

**MINUTES OF THE RESCHEDULED WORK SESSION
OF THE JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
December 20, 2019
8:30a.m.**

- I. CALL TO ORDER.** The December 20, 2019 Rescheduled Work Session of the Jackson Municipal Airport Authority was called to order by Chairman LaWanda D. Harris at 8:30 a.m.
- II. ROLL CALL/DECLARATION OF A QUORUM.** Chairman LaWanda D. Harris conducted the Roll Call including herself, Vice-Chairman Robert E. Martin, and Commissioner James L. Henley, Jr. The aforementioned Commissioners were present, and a quorum was declared.
- III. INVOCATION.** The invocation was given by Commissioner James L. Henley, Jr.
- IV. APPROVAL OF NOTICES AND EXECUTION OF MINUTES.** Chairman Harris stated that the approvals of notices and minutes would take place on Monday, December 23, 2019 at 4:00 p.m. during the Regular Scheduled Board Meeting.
- V. PUBLIC COMMENTS.** None.
- VI. REPORTS**
- A. Report from the Chairman.**
Chairman Harris did not have any report for today's meeting.
- B. Chief Executive Officer.** Interim CEO Darion Warren thanked Chairman Harris. Interim CEO Darion Warren turned the attention to the Airport Project Manager Summary and the Airport Activity Statistics Report. It was stated that in comparison to December 2018, there was an increase in enplanements. There were no questions regarding either of the reports presented.
- C. Attorney.** Attorney Walker stated there were no matters for recommendation to address during closed session, and he wish everyone a happy holiday. There were no questions or comments for the Walker Group. Chair Harris reclaimed the floor and turned the next item on the agenda over to Interim CEO Warren to introduce the action items.
- VII. ACTION ITEMS**
Interim CEO Warren stated that as it relates to project updates, Mr. Bryan Gleason, Director of DBE would come forward to present the DBE participation report for this month. Mr. Gleason stated the participation report was as follows: fifty-one percent (51%) of expenditures went to MWDBEs in the form of direct payments and

subcontractor payments. Twenty three percent (23%) went to the City of Jackson businesses for MWDBEs and non-MWDBEs. Mr. Gleason asked the Board if there were any questions regarding the DBE report or items on the claims docket. There were no further questions.

Mr. Warren recognized Ms. L. Sherie Dean who introduced Ms. Geilia Taylor and Franchell Fort with Brilliant Minds. They currently serve as JMAA's Public Communications Consultants and have worked with JMAA's Public Information Officer on public relations matters and implementing a public information crisis communications plan. Ms. Taylor came before the Board to address the services and projects that have been completed to date and provided a status update for ongoing projects. There were no questions from the Board regarding Brilliant Minds project and services updates.

In addition to the project updates, Mr. Tony Esposito with Kimley-Horn provided the Board with a status update on the twelve (12) JMAA capital projects currently in progress. Those projects included: 1) 16/34 HKS Runway, 2) HKS Rehabilitation Project, 3) 5th Floor Roof Construction Project, 4) Security Reconfiguration Project, 5) FAA Roof Reconstruction Project, 6) Passenger Board Bridge-Gate No. 2, 7) Perimeter Service Road Rehabilitation Project, 8) QTA Project, 9) Terminal Feasibility Study, 10) International Drive Project, 11) Runway 16R/34L Project, and 12) Security Access Control Project. Commissioner Martin asked how often the check takes place on the West Runway Project and requested a project update after the inspection on 12/20/19.

Interim CEO Warren stated this concluded the projects update and recognized Ms. Branson to provide an overview of the financial reports.

A. Financial Matters

1. Financial Reports for November 2019: Balance Sheet, Income Statement, Claims Docket. CFO Arnetrius Branson presented the preliminary financial matters to the Board of Commissioners for the month of November. There were no questions about the Balance Sheet, Income Statement, or Claims Docket. Commissioner Harris stated the Board would address any issues related to the Claims Docket during executive session.

Interim CEO Warren stated this concluded the items for financial reports.

B. Construction Projects. Interim CEO Darion Warren stated there were no action items to present for construction projects today.

C. Procurement. Interim CEO Darion Warren stated there were no action items for this matter.

Next, Mr. Warren introduced Ms. Robin Calloway who presented the action item for Service Agreements followed by Mr. Drew Ridinger who concluded with the final two Service Agreement action items.

D. Service Agreements.

1. Network Printer Services Agreement, JMAA: Authorization to (i) execute a print management agreement for 36 months; (ii) approve annual cost for print services for the duration of the Agreement (RJ Young). Ms. Robin Calloway proceeded with her presentation and action items requested. There were no questions from the Board regarding this Service Agreement request.

2. Security Checkpoint Reconfiguration Project, JAN: Authorization to (i) amend existing Professional Services Agreement for professional design and construction oversight; (ii) approval of additional architectural design and related services; (iii) approval of the new design and engineering services total contract; (iv) approval of the new project budget (Duvall Decker). Mr. Drew Ridinger proceeded with his presentation and action items requested. There were no questions from the Board regarding this project.

3. Runway 16R/34L Taxiway Alpha and Cross Connector Taxiways Pavement Rehabilitation, JAN: Authorization to (i) amend existing Professional Services Contract Agreement, (ii) approval of additional construction administrative costs and (iii) approval new total contract amount (Integrated Management Services Agreement). The board requested this action item be held for discussion during executive session. Chair Harris inquired about the completion date change due to an unforeseen condition of Taxiway Alpha. Vice Chairman Martin asked what the failure was of getting the material across the Mississippi. Mr. Drew Ridinger responded. There were no further questions noted.

E. Grants. None.

F. Other Matters.

1. Managed Commercial Wireless Network, JAN: Authorization to (i) execute an Agreement to deploy and manage a Commercial Wireless Network; (ii) grant exclusive rights to negotiate for Cellular Providers to utilize deployed CWN inside of JAN (Boingo LLC). Interim CEO Darion Warren recognized Mr. Bryan Helaire to address the next action item under other matters. Mr. Helaire proceeded with his presentation and action items requested. Mr. Helaire introduced Mr. Jim Alexander with Boingo for questions. Commissioner Henley commented that he has met with Boingo and Mr. Helaire regarding the specifics of the services and the benefits to JMAA. Chairman Harris asked if there are other companies providing this service. Mr. Jim Alexander responded there are other companies providing these services; however, they are a tech partner whose focus audience is airports across the country providing carrier services, i.e. CSpire and AT&T. Chairman Harris stated that due to the long term 10-year commitment, the

Board wanted to marinate on the consideration for this initiative. There were no further questions from the Board regarding this action item.

G. New Business. None.

Note, Commissioner Wright joined the meeting just before closed session.

The Chairman called for a motion to go into closed session. Motion was made by Commissioner Henley and seconded by Commissioner Martin. A call for a vote was made to go into closed session and the vote was unanimous.

The board re-opened the floor and reported there were a few matters discussed during closed session; however, no action was taken on those matters.

VIII. ADJOURNMENT

A. Chairman Harris called for a Motion to Adjourn the Meeting.

Motion: Commissioner Henley; Seconded: Commissioner Wright; No further discussion; Vote was unanimous. The meeting adjourned at 11:32 a.m.

Respectfully submitted,

Ms. LaWanda D. Harris, Commissioner and Chairman

Robert E. Martin, Commissioner and Vice Chairman

Lee A. Bernard, Jr., Commissioner

Pastor James L. Henley, Jr., Commissioner

LTC(R) Lucius Wright, Commissioner