

**RESCHEDULED REGULAR MONTHLY MEETING OF JACKSON MUNICIPAL  
AIRPORT AUTHORITY BOARD OF COMMISSIONERS  
AUGUST 29, 2016**

**I. CALL TO ORDER/ROLL CALL/DECLARATION OF QUORUM**

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” and “JMAA”) convened its Rescheduled Regular Monthly Board Meeting in the Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 4:00 p.m. on Monday, August 29, 2016 (the “Meeting”), pursuant to proper notice. A copy of the Notice is attached as an exhibit to the August 29, 2016 Rescheduled Board Meeting Minutes.

Chairman Rosie L.T. Pridgen, Ph.D., presided, called the Meeting to order at 4:00 p.m. and called the roll of Commissioners.

The following Commissioners were present, in person, during roll call, for a quorum at the Board Meeting:

Rosie L.T. Pridgen, Ph.D., Commissioner and Chairman  
Pastor James L. Henley, Jr., Commissioner and Vice Chairman  
LaWanda D. Harris, Commissioner  
Vernon W. Hartley, Sr., Commissioner  
Evelyn O. Reed, Commissioner

Chairman Dr. Pridgen announced that a quorum was present at the Meeting, as required by the Bylaws of the Authority, and announced that the Meeting would proceed with discussion of the Agenda (the “Agenda”) for the Rescheduled Regular Monthly Meeting of the Board scheduled for 4:00 p.m. on Monday, August 29, 2016, in the Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi. The following other persons were also present at the Meeting:

Carl D. Newman, A.A.E., JMAA’s Chief Executive Officer  
Perry Miller, JMAA’s Chief Operating Officer  
John L. Walker, Esq., Walker Group, PC, Attorneys at Law  
Kevin Bass, Esq., Walker Group, PC, Attorneys at Law  
Regina May, Esq., The May Law Firm, PLLC, Attorneys at Law  
John R. May, Jr., Esq., The May Law Firm, PLLC, Attorneys at Law  
And persons listed on **EXHIBIT A: [Sign in Sheet for 8-29-16](#)**

**II. INVOCATION**

Vice Chairman Pastor Henley gave the Invocation.

**III. APPROVAL AND EXECUTION OF THE JULY 21, 2016 REGULAR WORK**

**SESSION MINUTES AND THE JULY 25, 2016 REGULAR BOARD MEETING MINUTES**

- A. Regular Work Session of the Board of Commissioners, July 21, 2016.
- B. Regular Meeting of the Board of Commissioners, July 25, 2016.

**RESOLUTION CY-2016-108**

**APPROVAL AND EXECUTION OF THE MINUTES OF THE JULY 21, 2016 WORK SESSION AND THE JULY 25, 2016 REGULAR BOARD MEETING**

After discussion and review and upon the motion made by Vice Chairman Pastor Henley, and seconded by Commissioner Hartley, the Minutes of the Regular Work Session, July 21, 2016 and the Regular Board Meeting, July 25, 2016, were approved by the unanimous vote of the Commissioners (5-0-0), and the following resolution was made and entered.

**RESOLVED**, that the Board hereby approves the Minutes of the Regular Work Session, July 21, 2016, the Regular Board Meeting, July 25, 2016, as presented, and directs that said Minutes be filed in the appropriate Minute Book and Records of the Authority.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

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**IV. APPROVAL OF THE NOTICES OF THE RESCHEDULING OF THE AUGUST 18, 2016 REGULAR MONTHLY WORK SESSION TO AUGUST 25, 2016; THE RESCHEDULING OF THE AUGUST 22, 2016 REGULAR MONTHLY BOARD MEETING TO AUGUST 29, 2016 AND REGARDING THE COMMISSIONERS ATTENDING THE AIRPORT MINORITY ADVISORY COUNCIL 2016 ANNUAL AIRPORT BUSINESS DIVERSITY CONFERENCE**

- A. Notice of the Rescheduling of the August 2016 Monthly Work Session
- B. Notice of the Rescheduling of the August 2016 Regular Monthly Meeting
- C. Notice Regarding the Board of Commissioners of the Jackson Municipal Airport Authority Attending the Airport Minority Advisory Council 2016 Annual Airport Business Diversity Conference

**RESOLUTION CY-2016-109**

**APPROVAL OF THE NOTICES OF THE RESCHEDULING OF THE AUGUST 18,**

**2016 REGULAR MONTHLY WORK SESSION TO AUGUST 25, 2016; THE RESCHEDULING OF THE AUGUST 22, 2016 REGULAR MONTHLY BOARD MEETING TO AUGUST 29, 2016 AND REGARDING THE COMMISSIONERS ATTENDING THE AIRPORT MINORITY ADVISORY COUNCIL 2016 ANNUAL AIRPORT BUSINESS DIVERSITY CONFERENCE**

After discussion and review, and upon the motion made by Commissioner Hartley, seconded by Commissioner Reed, and approved by the affirmative vote of all Commissioners present, the following resolution was made and entered.

**RESOLVED**, that the Board hereby approves the Notices of the Rescheduling of the August 18, 2016 Regular Monthly Work Session to August 25, 2016; the Rescheduling of the August 22, 2016 Regular Monthly Board Meeting to August 29, 2016; and the Board of Commissioners of the Jackson Municipal Airport Authority Attending the Airport Minority Advisory Council 2016 Annual Airport Business Diversity Conference and directs the filing of said Notices in the appropriate Minute Book and Records of the Authority.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

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**V. PUBLIC COMMENTS**

Ms. Kimberly Farmer, JMAA Administrative Support Person, addressed the Commissioners and thanked them for their support of the Knight Flight 101 Summer Camp Program which was held at the Hawkins Field Airport and hosted by JMAA. She further presented a Certificate of Appreciation to the Board of Commissioners, which was certified on July 22, 2016, the last day of the 2016 camp. Ms. Farmer and the Board of Commissioners then took a photograph with the Certificate of Appreciation.

Ms. Farmer further recognized Kevin Bass, Esq. for his attendance at the program and his presentation to the program attendees. She then presented Mr. Bass with a Certificate of Appreciation. Mr. Bass, Ms. Farmer and the Board of Commissioners then took a photograph with the Certificate of Appreciation.

The Board of Commissioners then thanked and applauded Ms. Farmer for her hard work and diligence in making the Knight Flight 101 program a success.

**REPORTS**

**A. Report from the Chairman**

Chairman Dr. Pridgen, for her report, presented regarding the Airport Minority Advisory

Council's 2016 Annual Airport Business Diversity Conference, held in Cleveland, Ohio August 19-23, 2016. She presented several noteworthy topics that were discussed during the Conference, including Senate Bill 2162, and announced the forums in which the Bill was the focus of discussion. The Agenda of the "2016 Annual Airport Business Diversity Conference" is attached an exhibit to the August 29, 2016 Board Meeting Minutes.

Chairman Dr. Pridgen's complete report is attached as an exhibit to the August 29, 2016 Board Meeting Minutes.

**B. Chief Executive Officer**

*1. Airport Project Manager Summary, Period Ending  
July 31, 2016..... Page 1*

*2. Airport Activity Statistics Report, Period Ending  
July 31, 2016.....Page 17*

**C. Attorney**

Attorney John L. Walker announced that there are several matters that he recommends the Board take up during an Executive Session and one matter that he recommends the Board take up during the New Business portion of the agenda. Therefore, he recommended that Chairman Dr. Pridgen present said matters for consideration at the appropriate times.

**VI. ACTION ITEMS**

**A. Financial Matters**

*1. Financial Reports for July 2016:*

a. Balance Sheet: Accept.....Page 31

b. Income Statement: Accept.....Page 33

**RESOLUTION CY-2016-110**

**RESOLUTION ACCEPTING/APPROVING JULY 2016 FINANCIAL REPORTS**

Upon motion by Commissioner Hartley, seconded by Vice Chairman Pastor Henley, the following **RESOLUTION** was made and approved by unanimous vote.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority's Balance Sheet and

Income Statement (“the Financial Reports”) for the month and period ending July 31, 2016, which were included in the Packet, at pages 31-36, and distributed to the Board prior to the August 29, 2016 Rescheduled Monthly Meeting of the Board.

**IT IS THEREFORE, RESOLVED** that the Board hereby accepts and approves the July 2016 Financial Reports: Balance Sheet and Income Statement for July, 2016.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

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c. Claims Docket for July 2016: Approve.....Page 37

**RESOLUTION CY-2016-111**

**RESOLUTION APPROVING THE CLAIMS DOCKET FOR THE MONTH AND PERIOD ENDING JULY 31, 2016**

Upon motion by Commissioner Hartley, seconded by Commissioner Reed, the following **RESOLUTION** was made and approved by majority vote 3-2-0.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered the Authority’s Claims Docket (“Claims”) for the month and period ending July 31, 2016, which was included in the Packet, at pages 37-40, and was distributed to the Board prior to the August 29, 2016 Rescheduled Monthly Meeting of the Board.

**IT IS THEREFORE, RESOLVED** that the Board hereby authorizes payment of the Claims in the amount of \$704,826.22.

Yeas: Hartley, Pridgen, Reed

Nays: Harris, Henley

Abstentions: None

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**2. Early Issues**

None

**B. Service Agreements**

**1. Project Management Support Services: JMAA: Authorize Execution of Agreement, (Kimley-Horn and Associates).....Page 41**

Mr. Newman announced that the Memo, as to Project Management Services, will not be presented during the August 29, 2016 Board Meeting and that Staff will address this project at a future time.

**C. Construction Projects**

- 1. JMAA Project No. 06-16, Hawkins Field (HKS) South Apron Rehabilitation, HKS: Authorize Acceptance of Bid and Execution of Contract for Construction (Hemphill Construction Company, Inc.).....Page 45*

**RESOLUTION CY-2016-112**

**RESOLUTION AUTHORIZING ACCEPTANCE OF THE BID OF HEMPHILL CONSTRUCTION COMPANY; EXECUTION OF AN AGREEMENT WITH HEMPHILL CONSTRUCTION COMPANY; AND USE OF AIP AND AN MDOT GRANT FUNDS AND/OR JMAA CASH FUNDS TO SUPPORT JMAA PROJECT NO 06-16**

Upon motion by Commissioner Hartley, seconded by Vice Chairman Pastor Henley, the following **RESOLUTION** was made and approved by unanimous vote.

**WHEREAS**, the Board has considered the request of JMAA’s Staff for: (i) authority to award the contract for the rehabilitation of the South Aircraft Parking Apron (“South Apron”) at Hawkins Field Airport (“HKS”) to the lowest and best bidder, Hemphill Construction Company, Inc., of Florence, Mississippi, in the amount of \$298,772.15; and (ii) authority to support the total cost of project with AIP and MDOT grant funds, and JMAA cash funds, as anticipated; and (iii) authority to use a JMAA cash expenditure to address the costs of the project, if AIP or MDOT funds are not made available, as the work is necessary to provide for a safe operating environment for aircraft utilizing HKS; and

**WHEREAS**, the Jackson Municipal Airport Authority received one (1) bid in connection with the rehabilitation of the South Apron at HKS on August 18, 2016; and

**WHEREAS**, the bid was reviewed by Staff and the project engineer, EJES, Inc. (“EJES”), for accuracy and completeness and it is the recommendation of both Staff and EJES, Inc. to award the contract to the lowest and best bidder Hemphill Construction Company, Inc., of Florence, Mississippi in the amount of \$298,772.15; and

**WHEREAS**, JMAA has applied for, and anticipates the award of both Federal Aviation Administration (“FAA”) Airport Improvement Program (“AIP”) grant funds in the amount of \$320,161.00, and Mississippi Department of Transportation (“MDOT”) grant funds in the amount of \$17,787.00, to support the cost of the project; and

**WHEREAS**, if these grant funds are awarded as anticipated, JMAA will be obligated to provide an additional \$17,787.00 in JMAA cash for the required local matching share of the project costs; and

**WHEREAS**, Mississippi Paving and Construction, Inc. of Mathiston, MS, a Mississippi certified Disadvantaged Business Enterprise (“DBE”) will provide support services to Hemphill Construction Company, Inc. and receive 29% of the contract amount or \$88,574.00; and

**WHEREAS**, the Board finds that such requests, which are explained in the Memorandum dated August 19, 2016, found at pages 45-47 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that Staff is authorized to: (i) award the contract for the rehabilitation of the South Apron at HKS to the lowest and best bidder, Hemphill Construction Company, Inc., of Florence, Mississippi, in the amount of \$298,772.15; and (ii) support the total cost of project with AIP and MDOT grant funds, and JMAA cash funds, as anticipated; and (iii) to use a JMAA cash expenditure to address the costs of the project, if AIP or MDOT funds are not made available, as the work is necessary to provide for a safe operating environment for aircraft utilizing HKS; and

**IT IS THEREFORE, FURTHER RESOLVED** that JMAA has applied for, and anticipates the award of both Federal Aviation Administration (“FAA”) Airport Improvement Program (“AIP”) grant funds in the amount of \$320,161.00, and Mississippi Department of Transportation (“MDOT”) grant funds in the amount of \$17,787.00, to support the cost of the project; and

**IT IS THEREFORE, FURTHER RESOLVED** that if these grant funds are awarded, as anticipated, JMAA will provide an additional \$17,787.00 from funds of JMAA for the required local matching share of the project costs; and

**IT IS THEREFORE, FURTHER RESOLVED** that Hemphill Construction Company, Inc. shall contract with Mississippi Paving and Construction, Inc. (“Mississippi Paving”) of Mathiston, MS, a Mississippi certified Disadvantaged Business Enterprise (“DBE”), to provide support services for this project and pay Mississippi Paving 29% of the contract amount or \$88,574.00; and

**IT IS THEREFORE, FURTHER RESOLVED** that the Board finds that such requests are fully explained in the Memorandum dated August 19, 2016, found at pages 45-47 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

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2. *Airport Operations Area Fencing at Hawkins Field, HKS: Authorize Award and Execution of Contract for Construction (Innovative Performance Construction, LLC).....Page 48*

**RESOLUTION CY-2016-113**

**RESOLUTION AUTHORIZING AWARDING OF CONTRACT TO INNOVATIVE PERFORMANCE CONSTRUCTION, LLC.**

Upon motion by Commissioner Hartley, seconded by Commissioner Reed, the following **RESOLUTION** was made and approved by unanimous vote.

**WHEREAS**, the Board has considered the request of JMAA’s Staff and Kimley-Horn to award the contract for construction of the airport operations area fencing (“AOA Fence”) at Hawkins Field Airport (“HKS”) to Innovative Performance Construction, LLS (“Innovative”), a Mississippi limited liability company of Clinton, Mississippi, and a certified United States Small Business Administration General 8(a) entity; and

**WHEREAS**, on August 18, 2016, JMAA received two (2) bids in connection with this project which were reviewed by Staff and the project support engineer representative, Kimley-Horn and Associates, Inc., for accuracy and completeness; and

**WHEREAS**, Innovative’s bid amount of \$72,500.00 was the lowest and best bid and is below JMAA’s construction budget; and

**WHEREAS**, the Board finds that such request, which is explained in the Memorandum dated August 17, 2016, found at pages 48-49 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that Staff is authorized to award the contract for construction of the airport operations area fencing (“AOA Fence”) at Hawkins Field Airport (“HKS”) to Innovative Performance Construction, LLS (“Innovative”), a Mississippi limited liability company of Clinton, Mississippi, and a certified United States Small Business Administration General 8(a) entity; and

**IT IS THEREFORE, FURTHER RESOLVED** that Innovative’s bid amount of \$72,500.00 was the lowest and best bid and is below JMAA’s construction budget; and

**IT IS THEREFORE, FURTHER RESOLVED** that such request is fully explained in the Memorandum dated August 17, 2016, found at pages 48-49 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

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**D. Procurements**

- 1. *Queue Monitoring Solution, JMAA: Authorize Agreement for Services and Approve the Purchase of Hardware and Software.....Page 50***

**RESOLUTION CY-2016-114**

**RESOLUTION AUTHORIZING JMAA TO SOLICIT PROPOSALS FOR EQUIPMENT, SOFTWARE, TECHNICAL SUPPORT AND INSTALLATION SERVICES; APPROVAL OF THE PROJECT BUDGET**

Upon motion by Commissioner Reed, seconded by Commissioner Hartley, the following **RESOLUTION** was made and approved by unanimous vote.

**WHEREAS**, the Board has considered the request of JMAA’s Staff for: (i) authority to solicit proposals to provide equipment, software, technical support and installation services in support of the deployment of an automated queue monitoring/wait time tracking system for the Jackson Municipal Airport Authority (“JMAA”); and (ii) approval of the proposed project budget total amount not to exceed \$80,000.00; and

**WHEREAS**, the queue monitoring solution will be installed at Jackson-Medgar Wiley Evers International Airport, specifically monitoring both Transportation Security Administration (“TSA”) operated security screening checkpoints; and

**WHEREAS**, the Board finds that such requests, which are explained in the Memorandum dated August 17, 2016, found at pages 50-52 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that: (i) JMAA’s Staff is authorized to solicit proposals to provide equipment, software, technical support and installation services in support of the deployment of an automated queue monitoring/wait time tracking system for the Jackson Municipal Airport Authority (“JMAA”); and (ii) the proposed total project budget amount, not to exceed \$80,000.00, is approved; and

**IT IS THEREFORE, FURTHER RESOLVED** that the queue monitoring solution will be installed at Jackson-Medgar Wiley Evers International Airport to specifically monitor both Transportation Security Administration (“TSA”) operated security screening checkpoints; and

**IT IS THEREFORE, FURTHER RESOLVED** that such requests are fully explained in the Memorandum dated August 17, 2016, found at pages 50-52 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

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- 2. ***Hardware and Software Licenses and Support Agreements Renewals, JMAA: Authorize Execution of Fiscal 2017 Agreements.....Page 53***

**RESOLUTION CY-2016-116**

**RESOLUTION AUTHORIZING RENEWAL OF HARDWARE AND SOFTWARE LICENSES AND SUPPORT AGREEMENTS**

Upon motion by Commissioner Reed, seconded by Commissioner Hartley, the following **RESOLUTION** was made and approved by unanimous vote.

**WHEREAS**, the Board has considered the request of JMAA’s Staff for authority to renew certain hardware and software licenses and support agreements for software packages and services currently registered to the Jackson Municipal Airport Authority (JMAA) that will expire during September of Fiscal Year 2016 or during the Fiscal Year 2017; and

**WHEREAS**, the Board finds that such requests, which are explained in the Memorandum dated August 5, 2016, found at pages 53-57 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to renew certain hardware and software licenses and support agreements for software packages and services currently registered to the Jackson Municipal Airport Authority (JMAA) that will expire during September of Fiscal Year 2016 or during the Fiscal Year 2017; and

**IT IS THEREFORE, FURTHER RESOLVED** that such request is fully explained in the Memorandum dated August 5, 2016, found at pages 53-57 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Pridgen, Reed  
Nays: None  
Abstentions: None

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**E. Grants**

- 1. ***JMAA Project No. 006-16, Hawkins Field South Apron Rehabilitation, HKS: Authorize Acceptance of Fiscal Year 2017 Airport Improvements Program (AIP) Grant Offer.....Page 58***

**RESOLUTION CY-2016-115**

**RESOLUTION APPROVING AND AUTHORIZING ACCEPTANCE OF AIRPORT IMPROVEMENT PLAN GRANT NO. 3-28-0038-016-2016**

Upon motion by Commissioner Hartley, seconded by Commissioner Reed, the following RESOLUTION was made and approved by a vote of 5-0-0.

**WHEREAS**, the Jackson Municipal Airport Authority (“JMAA”) has made application for Airport Improvement Program (“AIP”) grant funds from the Federal Aviation Administration (“FAA”), in the amount of \$320,161.00 to pay for the costs of engineering and construction services associated with the rehabilitation of the South Aircraft Parking Apron at Hawkins Field Airport (“HKS”); and

**WHEREAS**, Staff, based on communications with the Federal Aviation Administration, believes that the Federal Aviation Administration (“FAA”) will approve JMAA’s application for Airport Improvement Program Grant No. 3-28-0038-016-2016 and make a grant offer to JMAA; and

**WHEREAS**, Grant offers must be formally accepted by the JMAA Board of Commissioners and the City of Jackson City Council via formal resolution; and

**WHEREAS**, Staff is requesting authorization to accept any grant offer made by the FAA and seek a corresponding resolution from the City of Jackson, Mississippi City Council; and

**WHEREAS**, the Board finds that Staff’s requests, which are explained in the Memorandum dated August 18, 2016, found at pages 58-59 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that the Board approves and authorizes Staff to accept, on behalf of JMAA, any grant offer from FAA as set forth in the subject memorandum and to seek a corresponding resolution of acceptance from the City of Jackson, City Council; and

**IT IS THEREFORE, FURTHER RESOLVED** that the Board finds that said requests are fully explained in the Memorandum dated August 18, 2016, found at pages 58-59 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

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## **F. Other Matters**

- 1. U.S. General Services Administration (“GSA”) Lease for the Transportation Security Administration (“TSA”) at Jackson-Medgar Wiley Evers International Airport (“JAN”): Authorize Extension of Existing Lease and Execution of New Lease Document.....Page 60***

**RESOLUTION CY-2016-117**

**RESOLUTION APPROVING AND AUTHORIZING GSA/TSA LEASE AMENDMENT AND NEW LEASE AGREEMENT**

Upon motion by Commissioner Hartley, seconded by Commissioner Reed, the following **RESOLUTION** was made and approved by unanimous vote.

**WHEREAS**, the Board has considered the request of Staff for authority to: (i) execute Lease Amendment No. 5 to the current lease between the Jackson Municipal Airport Authority (“JMAA”) and the U. S. General Services Administration (“GSA”), acting on behalf of the Transportation Security Administration (“TSA”) (“Lease”), regarding certain temporary office space at the Jackson-Medgar Wiley International Airport (“JAN”), pursuant to which GSA, on behalf of TSA, will continue to pay to JMAA \$29,543.61 monthly, the current rent paid by GSA/TSA; and (ii) execute a new lease agreement for five (5) calendar years with GSA, acting on behalf of TSA, to lease the following space in JAN’s Terminal Building: (a) office space on the fifth (5<sup>th</sup>) floor; and (b) office and training facility space on the ramp level, pursuant to which GSA/TSA will pay to JMAA the gross amount of \$458,443.08 annually; and

**WHEREAS**, the Board finds that Staff’s requests, which are explained in the Memorandum dated August 3, 2016, found at pages 60-62 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to: (i) execute Lease Amendment No. 5 to the current lease between the Jackson Municipal Airport Authority (“JMAA”) and the U. S. General Services Administration (“GSA”), acting on behalf of the Transportation Security Administration (“TSA”) (“Lease”), regarding certain temporary office space at the Jackson-Medgar Wiley International Airport (“JAN”), pursuant to which GSA, on behalf of TSA, will continue to pay to JMAA \$29,543.61 monthly, the current rent paid by GSA/TSA; and (ii) execute a new lease agreement for five (5) calendar years with GSA, acting on behalf of TSA, to lease the following space in JAN’s Terminal Building: (a) office space on the fifth (5<sup>th</sup>) floor; and (b) office and training facility space on the ramp level, pursuant to which GSA/TSA will pay to JMAA the gross amount of \$458,443.08 annually; and

**IT IS THEREFORE, FURTHER RESOLVED**, that Staff’s requests are fully explained in the Memorandum dated August 3, 2016, found at pages 60-62 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Pridgen, Reed  
Nays: None  
Abstentions: None

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**OPEN SESSION**

Vice Chairman Pastor Henley then moved that the Board go into a Closed Session to discuss whether to go into an Executive Session to consider matters that he believed could be discussed in Executive Session and Commissioner Harris seconded the motion.

The Board, by a vote of 5-0-0, resolved that the session be closed. Chairman Dr. Pridgen asked all, except Mr. Carl D. Newman, CEO, Mr. Perry Miller, COO, and attorneys from Walker Group, PC and The May Law Firm, to leave the room.

All present, with the exceptions noted, were directed to vacate the room; this was done.

The Board went into Closed Session at 4:24 p.m.

### **CLOSED SESSION**

Vice Chairman Pastor Henley then moved that the Board enter into Executive Session to discuss one (1) pending litigation matter, the Tony Yarber, et al. vs. Governor Dewey Phillip “Phil” Bryant, et al lawsuit and one (1) personnel matter regarding an incumbent employee. Commissioner Harris seconded the motion to enter Executive Session, and the Commissioners voted 5-0-0 to enter Executive Session for the stated purposes.

The Closed Session ended at 4:28 p.m.

### **OPEN SESSION**

Chairman Dr. Pridgen then invited all persons outside the room to re-enter, some did. Chairman Dr. Pridgen then stated in Open Session that the Board, during Closed Session, voted to enter into Executive Session to consider one (1) pending litigation matter, the Tony Yarber, et al. vs. Governor Dewey Phillip “Phil” Bryant, et al lawsuit and one (1) personnel matter regarding an incumbent employee.

Chairman Dr. Pridgen asked all present, with the exception of Mr. Carl D. Newman, CEO, Mr. Perry Miller, COO, and attorneys from Walker Group, PC and The May Law Firm, to leave the room.

All present, with the exceptions noted, were directed to vacate the room; this was done.

The Board went into Executive Session at 4:29 p.m.

### **EXECUTIVE SESSION**

During the Executive Session, the Board discussed one (1) pending litigation matter, the Tony Yarber, et al. vs. Governor Dewey Phillip “Phil” Bryant, et al lawsuit and one (1) personnel matter regarding an incumbent employee:

1. The Board took no action as to one (1) pending litigation matter, the Tony Yarber, et al. vs. Governor Dewey Phillip “Phil” Bryant, et al lawsuit discussed during Executive Session.

2. Authorized the payment of a relocation expense reimbursement as a component of the salary of a management level employee.

### **RESOLUTION CY-2016-118**

#### **RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF A RELOCATION EXPENSE REIMBURSEMENT AS A COMPONENT OF THE SALARY OF A MANAGEMENT EMPLOYEE**

Upon motion by Commissioner Hartley, seconded by Commissioner Reed, the following **RESOLUTION** was made and approved by majority vote 3-1-1.

**WHEREAS**, the Board has considered JMAA Staff's recommendation to pay a relocation expense reimbursement as a component of the salary of a management level employee for an amount specified during Executive Session and in accordance with conditions specified during Executive Session;

**IT IS THEREFORE, RESOLVED** that JMAA pay a relocation expense reimbursement, in an amount specified during Executive Session, as a component of the salary of a management level employee.

Yeas: Hartley, Pridgen, Reed

Nays: Henley

Abstentions: Harris

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Commissioner Harris made a motion regarding the pending litigation matter. No Commissioner seconded the motion and the motion died.

Upon motion by Commissioner Reed, seconded by Commissioner Hartley and unanimous approval of the Commissioners, the Executive Session was ended at 5:51 p.m.

Chairman Dr. Pridgen invited all persons outside the room to re-enter; some did, and Chairman Dr. Pridgen announced that the meeting was once again open.

#### **OPEN SESSION**

All persons outside the room were invited to rejoin the meeting in open session; some persons present outside the room re-entered.

Open Session reconvened at 5:53 p.m.

Chairman Dr. Pridgen announced that the meeting was once again open. Chairman Dr. Pridgen then announced that during Executive Session the Board passed the previously identified motion.

Chairman, Dr. Pridgen then announced that no action was taken as to one (1) pending litigation matter, the Tony Yarber, et al. vs. Governor Dewey Phillip “Phil” Bryant, et al lawsuit.

2. ***Contracts for Services Entered into by the CEO Pursuant to Section 1.3 of the Signatory Authorities Policies and Procedures as a Standing Agenda Topic.***

Vice Chairman Pastor Henley announced that the substance of this motion is already a requirement and as such, this motion is unnecessary.

Chairman, Dr. Pridgen stated that previously Section 1.3 was simply a part of the process, and this motion will place this item on the Agenda.

**RESOLUTION CY-2016-119**

**RESOLUTION MAKING “CONTRACTS FOR SERVICES ENTERED INTO BY THE CEO PURSUANT TO SECTION 1.3 OF THE SIGNATORY AUTHORITIES POLICIES AND PROCEDURES” A STANDING AGENDA TOPIC AND FOR THE CEO TO PROVIDE THE ESSENTIAL TERMS AS TO SUCH CONTRACTS**

Upon motion by Commissioner Hartley, seconded by Commissioner Harris, the following **RESOLUTION** was made and approved by majority vote 4-1-0.

**WHEREAS**, the Board proposed and considered making “Contracts for Services Entered into by the CEO Pursuant to Section 1.3 of the Signatory Authorities Policies & Procedures” a standing Agenda topic and for the CEO to provide to the Board the essential terms as to such contracts.

**IT IS THEREFORE, RESOLVED** that “Contracts for Services Entered into by the CEO Pursuant to Section 1.3 of the Signatory Authorities Policies & Procedures” shall be a standing Agenda topic; and

**IT IS THEREFORE, FURTHER RESOLVED** that the CEO shall provide to the Board the essential terms as to contracts entered into pursuant to the above identified policy during the above stated portion of the Agenda.

Yeas: Harris, Hartley, Pridgen, Reed

Nays: Henley

Abstentions: None

August 29, 2016

2. ***Board Travel***

(a) **Commissioner Evelyn O. Reed**

**Airport Minority Advisory Council (AMAC) – 2016 Annual**

**Airport Business Diversity Conference, Cleveland, Ohio, August 19-23, 2016**

The printed report provided by Commissioner Reed is attached as an exhibit to the August 29, 2016 Board Meeting Minutes.

Commissioner Harris departed the Board Meeting at 5:56 p.m.

**(b) Commissioner Vernon W. Hartley**

**Airport Minority Advisory Council (AMAC) – 2016 Annual Airport Business Diversity Conference, Cleveland, Ohio, August 19-23, 2016**

Commissioner Hartley attended the 2016 Annual Airport Business Diversity Conference, held in Cleveland, Ohio from August 19-23, 2016. Commissioner Hartley presented regarding some of the salient topics that were discussed during the conference.

**G. New Business**

**None**

**VII. ADJOURNMENT**

Thereafter, it was moved by Commissioner Reed, seconded by Commissioner Hartley, and resolved by a majority vote 3-1-0 that the meeting of the Board be ADJOURNED at 6:04 p.m. Vice Chairman Pastor Henley voted “Nay.”

Respectfully submitted,

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Rosie L.T. Pridgen, Ph.D., Commissioner and Chairman

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Pastor James L. Henley, Jr., Commissioner and Vice Chairman

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Ms. LaWanda D. Harris, Commissioner

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Mr. Vernon W. Hartley, Sr., Commissioner

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Ms. Evelyn O. Reed, Commissioner