

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

APRIL 28, 2014

The Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority" or "JMAA") met in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport ("JAN"), in Jackson, Mississippi, at 4:00 p.m. on Monday, APRIL 28, 2014 (the "Meeting"), pursuant to proper notice.

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

Chairman Pastor James L. Henley, Jr., presided, called the Meeting to order, and called the roll of Commissioners.

The following Commissioners were present in person at the Meeting.

Pastor James Henley, Jr. Commissioner and Chairman
Vernon W. Hartley, Sr, Commissioner
Jeffery A. Stallworth, Commissioner
Evelyn O. Reed, Commissioner and Vice Chairman
LaWanda D. Harris, Commissioner

The following other persons were also present at the Meeting. (And, see **Exhibit A** to these minutes containing names of all additional attendees signing the attendance sheet.).

Dirk B. Vanderleest, JMAA Chief Executive Officer
René Woodward, JMAA Chief Administrative Officer
Bonnie Wilson, JMAA Chief Operating Officer
Cindy Crotchett, JMAA Executive Assistant
John L. Walker, Jr., Attorney at Walker Group, P.C.
Phillip J. Brookins, Attorney at Walker Group, P.C.
Alechia Lockhart, Paralegal at Walker Group, P.C.

II. INVOCATION

Chairman Henley requested and Commissioner Stallworth offered an invocation.

III. APPROVAL AND EXECUTION OF MINUTES

- A. Regular Work Session of the Board of Commissioners, March 20, 2014**
- B. Regular Meeting of the Board of Commissioners, March 24, 2014**
- C. Special Meeting Notice as to Regular Work Session of the Board of Commissioners, April 28, 2014**

RESOLUTION CY-2014-42

APPROVAL AND EXECUTION OF MARCH MINUTES

After discussion and review and upon motion made by Commissioner Hartley, seconded by Commissioner Stallworth, and unanimously approved by the affirmative votes of all Commissioners present, the following resolution was made and entered.

RESOLVED, that the Board hereby approves the Minutes of the Regular Work Session of the Board of Commissioners, March 20, 2014 and of the Regular Meeting of the Board of Commissioners, March 24, 2014 as presented and directs that said minutes be filed in the appropriate minute book and records of the Authority.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed

Nays: None

Absent: None

RESOLUTION CY-2014-43

RESOLUTION INCORPORATING NOTICE OF SPECIAL MEETING INTO MINUTES

Upon motion by Commissioner Stallworth, Seconded by Commissioner and Vice Chairman Reed Commissioner Stallworth the following RESOLUTION was made and unanimously approved

WHEREAS, the Mississippi Open Meetings Act directs that public bodies shall post and make a copy of the notice of a special meeting a part of the minutes or other permanent official records of the public body.

WHEREAS, the April 28, 2014, Work Session of the Board is a special meeting held pursuant to proper notice.

IT IS, THEREFORE, RESOLVED, that the Notice shall be exhibited and made a part of the minutes of the April 28, 2014 Special Work Session.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed

Nays: None

Absent: None

IV. PUBLIC COMMENTS

None.

VI. REPORTS

A. Chief Executive Officer,

Mr. Vanderleest noted the reports discussed in the Work Session.

- 1. Airport Project Manager Summary, Period Ending March 30, 2014.*
- 2. Airport Activity Statistics Report, Period Ending March 30, 2014*
- 3. Recognition of Retiring Commissioners**
- 4. Employee and Organizational Recognitions.*

Mr. Vanderleest presented Employee and Organizational Recognitions and expressed congratulations and appreciation for all valued contributions.

Employee of Month

James Pickering Employee of the Month – April
Grounds Maintenance II
Department of Maintenance

Professional Recognitions

Shechem Townsend Certificate of Completion Level III ATSI
Certified Police Officer Sponsored by AAAE Airport Training &
Public Safety Department Safety Institute
Gary O'Quin Certificate in Training
Airfield Maintenance Supervisor Mississippi Manufacturers Association
Department of Maintenance Leadership Series
David Strickland Certificate in Training
Grounds Maintenance III Mississippi Manufacturers Association
Department of Maintenance Leadership Series

Organizational Recognitions

Jackson Municipal Airport Authority
American Association of Airport Executives
2013 Excellence Award for Airport Training

B. ATTORNEY

Attorney John Walker again confirmed that the three Senate Bills endorsed by the Board all passed and have been signed by the Governor. Copies of the bills signed by the Governor were distributed at prior Work Session of the Board.

Mr. Walker reported that the arbitration proceedings are proceeding; motions akin to Motions for Summary Judgment have been denied; added discovery pending on or before May 14; efforts to delay denied; added discovery scheduled; a June 9 hearing is to be held.

VII. ACTION ITEMS.

A. Financial Matters.

1. Financial Reports for March 2014:
 - a) Balance Sheet: Accept **Page 31**
 - b) Income Statement: Accept **Page 32**
 - c) Claims Docket for March 2014: Approve **Page 35**
 - d) Quarterly Statistics.....**Page 44**

Chairman Pastor James Henley invited the Board's attention to the financial reports.

RESOLUTION CY-2014-44

RESOLUTION ACCEPTING MARCH FINANCIAL REPORTS AND APPROVING AND AUTHORIZING PAYMENT OF CLAIMS DOCKET

Upon motion by Commissioner Hartley, Seconded by Commissioner Stallworth the following RESOLUTION was made and unanimously approved

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered (i) the Balance Sheet and Income Statement for the Authority for the month and period ending March 2014 (the "Financial Reports"), and (ii) the Claims Docket for the Authority for the month of March 2014 (the "Claims"), each of which was (i) included in the packet distributed to the Board prior to the March 28, 2014, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby unanimously (i) accepts and approves the Financial Reports and (ii) approves and authorizes payment of the Claims in the total amount of \$1,460,193.60.

Yeas: Hartley, Stallworth, Stewart, Reed, Henley

Nays: None

Abstain: None

B. Service Agreements

Chairman Pastor Henley invited the Board's attention to memoranda and recommendations concerning proposed Service Agreements.

1.JMAA Project No. 006-14, Storm Water Pollution Prevention Plan and Spill Prevention Control and Countermeasure Plan Updates, JMAA: Authorize Agreement (SOL Engineering Services, LLC).....**Page 46**

RESOLUTION CY 2014-45

RESOLUTION APPROVING AND AUTHORIZING SERVICE AGREEMENT WITH SOL ENGINEERING SERVICES, LLC (“SOL”)

Upon motion by Commissioner Stallworth, Seconded by Commissioner Hartley the following RESOLUTION was made and unanimously approved

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 entering into agreement with SOL to provide services as specified and outlines in a memorandum dated April 14, 2014, (i) included in the packet at pages 46-48 distributed to the Board prior to the April 28, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference; 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, take the following actions:

The Board approves and authorizes that certain services agreement with SOL to provide updates to the Jackson Municipal Airport Authority's existing Storm Water Pollution Prevention Plans (SWPPPs) and Spill Prevention Control and Countermeasure Plans (SPCCPs) for the Jackson-Medgar Wiley Evers International Airport (JAN) and Hawkins Field Airport (HKS) and to provide training to appropriate JMAA staff and tenants of JAN and HKS on compliance issues under the SWPPPs and SPCCPs; The cost for the services is not to exceed \$74,576.00, as more particularly set out in the Memorandum dated April 14, 2014, which describes this matter, with said service 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.

Yeas: Hartley, Henley, Stallworth, Harris, Reed
Nays: None
Absent: None

2.Safety and Security Training Interactive Training System, JMAA: Renew Service Agreement (American Association of Airport Executives).....**Page 49**

RESOLUTION CY 2014-46

RESOLUTION APPROVING AND AUTHORIZING SERVICE AGREEMENT WITH AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES (AAAE)

Upon motion by Commissioner Stallworth, Seconded by Commissioner Hartley the following RESOLUTION was made and unanimously approved

WHEREAS, Staff is recommending and requesting authority to enter into an agreement with the American Association of Airport Executives (AAAE) for services related to supporting and maintaining the existing customized Interactive Employee Training (IET) system in place at the Jackson-Medgar Wiley Evers International Airport (JAN) with Fees for services not to exceed \$8,800.00 and the term of the agreement to be one calendar year, with the option to renew for three additional years at JMAA’s discretion.

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, take the following actions:

The Board approves and authorizes staff to enter into that certain agreement with AAAE as more particularly set out in the Memorandum dated April 9, 2014 at page 49-50 of the packet, concerning Project title “Interactive Training Module Service Agreement” which describes this matter; said service 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.

Yeas: Hartley, Henley, Stallworth, Harris, Reed

Nays: None

Absent: None

Chairman Pastor Henley then invited Board's attention to memoranda and recommendations concerning the following Construction Projects and procurements noting salient points and costs from the referenced memoranda relating to each project.

C. Construction Projects

1.JMAA Project No. 014-11, Airport Security and Access Control Systems Improvements;
JAN: Authorize Advertisement for Bids

.....Page 51

RESOLUTION CY-2014-47

RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTION WITH RESPECT TO AIRPORT SECURITY AND ACCESS CONTROL SYSTEMS IMPROVEMENTS

Upon motion by Commissioner Stallworth, Seconded by Vice Chairman Reed the following RESOLUTION was made and unanimously approved

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 Staff to advertise for competitive bids for construction elements of the Airport Security and Access Control System Improvements at Jackson-Medgar Wiley Evers International Airport (JAN). The estimated cost of construction is \$11,000,000.00. Award of the contract will be conditioned on the confirmation of an award of Airport Improvement Program(AIP) grant funds and an award of Mississippi Department of Transportation (MDOT) grant funds to support the project.

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 authorizes the staff to advertise for competitive bids for construction elements of the Airport Security and Access Control System Improvements at Jackson-Medgar Wiley Evers International Airport (JAN) as set forth in Memorandum dated April 14, 2014, at pages 51-55 of the packet, subject to the conditions therein stated.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed
Nays: None
Absent: None

2.JMAA Contract No. 014-11-092, Airport Security and Access Control Systems
Improvements; Premises Distribution System Approve Change Order No. 3 (Webster
Electric Co., Inc.)**Page 56**

RESOLUTION CY-2014-48

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTION WITH RESPECT
TO A CERTAIN CONSTRUCTION PROJECT WITH WEBSTER ELECTRIC CO., INC.
("WEBSTER")**

Upon motion by Commissioner Hartley, Seconded by Commissioner Stallworth the
following RESOLUTION was made and unanimously approved

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 Staff to execute Change Order No. 3 to the construction contract with
Webster Electric Co., Inc. ("Webster") for the Airport Security and Access Control Systems
Improvements/Premises Distribution System (the "Project"). Change Order No. 3 will increase the
contract amount by \$7,793.00, for a new contract total of \$4,491,258.00. The additional work
authorized by the Change Order will provide sub-grade soil stabilization at Vehicle Gate 3.

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, and the Board
hereby does, take the following actions:

The Board approves and authorizes Staff to execute Change Order No. 3 to the construction
contract with Webster Electric Co., Inc. ("Webster") for the Airport Security and Access Control
Systems Improvements/Premises Distribution System (the "Project") subject to the terms and
conditions set forth in that certain memorandum dated April 16, 2014, describing the project and
change order No. 3. at pages 56-60 of the packet.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed

Nays: None

Absent: None

3.JMAA Contract No. 025-12-048 Federal Aviation Administration (FAA) Building Site
Drainage and Stabilization, JAN: Approve Change Order No. 1 (Hemphill Construction Co.,
Inc.)Page 61

RESOLUTION CY-2014-49

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTION WITH RESPECT
TO A CERTAIN CONSTRUCTION PROJECT WITH HEMPHILL CONSTRUCTION CO.,
INC. (HEMPHILL)**

Upon motion by Commissioner Hartley, Seconded by Commissioner Stallworth the
following RESOLUTION was made and unanimously approved

WHEREAS, the staff of the Jackson Municipal Airport Authority (the “Authority”) has
requested authority to execute Change Order No. 1 in the amount of \$46,085.00 to the
agreement with Hemphill Construction Company (“Hemphill”) for a new contract amount of
\$613,735.00 reflecting costs to: (i) remove existing sidewalk pavement and excavate the site
(\$11,554.00); (ii) install a new 10” PVC Roof Drain from the building to the ditch west of the
facility (\$14,200.00); (iii) re-grade landscaping and reinstall sidewalk removed during the
investigation (\$10,252.00); and (iv) repair the headwall (\$1,410.00). The Change Order would also
extend the term of the contract by ninety (90) days due to adverse weather conditions and an
additional twenty-one (21) days for the investigation and repair work for a total of 111 additional
days (with additional overhead of \$2,494.00).

WHEREAS, staff is also requesting authority to increase the project budget to reflect the increased
cost of construction for a new total project budget of \$ 756,716.28.

WHEREAS, the Board has reviewed the Memorandum dated April 21, 2014 at page 61 et seq
describing the project 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, and the Board
hereby does, take the following actions:

The Board approves and authorizes Staff to execute Change Order No. 1 in the amount of
\$46,085.00 to the agreement with Hemphill Construction Company subject to the terms and
conditions set forth in that certain memorandum dated April 21, 2014, describing the project and
change order No. 1 at pages 61-65 of the packet.

The Board also grants staff authority to increase the project budget to reflect the increased cost of
construction for a new total project budget of \$ 756,716.28.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed

Nays: None

Absent: None

4.JMAA Contract No. 025-12-124-25, Federal Aviation Administration Building Site
Drainage and Stabilization, JAN: Authorize Amendment to Agreement (Canizaro Cawthon
Davis)Page 66

RESOLUTION CY-2014-50

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTION WITH RESPECT
TO A CERTAIN AGREEMENT WITH CANIZARO CAWTHON DAVIS (CCD)**

Upon motion by Commissioner Hartley, Seconded by Commissioner Stallworth the
following RESOLUTION was made and unanimously approved

WHEREAS, the staff of the Jackson Municipal Airport Authority (the “Authority”) has
requested authority to: (i) execute an amendment to the professional services agreement
with Canizaro Cawthon Davis (CCD) for additional construction administration services in
connection with stabilization of the Federal Aviation Administration building; and, (ii) increase the
project budget to reflect the additional costs associated with the amendment.

WHEREAS, the Board has reviewed the Memorandum dated April 21, 2014 at page 61 et seq
describing the project 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, and the Board
hereby does, take the following actions:

The Board approves and authorizes staff to: (i) execute an amendment to the professional services
agreement with Canizaro Cawthon Davis (CCD) for additional construction administration services
in connection with stabilization of the Federal Aviation Administration building; and, (ii) increase
the project budget to reflect the additional costs associated with the amendment consistent with the
terms and conditions cited in the subject memorandum at pages 66-68 of the packet; the new total
project budget shall be increased to \$719,631.28.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed
Nays: None
Absent: None

5.JMAA Project No. 010-13, Runway, Taxiway and Ramp Marking Maintenance, JAN:
Approve Change Order No. 1 (Lane Line, LLC)Page 69

RESOLUTION CY-2014-51

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTION WITH RESPECT
TO A CERTAIN CONSTRUCTION CONTRACT WITH LANE LINE, LLC (LANE LINE)**

Upon motion by Commissioner Hartley, Seconded by Commissioner Stallworth the following RESOLUTION was made and unanimously approved

WHEREAS, the staff of the Jackson Municipal Airport Authority (the “Authority”) has requested authority to execute Change Order No. 1 to the to the construction contract with Lane Line, LLC for the Runway, Taxiway and Ramp Marking Maintenance in the amount of \$7,969.50, for a new contract total of \$311,869.50.

WHEREAS, the Board has reviewed the Memorandum dated April 14, 2014 at pages 69-72 of the packet describing the project 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, and the Board hereby does, take the following actions:

The Board approves and authorizes staff to execute Change Order No. 1 to the to the construction contract with Lane Line, LLC for the Runway, Taxiway and Ramp Marking Maintenance in the amount of \$7,969.50, for a new contract total of \$311,869.50.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed
Nays: None
Absent: None

D. Procurements

1.DBE Program Management Software, JMAA: (AskReply, Inc. d/b/a B2Gnow)
.....**Page 74**

RESOLUTION CY-2014-52

RESOLUTION APPROVING AND AUTHORIZING PROCUREMENT FROM B2GNOW

Upon motion by Commissioner Hartley, Seconded by Commissioner Stallworth the following RESOLUTION was made and unanimously approved

WHEREAS, the JMAA owns and is using ten (10) modules of the Disadvantaged Business Enterprise (“DBE”) program management software purchased from AskReply, Inc. d/b/a B2Gnow (“B2Gnow”) of Phoenix, Arizona, and

WHEREAS, staff is requesting authority to (i) procure three (3) additional modules of said software from B2Gnow at a price not to exceed \$10,355.00 and (ii) purchase two (2) additional years of continuing maintenance and support agreement for these modules at an annual fee not to exceed \$8,175.00 per year, for a total project authorization of \$27,705.00.

WHEREAS, the Board has reviewed the Memorandum dated April 9, 2014 at pages 74-76 of the packet describing the project 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, and the Board hereby does, take the following actions:

The Board approves and authorizes staff to (i) procure three (3) additional modules of the Disadvantaged Business Enterprise software from B2Gnow at a price not to exceed \$10,355.00 and (ii) purchase two (2) additional years of continuing maintenance and support agreement for these modules at an annual fee not to exceed \$8,175.00 per year, for a total project authorization of \$27,705.00.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed

Nays: None

Absent: None

2.Digital Fingerprint Access Control Interface Software, JMAA: (Cross Match Technologies, Inc.).....Page 77

RESOLUTION CY-2014-53

RESOLUTION APPROVING AND AUTHORIZING PROCUREMENT FROM CROSS MATCH TECHNOLOGIES, INC. (CROSS MATCH)

Upon motion by Commissioner Hartley, Seconded by Commissioner Stallworth the following RESOLUTION was made and unanimously approved

WHEREAS, per TSA's regulations, JMAA must collect digital fingerprint images of all applicants seeking security identification/access media (including all JMAA's employees and employees of tenants, contractors and other vendors), and transmit those images to the National Crime Information Center (NCIC) operated by the Federal Bureau of Investigation prior to providing unescorted access privileges, or any training on security measures. These records must be retained on all applicants for at least 180 days after the individual's access privileges are terminated. JMAA retains approximately 3,000 individual records at any one time.

WHEREAS, staff is requesting authority to purchase additional software from Cross Match Technologies, Inc. of Palm Beach Gardens, Florida (Cross Match) which will store digital fingerprint data in the automated access control system software used by the Jackson Municipal Airport Authority (JMAA) in order to comply with the requirements of Transportation Security Administration (TSA) for criminal history records. Also Staff is requesting authority to enter into a software user agreement with Cross Match as to the software that Staff is requesting authority to purchase. The total cost for the software, installation services, training and software user agreement is \$16,725.00.

WHEREAS, the Board has reviewed the Memorandum dated April 16, 2014 at pages 77-78 of the packet describing the project 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, and the Board hereby does, take the following actions:

The Board approves and authorizes staff to purchase software from Cross Match which will store digital fingerprint data in the automated access control system software used by the Jackson Municipal Airport Authority (JMAA)

Also Staff is authorized to enter into a software user agreement with Cross Match as to the software that Staff is requesting authority to purchase. The total cost for the software, installation services, training and software user agreement is \$16,725.00.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed

Nays: None

Absent: None

E. Grants

Pastor Henley noted that staff would like to be authorized to accept grant offers and to go to City of Jackson seeking the City's authorization.

1. JMAA Project No. 014-11, Airport Security and Access Control Systems Improvements; JAN, and JMAA Project No. 008-12, Pavement Assessment and Overlay of Runway 16/34, HKS and: Authorize Acceptance of Airport Improvement Program (AIP)
Grant Offers **Page 79**

RESOLUTION CY-2014-54

RESOLUTION APPROVING AND AUTHORIZING ACCEPTANCE OF GRANTS

Upon motion by Commissioner Stallworth, Seconded by Commissioner Harris the following RESOLUTION was made and unanimously approved

WHEREAS, at this time, JMAA has four grant applications on file with the Federal Aviation Administration (FAA) for Airport Improvement Program (AIP) grant funds and with the Mississippi Department of Transportation (MDOT) for additional funds to provide a portion of the local matching share funds required by the FAA AIP program.

WHEREAS, Grant Offers must be formally accepted by the JMAA Board of Commissioners and the City of Jackson City Council via formal resolution.

WHEREAS, Staff is requesting authorization to accept any grant offers made and to seek corresponding resolutions from the City of Jackson, City Council.

WHEREAS, the Board has reviewed the Memorandum dated April 21, 2014 at pages 79-87 of the packet describing the matter 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, and the Board hereby does, take the following actions:

The Board approves and authorizes staff to accept on behalf of JMAA any grant offers as set forth in the subject memorandum and to seek corresponding resolutions of acceptance from the City of Jackson, City Council.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed
Nays: None
Absent: None

The Board then considered the matter concerning the ground lease.

F. Other

1.State of Mississippi, Department of Finance and Administration – Office of Air Transport Services, Ground Lease, JAN: Approve Extension.....**Page 88**

RESOLUTION CY-2014-55

RESOLUTION APPROVING AND AUTHORIZING GROUND LEASE EXTENSION

Upon motion by Commissioner Reed, Seconded by Commissioner Stallworth, the following RESOLUTION was made and unanimously approved

WHEREAS, For approximately the last twenty years, OATS has maintained a portable building as its office at JAN on space leased from JMAA. In accordance with OATS standard practice, each lease has had a term of one year. OATS’s current lease will expire on June 30, 2014. OATS has expressed the desire to lease the property for an additional year at the current rate \$.25/square foot, JMAA’s standard ground lease rate at JAN. In accordance with OATS standard practice, the lease will have a term of one (1) year.

WHEREAS, Staff is requesting authority to execute a ground lease for 12,500 square feet of land at Jackson- Medgar Wiley Evers International Airport (“JAN”) with the State of Mississippi Department of Finance and Administration – Office of Air Transport Services (“OATS”).

WHEREAS, the Board has reviewed the Memorandum dated April 10, 2014 at page 88 of the packet describing the matter 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, and the Board hereby does, take the following actions:

The Board approves and authorizes staff to execute a ground lease for 12,500 square feet of land at Jackson- Medgar Wiley Evers International Airport (“JAN”) with the State of Mississippi Department of Finance and Administration – Office of Air Transport Services (“OATS”) in such form as may be approved by the CEO.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed
Nays: None
Absent: None

Chairman Pastor Henley then directed the Board's attention to certain "early issues" ; Board travel , and call for special meeting during the Month of May 2014.

RESOLUTION CY-2014-56

RESOLUTION APPROVING AND AUTHORIZING REIMBURSEMENT OF TRAVEL EXPENSES FOR MEMPHIS TRAVEL

On motion by Commissioner Stallworth, Seconded by Commissioner Reed, the following RESOLUTION was made and unanimously approved

RESOLVED, that the following amounts be reimbursed to the stated Commissioners for expenses incurred in authorized Board Travel to Memphis, TN:

Commissioner Harris	\$ 69.99
Commissioner Hartley	\$238.56
Commissioner Reed	\$313.17
Commissioner Stallworth	\$237.44

Yeas: Hartley, Henley, Stallworth, Stewart, Reed

Nays: None

Absent: None

RESOLUTION CY-2014-57

RESOLUTION APPROVING AND AUTHORIZING BOARD TRAVEL TO WHITEFISH, MT ACI-NA BOARD OF COMMISSIONERS CONFERENCE

On motion by Commissioner Stallworth, Seconded by Commissioner Hartley, the following RESOLUTION was made and unanimously approved.

WHEREAS, the Board has considered and determined that the 2014 Airport Board & Commissioners Conference, currently scheduled June 8, 2014 through June 10, 2014 at Whitefish, MT will provide educational, training and networking opportunities and that it would be in the beneficial interests of the JMAA that Board members be in attendance at such event to interact and learn things that will be of continuing benefit to the Authority,

NOW, THEREFORE, BE IT RESOLVED, the Board hereby authorizes and approves payment and reimbursement for travel, lodging and related expenses for those Commissioners who may be available to and choose to attend said events.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed

Nays: None

Absent: None

RESOLUTION CY-2014-58

RESOLUTION APPROVING AND AUTHORIZING BOARD TRAVEL TO AMAC AIRPORT BUSINESS DIVERSITY CONFERENCE AT DENVER, COLORADO

On motion by Commissioner Hartley, Seconded by Commissioner Reed, the following RESOLUTION was made and unanimously approved

WHEREAS, the Board has considered and determined that the 2014 AMAC Airport Business Diversity Conference, currently scheduled June 8, 2014 through June 10, 2014 at Denver Colorado will provide educational, training and networking opportunities and that it would be in the beneficial interests of the JMAA that Board members be in attendance at such event to interact and learn things that will be of continuing benefit to the Authority,

NOW, THEREFORE, BE IT RESOLVED, the Board hereby authorizes and approves payment and reimbursement for travel, lodging and related expenses for those Commissioners who may be available to and choose to attend said events.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed
Nays: None
Absent: None

RESOLUTION CY-2014-59

RESOLUTION APPROVING AND AUTHORIZING BOARD TRAVEL TO FARNBOROUGH INTERNATIONAL AIRSHOW AT FARNBOROUGH, ENGLAND, UNITED KINGDOM

On motion by Commissioner Stallworth, Seconded by Commissioner Reed, the following RESOLUTION was made and unanimously approved

WHEREAS, the Board has considered and determined that the 2014 Farnborough International Airshow At Farnborough, England, United Kingdom, and associated events during the period July 10-20, 2014 will provide educational, training and networking opportunities and that it would be *extremely beneficial* that the CEO, Dirk Vanderleest, and Board members be in attendance at such event to interact and learn things that will be of continuing benefit to the Authority,

NOW, THEREFORE, BE IT RESOLVED, the Board hereby authorizes and approves payment and reimbursement for travel, lodging and related expenses for Mr. Vanderleest and for those Commissioners who may be available to and choose to attend said events.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed
Nays: None
Absent: None

RESOLUTION CY-2014-60

**RESOLUTION APPROVING AND AUTHORIZING THE CANCELLATION OF
REGULARLY SCHEDULED WORK SESSION AND REGULAR MEETING IN MONTH
OF APRIL 2014 AND SCHEDULING OF SPECIAL COMBINED MEETING ON
THURSDAY MAY 22, 2014, AT 9:00 A.M.**

Upon Motion by Commissioner Reed, Seconded by Commissioner Harris and adopted on the affirmative vote of all Commissioners, it was unanimously Resolved that

WHEREAS, the Memorial Holiday of 2014 occurs on the date (Monday, May 26, 2014) of the scheduled regular Board Meeting of JMAA and the Board believes that it is advisable to cancel both the regular Work Session and the Regular Board Meetings scheduled during May 2014 and to schedule a Special Combined Work Session and Regular Meeting of the JMAA Board; a Special Combined Work Session and Regular Meeting of the JMAA Board is hereby called for 9:00 a.m. on Thursday, May 22, 2014 in the Community Room, Main Terminal Building of JAN, at which time the Board may discuss and consider all matters within the jurisdiction, powers and authority of JMAA.

RESOLVED that the Regular Monthly Work Session of Board of Commissioners (The "Board") of the Jackson Municipal Airport Authority ("JMAA") Scheduled for 7:30 a.m. on Thursday, May 22, 2014 in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport ("JAN") and the Regular Meeting the Board of JMAA Scheduled for 4:00 p.m. on Monday, May 26, 2014 in the Community Room, Main Terminal Building of JAN, are hereby cancelled, and

FURTHER RESOLVED that a Special Combined Work Session and Regular Meeting of the JMAA Board is hereby called for 9:00 a.m. on Thursday, May 22, 2014 in the Community Room, Main Terminal Building of JAN, at which time the Board may discuss and consider all matters within the jurisdiction, powers and authority of JMAA.

It is directed that Proper notice of this action shall be issued and posted.

Yeas: Hartley, Henley, Stallworth, Stewart, Reed

Nays: None

Absent: None

RESOLUTION CY-2014-61

RESOLUTION APPROVING AND AUTHORIZING PROCUREMENT OF CELLULAR TELEPHONES, PORTABLE COMMUNICATIONS DEVICES AND INTERNET SERVICE FOR COMMISSIONERS AND DEVELOPMENT OF POLICY

Upon Motion by Commissioner Hartley, Seconded by Commissioner Reed and adopted on the affirmative vote of a majority of all Commissioners, with Chairman Henley voting "nay", it is RESOLVED that

WHEREAS, the Jackson Municipal Airport Authority ("Authority") acknowledges that Airport Authority Commissioners will have the need for a cellular telephone or portable communication device (collectively "Portable Communication Device") and internet services for telephone calls, emails and internet access due to the nature of their responsibilities to the Authority.

RESOLVED that the Authority shall I) develop a written policy and guidelines as to Portable Communications Devices and internet services to the Commissioners in such final form as may be then approved and adopted by the Board and ii) procure such devices and internet service as may be identified through the purchasing function of the Authority in consultation with the Commissioners.

Yeas: Hartley, Stallworth, Stewart, Reed

Nays: Henley

Absent: None

VII. ADJOURNMENT

There being no further business to come before the Board, upon motion and second and unanimously approved by the affirmative votes of all Commissioners, the Board Meeting was adjourned.

Respectfully submitted,

Pastor James L. Henley, Jr., Chairman

Mr. Vernon W. Hartley, Sr., Commissioner

Ms. LaWanda D. Harris, Commissioner

Mr. Jeffery A. Stallworth, Commissioner

Ms. Evelyn O. Reed, Vice Chairman