**REGULAR SCHEDULED WORK SESSION**

**OF  
JACKSON MUNICIPAL AIRPORT AUTHORITY  
BOARD OF COMMISSIONERS  
  
January 23, 2020**

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

**II. INVOCATION**

**III. APPROVAL OF BOARD NOTICES**

1. Notice of the Monthly Pre-Work Session Friday, January 17, 2020 at Noon at Hawkins Field Airport
2. 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.

1. Regular Scheduled Board of Commissioners Meeting, Monday, December 23, 2019 at 4:00 p.m.

**V. PUBLIC COMMENTS**

**VI. REPORTS**

1. **Report from the Chairman**
2. **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**
3. **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**

1. 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**
2. Proposed Disposal of Surplus and Unlocated Personal Property Resolution……………….......…..……………………………...**Page 42**
3. Exhibit A....……………………………………………………..**Page 45**
4. Exhibit B...……………………………………………………...**Page 57**
5. **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. **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 64**

**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 66**

1. **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 68**

1. **New Business**

**VIII. ADJOURNMENT**