

**CONSOLIDATED RESCHEDULED WORK SESSION AND RESCHEDULED BOARD
MEETING OF JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
AUGUST 27, 2018**

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 August 27, 2018, Consolidated Rescheduled Work Session and Rescheduled Board Meeting in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 8:30 a.m. on Monday, August 27, 2018 (the “Meeting”), pursuant to proper notice. Copies of the Notice rescheduling the August 23, 2018 Work Session, the Notice rescheduling the August 23, 2018 Board Meeting, and the Notice combining the Rescheduled Work Session and Rescheduled Board Meeting are attached as Exhibits to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting (“Meeting”) Minutes.

Chairman Pastor James L. Henley, Jr., presided, called the Meeting to order at 8:30 a.m. and called the roll of Commissioners.

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

Pastor James L. Henley, Jr., Chairman
LaWanda D. Harris, Vice-Chairman
Evelyn O. Reed, Commissioner
LTC(R) Lucius Wright, Commissioner
Lee A. Bernard Jr., Commissioner

Chairman Pastor Henley 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 Consolidated Rescheduled Work Session and Rescheduled Board Meeting scheduled for Monday, August 27, 2018, in the Community Room, Main 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, M.S., A.A.E., I.A.P. 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, Esq., The May Law Firm, PLLC, Attorneys at Law
And persons listed on **EXHIBIT A: Sign in Sheet for 8-27-18**

II. INVOCATION

Chairman Pastor Henley gave the Invocation.

**BOARD DISCUSSION AS TO APPLICATION OF MISSISSIPPI CODE ANNOTATED
SECTION 21-15-41 TO APPOINTEES IN HOLDOVER STATUS**

Chairman Pastor Henley requested that Attorney John L. Walker, General Counsel, speak to the August 4, 2017 Opinion of the Mississippi Attorney General (“AG”) regarding Section 21-15-41 of the Mississippi Code of 1972 (2017 Supp) regarding Commissioner Reed’s participation in the August 27, 2018 Combined Rescheduled Work Session and Rescheduled Board Meeting.

Attorney Walker then read aloud the Attorney General’s Opinion. Further, he explained that in accordance with Section 21-15-41 (2017 Supp) as of February 17, 2017, the date on which Commissioner Reed’s term expired and the AG’s August 4, 2017 Opinion, Commissioner Reed’s status as a holdover Commissioner ended on August 16, 2018.

Next, Vice-Chairman Harris referenced the 2018 amendment to Section 21-15-41 and asked if (i) the amended version of Section 21-15-41 (“2018 Act”) went into effect on July 1, 2018; (ii) the 2018 Act supersedes the 2017 version of Section 21-15-41 (“2017 Act”) and if the 2018 amendment extended the right Commission Reed could holdover ninety (90) days after July 1, 2018.

After further discussion of the issue, John May, Esq. in response, discussed the 2017 and 2018 version of Section 21-15-41. Ultimately, Mr. May stated that it was his opinion that based on the 2018 Act, that the expiration of Commissioner Reed’s holdover term would be ninety (90) days after July 1, 2018.

Chairman Pastor Henley asked Mr. May if the 2018 Act could also be interpreted to mean that the ninety (90) day holdover status time-period replaces the one hundred and eighty days (180) holdover time-period in the 2017 Act. In that event, Chairman Pastor Henley said that the term of appointees in holdover status would expire in ninety (90) days.

At the end of further discussion, Chairman Pastor Henley stated that clearly there is a conflict because Mr. Walker stated one opinion and Attorney May stated a different opinion.

Chairman Pastor Henley then moved to recess the August 27, 2018 meeting until such time that an AG’s Opinion regarding the end of Commissioner Reed’s holdover status. This should be done to ensure that the Board of Commissioners is not guilty any malfeasance as to JMAA.

Commissioner LTC(R) Wright seconded the motion. Chairman Pastor Henley and Commissioner LTC(R) Wright voted “Yea” in favor of Motion made by Commissioner Pastor Henley, as stated above. Vice-Chairman Harris, Commissioner Reed, and Commissioner Bernard voted “Nay” against the Motion made by Commissioner Pastor Henley, as stated above. The Motion failed as the vote was 2-3-0, two (2) votes for and three (3) votes against.

Next, Chairman Pastor Henley recused himself from the August 27, 2018, Consolidated Rescheduled Work Session and Rescheduled Board Meeting at 8:51 a.m. He announced that he would sit in the audience.

Following continued discussion of holdover time period and related issues, Commissioner Bernard stated that he would prefer securing an AG Opinion before proceeding.

In response to Commissioner Bernard's inquiry as to obtaining an AG's Opinion, Mr. Walker explained that the response time for obtaining an AG's Opinion is up to the Attorney General's Office. He then explained the process of issuing an opinion.

Chairman LTC(R) Wright then moved to recess the August 27, 2018 meeting until such time that an AG's Opinion is obtained, this will ensure that the Board is going in the right direction as to Commissioner Reed's holdover status. Commissioner Bernard seconded the motion. Commissioner LTC(R) Wright and Commissioner Bernard voted "Yea" in favor of the Motion. Vice-Chairman Harris and Commissioner Reed voted "Nay" against the Motion. The Motion did not pass as the vote was 2-2-0, two (2) votes for and two (2) votes against.

Vice-Chairman Harris announced that the Board is deadlocked. She then added that since the Board is deadlocked and there is a scheduled meeting, the Board should proceed with the meeting.

She then announced that during the Consolidated Rescheduled Work Session and Rescheduled Board Meeting Commissioner Reed is acting as a Commissioner with all the rights and privileges afforded each Commissioner.

III. APPROVAL OF BOARD NOTICES

A. Notice of the Rescheduling of the August 23, 2018, Regular Monthly Work Session.

B. Notice of the Rescheduling of the August 27, 2018, Regular Meeting.

C. Notice of the Consolidated Rescheduled August 23, 2018, Monthly Work Session and August 27, 2018, Rescheduled Monthly Meeting.

D. Notice Regarding the Board of Commissioners Attending the Airport Minority Advisory Council 2018 Annual Airport Business Diversity Conference.

Vice-Chairman Harris called for a motion to approve the above listed Board Notices.

Before a motion was made, Mr. May approached the podium and requested a recess to speak with Mr. Walker. The Board took a recess at 9:14 a.m.

The Board Meeting resumed at 9:27 a.m. at which time, Mr. Walker informed the Board that the AG will not issue an opinion after inappropriate actions are taken. Therefore, any actions taken without a supporting AG's Opinion cannot be cured by obtaining an AG Opinion later.

Further discussion ensued, then Vice-Chairman Harris then announced that since some of the Commissioners are uncomfortable about proceeding, she would entertain a motion to recess the meeting to seek an Attorney General's Opinion as to the expiration of Commissioner Reed's holdover period.

RESOLUTION CY-2018-112

RESOLUTION RECESSING THE AUGUST 27, 2018 COMBINED RESCHEDULED WORK SESSION AND RESCHEDULED BOARD MEETING OF JACKSON MUNICIPAL AIRPORT AUTHORITY

Upon motion by Commissioner Bernard, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by majority vote.

WHEREAS, there is an issue regarding the expiration date of Commissioner Reed's holdover period; and

WHEREAS, the Commissioners desire to obtain an Attorney General's Opinion as to the applicable expiration date of Commissioner Reed's holdover period

IT IS, THEREFORE, RESOLVED that the Board hereby recesses the August 27, 2018 Combined Rescheduled Work Session and Rescheduled Board Meeting; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board directs General Counsel to obtain an Attorney General's Opinion as to the applicable expiration date of Commissioner Reed's holdover period.

Yeas: Bernard, Harris, Wright

Nays: Reed

Abstentions: None

August 27, 2018

The August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting of the Board recessed at 9:36 a.m.

September 5, 2018

The August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting resumed on September 5, 2018 at 8:00 a.m. pursuant to proper notice. A copy of the Notice resuming the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting is

attached as an Exhibit to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting (“Meeting”) Minutes.

Chairman Pastor James L. Henley, Jr., presided and called the Meeting to order at 8:00 a.m. He announced that because the Attorney General’s (“AG”) Office has not provided an opinion concerning Commissioner Reed’s holdover status, the meeting would be conducted similar to an Executive Session, to ensure the Board is protected. He clarified and explained that the votes of each Commissioner would be provided by separate voice vote on the record. Therefore, if there is ever a challenge as to any of the Board decisions, the vote of each Commissioner can be determined. Also, the Board will be able to verify if a motion passes even if any vote by Commissioner Reed is deemed invalid in the future. Chairman Pastor Henley then asked if proceeding in the described manner was amenable to all the Commissioners.

Vice-Chairman Harris requested that the record reflect her opinion as to the issue of Commissioner Reed’s holdover status which is that the Board has an Attorney General’s Opinion on this issue from 2017.

Chairman Pastor Henley expressed his disagreement with Vice-Chairman Harris’ statement and announced that the Board could proceed with the docket in the manner explained if it is amenable to the Commissioners.

Attorney John L. Walker, then informed the Board that he distributed to each Commissioner a copy of the request for an AG Opinion that was forwarded to the AG’s Office on Monday, August 27, 2018, by fax, email, and first class mail. He further informed the Board that he called Ricky Luke, Esq., head of the Opinion Section in the AG’s Office. Mr. Walker informed him that JMAA is requesting an expedited opinion. Next, Attorney Walker informed the Board that JMAA has not received an AG’s Opinion on this matter. However, he spoke to Mr. Luke during the afternoon of September 4, 2018, and Mr. Luke informed him that basically there was not enough time to get the opinion issued before September 5, 2018. Mr. Walker explained that the AG’s office sends the draft opinions to a committee for review prior to it being issued. Mr. Luke informed Mr. Walker that possibly an opinion would be issued by September 7, 2018.

Chairman Pastor Henley stated that the solution advanced by him as to voice votes be taken and recorded protects all the Commissioners and JMAA.

I. CALL TO ORDER/ROLL CALL/DECLARATION OF QUORUM FOR THE RESUMED MEETING

Chairman Pastor Henley then called the roll of Commissioners.

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

Pastor James L. Henley, Jr., Chairman
LaWanda D. Harris, Vice-Chairman

Evelyn O. Reed, Commissioner
LTC(R) Lucius Wright, Commissioner
Lee A. Bernard Jr., Commissioner

Chairman Pastor Henley 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 August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Regular Board Meeting scheduled for Monday, August 27, 2018, in the Community Room, Main 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, M.S., A.A.E., I.A.P. 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
And persons listed on **EXHIBIT A: Sign in Sheet for 9-5-18**

II. INVOCATION

Chairman Pastor Henley gave the Invocation.

III. APPROVAL OF BOARD NOTICES

- A. Notice of the Rescheduling of the August 23, 2018 Regular Monthly Work Session.
- B. Notice of the Rescheduling of the August 27, 2018 Regular Meeting.
- C. Notice of the Combined Rescheduled August Monthly Work Session and August Rescheduled Monthly Board Meeting.
- D. Notice Regarding the Board of Commissioners Attending the Airport Minority Advisory Council 2018 Annual Airport Business Diversity Conference.
- E. Notice of the Resumption of the Recessed August 27, 2018 Combined Rescheduled Monthly Work Session and Rescheduled Monthly Board Meeting.

RESOLUTION CY-2018-113

APPROVAL OF THE NOTICE AS TO: (I) RESCHEDULING THE AUGUST 23, 2018 REGULAR MONTHLY WORK SESSION; (II) RESCHEDULING THE AUGUST 27, 2018 REGULAR BOARD MEETING; (III) COMBINING OF THE RESCHEDULED AUGUST 2018 MONTHLY WORK SESSION AND RESCHEDULED AUGUST 2018 BOARD MEETING; (IV) THE BOARD OF COMMISSIONER'S ATTENDANCE AT THE AIRPORT MINORITY ADVISORY COUNCIL 2018 ANNUAL AIRPORT BUSINESS DIVERSITY CONFERENCE; AND (V) THE RESUMPTION OF THE RECESSED AUGUST 27, 2018 CONSOLIDATED RESCHEDULED MONTHLY

WORK SESSION AND RESCHEDULED MONTHLY BOARD MEETING

After discussion and review, and upon the motion made by Vice-Chairman Harris, seconded by Commissioner Bernard, and approved by unanimous vote, the following resolution was made and entered.

RESOLVED, that the Board hereby approves the following: (i) Notice of the Rescheduling of the August 23, 2018, Regular Monthly Work Session; (ii) Notice of the Rescheduling of the August 27, 2018, Regular Meeting; (iii) Notice of the Consolidated Rescheduled August 2018 Monthly Work Session and Rescheduled August 2018 Board Meeting; (iv) Notice Regarding the Board of Commissioners Attending the Airport Minority Advisory Council 2018 Annual Airport Diversity Conference; and (v) Notice of the Resumption of the Recessed August 27, 2018 Consolidated Rescheduled Monthly Work Session and Rescheduled Monthly Board Meeting

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright
Nays: None
Abstentions: None

September 5, 2018

IV. APPROVAL AND EXECUTION OF MINUTES

- A. Regular Work Session of Board of Commissioners, July 19, 2018.
- B. Regular Meeting of Board of Commissioners, July 23, 2018.

RESOLUTION CY-2018-114

APPROVAL OF THE JULY 19, 2018 REGULAR WORK SESSION AND THE JULY 23, 2018 REGULAR BOARD MEETING MINUTES

After discussion and review and upon the motion made by Vice-Chairman Harris, seconded by Commissioner LTC(R) Wright, the Minutes of the Regular Work Session, July 19, 2018, and the Regular Board Meeting of the Commissioners, July 23, 2018, were approved by unanimous vote of the Commissioners present, and the following resolution was made and entered.

RESOLVED, that the Board hereby approves the Minutes of the Regular Work Session, July 19, 2018, and the Regular Board Meeting of the Commissioners, July 23, 2018, as presented, and directs that said Minutes be filed in the appropriate Minute Book and Records of the Authority.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright

Nays: None

Abstentions: None

September 5, 2018

V. PUBLIC COMMENTS

None.

VI. REPORTS

A. Report from the Chairman

Chairman Pastor Henley announced that he would delay the Chairman's report.

B. Chief Executive Officer

**1. Airport Project Manager Summary, Period Ending
July 31, 2018.....Page 1¹**

Mr. Carl D. Newman, CEO, directed the Board's attention to the Airport Project Manager Summary ("APMS"), found at pages 1-17 in the 2018 Board Meeting Packet and distributed to the Board before the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting. The Board reviewed the Report, and the following discussion occurred:

In response to Chairman Pastor Henley's request for an overview as to the Hawkins Field Pavement of Runway 16/34 project, Mr. Newman informed the Board that this project is resurfacing of the main runway at Hawkins Field. Mr. Newman informed the Board that Staff just completed the resurfacing of runway 1129 which was necessary to move forward with this Project. He added that JMAA recently accepted a grant from the FAA to complete the design as to this runway project and currently Staff is in the design phase. Lastly, he informed the Board that next year JMAA will proceed with the work to resurface the runway.

Regarding Chairman Pastor Henley's next inquiry for a status update on the JMAA Restroom Improvement Project, Mr. Newman informed the Board that the project recently got started. He added that temporary restrooms are installed in some areas, and the project is moving forward. He added that the project started on the west side of the Airport.

¹ The page numbers herein are the page numbers contained in the Meeting Packet which is attached as an Exhibit to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting ("Meeting") Minutes.

Next, Commission LTC(R) Wright asked about the operation of UBER and LYFT at Jackson-Medgar Wiley Evers International Airport. In response, Mr. Newman said that JMAA receives Three Dollars (\$3.00) from UBER and LYFT for each trip. He added that currently UBER and LYFT provide the largest amount of funds to JMAA as to ground transportation.

Continuing, Mr. Newman state that there is a designated area at Jackson-Medgar Wiley Evers International Airport for pick-ups by UBER and LYFT and that the area is ADA accessible.

2. Airport Activity Statistics Report, Period Ending July 31, 2018.....Page 18

Mr. Newman directed the Board's attention to the Airport Activity Statistics Report, which was distributed to the Board before the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting, found at pages 18-30 in the August 27, 2018, Consolidated Rescheduled Work Session and Rescheduled Board Meeting Packet. The Board reviewed the Report and had no questions.

3. Visit by Mississippi United States Senator Cindy Hyde-Smith's Office

Mr. Newman stated that on August 13, 2018, Ms. Evann Berry from Senator Hyde-Smith's office visited with JMAA. He added that JMAA's Staff gave her a tour of both the Jackson-Medgar Wiley Evers International Airport and Hawkins Field airports. Overall he spent about 2 1/2 to 3 hours with her. Mr. Newman expressed that he thought the visit was helpful and will enable Senator Smith to help push JMAA's agenda in Washington, D.C.

Next, Mr. Newman informed the Board that recently he and others attended a Jackson City Council Meeting to present the 2019 Budget for JMAA. He and others in attendance were very well received by the Council Members.

4. Statistics of JMAA's Payment to Minority Businesses and City of Jackson, MS Based Businesses During July 2018

Mr. Newman recognized Mr. Yul McNair, Business Development Director, to discuss the statistics as to payments by JMAA to minority businesses and City of Jackson, MS-based businesses during July 2018.

Mr. McNair informed the Board of the following payment statistics of JMAA during July 2018, as to minority businesses and City of Jackson, MS-based businesses:

- Percentage of Direct and Indirect Payments to MWBE or DBE Firms: 40% of the Total Amount of Eligible Payments;
- Percentage of Payments to City of Jackson, MS-based firms: 20%.

5. Ms. Renee Antoine: Presentation Regarding Restroom Improvement Art Project

Mr. Newman recognized Ms. Renee Antoine, Director of Human Resources and Administration, to present a report on the Restroom Improvement Art Project.

Ms. Antoine shared with the Board, the artists who created the artwork selected for display in the bathrooms at Jackson-Medgar Wiley Evers International Airport. She added that eleven (11) artists responded to the call for artwork and four (4) were selected. The artists selected are Azha Sanders, Don Jacobs, Wade Acuff, and Adrienne Dominick. Ms. Antoine identified the Panel Members who selected the artwork presented in the JMAA PowerPoint Presentation at pages 3-7. The JMAA PowerPoint Presentation is attached as an exhibit to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

In response to Commissioner Reed's inquiry, Ms. Antoine informed the Board that information describing the artwork currently is not displayed along with the artwork because this was not included in the project plans.

Vice-Chairman Harris added that it is a good idea to have information about the person depicted, etc. in the artwork.

6. Ms. Robin Byrd: Update as to the Real Estate Professional RFP

Mr. Newman recognized Ms. Robin Byrd, Procurement Manager, to provide an update on the proposal published as to the Real Estate Professional.

Ms. Byrd informed the Board that one (1) proposal was submitted in response to the advertisement. The proposal was submitted by E. David Cox Broker, located in Madison, MS ("EDC"). She added that the proposal was non-responsive due to the entity's failure to submit along with its proposal an affirmation or statement of terminations, judgments, bankruptcies, etc., which is required. She also explained that because of EDC's approach, Staff determined that EDC would not be able to market nationally. She explained that the Staff will re-advertise for the Real Estate services as JMAA received some inquiries concerning the project after the RFP deadline passed.

C. Attorney

1. In-House Counsel Requirement.

Attorney Walker stated that prior to the August 27, 2018, Meeting he distributed to the Commissioners a Memorandum regarding the legal requirements as to the proposed in-house counsel at JMAA. He explained that funds for the in-house attorney has been included in the budget, but he was not aware of how in-house counsel would be selected, who would select the in-house counsel, and what duties an in-house counsel would perform. Therefore, he explained, that he thought that it was important for the Commissioners to know the legal background regarding any in-house counsel

employed by JMAA. He explained that the person employed, who will be paid with JMAA funds, will represent JMAA instead of any Staff Person or CEO in accordance with Rule 1.13(a) of the Mississippi Rules of Professional Conduct. Continuing, he stated that employing such a person that is a function that the Board is required to perform because said persons would be representing JMAA. He stated that just for information all attorneys employed to represent JMAA since 2013 have been employed pursuant to the Board employing them in open meeting and pursuant to Resolutions passed by the Board.

2. Next, Attorney Walker announced that there are two (2) other matters that he recommends the Board take up during an Executive Session. Therefore, he recommended the Board enter Closed Session to consider those matters at an appropriate time.

In response to Commissioner LTC(R) Wright's inquiry as to the identity of management-level employees, Mr. Newman explained that although he is not sure of the nature of the question he would say that the management level employees are employees who he personally selects to employ, as well as the employee that are directly underneath those employees. In that regard, Mr. Newman said that JMAA's Chief of Police is a management level employee.

Commissioner LTC(R) Wright asked if the Sergeants hired by the JMAA Police Chief would be represented by the in-house counsel.

In response, Attorney Walker stated that he does not know the answer because the duties and functions of the proposed in-house counsel have not been identified. Attorney Walker added that he would submit that the Board must decide the duties of the in-house counsel. This is because the Attorney General's Opinion that he provided to the Board states that the Board is legally required to employ in-house counsel at a properly noticed an open meeting and fix the duties and compensation of such in-house counsel.

The Board held further discussion as to the in-house counsel wherein Attorney Walker explained that pursuant to the AG's Opinion the Board in an Open Meeting is supposed to select the person and fix the duties and compensations of that person. Further, he explained that anyone who is paid with JMAA funds represents JMAA, pursuant the Rules of Professional Conduct Rule 1.13(a) and not any particular JMAA Staff Person.

Vice-Chairman Harris stated that it was her understanding that the in-house counsel would be separate and distinct from the current legal counsel. She added that before the next Board Meeting, she wants to employ an attorney with no current connections to JMAA and national legal experience to give objective advice as to JMAA employing an in-house attorney. Further, she wants this attorney to assist the Board regarding employing an in-house attorney, so the Board will not violate any laws.

In response to Chairman Pastor Henley's inquiry, Vice-Chairman Harris made the following motion, and the Board resolved the following Resolution

RESOLUTION CY-2018-115

RESOLUTION THAT THE JMAA BOARD OF COMMISSIONERS WILL EMPLOY AN OUTSIDE COUNSEL AS TO JMAA EMPLOYING AN IN-HOUSE ATTORNEY

Upon motion by Vice-Chairman Harris, seconded by Chairman Pastor Henley, the following **RESOLUTION** was made and approved by majority vote 4-1-0.

WHEREAS, the Board has considered employing an outside Counsel to provide legal advice to the Board as to the employment of an In-House Attorney for JMAA and pay to the outside Counsel a prevailing national fee based on American Bar Association rates and standards; and

WHEREAS, the Board of Commissioners designates Vice-Chairman Harris to identify and initiate contact with a potential outside Counsel to provide the identified legal advice.

IT IS, THEREFORE, RESOLVED that the Board will employ outside Attorney to provide legal advice to the Board as to the employment of an In-House Attorney for JMAA and pay the outside Counsel a prevailing national fee based on American Bar Association rates and standards; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board of Commissioners designates Vice-Chairman Harris to identify and initiate contact with a potential outside Counsel to provide the identified legal advice.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed,
Nays: Wright
Abstentions: None

September 5, 2018

VII. ACTION ITEMS

A. Financial Matters

1. Financial Reports for July 2018:

- (a) Balance Sheet: Accept.....Page 31*
- (b) Income Statement: Accept.....Page 33*
- (c) Claims Docket for July 2018: Approve.....Page 36*

Chairman Pastor Henley directed the Board's attention to the Claims Docket for July 2018 to be considered prior to the Balance Sheet and Income Statement.

RESOLUTION CY-2018-116

RESOLUTION APPROVING THE CLAIMS DOCKET FOR THE MONTH AND PERIOD ENDING JULY 31, 2018

Upon motion by Vice-Chairman Harris, seconded by Commissioner Reed, also seconded by Chairman Pastor Henley, the following **RESOLUTION** was made and by a majority vote 4-1-0.

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority's Claims Docket ("Claims") for the month and period ending July 31, 2018, which is included in the Packet, at pages 36-39, and was distributed to the Board prior to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Regular Board Meeting scheduled for August 27, 2018.

IT IS, THEREFORE, RESOLVED that the Board hereby authorizes payment of the Claims in the amount of \$647,135.79.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Reed, Wright

Nays: Henley

Abstentions: None

September 5, 2018

Next, Chairman Pastor Henley directed the Board's attention to the Balance Sheet and Income Statement for July 2018. Mr. Newman recognized Ms. Kathy Hughes, Accounting and Finance Manager and asked her to address the Board.

Ms. Hughes provided highlights of the major components of the Balance Sheet and Income Statement for July 2018, which appear at pages 31-35 in the Packet. Ms. Hughes further presented from the JMAA PowerPoint Presentation at pages 8-12. The JMAA PowerPoint Presentation is attached as an exhibit to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

RESOLUTION CY-2018-117

RESOLUTION ACCEPTING/APPROVING THE JULY 2018 FINANCIAL

REPORTS: BALANCE SHEET AND INCOME STATEMENT

Upon motion by Commissioner Bernard, seconded by Vice-Chairman Harris, 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, 2018, which are included in the Packet, at pages 31-35 and were distributed to the Board prior to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting.

IT IS, THEREFORE, RESOLVED that the Board hereby accepts and approves the July 2018 Financial Reports: Balance Sheet and Income Statement for July 2018.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright

Nays: None

Abstentions: None

September 5, 2018

B. Construction Projects

None.

C. Procurements

None.

D. Service Agreements

- 1. *IT Hardware/Software License Agreement-Subscriptions and Support Renewals, JMAA: Authorization to Renew.....Page 40***

Mr. Shawn Hanks, Information Technology Manager, explained the Board Memorandum for Project Title: Hardware/Software Licenses, Subscriptions, and Support Renewals, and the action request listed therein, which appear at pages 40-44 in the Packet. Mr. Hanks further presented from the JMAA PowerPoint Presentation at pages 18-19. The JMAA PowerPoint Presentation is attached as an exhibit to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

RESOLUTION CY-2018-118

RESOLUTION AUTHORIZING THE RENEWAL OF HARDWARE AND SOFTWARE LICENSES, SUBSCRIPTIONS AND SUPPORT AGREEMENTS EXPIRING DURING FISCAL YEAR 2019

Upon motion by Commissioner Reed, also moved by Chairman Pastor Henley, seconded by Vice-Chairman Harris, 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 the certain hardware and software licenses, subscriptions, and support agreements currently registered to the Jackson Municipal Airport Authority (JMAA) that will expire at various times during the period of August 2018 to September 2019; and

WHEREAS, the Hardware/Software Licenses, Subscriptions, and Support Renewals appear in the charts at pages 40-44 of the Packet in the Memorandum for Project Title: Hardware/Software Licenses, Subscriptions, and Support Renewals, which is attached as an exhibit to this Resolution; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated August 27, 2018, found at pages 40-44 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, subscriptions, and support agreements currently registered to the Jackson Municipal Airport Authority (JMAA) that will expire at various times during the period of August 2018 to September 2019; and

IT IS, THEREFORE, FURTHER RESOLVED that the Hardware/Software Licenses, Subscriptions, and Support Renewals appear in the charts at pages 40-44 of the Packet in the Memorandum for Project Title: Hardware/Software Licenses, Subscriptions, and Support Renewals, which is attached as an exhibit to this Resolution; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that such request is fully explained in the Memorandum dated August 27, 2018, found at pages 40-44 of the Meeting Packet.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright
Nays: None
Abstentions: None

September 5, 2018

2. *Solid Waste Management and Recycling Services, JMAA: Authorization to Reject, Re-Advertise, and Extend the Existing Contract.....Page 45*

Mr. Darion Warren, Director of Capital Programming, explained the Board Memorandum for Project Title: Solid Waste Management and Recycling Services, and the action requests listed therein, which appear at pages 45-47 in the Packet. Mr. Warren further presented from the JMAA PowerPoint Presentation, at pages 20-23. The JMAA PowerPoint Presentation is attached as an exhibit to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

RESOLUTION CY-2018-119

RESOLUTION AUTHORIZING THE REJECTION OF BIDS RECEIVED AND RE-ADVERTISEMENT AND APPROVING AN AMENDMENT TO THE CURRENT AGREEMENT FOR WASTE MANAGEMENT AND RECYCLING SERVICES

Upon motion by Commissioner LTC(R) Wright, seconded by Commissioner Bernard, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, JMAA received two (2) bids in response to the solicitation for bids regarding Solid Waste Management and Recycling Services (“Services”) at the Jackson-Medgar Wiley Evers International Airport (“JAN”) and Hawkins Field Airport (“HKS”); and

WHEREAS, the bid proposals submitted in connection with waste and recycling services were non-responsible or non-responsive; and

WHEREAS, Solid waste management services and recycling services are needed to ensure the waste and recyclable materials generated by the Jackson Municipal Authority and its tenants/permittees are handled in such a manner that increase recyclable materials, reduces the waste stream, and helps to conserve natural resources; and

WHEREAS, the Board has considered the request of JMAA’s Staff for: (i) authority to reject the two (2) bids received for Services for JAN and HKS; (ii) authority to re-advertise for bids for the Services; and (iii) authorization to execute an amendment to the current Agreement with BFI Waste Services at the current contract rates for an additional four (4) months during the period October 1, 2018 to January 31, 2019; and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated August 27, 2017, found at pages 45-47 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that the bids received in connection with waste and recycling services submitted were non-responsible and non-responsive; and

IT IS, THEREFORE, FURTHER RESOLVED that JMAA’s Staff is: (i) authorized to reject the two (2) bids received for Services for JAN and HKS; (ii) authorized to re-advertise for bids for the Services; and (iii) authorized to execute an amendment to the current

Agreement with BFI Waste Services at the current contract rates for an additional four (4) months during the period October 1, 2018 to January 31, 2019; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that such requests are fully explained in the Memorandum dated August 27, 2018, found at pages 45-47 of the Meeting Packet.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright
Nays: None
Abstentions: None

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3. *Environmental Consultant-Trichloroethylene (TCE) Chemical Monitoring, JAN: Authorization to Execute an Agreement (First Environment, Inc.).....Page 48*

Mr. Chad G. Parker, Properties Manager, explained the Board Memorandum for Project Title: Environmental Consultant-Trichloroethylene (TCE) Chemical Monitoring, and the action requests listed therein, which appear at pages 48-51 in the Packet. Mr. Parker further presented from the JMAA PowerPoint Presentation, at pages 24-28. The JMAA PowerPoint Presentation is attached as an exhibit to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

RESOLUTION CY-2018-120

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT AGREEMENT WITH FIRST ENVIRONMENT INC. REGARDING ENVIRONMENTAL CONSULTING SERVICES AND APPROVAL OF THE TOTAL BUDGET

Upon motion by Commissioner Bernard, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board has considered the request of JMAA’s Staff for authority to: (i) enter into a contract, after approval by legal counsel for Jackson Municipal Airport Authority (“JMAA”), with First Environment, Inc. (“First Environment”) for environmental consulting services in connection with the Environmental Consultant–Trichloroethylene (“TCE”) Chemical Monitoring project at the Jackson-Medgar Wiley Evers International Airport (“JAN”); and (ii) approval of a total budget amount of \$128,500.00; and

WHEREAS, the term of the agreement will be for three (3) calendar years with two (2) 1-year renewal options, at JMAA’s discretion, and the fees for First Environment shall not

exceed \$24,500.00 per year for a total of \$122,500.00 over the proposed life of the agreement;
and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated August 27, 2018, found at pages 48-51 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that: (i) JMAA’s Staff is authorized to enter into a contract, after approval by legal counsel for Jackson Municipal Airport Authority (“JMAA”), with First Environment, Inc. (“First Environment”) for environmental consulting services in connection with the Environmental Consultant–Trichloroethylene (“TCE”) Chemical Monitoring project at the Jackson-Medgar Wiley Evers International Airport (“JAN”); and (ii) the total budget amount of \$128,500.00 is approved; and

IT IS, THEREFORE, FURTHER RESOLVED that the term of the agreement will be for three (3) calendar years with two (2) 1-year renewal options, at JMAA’s discretion, and the fees for First Environment shall not exceed \$24,500.00 per year for a total of \$122,500.00 over the proposed life of the agreement; and

IT IS, THEREFORE, FURTHER RESOLVED that such requests are fully explained in the Memorandum dated August 27, 2018, found at pages 48-51 of the Meeting Packet.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright

Nays: None

Abstentions: None

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4. *Timber Sale, JMAA: Authorization to Execute an Agreement (LandMAX Timber Company, Inc.).....Page 52*

Mr. Chad G. Parker, Properties Manager, explained the Board Memorandum for Project Title: Authorization to Execute Timber Sale Agreement, and the action request listed therein, which appear at pages 52-54 in the Packet. Mr. Parker further presented from the JMAA PowerPoint Presentation at pages 29-32. The JMAA PowerPoint Presentation is attached as an exhibit to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

In response to Commissioner LTC(R) Wright’s inquiry, Parker stated that about eighty-five percent (85%) of the timber is hardwood and about fifteen percent (15%) is pine. He also stated that there is an access road to the property in response to Commissioner LTC(R) Wright’s next inquiry.

Mr. Parker informed the Board that the land will be cleaned and at the end of this project it

will be site ready.

Chairman Pastor Henley then referenced the contract with Forest Service, Inc. for consulting services and what were the terms of said contract. In response, Mr. Parker stated that the contract with Forest Service, Inc. was procured through JMAA's normal procurement process. Mr. Newman added that the contract with Forest Service, Inc. did appear on a previous list of contracts under \$50,000.00 distributed to the Board.

Commissioner Bernard then asked if JMAA has ever been paid by the Federal Government not to cut down its trees. In response, Mr. Newman stated that such a payment has never occurred. He also added that from JMAA's perspective the important aspect of this agreement is getting that land cleared for entities that may come to JAN looking for a site. He explained that it is difficult to visualize a site when there are so many trees present, and this project will assist making it more visible.

RESOLUTION CY-2018-121

RESOLUTION AUTHORIZING THE EXECUTION OF A TIMBER SALE AGREEMENT

Upon motion by Commissioner Bernard, seconded by Vice-Chairman Harris, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board has considered the request of JMAA's Staff for authority to execute a timber sale agreement with LandMAX Timber Company, Inc. ("LandMAX"), located in Brookhaven, Mississippi (the "Timber Sale Agreement"), wherein LandMAX would pay JMAA a one-time, lump sum total payment of \$36,500.00 for harvesting the approximately 31.7 acres of timber located between Runway 16L/34R of the Jackson-Medgar Wiley Evers International Airport and the East Metro Corridor; and

WHEREAS, Forest Service, Inc., JMAA's timber management consultant managed the solicitation process; and

WHEREAS, JMAA Staff and Forest Service, Inc., collectively recommend acceptance of the LandMAX bid as the highest bid for purchase of the timber; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated August 27, 2018, found at pages 52-54 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA's Staff is authorized to execute a timber sale agreement with LandMAX Timber Company, Inc. ("LandMAX"), located in Brookhaven, Mississippi (the "Timber Sale Agreement"), wherein LandMAX would pay JMAA a one-time, lump sum total payment of \$36,500.00 for harvesting the approximately 31.7 acres of timber located between Runway 16L/34R of the Jackson-Medgar Wiley Evers International Airport and the East Metro Corridor; and

IT IS, THEREFORE, FURTHER RESOLVED that JMAA Staff and Forest Service, Inc., collectively recommend acceptance of the LandMAX bid as the highest bid for purchase of the timber; and

IT IS, THEREFORE, FURTHER RESOLVED that such request is fully explained in the Memorandum dated August 27, 2018, found at pages 52-54 of the Meeting Packet.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright

Nays: None

Abstentions: None

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E. Grants

None.

F. Other Matters

- 1. Fiscal Year 2019 Property, Casualty, and Liability Insurance, JMAA: Authorization to Accept the FY19 Insurance Renewal Proposal; Bind and Purchase the New Policies; and Accept Any Lower Quotes (Porter's Insurance Agency, Inc. and Hub International Midwest Limited d/b/a Hub International Gulf South).....Page 55***

Mr. Chad G. Parker, Properties Manager, explained the Board Memorandum for Project Title: Fiscal Year 2019 Property, Casualty, and Liability Insurance, and the action requests listed therein, which appear at pages 55-57 in the Packet. Mr. Parker further presented from the JMAA PowerPoint Presentation, at pages 35-37. The JMAA PowerPoint Presentation is attached as an exhibit to the August 27, 2018 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes. He also explained the reason for the premium increase.

In response to Vice-Chairman Harris' inquiry, Mr. Parker confirmed that JMAA did have an increase in Worker's Compensation claims which caused an increase in the Worker's Compensation premium.

Next, in response to Commissioner LTC(R) Wright's inquiry, Mr. Newman confirmed that JMAA does have a mobile command post.

RESOLUTION CY-2018-122

RESOLUTION AUTHORIZING ACCEPTANCE OF THE FISCAL YEAR 2019 INSURANCE PROPOSAL BY PORTER'S INSURANCE AGENCY AND HUB

INTERNATIONAL MIDWEST LIMITED D/B/A HUB INTERNATIONAL GULF SOUTH; BINDING AND PURCHASING OF NEW POLICIES; AND ACCEPTANCE OF ANY NEW LOWER QUOTES RECEIVED BEFORE BINDING OF NEW POLICIES

Upon motion by Commissioner Reed, Chairman Pastor Henley also moved, seconded by Vice-Chairman Harris, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board has considered the request of JMAA's Staff for authority to: (i) accept the Fiscal Year 2019 insurance renewal proposal by Porter's Insurance Agency, Inc. ("Porter's") & Hub International Midwest Limited d/b/a Hub International Gulf South ("Hub") (Porter's and Hub collectively, "JMAA's Insurance Agent"); (ii) bind and purchase the new policies; and (iii) accept any lower quotes should they be submitted in time for JMAA's Insurance Agent's evaluation and recommendation before the new policies are bound; and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated August 27, 2018, at pages 55-57 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that the Board hereby authorizes JMAA's Staff to: (i) accept the Fiscal Year 2019 insurance renewal proposal by Porter's Insurance Agency, Inc. ("Porter's") & Hub International Midwest Limited d/b/a Hub International Gulf South ("Hub") (Porter's and Hub collectively, "JMAA's Insurance Agent"); (ii) bind and purchase the new policies; and (iii) accept any lower quotes should they be submitted in time for JMAA's Insurance Agent's evaluation and recommendation before the new policies are bound; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that such requests are fully explained in the Memorandum dated August 27, 2018, at pages 55-57 of the Meeting Packet.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright
Nays: None
Abstentions: None

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Next, the Board discussed the scheduled dates for the September Pre-Work Session and Regular Work Session Meetings. The Board determined that the September Pre-Work Session Meeting is rescheduled from Monday, September 17, 2018, to Friday, September 14, 2018, and the Work Session is rescheduled from Thursday, September 20, 2018, to Friday, September 21, 2018.

OPEN SESSION

Chairman Pastor Henley stated that it was necessary for the Board to enter Closed Session to determine if an Executive Session is appropriate and that he would entertain a motion to do so. Vice-Chairman Harris then moved that the Board go into a Closed Session to discuss whether to go into an Executive Session to consider matters that she believed could be discussed in Executive Session and Commissioner Bernard seconded the motion.

The Board unanimously resolved to close the Meeting. Each Commissioner stated aloud their individual "Yea" vote as to entering Closed Session. Chairman Pastor Henley asked all, except Mr. Carl Newman, CEO, Mr. Perry Miller, COO, attorneys from Walker Group, PC, and The May Law Firm, to vacate the room.

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

The Board went into Closed Session at 9:12 a.m.

CLOSED SESSION

Vice-Chairman Harris then moved that the Board enter Executive Session to discuss one (1) potential litigation matter regarding a contract dispute, one (1) potential litigation matter regarding a contract dispute and negligence claim, and one (1) potential litigation matter regarding negligent services. Commissioner LTC(R) Wright seconded the motion to enter Executive Session, and the Commissioners unanimously resolved to enter Executive Session for the stated purposes. Each Commissioner stated aloud their individual "Yea" vote as to entering Closed Session.

The Closed Session ended at 9:20 a.m.

OPEN SESSION

Chairman Pastor Henley then invited all persons outside the room to re-enter, some did. Chairman Pastor Henley then stated in Open Session that the Board, during Closed Session, voted to enter Executive Session to discuss one (1) potential litigation matter regarding a contract dispute, one (1) potential litigation matter regarding a contract dispute and negligence claim, and one (1) potential litigation matter regarding a contract as to negligent services.

Chairman Pastor Henley asked all present, except Mr. Carl Newman, CEO, Mr. Perry Miller, COO, attorneys from Walker Group, PC, and The May Law Firm, to vacate the room.

The Board went into Executive Session at 9:21 a.m.

EXECUTIVE SESSION

During the Executive Session, the Board discussed one (1) potential litigation matter regarding a contract dispute, one (1) potential litigation matter regarding a contract dispute and negligence claim, and one (1) potential litigation matter regarding negligent services.

1. *The Board took no action as to the one (1) potential litigation matter regarding a contract dispute.*
2. *The Board took no action as to the one (1) potential litigation matter regarding a contract dispute and negligence claim.*
3. *The Board took no action as to the one (1) potential litigation matter regarding negligence services.*

Upon motion by Vice-Chairman Harris, seconded by Commissioner LTC(R) Wright, and unanimous approval of the Commissioners, the Executive Session ended at 10:11 a.m. Each Commissioner stated aloud their individual “Yea” vote as to adjourn the Executive Session.

Open Session reconvened at 10:12 a.m.

OPEN SESSION

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

Chairman Pastor Henley announced that the meeting was once again open. He then announced that during Executive Session, no actions were taken as to one (1) potential litigation matter regarding a contract dispute, one (1) potential litigation matter regarding a contract dispute and negligence claim, and one (1) potential litigation matter regarding negligent services.

G. New Business

1. *Commissioner LTC(R) Wright’s Travel Budget for Travel to and Participation in the Advisory Council 2018 Annual Business Diversity Conference in Seattle, Washington and the American Association of Airport Executives F. Russell Hoyt National Airports Conference in Anchorage, Alaska.*

RESOLUTION CY-2018-123

RESOLUTION APPROVING JMAA STAFF TO TRANSFER FUNDS FROM THE TRAVEL BUDGET OF VICE-CHAIRMAN LAWANDA D. HARRIS INTO THE TRAVEL BUDGET OF COMMISSIONER LTC(R) LUCIUS WRIGHT FOR TRAVEL TO AND PARTICIPATION IN THE ADVISORY COUNCIL 2018 ANNUAL BUSINESS DIVERSITY CONFERENCE IN SEATTLE, WASHINGTON, AND THE AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES F. RUSSELL HOYT NATIONAL AIRPORTS CONFERENCE IN ANCHORAGE, ALASKA.

Upon motion by Chairman Pastor Henley, seconded by Commissioner Reed, also seconded by Commissioner Bernard, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board of Commissioners of JMAA recommends, approves, and authorizes the transfer of funds from the travel budget of Vice-Chairman LaWanda D. Harris into the travel budget of Commissioner LTC(R) Lucius Wright in an appropriate amount to cover the cost of travel, lodging, and related expenses for Commissioner LTC(R) Wright's Travel Budget for Travel to and Participation in the Advisory Council 2018 Annual Business Diversity Conference in Seattle, Washington, and the American Association of Airport Executives F. Russell Hoyt National Airports Conference in Anchorage, Alaska.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby finds and determines that JMAA Staff shall transfer funds from the travel budget of Vice-Chairman LaWanda D. Harris into the travel budget of Commissioner LTC(R) Lucius Wright in an appropriate amount to cover the cost of travel, lodging, and related expenses for Commissioner LTC(R) Wright's Travel Budget for Travel to and Participation in the Advisory Council 2018 Annual Business Diversity Conference in Seattle, Washington, and the American Association of Airport Executives F. Russell Hoyt National Airports Conference in Anchorage, Alaska.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright

Nays: None

Abstentions: None

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Then Chairman Pastor Henley inquired about the amount of JMAA funds that were spent on food for JMAA Staff from May through July of 2018. In response, Mr. Newman stated \$1,820.00.

Next, Chairman Pastor Henley inquired about the amount of JMAA funds that were spent on the retirement event for Mr. Jack Thomas, former DBE director. In response, Mr. Newman stated \$2,064.00, of which \$1,998 has not been paid.

In response to Chairman Pastor Henley's last inquiry, Mr. Newman informed the Board that JMAA does not have a small business area for travelers to utilize and JMAA does not currently have plans to create a small business area.

2. *Commissioner Bernard: Hawkins Field Sign*

Commissioner Bernard addressed the Board and explained that formerly there was sign at Hawkins Field that said: "Restoration of the Hawkins Field South Terminal Building is supported in part by a Save America's Treasures Grant administered by the National Park Service of the United States Department of Interior in Partnership with the Jackson Airport Authority." He also stated that around 2010, he attended meeting with JMAA where those in attendance were informed that in eighteen (18)

months the historical terminal building would be restored. He explained that a picture, previously displayed, of the proposed restored building, does not look like the current building.

Commissioner Bernard also referenced a letter by then CEO Dirk Vanderleest, dated February 25, 2010. The letter delivered to him ten (10) years ago provides that the Jackson Airport Authority received a \$350,000.000 grant from the Department of Interior National Park (“NPS”) as to the America’s Treasure Grant Program.

Commissioner Bernard asked if anybody has any knowledge about the grant received for Hawkins Field.

The Board held some discussion concerning this issue. Mr. Newman explained that it is his understanding that JMAA, during the previous administration, did receive a grant and that in essence the grant money was used to keep the terminal building from further deteriorating.

In response, Commissioner Bernard expresses that the sign is disingenuous to the people who live in Georgetown and pass by it every day. Thus, the sign needs to be taken down.

3. *Chairman Pastor Henley: Catering Contract*

Next, Chairman Pastor Henley asked about the \$10,000.00 catering contract that appears in the list of contracts under \$50,000.00.

In response, Mr. Newman stated that the contract is not related to any particular event. He explained that the contract is set up so that when JMAA has events, it can secure the services quickly. He explained that the amount is not just for one (1) caterer but a combination of contracts done in advance.

Robin Byrd, Procurement Manager, explained that the contracts are put in place, in advance, so that the JMAA Staff and the catering Staff can make sure orders are efficiently completed. She explained that JMAA used the caterers under contract in the past and Staff works with some Jackson, MS-based entities.

4. *Chairman Pastor Henley: Rental Rates at Hawkins Field*

Chairman Pastor Henley informed Staff that persons can go online and find the rental rates for the rooms at Jackson-Medgar Wiley Ever International Airport, but not for Hawkins Field. Mr. Newman informed the Board that Staff will get the rental rates for Hawkins Field posted on the website.

5. *Commissioner LTC(R) Wright: Fire Station at Hawkins Field Airport.*

Commissioner LTC(R) Wright asked Staff to brief him as to the status of the Medgar Evers Fire Station adjacent to Hawkins Field.

Mr. Newman then explained that JMAA and the City of Jackson are exploring two (2) different pieces of property to exchange for the property that the City of Jackson wants for the Medgar Evers Fire Station expansion. He stated that the Mayor is aware of the status. In that regard, JMAA Staff and the City are in the process of having the property appraised so that a possible land swap can take place.

6. *Authoring JMAA Staff to pay for the Rehabilitation of Aviation Building Roof*

RESOLUTION CY-2018-124

RESOLUTION AUTHORIZING STAFF TO PAY SMITH CONSTRUCTION COMPANY FOR REPAIRS TO THE ATLANTIC AVIATION BUILDING

Upon motion by Chairman Pastor Henley, seconded by Commissioner Reed, also seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board has considered the request of JMAA's Staff for authority to pay Smith Construction Company for repairs of the Atlantic Aviation Building at Jackson-Medgar Wiley Evers International Airport in an amount not to exceed \$112,794.18

IT IS, THEREFORE, RESOLVED that JMAA Staff is authorized to pay Smith Construction Company for repairs of the Atlantic Aviation Building at Jackson-Medgar Wiley Evers International Airport in an amount not to exceed \$112,794.18.

Each Commissioner stated aloud their individual vote as to the Resolution herein. The Commissioners voted as follows:

Yeas: Bernard, Harris, Henley, Reed, Wright

Nays: None

Abstentions: None

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VIII. ADJOURNMENT

Thereafter, it was moved by Vice-Chairman Harris, seconded by Commissioner Reed, also seconded by Chairman Pastor Henley, and resolved by a unanimous vote of the Commissioners that the meeting of the Board was ADJOURNED at 10:33 a.m.

Respectfully submitted,

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

Ms. LaWanda D. Harris, Commissioner and Vice Chairman

Ms. Evelyn O. Reed, Commissioner

Mr. Lee A. Bernard, Jr., Commissioner

LTC(R) Lucius Wright, Commissioner