AGENDA
TOWN OF GREENEVILLE
GMAA Regular Session
Airport Authority
G. Thomas Love Boardroom
Wednesday, August 19, 2026
4:00 PM

1. Call to Order

2. Pledge of Allegiance

3. Public Comment

4. Approval of Meeting Minutes

    4.a Consideration to approve the minutes from the regularly scheduled meeting held on June 17, 2026.

    4.b Consideration to approve the minutes from the regularly scheduled meeting held on July 15, 2026

5. Chairman's Comments

6. Unfinished Business- Chairman McAfee

    6.a Consideration of adopting revised Minimum Standards for Greeneville Municipal Airport.

7. New Business- Chairman McAfee

    7.a Consideration of PEP Worker's Comp and Employers Liability Insurance Quote

    7.b Consideration of obtaining Directors and Officers Liability Insurance coverage.

    7.c Consideration of 401k and 457b Employee Retirement Plans.

8. Airport Manager Report/Updates- Angela Alley

    8.a World Fuels Contract Offer

    8.b Review of Airport Capital Improvement Plan (ACIP)

    8.c Fontana Point Ribbon Cutting

9. Adjourn

AGENDA ITEM NO.
4.a

Item Cover Page

AIRPORT AUTHORITY AGENDA ITEM REPORT

DATE: August 19, 2026

SUBMITTED BY: Angela Alley, Airport

ITEM TYPE: Minutes

AGENDA SECTION: Approval of Meeting Minutes

SUBJECT: Consideration to approve the minutes from the regularly scheduled meeting held on June 17, 2026.

SUGGESTED ACTION:

ATTACHMENTS:
June 17 2026 GMAA Meeting Minutes.pdf

Greeneville Municipal Airport Authority
Regular Meeting
June 17, 20265

Regular Meeting

Greeneville Municipal Airport Authority

G. Thomas Loave Boardroom

Greeneville Energy Authority Building

Wednesday, June 17, 2026

4:00 PM.

The Greeneville Municipal Airport Authority met in a regularly scheduled meeting on

June 17, 2026, at 4:00 p.m. at the G. Thomas Love Boardroom located in the

Greeneville Energy Authority building, with Chairman Paul McAfee presiding.

Present were Commissioners Paul McAfee, Chairman; Justin Jeffers, Vice-Chair; Jimmy Collins, John Curran, Wes Hope and Catherine Bacon. WT Daniels was absent.

Pledge of Allegiance:

McAfee called the meeting to order and asked Jimmy Collins to lead the pledge of allegiance.

Public Comments:

There was no request from the public to address the GMAA.

Approval of Meeting Minutes:

Motion by Jimmy Collins, seconded by Catherine Bacon to approve the minutes of the regular scheduled meeting held on May 20, 2026. Meeting minutes were unanimously approved.

Chairman's Comments:

McAfee welcomed Jimmy Collins back to another term as an airport authority member and introduced John Curran the newly appointed member. McAfee thanked the two for their willingness to service and their service to the community.

Unfinished Business:

Item 6: Unfinished Business:

McAfee provided an update on the hangar project specifically the need to have underground utilities rerun prior to contractor starting work on the new hanger site. There was discussion on how best to have this work completed so it does not impact site preparation progress.

The Group agreed that they would team together to relocate the utilities. Jimmy Collins discussed rerouting the conduit to the airport electrical vault followed by electrical service. Collins would coordinate with Greeneville Energy Authority for them to disconnect and reconnect power as appropriate.

McAfee discussed the concern with the volume of rock in the soil and how that could slow the effort. Collins indicated that the Town of Greeneville Public Works may be able to support the project and bring a jackhammer. Collins will coordinate with public works.

The Team agreed to meet at the airport on Friday June 19, 2026 to initiate efforts.

New Business:

Item 7: New Business:

McAfee discussed the results of the recently held meeting with TDOT to review the Airport's FY2028-2032 Capital Improvement Plan. Specifically:

- The meeting went well with all parties well prepared to participate.
- The team reviewed and modified, as necessary, the airport's FY2028-2032 plan for capital improvements.
- Looks favorable to receive grant monies to support the new roof project.
- Funding is likely available to replace the concrete around the Airport's fuel farm.
- The need to ensure the airport has their portion (cost share) for identified projects. This is important as the project moves forward and the need to provide local match is a very fast process.

Airport Manager Report/Updates- Angela Alley:

Item 8.a: Security Camera Replacement:

Ms. Alley reviewed the situation with two security cameras that require replacement. She reviewed the history and quality of the equipment. Ms. Alley presented the board with a quote to have the cameras replaced and installed. Motion by Catherine Bacon, seconded by Jimmy Collins. Motion passed unanimously.

Item 8.b: IT Services RFQ Bids:

Ms. Alley reviewed the vendors who submitted bids for the airport's IT contract. The group discussed some of the strengths and weaknesses contained in the bid. Discussion showed the group felt Unbound Digital provided the best value to address the needs of the airport. Motion by Justin Jeffers to select Unbound Digital, seconded by Wes Hope. Motion passed unanimously.

Item 8.c: Financial Update:

Ms. Alley provided the board an update of where the airport stands financially as it approached the beginning of a new fiscal year.

Item 8.d: T-Hanger Invoice Process:

Ms. Alley provided the board an update on the new process associated with processing hanger invoices.

Adjourn

Motion by Jimmy Collins to adjourn, seconded by Catherine Bacon. Motion passed unanimously.

AGENDA ITEM NO. 4.b

Item Cover Page

AIRPORT AUTHORITY AGENDA ITEM REPORT

DATE: August 19, 2026

SUBMITTED BY: Angela Alley, Airport

ITEM TYPE: Minutes

AGENDA SECTION: Approval of Meeting Minutes

SUBJECT: Consideration to approve the minutes from the regularly scheduled meeting held on July 15, 2026

SUGGESTED ACTION:

ATTACHMENTS:
July 15 2026 GMAA Meeting Minutes.pdf

Greeneville Municipal Airport Authority
Regular Meeting
July 15, 20265

Regular Meeting

Greeneville Municipal Airport Authority

G. Thomas Loave Boardroom

Greeneville Energy Authority Building

Wednesday, July 15, 2026

4:00 PM.

The Greeneville Municipal Airport Authority met in a regularly scheduled meeting on

July 15, 2026, at 4:00 p.m. at the G. Thomas Love Boardroom located in the

Greeneville Energy Authority building, with Chairman Paul McAfee presiding.

Present were Commissioners Paul McAfee, Chairman; John Curran, Wes Hope, W.T. Daniels, and Catherine Bacon. Jimmy Collins and Justin Jeffers were absent.

Pledge of Allegiance:

McAfee called the meeting to order and asked Curran to lead the pledge of allegiance.

Public Comments:

There were no requests from the public to address the GMAA.

Approval of Meeting Minutes:

The minutes from the June meeting of the GMAA have been delayed due to personnel availability. The June minutes will be completed soon. McAfee indicated he would look to hold a called meeting of the GMAA to approve the meeting minutes. This to avoid further delay of implementing the approved actions from the June 2026 GMAA meeting. Motion by Wes Hope, seconded by W.T. Daniels to have the minutes completed and presented during a called meeting of the GMAA. Approach was unanimously approved.

Chairman's Comments:

McAfee provided an update on the hangar project indicating that the contractor had started the project on time and is expected to be completed on time. The recent rain has delayed the contractor, but they are expected to make up for the time lost in the weeks to come.

McAfee discussed in detail the work remaining to complete the relocation of fiber lines servicing the airport and its customers. Work needed to complete the effort will be completed by Comcast and BrightRidge in the weeks to come.

McAfee surfaced the need to establish what fees the airport will charge perspective customers interested in renting this new hanger space once available.

Unfinished Business:

Item 6: Unfinished Business:

McAfee took time to thank those that volunteered their time to assist in the relocation of underground utilities servicing the airport. Through their efforts it is estimated that the GMAA will experience a cost avoidance of approximately $40,000. McAfee asked Curran to complete a press release to let the community know of this effort the results of it. McAfee gave special thanks to Greeneville Energy Authority, Greeneville Water Commission, and the Town of Greeneville Public Works Department.

New Business:

Item 7.a: Consideration to obtain Directors and Liability Insurance Coverage to support the GMAA Board Members. Mr. John McInturff explained the intent and necessity of Directors and Liability Insurance Coverage. The insurance provides liability production for the GMAA Board Members in the execution of their Board Member responsibilities. Mr. John McInturff was tasked by McAfee to develop costs associated with this protection and return to the GMAA for review and approval consideration. Wes Hope motioned to have the quote established, seconded by W.T. Daniels. Item was unanimously approved.

Item 7.b: Consideration to approve Mark Dallmann of Clifton Larsen Allen to have read only access to the Greeneville Municipal Airport's Heritage Community Bank account. Members agreed that read-only access should be granted to assist in the management of airport accounts. Catherine Bacon motioned to allow access, seconded by Curran. Item was unanimously approved.

Item 7.c: Consideration of the GMAA Procurement Policy. Angela Alley provided an overview of the Procurement Policy highlighting the areas that were updated. Updates focused on purchase limits and removal of language associated with the Town of Greeneville finance department. During discussions it was identified that to better support airport operations an additional GMAA Board Member should be granted permission to sign checks.

McAfee ask for a volunteer to take on the additional duty. John Curran indicated he was willing to take on the assignment. The Airport Manager was tasked with the action to have Curran included in the Heritage Bank signature approval process.

As for the Procurement Policy: Wes Hope motioned to approve the updated policy, seconded by Bacon. Item was unanimously approved.

As for allowing Curran approval authority for signing checks: Wes Hope motioned to approve the addition, seconded by W.T. Daniels. Item was unanimously approved.

Airport Manager Report/Updates- Angela Alley:

Item 8.a: TCRS Update:

Ms. Alley reviewed the status of TCRS for applicable airport employees. She reviewed discussions with the Tennessee Consolidated Retirement System (TCRS) and negative responses received from the Comptroller's Office. Alley will continue to work with the TCRS to establish a plan. GMAA Board Members indicated they would get involved as necessary to resolve.

Item 8.b: Morristown Flying Service Request:

Ms. Alley reviewed the request from the Morristown Flying Service to renew their existing commercial hanger lease. Original lease was established in December 2021 for a period of five (5) years at a monthly rate of $2,200 per month. Contained in the original lease was the option for two additional lease periods of five (5) years each. The Board supports the renewal of the lease for an additional five (5) years. Prior to formal approval the Board tasked the Airport Manage to provide a recommendation for the next 5-year renewal period. W.T. Daniels motioned to have a draft letter of intent with pricing drawn up, seconded by Bacon. Item was unanimously approved.

Item Added to the Agenda for Informational Purposes Only:

8.b: Morristown Flying Service Request:

Mr. Andy Broyles presented the work being done by the Town of Greeneville related to land use compatibility for those areas under the takeoff and landing approach ends of the Greeneville Municipal Airport. The intent of the brief was to provide an understanding of the proposed airport zoning overlay and how it helps ensure development beneath aircraft takeoff and landing paths remain safe, compatible and responsible.

Adjourn

Motion by W.T. Daniels to adjourn, seconded by Wes Hope. Motion passed unanimously.

AGENDA ITEM NO. 6.a

Item Cover Page

AIRPORT AUTHORITY AGENDA ITEM REPORT

DATE: August 19, 2026

SUBMITTED BY: Angela Alley, Airport

ITEM TYPE: Discussion

AGENDA SECTION: Unfinished Business- Chairman McAfee

SUBJECT: Consideration of adopting revised Minimum Standards for Greeneville Municipal Airport.

SUGGESTED ACTION:

ATTACHMENTS:
GMAA_Minimum_Standards.pdf

GREENEVILLE MUNICIPAL AIRPORT AUTHORITY

Greeneville, Tennessee

MINIMUM STANDARDS

FOR

COMMERCIAL AERONAUTICAL ACTIVITIES

Greeneville Municipal Airport (KGCY)

246 Airport Road, Greeneville, Tennessee 37745

ADOPTION AND REVISION HISTORY

Version	Date	Description	Action
Prior	—	Previous Minimum Standards	Superseded
	August __, 2026	Complete rewrite – modernized architecture, Grant Assurance-aligned structure, Commercial Fuel Sale / Self-Fueling distinction, Definitions, uniform-application safeguards	

Adopted by the Greeneville Municipal Airport Authority
on the _____ day of ______________, 2026.

____
Chairman, Greeneville Municipal Airport Authority

____
Attest / Secretary

MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL ACTIVITIES

GREENEVILLE MUNICIPAL AIRPORT

GREENEVILLE MUNICIPAL AIRPORT AUTHORITY

PURPOSE AND POLICY

The Greeneville Municipal Airport Authority ("Authority"), as the governing body responsible for the operation and development of Greeneville Municipal Airport ("Airport"), adopts these Minimum Standards for Commercial Aeronautical Activities to establish reasonable, objective, and uniformly applicable qualifications for persons and entities seeking to conduct commercial aeronautical activities at the Airport.

These Minimum Standards are intended to:

1. promote the safe, efficient, and orderly use of Airport facilities;
2. establish reasonable minimum qualifications for commercial aeronautical operators;
3. provide a transparent and consistent process for evaluating proposed aeronautical activities;
4. promote reasonable access to the Airport for qualified aeronautical operators;
5. prevent unjust discrimination among similarly situated aeronautical users;
6. preserve lawful competition among commercial aeronautical service providers;
7. avoid the creation of exclusive rights;
8. distinguish minimum qualification standards from site-specific operating requirements;
9. accommodate existing aviation activities and emerging aviation technologies; and
10. preserve the Airport's compliance with applicable federal, state, and local law, including applicable FAA Grant Assurances.

These Minimum Standards establish minimum qualifications and requirements. They are not intended to prescribe a particular business model, protect an incumbent operator from lawful competition, or require an operator to provide services unrelated to the activity for which authorization is sought.

DEFINITIONS

As used in these Minimum Standards, the following terms have the meanings set forth below:

Airport. Greeneville Municipal Airport (KGCY), including all land, improvements, and facilities owned or controlled by the Authority.

Airport Authorization. A written instrument issued by the Authority authorizing a Commercial Aeronautical Activity at the Airport, including a lease, sublease, operating agreement, permit, license, or other written authorization appropriate to the nature and location of the activity.

Airport Rules and Regulations. The rules and regulations adopted by the Authority governing the general use and operation of the Airport, as amended from time to time.

Applicable Law. All federal, state, and local statutes, regulations, ordinances, and other legal requirements applicable to the Airport, the Authority, or the activity in question, including the Grant Assurances.

Authority. The Greeneville Municipal Airport Authority, a public body corporate and politic established under the Airport Authorities Act (Tenn. Code Ann. §§ 42-3-101 et seq.) and operating as an agency of the Town of Greeneville, Tennessee. The Authority is the governing body responsible for the operation, management, and development of Greeneville Municipal Airport. References to the Authority include, where context requires, its duly authorized officers, the Airport Manager acting within the scope of delegated authority, and any designee lawfully authorized to act on its behalf.

Commercial Aeronautical Activity. An aeronautical activity conducted for compensation or hire. The term does not include noncommercial aeronautical activity or Self-Fueling.

Commercial Fuel Sale. The sale, delivery, or dispensing of aviation fuel or oil to any aircraft not owned or exclusively controlled by the person performing the fueling, when done for compensation or hire.

Emerging Aviation Activities. Aeronautical activities involving new or evolving technologies or operational concepts, including but not limited to commercial unmanned aircraft systems (UAS/sUAS), advanced air mobility, autonomous or optionally piloted aircraft, and similar activities that do not fit within traditional aeronautical service categories.

Grant Assurances. The standard federal grant assurances applicable to the Airport under the Authority's federal grant agreements with the Federal Aviation Administration, including the assurances relating to economic nondiscrimination, exclusive rights, airport revenue, and related obligations.

Operator. Any person or entity that engages, or seeks to engage, in a Commercial Aeronautical Activity at the Airport pursuant to an Airport Authorization.

Self-Fueling. The fueling of an aircraft by the aircraft owner or operator using the owner's or operator's own employees and equipment, limited to aircraft owned or exclusively controlled by that person, and not conducted for compensation or hire with respect to third-party aircraft. Self-Fueling is not a Commercial Aeronautical Activity under these Minimum Standards.

Specialized Aeronautical Activity. A Commercial Aeronautical Activity that is not adequately addressed by another specific category in these Minimum Standards and that may be authorized under a Permit, Operating Agreement, or other appropriate Airport Authorization. Examples include aerial photography, aerial survey, banner towing, aerial application, glider operations, commercial UAS operations, and other Emerging Aviation Activities.

SECTION 1 — APPLICATION AND AUTHORIZATION

1.1 Application Required

Any person or entity seeking to conduct a Commercial Aeronautical Activity at the Airport shall submit an application in a form prescribed by the Authority. The application shall provide information reasonably necessary to determine whether the proposed activity satisfies these Minimum Standards and can be accommodated safely and efficiently.

1.2 Application Information

An application may include legal identity and contact information; proposed activity; location and facilities; aircraft, equipment, and vehicles; personnel qualifications; applicable governmental certificates or approvals; financial responsibility; insurance; hours of operation; anticipated volume; proposed construction; environmental or hazardous-material considerations;

and other information reasonably necessary to evaluate the proposed activity. The Authority shall not require information having no reasonable relationship to the proposed activity.

1.3 Review

The Airport Manager shall review an application for completeness and may request reasonable additional information. A complete application shall be processed in accordance with Authority procedures.

1.4 Objective Evaluation

Applications shall be evaluated according to the applicable Minimum Standards and legitimate operational characteristics of the proposed activity. Similarly situated applicants shall be evaluated according to materially comparable standards. Different requirements may be appropriate when justified by material differences in aircraft, facilities, activity, operating volume, safety, environmental impacts, security, or other operational characteristics.

1.5 Authorization

An approved Commercial Aeronautical Activity shall be conducted pursuant to a written Airport Authorization, which may be a lease, operating agreement, permit, license, or other appropriate written instrument.

1.6 Scope of Authorization

Authorization to conduct one Commercial Aeronautical Activity shall not automatically authorize another activity. An operator shall not be required to provide unrelated services merely because those services are commonly associated with another category.

1.7 Site-Specific Conditions

The Authority may establish site-specific conditions in an Airport Authorization when reasonably necessary to address legitimate characteristics of the proposed operation that are not adequately addressed by these Minimum Standards or generally applicable Airport Rules and Regulations. Site-specific conditions shall be reasonably related to the authorized activity; based upon identifiable operational, safety, security, environmental, facility, or other legitimate Airport considerations; not used to impose a de facto additional Minimum Standard upon an Operator; not used to provide preferential treatment to or protect an incumbent Operator; not materially impair reasonable access by a qualified Operator except when justified by legitimate Airport capacity, safety, security, or other lawful considerations; and applied consistently to similarly situated Operators. Where a proposed condition would establish a qualification or requirement generally applicable to a class of Commercial Aeronautical Activities, the Authority shall consider whether the requirement properly belongs in these Minimum Standards rather than solely in an individual Airport Authorization.

1.8 No Exclusive Right

No approval, lease, permit, operating agreement, or other Airport Authorization shall be interpreted to grant an exclusive right to conduct an aeronautical activity.

1.9 No Protection of Incumbent

The Authority shall not use these Minimum Standards or an Airport Authorization to protect an incumbent operator from lawful competition.

1.10 Reasonable Opportunity

A qualified applicant that satisfies the applicable Minimum Standards shall be afforded a reasonable opportunity to engage in the proposed Commercial Aeronautical Activity, subject to legitimate Airport capacity, safety, security, facility, land-use, and other lawful operational constraints.

SECTION 2 — NOTICE, REVIEW, AND AUTHORITY ACTION

2.1 Notice

Upon receipt of a complete application, the Airport shall provide notice and process the application in accordance with applicable law and Authority procedures.

2.2 Authority Review

The Authority shall determine whether the applicant satisfies applicable Minimum Standards; possesses necessary qualifications and governmental approvals; can safely conduct the activity; can provide proposed facilities and services; possesses reasonable financial capacity; and can operate consistently with Airport requirements.

2.3 Approval

An application satisfying the applicable Minimum Standards shall not be denied solely because another operator already provides the same or similar service.

2.4 Conditional Approval

The Authority may grant conditional approval when reasonable conditions must be completed before commencement. Conditions shall be stated in writing.

2.5 Denial

If an application is denied, the Authority shall identify the material basis for the denial. A denial shall not be based upon an incumbent operator’s preference to avoid competition.

2.6 Opportunity to Cure

When an application is deficient but the deficiency is reasonably correctable, the applicant shall ordinarily have a reasonable opportunity to supplement or correct it.

2.7 Administrative Review

An applicant or Operator affected by a material Airport decision under these Minimum Standards shall have an opportunity for administrative review in accordance with Authority procedures.

SECTION 3 — AIRPORT AGREEMENTS AND OPERATING AUTHORIZATIONS

3.1 Written Agreement Required

No Commercial Aeronautical Activity shall commence without an executed Airport Authorization appropriate to the activity. The Airport Authorization shall incorporate these Minimum Standards by reference.

3.2 Compliance and Existing Authorizations

Every Airport Authorization shall require compliance with these Minimum Standards, applicable Airport Rules and Regulations, applicable federal, state, and local law, applicable FAA requirements, and the specific terms of the Airport Authorization.

Existing Airport Authorizations remain subject to their contractual terms, applicable Grant Assurances, and these Minimum Standards to the extent incorporated by reference or otherwise applicable under the terms of the Authorization or applicable law.

Failure of an Operator to comply with these Minimum Standards, after written notice and a reasonable opportunity to cure, may constitute a material breach of the Operator's Airport Authorization and grounds for the remedies available under that Authorization and applicable law.

3.3 Construction

Construction or installation of facilities shall require appropriate Airport approval before work begins and shall comply with applicable building, fire, environmental, engineering, zoning, and Airport requirements.

3.4 Insurance

The Operator shall maintain insurance reasonably appropriate to the nature, scope, and risks of the authorized activity. Insurance requirements shall be proportionate to the activity and may be established by reference to activity type, aircraft operated, volume of operations, or other objective risk factors. Certificates of insurance naming the Authority and the Town of Greeneville as additional insureds shall be provided upon request.

3.5 Financial Responsibility

An Operator shall demonstrate reasonable financial capacity to commence and sustain the proposed operation. Financial requirements shall be related to the reasonable capital and operating requirements of the proposed activity and shall not be used to exclude qualified applicants.

3.6 Assignment and Sublease

An Operator shall not assign, transfer, or sublease an Airport interest without required written approval. Approval shall not be withheld arbitrarily.

Subleases that result in the diversion of airport revenue or that are inconsistent with the Grant Assurances are prohibited.

3.7 Changes to Standards

The Authority may amend these Minimum Standards through appropriate Authority action. Unless otherwise required by law or expressly agreed in an Airport Authorization, a material increase in Minimum Standards shall not be applied retroactively in a manner that defeats an existing contractual right.

3.8 Material Changes

An Operator shall obtain Airport approval before making a Material Change to its authorized operation. A Material Change may include substantial expansion, addition of a new Commercial Aeronautical Activity, substantial change in aircraft types served or facilities, addition of hazardous materials, significant change in operating characteristics, or another change that materially alters the nature of the authorized operation.

SECTION 4 — GENERAL REQUIREMENTS FOR ALL COMMERCIAL AERONAUTICAL OPERATORS

4.1 Qualifications

Each Operator shall possess management experience, personnel, technical qualifications, governmental approvals, equipment, facilities, and financial resources reasonably necessary to conduct its authorized activity.

4.2 Compliance With Law

All Operators shall comply with applicable federal, state, county, and municipal law and lawful Airport Rules and Regulations.

4.3 FAA Compliance

Operators shall maintain all FAA certificates, ratings, approvals, registrations, authorizations, and other federal requirements applicable to their activities.

4.4 Insurance

Operators shall maintain required insurance throughout the term of their Airport Authorization.

4.5 Safety

Operators shall conduct activities in a manner reasonably designed to protect persons, aircraft, Airport facilities, Airport users, employees, the public, and the environment.

4.6 Personnel

Operators shall maintain personnel appropriately qualified for the activities performed. The Authority shall not require a fixed number of employees unless the staffing requirement is reasonably related to the activity.

4.7 Facilities

Facilities shall be adequate for the nature and scale of the authorized activity. The Authority shall not require facilities substantially exceeding the reasonable needs of the proposed operation.

4.8 Equipment

Operators shall maintain or have reasonable access to equipment necessary for the services they advertise or represent as available. Equipment may be owned, leased, shared, or obtained through an appropriately qualified third party.

4.9 Environmental Compliance

Operators shall comply with applicable environmental requirements relating to fuel, hazardous materials, stormwater, wastewater, waste disposal, chemicals, and spill response.

4.10 Airport Security

Operators shall comply with applicable Airport security requirements.

4.11 Aircraft Movement

Aircraft movement, towing, servicing, and ground handling shall be performed by appropriately qualified personnel and in accordance with Airport procedures.

4.12 Records

Operators shall maintain records reasonably necessary to demonstrate compliance with applicable law, these Minimum Standards, and the Airport Authorization. The Airport shall not require proprietary business records except when reasonably necessary to verify compliance.

4.13 Rates and Charges

Operators may establish reasonable commercial rates and charges for services, subject to applicable law and the Airport Authorization. Airport-imposed fees shall be distinguished from private Operator charges.

4.14 Nondiscrimination

Operators shall not unlawfully discriminate among similarly situated customers.

4.15 Competition

Nothing in these Minimum Standards shall be interpreted to protect an incumbent Operator from lawful competition.

4.16 No Exclusive Rights

Nothing in these Minimum Standards or an Airport Authorization shall create an exclusive right to conduct an aeronautical activity.

4.17 Commercial Fuel Sale and Self-Fueling

Commercial Fuel Sale. “Commercial Fuel Sale” means the sale, delivery, or dispensing of aviation fuel or oil to any aircraft not owned or exclusively controlled by the person performing the fueling, when done for compensation or hire.

Commercial Fuel Sale may be conducted only by:

a. the Authority (or a contractor designated by the Authority to operate the Airport’s fueling facilities); or
b. a private Fixed Base Operator that has been expressly authorized in writing by the Authority under an Airport Authorization that incorporates these Minimum Standards and that meets the applicable fueling requirements of these Minimum Standards and the Airport Rules and Regulations.

Self-Fueling. An aircraft owner or operator may fuel its own aircraft using its own employees and equipment (self-fueling), provided that:

c. the fueling is limited to aircraft owned or exclusively controlled by that person;
d. the activity complies with all applicable fire, safety, environmental, and Airport requirements, including NFPA 407 and FAA Advisory Circular 150/5230-4C, as amended;
e. applicable fuel flowage fees are paid to the Authority; and
f. the activity is not conducted for compensation or hire with respect to third-party aircraft.

Self-fueling is not a Commercial Aeronautical Activity under these Minimum Standards and is regulated under the Airport Rules and Regulations and applicable lease or operating agreements.

SECTION 5 — SPECIFIC COMMERCIAL AERONAUTICAL ACTIVITIES

5.1 Fixed Base Operator

An FBO is a Commercial Aeronautical Activity providing a combination of aeronautical services to the general aviation community. An FBO may provide, as authorized, aircraft fueling, aircraft parking, aircraft storage, ground handling, pilot and passenger services, flight planning, aircraft rental, flight instruction, aircraft maintenance, and other authorized aeronautical services. An FBO shall provide a combination of services reasonably appropriate to its proposed business model and shall not be required to provide every service commonly associated with an FBO.

The Authority currently operates fueling and certain other aeronautical services at the Airport. Consistent with applicable Grant Assurances and FAA policy, the Authority may continue to provide those services directly or through a designated contractor. Any private operator seeking to provide Commercial Fuel Sale or full FBO services shall obtain a written Airport Authorization and shall meet the applicable requirements of these Minimum Standards.

Nothing in this Section grants an exclusive right to any private operator or limits the Authority's ability to authorize additional qualified operators on nondiscriminatory terms.

5.2 FBO Facilities

An FBO shall maintain facilities reasonably appropriate to the scope of its operation, which may include customer reception, pilot waiting area, restrooms, flight-planning resources, communications, administrative space, and aircraft operating or parking areas.

5.3 FBO Services

An FBO shall make its authorized services reasonably available to the aviation public during its published operating hours.

5.4 FBO Staffing

An FBO shall maintain sufficient qualified personnel to safely provide the services it offers. The Authority shall not impose arbitrary staffing levels unrelated to the nature or volume of the operation.

5.5 FBO Ground Handling

An FBO providing ground-handling services shall maintain equipment reasonably appropriate to the aircraft types served.

5.6 FBO Fueling

An FBO providing Commercial Fuel Sale shall comply with applicable Airport fueling requirements, including ATA Specification 103, NFPA 407, and FAA Advisory Circular 150/5230-4C, as amended.

Commercial Fuel Sale shall not be presumed to be authorized merely because an Operator is designated an FBO. Specific written authorization is required.

5.7 FBO Jet and Turbine Service

An FBO representing that it serves turbine or jet aircraft shall maintain equipment, personnel, facilities, and procedures reasonably appropriate to those aircraft. Requirements shall be based upon aircraft actually served and the scale of the operation.

5.8 FBO Customer Services

An FBO shall provide reasonable access to customary pilot and passenger services appropriate to the operation.

5.9 Aircraft Maintenance

An Operator conducting Aircraft Maintenance for compensation shall maintain facilities, equipment, personnel, qualifications, and governmental approvals reasonably appropriate to the maintenance services offered. An aircraft owner or lawful operator may perform maintenance on the owner's or operator's own aircraft without becoming a Commercial Aeronautical Activity solely because the work occurs on Airport Property.

5.10 Flight Training

An Operator providing Flight Training shall maintain appropriately certificated instructors, aircraft, facilities, and equipment appropriate to the training offered. The Airport shall not require a flight-training Operator to offer training beyond the scope of its authorized activity.

5.11 Aircraft Rental

An Operator providing Aircraft Rental shall maintain appropriately certificated and maintained rental aircraft and reasonable facilities for rental administration.

5.12 Aircraft Charter

An Operator providing commercial air transportation or charter services shall maintain all applicable federal certificates, aircraft, personnel, facilities, and governmental approvals.

5.13 Specialized Aeronautical Activities

Specialized Aeronautical Activities not adequately addressed by another category may be authorized under a Permit, Operating Agreement, lease, or other appropriate Airport Authorization. Examples may include aerial photography, aerial survey, banner towing, aerial application, glider operations, specialized aircraft operations, experimental or demonstration operations, commercial UAS or sUAS operations, advanced air mobility, autonomous or optionally piloted aircraft operations, and other Emerging Aviation Activities.

5.14 Specialized Activity Standards

The Airport may establish activity-specific conditions appropriate to the characteristics of a Specialized Aeronautical Activity. Such conditions may address operating areas, equipment, personnel, scheduling, safety, access, communications, emergency procedures, environmental protection, and security.

5.15 Permits

Where operational requirements are unique to a particular Specialized Aeronautical Activity, those requirements should ordinarily be established through an activity-specific Permit or Operating Agreement rather than incorporated into the general Minimum Standards.

5.16 Emerging Aviation

The Airport may authorize Emerging Aviation Activities through pilot programs, temporary permits, operating agreements, or other appropriate mechanisms. Requirements shall be based upon the actual characteristics of the activity and administered in a technology-neutral manner.

5.17 Skydiving

Commercial skydiving and parachute operations shall be treated as a Specialized Aeronautical Activity. The general Minimum Standards shall establish only baseline qualification requirements applicable to the activity. Operational requirements specific to skydiving shall be established separately through the Airport Rules and Regulations, an activity-specific Permit, Operating Agreement, or other appropriate authorization. Nothing in these Minimum Standards shall create an exclusive right to conduct skydiving operations.

SECTION 6 — COMBINATION ACTIVITIES, MANAGEMENT, AND ADMINISTRATION

6.1 Combination Activities

An Operator conducting more than one authorized Commercial Aeronautical Activity shall not be required to duplicate a facility, employee, equipment item, or other requirement when one resource reasonably satisfies the requirements of more than one authorized activity.

6.2 Airport Management

The Airport is governed by the Greeneville Municipal Airport Authority. The Airport Manager shall administer these Minimum Standards and monitor compliance with Authority policies and Airport Authorizations.

6.3 Airport Manager Authority

The Airport Manager may take reasonable administrative action necessary to implement these Minimum Standards and enforce executed Airport Authorizations. Material decisions affecting an Operator's rights under these Minimum Standards or an Airport Authorization shall be subject to review by the Authority in accordance with its established procedures. The Airport

Manager may not waive, modify, or selectively apply a substantive Minimum Standard except as expressly authorized by the Authority and permitted by Applicable Law.

6.4 Inspection

The Airport may inspect Operator facilities and operating areas at reasonable times for purposes of verifying compliance.

6.5 Corrective Action

When a deficiency is identified, the Airport shall ordinarily provide written notice and a reasonable opportunity to cure. Immediate action may be taken when reasonably necessary to protect safety, security, the environment, or the public.

6.6 Suspension

An Airport Authorization may be temporarily suspended when reasonably necessary because of an immediate safety concern, security concern, unlawful operation, loss of required governmental authorization, material insurance lapse, material environmental violation, or another material condition authorized by the Airport agreement or applicable law.

6.7 Revocation

An Airport Authorization may be terminated or revoked for material violation of these Minimum Standards, the Airport Authorization, Applicable Law, or other lawful Airport requirements.

6.8 Opportunity to Cure

Except when immediate action is reasonably necessary, the Airport shall ordinarily provide a reasonable opportunity to cure a correctable violation before termination or revocation.

6.9 Records

The Airport shall maintain executed Airport Authorizations and other official records in accordance with applicable records-retention requirements.

6.10 Periodic Review

The Authority should periodically review these Minimum Standards to determine whether they remain reasonable, relevant, attainable, uniformly applicable, economically appropriate, consistent with Airport development, and compatible with emerging aviation technologies.

6.11 Federal Compliance

These Minimum Standards shall be interpreted and administered consistently with applicable federal law and FAA requirements, including obligations concerning reasonable access, economic nondiscrimination, unjust discrimination, exclusive rights, airport revenue, safety, and applicable Grant Assurances.

6.12 Severability

If any provision of these Minimum Standards is determined to be invalid or unenforceable, the remaining provisions shall remain in effect to the fullest extent permitted by law.

6.13 Uniform Application of Standards

The Authority shall administer these Minimum Standards in a consistent and nondiscriminatory manner. The same substantive Minimum Standards shall apply to similarly situated Commercial Aeronautical Operators regardless of ownership, business affiliation, incumbent status, size, or length of time operating at the Airport. Different requirements may be imposed when reasonably related to material differences in the nature, scope, scale, location, facilities, aircraft, equipment, hazards, environmental characteristics, or operational demands of the proposed activity. The Authority shall document the material operational basis for a substantially different requirement when reasonably necessary to demonstrate consistent administration. Nothing in this Section prohibits reasonable requirements necessary to address a legitimate Airport-specific safety, security, environmental, capacity, or facility concern.

6.14 Effective Date and Transition

These Minimum Standards shall become effective upon adoption by the Greeneville Municipal Airport Authority and shall supersede prior Minimum Standards to the extent expressly stated in the adopting resolution. Existing Operators shall be afforded a reasonable transition period to achieve compliance with these Minimum Standards. In determining the length of any transition period, the Authority shall consider: (a) the nature and extent of the deficiency; (b) whether capital expenditure or facility modification is required; (c) the remaining term of any existing Airport Authorization; (d) safety, security, and environmental implications; (e) the time reasonably necessary to obtain any required permits or approvals; and (f) any applicable federal compliance obligations. Immediate compliance may be required where necessary for safety, security, or compliance with federal obligations.

ADOPTED by the Greeneville Municipal Airport Authority this _____ day of ______________, 2026.

____

Chairman, Greeneville Municipal Airport Authority

____

Attest / Secretary

AGENDA ITEM NO. 7.a

Item Cover Page

AIRPORT AUTHORITY AGENDA ITEM REPORT

DATE:	August 19, 2026
SUBMITTED BY:	Angela Alley, Airport
ITEM TYPE:	Discussion
AGENDA SECTION:	New Business- Chairman McAfee
SUBJECT:	Consideration of PEP Worker's Comp and Employers Liability Insurance Quote
SUGGESTED ACTION:	

ATTACHMENTS:
Greeneville Municipal Airport Quote 10-1-26 to 27 - Revised (002).pdf

PUBLIC ENTITY PARTNERS

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

Policy Number: PWC-0629-27 **DECLARATIONS** **Ren/Rewrite of: PWC-0629-26**

ITEM 1.

INSURED
GREENEVILLE MUNICIPAL AIRPORT
246 AIRPORT ROAD
GREENEVILLE, TN 37745

AGENT
MC INTURFF-MILLIGAN-BROOKS INC
PO BOX 1600
GREENEVILLE, TN 37744-1600

ITEM 2. **POLICY PERIOD: From 10/01/2026 to 10/01/2027 12:01 A.M. Standard Time at the Insured's Mailing Address**

ITEM 3A. **WORKERS COMPENSATION COVERAGE** Section One of the Policy applies to the Workers Compensation Law of the State of Tennessee

ITEM 3B. **EMPLOYERS LIABILITY COVERAGE** Section Two of the Policy applies to work in each state listed in Item 3A.

THE LIMITS OF OUR LIABILITY UNDER SECTION TWO ARE:

BODILY INJURY BY ACCIDENT	$	300,000	EACH ACCIDENT
BODILY INJURY BY DISEASE	$	700,000	POLICY LIMIT
BODILY INJURY BY DISEASE	$	300,000	EACH EMPLOYEE

ITEM 3C. **OTHER STATES COVERAGE** Section Three of the Policy applies to the states, if any, listed here. All States except ND, WA, WY, OH and those listed in 3A.

ITEM 4. **FORMS, SCHEDULES AND ENDORSEMENTS APPLICABLE TO ALL COVERAGE PARTS**

WC Declarations 7-1-2022
WC Schedule 7-1-2015
Workers Comp Coverage Policy 7-1-2022

QUOTATION ONLY

ITEM 5. In return for the payment of premium for each policy period and subject to all of the terms of the policy, the insurer agrees to provide you with the coverages reflected on this declaration page and attached schedule. Adjustment of the premium will be made annually by audit after the expiration of each policy period.

ITEM 5A. **NO DEDUCTIBLE or AGGREGATE** $0

ONE YEAR POLICY

Premium for this Policy Period

MANUAL PREMIUM	**$7,651**
INCREASED LIMITS FACTOR	**1.000**
EXPERIENCE MODIFICATION	**.775**
SCHEDULE MODIFICATION	**.835**
OTHER PREMIUM MODIFICATION	**1.000**
DEDUCTIBLE/RETENTION FACTOR	**1.000**
ONE YEAR POLICY FACTOR	**1.000**
COMBINED MODIFICATION FACTOR	**.6471**
TOTAL ESTIMATED POLICY PREMIUM	**$4,951**

WORKERS COMPENSATION SCHEDULE

INSURED: 0636 GREENEVILLE MUNICIPAL AIRPORT

Policy Number: PWC-0629-27
Effective Date: 10/01/2026

WORKERS COMPENSATION COVERAGE CLASSIFICATION	CODE	# of Empl FT	 PT	ANNUAL PAYROLL	NET RATE	NET PREMIUM
Ambulance Service Drivers/Emergency Medical Service	7370	0	0	0	3.619	0.00
Animal Control	8831	0	0	0	2.835	0.00
Automobile Repair Shop	8380	0	0	0	2.896	0.00
Building/Maintenance	9015	0	0	0	3.191	0.00
Cemeteries	9220	0	0	0	3.509	0.00
City Managers/Administrative	8742	0	0	0	0.248	0.00
Clerical/Office	8810	0	0	0	0.090	0.00
Electric Distribution (excluding Clerical)	7539	0	0	0	2.603	0.00
Firefighters	7710	0	0	0	2.420	0.00
Garbage or Refuse Collection and Drivers (including Landfill)	9403	0	0	0	4.415	0.00
Gas Distribution (excluding Clerical)	7502	0	0	0	1.777	0.00
Housing Authority - Administrative	8742	0	0	0	0.349	0.00
Housing Authority - Building/Maintenance	9015	0	0	0	2.384	0.00
Housing Authority - Clerical	8810	0	0	0	0.124	0.00
Inspectors - Outside	9410	0	0	0	2.420	0.00
Parks and Recreation	9102	0	0	0	2.020	0.00
Police Officers (excluding Dispatchers)	7720	0	0	0	3.808	0.00
Public Library or Museum	8810	0	0	0	0.141	0.00
School (Bus Drivers)	7380	0	0	0	2.785	0.00
Schools (Professional Employees and Clerical)	8868	0	0	0	0.137	0.00
Schools (All Other)	9101	0	0	0	1.305	0.00
Sewage Disposal Plant Operation	7580	0	0	0	1.549	0.00
Sewer Cleaning/Maintenance	9402	0	0	0	2.440	0.00
Social Services	8742	0	0	0	0.826	0.00
Street Cleaning	9402	0	0	0	2.451	0.00
Street/Road Paving and Maintenance	5506	0	0	0	6.635	0.00
Waterworks (excluding Clerical)	7520	0	0	0	2.470	0.00
Welfare and Transit Bus Drivers	7382	0	0	0	4.830	0.00
Airports	7423	3	3	246,794	2.006	4,950.69
VOLUNTARY COMPENSATION MEDICAL COVERAGE CLASSIFICATION	CODE	# of Empl FT	 PT	ANNUAL PAYROLL	NET RATE	NET PREMIUM
Volunteer Firefighters	7711	0	0	0	15.181	0.00
Auxiliary/Reserve Police Officers	7720	0	0	0	15.045	0.00
Volunteer Medical Providers	7370	0	0	0	17.362	0.00
Elected Officials	8742	0	0	0	4.426	0.00
VOLUNTARY COMPENSATION ACCIDENT COVERAGE CLASSIFICATION	CODE	# of Empl FT	 PT	ANNUAL PAYROLL	NET RATE	NET PREMIUM
Volunteer Firefighters	7711	0	0	0	0.000	0.00
Auxiliary/Reserve Police Officers	7720	0	0	0	0.000	0.00
Volunteer Medical Providers	7370	0	0	0	0.000	0.00
Elected Officials	8742	0	0	0	0.000	0.00
TOTALS		**3**	**3**	**246,794**		**4,951**

QUOTATION ONLY

AGENDA ITEM NO. 7.b

Item Cover Page

AIRPORT AUTHORITY AGENDA ITEM REPORT

DATE: August 19, 2026

SUBMITTED BY: Angela Alley, Airport

ITEM TYPE: Discussion

AGENDA SECTION: New Business- Chairman McAfee

SUBJECT: Consideration of obtaining Directors and Officers Liability Insurance coverage.

SUGGESTED ACTION:

ATTACHMENTS:

AGENDA ITEM NO. 7.c

Item Cover Page

AIRPORT AUTHORITY AGENDA ITEM REPORT

DATE: August 19, 2026

SUBMITTED BY: Angela Alley, Airport

ITEM TYPE: Discussion

AGENDA SECTION: New Business- Chairman McAfee

SUBJECT: Consideration of 401k and 457b Employee Retirement Plans.

SUGGESTED ACTION:

ATTACHMENTS:
Greeneville Municipal Airport Authority 401(k) for signature.pdf
Greeneville Municipal Airport Authority 457(b) for signature.pdf

STATE OF TENNESSEE

DEFERRED COMPENSATION PLAN II

- 401(k) -

RESOLUTION AND

PARTICIPATING EMPLOYER AGREEMENT

Greeneville Municipal Airport Authority

[Participating Employer]

Administered by:
Treasurer, State of Tennessee
502 Deaderick Street, 15th Floor
Andrew Jackson State Office Building
Nashville, Tennessee 37243
Telephone: 615-741-3552

RESOLUTION

WHEREAS, Greeneville Municipal Airport Authority, Tennessee (hereinafter referred to as the "Employer") has determined that in the interest of attracting and retaining qualified employees, it wishes to offer a 401(a) or 401(k) defined contribution plan, funded by employee deferrals and, if elected pursuant to Section N, Q, or HH of the Participating Employer Agreement, employer contributions;

WHEREAS, Tennessee Code Annotated, Section 8-25-111(a) allows a Tennessee local governmental entity to participate in the State of Tennessee's 401(a)/401(k) defined contribution plan subject to the approval of the Chair of the Tennessee Consolidated Retirement System (hereinafter referred to as the "Chair");

WHEREAS, the liability for participation and the costs of administration shall be the sole responsibility of the Employer and/or its employees, and not the State of Tennessee;

WHEREAS, the Employer has also determined that it wishes to encourage employees' saving for retirement;

WHEREAS, the Employer has reviewed the State of Tennessee Deferred Compensation Plan II Adoption Agreement for a Section 401(k) Cash or Deferred Arrangement for Governmental Employers, as adopted by the State of Tennessee, and as subsequently amended, as well as the Section 401(k) Cash or Deferred Arrangement for Governmental Employer Basic Plan Document (collectively known as the "Plan" or "Plan Document");

WHEREAS, the Employer wishes to provide certain benefits to its employees, reduce overall administrative costs, and afford attractive investment opportunities;

WHEREAS, the Employer is eligible to become a Participating Employer in the Plan, pursuant to Article XX of the Plan Document;

WHEREAS, the Employer is concurrently executing a Participating Employer Agreement for the Plan; and

WHEREAS, the Greeneville Municipal Airport Authority ("Governing Authority") of the Employer is authorized by law to adopt this resolution approving the Participating Employer Agreement on behalf of the Employer;

NOW, THEREFORE, the Governing Authority of the Employer hereby resolves:

1. The Employer adopts the Plan Document for its Employees; provided, however, that for the purpose of the Plan, the Employer shall be deemed to have designated irrevocably the Chair as its agent, except as otherwise specifically provided herein or in the Participating Employer Agreement.

2. The Employer acknowledges that the Plan does not cover, and the Trustees of the Plan ("Trustees") have no responsibility for, other employee benefit plans maintained by the Employer.

3. The Employer acknowledges that in no instance shall the total combined employer contributions to all defined contributions plans on behalf of a single employee exceed the maximum allowed under the Internal Revenue Code (“Code”), and shall conform to all applicable laws, rules and regulations of the Internal Revenue Service (“IRS”) governing profit sharing and/or salary reduction plans for governmental employees.

4. The Employer hereby adopts the terms of the Participating Employer Agreement, which is attached hereto and made a part of this resolution. The Participating Employer Agreement (a) permits all employees of the respective entity to make elective deferrals; (b) sets forth the Employees to be covered pursuant to Section N, Q, or HH of the Participating Employer Agreement for employer contributions, if any; (c) outlines the benefits to be provided by the Participating Employer under the Plan; and, (d) states any conditions imposed by the Participating Employer with respect to, but not inconsistent with, the Plan. The Participating Employer reserves the right to amend its elections under the Participating Employer Agreement, so long as the amendment is not inconsistent with the Plan, the Code, Tennessee law, or other applicable law and is approved by the Chair.

5. The Chair may amend the Plan on behalf of all Employers, including those Employers who have adopted the Plan prior to a restatement or amendment of the Plan, for changes in the Code, the regulations thereunder, Tennessee law, revenue rulings, other statements published by the Internal Revenue Service ("IRS"), including model, sample, or other required good faith amendments, and for other reasons that are deemed at the Chair's sole discretion to be in the interest of the Plan. These amendments shall be automatically applicable to all Employers.

6. The Chair will maintain or will have maintained a record of the Employers and will make reasonable and diligent efforts to ensure that Employers have received all Plan amendments.

7. The Employer shall abide by the terms of the Plan, including amendments to the Plan and Trust made by the Chair, all investment, administrative, and other service agreements of the Plan, and all applicable provisions of the Code, Tennessee law, and other applicable law.

8. The Employer accepts the administrative services to be provided by the Tennessee Treasury Department and any services provided by Plan vendors. The Employer acknowledges that fees will be imposed with respect to the services provided and that such fees may be deducted from the Participants' Accounts and/or charged to the Employer.

9. Subject to the provisions of Section 20.06 of the Plan, the Employer may terminate its participation in the Plan, including but not limited to, its contribution requirements pursuant to the Plan, if it takes the following actions:

a. A resolution must be adopted by the Governing Authority of the Employer terminating the Employer's participation in the Plan.

b. The resolution must specify the proposed date when the participation will end, which must be at least six calendar months after notice to the Chair and the Employer's employees.

c. The Chair shall (i) determine whether the resolution complies with the Plan, and all applicable federal and state laws, (ii) determine an appropriate effective date, and (iii) provide appropriate forms to terminate ongoing participation. Distributions under the Plan of existing accounts to Participants will be made in accordance with the Plan Document.

d. Once the Chair determines the appropriate effective date, the Employer shall immediately notify all its Employees participating in the Plan of the termination and the effective date thereof.

e. The Chair can, in the Chair's sole discretion, reduce the six month notice and withdrawal period to a shorter period if the Employer so requests, but in no event shall the period be less than three months.

10. The Employer acknowledges that the Plan Document contains provisions for Plan termination by the Trustees, subject to applicable Tennessee law.

11. The Employer acknowledges that all assets held in connection with the Plan, including all contributions to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, shall be held in trust for the exclusive benefit of Participants and their Beneficiaries under the Plan. No part of the assets and income of the Plan shall be used for, or diverted to, purposes other than for the exclusive benefit of Participants and their Beneficiaries and for defraying reasonable expenses of the Plan. All amounts of compensation deferred pursuant to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights held as part of the Plan, shall be transferred to the Trustees to be held, managed, invested and distributed as part of the Trust Fund in accordance with the provisions of the Plan and subject to the vesting provisions of the Plan. All contributions to the Plan must be timely transferred by the Employer to the Trust Fund pursuant to and in the manner provided by the Chair. The Employer acknowledges that if the Employer fails to remit the requisite contributions in a timely manner, the Chair reserves the right, at the Chair's sole discretion, to terminate the Employer's participation in the Plan. In such event, the Chair shall notify the Employer of the effective termination date, and the Employer shall immediately notify all its employees participating in the Plan of the termination and the effective date thereof. Notwithstanding the foregoing, the Employer acknowledges that it is the sole responsibility of the Employer to remit the requisite reports and contributions to the Plan and that neither the State, the Chair, the Trustees, its employees, or agents shall have any responsibility or liability for

ensuring or otherwise monitoring that this is done. All benefits under the Plan shall be distributed solely from the Trust Fund pursuant to the Plan.

12. The Employer agrees to offer and enroll only those persons, whether appointed, elected, or under contract, wherein an employee-employer relationship is established, providing service to the Employer for which compensation is paid by the Employer.

13. The Employer understands that IRS rules and Tennessee law limit participation in the Plan to governmental entities and their respective employees. The Employer will notify the Chair in writing within ten (10) calendar days if it ceases to be a governmental entity under applicable federal or Tennessee law, and/or if it discovers that it is transferring or having transferred employee deferrals and/or employer contributions to the Plan on behalf of an individual who does not meet the requirements in Paragraph 12 above.

14. The Employer acknowledges that the Chair and other Trustees are the fiduciaries of the Plan and have sole and exclusive authority to interpret the Plan and decide all claims and appeals for Plan benefits. The Employer agrees to abide by the Chair's decisions on all matters involving the Plan.

15. This resolution and the Participating Employer Agreement shall be submitted to the Chair for approval. The Chair shall determine whether the resolution and the Agreement comply with the Plan, and, if they do, shall provide appropriate forms to the Employer to implement participation in the Plan. The Chair may refuse to approve a Participating Employer Agreement executed by an Employer that, in the Chair's sole discretion, does not qualify to participate in the Plan.

16. The Governing Authority hereby acknowledges that it is responsible to assure that this resolution and the Participating Employer Agreement are adopted and executed in accordance with the requirements of applicable law.

Adopted by the Governing Authority on __________________________, _______, in accordance with applicable law.

By: ______________________________
Signature

____
Printed Name

____
Title

Attest: _______________________________

Date: _______________________________

[Governing Authority must assure that applicable law is followed in the adoption and execution of this resolution.]

STATE OF TENNESSEE

DEFERRED COMPENSATION PLAN II - 401(k)

PARTICIPATING EMPLOYER AGREEMENT

A. PARTICIPATING EMPLOYER INFORMATION

Name: Greeneville Municipal Airport Authority

NOTE: A Participating Employer Agreement must be completed for each employer. For example, if a city has separate legal entities for the city and a utility company – each would need to complete their own Participating Employer Agreement in order to participate. However, divisions of the same employer (e.g., finance, HR, departments, etc.) do not need to complete and should not complete separate agreements.

(1) **GOVERNING AUTHORITY**

Name: Greeneville Municipal Airport Authority

Address: 246 Airport Road Greenevile, TN 37745

Phone: 423-677-5757

Person Authorized to receive Official Notices from the Plan or Administrator:

Angela Alley aalley@greenevilletn.gov

(2) **PARTICIPATING EMPLOYER TAX ID NUMBER:** 39-3957106

(3) **DISCLOSURE OF DEFERRED COMPENSATION OR RETIREMENT PLAN(S)** ***[INCLUDING, IF APPLICABLE, PARTICIPATION IN THE TENNESSEE CONSOLIDATED RETIREMENT SYSTEM ("TCRS")]***

This Participating Employer ☐ does or ☑ does not have an existing deferred compensation or retirement plan. If the Participating Employer does have one or more deferred compensation plans or retirement plans (including TCRS), the Governing Authority must provide in the space below the plan name, name and telephone number of the provider, and such other information requested by the Administrator.

B. TYPE OF ADOPTION AND EFFECTIVE DATE

NOTE: This Participating Employer Agreement ("Agreement"), with the accompanying Plan, is designed to comply with Internal Revenue Code ("Code") Section 401(a), as applicable to a governmental qualified defined contribution plan. By adopting this Participating Employer Agreement, with its accompanying Resolution, the Participating Employer is adopting a Plan Document intended to comply with Code Sections 401(a) and 414(d).

This Agreement is for the following purpose: ***(Check and complete box 1 OR box 2 OR box 3.)***

1. ☑ This is a new defined contribution plan adopted by the Participating Employer for its Employees effective October 1, 2026 **(insert effective date of this Agreement)**.

2. ☐ This is an amendment to be effective as of ________________, ______, to the current Agreement previously adopted by the Participating Employer, which was originally effective ____________________, _____, as follows (**please specify type below**):

   a. ☐ This is an amendment to change one or more of the Participating Employer's contribution elections in the existing Participating Employer Agreement.

   b. ☐ Other (must specify elective provisions in this Agreement that are being changed):

   ____
   ____
   ____
   ____

3. ☐ This is an amendment and restatement of another defined contribution plan of the Participating Employer, the effective date of which shall be __________________, ______ **(insert effective date of this Agreement)**. This Agreement is intended to replace and serve as an amendment and restatement of the Participating Employer's preexisting plan, which became effective on __________________, ______ **(insert original effective date of preexisting plan)**. The Participating Employer understands that it is the Participating Employer's responsibility to ensure that the preexisting plan met all applicable state and federal requirements.

C. PLAN YEAR. Plan Year shall mean the calendar year.

D. CUSTODY OF ASSETS. Code § 401(a) shall be satisfied by setting aside Plan assets for the exclusive benefit of Participants and Beneficiaries, in a Trust pursuant to the provisions of Article VIII of the Plan. The Trustees for the Plan are also the Trustees for the separate accounts for each participating employer.

E. ELIGIBLE EMPLOYEES.

1. "Employee" shall mean, for purposes of making **Elective Deferrals or Mandatory Employee Salary Reduction Contributions**, any person, whether appointed, elected or under contract wherein an employee-employer relationship is established, providing services to the Participating Employer for which Compensation is paid by the Participating Employer. Any other individual who is a subcontractor, contractor, or employed by a subcontractor or contractor, or is under any other similar arrangement wherein an employer-employee relationship is not established will not be treated as an Employee. An Employee is immediately eligible to make Elective Deferrals under the Plan. An Employee is required to make mandatory salary reduction contributions if and as specified in Section 2.e. or f., below.

An Employee's Entry Date, unless otherwise specified in Article IV of the Plan, shall be for purposes of any Matching Contributions as described in Section N, any Non-Matching Contributions as described in Section Q, and Mandatory Employee Salary Reduction Contributions as described in Section II:

a. ☑ the date the Employee satisfies the eligibility requirements specified in this Section E for the relevant types of contributions

b. ☐ the January 1 and July 1 following the date the Employee satisfies the eligibility requirements specified in this Section E for the relevant type of contributions

c. ☐ the first payroll following the date the Employee satisfies the eligibility requirements specified in this Section E for the relevant type of contributions

2. a. "Employee" shall mean for purposes of **Matching Contributions as described in Section N** of this Agreement: ***(Check and complete each box that applies. If no Matching Contributions will be made, do not complete.)***

i. ☐ any full-time employee, which is an employee who renders ____ or more Hours of Service per week, as defined in Section H below

ii. ☐ any permanent part-time employee, which is an employee who is not a full-time employee and who renders ____ or more Hours of Service per week, as defined in Section H below

iii. ☐ any seasonal, temporary or similar part-time employee

iv. ☐ any elected or appointed official

v. ☐ any employee in the following class(es) of employees:

____

____

____

who meets the definition in Section E.1 above.

b. Each Employee will be eligible to participate in this Plan for purposes of receiving **Matching Contributions as described in Section N** of this Agreement and in accordance with the provisions of Article IV of the Plan, except the following: ***(Check and complete each box that applies. If no Matching Contributions will be made, do not complete.)***

i. ☐ Employees who have not attained the age of ____ (not to exceed 21).

ii. ☐ Employees who have not completed ____ Years of Service during the Vesting Computation Period as defined in Section X below.

iii. ☐ Employees who do not satisfy the following eligibility requirements:

____

____

____

c. "Employee" shall mean for purposes of **Non-Matching Contributions as described in Section Q** of this Agreement: **(*Check and complete each box that applies. If no Non-Matching Contributions will be made, do not complete.)***

i. ☑ any full-time employee, which is an employee who renders 30 or more Hours of Service per week, as defined in Section H below.

ii. ☐ any permanent part-time employee, which is an employee who is not a full-time employee and who renders ______ or more Hours of Service per week, as defined in Section H. below.

iii. ☐ any seasonal, temporary or similar part-time employee

iv. ☐ any elected or appointed official

v. ☐ any employee in the following class(es) of employees:

____

____

____

v. ☐ any employee listed or otherwise described in Schedule 1 attached to this Agreement

who meets the definition in Section E.1 above.

d. Each Employee will be eligible to participate in this Plan for purposes of receiving **Non-Matching Contributions as described in Section Q** of this Agreement and in accordance with the provisions of Article IV of the Plan, except the following: ***(Check and complete each box that applies. If no Non-Matching Contributions will be made, do not complete.)***

i. ☐ Employees who have not attained the age of _______ (not to exceed 21).

ii. ☐ Employees who have not completed _____ Years of Service during the Vesting Computation Period as defined in Section X below.

iii. ☑ Employees who do not satisfy the following eligibility requirements:

any full-time employee, which is an employee who renders 30 or more

Hours of Service per week, as defined in Section H below

e. "Employee" shall mean for purposes of **Mandatory Employee Salary Reduction Contributions as described in Section II** of this Agreement: ***(Check and complete each box that applies. If no Mandatory Salary Reduction Contributions will be made, do not complete.)***

i. ☐ any full-time employee, which is an employee who renders ____ or more Hours of Service per week, as defined in Section H below

ii. ☐ any permanent part-time employee, which is an employee who is not a full-time employee and who renders ____ or more Hours of Service per week, as defined in Section H below

iii. ☐ any seasonal, temporary or similar part-time employee

iv. ☐ any elected or appointed official

v. ☐ any employee in the following class(es) of employees:

____

____

____

who meets the definition in Section E.1 above.

f. Each Employee will be eligible to participate in this Plan for purposes of making **Mandatory Employee Salary Reduction Contributions as described in Section II** of this Agreement and in accordance with the provisions of Article IV of the Plan, except the following: ***(Check and complete each box that applies. If no Mandatory Salary Reduction Contributions will be made, do not complete.)***

i. ☐ Employees who have not attained the age of _______ (not to exceed 21).

ii. ☐ Employees who do not satisfy the following eligibility requirements:

____

____

F. AUTOMATIC ENROLLMENT. ***(Check and complete box 1 OR box 2.) [NOTE: THIS SECTION F ONLY APPLIES TO ELECTIVE DEFERRALS, NOT TO MANDATORY EMPLOYEE SALARY REDUCTION CONTRIBUTIONS.]***

1. ☑ The Participating Employer DOES NOT elect automatic enrollment.

2. ☐ The Participating Employer DOES elect automatic enrollment, which will be effective on and after __________________ as follows:

a. Employees covered under the automatic enrollment are: ***(If this Section F (Automatic Enrollment) is elected, check one option below. Otherwise, do not complete.)***

i. ☐ All Employees.

ii. ☐ All Employees who become Employees on or after the date set forth in F.2. above and who do not have an affirmative election in effect.

b. The default percentage contributed to the Plan on behalf of the Participant will be a deferral of 2% of the Participant's Compensation. The 2% default percentage will be subject to a percentage annual increase thereafter if provided for in the Plan Document. Any deferral percentage increase will take effect annually on the first day of the Plan Year. Participants' default deferrals will remain at the same percentage for at least twelve (12) months before their automatic deferral percentages will be increased automatically.

The automatic deferrals will be contributed on a pre-tax basis and will continue until the Participant affirmatively elects otherwise.

An Employee who affirmatively declines coverage after the first automatic enrollment contribution was made, may make an election to withdraw his or her entire automatic enrollment contribution. This election must be submitted no later than 90 days after the payroll date in which the first automatic enrollment contribution is made on behalf of the Participant. The amount of the distribution will be the value of the automatic enrollment contributions plus or minus investment gains or losses as of the date the distribution is processed. Automatic enrollment contributions made after such date remain in the Plan and are subject to the Plan's regular distribution rules. Further, an Employee who has made an election to withdraw who leaves employment and is then rehired by the Participating Employer before a 12-continuous-month absence may not make another election to withdraw his or her automatic enrollment contribution. Any Employer Matching Contributions attributable to the distribution of the automatic enrollment contributions will be forfeited regardless of the vesting percentage in the Matching Contributions. [**NOTE: If HH.2, "FICA Replacement ("3121") Plan", is elected and F.2 is elected, the Employee may not make an election to withdraw his or her automatic enrollment contribution.]**

c. An Employee who leaves employment and is rehired by the Participating Employer before a 12-continuous-month absence has occurred will be treated as subject to the automatic contribution schedule. An Employee who leaves employment and is rehired by the Participating Employer after a 12-continuous-month absence: ***(Check one option below.)***

i. ☐ <u>will</u> be treated as a new Employee, or

ii. ☐ <u>will not</u> be treated as a new Employee for purposes of determining the Employee's contribution rate in F.2.b above.

G. SERVICE WITH PREDECESSOR EMPLOYER. ***(If Vesting or Eligibility requirements will apply to Matching Contributions as described in Section N of this Agreement and/or Non-Matching Contributions as described in Section Q of this Agreement, check and complete box 1 OR box 2 OR box 3.)*** "Predecessor employer" means a governmental employer that served the same functions as the current employer or has employees whose jobs were merged into the current employer.

1. ☑ This section is N/A because there are no predecessor employers.

2. ☐ Service with any predecessor employers will not be counted for any purposes under the Plan.

3. ☐ Service with (insert name of predecessor employer(s)):

____

____

will be counted under the Plan for eligibility and vesting.

H. HOURS OF SERVICE. Hours of Service shall be determined on the actual hours for which an Employee is paid or entitled to payment.

I. YEAR OF SERVICE FOR ELIGIBILITY AND VESTING. If Eligibility or Vesting requirements will apply to Matching Contributions as described in Section N of this Agreement and/or Non-Matching Contributions as described in Section Q of this Agreement, Year of Service shall mean the 12-consecutive-month period beginning on the Employee’s Employment Commencement Date and each anniversary thereof.

Years of Service for Vesting shall include any Years of Service with a participating employer.

J. COMPENSATION DEFINITION. Compensation shall mean Code § 415 compensation as defined in Section 2.06 of the Plan.

K. COMPENSATION COMPUTATION PERIOD. Compensation shall be determined on the basis of the calendar year.

L. FIRST YEAR COMPENSATION. If Matching or Non-Matching Contributions will be made, for purposes of determining the Compensation on the basis of which such contributions will be allocated for a Participant’s first year of participation, the Participant’s Compensation shall be the Participant's Compensation for the period commencing as of the first day the Employee became a Participant.

M. **EMPLOYMENT COMMENCEMENT DATE.** An Employee's Employment Commencement Date means the Employee's date of hire or rehire, as applicable, with respect to which an Employee is first credited with an Hour of Service.

N. **MATCHING CONTRIBUTIONS.** ***(Complete 1 and 2 below.)***

1. **Matching Contributions on Elective Deferrals.** ***(Check and complete box a OR box b OR box c OR box d.)*** The Participating Employer shall:

a. ☐ NOT make Matching Contributions on Elective Deferrals.

b. ☐ match ___% of Participant elective deferrals of up to ___% of Compensation.

c. ☐ match ___% of the first $_____ of Participant elective deferrals.

d. ☐ match the percentage of Participant elective deferrals that the Employer determines in its discretion for the respective Plan Year.

e. ☐ make matching contributions in the manner outlined below:

____

____

If the Participating Employer elects Automatic Enrollment under Section F.2., Matching Contributions related to the distributed permissible withdrawal election will be placed in a forfeiture account and used in the manner provided in Section V below. Matching Contributions will not be made if a permissible withdrawal is taken before the date the Matching Contribution is allocated.

2. **Matching Contributions on Mandatory Salary Reduction Contributions under Section II of this Agreement.** ***(Check and complete box a OR box b OR box c OR box d.)*** The Participating Employer shall:

a. ☑ NOT make Matching Contributions on Mandatory Salary Reduction Contributions.

b. ☐ match ___% of Mandatory Salary Reduction Contributions for the Participant up to ___% of Compensation.

c. ☐ match ___% of the first $_____ of Mandatory Salary Reduction Contributions for the Participant.

d. ☐ match the percentage of Mandatory Salary Reduction Contributions for the Participant that the Employer determines in its discretion for the respective Plan Year.

e. ☐ make matching contributions in the manner outlined below:

____

____

O. ALLOCATION OF MATCHING CONTRIBUTIONS. If Matching Contributions will be made, allocations will be made to each Participant who satisfies the applicable requirements of Section E of this Participating Employer Agreement.

P. VESTING SCHEDULE – MATCHING CONTRIBUTIONS. ***(If Matching Contributions will be made, check box 1 OR box 2 OR box 3. Otherwise, do not complete.)*** The vested interest of each Participant in his or her Matching Contribution Account shall be determined on the basis of the following schedule:

1. ☐ 100% vesting immediately.

2. ☐ 100% vesting after 3 Years of Service.

3. ☐ 20% after one Year of Service.
40% after two Years of Service.
60% after three Years of Service.
80% after four Years of Service.
100% after five Years of Service.

4. ☐ The vesting schedule outlined below:

____

____

____

Q. NON-MATCHING CONTRIBUTIONS. ***(If non-matching contributions will be made, check box 1 OR box 2.)***

1. ☐ The Participating Employer shall NOT make Non-Matching Contributions.

2. ☑ The Participating Employer shall contribute: ***(Check and complete one box.)***

   a. ☐ an amount fixed by appropriate action of the Employer.

   b. ☑ 15% of Compensation of Participants for the Plan Year.

   c. ☐ $____ per Participant.

d. ☐ an amount pursuant to Schedule 1 attached to this Agreement and which is referenced in Section E.2.c above.

e. ☐ a contribution matching the Participant's contribution to the Employer's § 457(b) plan as follows: (Specify rate of match and time of allocation, e.g., payroll by payroll, monthly, last day of Plan Year)

____

____

R. ALLOCATION OF NON-MATCHING CONTRIBUTIONS. If Non-Matching Contributions will be made, allocations will be made to each Participant who satisfies the requirements of Section E.2.c and E.2.d of this Participating Employer Agreement.

S. VESTING SCHEDULE – NON-MATCHING CONTRIBUTIONS. ***(If Non-Matching Contributions will be made, check box 1 OR box 2 OR box 3. Otherwise, do not complete.)*** The vested interest of each Participant in his or her Non-Matching Contribution Account shall be determined on the basis of the following schedule:

1. ☐ 100% vesting immediately.

2. ☑ 100% vesting after 3 Years of Service.

3. ☐ 20% after one Year of Service.
40% after two Years of Service.
60% after three Years of Service.
80% after four Years of Service.
100% after five Years of Service.

4. ☐ The vesting schedule outlined below:

____

____

____

T. ROTH CONTRIBUTIONS. Participant Roth Contributions SHALL BE allowed.

U. AFTER-TAX CONTRIBUTIONS. Participant After-tax Contributions SHALL NOT BE allowed.

V. FORFEITURES. ***(If Non-Matching or Matching Contributions will be made, check box 1 OR box 2. Otherwise, do not complete.)***

1. ☐ N/A because all contributions are 100% vested immediately.

2. ☑ Forfeitures will be used first to reduce the Employer's Matching Contributions (if any), then to reduce the Non-Matching Contributions (if any), and then to offset Plan expenses.

W. RETIREMENT AGES AND DISABILITY DEFINITION.

1. Normal Retirement Age shall mean age 60.

2. Early Retirement shall mean age 59 ½.

3. Disability shall mean a determination of disability by the Social Security Administration or, if the Participant is a member of the Tennessee Consolidated Retirement System, a determination of disability by the Tennessee Consolidated Retirement System.

X. VESTING COMPUTATION PERIOD. A Participant's Years of Service shall be computed by reference to the 12-consecutive-month period beginning on the Employee's Employment Commencement Date and each anniversary thereof.

Y. ROLLOVERS. Rollovers from eligible Code § 457(b) plans, qualified plans under Code §§ 401(a), 403(a) and 403(b), Individual Retirement Accounts and Annuities described in Code §§ 408(a) and (b), and eligible rollover contributions of designated Roth contributions made from an applicable retirement plan described in Code § 402A(e)(1) SHALL BE allowed.

Z. TRANSFERS. Transfers from plans qualified under Code § 401(a) SHALL BE allowed.

AA. HARDSHIP WITHDRAWALS. The Administrator SHALL allow hardship withdrawals in accordance with Section 10.04 of the Plan. If Section HH (FICA Replacement Plan) is elected, hardship distributions are not permitted.

BB. PARTICIPANT LOANS. The Administrator SHALL direct the Trustee to make Participant loans in accordance with Article XIII of the Plan. Loans payments must be made by payroll deduction. If a Participant severs employment with the Participating Employer and is immediately hired by another Participating Employer, the loan will be carried forward and any missed loan repayment caused by a change in payroll processing can be made up by personal check in a single lump payment. If a Participant severs employment and is not hired by another Participating Employer, loan repayments may continue to be made if the Participant keeps the Participant's account balance in the Plan. Repayments may be made by cashier's check, bank money order, by setting up an ACH payment with the Plan, or through other means specified in the loan policy adopted by the Administrator of the Plan. If Section HH (FICA Replacement Plan) is elected, loans are not permitted.

CC. QUALIFIED DOMESTIC RELATIONS ORDERS. The Plan shall accept qualified domestic relations orders as provided in Section 15.02 of the Plan.

DD. **PAYMENT OPTIONS.** The forms of payment that will be allowed under the Plan, to the extent consistent with the limitations of Code § 401(a)(9) and proposed or final Treasury regulations thereunder, include a single lump-sum payment; installment payments for a period of years; partial lump-sum payment of a designated amount, with the balance payable in installment payments for a period of years; annuity payments (payable on a monthly, quarterly, or annual basis) for the lifetime of the Participant or for the lifetimes of the Participant and Beneficiary; and such other forms of installment payments as may be approved by the Administrator, which is not inconsistent with the Plan.

EE. **DEEMED TRADITIONAL IRA.** The deemed traditional IRA provisions of Article XVI of the Plan SHALL NOT apply.

FF. **DEEMED ROTH IRA.** The deemed Roth IRA provisions of Article XVII of the Plan SHALL NOT apply.

GG. **DISTRIBUTIONS.** A Participant may request distributions as follows:

1. A Participant may request a distribution at any time upon Severance from Employment. "Severance from Employment" means the complete severance of the employer/employee relationship with any and all employers participating in the Plan, including retirement or death. Thus, a Severance from Employment would not occur if a Participant transfers employment (i) from one local government that participates in the Plan to another local government that participates in the Plan, or (ii) from the State to a local government that participates in the Plan, or (iii) from a local government that participates in the Plan to the State.

2. A Participant may request a distribution prior to Severance of Employment after reaching age 59½ or, if earlier, upon death. A Participant may also request a distribution prior to Severance of Employment upon incurring a hardship; however, the distribution will be limited to the Participant's Elective Deferral Account and transfer Elective Deferral Account, if any.

3. A Participant may request a distribution from a Rollover Contribution Account at any time.

4. If Section HH (FICA Replacement Plan) is elected, in-service distributions for hardship, loans, and attainment of age 59½ are not permitted.

5. Distributions taken before the Participant reaches age 59½ may be subject to a federal early withdrawal tax.

HH. **FICA REPLACEMENT PLAN ("3121" PLAN).** ***(Check box 1 OR box 2.)*** This Participating Employer Agreement as adopted:

1. ☑ IS NOT ***(if checked continue to II below)***, or

2. ☐ IS

intended to provide FICA replacement benefits pursuant to regulations under Code Section 3121(b)(7)(F).

a. Eligible Employee means: ***(If this Section HH (FICA Replacement Plan) is elected, check each box that applies. Otherwise, do not complete)***:

i. ☐ any full-time employee, which is an employee who renders _____ or more Hours of Service per week, as defined in Section H above,

ii. ☐ any part-time employee, which is an employee who is not a full time employee and who renders _____ or more Hours of Service per week, as defined in Section H above.

iii. ☐ Any employee who is not covered by Social Security.

b. Contributions: ***(If this Section HH (FICA Replacement Plan) is elected, check and complete each box that applies. Otherwise, do not complete)***:

i. ☐ The Employer shall make an annual contribution to each Participant's account equal to____ percent of such Participant's Compensation.

ii. ☐ Each Participant is required to make an annual contribution of____ percent of Compensation.

(NOTE: The total percentage of b.i and b.ii must equal at least 7.5%.)

In the event that this Plan is a retirement system providing FICA replacement retirement benefits as described above, all references in the Plan Document to in-service distributions for hardship withdrawals, loans, and age 59½ shall be null and void. In addition, any part-time employee included under HH.2.a. shall be fully vested at all times. In the event F.2 "Automatic Enrollment" is selected, a Participant may not change his or her deferral election to an amount less than the Participant required annual contribution, if any, in HH.2.b above.

II. MANDATORY SALARY REDUCTION CONTRIBUTIONS. ***(Check box 1 OR box 2.)*** This Participating Employer Agreement as adopted:

1. ☑ does not provide for Mandatory Salary Reduction Contributions. ***(If checked continue to JJ below.)***

2. ☐ provides "Mandatory Salary Reduction Contributions" to be paid by the Employer through a reduction of the Participant's salary for services rendered, in accordance with Code § 414(h). These contributions are required as a condition of employment. Mandatory Salary Reduction Contributions are treated as Employer Contributions for federal income tax purposes, but are considered

"wages" for purposes of FICA and FUTA. Such contributions shall be made as of each payroll period and allocated to the Mandatory Employee Contribution Account of the Participant on whose behalf they were made and shall be 100% vested at all times.

By the adoption of this Participating Employer Agreement, the Employer specifies that the mandatory employee salary reduction contributions, although designated as employee contributions, are being paid via salary reduction by the Employer as provided in Code § 414(h)(2) and Revenue Ruling 2006-43 or subsequent guidance. For this purpose, the adoption of this Participating Employer Agreement constitutes formal action to provide that the contributions on behalf of a specific class of Employees as defined in Section E, although designated as employee contributions, will be paid by the employing unit in lieu of employee contributions.

a. The Participant shall make Mandatory Salary Reduction Contributions to the Plan equal to ___________ % (must be a fixed percentage and expressed only in whole and tenths of a percent) of the Participant's Compensation.

The contribution percentage above may be revised no more frequently than annually by the Employer, the new rate to become effective on the January 1 following the execution of an amendment to this Participating Employer Agreement. An amendment that changes the contribution percentage, at the Employer's election: ***(Complete box i or box ii below)***:

i. ☐ shall apply only to Employees who become Participants on or after the effective date;

ii. ☐ shall apply to all Employees.

b. Mandatory Salary Reduction Contributions: ***(Complete box i or ii below)***:

i. ☐ are

ii. ☐ are not

counted as Compensation for all Contribution purposes. However, Mandatory Salary Reduction Contributions are counted as for determining Annual Additions under Plan Section 6.06.

JJ. ADMINISTRATIVE INFORMATION.

The Participating Employer further understands and acknowledges that:

- This Participating Employer Agreement has not been approved by the Internal Revenue Service. Obtaining such approval, if desired by the Employer, is solely the responsibility of the Employer.

- The Chair of the Tennessee Consolidated Retirement System ("Chair") and the Participating Employers are not responsible for providing tax or legal advice to Participants.

- The Participating Employer has consulted, to the extent necessary, with its own legal and tax advisors.

- All capitalized terms which are used herein but not defined herein shall have the meanings set forth in the Plan Document.

- The Participating Employer will electronically remit in a timely manner, all employee and employer contributions to the Plan in a manner acceptable with the Plan's Third Party Administrator. The Employer's payroll administrator is responsible for reconciliation of all contributions to the Plan and shall provide the Plan Administrator with required contribution reconciliation reports. Each Employer is required to use the Plan Service Center to administer their employee contributions, indicative data, and enrollment information. If the Participating Employer fails to remit the requisite contributions in a timely manner, the Chair reserves the right, at the Chair's sole discretion, to terminate the Employer's participation in the Plan. In such event, the Chair shall notify the Employer of the effective termination date, and the Employer shall immediately notify all its Employees participating in the Plan of the termination and the effective date thereof. Notwithstanding the foregoing, the Employer acknowledges that it is the sole responsibility of the Employer to remit the requisite reports and contributions to the Plan and that neither the State, the Chair, the Trustees, its employees or agents shall have any responsibility or liability for ensuring or otherwise monitoring that this is done.

- Participating Employers are required to use the investment options made available under the Plan. From time to time those investment options may be changed. If an investment option is eliminated, the Administrator may automatically reinvest the money in the eliminated investment option into a new investment option. After any appropriate black-out period, the affected Participants may re-direct money in the new investment option to any other available investment option. The Participants shall have no right to require the Administrator to select or retain any investment option. Any change with respect to investment options made by the Plan (on the Plan level) or a Participant (on the individual level), however, shall be subject to the terms and conditions (including any rules or procedural requirements) of the affected investment options.

This Participating Employer Agreement is duly executed on behalf of the Participating Employer by the undersigned authorized signatories.

PARTICIPATING EMPLOYER'S AUTHORIZED SIGNATORIES:

By: ______________________________ By: ______________________________

Title: ______________________________ Title: ______________________________

Date: ______________________________ Date: ______________________________

ACCEPTANCE OF PARTICIPATING EMPLOYER'S PARTICIPATION IN THE STATE OF TENNESSEE DEFERRED COMPENSATION PLAN II BY THE TREASURER, STATE OF TENNESSEE, CHAIR OF THE TENNESSEE CONSOLIDATED RETIREMENT SYSTEM.

By: ______________________________
David H. Lillard, Jr.

Title: Treasurer, State of Tennessee, Chair of the Tennessee Consolidated Retirement System

Date: ______________________________

SCHEDULE 1

STATE OF TENNESSEE

DEFERRED COMPENSATION PLAN II - 401(k)

PARTICIPATING EMPLOYER AGREEMENT

Participating Employer Name: Greeneville Municipal Airport Authority

Classes of Eligible Employees	Contribution Amount

TENNESSEE STATE

EMPLOYEES DEFERRED COMPENSATION PLAN AND TRUST

- 457(b)

RESOLUTION AND

PARTICIPATING EMPLOYER AGREEMENT

Greeneville Municipal Airport Authority

[Participating Employer]

Administered by:
Treasurer, State of Tennessee
502 Deaderick Street, 15th Floor
Andrew Jackson State Office Building
Nashville, Tennessee 37243
Telephone: 615-532-2347

RESOLUTION

WHEREAS, Greeneville Municipal Airport Authority, Tennessee (hereinafter referred to as the "Employer") has determined that in the interest of attracting and retaining qualified employees, it wishes to offer a governmental 457(b) deferred compensation plan, funded by employee deferrals and, if elected pursuant to Section I and/or K of the Participating Employer Agreement, employer contributions;

WHEREAS, Tennessee Code Annotated, Section 8-25-111(a) allows a Tennessee local governmental entity to participate in the State of Tennessee's 457(b) deferred compensation plan subject to the approval of the Chair of the Tennessee Consolidated Retirement System (hereinafter referred to as the "Chair");

WHEREAS, the liability for participation and the costs of administration shall be the sole responsibility of the Employer and/or its employees, and not the State of Tennessee;

WHEREAS, the Employer has also determined that it wishes to encourage employees' saving for retirement;

WHEREAS, the Employer has reviewed the Tennessee State Employees Deferred Compensation Plan and Trust Adoption Agreement for a Section 457(b) Eligible Deferred Compensation Plan for Governmental Employers, as adopted by the State of Tennessee, as amended and restated effective December 22, 2010, and as subsequently amended, as well as the Section 457(b) Eligible Deferred Compensation Plan for Governmental Employer Basic Plan Document (collectively known as the "Plan" or "Plan Document");

WHEREAS, the Employer wishes to provide certain benefits to its employees, reduce overall administrative costs, and afford attractive investment opportunities;

WHEREAS, the Employer is eligible to become a Participating Employer in the Plan, pursuant to Article XVII of the Plan Document;

WHEREAS, the Employer is concurrently executing a Participating Employer Agreement for the Plan; and

WHEREAS, the Greeneville Municipal Airport Authority ("Governing Authority") of the Employer is authorized by law to adopt this resolution approving the Participating Employer Agreement on behalf of the Employer;

NOW, THEREFORE, the Governing Authority of the Employer hereby resolves:

1. The Employer adopts the Plan Document for its Employees; provided, however, that for the purpose of the Plan, the Employer shall be deemed to have designated irrevocably the Chair as its agent, except as otherwise specifically provided herein or in the Participating Employer Agreement.

2. The Employer acknowledges that the Plan does not cover, and the Trustees of the Plan ("Trustees") have no responsibility for, other employee benefit plans maintained by the Employer.

3. The Employer acknowledges that in no instance shall the total combined employer contributions to all defined contribution plans on behalf of a single employee exceed the maximum allowed under the

Internal Revenue Code ("Code"), and shall conform to all applicable laws, rules and regulations of the Internal Revenue Service ("IRS") governing profit sharing and/or salary reduction plans for governmental employees.

4. The Employer hereby adopts the terms of the Participating Employer Agreement, which is attached hereto and made a part of this resolution. The Participating Employer Agreement (a) permits all employees of the respective entity to make elective deferrals; (b) sets forth the Employees to be covered pursuant to Section I and/or K of the Participating Employer Agreement for employer contributions, if any; (c) outlines the benefits to be provided by the Participating Employer under the Plan; and, (d) states any conditions imposed by the Participating Employer with respect to, but not inconsistent with, the Plan. The Participating Employer reserves the right to amend its elections under the Participating Employer Agreement, so long as the amendment is not inconsistent with the Plan, the Code, Tennessee law, or other applicable law and is approved by the Chair.

5. The Chair may amend the Plan on behalf of all Employers, including those Employers who have adopted the Plan prior to a restatement or amendment of the Plan, for changes in the Code, the regulations thereunder, Tennessee law, revenue rulings, other statements published by the Internal Revenue Service ("IRS"), including model, sample, or other required good faith amendments, and for other reasons that are deemed at the Chair's sole discretion to be in the interest of the Plan. These amendments shall be automatically applicable to all Employers.

6. The Chair will maintain, or will have maintained, a record of the Employers and will make reasonable and diligent efforts to ensure that Employers have received all Plan amendments.

7. The Employer shall abide by the terms of the Plan, including amendments to the Plan and Trust made by the Chair, all investment, administrative, and other service agreements of the Plan, and all applicable provisions of the Code, Tennessee law, and other applicable law.

8. The Employer accepts the administrative services to be provided by the Tennessee Treasury Department and any services provided by Plan vendors. The Employer acknowledges that fees will be imposed with respect to the services provided and that such fees may be deducted from the Participants' Accounts and/or charged to the Employer.

9. Subject to the provisions of Section 17.06 of the Plan, the Employer may terminate its participation in the Plan, including but not limited to, its contribution requirements pursuant to the Plan, if it takes the following actions:

   a. A resolution must be adopted by the Governing Authority of the Employer terminating the Employer's participation in the Plan.

   b. The resolution must specify the proposed date when the participation will end, which must be at least six calendar months after notice to the Chair and the Employer's employees.

   c. The Chair shall (i) determine whether the resolution complies with the Plan, and all applicable federal and state laws, (ii) determine an appropriate effective date, and (iii) provide appropriate forms to terminate ongoing participation. Distributions under the

Plan of existing accounts to Participants will be made in accordance with the Plan Document.

d. Once the Chair determines the appropriate effective date, the Employer shall immediately notify all its Employees participating in the Plan of the termination and the effective date thereof.

e. The Chair can, in the Chair's sole discretion, reduce the six month notice and withdrawal period to a shorter period if the Employer so requests, but in no event shall the period be less than three months.

10. The Employer acknowledges that the Plan Document contains provisions for Plan termination by the Trustees, subject to applicable Tennessee law.

11. The Employer acknowledges that all assets held in connection with the Plan, including all contributions to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, shall be held in trust for the exclusive benefit of Participants and their Beneficiaries under the Plan. No part of the assets and income of the Plan shall be used for, or diverted to, purposes other than for the exclusive benefit of Participants and their Beneficiaries and for defraying reasonable expenses of the Plan. All amounts of compensation deferred pursuant to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights held as part of the Plan, shall be transferred to the Trustees to be held, managed, invested and distributed as part of the Trust Fund in accordance with the provisions of the Plan. All contributions to the Plan must be timely transferred by the Employer to the Trust Fund pursuant to and in the manner provided by the Chair. The Employer acknowledges that if the Employer fails to remit the requisite contributions in a timely manner, the Chair reserves the right, at the Chair's sole discretion, to terminate the Employer's participation in the Plan. In such event, the Chair shall notify the Employer of the effective termination date, and the Employer shall immediately notify all its employees participating in the Plan of the termination and the effective date thereof. Notwithstanding the foregoing, the Employer acknowledges that it is the sole responsibility of the Employer to remit the requisite reports and contributions to the Plan and that neither the State, the Chair, the Trustees, its employees, or agents shall have any responsibility or liability for ensuring or otherwise monitoring that this is done. All benefits under the Plan shall be distributed solely from the Trust Fund pursuant to the Plan.

12. The Employer agrees to offer and enroll only those persons, whether appointed, elected, or under contract, wherein an employee-employer relationship is established, providing service to the Employer for which compensation is paid by the Employer.

13. The Employer understands that IRS rules and Tennessee law limit participation in the Plan to governmental entities and their respective employees. The Employer will notify the Chair in writing within ten (10) calendar days if it ceases to be a governmental entity under applicable federal or Tennessee law, and/or if it discovers that it is transferring or having transferred employee deferrals and/or employer contributions to the Plan on behalf of an individual who does not meet the requirements in Paragraph 12 above.

14. The Employer acknowledges that the Chair and other Trustees are the fiduciaries of the Plan and have sole and exclusive authority to interpret the Plan and decide all claims and appeals for Plan benefits. The Employer agrees to abide by the Chair's decisions on all matters involving the Plan.

15. This resolution and the Participating Employer Agreement shall be submitted to the Chair for approval. The Chair shall determine whether the resolution and the Agreement comply with the Plan, and, if they do, shall provide appropriate forms to the Employer to implement participation in the Plan. The Chair may refuse to approve a Participating Employer Agreement executed by an Employer that, in the Chair's sole discretion, does not qualify to participate in the Plan.

16. The Governing Authority hereby acknowledges that it is responsible to assure that this resolution and the Participating Employer Agreement are adopted and executed in accordance with the requirements of applicable law.

Adopted by the Governing Authority on ________________________, _______, in accordance with applicable law.

By: ____________________________________
Signature

____
Printed Name

____
Title

Attest: _____________________________

Date: _____________________________

[Governing Authority must assure that applicable law is followed in the adoption and execution of this resolution.]

TENNESSEE STATE

EMPLOYEES DEFERRED COMPENSATION PLAN AND TRUST - 457(b)

PARTICIPATING EMPLOYER AGREEMENT

A. PARTICIPATING EMPLOYER INFORMATION

Name: Greeneville Municipal Airport Authority

NOTE: A Participating Employer Agreement must be completed for each employer. For example, if a city has separate legal entities for the city and a utility company – each would need to complete their own Participating Employer Agreement in order to participate. However, divisions of the same employer (e.g., finance, HR, departments, etc.) do not need to complete and should not complete separate agreements.

(1) **GOVERNING AUTHORITY**

Name: Greeneville Municipal Airport Authority

Address: 246 Airport Road Greenevile, TN 37745

Phone: 423-677-5757

Person Authorized to receive Official Notices from the Plan or Administrator:

Angela Alley aalley@greenevilletn.gov

(2) **PARTICIPATING EMPLOYER TAX ID NUMBER:** 39-3957106

(3) **DISCLOSURE OF RETIREMENT PLAN(S)** ***[INCLUDING, IF APPLICABLE, PARTICIPATION IN THE TENNESSEE CONSOLIDATED RETIREMENT SYSTEM ("TCRS")]***

This Participating Employer [ ] does or [x] does not have an existing deferred compensation or retirement plan. If the Participating Employer does have one or more deferred compensation plans or retirement plans (including TCRS), the Governing Authority must provide in the space below the plan name, name and telephone number of the provider, and such other information requested by the Administrator.

B. TYPE OF ADOPTION AND EFFECTIVE DATE

NOTE: This Participating Employer Agreement ("Agreement"), with the accompanying Plan, is designed to comply with Internal Revenue Code ("Code") Section 457(b), as applicable to a governmental plan.

By adopting this Participating Employer Agreement, with its accompanying Resolution, the Participating Employer is adopting a Plan Document intended to comply with Code Section 457(b).

This Agreement is for the following purpose: ***(Check and complete box 1 OR box 2 OR box 3.)***

1. ☑ This is a new 457(b) deferred compensation plan adopted by the Participating Employer for its Employees effective October 1, 2026 **(insert effective date of this Agreement)**.

2. ☐ This is an amendment to be effective as of ________________,_______, to the current Agreement previously adopted by the Participating Employer, which was originally effective ______________________, _____, as follows **(please specify type below)**:

   a. ☐ This is an amendment to change one or more of the Participating Employer's <u>contribution</u> elections in the existing Participating Employer Agreement.

   b. ☐ Other **(must specify elective provisions in this Agreement that are being changed)**:

   ____

   ____

   ____

3. ☐ This is an amendment and restatement of another 457(b) deferred compensation plan of the Participating Employer, the effective date of which shall be __________________, ______ **(insert effective date of this Agreement)**. This Agreement is intended to replace and serve as an amendment and restatement of the Participating Employer's preexisting plan, which became effective on __________________, ______ **(insert original effective date of preexisting plan)**. The Participating Employer understands that it is the Participating Employer's responsibility to ensure that the preexisting plan met all applicable state and federal requirements.

C. PLAN YEAR. Plan Year shall mean the calendar year.

D. CUSTODY OF ASSETS. Code § 457(g) shall be satisfied by setting aside Plan assets for the exclusive benefit of Participants and Beneficiaries, in a Trust pursuant to the provisions of Article VII of the Plan. The Trustees for the Plan are also the Trustees for the separate accounts for each participating employer.

E. ELIGIBLE EMPLOYEES.

1. "Employee" shall mean, for purposes of making **Elective Deferrals**, any person, whether appointed, elected or under contract wherein an employee-employer relationship is established, providing services to the Participating Employer for which Compensation is paid by the Participating Employer. Any other individual who is a subcontractor, contractor, or employed by a subcontractor or contractor, or is under any other similar arrangement wherein an employer-employee relationship is not established will not be treated as an Employee. An Employee is immediately eligible to make Elective Deferrals under the Plan.

2. a. "Employee" shall mean for purposes of **Matching Contributions as described in Section I of this Agreement**: ***(Check and complete each box that applies. If no Matching Contributions will be made, do not complete.)***

i. ☐ any full-time employee, which is an employee who renders _____ or more Hours of Service per week, as defined in Section G below

ii. ☐ any permanent part-time employee, which is an employee who is not a full-time employee and who renders ____ or more Hours of Service per week, as defined in Section G below

iii. ☐ any seasonal, temporary or similar part-time employee

iv. ☐ any elected or appointed official

v. ☐ any employee in the following class(es) of employees:

____

____

____

who meets the definition in Section E.1 above, regardless of the Employee's age or the number of years of service the Employee has rendered to the Employer. All Matching Contributions made on behalf of such Employees are 100% vested immediately, expect as provided in Section F.2.b below.

b. "Employee" shall mean for purposes of **Non-Matching Contributions as described in Section K of this Agreement**: ***(Check and complete each box that applies. If no Non-Matching Contributions will be made, do not complete.)***

i. ☐ any full-time employee, which is an employee who renders _____ or more Hours of Service per week, as defined in Section G below

ii. ☐ any permanent part-time employee, which is an employee who is not a full-time employee and who renders ____ or more Hours of Service per week, as defined in Section G below

iii. ☐ any seasonal, temporary or similar part-time employee

iv. ☐ any elected or appointed official

v. ☐ any employee in the following class(es) of employees:

____

____

vi. ☐ any employee listed or otherwise described in Schedule 1 attached to this Agreement

who meets the definition in Section E.1 above, regardless of the Employee's age or the number of years of service the Employee has rendered to the Employer. All Non-Matching Contributions made on behalf of such Employees are 100% vested immediately.

F. AUTOMATIC ENROLLMENT. ***(Check and complete box 1 OR box 2.)***

1. ☑ The Participating Employer DOES NOT elect automatic enrollment.

2. ☐ The Participating Employer DOES elect automatic enrollment, which will be effective for Plan Years beginning on and after January 1, _______ as follows:

a. Employees covered under the automatic enrollment are: ***(If this Section F (Automatic Enrollment) is elected, check one option below. Otherwise, do not complete.)***

i. ☐ All Employees.

ii. ☐ All Employees who become Employees on or after the date set forth in Section F.2. above and who do not have an affirmative election in effect.

b. The default percentage contributed to the Plan on behalf of the Participant will be a deferral of 2% of the Participant's Compensation. The 2% default percentage will be subject to a percentage annual increase thereafter if provided for in the Plan Document. Any deferral percentage increase will take effect annually on the first day of the Plan Year. Participants' default deferrals will remain at the same percentage for at least twelve (12) months before their automatic deferral percentages will be increased automatically.

The automatic deferrals will be contributed on a pre-tax basis and will continue until the Participant affirmatively elects otherwise.

An Employee who affirmatively declines coverage after the first automatic enrollment contribution was made, may make an election to withdraw his or her entire automatic enrollment contribution. This election must be submitted no later than 90 days after the payroll date in which the first automatic enrollment contribution is made on behalf of the Participant. The amount of the distribution will be the value of the automatic enrollment contributions plus or minus investment gains or losses as of the date the distribution is processed. Automatic enrollment contributions made after such date remain in the Plan and are subject to the Plan's regular distribution rules. Further, an Employee who has made an election to withdraw who leaves employment and is then rehired by the Participating Employer before a 12-continuous-month absence may not make another election to withdraw his or her automatic enrollment contribution. Any Employer Matching Contributions attributable to the distribution of the automatic enrollment contributions will be forfeited and used for the purposes set forth in Section O below.

c. An Employee who leaves employment and is rehired by the Participating Employer before a 12-continuous-month absence has occurred will be treated as subject to the automatic contribution schedule. An Employee who leaves employment and is rehired by the Participating Employer after a 12-continuous-month absence: ***(Check one option below.)***

i. ☐ will be treated as a new Employee, or

ii. ☐ will not be treated as a new Employee

for purposes of determining the Employee's contribution rate in Section F.2.b above.

G. HOURS OF SERVICE. Hours of Service shall be determined on the actual hours for which an Employee is paid or entitled to payment.

H. COMPENSATION DEFINITION. Compensation means all cash compensation for services to the Employer, including salary, wages, fees, commissions, bonuses and overtime pay, that is includible in the Employee's gross income for the calendar year, plus amounts that would be cash compensation for services to the Employer includible in the Employee's gross income for the calendar year but for a compensation reduction election under Code §§ 125, 132(f), 401(k), 403(b), or 457(b) (including an election to defer compensation under Article III of the Plan). If elected below and to the extent permitted by the Treasury regulations or other similar guidance (including, without limitation, the requirements contained in Treasury Regulations §§ 1.457-4(d)(1) and 1.415-2(e)(3)(i)), "compensation" also means accrued bona fide sick, vacation or other leave payable after severance from employment so long as the Participant would have been able to use the leave if employment had continued and it is paid within the longer of two and one-half (2½) months after the Participant severs employment with the Employer or the end of the calendar year in which the Participant severs employment with the Employer.

The Participating Employer:

1. ☑ SHALL allow the deferral of leave provision described above.

2. ☐ SHALL NOT allow the deferral of leave provision described above.

I. MATCHING CONTRIBUTIONS. ***(Check and complete box 1 OR box 2 OR box 3 OR box 4.)*** **[NOTE: Any Matching Contribution will reduce, dollar for dollar, the amount a Participant can contribute.]**

The Participating Employer shall:

1. ☑ NOT make Matching Contributions.

2. ☐ match ___% of Participant elective deferrals of up to ___% of Compensation.

3. ☐ match ___% of the first $_____ of Participant elective deferrals.

4. ☐ match the percentage of Participant elective deferrals that the Employer determines in its discretion for the respective Plan Year.

5. ☐ make matching contributions in the manner outlined below:

____

____

If the Participating Employer elects Automatic Enrollment under Section F.2., Matching Contributions related to the distributed permissible withdrawal election will be placed in a forfeiture account and used in the manner provided in Section O below. Matching Contributions will not be made if a permissible withdrawal is taken before the date the Matching Contribution is allocated.

J. ALLOCATION OF MATCHING CONTRIBUTIONS. If Matching Contributions will be made, allocations will be made to each Participant who satisfies the requirements of Section E.2.a. of this Participating Employer Agreement.

K. NON-MATCHING CONTRIBUTIONS. ***(If non-matching contributions will be made, check box 1 OR box 2.)*** **[NOTE: Any Non-Matching Contribution will reduce, dollar for dollar, the amount a Participant can contribute.]**

1. ☑ The Participating Employer shall NOT make Non-Matching Contributions.

2. ☐ The Participating Employer shall contribute: ***(Check and complete one box.)***

   a. ☐ an amount fixed by appropriate action of the Employer.

   b. ☐ ___% of Compensation of Participants for the Plan Year.

   c. ☐ $____ per Participant.

   d. ☐ an amount pursuant to Schedule 1 attached to this Agreement and which is referenced in Section E.2.b above.

   e. ☐ a contribution matching the Participant's contribution to the Employer's § 457(b) plan as follows: (Specify rate of match and time of allocation, e.g., payroll by payroll, monthly, last day of Plan Year.)

   ____

   ____

L. ALLOCATION OF NON-MATCHING CONTRIBUTIONS. If Non-Matching Contributions will be made, allocations will be made to each Participant who satisfies the requirements of Section E.2.b of this Participating Employer Agreement.

M. ROTH CONTRIBUTIONS. Participant Roth Contributions SHALL BE allowed.

N. **AFTER-TAX CONTRIBUTIONS.** Participant After-tax Contributions are not permitted in a 457(b) Plan and, accordingly, SHALL NOT BE allowed.

O. **FORFEITURES.** Forfeitures of Matching Contributions, as provided in Section F.2.b, will be used first to reduce the Employer's Matching Contributions (if any), then to reduce the Non-Matching Contributions (if any), and then to offset Plan expenses.

P. **NORMAL RETIREMENT AGE.** Normal Retirement Age shall mean age 70½.

Q. **ROLLOVERS.** Rollovers from eligible Code § 457(b) plans, qualified plans under Code §§ 401(a), 403(a), 403(b), Individual Retirement Accounts and Annuities described in Code §§ 408(a) and (b), and eligible rollover contributions of designated Roth contributions made from an applicable retirement plan described in Code § 402A(e)(1) or to a Roth IRA described in Code § 408A, and only to the extent the rollover is permitted under the rules of Code § 402(c) SHALL BE allowed pursuant to Section 6.01 of the Plan.

R. **TRANSFERS.** Transfers from other 457(b) plans SHALL BE allowed. If a Participant is also a participant in a tax-qualified defined benefit governmental plan (as defined in Code § 414(d)) that provides for the acceptance of plan-to-plan transfers with respect to the Participant, then the Participant may elect to have any portion of the Participant's Account Balance transferred to the defined benefit governmental plan. A transfer under this Section R may be made before the Participant has had a Severance from Employment as defined in Section W below.

A transfer may be made under this Section if the transfer is either for the purchase of permissive service credit (as defined in Code § 415(n)(3)(A)) under the receiving defined benefit governmental plan or a repayment to which Code § 415 does not apply by reason of Code § 415(k)(3) or as otherwise allowed by the IRS.

S. **UNFORESEEABLE EMERGENCY WITHDRAWALS.** In the case of an unforeseeable emergency, the Administrator SHALL allow distributions in accordance with Section 5.05 of the Plan. An unforeseeable emergency is a severe financial hardship resulting from a sudden illness, disability or accidental property loss, subject to strict IRS guidelines.

T. **PARTICIPANT LOANS.** The Administrator has directed the Trustee NOT to make Participant loans in accordance with Article IV of the Plan.

U. **QUALIFIED DOMESTIC RELATIONS ORDERS.** The Plan shall accept qualified domestic relations orders as provided in Section 13.02 of the Plan.

V. **PAYMENT OPTIONS.** The forms of payment that will be allowed under the Plan, to the extent consistent with the limitations of Code § 401(a)(9) and proposed or final Treasury regulations thereunder, include a single lump-sum payment; installment payments for a period of years; partial lump-sum payment of a designated amount, with the balance payable in installment payments for a period of years; annuity payments (payable on a monthly, quarterly, or annual basis) for the lifetime of the Participant or for the lifetimes of the Participant and Beneficiary; and such other forms of installment payments as may be approved by the Administrator, which is not inconsistent with the Plan.

W. **DISTRIBUTIONS.** A Participant may request distributions as follows:

1. A Participant may request a distribution at any time upon Severance from Employment. "Severance from Employment" means the complete severance of the employer/employee relationship with any and all employers participating in the Plan, including retirement or death. Thus, a Severance from Employment would not occur if a Participant transfers employment (i) from one local government that participates in the Plan to another local government that participates in the Plan, or (ii) from the State to a local government that participates in the Plan, or (iii) from a local government that participates in the Plan to the State.

2. A Participant may request a distribution prior to Severance from Employment during the calendar year in which he or she reaches age 70½ or, thereafter, or, if earlier, upon death. A Participant may also request a distribution prior to Severance from Employment upon incurring an approved Unforeseeable Emergency.

3. A Participant may request a distribution from a Rollover Contribution Account at any time.

X. ADMINISTRATIVE INFORMATION.

The Participating Employer further understands and acknowledges that:

- This Participating Employer Agreement has not been approved by the Internal Revenue Service. Obtaining such approval, if desired by the Employer, is solely the responsibility of the Employer.

- The Chair of the Tennessee Consolidated Retirement System ("Chair") and the Participating Employers are not responsible for providing tax or legal advice to Participants.

- The Participating Employer has consulted, to the extent necessary, with its own legal and tax advisors.

- All capitalized terms which are used herein but not defined herein shall have the meanings set forth in the Plan Document.

- The Participating Employer will electronically remit in a timely manner, all employee and employer contributions to the Plan in a manner acceptable with the Plan's Third Party Administrator. The Employer's payroll administrator is responsible for reconciliation of all contributions to the Plan and shall provide the Plan Administrator with required contribution reconciliation reports. Each Employer is required to use the Plan Service Center to administer their employee contributions, indicative data, and enrollment information. If the Participating Employer fails to remit the requisite contributions in a timely manner, the Chair reserves the right, at the Chair's sole discretion, to terminate the Employer's participation in the Plan. In such event, the Chair shall notify the Employer of the effective termination date, and the Employer shall immediately notify all its Employees participating in the Plan of the termination and the effective date thereof. Notwithstanding the foregoing, the Employer acknowledges that it is the sole responsibility of the Employer to remit the requisite reports and contributions to the Plan and that neither the State, the Chair, the Trustees, its employees or agents shall have any responsibility or liability for ensuring or otherwise monitoring that this is done.

- Participating Employers are required to use the investment options made available under the Plan. From time to time those investment options may be changed. If an investment option is eliminated, the Administrator may automatically reinvest the money in the eliminated investment option into a new investment option. After any appropriate black-out period, the affected Participants may re-direct money in the new investment option to any other available investment option. The Participants shall have no right to require the Administrator to select or retain any investment option. Any change with respect to investment options made by the Plan (on the Plan level) or a Participant (on the individual level), however, shall be subject to the terms and conditions (including any rules or procedural requirements) of the affected investment options.

This Participating Employer Agreement is duly executed on behalf of the Participating Employer by the undersigned authorized signatories.

PARTICIPATING EMPLOYER'S AUTHORIZED SIGNATORIES:

By: ______________________________ By: ______________________________

Title: ______________________________ Title: ______________________________

Date: ______________________________ Date: ______________________________

ACCEPTANCE OF PARTICIPATING EMPLOYER'S PARTICIPATION IN THE TENNESSEE STATE DEFERRED COMPENSATION PLAN AND TRUST BY THE TREASURER, STATE OF TENNESSEE, CHAIR OF THE TENNESSEE CONSOLIDATED RETIREMENT SYSTEM.

By: ____
David H. Lillard, Jr.

Title: Treasurer, State of Tennessee, Chair of the Tennessee Consolidated Retirement System

Date: ____

SCHEDULE 1

TENNESSEE STATE

DEFERRED COMPENSATION PLAN AND TRUST- 457(b)

PARTICIPATING EMPLOYER AGREEMENT

Participating Employer Name: Greeneville Municipal Airport Authority

Classes of Eligible Employees	Contribution Amount

AGENDA ITEM NO.
8.a

GREENEVILLE
TENNESSEE

Item Cover Page

AIRPORT AUTHORITY AGENDA ITEM REPORT

DATE: August 19, 2026

SUBMITTED BY: Angela Alley, Airport

ITEM TYPE: Discussion

AGENDA SECTION: Airport Manager Report/Updates- Angela Alley

SUBJECT: World Fuels Contract Offer

SUGGESTED ACTION:

ATTACHMENTS:
World Fuel Contract Offer.pdf

Angela Alley

From:	Stephen Highet <SHighet@wfscorp.com>
Sent:	Tuesday, August 18, 2026 3:46 PM
To:	Angela Alley
Subject:	RE: [EXTERNAL] FW: Customer ID:FBO000034 Invoice #CS007507 available for viewing [2045844]

Angela,

We normally do five-year fuel supply agreements. Hopefully, this would be acceptable to you and the airport authority. We can look at a shorter term, but the items below would need to be reduced. Here's what we are thinking:

Term:	Five-years
Annual Software Allowance:	$6,000
Annual Fuel Systems Allowance:	$2,000 (truck or fuel farm maintenance)
Annual Training Allowance:	$2,000 (NATA supervisor training)
Annual Airport Event Sponsor:	$500 (airshow etc.)

Let me know your thoughts. I can formalize this in a document but wanted to get this to you right away.
Thanks Angela,

Steve Highet
V.P. of Sales – Aviation Fuel & FBO Products
Eastern U.S.
World Fuel

mobile (503) 412-8837
shighet@wfscorp.com

aviation.wfscorp.com

World Fuel
A World Kinect Company

From: Angela Alley <aalley@greenevilletn.gov>
Sent: Tuesday, August 18, 2026 9:06 AM
To: Stephen Highet <SHighet@wfscorp.com>
Cc: Paul Mcafee <paul_mcafee@comcast.net>; jeffersjustin@yahoo.com; jtcurran857@gmail.com; jimmy@caspersbodyshop.com; 74superb@gmail.com
Subject: RE: [EXTERNAL] FW: Customer ID:FBO000034 Invoice #CS007507 available for viewing [2045844]

Steve,

AGENDA ITEM NO. 8.b

Item Cover Page

AIRPORT AUTHORITY AGENDA ITEM REPORT

DATE: August 19, 2026

SUBMITTED BY: Angela Alley, Airport

ITEM TYPE: Discussion

AGENDA SECTION: Airport Manager Report/Updates- Angela Alley

SUBJECT: Review of Airport Capital Improvement Plan (ACIP)

SUGGESTED ACTION:

ATTACHMENTS:
GCY - ACIP WS Follow Up.pdf
GCY ACIP FY26-31.pdf

From:	Joseph Howes
To:	Angela Alley; Cathy Osborne
Cc:	rick.hudgens; david.glass; thomas.black
Subject:	GCY - ACIP WS Follow Up
Date:	Tuesday, July 14, 2026 4:39:52 PM
Attachments:	image001.png GCY-ACIP WS Follow Up.pdf GCY - ACIP Working Session Minutes.pdf

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Angela,

Sorry for the delay on this follow up, but Chuck requested I wait until he was able to figure out something for the perimeter fencing. The Follow up is the spreadsheet from what we discussed in our ACIP working session on 6/17 and I have included the minutes from that meeting. If you have any issues or questions, please let me know. If you can take this to the powers that be for Greeneville and verify that everyone is good with this plan and confirm that with me before 8/28 that would be perfect. We have until the 28th of August to make any updates or changes you or your board wish. The final day to confirm this plan with me is Aug 28th.

I do have the Estimates column highlighted as these numbers are not updated since last year and if either the airport or GMC wishes to update these numbers to reflect current market rates (estimated only of course) that will go a long way to ensuring we have the best plan for your airport.

In the event that I do not hear back from you by Aug 28th I will assume that you accept this as your plan and will proceed with programming it as such.

I look forward to hearing from you soon.

Thanks,

TN TDOT Department of Transportation

Aeronautics Division
Tennessee Department of Transportation

Joseph Howes | Statewide Technical Specialist
Aeronautics Division - Planning & Environmental
7335 Centennial Boulevard
Nashville, TN 37209
c. 615-540-9950
joseph.howes@tn.gov
tn.gov/tdot

Greeneville

UPIN	Requested Year	Airport ID	Title	Project Phase	Airport Priority	State Priority Rank	Federal-NPE Balance	Federal-BIL- AIG Balance	Total Federal Balance	Estimated Cost	Federal-NPE	Federal-BIL - AIG	State-GA GF	Local	Environmental Submission Deadline	PSR Submission Deadline	PSR Date	Tac Date
BCA0007989	2028	GCY	Rehabilitate Apron APAGR-005	Design - Final Design & Bidding		3	$ 116,319.00	$ 137,000.00	$ 253,319.00	$ 80,000.00	$ 72,000.00		$ 4,000.00	$ 4,000.00	5/19/2027	6/16/2027	7/9/2027	8/26/2027
BCA0013291	2028	GCY	Repair B1/B4 Terminal/Hangar Roofs	Design - Final Design & Bidding		4	$ 194,319.00	$ 137,000.00	$ 331,319.00	$ 95,000.00		$ 85,500.00	$ 4,750.00	$ 4,750.00	11/17/2027	12/15/2027	1/7/2028	2/17/2028
BCA0007989	2028	GCY	Rehabilitate Apron APAGR-005	Construction		3	$ 194,319.00	$ 51,500.00	$ 245,819.00	$ 500,000.00	$ -		$ 475,000.00	$ 25,000.00	2/16/2028	3/15/2028	4/7/2028	4/28/2028
2	2029	GCY	Perimeter Fence Clearing	Construction		4	$ 194,319.00	$ 51,500.00	$ 245,819.00	$ 57,222.00		$ 51,500.00	$ 2,861.00	$ 2,861.00	6/14/2028	7/19/2028	8/11/2028	-
BCA0011830	2029	GCY	Reconstruct Runway Lighting	Design - Final Design & Bidding		4	$ 344,319.00	$ -	$ 344,319.00	$ 160,000.00	$ 144,000.00		$ 8,000.00	$ 8,000.00	7/19/2028	8/16/2028	9/8/2028	10/26/2028
BCA0010119	2029	GCY	ALP Update	Planning		6	$ 200,319.00	$ -	$ 200,319.00	$ 300,000.00			$ 285,000.00	$ 15,000.00	7/19/2028	8/16/2028	9/8/2028	10/26/2028
BCA0013291	2029	GCY	Repair B1/B4 Terminal/Hangar Roofs	Construction		4	$ 200,319.00	$ -	$ 200,319.00	$ 350,000.00	$ 200,319.00		$ 132,181.00	$ 17,500.00	8/16/2028	9/13/2028	10/6/2028	10/26/2028
BCA0003801	2030	GCY	RW 5 RPZ Land Acquisition	Land - Study		5	$ -	$ -	$ -	$ 30,000.00			$ 28,500.00	$ 1,500.00	6/13/2029	7/18/2029	8/10/2029	-
BCA0003806	2030	GCY	Construct Corporate Hangar	Design - Final Design & Bidding		10	$ 150,000.00	$ -	$ 150,000.00	$ 150,000.00	$ 135,000.00		$ 7,500.00	$ 7,500.00	7/18/2029	8/15/2029	9/7/2029	10/26/2029
BCA0011830	2030	GCY	Reconstruct Runway Lighting	Construction		4	$ 15,000.00	$ -	$ 15,000.00	$ 1,500,000.00			$ 1,425,000.00	$ 75,000.00	8/15/2029	9/12/2029	10/5/2029	10/26/2029
1	2030	GCY	Ground Maintenance Equipment	Equipment		8	$ 15,000.00	$ -	$ 15,000.00	$ 80,000.00			$ 60,000.00	$ 20,000.00	9/12/2029	10/17/2029	11/9/2029	-
BCA0003801	2031	GCY	RW 5 RPZ Land Acquisition	Land - Acquisition		5	$ 165,000.00	$ -	$ 165,000.00	$ 285,000.00	$ 256,500.00		$ 14,250.00	$ 14,250.00	7/17/2030	8/14/2030	9/6/2030	-
BCA0003802	2031	GCY	New Terminal Building, Apron Area and Access Road	Environmental-Preliminary Study		7	$ (91,500.00)	$ -	$ (91,500.00)	$ 85,000.00	$ 76,500.00		$ 4,250.00	$ 4,250.00	8/14/2030	9/11/2030	10/4/2030	10/26/2030
BCA0003802	2032	GCY	New Terminal Building, Apron Area and Access Road	Design - Final Design & Bidding		7	$ (168,000.00)	$ -	$ (168,000.00)	$ 85,000.00	$ 76,500.00		$ 4,250.00	$ 4,250.00	5/14/2031	6/11/2031	7/4/2031	8/23/2031
BCA0003802	2032	GCY	New Terminal Building, Apron Area and Access Road	Construction		7	$ (244,500.00)	$ -	$ (244,500.00)	$ 3,300,000.00	$ 2,970,000.00		$ 165,000.00	$ 165,000.00	5/14/2031	6/11/2031	7/4/2031	8/23/2031
BCA0003806	2032	GCY	Construct Corporate Hangar	Construction		10	$ (3,214,500.00)	$ -	$ (3,214,500.00)	$ 1,650,000.00	$ 1,485,000.00		$ 82,500.00	$ 82,500.00	5/14/2031	6/11/2031	7/4/2031	8/23/2031

AGENDA ITEM NO.
8.c

Item Cover Page

AIRPORT AUTHORITY AGENDA ITEM REPORT

DATE: August 19, 2026

SUBMITTED BY: Angela Alley, Airport

ITEM TYPE: Discussion

AGENDA SECTION: Airport Manager Report/Updates- Angela Alley

SUBJECT: Fontana Point Ribbon Cutting

SUGGESTED ACTION:

ATTACHMENTS:
Fontana Point Ribbon Cutting.pdf