

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

**January 27, 2020**

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

**II. INVOCATION**

**III. APPROVAL OF BOARD NOTICES**

- A. Notice of the Monthly Pre-Work Session Friday, January 17, 2020 at Noon at Hawkins Field Airport
- B. Notice of the Monthly Board of Commissioners Meeting location change from Hawkins Field Airport to Jackson-Medgar Wiley Evers International Airport on Monday, January 27, 2020 at 4:00 p.m.

**IV. APPROVAL AND EXECUTION OF MINUTES**

- A. Regular Scheduled Monthly Work Session, Thursday, December 19, 2019 at 8:30 a.m.
- B. Regular Scheduled Board of Commissioners Meeting, Monday, December 23, 2019 at 4:00 p.m.

**V. PUBLIC COMMENTS**

**VI. REPORTS**

**A. Report from the Chairman**

**B. Chief Executive Officer**

- 1. Airport Project Manager Summary, Period Ending December 31, 2019  
.....Page 1
- 2. Airport Activity Statistics Report, Period Ending December 31, 2019  
.....Page 16

**C. Attorney**

**VII. ACTION ITEMS**

**A. Financial Matters**

**1. Financial Reports for December 2019:**

- (a) Balance Sheet: Accept.....Page 29
- (b) Income Statement: Accept.....Page 31
- (c) Claims Docket for December 2019: Approve.....Page 34
- (d) Quarterly Statistics.....Page 38

**2. Personal Property: Disposal of Surplus Property and Write Off, JMAA: Authorization to Adopt a Resolution in accordance with JMAA Policies and Procedures regarding the Sales of Surplus Property to (i) declare as surplus the pieces of personal property owned by JMAA in Exhibit A; (ii) dispose of the personal property owned by JMAA; and (iii) write off the pieces of personal property owned by JMAA as outlined in Exhibit B.....Page 39**

- (a) Proposed Disposal of Surplus and Unlocated Personal Property Resolution.....Page 42
- (b) Exhibit A.....Page 45
- (c) Exhibit B.....Page 57

**B. Construction Projects**

**1. Passenger Boarding Bridge, JAN: Authorization to (i) award a Professional Services Agreement for the Passenger Boarding Bridge at Aircraft Gate No. 2; (ii) increase engineering budget; and (iii) increase overall budget (Allen & Hoshall).....Page 59**

**C. Procurements**

**1. Vehicle Purchases, JAN: Authorization to purchase three vehicles, one vehicle for the Department of Public Safety and Operations, one vehicle for Hawkins Field, and one vehicle for the Executive Department.....Page 64**

**D. Service Agreements**

**1. East Perimeter Fence Tree and Brush Removal, HKS: Authorization to (i) advertise for a Request for Bids of approximately 1.5 miles along the fence line; and (ii) approval of the total project budget.....Page 66**

2. Clearing and Grubbing Services, JAN: Authorization to advertise for a Request for Bids for clearing and grubbing services of 31.7 acres near East Metro Corridor Parkway; (ii) approval of 60 calendar day term for Services; and (iii) approval of the Services total budget.....**Page 68**

**E. Grants**

**F. Other Matters**

1. Raspet Flight Research Laboratory Letter of Agreement, JAN: Authorization to (i) execute an Agreement for Unmanned Aircraft Systems (UAS) flight operations (Mississippi State University).....**Page 70**
2. Terminal Space Lease Agreement, HKS, Authorization to execute a Terminal Space Lease Agreement for approximately 1537 square fee of space to (PHI Air Medical, LLC)..... **Page 72**

**G. New Business**

**VIII. ADJOURNMENT**