

**RESCHEDULED REGULAR MONTHLY MEETING OF JACKSON MUNICIPAL
AIRPORT AUTHORITY BOARD OF COMMISSIONERS
DECEMBER 19, 2016**

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

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” and “JMAA”) convened its Rescheduled Regular Monthly Board Meeting in the Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 4:00 p.m. on Monday, December 19, 2016 (the “Meeting”), pursuant to proper notice. A copy of the Notice is attached as an exhibit to the December 19, 2016, Rescheduled Board Meeting Minutes.

Chairman Evelyn O. Reed presided, called the Meeting to order at 4:00 p.m. and called the roll of Commissioners.

The following Commissioners were present, in person, during roll call, for a quorum at the Board Meeting:

Evelyn O. Reed, Commissioner and Chairman
Rosie L.T. Pridgen, Ph.D., Commissioner and Vice Chairman
LaWanda D. Harris, Commissioner
Pastor James L. Henley, Jr., Commissioner
Vernon W. Hartley, Sr., Commissioner

Chairman Evelyn O. Reed announced that a quorum was present at the Meeting, as required by the Bylaws of the Authority, and announced that the Meeting would proceed with discussion of the Agenda (the “Agenda”) for the Rescheduled Regular Monthly Meeting of the Board scheduled for 4:00 p.m. on Monday, December 19, 2016, in the Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi. The following other persons were also present at the Meeting:

Carl D. Newman, A.A.E., JMAA’s Chief Executive Officer
John L. Walker, Esq., Walker Group, PC, Attorneys at Law
Kevin Bass, Esq., Walker Group, PC, Attorneys at Law
Regina May, Esq., The May Law Firm, PLLC, Attorneys at Law
And persons listed on **EXHIBIT A: [Sign in Sheet for 12-19-16](#)**

II. INVOCATION

Vice Chairman Dr. Pridgen gave the Invocation.

**III. APPROVAL AND EXECUTION OF THE NOVEMBER 17, 2016 RESCHEDULED
WORK SESSION MINUTES AND THE NOVEMBER 21, 2016 RESCHEDULED
REGULAR BOARD MEETING MINUTES**

- A. Rescheduled Work Session of the Board of Commissioners, November 17, 2016.
- B. Rescheduled Regular Meeting of the Board of Commissioners, November 21, 2016.

RESOLUTION CY-2016-169

APPROVAL AND EXECUTION OF THE MINUTES OF THE NOVEMBER 17, 2016 RESCHEDULED WORK SESSION AND THE NOVEMBER 21, 2016 RESCHEDULED REGULAR BOARD MEETING

After discussion and review and upon the motion made by Commissioner Hartley and seconded by Vice Chairman Dr. Pridgen, the Minutes of the Rescheduled Work Session, November 17, 2016, and the Rescheduled Board Meeting, November 21, 2016, were approved by the unanimous vote of the Commissioners, and the following resolution was made and entered.

RESOLVED, that the Board hereby approves the Minutes of the Rescheduled Work Session, November 17, 2016, and the Rescheduled Board Meeting, November 21, 2016, as presented, and directs that said Minutes be filed in the appropriate Minute Book and Records of the Authority.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

December 19, 2016

IV. APPROVAL OF THE NOTICES OF THE RESCHEDULING OF THE DECEMBER 22, 2016 REGULAR MONTHLY WORK SESSION TO DECEMBER 15, 2016 AND THE RESCHEDULING OF THE DECEMBER 26, 2016 REGULAR MONTHLY BOARD MEETING TO DECEMBER 19, 2016

- A. Notice of the Rescheduling of the December 2016 Monthly Work Session
- B. Notice of the Rescheduling of the December 2016 Regular Monthly Meeting

RESOLUTION CY-2016-170

APPROVAL OF THE NOTICES OF THE RESCHEDULING OF THE DECEMBER 22, 2016 REGULAR MONTHLY WORK SESSION TO DECEMBER 15, 2016 AND THE RESCHEDULING OF THE DECEMBER 26, 2016 REGULAR MONTHLY BOARD MEETING TO DECEMBER 19, 2016

After discussion and review, and upon the motion made by Vice Chairman Dr. Pridgen, seconded by Commissioner Hartley, and approved by the affirmative vote of all

Commissioners present, the following resolution was made and entered.

RESOLVED, that the Board hereby approves the Notices of the Rescheduling of the December 22, 2016, Regular Monthly Work Session to December 15, 2016, and the Rescheduling of the December 26, 2016, Regular Monthly Board Meeting to December 19, 2016.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

December 19, 2016

V. PUBLIC COMMENTS

Commissioner Pastor Henley addressed the Board as to the importance of the Commissioners being united, focused and diligent in carrying out their duties and responsibilities as Commissioners, in order for JMAA to achieve its mission, goals, and objectives. Further, he stated the Commissioners must always be mindful of the historical events that are responsible for them now serving as Commissioners, as they carry out their duties and responsibilities as Commissioners.

VI. REPORTS

A. Report from the Chairman

Chairman Reed offered thanks to everyone attending the meeting, including the Staff and Commissioners, for the accomplishments of JMAA during the 2016 calendar year. She stated that the year was full of challenges, and through it all, JMAA was able to accomplish some of the goals set for the year. Further, she announced that she is proud of the Staff and proud to sit on the JMAA Board of Commissioners. Moreover, she remains committed to making the Jackson-Medgar Wiley Evers International Airport, the airport of choice and continuing to work towards connecting Jackson to the word and the world to Jackson.

Chairman Reed then wished all in attendance a Merry Christmas and Happy Holidays.

B. Chief Executive Officer

Mr. Newman wished a Merry Christmas to the Commissioners. He informed the Board that the traffic for the Christmas Holiday week is going to be slower than “normal” because schools closed earlier. He added that the traffic will increase after the Christmas Holiday and JMAA Staff stands ready to serve all persons using the airport during the Holiday giving them great customer service.

He then addressed comments to the Board, as he went through Agenda items and made

references to supporting documentation in the Packet for the December 19, 2016, Rescheduled Regular Meeting (“Meeting Packet”). The Meeting Packet is attached as an exhibit to the December 2016, Rescheduled Regular Board Meeting Minutes.

1. ***Airport Project Manager Summary, Period Ending
November 30, 2016.....Page 1¹***

2. ***Airport Activity Statistics Report, Period Ending
November 30, 2016.....Page 14***

C. Attorney

Attorney John L. Walker extended wishes for a Merry Christmas and Happy New Year to all person present.

Next, Attorney Walker announced that there was one (1) matter that he recommended the Board take up during an Executive Session. Therefore, he recommended that Chairman Reed present the matter for consideration at the appropriate time.

VII. ACTION ITEMS

A. Financial Matters

1. Financial Reports for November 2016:

(a) Balance Sheet: Accept.....Page 27

(b) Income Statement: Accept.....Page 29

RESOLUTION CY-2016-171

RESOLUTION ACCEPTING/APPROVING NOVEMBER 2016 FINANCIAL REPORTS: BALANCE SHEET AND INCOME STATEMENT

Upon motion by Vice Chairman Dr. Pridgen, seconded by Commissioner Hartley, the following **RESOLUTION** was made and approved by a unanimous vote (5-0-0).

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority’s Balance Sheet and Income Statement (“the Financial Reports”) for the month and period ending November 30, 2016, which were included in the Packet, at pages 27-31, and distributed to the Board prior to

¹ The page numbers herein are the page numbers contained in the Meeting Packet which is attached as an Exhibit to the December 19, 2016 Rescheduled Regular Board Meeting Minutes.

the December 19, 2016 Rescheduled Monthly Meeting of the Board.

IT IS, THEREFORE, RESOLVED that the Board hereby accepts and approves the November 2016 Financial Reports: Balance Sheet and Income Statement for November 2016.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

December 19, 2016

c. Claims Docket for November 2016: Approve.....Page 32

Commissioner Pastor Henley directed the Board's attention to Page 33 of the Packet, Claim No. 92772, a claim as to EJES Incorporated and requested information concerning the claim.

Ms. Arnetrius Branson, CFO, informed the Board that the EJES claim was for engineering work completed concerning the Hawkins Field South Apron.

Mr. Newman told the Board that the listed claim was not an additional payment related to the previously discussed issue with EJES.

RESOLUTION CY-2016-172

RESOLUTION APPROVING THE CLAIMS DOCKET FOR THE MONTH AND PERIOD ENDING NOVEMBER 30, 2016

Upon motion by Commissioner Hartley, seconded by Vice Chairman Dr. Pridgen, the following **RESOLUTION** was made and approved by a majority vote 3-1-1.

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered the Authority's Claims Docket ("Claims") for the month and period ending November 30, 2016, which was included in the Packet, at pages 32-35, and was distributed to the Board prior to the December 19, 2016 Rescheduled Monthly Meeting of the Board.

IT IS, THEREFORE, RESOLVED that the Board hereby authorizes payment of the Claims in the amount of \$805,070.10.

Yeas: Hartley, Pridgen, Reed

Nays: Henley

Abstentions: Harris

December 19, 2016

2. *Early Issues*

- (a) Willie Silas Band Entertainment Services, JMAA: Approve Early Issue Payment.....Page 36

Mr. Newman, CEO, announced that the Staff is requesting authority to make an early issue payment of one (1) claim to the Willie Silas Band, which performed during the Holiday Concert on December 16, 2016.

Mr. Newman informed the Board that the Holiday Concert held this year was held in the same facility that it has been held in the past.

RESOLUTION CY-2016-173

RESOLUTION AUTHORIZING AN EARLY ISSUE PAYMENT TO WILLIE SILAS BAND

Upon motion by Vice Chairman Dr. Pridgen, seconded by Commissioner Hartley, the following **RESOLUTION** was made and approved by majority vote (3-2-0).

WHEREAS, the Board has considered the request of JMAA's Staff for the authority to make a payment of \$1,200.00, for entertainment services provided by the Willie Silas Band; and

WHEREAS, the Board finds that such request, which is fully explained in a Memorandum dated December 16, 2016, at page 36 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA's Staff is authorized to pay the amount of \$1,200.00, for entertainment services provided by the Willie Silas Band. The Board finds that such request is fully explained in the Memorandum dated December 16, 2016, at page 36 of the Meeting Packet.

Yeas: Hartley, Pridgen, Reed

Nays: Harris, Henley

Abstentions: None

December 19, 2016

B. Construction Projects

Mr. Newman announced that as to JMAA Project No. 014-11, Airport Security and Access Control Systems Improvements Project, Staff removed the project from the Agenda as Staff received a protest and will need to review the protest. Therefore, as to this matter, Staff will come back to the Board, probably next month.

Mr. Newman further informed the Board that documentation concerning the protest is included in MEMORANDUM NO. CEO 2017-04 and the attachments thereto, which has been distributed to each Board Member.

1. *Rehabilitation of Runway 11-29 at Hawkins Field Airport, HKS: Authorize Publication of Request for Qualifications.....Page 37*

RESOLUTION CY-2016-174

RESOLUTION AUTHORIZING JMAA TO SOLICIT QUALIFICATIONS FOR ENGINEERING AND DESIGN SERVICES, NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT, AND APPROVAL OF FEE AMOUNT

Upon motion by Commissioner Hartley, seconded by Vice Chairman Dr. Pridgen, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered the request of JMAA’s Staff for authority to: (i) publish a Request for Qualifications (RFQ) for engineering and design services; (ii) negotiate a professional services agreement with the most qualified firm; and (iii) provide construction administration and oversight fees not to exceed \$262,548.00; and

WHEREAS, the authority to perform (i), (ii) and (iii) above is contingent upon the receipt of both Multi-Modal Transportation Improvement Program (“MMTIP”) Grant and Federal Aviation Administration Airport Improvement Program (“AIP”) Grant funds, all in connection with the rehabilitation of Runway 11-29 at Hawkins Field Airport (“HKS”); and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated November 2, 2016, found on pages 37-40 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA’s Staff is authorized to: (i) publish a Request for Qualifications (RFQ) for engineering and design services; (ii) negotiate a professional services agreement with the most qualified firm; and (iii) provide construction administration and oversight fees not to exceed \$262,548.00; and

IT IS, THEREFORE, FURTHER RESOLVED that the authority to perform (i), (ii) and (iii) above is contingent upon the receipt of both Multi-Modal Transportation Improvement Program (“MMTIP”) Grant and Federal Aviation Administration Airport Improvement Program (“AIP”) Grant funds; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that said requests are fully explained in the Memorandum dated November 2, 2016, found on pages 37-40 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Pridgen, Reed,

Nays: None

Abstentions: None

December 19, 2016

C. Procurements

1. Copier/Printer Lease Agreement, JMAA: Authorize Execution of Agreement (RJ Young Company, Inc.).....Page 41

Vice Chairman Dr. Pridgen moved to approve Staff's request to execute an equipment rental agreement with Robert J. Young Company, LLC for the rental of four (4) combination printers and solicit RFPs for this service, the motion was then seconded by Commissioner Hartley.

Prior to any vote by the Commissioners, Commissioner Pastor Henley asked if the information concerning the cost analysis requested by him during the December 15, 2016, Rescheduled Work Session was complete and if the information would be provided.

Mr. Newman announced to the Board that Staff will secure the information requested. Therefore, he requested that Chairman Reed proceed with other items on the Agenda and return to this item once Staff provides the requested information to the Commissioners. After further discussion, the Board determined that the best course of action was to table this request, move forward with the Agenda, and remove this item from the table after Staff has provided the above requested information to the Board.

RESOLUTION CY-2016-175

RESOLUTION TABLING THE MOTION TO AUTHORIZE STAFF TO EXECUTE AN EQUIPMENT RENTAL AGREEMENT WITH ROBERT J. YOUNG, LLC DBA AS RJ YOUNG COMPANY, INC ("RJ YOUNG")

Upon motion by Vice Chairman Dr. Pridgen, seconded by Commissioner Hartley, the following **RESOLUTION** was made and approved by majority vote 4-0-1.

WHEREAS, the Board has requested additional information as to the rental agreement with RJ Young; and

WHEREAS, a motion to authorize Staff to execute an equipment rental agreement with RJ Young has been moved and seconded by the Board of Commissioners; and

WHEREAS, the Board desires to review the requested information prior to authorizing execution of the equipment rental agreement; and

WHEREAS, the Board will table the current motion to authorize Staff to execute an equipment rental agreement with RJ Young.

IT IS, THEREFORE, RESOLVED that the current motion to authorize Staff to execute an

equipment rental agreement with RJ Young is tabled.

Yeas: Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: Harris

December 19, 2016

D. Grants

None

E. Other Matters

1. *Shoe Shine Concession at Jackson-Medgar Wiley Evers International Airport, ("JAN"): Authorize Execution of Agreement (Darrell Cousin d/b/a The Shoe Shine Doctor).....Page 44*

RESOLUTION CY-2016-176

RESOLUTION AUTHORIZING EXECUTION OF A CONCESSIONS AGREEMENT WITH DARRELL COUSIN FOR SHOE SHINE SERVICES

Upon motion by Commissioner Hartley, seconded by Vice Chairman Dr. Pridgen, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered Staff's request for authority to enter into a Concessions Agreement to provide shoe shine services with Mr. Darrell Cousin, doing business as the Shoe Shine Doctor ("Cousin"), an African American owned and operated sole proprietorship, based in Jackson, Mississippi; and

WHEREAS, the proposed term of the agreement will be for two (2) calendar years, beginning upon execution of the contract agreement, with the Jackson Municipal Airport Authority ("JMAA") having the option to offer a renewal for two (2) additional years; and

WHEREAS, Cousin will lease two (2) shoe shine locations at the Jackson-Medgar Wiley Evers International Airport, one in each concourse, and pay JMAA \$100 per month for each sixty-square foot location, as terminal rent. The annual amount is \$1,200.00 for each location, or \$2,400.00 annually, for the two (2) locations; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated November 28, 2016, found on pages 44-45 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA's Staff is authorized to execute a Concessions Agreement to provide shoe shine services with Mr. Darrell Cousin, doing

business as the Shoe Shine Doctor (“Cousin”), an African American owned and operated sole proprietorship, based in Jackson, Mississippi; and

IT IS, THEREFORE, FURTHER RESOLVED that the proposed term of the agreement will be for two (2) calendar years, beginning upon execution of the contract agreement, with the Jackson Municipal Airport Authority (“JMAA”) having the option to offer a renewal for two (2) additional years; and

IT IS, THEREFORE, FURTHER RESOLVED that Cousin will lease two (2) shoe shine locations at the Jackson-Medgar Wiley Evers International Airport, one in each concourse, and pay JMAA \$100 per month for each sixty-square foot location, as terminal rent. The annual amount is \$1,200.00 for each location, or \$2,400.00 annually, for the two (2) locations; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that such request is fully explained in the Memorandum dated November 28, 2016, found on pages 44-45 of the Meeting Packet.

Yeas: Hartley, Henley, Pridgen, Reed, Harris
Nays: None
Abstentions: None

December 19, 2016

- 2. *Operating Permit and Lease Agreement, JAN: Authorize Execution of Agreement (PHI, Inc.).....Page 46*

RESOLUTION CY-2016-177

RESOLUTION AUTHORIZING EXECUTION OF AN AIRPORT USE PERMIT FOR AIR TRANSPORTATION SERVICES AND LEASE AGREEMENT WITH PHI INC. (PHI)

Upon motion by Vice Chairman Dr. Pridgen, seconded by Commissioner Hartley, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered Staff’s request for authority to execute: (i) an Airport Use Permit authorizing PHI, Inc. (“PHI”), a Louisiana Corporation, to provide certain air transportation services; and (ii) a Lease Agreement (“Agreement”) with PHI, Inc. for approximately 15,000 square feet of concrete aircraft parking ramp space at the Jackson-Medgar Wiley Evers International Airport (JAN); and

WHEREAS, the Lease Agreement will be month-to-month terms at a rental rate of \$.40 per square foot or \$500.00 per month for the JAN space; and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum

dated November 28, 2016, found on pages 46-47 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA’s Staff is authorized to execute: (i) an Airport Use Permit authorizing PHI, Inc. (“PHI”), a Louisiana Corporation, to provide certain air transportation services; and (ii) a Lease Agreement (“Agreement”) with PHI, Inc. for approximately 15,000 square feet of concrete aircraft parking ramp space at the Jackson-Medgar Wiley Evers International Airport (JAN); and

IT IS, THEREFORE, FURTHER RESOLVED that the Lease Agreement will be month-to-month terms at a rental rate of \$.40 per square foot or \$500.00 per month for the JAN space; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that such requests are fully explained in the Memorandum dated November 28, 2016, found on pages 46-47 of the Meeting Packet.

Yeas: Hartley, Henley, Pridgen, Reed, Harris

Nays: None

Abstentions: None

December 19, 2016

- 3. *Amendment to Lease and Concession Agreement for the News and Gift Concession, JAN: Authorize Execution of Agreement (AMS-AJA Jackson J.V.).....Page 48*

RESOLUTION CY-2016-178

RESOLUTION AUTHORIZING AMENDMENT TO THE LEASE AND CONCESSION AGREEMENT FOR THE NEWS AND GIFT CONCESSIONS WITH AMS-AJA JACKSON J.V.

Upon motion by Commissioner Hartley, seconded by Vice Chairman Dr. Pridgen, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered Staff’s request for approval to amend the current News and Gift Concessions Agreement (“Agreement”) with AMS-AJA Jackson J.V., (“AMS-AJA”), for AMS-AJA to provide self-service vending concessions at the Jackson-Medgar Wiley Evers International Airport. AMS-AJA is a joint venture comprised of Airport Management Services, a Delaware Limited Liability Company based in East Rutherford, New Jersey and AJA Management & Technical Services, Inc., a Mississippi Corporation, with its principal office located in Jackson, Mississippi; and

WHEREAS, AJA Management & Technical Services, Inc. is a Certified Disadvantaged Business Enterprise, and a 33% member of AMA-AJA; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated November 29, 2016, and the attached Amendment No. 2 to the News and Gift Concessions Agreement, found on pages 48-54 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA's Staff is approved to amend the current News and Gift Concessions Agreement ("Agreement") with AMS-AJA Jackson J.V., ("AMS-AJA"), for AMS-AJA to provide self-service vending concessions at the Jackson-Medgar Wiley Evers International Airport. AMS-AJA is a joint venture comprised of Airport Management Services, a Delaware Limited Liability Company based in East Rutherford, New Jersey and AJA Management & Technical Services, Inc., a Mississippi Corporation, with its principal office located in Jackson, Mississippi; and

IT IS, THEREFORE, FURTHER RESOLVED that AJA Management & Technical Services, Inc. is a Certified Disadvantaged Business Enterprise and a 33% member of AMA-AJA; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that said request is fully explained in the Memorandum dated November 29, 2016, and the attached Amendment to the News and Gift Concessions Agreement, found on pages 48-54 of the Meeting Packet.

Yeas: Hartley, Henley, Pridgen, Reed, Harris

Nays: None

Abstentions: None

December 19, 2016

4. *Utility Installation and Easement Agreements, JAN: Authorize Execution of Agreements (Telepak Networks, Inc.).....Page 55*

RESOLUTION CY-2016-179

RESOLUTION AUTHORIZING INSTALLATION AGREEMENT AND EXECUTION OF EASEMENT WITH TELPAK NETWORKS, INC.

Upon motion by Commissioner Hartley, seconded by Vice Chairman Dr. Pridgen, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered Staff's request for authorization to enter into installation agreements and to execute an easement with Telepak Networks, Inc. ("TNI") to allow construction of a bored conduit pathway for underground fiber optic communications cable to property leased from the Jackson Municipal Airport Authority ("JMAA") to B.D. Aviation, LLC, a current tenant. (C-Spire Wireless is a sister company to Telepak Networks, Inc. Both C Spire Wireless and Telepak Networks, Inc. are subsidiaries of Telepex, Inc.); and

WHEREAS, JMAA will retain the right to require TNI to relocate these utility easements, at JMAA’s sole option and expense, to alternative locations on JMAA property should a relocation become necessary; and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated December 2, 2016, along with the attached installation agreement, found on pages 55-63 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA’s Staff is authorized to enter into installation agreements and to execute an easement with Telepak Networks, Inc. (“TNI”) to allow construction of a bored conduit pathway for underground fiber optic communications cable to property leased from the Jackson Municipal Airport Authority (“JMAA”) to B.D. Aviation, LLC, a current tenant. (C-Spire Wireless is a sister company to Telepak Networks, Inc. Both C Spire Wireless and Telepak Networks, Inc. are subsidiaries of Telepex, Inc.); and

IT IS, THEREFORE, FURTHER RESOLVED that JMAA will retain the right to require TNI to relocate these utility easements, at JMAA’s sole option and expense, to alternative locations on JMAA property should a relocation become necessary; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that such requests are fully explained in the Memorandum dated December 2, 2016, along with the attached installation agreement, found on pages 55-63 of the Meeting Packet.

Yeas: Hartley, Henley, Pridgen, Reed, Harris
Nays: None
Abstentions: None

December 19, 2016

F. Service Agreements

1. *Public Parking Revenue Control System (RCS): On-Call Repair Services, JAN: Approve Extension of Existing Agreement (Access Control Group).....Page 64*

RESOLUTION CY-2016-180

RESOLUTION AUTHORIZING AMENDMENT TO CURRENT ON-CALL REPAIR AND/OR REPLACEMENT PART INSTALLATION SERVICES AGREEMENT WITH ACCESS CONTROL GROUP, INC.

Upon motion by Vice Chairman Dr. Pridgen, seconded by Commissioner Hartley, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered Staff's request for authorization to amend the current agreement between the Jackson Municipal Airport Authority ("JMAA") and Access Control Group, Inc. ("ACG"), a Mississippi corporation, located in Jackson, Mississippi; and

WHEREAS, the requested amendment will extend the expiration date, February 4, 2017, of the current service agreement which provides on-call repair and installation services as to any needed replacement parts for the current parking lot revenue control system; and

WHEREAS, the requested amendment will extend the current agreement for eight (8) calendar months, from February 5, 2017, to October 5, 2017; and

WHEREAS, the not to exceed amount of the current service agreement is \$25,000, the not to exceed amount for the requested amendment is \$40,000.00 and if the requested amendment is approved, the total amount of the current agreement and requested amendment will not exceed \$65,000.00; and

WHEREAS, the requested amendment retains the option of JMAA to terminate the agreement upon the installation of a new revenue control system included in the current agreement; and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated November 28, 2016, found on pages 64-66 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA's Staff is authorized to amend the current agreement between the Jackson Municipal Airport Authority ("JMAA") and Access Control Group, Inc. ("ACG"), a Mississippi corporation, located in Jackson, Mississippi; and

IT IS, THEREFORE, FURTHER RESOLVED that the requested amendment will extend the expiration date, February 4, 2017, of the current service agreement which provides on-call repair and installation services as to any needed replacement parts for the current parking lot revenue control system; and

IT IS, THEREFORE, FURTHER RESOLVED that the requested amendment will extend the current agreement for eight (8) calendar months, from February 5, 2017, to October 5, 2017; and

IT IS, THEREFORE, FURTHER RESOLVED that: (i) the not to exceed amount of the current service agreement is \$25,000; (ii) the not to exceed amount for the requested amendment is \$40,000.00; and (iii) if the requested amendment is approved, the total amount of the current agreement and requested amendment will not exceed \$65,000.00; and

IT IS, THEREFORE, FURTHER RESOLVED that the requested amendment will retain the option of JMAA to terminate the agreement upon the installation of a new revenue control system included in the current agreement; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that such requests are fully explained in the Memorandum dated November 28, 2016, found on pages 64-66 of the Meeting Packet.

Yeas: Hartley, Henley, Pridgen, Reed, Harris
Nays: None
Abstentions: None

December 19, 2016

2. State Representation Consulting Services, JMAA: Extension of Existing Agreement (WT Associates)Page 67

Vice Chairman Dr. Pridgen moved to authorize the extension of the consulting services contract with WT Consultants, and the motion was seconded by Commissioner Hartley.

Commissioner Harris stated that if the Board votes to extend the agreement with WT Consultants, then the contract needs to include language requiring: (i) WT Consultants to meet with Attorney Regina May, JMAA's legislative liaison, at least once weekly, and (ii) the submission of a monthly report to the Board of Commissioners.

RESOLUTION CY-2016-181

RESOLUTION TO AMEND MOTION RE RESOLUTION AUTHORIZING EXTENSION OF CONSULTING SERVICES CONTRACT WITH WT CONSULTANTS

Upon motion by Commissioner Harris, seconded by Vice Chairman Dr. Pridgen, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, Commissioner Harris has requested that the Board consider additional requirements to be included in the contract extension that WT Consultants: (i) meet with Attorney Regina May, JMAA's legislative liaison, at least once weekly and (ii) submit a monthly report to the Board of Commissioners; and

WHEREAS, a motion to authorize extension of the consulting services contract with WT Consultants has been moved and seconded by the Board of Commissioners; and

WHEREAS, the Board desires to include in the contract extension with WT Consultants the additional requirements stated above; and

WHEREAS, the Board will include in the contract extension with WT Consultants the additional requirements stated above; and

IT IS, THEREFORE, RESOLVED that the current motion to authorize extension of the

consulting services contract with WT Consultants shall be amended to include the requirements that WT Consultants: (i) meet with Attorney Regina May, JMAA's legislative liaison, at least once weekly; and (ii) submit a monthly report to the Board of Commissioners.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

December 19, 2016

RESOLUTION CY-2016-182

RESOLUTION AUTHORIZING AN AMENDMENT OF THE CONSULTING SERVICES CONTRACT WITH WT CONSULTANTS

Upon motion by Vice Chairman Dr. Pridgen, seconded by Commissioner Hartley, and amended by motion of Commissioner Harris that was accepted by unanimous vote, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered Staff's request for authorization to amend the existing agreement of Jackson Municipal Airport Authority ("JMAA") with WT Consultants to extend the term of the agreement to March 31, 2017, the end of the 2017 Mississippi Legislative Session; and

WHEREAS, payment will be provided at the established rate for services of \$7,916.66 per month, plus reimbursable expenses and the total additional approved fees and expenses shall not exceed \$24,250.00; and

WHEREAS, the amendment shall also require WT Consultants to do the following: (i) meet with Attorney Regina May, JMAA's Legislative Liaison, at least once weekly; and (ii) submit a monthly report to the Board of Commissioners.

WHEREAS, the Board finds that such request, which is explained in part, in the Memorandum dated December 15, 2016, found on pages 67-68 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA's Staff is authorized to amend the existing agreement of Jackson Municipal Airport Authority ("JMAA") with WT Consultants to extend the term of the agreement to March 31, 2017, the end of the 2017 Mississippi Legislative Session; and

IT IS, THEREFORE, FURTHER RESOLVED that payment will be provided at the established rate for services of \$7,916.66 per month, plus reimbursable expenses and the total additional approved fees and expenses shall not exceed \$24,250.00; and

IT IS, THEREFORE, FURTHER RESOLVED that the amendment shall also require WT Consultants to do the following: (i) meet with Attorney Regina May, JMAA's Legislative Liaison, at least once weekly, and (ii) submit a monthly report to the Board of Commissioners.

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that such request is explained, in part, in the Memorandum dated December 15, 2016, found on pages 67-68 of the Meeting Packet.

Yeas: Hartley, Henley, Pridgen, Reed, Harris

Nays: None

Abstentions: None

December 19, 2016

Ms. Robin Byrd, Procurement Manager, addressed the Board about the information requested by Commissioner Pastor Henley as to the cost difference of JMAA using a color printer to make non-color copies versus using a non-color printer to make non-color copies. She said that the Staff conducted an analysis of the base cost and historical impression quantities. The analysis conducted found that it would cost more to replace the color printers with non-color printers. This is because the base cost of the non-color printers is more due to the technology of the equipment.

RESOLUTION CY-2016-183

RESOLUTION TO TAKE FROM THE TABLE THE PREVIOUSLY TABLED MOTION TO AUTHORIZE STAFF TO EXECUTE AN EQUIPMENT RENTAL AGREEMENT WITH ROBERT J. YOUNG, LLC DBA AS RJ YOUNG COMPANY, INC ("RJ YOUNG")

Upon motion by Commissioner Hartley, seconded by Vice Chairman Dr. Pridgen, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board tabled the motion to authorize Staff to execute an equipment rental agreement with Robert J. Young, LLC dba RJ Young Company, Inc.; and

WHEREAS, the Board has now received from Staff the information previously requested by Commissioner Pastor Henley; and

WHEREAS, the Board desires to take from the table and consider the previously tabled motion.

IT IS, THEREFORE, RESOLVED that the Board takes from the table the previously tabled motion as to the Staff's request for authority to execute an equipment rental agreement with RJ Young Company, Inc.

Yeas: Harris, Hartley, Henley, Pridgen, Reed

Nays: None

Abstentions: None

November 21, 2016

RESOLUTION CY-2016-184

RESOLUTION AUTHORIZING STAFF TO EXECUTE AN EQUIPMENT RENTAL AGREEMENT WITH ROBERT J. YOUNG, LLC DBA RJ YOUNG COMPANY, INC (“RJ YOUNG”)

Upon motion by Vice Chairman Dr. Pridgen, seconded by Commissioner Hartley, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered Staff’s request for authorization to execute an equipment rental agreement with Robert J. Young Company, LLC doing business as RJ Young Company, Inc. (“RJ Young”), a Tennessee limited liability company with a principal place of business in Nashville, TN and a local office in Jackson, Mississippi, to provide four (4) combination (printer, photocopier and scanner) machines for JMAA’s business offices located at the Jackson-Medgar Wiley Evers International Airport (JAN); and

WHEREAS, the terms of the proposed agreement will be for thirty-six (36) months, commencing on January 1, 2017, and ending December 31, 2019; and

WHEREAS, the manufacturer and models of the machines and the number of each machine that Staff is requesting to rent are as follows:

- Three (3) Ricoh MP C4504 Machines
- One (1) Ricoh 6503 SP Machine

WHEREAS, the rental fee will be \$1,141.00 per month for the four (4) machines, for a total annual rental fee not to exceed \$13,692.00 and the total rental fee amount for the four (4) machines not to exceed \$41,076.00 for the thirty-six (36) month term of the rental.

WHEREAS, JMAA will pay additional fees for each copy and page printed by JMAA, as described at page forty-two (42) of the Packet, to cover the estimated cost of maintenance, which includes servicing, parts, drums, and toner; and

WHEREAS, the estimated total annual cost for copies and printed pages is \$10,000.00, as such, the estimated total annual cost for the rental fee and printing as to the four (4) machines is \$23,692.00 and \$71,076.00 for the thirty-six (36) month term of the rental agreement; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated December 2, 2016, found on pages 41-43 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED JMAA's Staff is authorized to execute an equipment rental agreement with Robert J. Young Company, LLC, doing business as RJ Young Company, Inc. ("RJ Young"), to provide four (4) combination (printer, photocopier and scanner) machines for JMAA's business offices located at the Jackson-Medgar Wiley Evers International Airport (JAN); and

IT IS, THEREFORE, FURTHER RESOLVED that the terms of the proposed agreement will be for thirty-six (36) months, commencing on January 1, 2017, and ending December 31, 2019; and

IT IS, THEREFORE, FURTHER RESOLVED that the manufacturer and models of the machines and the number of each machine that Staff is requesting to rent are as follows:

Three (3) Ricoh MP C4504 Machines
One (1) Ricoh 6503 SP Machine

IT IS, THEREFORE, FURTHER RESOLVED that the rental fee will be \$1,141.00 per month for the four (4) machines, for a total annual rental fee not to exceed \$13,692.00 and the total rental fee amount for the four (4) machines not to exceed \$41,076.00 for the thirty-six (36) month term of the rental.

IT IS, THEREFORE, FURTHER RESOLVED that JMAA will pay additional fees for each copy and page printed by JMAA, as described at page forty-two (42) of the Packet, to cover the estimated cost of maintenance, which includes servicing, parts, drums, and toner; and

IT IS, THEREFORE, FURTHER RESOLVED that the estimated total annual cost for copies and printed pages is \$10,000.00, as such, the estimated total annual cost for the rental fee and printing as to the four (4) machines is \$23,692.00 and \$71,076.00 for the thirty-six (36) month term of the rental agreement; and

IT IS, THEREFORE, FURTHER RESOLVED that the Board finds that such request is fully explained in the Memorandum dated December 2, 2016, found on pages 41-43 of the Meeting Packet.

Yeas: Hartley, Pridgen, Reed, Harris, Henley

Nays: None

Abstentions: None

December 19, 2016

G. New Business

Mr. Newman recognized Mr. Jack Thomas, Director of DBE & Community Development to

introduce JMAA's newest team member.

Mr. Thomas then introduced Ms. Latanya Shirley, JMAA's new DBE Contract Manager for Compliance and informed the Board of the experience and intangibles that Ms. Shirley brings to the position and JMAA.

Next, Mr. Newman provided the Board with an update on the Pay Scale Study. He said Staff has not received the information. Further, he has met weekly with Ms. Antoine concerning the Study. He anticipates that Staff should be able to provide the Board Members with information concerning the Pay Scale Study in the near future.

OPEN SESSION

Chairman Reed stated that it was necessary for the Board to enter Closed Session to determine if an Executive Session is appropriate and that she would entertain a motion to do such. Vice Chairman Dr. Pridgen then moved that the Board go into a Closed Session to discuss whether to go into an Executive Session to consider a matter that she believed could be discussed in Executive Session and Commissioner Hartley seconded the motion.

The Board unanimously resolved that the session was closed. Chairman Reed asked all, except Mr. Carl Newman, CEO, and attorneys from Walker Group, PC, and The May Law Firm, to leave the room.

All present, with the exceptions noted, were directed to vacate the room; this was done.

The Board went into Closed Session at 4:40 p.m.

CLOSED SESSION

Commissioner Hartley then moved that the Board enter into Executive Session to discuss one (1) pending litigation matter, the Tony Yarber, et al. vs. Governor Dewey Phillip "Phil" Bryant, et al lawsuit and one (1) potential litigation matter concerning a construction project. Vice Chairman Dr. Pridgen seconded the motion to enter Executive Session, and the Commissioners voted 5-0-0 to enter Executive Session for the stated purposes.

The Closed Session ended at 4:45 p.m.

OPEN SESSION

Chairman Reed then invited all persons outside the room to re-enter, some did. Chairman Reed then stated in Open Session that the Board, during Closed Session, voted to enter into Executive Session to consider one (1) pending litigation matter, the Tony Yarber, et al. vs. Governor Dewey Phillip "Phil" Bryant, et al lawsuit and one (1) potential litigation matter concerning a construction project.

Chairman Reed asked all present, with the exception of Mr. Carl Newman, CEO, and attorneys from Walker Group, PC and The May Law Firm, to leave the room.

All present, with the exceptions noted, were directed to vacate the room; this was done.

The Board went into Executive Session at 4:48 p.m.

EXECUTIVE SESSION

During the Executive Session, the Board discussed one (1) pending litigation matter the Tony Yarber, et al. vs. Governor Dewey Phillip “Phil” Bryant, et al lawsuit and one (1) potential litigation matter concerning a construction project.

Commissioner Pastor Henley exited the Executive Session and Board Meeting at 5:19 p.m.

1. The Board took no action as to one (1) pending litigation matter, the Tony Yarber, et al. vs. Governor Dewey Phillip “Phil” Bryant, et al lawsuit.

2. The Board took no action as to one (1) potential litigation matter concerning a construction project.

Upon motion by Commissioner Hartley, seconded by Vice Chairman Dr. Pridgen, and unanimous approval of all four (4) Commissioners present (Reed, Pridgen, Harris, and Hartley), the Executive Session was ended at 5:31 p.m.

Chairman Reed invited all persons outside the room to re-enter; some did, and Chairman Reed announced that the meeting was once again open.

OPEN SESSION

All persons outside the room were invited to rejoin the meeting in open session; some persons present outside the room re-entered.

Open Session reconvened at 5:34 p.m.

Chairman Reed announced that the meeting was once again open. She then announced that during Executive Session the Board discussed one (1) pending litigation matter, the Tony Yarber, et al. vs. Governor Dewey Phillip “Phil” Bryant, et al lawsuit and one (1) potential litigation matter concerning a construction project and took no action concerning the matters.

Mr. Newman informed the Board that information concerning the proposed JMAA Excellence Program will be provided in the near future.

VII. ADJOURNMENT

Thereafter, it was moved by Commissioner Hartley, seconded by Vice Chairman Dr. Pridgen and resolved by a unanimous vote of all four (4) Commissioners present (Reed, Pridgen, Harris, and Hartley) that the meeting of the Board is ADJOURNED at 5:37 p.m.

Respectfully submitted,

Ms. Evelyn O. Reed, Commissioner and Chairman

Rosie L.T. Pridgen, Ph.D., Commissioner and Vice Chairman

Ms. LaWanda D. Harris, Commissioner

Mr. Vernon W. Hartley, Sr., Commissioner

Pastor James L. Henley, Jr., Commissioner