

**REGULAR MONTHLY MEETING OF JACKSON MUNICIPAL  
AIRPORT AUTHORITY BOARD OF COMMISSIONERS  
JANUARY 26, 2015**

**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 Regular Meeting in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 4:00 p.m. on January 26, 2015 (the “Meeting”), pursuant to proper notice. A copy of the Notice is attached as an [Exhibit](#) to the January 26, 2015 Meeting Minutes.

Chair LaWanda Harris, presiding, called the Meeting to order at 4:00 p.m., and called the roll of Commissioners.

The following Commissioners were present in person at the Meeting.

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

Chair Harris 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 Regular Monthly Meeting of the Board scheduled for 4:00 p.m. on Monday, January 26, 2015, in the Community Room, Main 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, JMAA Chief Executive Officer  
Bonnie Wilson, JMAA Chief Operating Officer  
John L. Walker, Walker Group, PC Attorneys at Law  
Kevin Bass, Walker Group, PC Attorneys at Law  
Regina Quinn, The May Law Firm, PLLC  
And persons listed on [EXHIBIT A: Sign in Sheet for 1-26-15](#)

**II. INVOCATION**

Attorney Kevin Bass gave the invocation.

**III. APPROVAL AND EXECUTION OF MINUTES**

A. Regular Work Session of the Board of Commissioners, December 18, 2014

B. Regular Meeting of the Board of Commissioners, December 22, 2014

C. Special Meeting of the Board of Commissioners, January 10, 2015

**RESOLUTION CY-2015-4**

**APPROVAL AND EXECUTION OF NOVEMBER MINUTES**

After discussion and review and upon the motion made by Vice Chair Hartley, seconded by Commissioner Dr. Pridgen, the Minutes of the Regular Work Session December 18, 2014 and the Regular Meeting, December 22, 2014 were approved by the affirmative votes of all Commissioners present, and the Minutes of the Special Meeting, January 10, 2015 were approved by a majority vote (4-0-1) of all Commissioners present, the following resolution was made and entered.

**RESOLVED**, that the Board hereby approves the Minutes of the Regular Work Session, December 18, 2014; the Regular Meeting of the Board of Commissioners, December 22, 2014; and the Special Meeting of the Board of Commissioners, January 10, 2015 as presented and directs that said minutes be filed in the appropriate minute book and records of the Authority.

As to the Minutes of the Regular Work Session December 18, 2014 and Regular Meeting December 22, 2014:

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

As to the Minutes of the Special Meeting, January 10, 2015:

Yeas: Hartley, Pridgen, Harris, Reed

Nays: None

Abstentions: Henley

January 26, 2015

**IV. PUBLIC COMMENTS**

None.

**V. REPORTS**

**A. Chair Harris**

Chair Harris wished all persons in attendance a Happy New Year and stated that she hoped everyone had Happy Holidays.

Next, Chair Harris welcomed Mr. Carl D. Newman, the new JMAA CEO.

**B. Chief Executive Officer**

Mr. Newman thanked all Board members and JMAA staff for all of their support.

Then, Mr. Newman addressed comments to the Board as he went through Agenda items and made references to supporting documentation in the **Packet for 1-26-2015 (“Meeting Packet”)** The Meeting Packet is attached as an **Exhibit** to the January 26, 2015 Regular Monthly Meeting Minutes.

- 1. *Airport Project Manager Summary, Period Ending December 31, 2014..... Page 1<sup>1</sup>*
- 2. *Airport Activity Statistics Report, Period Ending December 31, 2014..... Page 14*
- 3. *Employee and Organizational Recognitions..... Page 28*

Mr. Newman and the Board congratulated Mr. Donnell Kinnard, Airport Security Liaison, in JMAA’s Security Department, for his selection as JMAA Employee of the Month for January, 2015, and presented the award to him. Mr. Newman along with the Board then took a photograph with Mr. Kinnard.

**C. Attorney**

Attorney Walker reported that there have been no new changes or developments to matters he discussed with the Board during the January 22, 2015 Work Session.

**VI. ACTION ITEMS**

**A. Financial Matters**

**1. Financial Reports for December 2014**

- a. Balance Sheet: Accept..... Page 29
- b. Income Statement: Accept..... Page 30

Chair Harris directed the Board’s attention to the Balance Sheet, Income Statement and the Claims Docket for December, 2014 included in the Packet.

**RESOLUTION CY-2015-5**

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<sup>1</sup> “Page #” refers to the page number in the meeting Packet.

**RESOLUTION ACCEPTING/APPROVING DECEMBER FINANCIAL REPORTS**

Upon motion by Commissioner Pastor Henley, seconded by Vice Chair Hartley, 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 the Authority's Balance Sheet and Income Statement (the "Financial Reports") for the month and period ending December 31, 2014, which were included in the Packet, pages 29-32, and was distributed to the Board prior to the January 26, 2015, Regular Meeting of the Board.

**IT IS THEREFORE, RESOLVED** that the Board hereby accepts and approves the Financial Reports: Balance Sheet and Income Statement for December, 2014.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

January 26, 2015

- c. Claims Docket for December, 2014: Approve..... Page 33

Commissioner Pastor Henley asked about the invoice from the Whitten Group listed in the claim docket because the Board did not renew the Whitten Group contract.

Bonnie Wilson, COO, informed the Board that the Whitten Group was invoicing JMAA for services provided before September 30, 2014. She noted that the Whitten Group neglected to provide the service invoice until December 2014. This is the reason the invoice is included in the December 2014 claims docket.

**RESOLUTION CY-2015-6**

**RESOLUTION APPROVING CLAIMS DOCKET**

Upon motion by Commissioner Dr. Pridgen, seconded by Vice Chair Hartley, the following **RESOLUTION** was made and adopted on the majority vote (4-1-0) of the Commissioners.

**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 December 31, 2014, which were included in the Packet, pages 33-37, and was distributed to the Board prior to the January 26, 2015, Regular Meeting of the Board,

**IT IS THEREFORE, RESOLVED** that the Board hereby authorizes payment of the Claims in the amount of \$848,106.90.

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

January 26, 2015

## ***2. Quarterly Statistics***

Mr. Newman stated the quarterly statistics were previously presented to the Board and are included in the Meeting Packet, at page 38, which was distributed to the Board prior to the January 26, 2015 Regular Meeting of the Board, and informed the Board that no action is required.

The Board had no questions.

## ***3. Fiscal Year 2014 Audit***

### **RESOLUTION CY-2015-7**

#### **RESOLUTION ACCEPTING THE FISCAL YEAR 2014 AUDIT REPORT PRESENTED BY BREAZEALE SAUNDERS AND O'NEIL**

Upon motion by Vice Chair Hartley, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and unanimously approved.

**WHEREAS**, Breazeale, Saunders, & O'Neil, Ltd. ("Auditors") have presented and discussed with the Board of JMAA (i) the Management Letter dated September 30, 2014; (ii) a letter describing the Auditor's responsibilities and the scope and timing of the audit dated January 26, 2015; and (iii) the Audited Financial Statements and Independent Auditors' Reports and Internal Accounting Controls and Compliance dated September 30, 2014 (collectively, the FY2014 Audit Report); and

**WHEREAS**, the Board has reviewed and considered the FY2014 Audit Report;

**IT IS THEREFORE, RESOLVED** that the Board hereby approves and accepts the FY2014 Audit Report

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

January 26, 2015

## **B. Service Agreements**

- 1. *Wildlife Hazard Assessment and Training, JMAA: Authorize Renewal of Agreement (DeTect, Inc.).....Page 41*

**RESOLUTION CY-2015-8**

**RESOLUTION AS TO RENEWING SERVICE AGREEMENT WITH DETECT, INC. TO PROVIDE WILDLIFE MANAGEMENT SUPPORT SERVICES.**

Upon motion by Commissioner Pastor Henley, seconded by Commissioner Dr. Pridgen, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Board has considered the request of JMAA’s staff for authority to exercise the first two (2) renewal options the Jackson Municipal Airport Authority has with respect to the existing agreement with DeTect, Inc. (“DeTect”) of Panama City, Florida to provide professional wildlife management support to JMAA. The first year of DeTect’s current agreement will expire March 31, 2015. The renewal term will commence April 1, 2015 and end March 31, 2016. The Board finds that such request, which is more fully explained in a memorandum dated January 6, 2015, at pages 41-43 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s staff is authorized to exercise the first two (2) renewal options the Jackson Municipal Airport Authority has with respect to the existing agreement with DeTect, Inc. (“DeTect”) of Panama City, Florida to provide professional wildlife management support to JMAA. The first year of DeTect’s current agreement will expire March 31, 2015. The renewal term will commence April 1, 2015 and end March 31, 2016. The Board finds that such request is more fully explained in a memorandum dated January 6, 2015, at pages 41-43 of the Meeting Packet.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

January 26, 2015

- 2. *Pre-Employment Screening for Law Enforcement Officers, JMAA: Authorize Amendment to Agreement (Morris and McDaniel, Inc. d/b/a Morris and Associates).....Page 44*

**RESOLUTION CY-2015-9**

**RESOLUTION AS TO SERVICE AGREEMENT FOR PRE-EMPLOYMENT SCREENING WITH MORRIS AND MCDANIEL, INC. D/B/A MORRIS AND ASSOCIATES.**

Upon motion by Vice Chair Hartley, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Board has considered the request of JMAA’s staff for authority to execute an amendment to the current professional service agreement with Morris and McDaniel, Inc. d/b/a as Morris and Associates (“Morris”), of Jackson, Mississippi to perform pre-employment screening services of applicants for employment with the JMAA Department of Public Safety. The purpose of the amendment is to set forth new rates of \$380.00 per applicant for screenings instead of the previous rate of \$300.00 per applicant. The Board finds that such request, which is more fully explained in a memorandum dated January 14, 2015, at pages 44-45 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to execute an amendment to the current professional service agreement with Morris and McDaniel, Inc. d/b/a as Morris and Associates (“Morris”), of Jackson, Mississippi to perform pre-employment screening services of applicants for employment with the JMAA Department of Public Safety. The purpose of amendment is to set forth new rates of \$380.00 per applicant for screenings instead of the previous rate of \$300.00 per applicant. The Board finds that such request is more fully explained in a memorandum dated January 14, 2015, at pages 44-45 of the Meeting Packet.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

January 26, 2015

- 3. *Temporary Employment Services, JMAA: Authorize Amendment to Agreement (Innovative Staffing Services, Corporation).....Page 46*

**RESOLUTION CY-2015-10**

**RESOLUTION AS TO TEMPORARY EMPLOYMENT SERVICE AGREEMENT WITH INNOVATIVE STAFFING SERVICES RATE ADJUSTMENT.**

Upon motion by Vice Chair Hartley, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Board has considered the request of JMAA’s staff for authority to execute an amendment to the current service agreement with Innovative Staffing Services Corporation (“Innovative”), of Jackson, Mississippi to provide temporary employees on an as-needed basis. The purpose of the amendment is to accept a new increased rate for services specifically:

Current Rates

Category of Service	Hourly Rate	Overtime Rate	Holiday Rate
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Clerical	\$10.63	\$15.95	\$15.95
Housekeeping/Janitorial	\$12.00	\$18.00	\$18.00

Proposed New Rates under the Requested Amendment

Category of Service	Hourly Rate	Overtime Rate	Holiday Rate
Clerical	\$14.00	\$21.00	\$21.00
Housekeeping/Janitorial	\$13.50	\$20.25	\$20.25

The term of the amendment will be for one calendar year. The Board finds that such request, which is more fully explained in a memorandum dated January 14, 2015, at pages 46-47 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to execute an amendment to the current service agreement with Innovative Staffing Services Corporation (“Innovative”), of Jackson, Mississippi to provide temporary employees on an as-needed basis. The purpose of the amendment is to accept a new increased rate for services specifically:

New Rates under the Requested Amendment

Category of Service	Hourly Rate	Overtime Rate	Holiday Rate
Clerical	\$14.00	\$21.00	\$21.00
Housekeeping/Janitorial	\$13.50	\$20.25	\$20.25

The term of the amendment will be for one calendar year. The Board finds that such request is more fully explained in a memorandum dated January 14, 2015, at pages 46-47 of the Meeting Packet.

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

January 26, 2015

- Cafeteria Plan for the Employees of the Jackson Municipal Airport Authority, JMAA: Authorize Agreement (Southern Administrators and Benefit Consultants, Inc.).....Page 48*

**RESOLUTION CY-2015-11**

**RESOLUTION AS TO SERVICE AGREEMENT FOR JMAA EMPLOYEES CAFETERIA PLAN WITH SOUTHERN ADMINISTRATORS AND BENEFIT CONSULTANTS, INC. (“SABC”).**



Upon motion by Vice Chair Hartley, seconded by Commissioner Dr. Pridgen, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Board has considered the request of JMAA’s staff for authority to execute a services agreement with Southern Administrators and Benefit Consultants, Inc. (“SABC”) of Ridgeland, Mississippi to provide all documents and services needed to continue the Cafeteria Plan for the employees of the Jackson Municipal Airport Authority for a period of one calendar year commencing February 1, 2015 and ending January 31, 2016, with fees for services set at \$4.50 per employee participant per month. The Board finds that such request, which is more fully explained in a memorandum dated January 14, 2015, at pages 48-50 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to execute a services agreement with Southern Administrators and Benefit Consultants, Inc. (“SABC”) of Ridgeland, Mississippi to provide all documents and services needed to continue the Cafeteria Plan for the employees of the Jackson Municipal Airport Authority for a period of one calendar year commencing February 1, 2015 and ending January 31, 2016, with fees for services set at \$4.50 per employee participant per month. The Board finds that such request is more fully explained in a memorandum dated January 14, 2015, at pages 48-50 of the Meeting Packet.

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

January 26, 2015

**5. Medical, Drug and Alcohol Screening Services, JMAA: Authorize Agreement (MEA, Inc.).....Page 51**

The Board directed JMAA staff to investigate whether there are other service providers located in Jackson, MS that provide the service provided by MEA, Inc.

**RESOLUTION CY-2015-12**

**RESOLUTION AS TO SERVICE AGREEMENT FOR MEDICAL, DRUG, AND ALCOHOL SCREENINGS WITH MEA, INC.**

Upon motion by Vice Chair Hartley, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Board has considered the request of JMAA’s staff for authority to execute

an agreement with MEA, Inc. (“MEA”) of Ridgeland, Mississippi to provide medical, drug, alcohol screening services in support of the Jackson Municipal Airport Authority’s (JMAA) employment policies and procedures. The contract will have a term of one year commencing February 1, 2015, through January 31, 2016 with costs for each specified service delineated in the service agreement. The Board finds that such request, which is more fully explained in a memorandum dated January 14, 2015, at pages 51-52 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to execute an agreement with MEA, Inc. (“MEA”) of Ridgeland, Mississippi to provide medical, drug, alcohol screening services in support of the Jackson Municipal Airport Authority’s (JMAA) employment policies and procedures. The contract will have a term of one year commencing February 1, 2015, through January 31, 2016 with costs for each specified service delineated in the service agreement. The Board finds that such request is more fully explained in a memorandum dated January 14, 2015, at pages 51-52 of the Meeting Packet.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

January 26, 2015

**6. 2015 Market Rent Study for Hawkins Field, JMAA: Authorize Agreement (Aviation Management Consulting Group, Inc.).....Page 53**

**RESOLUTION CY-2015-13**

**RESOLUTION AS TO SERVICE AGREEMENT FOR GENERAL AVIATION MARKET RENT STUDY FOR HAWKINS FIELD WITH AVIATION MANAGEMENT CONSULTING**

Upon motion by Commissioner Reed, seconded by Vice Chair Hartley, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Board has considered the request of JMAA’s staff for authority to enter into an agreement with Aviation Management Consulting Group (AMCG) to perform a General Aviation market rent study for Hawkins Field Airport (HKS). The fees for AMCG’s services are not to exceed \$9,500.00. The term of the agreement will be from the date of execution through the completion and acceptance of the study, approximately 60 days. The Board finds that such request, which is more fully explained in a memorandum dated January 13, 2015, at pages 53-54 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to enter into an agreement with Aviation Management Consulting Group (AMCG) to perform a General Aviation market rent study for Hawkins Field Airport (HKS). The fees for AMCG’s services are not to exceed \$9,500.00. The term of the agreement will be from the date of execution

through the completion and acceptance of the study, approximately 60 days. The Board finds that such request is more fully explained in a memorandum dated January 13, 2015, at pages 53-54 of the Meeting Packet.

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

January 26, 2015

**C. Construction Projects**

- 1. Emergency Repair to Touch Down Zone Lighting Runway 34L; Electrical Circuit Serving Taxiway Alpha Lights; JAN: Accept Certification (Fountain Construction Company, Inc.).....Page 55*

**RESOLUTION CY-2015-14**

**RESOLUTION RE ACKNOWLEDGING RECEIPT AND REVIEW OF MEMORANDUM NO. COO 2015-19, AND ACCOMPANYING EMERGENCY REPAIRS CERTIFICATE REGARDING RUNWAY 34L EMERGENCY REPAIRS**

Upon motion by Commissioner Dr. Pridgen, seconded by Vice Chair Hartley, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Board has considered JMAA’s staff’s request for acknowledgement of receipt of and review of Memorandum No. COO 2015-19, dated January 12, 2015 which sets forth the circumstances and justification for certain emergency repairs made by Fountain Construction Co., Inc. to the Touch Down Zone Lighting system supporting runway 34 Left and lighting system supporting Taxiway Alpha at the Jackson-Medgar Wiley Evers International Airport and the accompanying certificate regarding the emergency repairs. The gross sum of said repairs totaled \$236,850.00. The Board finds that such circumstances and justifications are more fully explained in a memorandum dated January 12, 2015 and the Emergency Repairs Certificate at pages 55-77 of the Meeting Packet.

**IT IS THEREFORE, RESOLVED** that JMAA’s staff’s request is approved and the Board does hereby acknowledge receiving and reviewing Memorandum No. COO 2015-19, dated January 12, 2015 which sets forth the circumstances and justification for certain emergency repairs made by Fountain Construction co., Inc. to the Touch Down Zone Lighting system supporting runway 34 Left and lighting system supporting Taxiway Alpha at the Jackson-Medgar Wiley Evers International Airport and the accompanying certificate regarding the emergency repairs. The gross sum of said repairs totaled \$236,850.00. The Board finds that such circumstances and justifications are more fully explained in a memorandum dated January 12, 2015 and Emergency Repair Certificate at pages 55-77 of the Meeting Packet.

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

January 26, 2015

- 2. *Emergency Repair to Water Main International Drive; JAN: Accept Certification (Metro Mechanical, Inc.).....Page 78*

**RESOLUTION CY-2015-15**

**RESOLUTION RE ACKNOWLEDGING RECEIPT AND REVIEW OF MEMORANDUM NO. CEO 2015-01, AND ACCOMPANYING EMERGENCY REPAIRS CERTIFICATE REGARDING WATER MAIN INTERNATIONAL DRIVE EMERGENCY REPAIRS**

Upon motion by Commissioner Pastor Henley, seconded by Commissioner Dr. Pridgen, the following RESOLUTION was made and unanimously approved

**WHEREAS**, the Board has considered JMAA’s staff’s request for acknowledgement of receipt of and review of Memorandum No. CEO 2015-01, dated January 12, 2015 which sets forth the circumstances and justification for certain emergency repairs made by Metro Mechanical Inc. to the potable water main servicing South Hangar Drive at the Jackson–Medgar Wiley Evers International Airport and the accompanying certificate regarding the emergency repairs. The costs for said repairs totaled \$19,652.45. The Board finds that such circumstances and justifications are more fully explained in a memorandum dated January 12, 2015 and the Emergency Repairs Certificate at pages 78-81 of the Meeting Packet.

**IT IS THEREFORE, RESOLVED** that JMAA’s staff’s request is approved and the Board does hereby acknowledge receiving and reviewing Memorandum No. CEO 2015-01, dated January 12, 2015 which sets forth the circumstances and justification for certain emergency repairs made by Metro Mechanical Inc. to the potable water main servicing South Hangar Drive at the Jackson–Medgar Wiley Evers International Airport and the accompanying certificate regarding the emergency repairs. The costs for said repairs totaled \$19,652.45. The Board finds that such circumstances and justifications are more fully explained in a memorandum dated January 12, 2015 and the Emergency Repairs Certificate at pages 78-81 of the Meeting Packet.

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

January 26, 2015

- 3. *JMAA Contract No. 014-11-92, Airport Security and Access Control*

*Systems Improvements; Premises Distribution System, JAN: Approve  
Change Order No. 7 (Webster Electric, Inc.).....Page 82*

**RESOLUTION CY-2015-16**

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 7 TO CONSTRUCTION  
CONTRACT WITH WEBSTER ELECTRIC.**

Upon motion by Vice-Chair Hartley, seconded by Commissioner Dr. Pridgen, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Board has considered JMAA’s staff’s request for authority to execute Change Order No.7 in the form of a \$20,000.00 credit (reduction) to the construction contract with Webster Electric Co., Inc. (“Webster”) for a new contract total of \$4,544,067.96 for Phase I of the Airport Security and Access Control Systems Improvements: Premise Distribution System. The new total reflects a reduction in the scope of work required to bring vehicle gates 10 and 41 into active service. The Board finds that such request, which is more fully explained in a memorandum dated January 13, 2015, at pages 82-86 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s staff is authorized to execute Change Order No.7 in the form of a \$20,000.00 credit (reduction) to the construction contract with Webster Electric Co., Inc. (“Webster”) for a new contract total of \$4,544,067.96 for Phase I of the Airport Security and Access Control Systems Improvements: Premise Distribution System. The new total reflects a reduction in the scope of work required to bring vehicle gates 10 and 41 into active service. The Board finds that such request is more fully explained in a memorandum dated January 13, 2015, at pages 82-86 of the Meeting Packet.

Yeas: Hartley, Henley, Pridgen, Harris, Reed

Nays: None

Abstentions: None

January 26, 2015

**D. Procurements**

None

**E. Grants**

None

**F. Other Matters**

Mr. Newman then directed the Board’s attention to the following Agenda items and requests for the Board’s approval.

**1. Early Issues.....Page 88**

- (a) Fountain Construction Co., Inc.**
- (b) Metro Mechanical**
- (c) Travel Expenses AAAE Conference: Commissioner Evelyn Reed**
- (d) Travel Expenses Environmental Steering Group Meeting: Vice-Chair  
Vernon Hartley, Sr.**

**RESOLUTION CY-2015-17**

**RESOLUTION AS TO AUTHORIZING JANUARY 2015 EARLY ISSUE PAYMENTS: \$85,726.68 TO FOUNTAIN CONSTRUCTION CO. INC., \$19,652.45 TO METRO MECHANICAL, INC., \$213.11 TO COMMISSIONER EVELYN O. REED AND \$154.49 TO VICE-CHAIR VERNON W. HARTLEY, SR.,**

Upon motion by Commissioner Reed, seconded by Commissioner Dr. Pridgen, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Board has considered the request of JMAA’s staff for authority to provide payment of \$85,726.68 to Fountain Construction Co., Inc. for the emergency repairs to airfield lighting systems; \$19,652.45 to Metro Mechanical, Inc. for the emergency repairs to the 12 inch water main; \$213.11 to Commissioner Evelyn O. Reed for travel expenses associated with the AAAE 29<sup>th</sup> Annual Conference-Aviation Issues, January 10-15, 2015 in Big Island, Hawaii; and \$154.49 to Vice Chair Vernon W. Hartley, Sr. for travel expenses associated with the Airports Council International-North America: Environmental Affairs Committee Steering Group Meeting, January 14-19, 2015 in Washington DC. The Board finds that such requests, which are more fully explained in a memorandum dated January 16, 2015, at page 88 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to provide payment of \$85,726.68 to Fountain Construction Co., Inc. for the emergency repairs to airfield lighting systems; \$19,652.45 to Metro Mechanical, Inc. for the emergency repairs to the 12 inch water main; \$213.11 to Commissioner Evelyn O. Reed for travel expenses associated with the AAAE 29<sup>th</sup> Annual Conference-Aviation Issues, January 10-15, 2015 in Big Island, Hawaii; and \$154.49 to Vice Chair Vernon W. Hartley, Sr. for travel expenses associated with the Airports Council International-North America: Environmental Affairs Committee Steering Group Meeting, January 14-19, 2015 in Washington DC. The Board finds that such requests are more fully explained in a memorandum dated January 16, 2015, at page 88 of the Meeting Packet.

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

January 26, 2015

*2. AFCO Mississippi Air Cargo Logistics Center Refinancing.....Page 89*

**RESOLUTION CY-2015-18**

**RESOLUTION AUTHORIZING JMAA'S CHIEF EXECUTIVE OFFICER TO EXECUTE A RECOGNITION AGREEMENT WITH AFCO CARGO JAN LLC.**

Upon motion by Commissioner Pastor Henley, seconded by Commissioner Reed, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, JMAA and AFCO Cargo JAN LLC (Company) entered into a lease agreement effective May 15, 2004, for the development, construction and operation of the MS Air Cargo Logistics Center ("AFCO Cargo Building").

**WHEREAS**, the facility was originally financed with tax exempt revenue bonds.

**WHEREAS**, following the economic down turn beginning in 2008, the Company reduced rental rates for the facility in order to maintain occupancy; however, the reduced cash flow was not sufficient to cover the debt requirements.

**WHEREAS**, the Company initially attempted to address the cash flow problem by entering into a forbearance agreement with two (2) of the bond holders. Subsequently, the Company approached CNL Bank in Florida, about financing the AFCO Cargo Building. CNL agreed to make a loan to the Company in order for the Company to pay off the bond holders.

**WHEREAS**, in connection with the refinancing of the Company's debt, CNL is requesting JMAA to execute a Recognition Agreement which essentially indicates that JMAA is aware that CNL is providing financing to the Company and becoming the lien holder in place of the previous bond holders. The Recognition Agreement does not alter or change the agreement between JMAA and the Company. The Recognition Agreement which JMAA staff is requesting the Board to authorize the Chief Executive Officer to execute on behalf of JMAA is attached to a memorandum dated January 21, 2015 at pages 89-92 of the Meeting Packet and is included as an exhibit attachment to the January 26, 2015 Board Meeting Minutes.

**IT IS THEREFORE, RESOLVED** the Board hereby authorizes the JMAA Chief Executive Officer to execute the Recognition Agreement on behalf of JMAA with AFCO Cargo Jan LLC, indicating that JMAA is aware that CNL is providing financing to the Company and becoming the lien holder in place of previous bond holders and that Recognition Agreement does not alter or change the agreement between JMAA and the Company. The Recognition Agreement is attached to a memorandum dated January 21, 2015 at pages 89-92 of the Meeting Packet and is included as an exhibit attachment to the January 26, 2015 Board Meeting Minutes.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None  
Abstentions: None

January 26, 2015

**3. *Government Relations (May Law Firm)***

**RESOLUTION CY-2015-19**

**RESOLUTION APPOINTING THE MAY LAW FIRM, PLLC AS GOVERNMENT AFFAIRS LIAISON**

Upon motion by Commissioner Dr. Pridgen, seconded by Vice Chair Hartley, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Jackson Municipal Airport Authority (“JMAA”) has employed The May Law Firm, PLLC (“MLF”) as Additional Board Counsel to JMAA;

**WHEREAS**, the Walker Group, PC, as General Counsel (“WG”), is authorized by the Board to assign legal matters to MLF in its discretion;

**WHEREAS**, WG previously assigned the MLF to handle state, and local lobbying activities and government affairs as Government Affairs Liaison for JMAA and to work with any other lobbyists who may be retained by JMAA; and

**WHEREAS**, WG requests that the Board pass a resolution memorializing the assignment of the above duties and responsibilities to MLF;

**BE IT THEREFORE RESOLVED** that MLF shall serve as Government Affairs Liaison for JMAA and is hereby authorized to perform all of the above identified duties and responsibilities.

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

January 26, 2015

**4. *Board Travel***

***Board of Commissioners’ Travel to the 2015 Commissioners Congressional Reception, March 3, 2015 in Washington, DC, JMAA: Approve Travel***

**RESOLUTION CY-2015-20**

**RESOLUTION APPROVING BOARD OF COMMISSIONERS’ ATTENDANCE OF**



**THE 2015 COMMISSIONERS CONGRESSIONAL RECEPTION, MARCH 3, 2015  
IN WASHINGTON, D.C.**

Upon motion by Vice Chair Hartley, seconded by Commissioner Dr. Pridgen, the following **RESOLUTION** was made and unanimously approved

**WHEREAS**, the Commissioners Congressional Reception on March 3, 2015, in Washington, D.C. will offer a great opportunity for engagement with airport Commissioners, professionals, and executives from around the Country about the role of Airport Commissioners and a multitude of issues of importance to the Jackson Municipal Airport Authority; and

**WHEREAS**, the Board of Commissioners of JMAA recommends, approves and authorizes registration fee payments of \$175.00 for each Commissioner and reimbursements to each Commissioner for any related expenses incurred during the event; and

**WHEREAS**, the Board has considered the foregoing and the benefits which will accrue to the Authority from attendance by Chair Harris, Vice Chair Hartley, Commissioner Pastor Henley, Commissioner Dr. Pridgen, and Commissioner Reed at the Commissioners' Congressional Reception;

**IT IS THEREFORE, RESOLVED** the Board hereby (i) finds and determines that participation by Chair Harris, Vice Chair Hartley, Commissioner Pastor Henley, Commissioner Dr. Pridgen, and Commissioner Reed in the Commissioners' Congressional Reception on March 3, 2015, in Washington, D.C. will be beneficial to the Authority for the reasons cited above, and (ii) approves and authorizes the payment of the registration fee and reimbursement for any related expenses incurred during the event.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

January 26, 2015

**VII. ADJOURNMENT**

Thereafter, it was moved by Commissioner Pastor Henley, seconded by Commissioner Dr. Pridgen, and unanimously resolved that the meeting of the Board be **ADJOURNED** at 4:38 p.m.

Respectfully submitted,

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Ms. LaWanda D. Harris, Chair

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Mr. Vernon W. Hartley, Sr., Vice Chair

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Ms. Evelyn O. Reed, Commissioner

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Pastor James L. Henley, Jr., Commissioner

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Dr. Rosie L.T. Pridgen, Commissioner