

**BOARD MEETING
JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS**

June 28, 2021

MINUTES

1. CALL TO ORDER/ROLL CALL/DECLARATION OF QUORUM

Pursuant to proper notice, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority" or "JMAA") convened its Board Meeting in the Community Room of the Jackson-Medgar Wiley Evers International Airport ("JAN") in Jackson, Mississippi at 4:00 p.m. on Monday, June 28, 2021. A copy of the Board Meeting Notice is attached as Exhibit "A" hereto.

Chairman Robert E. Martin presided, called the Meeting to order at 4:00 p.m. and called the roll of Commissioners.

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

Robert E. Martin, Chairman, Present ("Martin")
LaWanda D. Harris, Vice-Chairwoman, Present ("Harris")
LTC(R) Lucius Wright, Commissioner, Present ("Wright")

Chairman Martin announced that a quorum was present at the Board Meeting and the Meeting would proceed with a discussion of the agenda (the "Agenda") for the Board Meeting. The following other persons were also present at the Meeting:

Paul A. Brown, Chief Executive Officer of the JMAA ("Brown")
Steven G. Williams, Esq., Legal Officer of the JMAA ("Williams")
And persons listed on the Sign-in Sheet for the June 28, 2021 Meeting, Exhibit "B" hereto.

II. INVOCATION

Brown gave the Invocation.

III. APPROVAL OF BOARD NOTICES

- A. Notice of Monthly Pre-Work Session meeting on Friday, June 18, 2021 at Hawkins Field Airport (HWK) in Jackson, Mississippi
- B. Notice of Monthly Work Session meeting on Thursday, June 24, 2021 at 8:30 a.m. at JAN in the Community Room

- C. Notice of Monthly Regular Board meeting on Monday, June 28, 2021 at 4:00 p.m. at JAN in the Community Room

After review and discussion, and upon motion made by Harris and seconded by Wright, the Board approved by unanimous vote 3-0 the Board Notices described above and the following resolution was passed:

RESOLUTION CY-2021- 73

RESOLVED, THAT THE BOARD APPROVES THE NOTICE OF THE MONTHLY PRE-WORK SESSION MEETING ON FRIDAY, JUNE 18, 2021, THE NOTICE OF THE MONTHLY WORK SESSION MEETING ON THURSDAY, JUNE 24, 2021 AND THE NOTICE OF THE MONTHLY REGULAR BOARD MEETING ON MONDAY, JUNE 28, 2021.

Yeas: Martin, Harris, Wright

Nays: None

Abstentions: None

IV. APPROVAL AND EXECUTION OF MINUTES

- A. Consolidated Work Session and Regular Board Meeting of the Board of Commissioners Monday, May 20, 2021 at 8:30 a.m. at JAN.
- B. Special Board meeting of the Board of Commissioners Monday, May 10, 2021 at 4:00 p.m. at HWK.

V. PUBLIC COMMENTS

None.

VI. REPORTS

A. Report From the Chairman

Martin requested an update on the Lavernet Road issue. The JMAA owns property on Lavernet Road adjacent to property owned by the City of Jackson (the "City"). In the past, the JMAA has cleaned and maintained both tracts of land even though it was recently brought to the attention of the JMAA that it does not actually own all of the property. Williams updated Chairman Martin that he is working with the City Attorney to draft an agreement whereby the JMAA will agree to continue this work but that the City will indemnify and hold JMAA harmless against any loss, claims, or damages resulting from that work.

B. Report from the Chief Executive Officer

1. Airport Project manager Summary, Period ending May 31, 2021. Brown updated the Board that there are currently eight (8) projects in various stages of completion at JMAA. There were no questions.
2. Airport Activity Statistics Report, Period Ending May 31, 2021. Brown updated the Board. There were no questions.
3. Disadvantaged Business Enterprise Report. Brown told the Board that although the JMAA did not necessarily meet all of its goals in this regard, it was always improving. There were no questions.
4. Staff Reports. Brown reported that the TSA checkpoint project with Century Construction was completed on time and on budget. He also reported the status of various jet bridge projects. Brown reported on his recent trip with Chairman Martin to the Global Airport Leaders' Forum in Dubai. A short video of Mr. Brown speaking at the event was shown. Brown also gave a report from the ACI-NA Summer Board of Directors meeting in Tuscan, Arizona. Lastly, Brown announced that Christopher Rogers was declared JMAA Employee of the Month.
5. Consultant Reports – None.

C. Report from the Attorney.

1. Williams reported that there were three (3) resolutions for the Board's consideration.

VII. ACTION ITEMS

A. Financial Matters

1. Financial Reports

a) Motion to accept Balance Sheet for May 2021

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

VOTE COUNT:

YAYS: 3

NAYS: 0

ABSTAIN: 0

b) Motion to accept Income Statement for May 2021

MOTION CALLED BY: Wright

MOTION SECONDED BY: Harris

VOTE COUNT:

YAYS: 3

NAYS: 0

ABSTAIN: 0

e) Motion to approve claims docket for May 2021

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

VOTE COUNT:

YAYS: 3

NAYS: 0

ABSTAIN: 0

B. Construction Projects

1. Taxiway Bravo Rehabilitation Project at HKS.

Brown submitted a revised Board Memorandum in support of a Motion to award a professional service agreement, upon legal review, to Allen & Hoshall for design and construction administration services in connection with construction of Taxiway Bravo Rehabilitation Project at HKS and to approve a budget in an amount not-to-exceed \$314,985.00. The project has been pushed back to October 2021.

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

VOTE COUNT:

YAYS: 3

NAYS: 0

ABSTAIN: 0

C. Procurements

1. Request for Proposals: Certified Public Accounting Firms

Motion (i) to advertise for Request for Proposals (“RFP”) for professional services from Certified Public Accounting firms (“CPA”) to conduct financial audits of the JMAA financials statements and ; (ii) to propose a three (3) year term agreement with two (2) one (1) year renewal options; (iii) to approve a budget not-to-exceed amount of \$300,000.00 for the base term of the agreement (three years) and, (iv) to terminate existing Consulting and Auditing Agreement with Breazeale, Saunders, & O’Neil, LTD.

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

VOTE COUNT:

YAYS: 3

NAYS: 0

ABSTAIN: 0

D. Service Agreements

None

E. Grants

None

F. Other Matters

None

G. New Business

1. Resolution honoring Sergeant Michael Lee for his many years of service to the JMAA. Brown ordered a moment of silence and Harris read the resolution. Brown made Sergeant Lee “Honorary Policy Chief” of the JMAA.

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

YAYS: 3

NAYS: 0

ABSTAIN: 0

2. Resolution nullifying all previous resolutions concerning acceptance of Airport Improvement Program Grant Offer No. 3-28-0038-023-2021 and adopting and substituting a resolution authorizing the JMAA to accept the Grant Offer from the Federal Aviation Administration and to seek a resolution from the City Council of Jackson, Mississippi, as co-sponsor, for purposes directly related to the Hawkins Field Airport under the auspices of airport development and/or noise program implementation.

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

YAYS: 3

NAYS: 0

ABSTAIN: 0

3. Resolution authorizing Martin and Brown to travel and attend the Global Air Show Leaders' Forum in Dubai, United Arab Emirates May 22 – May 28, 2021 and authorizing a per diem payment to them in the amount of \$168.00 each to cover expenses. All prior JMAA resolutions and actions regarding this matter were rescinded.

MOTION CALLED BY: Wright

MOTION SECONDED BY: Harris

YAYS: 3

NAYS: 0

ABSTAIN: 0

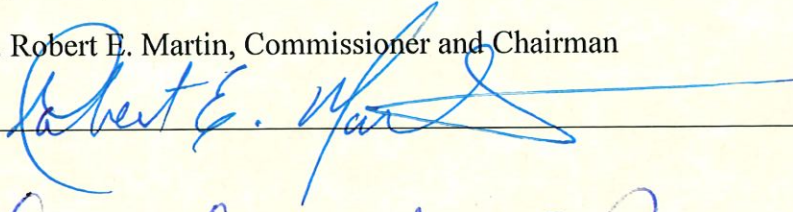
Harris moved that the Board go into closed session in anticipation of going into Executive Session. Wright seconded and the motion was passed 3-0.

Out in open session, Martin stated that the Board in closed session voted to go into Executive Session to discuss some litigation and personnel matters. Martin asked everyone to vacate the room with the exception of Brown and Williams.

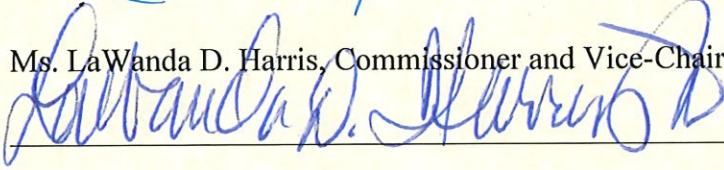
Once out of Executive Session, Martin will announce to the public the actions during Executive Session.

Respectfully submitted,

Mr. Robert E. Martin, Commissioner and Chairman



Ms. LaWanda D. Harris, Commissioner and Vice-Chairwoman



LTC(R) Lucius Wright, Commissioner

