

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

**April 22, 2013**

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” or “JMAA”) met in the Main Terminal Building, Hawkins Field, Jackson, Mississippi at 4:00 p.m. on Monday, April 22, 2013 (the “Meeting”), pursuant to proper notice.

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

Chair Johnnie P. Patton, R. Ph. Presided, called the Meeting to order, and called the roll of Commissioners.

The following Commissioners were present in person at the Meeting at this time.

Johnnie P. Patton, R. Ph., Chair  
Dr. Glenda Glover  
George E. Irvin, Sr.

Chair Patton noted that a quorum was present in person as required by the Bylaws, and announced that the Meeting would proceed.

The following other persons were also present at the Meeting.

Dirk Vanderleest, JMAA Chief Executive Officer  
Bonnie Wilson, JMAA Chief Operating Officer  
Woody Wilson, JMAA Senior Director of Capital Planning  
Gary Cohen, JMAA Chief Financial Officer  
Kenneth Randolph, JMAA Airport Police Chief  
Jack Thomas, JMAA Director of Disadvantaged Business Enterprise  
(DBE) and Community Development  
William Dickson, JMAA Airport Security Manager  
Cindy Crotchett, JMAA Executive Assistant  
Arnetrius Reed Branson, JMAA Comptroller  
Shawn Hanks, JMAA Information Technology Manager  
Rhonda Knight, JMAA Human Resources Manager  
Garry Montgomery, JMAA Maintenance Manager  
Chad Parker, JMAA Employee Development Specialist  
Christopher Rogers, JMAA Airport Security Liaison  
Shechem Townsend, JMAA Police Officer  
Jack Weldy, JMAA Properties Manager

Chuck Lott, Neel-Schaffer, Inc.  
Jim White, Waggoner Engineering, Inc.  
Oscar Branch, Hinds Community College  
Lindsey Posey, JMAA-Hinds Community College Intern  
James Sims, JMAA-Hinds Community College Intern  
Alan Moore, Baker Donelson Bearman Caldwell & Berkowitz  
Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz

## II. APPROVAL AND EXECUTION OF MINUTES.

### A. Special Meeting of the Board of Commissioners, March 25, 2013.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Glover, and unanimously approved by the affirmative votes of all Commissioners present, the minutes described above were approved as presented and directed to be filed in the appropriate minute book and records of the Authority.

## III. PUBLIC COMMENTS.

None.

## IV. REPORTS.

### A. Chief Executive Officer.

1. *Airport Project Manager Summary, Period Ending March 31, 2013.*
2. *Airport Activity Statistics Report, Period Ending March 31, 2013.*

Mr. Vanderleest directed the Board's attention to the Airport Project Manager Summary and the Airport Activity Statistics Report as found in the packet distributed to the Board prior to the Meeting (the "Packet"), and discussed these reports with the Board. A copy of the Packet is attached as an exhibit to the minutes of the Meeting.

During discussion, Mr. Vanderleest advised the Board that Southwest Airlines would reduce its flights from Jackson-Medgar Wiley Evers International Airport ("JAN") to Houston from three flights daily to two flights daily, effective June 1, 2013, and would discontinue all flights from JAN to Baltimore effective August 1, 2013.

### 3. *Employee and Organizational Recognitions.*

- a. Employee of the Month, April 2013: Christopher Rogers, Airport Security Liaison, Security Department.

Mr. Vanderleest recognized and commended Mr. Rogers for being named Employee of the Month for March 2013.

**4. *Professional Development Recognitions.***

- a. Anthony Manning, Certified Police Officer, Public Safety Department: Certificate of Completion Level III ATSI, sponsored by AAAE Airport Training & Safety Institute.

Mr. Vanderleest said that Mr. Manning was unable to attend the Meeting and would be recognized at a later date.

- b. Shechem Townsend, Certified Police Officer, Public Safety Department: Certificate of Completion Level III ATSI, sponsored by AAAE Airport Training & Safety Institute.

Mr. Vanderleest recognized and commended Officer Townsend for completing Level III ATSI, as sponsored by the AAAE Airport Training & Safety Institute.

**5. *Professional Recognitions.***

- a. Arnetrius Reed Branson, Accounting & Finance Manager, Department of Finance: Top 40 Under 40, Mississippi Business Journal.

Mr. Vanderleest recognized and commended Ms. Branson for being named one of the Top 40 Under 40 by the Mississippi Business Journal.

- b. Shawn Hanks, IT Manager, Department of Information & Technology: Top 40 Under 40, Mississippi Business Journal.

Mr. Vanderleest recognized and commended Mr. Hanks for being named one of the Top 40 Under 40 by the Mississippi Business Journal.

**6. *Internship Recognitions.***

- a. Lindsey Posey, JMAA-Hinds Community College Internship Program.

- b. James Sims, JMAA-Hinds Community College Internship Program.

Mr. Vanderleest introduced Ms. Posey and Mr. Sims and thanked them for participating in the Authority's intern program. Mr. Vanderleest also recognized at this time Mr. Oscar Branch,

formerly the Tower Chief at JAN, who was present representing Hinds Community College.

[Commissioner Sylvia Stewart joined the Meeting at this time.]

**B. Attorney.**

Mr. Moore said that he had nothing to discuss with the Board at this time.

**V. ACTION ITEMS.**

**A. Financial Matters.**

**1. *Financial Reports for March 2013.***

- a. Balance Sheet: Accept.
- b. Income Statement: Accept.
- c. Claims Docket for March 2013: Approve.
- d. Quarterly Statistics.

Mr. Vanderleest directed the Board's attention to the above referenced financial reports for March 2013, the Claims Docket for March 2013, and the summary of the Second Quarter FY2013 statistics, all of which were included in the Packet.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Glover, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION ACCEPTING FINANCIAL REPORTS  
FOR MARCH 2013, APPROVING AND  
AUTHORIZING PAYMENT OF CLAIMS DOCKET  
FOR MARCH 2013, AND ACCEPTING  
QUARTERLY FINANCIAL REPORT**

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered (i) the Balance Sheet and the Income Statement for the Authority for the month and period ending March 31, 2013 (the "Financial Reports"); (ii) the Claims Docket for the Authority for the month of March 2013 (the "Claims"); and (iii) the financial reports for the Second Quarter FY2013 (the "Quarterly Report"), each of which was (i) included in the packet distributed to

the Board prior to the April 22, 2013, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby (i) accepts the Financial Reports; (ii) approves and authorizes payment of the Claims in the total amount of \$2,426,455.58; and accepts the Quarterly Report.

**B. Service Agreements.**

1. ***Flight Information Software Services, JMAA: Approve Agreement.***
2. ***Maintenance Agreement for Fingerprint System, JMAA: Approve Agreement.***

Mr. Vanderleest directed the Board's attention to the memoranda in the Packet which described these matters, and discussed these matters with the Board.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Glover, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING  
CERTAIN ACTIONS WITH RESPECT TO CERTAIN  
SERVICE AGREEMENTS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the "Authority") has recommended that the Board of Commissioners (the "Board") of the Authority approve and authorize certain actions with respect to certain service agreements identified below, all as more particularly described in certain memoranda (i) included in the packet distributed to the Board prior to the April 22, 2013, Regular Monthly Meeting of the Board or distributed to the Board during said meeting, and (ii) incorporated herein by reference (separately, each a "Memorandum;" collectively, the "Memoranda"); and

**WHEREAS**, the Board has reviewed the Memoranda and considered the recommendations therein by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in

furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, take the following actions:

1. The Board approves and authorizes negotiation and execution of a professional services agreement with FlightView, Inc. ("FlightView"), whereby FlightView will provide automated information on flight status for the Authority's internet sites and the display monitors in the Main Terminal Building at Jackson-Medgar Wiley Evers International Airport ("JAN"), with fees for such services not to exceed \$16,800 for the first year (the "FlightView Agreement"), all as more particularly set out in the Memorandum dated April 13, 2013, which describes this matter, said FlightView Agreement to be in such form and to contain such terms and conditions consistent with said Memorandum as may be deemed appropriate by the Chief Executive Officer of the Authority (the "CEO"), as evidenced by his execution thereof.
2. The Board approves and authorizes negotiation and execution of a service agreement with Cross Match Technologies, Inc. ("CMT"), whereby CMT will provide general support and repair services to the digital fingerprint collection and transmission hardware and software used by the Authority to comply with Transportation Security Administration requirements for criminal history records for a period of one year, with fees for such services not to exceed \$3,240 annually (the "CMT Agreement"), all as more particularly set out in the Memorandum dated April 12, 2013, which describes this matter, said CMT Agreement to be in such form and to contain such terms and conditions consistent with said Memorandum as may be deemed appropriate by the CEO, as evidenced by his execution thereof.

**C. Construction Projects.**

1. ***JMAA Contract Nos. 009-08-374 and 009-08-376; Stabilization of the Old Terminal Building at Hawkins Field: Authorize Amendment to Architectural Agreement and Authorize Change Order No. 2 to Construction Contract.***
2. ***JMAA Contract No. 011-11-075; Power Resources Evaluation and Improvement, JMAA: Authorize Amendment to Engineering Agreement.***

Mr. Vanderleest directed the Board's attention to the memoranda in the Packet which described these matters, and discussed these matters with the Board.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING  
CERTAIN ACTIONS WITH RESPECT TO CERTAIN  
CONSTRUCTION PROJECTS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the "Authority") has recommended that the Board of Commissioners (the "Board") of the Authority approve and authorize certain actions with respect to certain construction projects identified below, all as more particularly described in certain memoranda (i) included in the packet distributed to the Board prior to the April 22, 2013, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference (separately, each a "Memorandum;" collectively, the "Memoranda"); and

**WHEREAS**, the Board has reviewed the Memoranda and considered the recommendations therein by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, take the following actions:

1. The Board approves and authorizes (i) negotiation and execution of an amendment to the professional services agreement with Gresham Smith and Partners ("GSP") for additional structural engineering design and expenses, at a

cost not to exceed \$14,500 (the “GSP Amendment”), as more particularly described in the Memorandum dated April 12, 2013, which describes this matter, said GSP Amendment to be in such form and to contain such terms and conditions consistent with the Memorandum, as may be deemed appropriate by the Chief Executive Officer of the Authority (“CEO”), as evidenced by his execution thereof; (ii) execution and accomplishment of Change Order No. 2 to Contract No. 009-08-376 with Mid State Construction of Mississippi, LLC (“Mid State”) for additional work at an additional cost of \$64,612 in connection with Project No. 009-08, South Terminal Building Renovation at Hawkins Field (the “HKS Terminal Project”); and (iii) an amended HKS Terminal Project budget of \$1,349,972.42, all as set forth in said Memorandum.

2. The Board approves and authorizes negotiation and execution of an amendment to the professional services agreement with I. C. Thomasson Associates, Inc. (“ICT”), pursuant to which ICT will provide engineering design and construction administration services in connection with (i) design and construction of additional weather proofing improvements to the Airfield Lighting Vault and (ii) the design and construction of a fiber optic distribution system to support the switchgear controls between the remote switch gears, generator paralleling gear and ground fault sensing system, with the additional cost not to exceed \$58,960 (the “ICT Amendment”), all as more specifically described in that certain Memorandum dated April 11, 2013, which describes this matter, said ICT Amendment to be in such form and to contain such terms and conditions consistent with said Memorandum as may be deemed appropriate by the CEO, as evidenced by his execution thereof.

**D. Procurements.**

1. ***Acquisition of Replacement Vehicles for Maintenance and Public Safety Departments; Settlement of Insurance Claims for Damaged Vehicles.***

Mr. Vanderleest directed the Board’s attention to the memorandum in the Packet which described this matter, and discussed this matter with the Board.



After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING (I)  
PURCHASE OF TWO REPLACEMENT VEHICLES, AND  
(II) SETTLEMENT OF INSURANCE CLAIMS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has recommended that the Board of Commissioners (the “Board”) of the Authority approve and authorize the (i) settlement of damage claims by accepting market value payment for two hail-damaged vehicles from Travelers Property & Casualty Insurance Company (“Travelers”) for a total of \$14,782 (the “Insurance Claims”), and (ii) purchase of two replacement vehicles for a combined purchase price of \$45,282, for a net cost to the Authority of \$30,500 (the “Vehicles”), all as more particularly described in that certain memorandum dated April 13, 2013, (i) included in the packet distributed to the Board prior to the April 22, 2013, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference (the “Memorandum”); and

**WHEREAS**, the Board has reviewed the Memorandum and considered the recommendations therein by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does approve and authorize (i) settlement of the Insurance Claims with Travelers, and (ii) purchase of the Vehicles at a net cost of \$30,500.

**E. Grants.**

There was no discussion or action regarding grants at the Meeting.

**F. Other Matters.**

**1. *Intergovernmental Sale of Surplus Vehicles.***

Mr. Vanderleest directed the Board’s attention to the memorandum in the Packet which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION DECLARING VEHICLE AS SURPLUS AND  
AUTHORIZING TRANSFER OF SAID VEHICLE TO THE  
CITY OF NEWTON, MISSISSIPPI**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the "Authority") has advised the Board of Commissioners (the "Board") of the Authority that a certain vehicle currently in the Authority's inventory is no longer needed by the Authority for the conduct of its business and should be declared surplus (the "Newton Surplus Vehicle"), said Newton Surplus Vehicle being identified in and more particularly described in that certain memorandum dated April 13, 2012, (i) included in the packet distributed to the Board prior to the April 22, 2013, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference (the "Memorandum"); and

**WHEREAS**, the staff of the Authority has further advised the Board that the City of Newton, Mississippi (the "City of Newton"), has expressed a need for the Newton Surplus Vehicle and a willingness to pay a nominal amount to the Authority for the Newton Surplus Vehicle, as set out in the Memorandum; and

**WHEREAS**, the Board has reviewed the Memorandum and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby finds and determines that (i) the Newton Surplus Vehicle is surplus and no longer needed for Authority purposes and is not to be used in the Authority's operations; (ii) the City of Newton has expressed a need and use for the Newton Surplus Vehicle, as set out in the Memorandum; and (iii) the sale of the Newton Surplus Vehicle to the City of Newton for a nominal amount will promote and foster the development and improvement of the Authority, the community in which it is located, and the City of Newton, and the civic, social, educational, cultural, moral, economic or industrial welfare thereof; and

**RESOLVED, FURTHER**, the Board hereby approves and authorizes the sale of the Newton Surplus Vehicle to the City of Newton for \$1.00, as described in the Memorandum, subject to proper documentation in accordance with applicable law.

**RESOLUTION DECLARING VEHICLE AS SURPLUS AND  
AUTHORIZING TRANSFER OF SAID VEHICLE TO THE  
NEWTON COUNTY SCHOOL DISTRICT**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has advised the Board of Commissioners (the “Board”) of the Authority that a certain vehicle currently in the Authority’s inventory is no longer needed by the Authority for the conduct of its business and should be declared surplus (the “NCSO Surplus Vehicle”), said NCSO Surplus Vehicle being identified in and more particularly described in that certain memorandum dated April 13, 2012, (i) included in the packet distributed to the Board prior to the April 22, 2013, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference (the “Memorandum”); and

**WHEREAS**, the staff of the Authority has further advised the Board that the Newton County School District (the “NCSO”), has expressed a need for the NCSO Surplus Vehicle and a willingness to pay a nominal amount to the Authority for the NCSO Surplus Vehicle, as set out in the Memorandum; and

**WHEREAS**, the Board has reviewed the Memorandum and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby finds and determines that (i) the NCSO Surplus Vehicle is surplus and no longer needed for Authority purposes and is not to be used in the Authority’s operations; (ii) the NCSO has expressed a need and use for the NCSO Surplus Vehicle, as set out in the Memorandum; and (iii) the sale of the NCSO Surplus Vehicle to the NCSO for a nominal amount will promote and foster the development and improvement of the Authority, the community in which it is located, and the NCSO, and the civic, social, educational, cultural, moral, economic or industrial welfare thereof; and

**RESOLVED, FURTHER**, the Board hereby approves and authorizes the sale of the NCSO Surplus Vehicle to the NCSO for \$1.00, as described in the Memorandum, subject to proper documentation in accordance with applicable law.

**RESOLUTION DECLARING VEHICLE AS SURPLUS AND  
AUTHORIZING TRANSFER OF SAID VEHICLE TO THE  
RANKIN COUNTY SHERIFF'S DEPARTMENT**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the "Authority") has advised the Board of Commissioners (the "Board") of the Authority that a certain vehicle currently in the Authority's inventory is no longer needed by the Authority for the conduct of its business and should be declared surplus (the "RCSD Surplus Vehicle"), said RCSD Surplus Vehicle being identified in and more particularly described in that certain memorandum dated April 13, 2012, (i) included in the packet distributed to the Board prior to the April 22, 2013, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference (the "Memorandum"); and

**WHEREAS**, the staff of the Authority has further advised the Board that the Rankin County, Mississippi Sheriff's Department (the "RCSD"), has expressed a need for the RCSD Surplus Vehicle and a willingness to pay a nominal amount to the Authority for the RCSD Surplus Vehicle, as set out in the Memorandum; and

**WHEREAS**, the Board has reviewed the Memorandum and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby finds and determines that (i) the RCSD Surplus Vehicle is surplus and no longer needed for Authority purposes and is not to be used in the Authority's operations; (ii) the RCSD has expressed a need and use for the RCSD Surplus Vehicle, as set out in the Memorandum; and (iii) the sale of the RCSD Surplus Vehicle to the RCSD for a nominal amount will promote and foster the development and improvement of the Authority, the community in which it is located, and the RCSD, and the civic, social, educational, cultural, moral, economic or industrial welfare thereof; and

**RESOLVED, FURTHER**, the Board hereby approves and authorizes the sale of the RCSD Surplus Vehicle to the RCSD for \$1.00, as described in the Memorandum, subject to proper documentation in accordance with applicable law.

**RESOLUTION DECLARING VEHICLE AS SURPLUS AND  
AUTHORIZING TRANSFER OF SAID VEHICLE TO THE  
CITY OF PEARL, MISSISSIPPI**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has advised the Board of Commissioners (the “Board”) of the Authority that a certain vehicle currently in the Authority’s inventory is no longer needed by the Authority for the conduct of its business and should be declared surplus (the “Pearl Surplus Vehicle”), said Pearl Surplus Vehicle being identified in and more particularly described in that certain memorandum dated April 13, 2012, (i) included in the packet distributed to the Board prior to the April 22, 2013, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference (the “Memorandum”); and

**WHEREAS**, the staff of the Authority has further advised the Board that the City of Pearl, Mississippi (the “City of Pearl”), has expressed a need for the Pearl Surplus Vehicle and a willingness to pay a nominal amount to the Authority for the Pearl Surplus Vehicle, as set out in the Memorandum; and

**WHEREAS**, the Board has reviewed the Memorandum and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby finds and determines that (i) the Pearl Surplus Vehicle is surplus and no longer needed for Authority purposes and is not to be used in the Authority’s operations; (ii) the City of Pearl has expressed a need and use for the Pearl Surplus Vehicle, as set out in the Memorandum; and (iii) the sale of the Pearl Surplus Vehicle to the City of Pearl for a nominal amount will promote and foster the development and improvement of the Authority, the community in which it is located, and the City of Pearl, and the civic, social, educational, cultural, moral, economic or industrial welfare thereof; and

**RESOLVED, FURTHER**, the Board hereby approves and authorizes the sale of the Pearl Surplus Vehicle to the City of Pearl for \$1.00, as described in the Memorandum, subject to proper documentation in accordance with applicable law.

**2. *JMAA Policy No. 1-400, Signatory Authorities, Approve Amendment.***

Mr. Vanderleest directed the Board’s attention to the memorandum in the Packet which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Glover, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION AMENDING POLICY ON SIGNATORY  
AUTHORITIES**

**WHEREAS**, the Board previously approved and adopted a certain Policy No. 1-400 entitled “Signatory Authorities,” which established policies on signatory authority for all levels of the Authority’s staff for various purposes (the “Policy on Signatory Authorities”); and

**WHEREAS**, the staff of the Authority has recommended that the Board consider amending the Policy on Signatory Authorities by replacing the existing Policy on Signatory Authorities with the version of the Policy on Signatory Authorities (i) included in the packet distributed to the Board prior to the April 22, 2013, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference (the “New Policy on Signatory Authorities”);

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, amend the Policy on Signatory Authorities by deleting the existing Policy on Signatory Authorities and adopting and approving, effective immediately, the New Policy on Signatory Authorities.

**3. *JMAA Bylaw Amendments.***

Mr. Moore said that this matter had been placed on the Agenda in anticipation that there would be a consensus among the Board on how to amend the Bylaws to provide for participation in Board meetings by Commissioners by video or audio. Mr. Moore said that after talking to individual Commissioners before the Meeting, a majority of the Board had determined not to consider this matter at this time, so no further discussion or action was taken on this matter at the Meeting.

**4. *Early Issues.***

Mr. Vanderleest asked the Board to consider approval of certain Early Issue Claims totaling \$4,220.54. A copy of the Early Issue Claims List is attached as an exhibit to the minutes of the Meeting.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Irvin, and approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING  
PAYMENT OF EARLY ISSUE CLAIMS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has recommended that the Board of Commissioners of the Authority (the “Board”) approve and authorize prompt payment of certain early issue claims (the “Early Issue Claims”), a description of the Early Issue Claims being (i) attached as an exhibit to the minutes of the April 22, 2013, Regular Monthly Meeting of the Board and (ii) incorporated herein by reference; and

**WHEREAS**, the Board has reviewed the Early Issue Claims and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that the Early Issue Claims are appropriate and proper expenses incurred in connection with authorized responsibilities and duties of the Authority, and hereby approves and authorizes prompt payment of the Early Issue Claims in the total amount of \$4,220.54.

**5. *Board Travel.***

There was no discussion or action regarding Board Travel at the Meeting.

**6. *Fire Alarm Inspection, Maintenance and Repair, JMAA: Approve Renewal.***

Mr. Vanderleest distributed a memorandum to the Board, which described this matter, and discussed this matter with the Board. A copy of this memorandum is attached as an exhibit to the minutes of the Meeting.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING  
AGREEMENT WITH SIMPLEXGRINNELL LP**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has recommended that the Board approve and authorize negotiation and execution of a renewal of the existing service agreement with SimplexGrinnell LP (“SG”), whereby SG will provide annual system inspections and 24/7 repair services to the emergency fire alarm and suppression systems at Jackson-Medgar Wiley Evers International Airport and Hawkins Field for a period of five years, with fees for such services not to exceed \$14,992 annually (the “SG Agreement”), all as more particularly described in the Memorandum dated April 19, 2013, which was (i) distributed to the Board at the April 22, 2013, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference (the “Memorandum”); and

**WHEREAS**, the Board has reviewed the Memorandum and considered the recommendation therein by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, approve and authorize negotiation and execution of the SG Agreement, said SG Agreement to be in such form and to contain such terms and conditions consistent with said Memorandum as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

**VI. CLOSED SESSION.**

Mr. Moore recommended that the Board enter Closed Session for the limited purpose of considering whether to enter into Executive Session for the limited purpose of discussing a claim by the Authority against a third party which was likely to lead to litigation, required confidential treatment and, therefore, was qualified under Mississippi law to be considered in Executive Session.

At approximately 5:00 p.m., upon motion duly made by Commissioner Stewart, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted a resolution authorizing the Board to enter Closed Session for the limited purpose of considering whether to enter Executive Session for the limited purpose of discussing a claim by the Authority against a third party which was likely to lead to litigation, required confidential treatment and, therefore, was qualified under Mississippi law to be considered in Executive Session.



The Board asked Mr. Vanderleest, Ms. Wilson, Mr. Moore and Mr. Wagner to remain during the Closed Session. Everyone else present at the Meeting left the room at this time.

At approximately 5:01 p.m., the Board met in Closed Session.

At approximately 5:02 p.m., upon motion duly made by Commissioner Stewart, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, the Board voted to enter Executive Session for the limited purpose of discussing a claim by the Authority against a third party which was likely to lead to litigation, required confidential treatment and, therefore, was qualified under Mississippi law to be considered in Executive Session.

The Board asked everyone present during the Closed Session to remain for the Executive Session.

Mr. Wagner attempted to inform those outside the Meeting that the Board had voted to enter Executive Session, but there was no one outside the Meeting.

#### **VII. EXECUTIVE SESSION.**

At 5:02 p.m., the Board met in Executive Session.

#### **VIII. OPEN SESSION.**

At approximately 5:15 p.m., the Board reconvened the Meeting in Open Session. Mr. Wagner attempted to invite those outside the Meeting back into the Meeting, but no one was outside the Meeting.

Chair Patton announced that, during the Executive Session, the Board had considered a claim by the Authority against Hatch Mott McDonald Florida LLC (“HMM”) relating to Contract No. 007-09-359, which involves Phase II of rehabilitation of the East Runway at Jackson – Medgar Wiley Evers International Airport. After discussion, the Board had unanimously authorized and directed the Authority’s legal counsel to file for arbitration of the claim.

#### **IX. DISCUSSION: STRATEGIC INITIATIVES.**

There was no discussion or action regarding strategic initiatives at the Meeting.

**X. ADJOURNMENT.**

There being no further business to come before the Meeting, upon motion duly made by Commissioner Glover, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, the Meeting was adjourned.

Respectfully submitted,

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Johnnie P. Patton, R. Ph., Chair

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Dr. Sylvia Stewart, Vice Chair

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Dr. Glenda Glover

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George E. Irvin, Sr.

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Earle Jones