

**EMERGENCY BOARD MEETING  
JACKSON MUNICIPAL AIRPORT AUTHORITY  
BOARD OF COMMISSIONERS**

**March 31, 2022**

**MINUTES**

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

Pursuant to proper notice, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” or “JMAA”) convened its Emergency Board Meeting in the Community Room of the Jackson-Medgar Wiley Evers International Airport (“JAN”) in Jackson, Mississippi at 2:00 p.m. on Thursday, March 31, 2022. A copy of the Board Meeting Notice is attached as Exhibit “A” hereto.

Chairman Robert E. Martin presided, called the Meeting to order at 2:04 p.m., and called the roll of Commissioners.

The following Commissions were present, in person or by telephone, during roll call for a quorum at the Board Meeting:

Robert E. Martin, Chairman, Present (“Martin”), appearing via telephone  
LTC(R) Lucius Wright, Commissioner, Present (“Wright”)  
Rickey D. Jones, Vice-Chairman, Present (“Jones”)

Chairman Martin announced that a quorum was present and that the meeting would proceed with a discussion of the agenda (the “Agenda”). The following other persons were also present at the Meeting:

Paul A. Brown, Chief Executive Officer of the JMAA (“Brown”)  
Steven G. Williams, Esq., Legal Officer of the JMAA (“Williams”)  
And persons listed on the sign-in sheet for the March 31, 2022 Meeting, Exhibit “B” hereto.

**II. INVOCATION – Chairman Martin**

**III. APPROVAL OF BOARD NOTICES**

- A. Notice of the March 28, 2022 Regular Monthly Meeting was adopted. Motion for adoption was made by Jones, seconded by Wright, and passed by unanimous vote.
- B. Notice of the March 24, 2022 Monthly Work Session was adopted. Motion for adoption was made by Jones, seconded by Wright, and passed by unanimous vote.

#### **IV. APPROVAL AND EXECUTION OF MINUTES**

- A. Execution of the February 28, 2022 Consolidated Work Session and Regular Board Meeting Minutes were adopted: Motion was made by Jones, seconded by Wright, and the motion passed by unanimous vote.

#### **V. PUBLIC COMMENTS**

None.

#### **VI. REPORTS**

##### **A. Report from the Chief Executive officer**

Chief Executive Officer Brown reported that Hawkins Field had passed its inspection from the Department of Transportation.

#### **VII. ACTION ITEMS**

##### **A. Financial Matters**

1. Claims Docket for February 2022. Chief Executive Officer Brown asked the Board to approve. Jones motioned to approve and this was seconded by Wright. Jones questioned Claim 10546 and Brown clarified that this item was with respect to acting CFO Jana Greene. Jones then questioned Claim 100538 and Brown clarified that this was with regard to a grant for the JMAA Police Department. Vote on the Claims Docket was briefly delayed while Commissioner Wright reviewed it further in anticipation of asking another question.

##### **B. Procurements**

1. Staff requested seven (7) new police vehicles. Board Memorandum 2022-18. Brown explained that the original request had been for five (5) vehicles but that five would not satisfy the current need since JMAA has eight (8) new members of the police force.

At this point Board Attorney John May asked Chairman Martin to explain for the record why the Board had called this Emergency Meeting. CEO Brown stated that urgent invoices needed to be paid from the Claims Docket. Brown also explained that the Rap Back Fee for airport tenants needed to be implemented immediately, that the Airport police force needed the new vehicles, that the Airport needed to renew its flood insurance policy, and that the proposed lease of property at Hawkins Field to Richards Disposal needed to be approved. The Board engaged in a discussion of whether these matters could constitute an emergency under the by-laws.

Jones motioned that the five (5) matters on the agenda could be handled as an emergency. Wright seconded and the motion passed 3-0.

The Board returned to the request for seven (7) new police vehicles. Wright moved to approve the purchase and Jones seconded. Jones asked whether this purchase could be handled with a grant and Brown stated that a grant request had been filed. The motion passed 3-0.

2. Staff requested Rap Back Fee for Airport tenants. Board Memorandum 2022-16. Brown stated that this fee was mandated by the TSA and that it would be passed on to the applicant. Wright moved to approve and Jones seconded. Wright asked what this would bring the total fee to and Brown responded \$52.00. The motion passed 3-0.

3. Staff requested that Fiscal Year 2022 Property Flood Insurance proposal be accepted. Board Memorandum 2022-04. Jones motioned to accept the proposal from Porter's Insurance Agency. Wright seconded. Motion passed 3-0.

4. Staff requested that Hawkins Field Temporary Distribution Center Lease Agreement be approved. Board Memorandum 2022-03. Wright moved to accept and Jones seconded. Wright asked a question about the term and same was discussed. The Board decided that the term would be one year with both parties having the right to terminate it early upon ninety days' written notice. Wright asked a question about costs related to the rehabilitation of the existing building on the leased premises. Chief Operations Officer John Means and Chief Commercial Officer Von Anderson were called before the Board to explain and answer questions. Means stated that the cost of the renovations was decided by internal JMAA engineers. Jones asked a question about whether the costs took into consideration possible escalation of supplies, etc. Anderson reported that JMAA was in the process of obtaining a new appraisal to satisfy FAA concerns about fair market value of the lease.

At this point Mayor Chokwe Lumumba of the City of Jackson appeared briefly to explain to the Board what was happening in the litigation between himself and the Jackson City Council over awarding the contract for garbage pickup in the city to Richards Disposal.

At this time Attorney John May asked a question about a work schedule of improvements which could be inserted into the proposed lease. Brown stated that this would be done.

A vote was held on this topic. Wright and Martin voted yes and Jones voted no. The motion was passed 2-1.

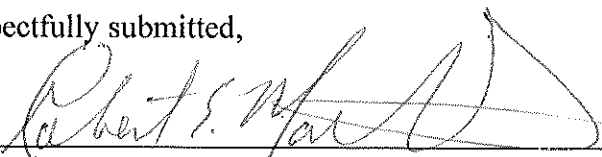
At this time discussion returned to the Claims Docket. Mr. Wright asked a question about item 100489 related to the hiring of recruiter Frank Jay. Brown explained that Jay was retained to assist JMAA in the search for a new CFO. Mr. Wright asked a question about item 100503 related to Unison. Brown explained that Unison was assisting JMAA with the concessions RFP. Wright then asked a question about item 10056 regarding roof repair. Mr. Means responded.

The Board voted 3-0 to approve the Claims Docket.

3:23 p.m. Jones motioned to adjourn. Wright seconded and the motion passed 3-0.

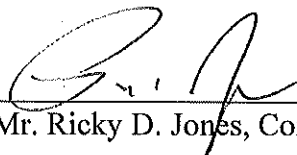
**The meeting was adjourned at 3:25 p.m.**

Respectfully submitted,



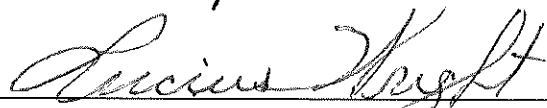
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Mr. Robert E. Martin, Commissioner and Chairman



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Mr. Ricky D. Jones, Commissioner and Vice-Chairman



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LTC(R) Lucius Wright, Commissioner