64902-305	Maintenance - Retirement Expense	37,217	50,000	40,383	(3,166)
1,183	2,308	(1,125)	64903-305	Maintenance - Overtime	54,617	30,000	24,234	30,383
0	16,427	(16,427)	64904-305	Maintenance - Group Insurance	121,077	180,700	157,673	(36,596)
0	818	(818)	64907-305	Maintenance - General Personnel	98	9,000	7,853	(7,755)
$38,186	**$78,063**	**($39,877)**		**TOTAL MAINTENANCE EXPENSE**	**$794,228**	**$952,700**	**$791,662**	**$2,566**

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Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				BUILDING SERVICES EXPENSE				
$11,034	$5,990	$5,044	65100-306	Building Services - Supplies	$60,234	$60,000	$49,463	$10,771
0	699	(699)	65105-306	Building Services - Equipment Purchase	5,706	7,000	5,771	(65)
0	170	(170)	65110-306	Building Services - Furniture & Fixtures	125	1,700	1,400	(1,275)
735	399	336	65115-306	Building Services - Equipment Mtn	7,482	4,000	3,298	4,184
0	899	(899)	65120-306	Building Services - Uniforms	4,160	9,000	7,421	(3,261)
139	250	(111)	65125-306	Building Services - General Expense	3,273	2,500	2,062	1,211
0	50	(50)	65130-306	Building Services - Snow Removal	0	500	413	(413)
15,987	33,077	(17,090)	65200-306	Building Services - Salaries	315,218	430,000	347,308	(32,090)
23	1,154	(1,131)	65205-306	Building Services - Overtime	16,911	15,000	12,117	4,794
1,159	2,615	(1,456)	65210-306	Building Services - FICA Expense	24,683	34,000	27,458	(2,775)
255	3,400	(3,145)	65220-306	Building Services - Retirement Expense	28,078	44,200	35,700	(7,622)
0	14,467	(14,467)	65230-306	Building Services - Group Insurance	83,449	144,900	119,457	(36,008)
0	549	(549)	65237-306	Building Services - General Personnel	125	5,500	4,533	(4,408)
0	200	(200)	65238-306	Building Services - Training	210	2,000	1,650	(1,440)
$29,332	**$63,919**	**($34,587)**		**TOTAL BUILDING SERVICES EXPEN**	**$549,654**	**$760,300**	**$618,051**	**($68,397)**

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				CUSTOMER EXPERIENCE EXPENSE				
$8	$159	($151)	65510-316	Customer Experience - Supplies	$218	$2,000	$1,683	($1,465)
0	7,146	(7,146)	65515-316	Customer Experience - Programs & Mat	23,082	90,000	75,710	(52,628)
0	159	(159)	65520-316	Customer Experience - Uniforms	0	2,000	1,683	(1,683)
2,677	238	2,439	65530-316	Customer Experience - Training	2,677	3,000	2,523	154
1,915	3,769	(1,854)	65535-316	Customer Experience - Salaries	37,697	49,000	39,575	(1,878)
135	292	(157)	65540-316	Customer Experience - FICA Expense	2,675	3,800	3,066	(391)
57	377	(320)	65545-316	Customer Experience - Retirement	3,082	4,900	3,958	(876)
0	1,477	(1,477)	65550-316	Customer Experience - Group Insurance	12,970	18,600	15,646	(2,676)
0	40	(40)	65556-316	Customer Experience - General Person	0	500	422	(422)
$4,792	**$13,657**	**($8,865)**		**TOTAL CUSTOMER EXPERIENCE EX**	**$82,401**	**$173,800**	**$144,266**	**($61,865)**

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				PUBLIC PARKING EXPENSE				
$0	$25,405	($25,405)	69300-320	Parking: Salaries & Wages	$223,513	$289,000	$262,717	($39,204)
0	1,934	(1,934)	69301-320	Parking: Payroll Taxes	17,371	22,000	19,999	(2,628)
0	132	(132)	69302-320	Parking: Uniforms	0	1,500	1,365	(1,365)
0	4,835	(4,835)	69303-320	Parking: Health Care & Retirement	33,471	55,000	49,997	(16,526)
0	440	(440)	69304-320	Parking: Garage Supplies	228	5,000	4,547	(4,319)
0	352	(352)	69306-320	Parking: Printing & Ticket Expense	447	4,000	3,638	(3,191)
0	308	(308)	69308-320	Parking: Office Supplies	260	3,500	3,181	(2,921)
233	44	189	69309-320	Parking: Office Equipment	884	500	455	429
0	879	(879)	69310-320	Parking: Repairs & Maint.	5,546	10,000	9,090	(3,544)
0	44	(44)	69314-320	Parking: License & Fees	30	500	455	(425)
0	0	0	69315-320	Parking: Other Insurance	219	0	0	219
0	44	(44)	69316-320	Parking: Liability & Other Insurance	120	500	455	(335)
0	756	(756)	69317-320	Parking: Worker's Comp	6,402	8,600	7,819	(1,417)
0	75	(75)	69318-320	Parking: Utilities-Water	511	850	772	(261)
0	527	(527)	69320-320	Parking: Utilities-Electricity	4,019	6,000	5,453	(1,434)
0	22	(22)	69322-320	Parking: Postage & Freight	3	250	228	(225)
0	440	(440)	69324-320	Parking: Telephone & Communications	4,777	5,000	4,547	230
0	44	(44)	69326-320	Parking: Recruiting Expense	95	500	455	(360)
0	0	0	69327-320	Parking: Advertising & Publicity	383	0	0	383
0	220	(220)	69328-320	Parking: Financial Services	2,139	2,500	2,273	(134)
1,877	6,901	(5,024)	69330-320	Parking: Credit Card Processing	70,323	78,500	71,361	(1,038)
0	352	(352)	69331-320	Parking: Truck Fuel	2,067	4,000	3,638	(1,571)
30	325	(295)	69332-320	Parking: Miscellaneous Expense	2,712	3,700	3,363	(651)
0	2,734	(2,734)	69334-320	Parking: Management Fee	14,220	31,100	28,272	(14,052)
$2,140	**$46,813**	**($44,673)**		**TOTAL PUBLIC PARKING EXPENSE**	**$389,740**	**$532,500**	**$484,080**	**($94,340)**

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				TRADE DEVELOPMENT EXPENSE				
				FOREIGN TRADE ZONE EXPENSE				
0	25	(25)	69050-309	FTZ: Programs & Materials	0	200	145	(145)
1,000	124	876	69051-309	FTZ: Contract Services	7,014	1,000	733	6,281
0	25	(25)	69052-309	FTZ: Marketing & Advertising	0	200	145	(145)
0	124	(124)	69053-309	FTZ: Professional Affiliations	0	1,000	733	(733)
0	62	(62)	69054-309	FTZ: Subscriptions	0	500	366	(366)
0	62	(62)	69055-309	FTZ: Meetings, Registration	0	500	366	(366)
0	12	(12)	69057-309	FTZ: Special Events	0	100	73	(73)
0	124	(124)	69059-309	FTZ: Legal	0	1,000	733	(733)
1,000	**558**	**442**		**TOTAL FOREIGN TRADE ZONE EXP**	**7,014**	**4,500**	**3,294**	**3,720**
				ADMINISTRATIVE EXPENSE				
0	248	(248)	69070-309	DEV: ADMIN - Travel & Auto	(35)	2,000	1,465	(1,500)
0	12	(12)	69071-309	DEV: ADMIN - Airport Promotion	0	100	73	(73)
0	99	(99)	69072-309	DEV: ADMIN - Office Supplies	352	800	587	(235)
0	25	(25)	69073-309	DEV: ADMIN - Furniture & Equipment	0	200	145	(145)
0	124	(124)	69074-309	DEV: ADMIN - Communications	765	1,000	733	32
0	12	(12)	69075-309	DEV: ADMIN - Postage & Courier	0	100	73	(73)
0	12	(12)	69076-309	DEV: ADMIN - Printing & Forms	0	100	73	(73)
0	19	(19)	69077-309	DEV: ADMIN - Staff Training	0	150	110	(110)
0	**551**	**(551)**		**TOTAL ADMINISTRATIVE EXPENSE**	**1,082**	**4,450**	**3,259**	**(2,177)**
				PERSONNEL COST				
4,641	9,015	(4,374)	69080-309	DEV: Salaries	91,300	117,200	94,658	(3,358)
339	700	(361)	69082-309	DEV: FICA	6,692	9,100	7,350	(658)
0	1,831	(1,831)	69083-309	DEV: Retirement	16,302	23,800	19,225	(2,923)
0	3,229	(3,229)	69084-309	DEV: Group Insurance	18,204	26,000	19,049	(845)
0	149	(149)	69086-309	DEV: General Personnel	0	1,200	880	(880)
4,980	**14,924**	**(9,944)**		**TOTAL PERSONNEL COST**	**132,498**	**177,300**	**141,162**	**(8,664)**
$5,980	**$16,033**	**($10,053)**		**TOTAL TRADE DEVELOPMENT EXP**	**$140,594**	**$186,250**	**$147,715**	**($7,121)**

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Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				MARKETING & AIR SERVICE DEV EXPENSE				
				AIRPORT & COMMUNITY RELATIONS				
$0	$1,732	($1,732)	67215-308	Marketing - Advertising	$1,765	$15,000	$13,746	($11,981)
8,630	4,617	4,013	67225-308	Mkt - Website, Programs & Materials	27,637	40,000	36,658	(9,021)
0	3,463	(3,463)	67244-308	Marketing - Community Relations	18,284	30,000	27,494	(9,210)
				AIR SERVICE DEVELOPMENT				
792	3,463	(2,671)	67291-308	Marketing - Research & Development	10,195	30,000	27,494	(17,299)
0	15,007	(15,007)	67292-308	Marketing - Consulting Services	83,328	130,000	119,140	(35,812)
4,539	4,040	499	67293-308	Marketing - Airline Relations	22,807	35,000	32,076	(9,269)
27,200	48,483	(21,283)	67294-308	Marketing - Marketing Initiative	351,434	420,000	384,910	(33,476)
				MARKETING SUPPORT				
1,020	4,848	(3,828)	67262-308	Marketing - Travel	24,275	42,000	38,490	(14,215)
0	208	(208)	67264-308	Marketing - Auto & Fuel	0	1,800	1,651	(1,651)
0	323	(323)	67272-308	Marketing - Professional Afflliliations	1,875	2,800	2,568	(693)
0	462	(462)	67285-308	Marketing - Supplies & Misc	668	4,000	3,666	(2,998)
0	300	(300)	67287-308	Mkt - Phones & Data Communications	6,261	2,600	2,382	3,879
6,362	11,615	(5,253)	67900-308	Marketing - Salaries	121,438	151,000	121,958	(520)
472	923	(451)	67901-308	Marketing - FICA Expense	9,016	12,000	9,692	(676)
118	1,154	(1,036)	67903-308	Marketing - Retirement Expense	8,843	15,000	12,117	(3,274)
0	3,244	(3,244)	67905-308	Marketing - Group Insurance	19,792	28,100	25,754	(5,962)
0	231	(231)	67911-308	Marketing - General Personnel	0	2,000	1,834	(1,834)
7,972	**23,308**	**(15,336)**		**SUB-TOTAL MARKETING SUPPORT**	**192,168**	**261,300**	**220,112**	**(27,944)**
$49,133	**$104,113**	**($54,980)**		**TOTAL MARKETING & AIR SERVICE**	**$707,618**	**$961,300**	**$861,630**	**($154,012)**

Tri-Cities Airport Authority

FY 2026 Operating Budget

11:53:43 AM 6/2/2026

4/30/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				GROUND HANDLING SERVICES EXPENSE				
$496	$317	$179	68921-310	GHS - Supplies	$31,684	$2,500	$1,614	$30,070
12,881	1,142	11,739	68923-310	GHS - Equipment Maintenance	84,543	9,000	5,817	78,726
50	254	(204)	68925-310	GHS - Equipment Fuel	2,952	2,000	1,293	1,659
0	152	(152)	68926-310	GHS - Telephone & Communication	1,976	1,200	776	1,200
3,318	127	3,191	68927-310	GHS - Miscellaneous	27,828	1,000	646	27,182
(1,000)	0	(1,000)	68928-310	GHS - 3rd Party Services	(1,800)	0	0	(1,800)
0	254	(254)	68929-310	GHS - Staff Training	5,591	2,000	1,293	4,298
317	1,015	(698)	68930-310	GHS - Uniforms	19,943	8,000	5,168	14,775
25,037	5,231	19,806	68931-310	GHS - Salaries	277,514	68,000	54,925	222,589
0	13,846	(13,846)	68932-310	GHS - Part-time	0	180,000	145,383	(145,383)
1,902	1,462	440	68933-310	GHS - FICA	20,842	19,000	15,350	5,492
136	799	(663)	68935-310	GHS - Retirement	5,578	6,300	4,071	1,507
0	3,553	(3,553)	68937-310	GHS - Group Insurance	0	28,000	18,095	(18,095)
210	381	(171)	68939-310	GHS - General Personnel	3,740	3,000	1,941	1,799
$43,347	**$28,533**	**$14,814**		**TOTAL GND HANDLING SVCS EXP**	**$480,391**	**$330,000**	**$256,372**	**$224,019**

Tri-Cities Airport Authority

FY 2026 Operating Budget
4/30/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				AIRPORT BUSINESS DEVELOPMENT EXPENSE				
$0	$688	($688)	68950-318	Business Dev: Partnerships	$4,000	$6,000	$5,648	($1,648)
0	1,147	(1,147)	68952-318	Business Dev: Programs & Materials	68	10,000	9,411	(9,343)
360	3,441	(3,081)	68954-318	Aerospace Industry Travel	3,239	30,000	28,235	(24,997)
0	8,602	(8,602)	68956-318	Aerospace Park Marketing	47,054	75,000	70,586	(23,532)
3,895	6,308	(2,413)	68958-318	Aerospace Park Contracted Services	7,895	55,000	51,764	(43,869)
0	573	(573)	68960-318	Aerospace Park Website	150	5,000	4,706	(4,556)
$4,255	**$20,759**	**($16,504)**		**TOTAL AIR BUSINESS DEV EXP.**	**$62,406**	**$181,000**	**$170,350**	**($107,944)**

Tri-Cities Airport Authority

FY 2026 Operating Budget
4/30/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
				ADMINISTRATIVE DEPARTMENT EXPENSE				
$0	$5,440	($5,440)	66010-307	Admin - Auditing	$61,490	$62,000	$52,712	$8,778
0	2,632	(2,632)	66030-307	Admin - Legal	16,850	30,000	25,505	(8,655)
0	26,324	(26,324)	66060-307	Admin - Insurance & Bonding	132,750	300,000	255,052	(122,302)
780	2,632	(1,852)	66210-307	Admin - Dues & Subscriptions	30,751	30,000	25,505	5,246
3,480	3,159	321	66260-307	Admin - Consulting Services	73,217	36,000	30,605	42,612
0	2,194	(2,194)	66300-307	Admin - Engineering Services	1,600	25,000	21,255	(19,655)
0	439	(439)	66550-307	Admin - Furniture & Fixtures	4,906	5,000	4,251	655
0	439	(439)	66560-307	Admin - Office Equipment	13,868	5,000	4,251	9,617
103	877	(774)	66570-307	Admin - Office Supplies	8,865	10,000	8,501	364
2,038	2,325	(287)	66660-307	Admin - Telephone & Internet	24,488	26,500	22,530	1,958
368	3,247	(2,879)	66750-307	Admin - Office Equipment Maintenance	4,550	37,000	31,457	(26,907)
5,219	2,632	2,587	66850-307	Admin - General Administrative	47,706	30,000	25,505	22,201
419	351	68	66861-307	Admin - Education & Training	8,386	4,000	3,401	4,985
969	2,632	(1,663)	66940-307	Admin - Seminars & Conferences	31,833	30,000	25,505	6,328
0	132	(132)	66970-307	Admin - Postage & Shipping	1,387	1,500	1,275	112
54,727	88,462	(33,735)	66990-307	Admin - Salaries	866,138	1,150,000	928,850	(62,712)
4,014	7,231	(3,217)	66991-307	Admin - FICA Expense	56,542	94,000	75,925	(19,383)
1,097	8,462	(7,365)	66992-307	Admin - Retirement Expense	86,339	110,000	88,850	(2,511)
0	0	0	66993-307	Admin - Health Ins - Retirees	34	0	0	34
0	14,478	(14,478)	66994-307	Admin - Group Insurance	121,069	165,000	140,279	(19,210)
0	2,808	(2,808)	66996-307	Admin - General Personnel	23,777	32,000	27,206	(3,429)
0	(2,194)	2,194	67001-307	Admin - Capitalized Salaries (Projects)	(4,397)	(25,000)	(21,255)	16,858
$73,214	**$174,702**	**($101,488)**		**TOTAL ADMINISTRATIVE EXP.**	**$1,612,149**	**$2,158,000**	**$1,777,165**	**($165,016)**

Tri-Cities Airport Authority
FY 2026 Operating Budget
4/30/2026

11:53:45 AM 6/2/2026

Current Actual	Current Budget	Dollar$ Variance	General Ledger		Year-to Date	Approved Budget	Year-to-Date Budget	Year-to-Date $ Variance
$108,017	$63,288	$44,729		Airline Landing Fees	$748,790	$836,620	$692,775	$56,015
210,428	151,486	58,942		Airline Rents	1,616,905	1,818,600	1,514,104	102,801
318,445	**214,774**	**103,671**		**TOTAL AIRLINE REVENUE**	**2,365,695**	**2,655,220**	**2,206,879**	**158,816**
93,971	103,993	(10,022)		General Aviation	1,012,596	1,191,650	987,801	24,795
8,184	8,829	(645)		Air Cargo	84,813	107,500	89,339	(4,526)
334,489	233,847	100,642		Parking Revenue	3,384,808	3,170,245	2,586,197	798,611
162,960	165,033	(2,073)		Rental Car Revenue	1,637,497	1,874,700	1,510,501	126,996
22,039	20,958	1,081		Terminal Concessions	224,957	251,500	209,580	15,377
10,203	9,349	854		Terminal Space Rents	102,326	112,200	93,490	8,836
44,883	32,724	12,159		Other Revenues	441,426	365,800	304,149	137,277
676,729	**574,733**	**101,996**		**TOTAL NON-AIRLINE REVENUE**	**6,888,423**	**7,073,595**	**5,781,057**	**1,107,366**
995,174	**789,507**	**205,667**		**TOTAL REVENUE**	**9,254,118**	**9,728,815**	**7,987,936**	**1,266,182**
28,429	19,772	8,657		Airfield Area	482,607	279,500	246,148	236,459
898	3,093	(2,195)		Aviation Properties	158,687	73,000	60,333	98,354
50,111	82,458	(32,347)		Terminal Area	894,185	929,500	851,979	42,206
94	2,073	(1,979)		Air Cargo Center	19,929	31,000	27,133	(7,204)
7,603	6,125	1,478		Other Properties	91,560	123,000	106,234	(14,674)
6,881	34,099	(27,218)		Fixed Base Operation	205,742	277,000	178,479	27,263
87,428	117,061	(29,633)		Public Safety	1,176,365	1,539,500	1,271,512	(95,147)
38,186	78,063	(39,877)		Maintenance Dept.	794,228	952,700	791,662	2,566
29,332	63,919	(34,587)		Janitorial Dept.	549,654	760,300	618,051	(68,397)
4,792	13,657	(8,865)		Airport Services	82,401	173,800	144,266	(61,865)
2,140	46,813	(44,673)		Public Parking	389,740	532,500	484,080	(94,340)
5,980	16,033	(10,053)		Trade Development	140,594	186,250	147,715	(7,121)
49,133	104,113	(54,980)		Marketing Dept.	707,618	961,300	861,630	(154,012)
43,347	28,533	14,814		Ground Handling Services	480,391	330,000	256,372	224,019
4,255	20,759	(16,504)		Airport Business Dev	62,406	181,000	170,350	(107,944)
73,214	174,702	(101,488)		Administrative	1,612,149	2,158,000	1,777,165	(165,016)
431,823	**811,273**	**(379,450)**		**TOTAL EXPENSES**	**7,848,256**	**9,488,350**	**7,993,109**	**(144,853)**
$563,351	**($21,766)**	**$585,117**			**$1,405,862**	**$240,465**	**($5,173)**	**$1,411,035**

Director of Marketing and Air Service Development,

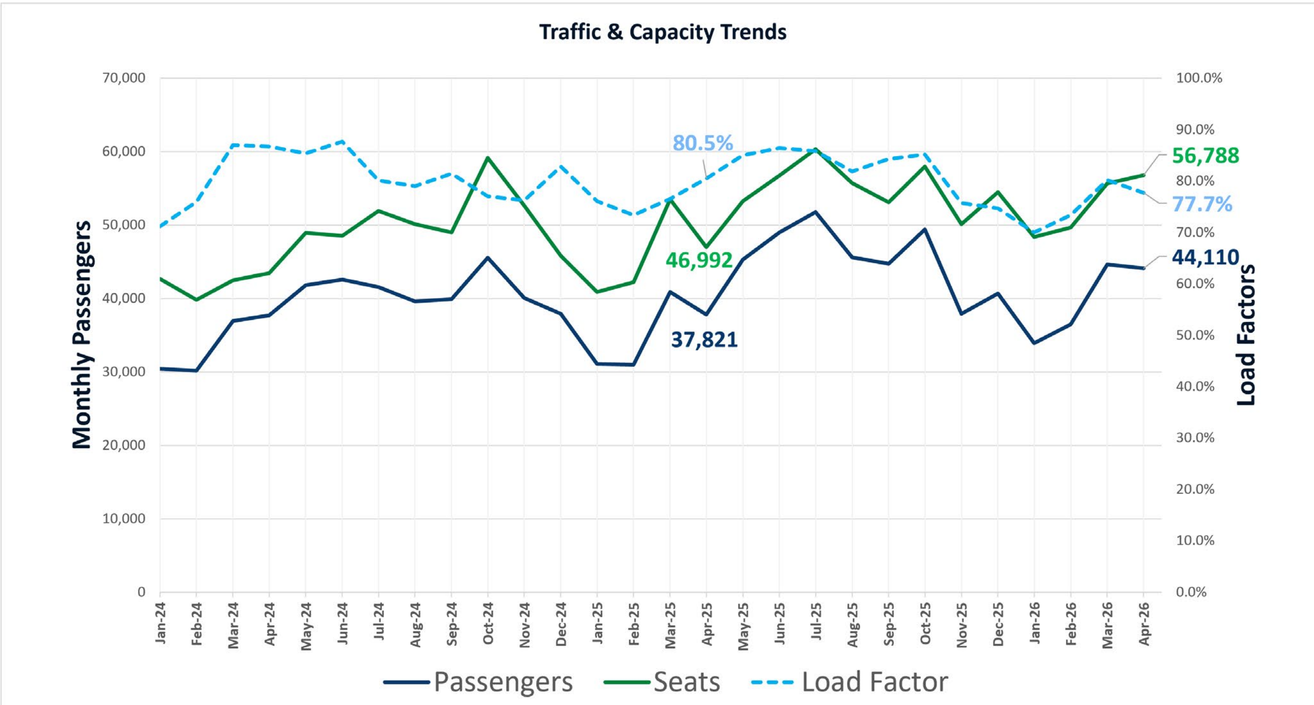
Trevor Rice

Tri-Cities Airport Authority
June 12, 2026

REPORT:

Air Service Development & Marketing Report

Air Service Development:



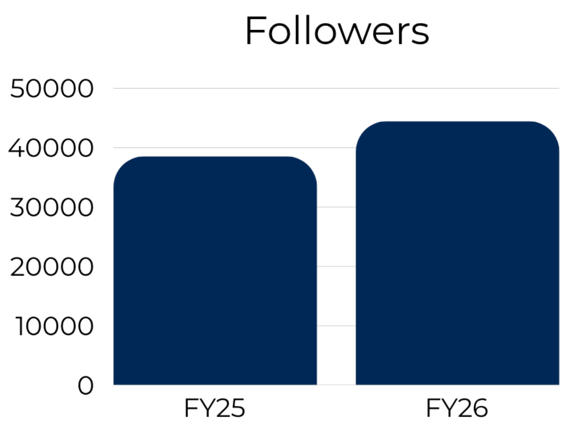
Traffic & Capacity Trends (Latest Available: April 2026)		
Metric	**April 2026**	**YoY Change**
Passengers	44,110	**+16.6%**
Seats	56,788	**+20.8%**
Load Factor	77.7%	**-3.5%**

Projected Seat Capacity (Forward-Looking)		
Month	**Projected Seats**	**YoY Change**
June	69,310	**+17.65%**
July	75,358	**+24.08%**
August	68,490	**+23.91%**
September	62,536	**+17.34%**
October	74,936	**+29.29%**
November	77,868	**+48.03%**

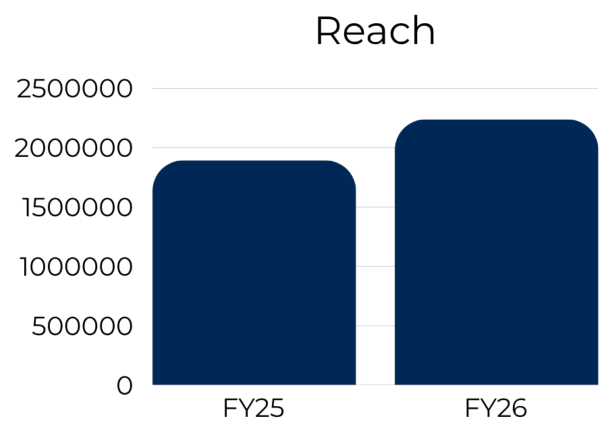
Airline Schedules (June - November)				
Airline	**Route**	**Frequency**	**Aircraft**	**Notable Changes**
Allegiant	PIE (St. Pete)	2x/week	A319/A320, B737	Pauses mid Aug – returns end of Sept.
	SFB (Orlando)	4x/week thru Mid-Aug.→ 2x/week thru Sept.→ mix 2x,3x,4x/week thru Nov.	A319/A320, B737	Increase in weekly frequency
American	CLT (Charlotte)	Avg 6x/day thru June → 7x/day thru Sept. → 6x/day thru Nov.	ERJ-145	Stable
	DFW (Dallas)	2x/day thru Nov.	ERJ-175, CRJ 900	Stable
	ORD (Chicago)	1x/day	ERJ-170	NEW Began May 22
Breeze	MCO (Orlando)	2x/week	A220	Stable
	IAD (Washington, DC)	2x/week	A220	Stable
Delta	ATL (Atlanta)	Avg. 5x/day	CRJ-900, B-717	B-717 returned to 2x/day thru Nov.
United	ORD (Chicago)	3x/day	CRJ-550	NEW Begins Oct. 25

Advertising, Community Relations, Customer Experience:

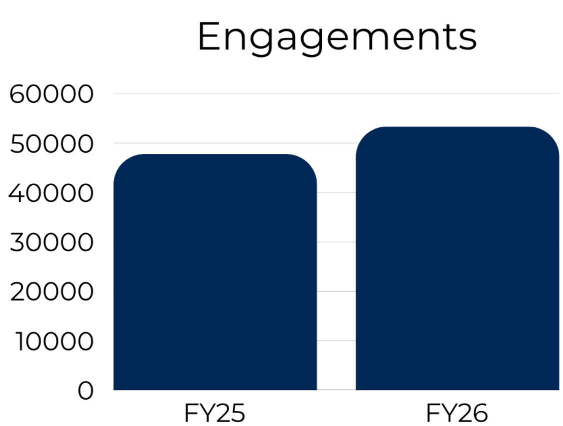
FY26 Social Media – Total Posts: 573



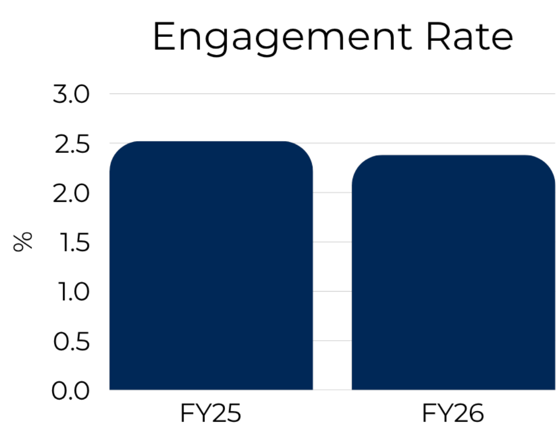
+15.3%



+18.3%



+11.7%



-0.14%

Social media performance showed strong year-over-year growth across key metrics. Audience size continues to grow, along with reach and total engagements reflecting continued and increasing interest in airport content. Engagement rate declined slightly as reach expanded; however, overall interaction volume increased, demonstrating the overall success of our social strategy while indicating a potential need to focus on more engaging content.

FY26 Email - Total Campaigns: 11

Email Performance FY25		Total Subscribers 1,815	
Total Sends 14,216	Open Rate 21.7%	Click Rate 1.27%	Unsubscribe Rate 0.22%

Email Performance FY26		Total Subscribers 2,182	
Total Sends 24,013	Open Rate 26.5%	Click Rate 0.90%	Unsubscribe Rate 0.25%

Email marketing continued to show significant growth year over year. Subscriber growth, campaign deliveries, and open rates all increased, while the unsubscribe rate remained relatively steady, indicating a larger and more engaged audience. The slight decrease in click rate emphasizes the need for stronger calls to action.

FY26 Earned Media:

Total Mentions	Total AVE	Total Potential Editorial Reach	Total Potential Social Reach
2.02k Mentions	26.8M USD	2.89B Reach	1.16M Reach

Total Mentions	Total AVE	Total Potential Editorial Reach	Total Potential Social Reach
3.02k Mentions	50M USD	5.4B Reach	8.17M Reach

Earned media results strengthened considerably compared to FY25, driven by major air service announcements, inaugural flights, community initiatives, and ongoing operational communications. Media coverage remained diverse in topic and the most significant gains were seen in overall media value and reach. Not only does this indicate increased visibility for TRI across the region, it shows the strength of our presence and interest in the community.

Paid Media

FY26 paid media efforts expanded beyond the core Fly Local campaign to include dedicated campaigns supporting Breeze Airways service and American Airlines' Chicago O'Hare service, with United to come soon. Additionally, refreshed Fly Local creative was introduced to keep messaging current while maintaining consistency with the campaign's long-term objectives. These efforts broadened the airport's advertising, strengthened brand awareness, and continued to successfully share our brand message, while also supporting strategic air service development goals.

Community/Passenger Engagement

Community engagement efforts expanded throughout FY26 through a variety of events, sponsorships, and passenger-focused activations. Highlights included inaugural flight celebrations, holiday and seasonal activations, sponsorships supporting regional events and organizations, and ongoing opportunities to connect directly with passengers and community members. These activations helped strengthen TRI's regional presence and our goal of being a community member, while enhancing the passenger experience both inside and outside the terminal.

Since the April TCAA meeting:

- Participated in monthly ACI-NA Air Service Committee Steering Group meeting.
- Participated/presented in ACI-NA Spring Newcomers Roundtable.
- Gave presentation to ACI-NA Airport Marketing Working Group.
- Staff attended the ACI-NA JumpStart air service development conference and met with 5 airlines.
- Staff met with community partners regarding upcoming tours.
- Staff planned and hosted inaugural flight celebrations for American Airline’s new service to ORD.
- Staff met with the Marketing & Air Service Development Committee Chair.
- Staff participated in the Tri-Annual Emergency Drill.
- Met with Breeze Marketing and Network Planning Departments.
- Staff provided air service data to community partners.
- Staff attended Admin/Ops Committee.
- Staff attended Airfield Development Committee.
- Staff participated in internal meetings to discuss the FBO transition.
- Staff participated in internal meetings to discuss the GA Advisory Committee.
- Staff participated in meetings to discuss FBO Grand Opening Festival.
- Represented TRI at community events.

- Participated in internal meetings discussing various updates and possible improvements at TRI.
- Met with potential in-airport advertisers.
- Provided multiple airport tours.
- Handled media inquiries and scheduled interviews.
- The Marketing Team met regularly to discuss current and upcoming projects.

Submitted by: Trevor Rice
Director of Marketing & Air Service Development

Director Business Development,

Mark Canty

Tri-Cities Airport Authority Board Meeting
June 12, 2026

REPORT:

Business Development

Summary:

- Eastman's Foreign Trade Zone expansion application was approved with conditions. The Foreign-Trade Zones Board limited the quantity of highly dissolvable wood pulp that may be admitted into the zone through 2027; however, the approval remains a positive development for the company and the region.
- I am presenting a Foreign Trade Zone seminar for KOSBE in Kingsport in late June.
- Turtleson has completed its Foreign Trade Zone activation process. At the time of this report, U.S. Customs and Border Protection has requested only minor revisions to the activation packet. Final approval is expected imminently, allowing Turtleson to begin FTZ operations.
- We received a proposal from J.A. Street and Associates to construct a speculative hangar adjacent to the ramp in Aerospace Park. The proposal is under review, and a feasibility analysis is underway to determine whether the lease rate aligns with our market.
- Interviews have been completed with the two respondents to the Request for Qualifications for design firms interested in developing ready-to-deploy hangar designs for Aerospace Park.
- Erick Lanier and I met with Thomas Cook, Port Director, U.S. Customs and Border Protection, to discuss standard operating procedures for FBO operations as they relate to U.S. Customs and Border Protection requirements and processes.
- Construction has begun on the Aviation New Generation Hangar, with completion currently estimated for mid-November.

Submitted by: Mark Canty

Director of Business Development

Director of Operations,

Chris Stipo

Tri-Cities Airport Authority
June 12, 2026

REPORT:

Director of Operations Staff Report

Project	Phase	Estimated Completion Percentage	Amount
Airport Master Plan Update	FAA Review	90%	$1,432,847
Sound System Improvements	Design/Bid	80%	$141,070
Parking Lot Expansion	Construction	90%	$2,684,006.50
Taxiway A Extension, Taxiway C Removal, Runway 5 RSA Improvements	Construction	90%	$7,375,279
Parking Lot and Revenue Control System Upgrade	Construction	60%	$806,792
Long-Term Parking Rehab, Exit Plaza Replacement, Cell Phone Lot Expansion	Construction	10%	$3,047,200
Terminal/Concourse Checkpoint Expansion	Construction	5%	$9,424,527.51
Taxiway A Bank Slide Rehab	Closeout	95%	$268,496.90
Taxiway R1 Corporate Hangar Expansion Project	Construction	5%	$4,229,200
Terminal Ramp Markings	Design/Bid	50%	$24,862
Fuel Farm Expansion	Design/Bid	20%	$376,136

Submitted By: Chris Stipo
Director of Operations

President/CEO,
Gene Cossey

Verbal Report