

**RESCHEDULED REGULAR MONTHLY MEETING OF JACKSON MUNICIPAL  
AIRPORT AUTHORITY BOARD OF COMMISSIONERS  
JULY 27, 2017**

**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 Monthly Board Meeting in the Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 8:00 a.m. on Thursday, July 27, 2017 (the “Meeting”), pursuant to proper notice. A copy of the Notice is attached as an exhibit to the July 27, 2017 Rescheduled Board Meeting Minutes.

Chairman Evelyn O. Reed presided, called the Meeting to order at 8:00 a.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. P. Johnson, Ph.D., Commissioner and Vice Chairman  
Pastor James L. Henley, Jr., Commissioner  
Vernon W. Hartley, Sr., Commissioner

The following Commissioner was present, telephonically, at the Board Meeting.

LaWanda D. Harris, 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 Monthly Meeting of the Board rescheduled for 8:00 a.m. on Thursday, July 27, 2017, 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  
Perry Miller, JMAA’s Chief Operating 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  
John R. May, Jr., Esq., The May Law Firm, PLLC, Attorneys at Law  
And persons listed on **EXHIBIT A: Sign in Sheet for 07-27-17**

**II. INVOCATION**

Vice Chairman Dr. Johnson gave the Invocation.

**III. APPROVAL AND EXECUTION OF THE JUNE 22, 2017 WORK SESSION MINUTES, THE JUNE 26, 2017 REGULAR BOARD MEETING MINUTES AND THE JULY 13, 2017 SPECIAL MEETING MINUTES**

- A. Regular Work Session of the Board of Commissioners, June 22, 2017
- B. Regular Meeting of the Board of Commissioners, June 26, 2017
- C. Special Meeting of the Board of Commissioners, July 13, 2017

**RESOLUTION CY-2017-90**

**APPROVAL AND EXECUTION OF THE JUNE 22, 2017 WORK SESSION MINUTES, THE JUNE 26, 2017 REGULAR BOARD MEETING MINUTES AND THE JULY 13, 2017 SPECIAL MEETING MINUTES**

After discussion and review and upon the motion made by Vice Chairman Dr. Johnson, and seconded by Commissioner Hartley, the Minutes of the Regular Work Session, June 22, 2017, the Regular Board Meeting, June 26, 2017, and the Special Board Meeting, July 13, 2017, were approved by unanimous vote of the Commissioners, and the following resolution was made and entered.

**RESOLVED**, that the Board hereby approves the Minutes of the Regular Work Session, June 22, 2017, the Regular Board Meeting, June 26, 2017, and the Special Board Meeting, July 13, 2017, as presented, and directs that said Minutes be filed in the appropriate Minute Book and Records of the Authority.

Yeas: Harris, Hartley, Henley, Johnson, Reed

Nays: None

Abstentions: None

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**IV. PUBLIC COMMENTS**

None.

**V. REPORTS**

**A. Report from the Chairman**

Chairman Reed announced that she will present a report as to her travel to the 2017 P-3 Airport Summit, in San Diego, CA, during the New Business portion of the agenda.

She then recognized Mr. Carl D. Newman, CEO, to present his reports.

**B. Chief Executive Officer**

1. **Airport Project Manager Summary, Period Ending  
June 30, 2017.....Page 1<sup>1</sup>**
2. **Airport Activity Statistics Report, Period Ending  
June 30, 2017.....Page 18**

**C. Attorney**

Attorney Walker announced that there are several matters to be taken up during the Board Travel portion of the Agenda.

**VI. ACTION ITEMS**

**A. Financial Matters**

**I. Financial Reports for June 2017:**

- (a) Balance Sheet: Accept.....Page 31*
- (b) Income Statement: Accept..... Page 33*

**RESOLUTION CY-2017-91**

**RESOLUTION ACCEPTING/APPROVING THE JUNE 2017 FINANCIAL  
REPORTS: BALANCE SHEET AND INCOME STATEMENT**

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

**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 June 30, 2017, which were included in the Packet, at pages 31-35 and distributed to the Board prior to the July 27, 2017 Rescheduled Monthly Meeting of the Board.

**IT IS, THEREFORE, RESOLVED** that the Board hereby accepts and approves the June 2017 Financial Reports: Balance Sheet and Income Statement for June 2017.

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<sup>1</sup> The page numbers herein are the page numbers contained in the Meeting Packet which is attached as an Exhibit to the July 27, 2017 Rescheduled Board Meeting Minutes.

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

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**c. Quarterly Statistics Report**

Mr. Newman announced that no action is needed concerning the Quarterly Report.

**d. Claims Docket for June 2017: Approve.....Page 39**

**RESOLUTION CY-2017-92**

**RESOLUTION APPROVING THE CLAIMS DOCKET FOR THE MONTH AND PERIOD ENDING JUNE 30, 2017**

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

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority's Claims Docket ("Claims") for the month and period ending June 30, 2017, which was included in the Packet, at pages 39-42, and distributed to the Board prior to the July 27, 2017 Rescheduled Meeting of the Board; and

**IT IS, THEREFORE, RESOLVED** that the Board hereby authorizes payment of the Claims in the amount of \$1,971,299.08.

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

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**2. Fiscal Year 2018 Operating and Maintenance Budget and Fiscal Year 2018 Capital Budget, JMAA: Approve ("O&M").....Page 43**

Commissioner Harris suggested proceeding with the agenda and revisiting the Fiscal Year 2018 Operating and Maintenance Budget and Fiscal Year 2018 Capital Budget at a later point on the agenda. Chairman Reed agreed and the Board proceeded with the remaining items on the agenda.

**3. Bond Refunding Alternatives, JMAA: Authority to Accept Proposal and Execute an Agreement.....Page 45**

## **RESOLUTION CY-2017-93**

### **RESOLUTION ACCEPTING PROPOSAL OF TRUSTMARK BANK AND AUTHORIZING ENTERING AN AGREEMENT WITH TRUSTMARK BANK TO REFUND JMAA SERIES 2007A AMT AND SERIES 2007B NON-AMT BONDS**

**WHEREAS**, the Board previously expressed in **Resolution CY 2017-47** the desire to possibly refund all or a portion of JMAA bond obligations to obtain interest rate savings, enhance JMAA's annual cash flow and provide flexibility to JMAA in the financing of its capital projects; and

**WHEREAS**, the Board previously authorized in **Resolution CY-2017-32** JMAA's Staff to solicit proposals from banking institutions interested in providing fixed rate direct placement loans to JMAA of up to ten million (\$10,000,000.00) (including insurance costs and any accrued interest up to the redemption date, offset by interest deposits paid to the Trustee) to refund (refinance) JMAA's Series 2007A and Series 2007B Bonds and to solicit proposals from firms to provide Bond Underwriting/Investment Banking services to assist in the preparation, dissemination, and marketing of bond documents and the sale of the Jackson Municipal Airport Authority's ("JMAA") Series 2007A and Series 2007B Bonds; and

**WHEREAS**, JMAA, in response to its request for proposals from banking institutions interested in purchasing fixed rate direct placement bonds up to ten million (\$10,000,000.00) (including insurance costs and any accrued interest up to the redemption date, offset by interest deposits paid to the Trustee), received a proposal from one (1) banking institution, Trustmark Bank; and

**WHEREAS**, JMAA, in response to its request for proposals from firms to provide Bond Underwriting/Investment Banking services to assist in the preparation, dissemination, and marketing of bond documents and sale of the Jackson Municipal Airport Authority's Series 2007A Bonds and Series 2007B Bonds, received proposals from five (5) underwriting service providers: Backstrom McCarley Berry; Raymond James; The Williams Capital Group; George K. Baum and Company; and Duncan-Williams; and

**WHEREAS**, JMAA's Staff, along with Juan A. Pittman, Frasca & Associates, L.L.C., and Brandon Comer, Comer Capital Group, JMAA's Financial Advisory Team, reviewed and evaluated the one (1) banking institution proposal from Trustmark National Bank and the five (5) proposals from the previously identified underwriting companies; and

**WHEREAS**, JMAA's Staff, along with Mr. Pittman and Mr. Comer, based upon their review and evaluation of the proposals from the banking institutions and underwriting service providers previously identified, finds that Trustmark Bank provides the preferred proposal, as such, JMAA's Staff, along with Mr. Pittman and Mr. Comer recommend that JMAA execute a direct placement Agreement with Trustmark Bank, in accordance with Trustmark's proposal, to purchase JMAA's Series 2007 Bonds at a fixed rates of interest, specifically Series 2007A Bonds at 2.60% per annum and Series 2007B at 2.75% per annum; and

**WHEREAS**, The May Law Firm and Watkins & Eager, PLLC, Co-Bond Counsel; and Walker Group, PC, JMAA’s Counsel concur with the above recommendations of JMAA’s Staff, Mr. Pittman and Mr. Comer.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to execute an agreement with Trustmark Bank, in accordance with the proposal of Trustmark, to purchase JMAA’s Series 2007 Bonds at fixed rates of interest, specifically Series 2007A at 2.60% per annum and Series 2005B at 2.75% per annum.

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

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**B. Construction Projects**

- 1. One Call Quality Assurance and Testing Services, JMAA: Authorization to Solicit RFQ and Approval of Total Contract Amount.....Page 47*

**MOTION TO AUTHORIZE JMAA TO SOLICIT QUALIFICATIONS FOR ON-CALL QUALITY ASSURANCE AND TESTING SERVICES**

The Board considered the **MOTION** by Vice Chairman Dr. Johnson, seconded by Commissioner Hartley, to authorize JMAAA Staff to solicit Requests for Qualifications for on-call Quality Assurance and Testing Services.

Commissioner Pastor Henley announced that the services related to this project could be done on an “as needed” basis. Therefore, he recommended that the Board vote against this request because an “as-needed” service provider could provide the services.

In response to Vice Chairman Dr. Johnson’s inquiry, Commissioner Pastor Henley confirmed that JMAA has been operating with “as needed” service provider for these services for quite some time.

Then Chairman Reed called for a vote. The motion failed by a vote of 1-3-1.

Yeas: Hartley  
Nays: Henley, Johnson, Reed  
Abstentions: Harris

July 27, 2017

- 2. Rehabilitation of Runway 11/29, HKS: Authority to Award Construction Contract (Gregory Construction Services, Inc.).....Page 51*

**RESOLUTION CY-2017-94**

**RESOLUTION AUTHORIZING STAFF TO EXECUTE A CONTRACT WITH GREGORY CONSTRUCTION SERVICES, INC. FOR CONSTRUCTION SERVICES FOR THE REHABILITATION OF RUNWAY 11/29 AT HAWKINS FIELD AIRPORT**

Upon motion by Commissioner Hartley, seconded by Vice Chairman Dr. Johnson, 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) award the agreement as to the construction services for the Rehabilitation of Runway 11/29 at Hawkins Field Airport (HKS) to Gregory Construction Services, Inc. ("Gregory"), a Mississippi Corporation, and (ii) execute a contract with Gregory in the amount of \$1,214,928.00, with a contingency of \$127,202.00; and

**WHEREAS**, JMAA received one (1) bid in connection with the construction services for the Rehabilitation of Runway 11/29 project at HKS; and

**WHEREAS**, the bid was reviewed by Staff and the project consultant, Neel-Schaffer, Inc. ("Neel Schaffer"); and

**WHEREAS**, it is both Staff and Neel Schaffer's recommendation that the contract be awarded to the lowest and best responsible and responsive bidder, Gregory, in the amount of \$1,214,928.00, with a contingency of \$127,202.00; and

**WHEREAS**, Gregory will be supported by the following certified Disadvantaged Business Enterprises ("DBE"): Love Trucking of Jackson, Mississippi; Mississippi Paving and Construction, Inc. of Mathiston, Mississippi; and Tony Watson Electric, Inc. of Brandon Mississippi, which shall receive a total of 28.7% of the contract amount paid to Gregory; and

**WHEREAS**, the Board finds that such requests, which are explained in the Memorandum dated July 24, 2017, found on pages 51-54 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that JMAA's Staff is authorized to: (i) award the agreement as to the construction services for the Rehabilitation of Runway 11/29 at Hawkins Field Airport (HKS) to Gregory Construction Services, Inc. ("Gregory"), a Mississippi Corporation, and (ii) execute a contract with Gregory in the amount of \$1,214,928.00, with a contingency of \$127,202.00; and

**IT IS, THEREFORE, FURTHER RESOLVED** that Gregory will be supported by the following certified Disadvantaged Business Enterprises ("DBE"): Love Trucking of Jackson, Mississippi; Mississippi Paving and Construction, Inc. of Mathiston, Mississippi; and Tony Watson Electric, Inc. of Brandon Mississippi, which shall receive a total of 28.7% of the contract amount paid to Gregory; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the Board finds that said requests are fully explained in the Memorandum dated July 24, 2017, found on pages 51-54 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Johnson, Reed

Nays: None

Abstentions: None

July 27, 2017

**C. Procurement**

None

**D. Service Agreements**

1. *Air Service Development Consultants, JMAA: Authority to Reject Proposals and Authority to Solicit Proposals.....Page 55*

**RESOLUTION CY-2017-95**

**RESOLUTION AUTHORIZING JMAA TO REJECT THREE (3) NON-RESPONSIVE PROPOSALS AND RE-PUBLISH SOLICITATION FOR AIR SERVICE CONSULTANTS**

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

**WHEREAS**, the Board has considered the request of JMAA's Staff for authority to: (i) reject the three (3) non-responsive proposals received for Air Service Development Consultant Services; and (ii) re-publish the solicitation for Air Service Development Consultants; and

**WHEREAS**, JMAA received three (3) bids in connection with the solicitation from Air Service Development Consultants with experience in the fields of passenger air service, general aviation, cargo, and other aviation development, to assist in the development of new, and expansion of existing, air services at the Jackson-Medgar Wiley Evers International Airport (JAN) and Hawkins Field Airport (HKS); and

**WHEREAS**, the three (3) bids received were reviewed by Staff and determined to be non-responsive for the reasons explained in paragraphs (i), (ii) and (iii) in the Memorandum attached to this Resolution and on page 56 in the Packet; and

**WHEREAS**, the Board finds that such request, which is explained in the Memorandum dated July 6, 2017, found on pages 55-57 of the Meeting Packet, ought to be granted.



**IT IS, THEREFORE, RESOLVED** that JMAA received three (3) bids in connection with the solicitation from Air Service Development Consultants that were reviewed by Staff and determined to be non-responsive for the reasons explained in paragraphs (i), (ii) and (iii) in the Memorandum attached to this Resolution and on page 56 in the Packet; and

**IT IS, THEREFORE, FURTHER RESOLVED** that JMAA's Staff is authorized to: (i) reject the three (3) non-responsive proposals received for Air Service Development Consultant Services; and (ii) re-publish the solicitation for Air Service Development Consultants; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the Board finds that such request is fully explained in the Memorandum dated July 6, 2017, found on pages 55-57 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Johnson

Nays: Reed

Abstentions: None

July 27, 2017

2. *Air Service Development Consulting Services, JMAAA: Authority to Extend the Contract (InterVISTAS Consulting, Inc.).....Page 58*

**RESOLUTION CY-2017-96**

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH INTERVISTAS CONSULTING, INC. FOR AN EXTENSION OF AIR SERVICE DEVELOPMENT CONSULTING SERVICES**

Upon motion by Vice Chairman Dr. Johnson, 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 a second amendment to the current professional service agreement with InterVISTAS Consulting, Incorporated ("InterVISTAS"), a Delaware Corporation and subsidiary of Royal Haskoning DHV ("Royal"), an independent, international project management, engineering, and consultancy service provider, with headquarters in the Netherlands; and

**WHEREAS**, pursuant to the proposed second amendment, InterVISTAS will continue to provide air service development consulting services for the Jackson Municipal Airport Authority ("JMAA") for three (3) additional months for fees and expenses, when added to fees paid to date, shall not exceed the current total amount of \$130,000.00 budgeted for the current contract; and

**WHEREAS**, Staff is not requesting to increase the funds budgeted for this agreement to

provide for the extension of services; and

**WHEREAS**, the proposed second amendment will amend the following entitled section of the current agreement as follows: 4. Effective Date and Term: This section will be amended to extend the term of the Agreement for an additional three (3) months, commencing the date of the execution of the agreement amendment and ending three (3) calendar months thereafter; and

**WHEREAS**, InterVISTAS will continue to subcontract with Kerimax Communications, LLC (“Kerimax”), a Mississippi Limited Liability Corporation and certified Disadvantaged Business Enterprise (“DBE”) to perform some of the services regarding its agreement with JMAA for which Kerimax shall receive ten percent (10%) of the gross fees paid to InterVISTAS; and

**WHEREAS**, the Board finds that such request, which is explained in the Memorandum dated July 6, 2017, found on pages 58-60 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that JMAA’s Staff is authorized to execute a second amendment to the current professional service agreement with InterVISTAS Consulting, Incorporated (“InterVISTAS”), a Delaware Corporation and subsidiary of Royal Haskoning DHV (“Royal”), an independent, international project management, engineering, and consultancy service provider, with headquarters in the Netherlands; and

**IT IS, THEREFORE, FURTHER RESOLVED** that InterVISTAS will continue to provide air service development consulting services for the Jackson Municipal Airport Authority (“JMAA”) for three (3) additional months for fees and expenses, when added to fees paid to date, shall not exceed the current total amount of \$130,000.00 budgeted for the current contract; and

**IT IS, THEREFORE, FURTHER RESOLVED** that no additional funds will be budgeted for this agreement to provide for the extension of services; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the proposed second amendment will amend the following entitled section of the current agreement as follows: 4. Effective Date and Term: This section will be amended to extend the term of the Agreement for an additional three (3) months, commencing the date of the execution of the agreement amendment and ending three (3) calendar months thereafter; and

**IT IS, THEREFORE, FURTHER RESOLVED** that InterVISTAS will continue to subcontract with Kerimax Communications, LLC (“Kerimax”), a Mississippi Limited Liability Corporation and certified Disadvantaged Business Enterprise (“DBE”) to perform some of the services regarding its agreement with JMAA for which Kerimax shall receive ten percent (10%) of the gross fees paid to InterVISTAS; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the Board finds that such request is fully explained in the Memorandum dated July 6, 2017, found on pages 58-60 of the Meeting Packet.

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

July 27, 2017

**E. Grants**

1. *Federal Aviation Administration Grant, JMAA: Authority to Accept Grant Offer for Rehabilitation of Taxiway Alpha, Phase 2 at JAN and Rehabilitation of Runway 11-29 at HKS.....Page 61*

**RESOLUTION CY-2017-97**

**RESOLUTION APPROVING AND AUTHORIZING ACCEPTANCE OF TWO (2) FEDERAL AVIATION ADMINISTRATION GRANT OFFERS FOR PROJECT NO. 003-17 AND PROJECT NO. 012-17**

Upon motion by Commissioner Hartley, seconded by Vice Chairman Dr. Johnson, 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) accept two (2) Federal Aviation Administration (“FAA”) Airport Improvement Program (“AIP”) grant offers; and (ii) seek a resolution from the City of Jackson, Mississippi, City Council, accepting the Fiscal Year 2017 Airport Improvement Program (AIP) grant funds, in the amount not to exceed \$7,237,281.00 (the total AIP Grant amount awarded); and

**WHEREAS**, the grants consists of: (i) an amount not to exceed \$1,487,798.00 in support of the costs of engineering and construction services associated with Project No. 003-17, the Rehabilitation of Runway 11-29 at Hawkins Field Airport (“HKS”); and (ii) an amount not to exceed \$5,749,483.00 in support of the costs of engineering and construction services associated with Project No. 012-17, the Rehabilitation of Taxiway Alpha, Phase 2, at the Jackson-Medgar Wiley Evers International Airport (“JAN”); and

**WHEREAS**, the Board finds that such requests, which are explained in the Memorandum dated July 24, 2017, found at pages 61-62 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to: (i) accept two (2) Federal Aviation Administration (“FAA”) Airport Improvement Program (“AIP”) grant offers; and (ii) seek a resolution from the City of Jackson, Mississippi, City Council, accepting the Fiscal Year 2017 Airport Improvement Program (AIP) grant funds, in the

amount not to exceed \$7,237,281.00 (the total AIP Grant amount awarded); and

**IT IS THEREFORE, FURTHER RESOLVED** that the grants consists of: (i) an amount not to exceed \$1,487,798.00 in support of the costs of engineering and construction services associated with Project No. 003-17, the Rehabilitation of Runway 11-29 at Hawkins Field Airport (“HKS”); and (ii) an amount not to exceed \$5,749,483.00 in support of the costs of engineering and construction services associated with Project No. 012-17, the Rehabilitation of Taxiway Alpha, Phase 2, at the Jackson-Medgar Wiley Evers International Airport (“JAN”); and

**IT IS THEREFORE, FURTHER RESOLVED** that the Board finds that such requests are fully explained in the Memorandum dated July 24, 2017, found at pages 61-62 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Johnson, Reed

Nays: None

Abstentions: None

July 27, 2017

2. *Mississippi Department of Transportation Grant, JMAA: Authority to Accept Grant Offer for JAN Rehabilitation of Taxiway Alpha, Phase 2 and Rehabilitation of Runway 11-29 at HKS.....Page 63*

## **RESOLUTION CY-2017-98**

### **RESOLUTION APPROVING AND AUTHORIZING ACCEPTANCE OF TWO (2) MISSISSIPPI DEPARTMENT OF TRANSPORTATION GRANT OFFERS FOR PROJECT NO. 003-17 AND PROJECT NO. 012-17**

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

**WHEREAS**, the Board has considered the request of JMAA’s Staff for authority to accept two (2) Mississippi Department of Transportation (“MDOT”) grant offers; and

**WHEREAS**, the grants consist of: (i) an amount not to exceed \$200,000.00 in support of the costs of engineering and construction services associated with Project No. 003-17, the Rehabilitation of Runway 11-29 at Hawkins Field Airport (“HKS”); and (ii) an amount not to exceed \$200,000.00 in support of the costs of engineering and construction services associated with Project No. 012-17, the Rehabilitation of Taxiway Alpha, Phase 2, at the Jackson-Medgar Wiley Evers International Airport (“JAN”); and

**WHEREAS**, the Board finds that such request, which is explained in the Memorandum dated July 12, 2017, found at pages 63-64 of the Meeting Packet, ought to be granted.

**IT IS THEREFORE, RESOLVED** that JMAA’s Staff is authorized to accept two (2) Mississippi Department of Transportation (“MDOT”) grant offers; and

**IT IS THEREFORE, FURTHER RESOLVED** that the grants consist of: (i) an amount not to exceed \$200,000.00 in support of the costs of engineering and construction services associated with Project No. 003-17, the Rehabilitation of Runway 11-29 at Hawkins Field Airport (“HKS”); and (ii) an amount not to exceed \$200,000.00 in support of the costs of engineering and construction services associated with Project No. 012-17, the Rehabilitation of Taxiway Alpha, Phase 2, at the Jackson-Medgar Wiley Evers International Airport (“JAN”); and

**IT IS THEREFORE, FURTHER RESOLVED** that the Board finds that such request are fully explained in the Memorandum dated July 12, 2017, found at pages 63-64 of the Meeting Packet.

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

July 27, 2017

**F. Other Matters**

1. *Hangar Space, HKS: Authority to Advertise RFP.....Page 65*

**RESOLUTION CY-2017-99**

**RESOLUTION AUTHORIZING JMAA TO SOLICIT PROPOSALS FOR LEASE OF AIRCRAFT HANGAR AND ASSOCIATED LAND IMPROVEMENTS AND FACILITIES AND/OR HISTORIC TERMINAL BUILDING AT HAWKINS FIELD AIRPORT (HKS)**

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

**WHEREAS**, the Board has considered the request of JMAA’s Staff for authority to publish a Request for Proposals (“RFP”) for the lease of a Jackson Municipal Airport Authority (“JMAA”) aircraft hangar and associated land improvements and facilities (“the properties”) and/or the Historic Terminal Building at Hawkins Field Airport (“HKS”); and

**WHEREAS**, the Board finds that such request, which is explained in the Memorandum dated July 24, 2017, found on pages 65-66 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that JMAA’s Staff is authorized to publish a Request for Proposals (“RFP”) for the lease of a Jackson Municipal Airport Authority (“JMAA”)

aircraft hangar and associated land improvements and facilities (“the properties”) and/or the Historic Terminal Building at Hawkins Field Airport (“HKS”); and

**IT IS, THEREFORE, FURTHER RESOLVED** that such request is fully explained in the Memorandum dated July 24, 2017, found on page 65-66 of the Meeting Packet.

Yeas: Harris, Hartley, Henley, Johnson, Reed

Nays: None

Abstentions: None

July 27, 2017

**2. Commissioners’ Travel Approval Requests**

- I. Vice Chairman Dr. Rosie L.T. P. Johnson, Commissioner Pastor James L. Henley, Jr. and Commissioner LaWanda D. Harris’s Travel to and Participation in the CONGRESSIONAL BLACK CAUCUS INSTITUTE CBCI 2017 Mississippi Policy Conference**

**RESOLUTION CY-2017-100**

**RESOLUTION APPROVING THE TRAVEL TO AND PARTICIPATION OF VICE CHAIRMAN DR. ROSIE L.T.P. JOHNSON AND COMMISSIONER PASTOR JAMES L. HENLEY, JR. AND COMMISSIONER LAWANDA D. HARRIS IN THE 2017 MISSISSIPPI POLICY CONFERENCE IN TUNICA, AUGUST 10-13, 2017**

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

**WHEREAS**, the Congressional Black Caucus Institute CBCI 2017 Mississippi Policy Conference brings together community leaders, state and local elected officials, private sector leaders, labor leaders, academics, and government officials for policy sessions, and in-depth discussions concerning many issues of importance to JMAA; and

**WHEREAS**, the policy conference will offer: (i) a three (3)-day format that centers around six (6) core policy areas, including healthcare, small business development, political participation, infrastructure, education, and community justice; (ii) multiple policy sessions and workshops are strategically structured to elicit diverse thoughts on issues that impact the quality of life for minority communities; and (iii) an opportunity for the Commissioners of JMAA to discuss issues of importance to the Jackson Municipal Airport Authority (“JMAA” or “Authority”) with U.S. Congress Members, as well as issue area experts, as set forth in the attached schedule for the 2017 Policy Conference; and

**WHEREAS**, the objectives of this conference are congruent with many aspects of JMAA’s strategic plans and the information gained by participation will further the Commissioners’

knowledge of the policy areas and will be used to help improve quality decision making for the benefits of JMAA and JMAA's constituents; and

**WHEREAS**, the Board of Commissioners of JMAA recommends, approves and authorizes the travel, lodging and related expenses for Vice Chairman Dr. Rosie L.T.P. Johnson, Commissioner Pastor James L. Henley, Jr. and Commissioner LaWanda D. Harris to attend and participate in the 2017 Mississippi Policy Conference, August 10-13, 2017 in Tunica, MS for the reasons cited above; and

**WHEREAS**, the current Travel Policy for the Board ("Travel Policy") requires that travel to a meeting or conference sponsored by an organization other than the Airport Council International-North America, Airport Minority Council, or the American Association of Airport Executives be requested in writing and pre-approved by the Board; and

**WHEREAS**, the travel requests of Vice Chairman Dr. Johnson, Commissioner Pastor Henley and Commissioner Harris are attached as exhibits to this Resolution; and

**WHEREAS**, based on the above, the Board of Commissioners finds that it will be extremely beneficial to the Authority for Vice Chairman Dr. Johnson, Commissioner Pastor Henley and Commissioner Harris to attend and participate in the 2017 Mississippi Policy Conference, August 10-13, 2017 in Tunica, MS.

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby: (i) finds and determines that travel to and participation by Vice Chairman Dr. Rosie L.T.P. Johnson, Commissioner Pastor James L. Henley, Jr. and Commissioner LaWanda D. Harris in the 2017 Mississippi Policy Conference, August 10-13, 2017, Tunica, MS, will be extremely beneficial to the Authority for the reasons cited above; and (ii) approves and authorizes payment and reimbursement for travel, lodging and related expenses for Vice Chairman Dr. Rosie L.T.P. Johnson, Commissioner Pastor James L. Henley, Jr. and Commissioner LaWanda D. Harris to attend and participate in the 2017 Mississippi Policy Conference as described above, all in accordance with the Travel Policy of JMAA.

Yeas: Harris, Hartley, Henley, Johnson, Reed

Nays: None

Abstentions: None

July 27, 2017

**II. *Chairman Evelyn O. Reed's Expenses Reimbursement for Travel to PUBLIC-PRIVATE PARTNERSHIP 2017 Airport (P3) Summit, July 24-25, 2017, San Diego, CA***

**RESOLUTION CY-2017-101**

**RESOLUTION APPROVING AND AUTHORIZING REIMBURSEMENT OF**

**EXPENSES RELATED TO CHAIRMAN EVELYN O. REED'S TRAVEL TO AND PARTICIPATION IN THE 2017 PUBLIC AND PRIVATE PARTNERSHIP (P3) SUMMIT JULY 24-25, SAN DIEGO, CA AND WAIVER OF SECTION 4.1 OF JMAA'S TRAVEL POLICY**

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

**WHEREAS**, the PUBLIC-PRIVATE PARTNERSHIP 2017 Airport (P3) Summit, July 24-25, 2017, San Diego, CA brought together industry leaders from states and localities, and private sector leaders for in-depth discussions concerning public and private partnerships, an issue of importance to JMAA; and

**WHEREAS**, the Summit offered a two (2)-day format that was designed to: (i) help explore alternative delivery methods; (ii) plan and procure successful public-private initiatives; (iii) discover best practices in selecting and negotiating with partners; and (iv) steps to take to ensure project success; and

**WHEREAS**, the event explored the role of partnerships that unite leaders from states and localities, colleges and universities, and public agencies, with industry to discuss infrastructure challenges faced nationwide; and how innovations in project delivery, procurement, life cycle asset management, and technology can help solve them. Additionally, the conference provided the opportunity to cultivate relationships and network with industry professionals; and

**WHEREAS**, the objectives of this conference were congruent with many aspects of JMAA's strategic plans, particularly the future development of JMAA's undeveloped land. The information gained by Chairman Reed furthered her knowledge and understanding in regard to public-private partnerships, which will be used to help improve quality decision making for the benefits of JMAA and JMAA's constituents; and

**WHEREAS**, on July 11, 2017, prior to the travel date, Chairman Reed submitted a travel request for the travel to and participation in the 2017 Public and Private Partnership (P3) Summit, July 24-25, 2017; and

**WHEREAS**, the travel request of Chairman Evelyn O. Reed is attached as an exhibit to this Resolution; and

**WHEREAS**, the Board was unable to pre-approve the travel request of Chairman Reed because of exigent circumstances, and therefore the Board is waiving the requirement in Section 4.1 of the JMAA Travel Policy as to Chairman's Reed's travel to the P3 Summit and reimbursement of expenses; and

**WHEREAS**, the Board of Commissioners of JMAA recommends, approves and authorizes reimbursement of the travel, lodging and related expenses to Chairman Evelyn O. Reed for



her attendance and participation in the PUBLIC-PRIVATE PARTNERSHIP 2017 Airport (P3) Summit, July 24-25, 2017, San Diego, CA for the reasons cited above; and

**WHEREAS**, the current Travel Policy for the Board (“Travel Policy”) requiring that travel to a meeting or conference sponsored by an organization other than the Airport Council International-North America, Airport Minority Council, or the American Association of Airport Executives be requested in writing and pre-approved by the Board is hereby waived as to Chairman Reed’s request for expense reimbursement for her travel to the PUBLIC-PRIVATE PARTNERSHIP 2017 Airport (P3) Summit, July 24-25, 2017, San Diego, CA because of the exigent circumstances; and

**WHEREAS**, the Board of Commissioners finds that it was extremely beneficial to the Authority for Chairman Evelyn O. Reed to attend and participate in the PUBLIC-PRIVATE PARTNERSHIP 2017 Airport (P3) Summit, July 24-25, 2017, San Diego, CA.

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby: (i) finds and determines that Chairman Evelyn O. Reed’s participation in the PUBLIC-PRIVATE PARTNERSHIP 2017 Airport (P3) Summit, July 24-25, 2017, San Diego, CA 2017 was extremely beneficial to the Authority for the reasons cited above; (ii) waives Section 4.1 of the JMAA Travel Policy as to Chairman Reed’s request for travel to and participation in the PUBLIC-PRIVATE PARTNERSHIP 2017 Airport (P3) Summit, July 24-25, 2017, San Diego, CA because of the exigent circumstances; and (iii) approves and authorizes reimbursement for travel, lodging and related expenses to Chairman Evelyn O. Reed for attending and participating in the PUBLIC-PRIVATE PARTNERSHIP 2017 Airport (P3) Summit as described above.

Yeas: Harris, Hartley, Henley, Johnson, Reed

Nays: None

Abstentions: None

July 27, 2017

Commissioner Harris’s telephonic attendance at the Rescheduled Board Meeting ended at approximately 8:26 a.m.

**III. *Chairman Evelyn O. Reed’s Travel to and Participation in the Aviation Career Services Leadership Workshop, August 20-22, 2017, Chicago, Il***

**RESOLUTION CY-2017-102**

**RESOLUTION APPROVING CHAIRMAN EVELYN O. REED’S TRAVEL TO AND PARTICIPATION IN THE AVIATION CAREER SERVICES (ACS) LEADERSHIP WORKSHOP, AUGUST 20-22, 2017, CHICAGO IL**

Upon motion by Commissioner Pastor Henley, seconded by Vice Chairman Dr. Johnson, the following **RESOLUTION** was made and unanimously approved by the Commissioners present.

**WHEREAS**, the AVIATION CAREER SERVICES Leadership Workshop is designed to help airport and aviation leaders gain a deeper understanding of the current issues and critical concerns relative to the aviation industry; and

**WHEREAS**, the policy conference will offer a two-day workshop centered around three (3) modules: Leadership Concepts, Leadership Fundamentals, and Leadership Execution. Each module covers fundamental concepts, successful tools and practicality, as well as applications to the airport and aviation environments. Additionally, the conference will afford attendees the opportunity to cultivate relationships and network with industry professionals.

**WHEREAS**, the objectives of this conference are congruent with many aspects of JMAA's strategic plans, and the information gained by participation will further Chairman Reed's knowledge of the policy areas and will be used to help improve quality decision making for the benefits of JMAA and JMAA's constituents; and

**WHEREAS**, the Board of Commissioners of JMAA approves and authorizes the travel, lodging and related expenses for Chairman Evelyn O. Reed to attend and participate in the 2017 ACS Leadership Workshop, August 20-22, 2017 in Chicago, IL for the reasons cited above; and

**WHEREAS**, the current Travel Policy for the Board ("Travel Policy") requires that travel to a meeting or conference sponsored by an organization other than the Airport Council International-North America, Airport Minority Council, or the American Association of Airport Executives be requested in writing and pre-approved by the Board; and

**WHEREAS**, the travel request of Chairman Reed is attached as an exhibit to this Resolution; and

**WHEREAS**, based on the above, the Board of Commissioners finds that it will be extremely beneficial to the Jackson Municipal Airport Authority ("JMAA") for Chairman Reed to attend and participate in the 2017 ACS Leadership Workshop, August 20-22, 2017 in Chicago, IL.

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby: (i) finds and determines that travel to and participation by Chairman Evelyn O. Reed in 2017 ACS Leadership Workshop, August 20-22, 2017 in Chicago, IL, will be extremely beneficial to JMAA for the reasons cited above; and (ii) approves and authorizes payment and reimbursement for travel, lodging and related expenses for Chairman Evelyn O. Reed to attend and participate in the 2017 ACS Leadership Workshop, August 20-22, 2017 in Chicago, IL as described above, all in accordance with the Travel Policy of JMAA.

Yeas: Hartley, Henley, Johnson, Reed  
Nays: None  
Abstentions: None

July 27, 2017

Next, the Board addressed the Fiscal Year 2018 Operating and Maintenance Budget and Fiscal Year 2018 Capital Budget. The Board Memo regarding 2018 Budgets is located on Pages 43 and 44 of the Packet.

### **RESOLUTION CY-2017-103**

#### **RESOLUTION APPROVING AND ADOPTING THE 2018 FISCAL YEAR OPERATING AND MAINTENANCE BUDGET AND THE FISCAL YEAR 2018 CAPITAL BUDGET**

Commissioner Pastor Henley moved to: (I) amend the Fiscal Year 2018 Operating and Maintenance Budget proposed by Staff contained in the FY 2018 detail proposed budget which was distributed to the Board prior to the July 27, 2016 Rescheduled Board Meeting by: (i) eliminating the proposed in house counsel and paralegal positions and transferring the funds proposed to be used as salary for said positions to the legal budget, which equals to an approximate amount of \$276,649.00 per Staff's proposed detailed budget reports, according to JMAA's Chief Financial Officer; (ii) reducing the contribution amounts proposed for contributions to the Greater Jackson Leadership Chamber and Foundation from \$30,000.00 and \$35,000.00 respectively to \$10,000.00 to each organization and transferring the remaining \$45,000.00 of proposed contribution funds to the legal budget; (iii) reducing Board travel by \$27,153.00, by giving the Chairman a travel budget in the amount of \$21,000.00 and the four (4) Commissioners, a travel budget in the amount of \$16,000.00, and transferring the \$27,153.00 reduction to the legal budget; and (iv) reducing the budgeted amount for engineering by \$31,351.00 and transferring that amount to the legal budget; (II) approve and adopt the detail proposed Fiscal Year 2018 Operating and Maintenance Budget with the previously stated amendments; and (III) approve and adopt the Capital Budget as proposed by Staff. Vice Chairman Dr. Johnson seconded the motion made by Commissioner Pastor Henley and the following Resolution was made and approved by unanimous vote of the Commissioners present.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered Staff's request for adoption and approval of: (i) the Fiscal Year 2018 Operating & Maintenance Budget; and (ii) the Fiscal Year 2018 Capital Budget,

**WHEREAS**, said detail FY 2018 Operating & Maintenance Budget, is amended as follows by:

- (i) Eliminating the proposed in-house counsel and paralegal positions and transferring the funds proposed to be used as salary for said positions to the legal budget, which

equals to an approximate amount of \$276,649.00 per the JMAA's Chief Financial Officer's detailed budget reports;

(ii) reducing the contribution amounts proposed for contributions to the Greater Jackson Leadership Chamber and Foundation from \$30,000.00 and \$35,000.00, respectively, to \$10,000.00 to each organization and transferring the remaining \$45,000.00 of proposed contribution funds to the legal budget;

(iii) reducing Board travel by \$27,153.00, by giving the Chairman a travel budget of \$21,000.00 and the remaining four (4) Commissioners a travel budget of \$16,000.00, and transferring the \$27,153.00 reduction to the legal budget; and

(iv) reducing the budgeted amount for engineering by \$31,351.00 and transferring the \$31,351.00 reduction to the legal budget; and

**WHEREAS**, the key elements of the proposed Fiscal Year 2018 Operating & Maintenance Budget before amendment and Primary Funding Sources for Capital Expenditures estimated to be undertaken in Fiscal Year 2018, are contained in the Memorandum dated July 12, 2017, at pages 43-44 of the Meeting Packet.

**IT IS THEREFORE, RESOLVED** that the Board hereby adopts and approves: (I) the detail Fiscal Year 2018 Operating & Maintenance Budget with the following amendments (i) eliminating the proposed in house counsel and paralegal positions and transfer the funds proposed to be used as salary for said positions to the legal budget, which equals to an approximate amount of \$276,649.00 per JMAA's Chief Financial Officer's detailed budget reports; (ii) reducing the contribution amounts proposed for contributions to the Greater Jackson Leadership Chamber and Foundation from \$30,000.00 and \$35,000.00, respectively, to \$10,000.00 to each organization and transfer the remaining \$45,000.00 of proposed contribution funds to the legal budget; (iii) reducing Board travel by \$27,153.00, by giving the Chairman a travel budget of \$21,000.00 and the remaining four (4) Commissioners a travel budget of \$16,000.00, and transferring the \$27,153.00 reduction to the legal budget; and (iv) reducing the budgeted amount for engineering by \$31,351.00 and transferring the \$31,351.00 to the legal budget; and (II) the Fiscal Year 2018 Capital Budget, as distributed prior to the July 27, 2017 Rescheduled Board Meeting; and

**IT IS THEREFORE, FURTHER RESOLVED** that the key elements of the proposed Operating & Maintenance Budget, before amendment, and Primary Funding Sources for Capital Expenditures estimated to be undertaken in Fiscal Year 2018, are contained in the Board Memorandum dated July 12, 2017, at pages 43-44 of the Meeting Packet.

Yeas: Hartley, Henley, Johnson, Reed

Nays: None

Abstain: None

July 27, 2017

**G. New Business**

***1. Board Reports***

Chairman Reed announced that she attended the Public-Private Partnership 2017 Airport (P3) Summit, July 24-25, 2017 in San Diego, CA and she then gave a summary report on the conference. Additionally, she submitted a full report concerning the conference which is attached as an exhibit to the July 27, 2017 Rescheduled Board Meeting Minutes. The Conference Agenda is also attached as an exhibit to the July 27, 2017 Rescheduled Board Meeting Minutes.

**VII. ADJOURNMENT**

Thereafter, it was moved by Commissioner Hartley, seconded by Vice Chairman Dr. Johnson, and resolved by majority vote 3-1-0 (Commissioner Pastor Henley voted "Nay") that the meeting of the Board be ADJOURNED at 8:35 a.m.

Respectfully submitted,

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Ms. Evelyn O. Reed, Commissioner and Chairman

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Rosie L.T. P. Johnson, Ph.D., Commissioner and Vice Chairman

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Ms. LaWanda D. Harris, Commissioner

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Mr. Vernon W. Hartley, Sr., Commissioner

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Pastor James L. Henley, Jr., Commissioner