

**REGULAR BOARD MEETING OF JACKSON MUNICIPAL AIRPORT AUTHORITY  
BOARD OF COMMISSIONERS  
JULY 27, 2020**

**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 July 27, 2020, Regular Board Meeting in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport ("JAN"), in Jackson, Mississippi, at 4:00 p.m. on Monday, July 27, 2020 (the "Meeting"), pursuant to proper notice.

Chairman LaWanda D. Harris, presided, called the Meeting to order at 4:03 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:

LaWanda D. Harris, Chairman  
Robert E. Martin, Vice-Chairman  
Pastor James L. Henley Jr., Commissioner  
LTC(R) Lucius Wright, Commissioner

Chairman 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 a discussion of the Agenda (the "Agenda") for the Regular Board Meeting, July 27, 2020, at the Jackson-Medgar Wiley Evers International Airport ("JAN"), in Jackson, Mississippi, at 4:00 p.m. Also, the following other persons were present at the Meeting:

Paul A. Brown, JMAA's Chief Executive Officer  
John L. Walker, Esq., Walker Group, PC, Attorneys at Law  
Kevin Bass, Esq., Walker Group, PC, Attorneys at Law  
And persons listed on **EXHIBIT A: Sign-in Sheet for 7-27-20**

**II. INVOCATION**

Vice-Chairman Robert E. Martin gave the Invocation.

**III. APPROVAL OF BOARD NOTICES**

- A. Notice of the Monthly Pre-Work Session Meeting Friday, July 17, 2020, at Noon (12:00 p.m.) at Jackson-Medgar Wiley Evers International Airport ("JAN").

- B. Notice changing the location of the July Regular Monthly Board Meeting scheduled for Monday, July 27, 2020, from Hawkins Field Airport to the Jackson-Medgar Wiley Evers International Airport Community Room.

**RESOLUTION CY-2020-126**

**APPROVAL OF THE: (I) NOTICE OF THE JULY 17, 2020 PRE-WORK SESSION MEETING; AND (II) NOTICE CHANGING THE LOCATION OF THE JULY 27, 2020 REGULAR BOARD MEETING FROM HAWKINS FIELD AIRPORT TO JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT**

After discussion and review, and upon the motion made by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, and approved by a unanimous vote, the following Resolution was made and entered.

**RESOLVED**, that the Board hereby approves the: (i) Notice of the July 17, 2020 Pre-Work Session Meeting; and (ii) Notice Changing the location of the July 27, 2020 Regular Board Meeting from Hawkins Field Airport to Jackson-Medgar Wiley Evers International Airport.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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**IV. APPROVAL AND EXECUTION OF MINUTES**

- A. Regular Scheduled Monthly Work Session of Board of Commissioners Meeting, Thursday, June 18, 2020, at 8:30 a.m. at Jackson-Medgar Wiley Evers International Airport.
- B. Board of Commissioners Rescheduled Regular Board Meeting, Monday, June 22, 2020, at Noon, at Jackson-Medgar Wiley Evers International Airport.
- C. Special Board Meeting of Board of Commissioners, Thursday, July 16, 2020, at 9:00 a.m., at Jackson-Medgar Wiley Evers International Airport.

**RESOLUTION CY-2020-127**

**APPROVAL OF THE MINUTES OF THE: (I) JUNE 18, 2020 REGULAR WORK SESSION; (II) JUNE 22, 2020 RESCHEDULED REGULAR BOARD MEETING; AND (III) JULY 16, 2020 SPECIAL MEETING**

After discussion and review, and upon the motion made by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the Minutes of the: (i) June 18, 2020 Regular

Work Session; (ii) June 22, 2020 Rescheduled Regular Board Meeting; and (iii) July 16, 2020 Special Meeting, were approved by a unanimous vote of the Commissioners, and the following Resolution was made and entered.

**RESOLVED**, that the Board hereby approves the Minutes of the: (i) June 18, 2020 Regular Work Session; (ii) June 22, 2020 Rescheduled Regular Board Meeting; and (iii) July 16, 2020 Special Meeting as presented, and directs that said Minutes be filed in the appropriate Minute Book and Records of the Authority.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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**V. PUBLIC COMMENTS**

None.

**VI. REPORTS**

Chairman Harris asked if any persons are attending the Meeting via teleconference. Next, Ms. Jarese Wilson, Mr. Gregory Chappell, Mr. Don Arthur, and Mr. Brian Drake, all of Unison Consulting, Inc., announced their teleconference attendance at the Meeting. Next, Mr. Brown announced that Mr. Akil Webster, of eXpert Professional Solutions, was attending by teleconference.

**A. Report from the Chairman**

Chairman Harris cautioned everyone to remain safe during the pandemic. She then stated that JMAA is undergoing change, which is good for the organization. She encouraged everyone to continue to embrace the changes.

Further, Chairman Harris asked everyone to keep Mr. Michael Gater, Director of Human Resources, and his family in their prayers as to the recent death of his granddaughter.

**B. Chief Executive Officer**

**1. Airport Project Manager Summary, Period Ending June 30, 2020**

.....**Page 1**<sup>1</sup>

Mr. Paul A. Brown, CEO, directed the Board's attention to the Airport Project Manager

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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, 2020 Regular Board Meeting ("Meeting") Minutes.

Summary ("APMS"), found at pages 1-14 in the July 27, 2020 Regular Board Meeting Packet, and distributed to the Board before the July 27, 2020 Regular Board Meeting. Mr. Brown listed the projects in the Airport Project Manager Summary as to both JAN and Hawkins Field Airport ("HKS"). The APMS was provided to the Board and discussed during the July 23, 2020 Work Session. There were no additional questions from the Board.

**2. Airport Activity Statistics Report, Period Ending June 30, 2020**  
.....Page 15

Mr. Brown directed the Board's attention to the Airport Activity Statistics Report ("AASR"), found on pages 15-33 in the July 27, 2020 Regular Board Meeting Packet, and distributed to the Board before the July 27, 2020 Regular Board Meeting. Mr. Brown announced that the passenger statistics report relates to passengers and operations at both JAN and HKS. The AASR was provided and discussed during the July 23, 2020 Work Session. There were no new questions.

**3. Disadvantaged Business Enterprise Report**

Next, Mr. Brown gave the following statistics as to contracts with Minority/Women/Disadvantaged Business Enterprises ("M/W/DBEs") and City of Jackson based businesses during June 2020:

- Direct and Indirect Payments to M/W/DBEs Firms: 49% of the Total Amount of Eligible Payments; and
- Payments to City of Jackson, MS-based firms: 47% of the Total Amount of Eligible Payments.

**4. FY 2021 Budget Presentation Discussion and Remarks**

Then, Mr. Brown referenced the 2021 Budget information provided to the Board during the July 16, 2020 Special Meeting, the follow-up information provided during the July 23, 2020 Work Session, and the follow-up information emailed to the Board after the July 23, 2020 Work Session. He asked if the Board had any additional questions or wanted any additional information regarding the 2021 budget.

Commissioner Pastor Henley stated that the information provided by Unison Consulting, Inc. was not the information that he requested. He explained that the information provided was not a detailed explanation of the budget proposal but instead was simply a summary.

Mr. Brown requested that the Unison team provide the information requested by Commissioner Pastor Henley to all of the Board Members, in addition to Commissioner Pastor Henley.

In response, Chairman Harris announced that she would call a Special Meeting to consider the Fiscal Year 2021 Budget after Commissioner Pastor Henley receives and is able to review the information that he previously requested.

Next, JMAA's Staff presented a video recording that recapped the 2020 JET-A, JMAA Education and Training Academy Camp that was held at Hawkins Field Airport during the period July 13, 2020, through July 17, 2020. The JMAA Board Members applauded Staff, Ms. LSherie Dean, JMAA's Public Information Officer, and the other volunteers that helped make the Camp a success. Mr. Brown also thanked the Commissioners for all their contributions to the Camp.

### **C. Attorney**

Attorney Walker addressed the inquiry made by the Board during the July 23, 2020 Work Session as to requiring face-coverings for traveling passengers at other airports. Attorney Walker informed the Board that he checked with the ACI Legal Committee and that the governing authorities for a number of Airports have enacted orders, ordinances, resolutions, etc. that mandated the wearing of face-coverings by persons while at the Airports. In that regard, Attorney Walker explained to the Board that JMAA would not be the only Airport to mandate the required wearing of face-coverings if the Board desires to pass a resolution requiring the wearing of face-coverings at JMAA's Airports.

Commissioner LTC(R) Wright then asked about enforcement of the use of face-coverings as to tenants of JMAA. Chairman Harris stated that airline passengers and JMAA employees are required to wear face-coverings. Thus, the proposed Resolution merely requires others entering JMAA's Airports to wear a face-covering. Further, she stated as to compliance with the Resolution that JMAA should employ a soft mandate in terms of mandating the wearing of facemasks.

The Board and Attorney Walker then held some additional discussion regarding enforcing the requiring face-coverings mandate. Attorney Walker explained that JMAA's resolution does not have to have a specific penalty provision because of the enforcement mechanisms contained in the Executive Order of the Mayor of the City of Jackson, MS, and the Executive Order of the Governor of Mississippi contain penalty provisions which JMAA, as Mississippi governmental entity, has the legal authority to utilize against any person who refuses to wear a face-covering.

After some additional discussion, the Board stated that it wants the Resolution to require all tenants and customers of JMAA to wear face-coverings while on property governed by JMAA.

Then, Chairman Harris announced that the Board would consider the Resolution regarding mandating the wearing of facemasks at a later point on the Agenda.

Next, Attorney Walker announced that there are no additional items being presented by the Walker Group, PC at this time.

**VII. ACTION ITEMS**

**A. Financial Matters**

**1. Financial Reports for June 2020:**

*a. Balance Sheet: Accept.....Page 34*

Mr. Brown directed the Board's attention to the Balance Sheet for June 2020, which was included in the Regular Board Meeting Packet and was discussed at the July 23, 2020 Work Session. There were no additional questions. Mr. Brown requested that the Board adopt a Resolution accepting the Balance Sheet for June 2020.

**RESOLUTION CY-2020-128**

**RESOLUTION ACCEPTING/APPROVING THE JUNE 2020 BALANCE SHEET**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a majority vote 3-0-1.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority's Balance Sheet for the month and period ending June 30, 2020, which is included in the Regular Board Meeting Packet at pages 34-35, and was distributed to the Board before the July 27, 2020 Regular Board Meeting.

**IT IS, THEREFORE, RESOLVED** that the Board hereby accepts and approves the Balance Sheet for June 2020.

Yeas: Harris, Martin, Wright

Nays: None

Abstentions: Henley

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*b. Income Statement: Accept.....Page 36*

Next, Mr. Brown directed the Board's attention to the Income Statement for June 2020, which was included in the July 27, 2020 Regular Board Meeting Packet and was discussed during the July 23, 2020 Work Session. There were no additional questions. Mr. Brown requested that the Board adopt a Resolution accepting the Income Statement for June 2020.

Vice-Chairman Martin moved that the JMAA Board approve the June 2020 Income Statement and Commissioner LTC(R) Wright seconded the motion.

Next, Commissioner Pastor Henley referenced reclassifying the Cares Act funds as discussed during the July 23, 2020 Work Session and expressed that doing so would be proper according to JMAA's Bond Counsel's Opinion. He added that it would help JMAA as far as the debt coverage ratio. Mr. Brown informed the Board that the previously discussed action was not completed. He explained that the Finance Department was directed to make the reclassification.

Then, Chairman Harris suggested tabling the motion regarding the Income Statement Docket to allow the Finance Department to make the reclassification.

Chairman Harris moved to table the motion to approve the Income Statement. The motion to table was seconded by Commissioner Pastor Henley and approved by a unanimous vote.

*c. Claims Docket for June 2020: Approve.....Page 39*

Then, Mr. Brown directed the Board's attention to the Claims Docket for June 2020, which was included in the Regular Board Meeting Packet and discussed during the July 23, 2020 Work Session. There were no additional questions. Mr. Brown requested that the Board adopt a Resolution accepting the Claims Docket for June 2020.

**RESOLUTION CY-2020-129**

**RESOLUTION ACCEPTING/APPROVING THE JUNE 2020 CLAIMS DOCKET**

Upon motion by Commissioner LTC(R) Wright, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a majority vote 3-1-0.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority's Claims Docket for the month and period ending June 30, 2020, which is included in the Regular Board Meeting Packet at pages 39-41, and was distributed to the Board before the July 27, 2020 Rescheduled Regular Board Meeting.

**IT IS, THEREFORE, RESOLVED** that the Board hereby authorizes payment of the claims appearing on the June 2020 Claims Docket for \$1,586,840.68.

Yeas: Harris, Martin, Wright

Nays: Henley

Abstentions: None

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d. Quarterly Report.....Page 42

There were no inquiries or actions taken regarding the Quarterly Statistics.

**B. Construction Projects**

- 1. *Fence Replacement, Phase 1, HKS: Authorization to: (i) Award the Construction Contract to Innovative Performance Construction Company, LLC; and (ii) Approve, After Review by Legal Counsel, To Enter Into an Agreement (Innovative Performance Construction Company, LLC).....Page 43*

Ms. Vera Hall, President of Innovative Performance Construction, Company, LLC addressed the Board of Commissioners. She provided some of her background and experience in the construction industry and thanked the Board for considering Innovative for the opportunity. She explained that Mr. Don Williams would be the Project Manager. Then, Mr. Williams addressed the Board and provided some of his construction background and experience.

Commissioner Pastor Henley informed the Board that Innovative Performance Construction Company, LLC, is the 2020 Small Business Association’s Small Business Minority Contractor of the Year, and Ms. Hall is the Small Business Person of the Year. The Board congratulated Ms. Hall on her achievements. Next, the Board considered Staff’s request in the following Resolution.

**RESOLUTION CY-2020-130**

**RESOLUTION: (I) AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S STAFF TO ACCEPT THE BID OF INNOVATIVE PERFORMANCE CONSTRUCTIVE COMPANY, LLC, IN THE AMOUNT OF \$200,550.50, REGARDING THE FENCE REPLACEMENT PROJECT AT HAWKINS FIELD AIRPORT; (II) APPROVING JMAA’S STAFF TO ENTER INTO A CONSTRUCTION AGREEMENT WITH INNOVATIVE, AFTER JMAA’S LEGAL COUNSEL SUCCESSFULLY NEGOTIATES AND DRAFTS THE AGREEMENT WITH INNOVATIVE**

Upon motion by Commissioner LTC(R) Wright, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for: (i) authority to accept the bid of Innovative Performance Construction Company, LLC (“Innovative”), a Mississippi Limited Liability Company headquartered in Lorman, Mississippi, in the amount of \$200,550.50, regarding the Fence Replacement, Phase 1 Project (“Project”) at Hawkins Field Airport (“HKS”); and (ii) approval to enter into a Construction Agreement (“Agreement”) with Innovative, after JMAA’s Legal Counsel successfully negotiates and drafts the Agreement with Innovative; and



**WHEREAS**, Innovative is certified as a Disadvantaged Business Enterprise (“DBE”) and will perform approximately 68.24% of the services, therefore, the DBE participation rate for the Project is 68.24%; and

**WHEREAS**, the Board finds that such requests, which are explained in Memorandum No. CP 2020-22, dated July 27, 2020, found at pages 43-45 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that JMAA's Staff is: (i) authorized to accept the bid of Innovative Performance Construction Company, LLC (“Innovative”), a Mississippi Limited Liability Company headquartered in Lorman, Mississippi, in the amount of \$200,550.50, regarding the Fence Replacement, Phase 1 Project (“Project”) at Hawkins Field Airport (“HKS”); and (ii) approved to enter into a Construction Agreement (“Agreement”) with Innovative, after JMAA’s Legal Counsel successfully negotiates and drafts the Agreement with Innovative; and

**IT IS, THEREFORE, FURTHER RESOLVED** that Innovative is certified as a Disadvantaged Business Enterprise (“DBE”) and will perform approximately 68.24% of the services; therefore, the DBE participation rate for the Project is 68.24%; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in Memorandum No. CP 2020-22, dated July 27, 2020, found on pages 43-45 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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**C. Procurements**

- 1. Emergency Repair of the Security Perimeter Fence in the Northwest Operations Area, JAN: Ratify the Emergency Repair of the Security Perimeter Fence in the Air Operations Area at Jackson-Medgar Wiley Evers International Airport (“JAN”) for the Total Amount of \$20,605.00 by Ponderosa Fence and Gate Company (“Ponderosa”) under Section 31-7-13 (k), Mississippi Code 1972.....Page 46***

Chairman Harris asked the reason JMAA’s Staff decided to contract with Ponderosa Fence & Gate Company. In response, Mr. Will Dickson, Director of Public Safety and Operations, informed the Board that JMAA reached out to the fencing companies on the JMAA’s vendor list. He explained that Ponderosa and one (1) other company responded to JMAA’s call for assistance.

**RESOLUTION CY-2020-131**

**RESOLUTION RATIFYING THE EMERGENCY REPAIR OF THE SECURITY PERIMETER FENCE IN THE AIR OPERATIONS AREA AT THE JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT (“JAN”) FOR THE TOTAL AMOUNT OF \$20,605.00, BY PONDEROSA FENCE AND GATE COMPANY, UNDER SECTION 31-7-13 (k), MISSISSIPPI CODE OF 1972**

Upon motion by Commissioner LTC(R) Wright, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for the Board to ratify the emergency repair of the Security Perimeter Fence in the Air Operations Area at Jackson-Medgar Wiley Evers International Airport (“JAN”) for the total amount of \$20,605.00 by Ponderosa Fence and Gate Company (“Ponderosa”) under Section 31-7-13 (k), Mississippi Code 1972; and

**WHEREAS**, the Board acknowledges receipt and review of Memorandum No. DPSO 2020-13, dated July 27, 2020, which sets forth the circumstances and justification for certain emergency repairs made by Ponderosa to approximately 200 feet of the Security Perimeter Fence line located in the Northwest AOA at JAN, the accompanying Certificate of Will Dickson regarding the emergency repairs, and Ponderosa’s invoice for said repairs which totaled \$20,605.00; and

**WHEREAS**, the Board finds that such circumstances and justifications are more fully explained in Memorandum No. DPSO 2020-13, dated January 27, 2020, the Emergency Repairs Certificate of Will Dickson, and Ponderosa’s Invoice, located on pages 46-49 of the Meeting Packet.

**IT IS, THEREFORE, RESOLVED** that the Board does hereby ratify the emergency repair of the Security Perimeter Fence in the AOA at Jackson-Medgar Wiley Evers International Airport (“JAN”) for the total amount of \$20,605.00 by Ponderosa Fence and Gate Company (“Ponderosa”) under Section 31-7-13 (k), Mississippi Code 1972; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the Board does hereby acknowledge receiving and reviewing Memorandum No. DPSO 2020-13, dated July 27, 2020, which sets forth the circumstances and justification for certain emergency repairs made by Ponderosa to approximately 200 feet of the Security Perimeter Fence line located in the Northwest Air Operations Area (“AOA”) at JAN, the accompanying Certificate of Will Dickson regarding the emergency repairs, and Ponderosa’s invoice for said repairs which totaled \$20,605.00; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the Board finds that such circumstances and justifications are more fully explained in Memorandum NO. DPSO 2020-

13, dated July 27, 2020, the Emergency Repairs Certificate of Will Dickson, and Ponderosa's invoice, located at pages 46-49 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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2. *Emergency Repair of the Backup Generators at Jackson-Medgar Wiley Evers International Airport, JAN: Ratify the Emergency Repair of the Backup Generators at Jackson-Medgar Wiley Evers International Airport ("JAN") for the Total Amount of \$5,996.12 by Taylor Power Systems ("Taylor") under Section 31-7-13 (k), Mississippi Code 1972.....Page 50*

In response to Commissioner LTC(R) Wright's inquiry, Mr. Dickson informed the Board that the repairs were made to two (2) generators that are located below JMAA's observation deck.

Next, in response to Vice-Chairman Martin's inquiry, Mr. Dickson informed the Board that both of the generators needed repairs at the same time.

#### **RESOLUTION CY-2020-132**

#### **RESOLUTION RATIFYING THE EMERGENCY REPAIR OF THE BACKUP GENERATORS AT JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT ("JAN") FOR THE TOTAL AMOUNT OF \$5,996.00 BY TAYLOR POWER SYSTEMS UNDER SECTION 31-7-13 (k), MISSISSIPPI CODE OF 1972**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for the Board to ratify the emergency repair of the Backup Generators at Jackson-Medgar Wiley Evers International Airport ("JAN") for the total amount of \$5,996.12 by Taylor Power Systems ("Taylor") under Section 31-7-13 (k), Mississippi Code 1972; and

**WHEREAS**, the Board acknowledges receipt and review of Memorandum No. DPSO 2020-14, dated July 27, 2020, which sets forth the circumstances and justification for certain emergency repairs made by Taylor to the Backup Generators at JAN, the accompanying Emergency Repairs Certificate of Paul Brown regarding the emergency repairs, and Taylor's invoice for said repairs which totaled \$5,996.12; and

**WHEREAS**, the Board finds that such circumstances and justifications are more fully explained in Memorandum No. DPSO 2020-14, dated July 27, 2020, the Emergency Repairs Certificate of Paul Brown, along with Taylor's Invoice at pages 50-55 of the Meeting Packet.

**IT IS, THEREFORE, RESOLVED** that the Board does hereby ratify the emergency repair of the Backup Generators at Jackson-Medgar Wiley Evers International Airport (“JAN”) for the total amount of \$5,996.12 by Taylor under Section 31-7-13 (k), Mississippi Code 1972; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the Board does hereby acknowledge receiving and reviewing Memorandum No. DPSO 2020-14, dated July 27, 2020, which sets forth the circumstances and justification for certain emergency repairs made by Taylor to the Backup Generators at JAN, the accompanying Emergency Repairs Certificate of Paul Brown regarding the emergency repairs, and Taylor’s invoice for said repairs which totaled \$5,996.12; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the Board finds that such circumstances and justifications are more fully explained in Memorandum No. DPSO 2020-14, dated July 27, 2020, the Emergency Repairs Certificate of Paul Brown, along with Taylor’s Invoice at pages 50-55 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright  
Nays: None  
Abstentions: None

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**D. Service Agreements**

- 1. Amend Consultant Agreement: JMAA: (i) Authorization to Execute Amendment No. 2 to the Consulting Agreement with Tyler Technologies to Perform Professional Services Related to Enterprise Resource Planning (“ERP”) Project; and (ii) Approval of a Total Fee Amount for the Services (“Tyler Technologies, Inc.”).....Page 56*

In response to Vice-Chairman Martin’s inquiry, Mike Secor, of eXpert Professional Solutions, addressed the Board and explained that the amendment is related to getting the ERP Project to be completed by the end of the year. He further explained all of the components of the Project that need to be completed and the number of hours needed to complete them. Mr. Secor explained that there were some timing issues early on in the Project that affected Tyler’s ability to move forward with the Project.

The Board held some additional discussion and then considered JMAA’s Staff’s request via the following Resolution.

**RESOLUTION CY-2020-133**

**RESOLUTION: (I) AUTHORIZING JACKSON MUNICIPAL AIRPORT**

**AUTHORITY'S STAFF TO EXECUTE A SECOND AMENDMENT TO THE ORIGINAL AGREEMENT WITH TYLER TECHNOLOGIES, AFTER JMAA'S LEGAL COUNSEL NEGOTIATES AND DRAFTS AMENDMENT NO. 2; AND (II) APPROVING THE TOTAL FEE AMOUNT NO-TO-EXCEED \$81,900.00 FOR THE ADDITIONAL SERVICES**

Upon motion by Commissioner Pastor Henley, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for: (i) authority to execute a second amendment to the original Agreement ("Agreement") with Tyler Technologies, Inc. ("Tyler") ("Amendment No. 2"), after JMAA's Legal Counsel negotiates and drafts Amendment No. 2 with Tyler, which adds five hundred twenty-four (524) implementation hours and fifty-six (56) project management service hours to the original Agreement and Amendment No. 1 to the Agreement ("Amendment No. 1") related to the Enterprise Resource Planning ("ERP") solution; and (ii) approval of a total fee amount not-to-exceed \$81,900.00 for the additional services; and

**WHEREAS**, the Board finds that such requests, which are explained in Memorandum No. IT 2020-02, dated July 27, 2020, found at pages 56-57 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that: (i) JMAA's Staff is authorized to execute a second amendment to the original Agreement ("Agreement") with Tyler Technologies, Inc. ("Tyler") ("Amendment No. 2"), after JMAA's Legal Counsel negotiates and drafts Amendment No. 2 with Tyler, which adds five hundred twenty-four (524) implementation hours and fifty-six (56) project management service hours to the original Agreement and Amendment No. 1 to the Agreement ("Amendment No. 1") related to the Enterprise Resource Planning ("ERP") solution; and (ii) the total fee amount not-to-exceed \$81,900.00 for the additional services is approved; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in Memorandum No. IT 2020-02, dated July 27, 2020, found on pages 56-57 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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2. *Professional Service Agreement with Airways Consulting, LLC, JMAA: (i) Authorization to Negotiate a Professional Services Agreement for Commercial Development Support Services; (ii) Approval of a Total Fee*

Commissioner Pastor Henley asked if it is possible to hire a JMAA employee to perform the services being provided by Airway Consulting and save on costs.

In response, Mr. Brown informed the Board that it is possible to hire someone for air service development. However, he explained that because Airways Consulting is able to provide services across multiple disciplines, probably JMAA would have to hire and pay two (2) employees to provide the services being provided by Airways Consulting.

Chairman Harris also added that the cost of employees, plus benefits to the employees, should be considered in the cost-benefit analysis regarding Airways Consulting.

Commissioner Pastor Henley commented that the Board should be sure that due diligence is done with this Agreement, as with any other Agreement.

Next, in response to Commissioner LTC(R) Wright’s inquiry, Mr. Brown informed the Board that this Agreement term with Airways would begin upon completion of Airways original agreement with JMAA.

The Board held some additional discussion regarding Airways Consulting and then considered the below motion.

**RESOLUTION CY-2020-134**

**RESOLUTION: (I) AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S STAFF TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH AIRWAYS CONSULTING, LLC, FOR COMMERCIAL DEVELOPMENT SUPPORT SERVICES, AFTER JMAA’S LEGAL COUNSEL NEGOTIATES AND DRAFTS, AN AGREEMENT WITH AIRWAYS; (II) APPROVING THE TOTAL FEE AMOUNT NOT-TO-EXCEED \$100,000.00; AND (III) APPROVING THE ONE (1) YEAR TERM FOR THE AGREEMENT WITH A ONE (1) YEAR RENEWAL OPTION AT THE SOLE DISCRETION OF JMAA’S BOARD OF COMMISSIONERS**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a majority vote 3-1-0.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for: (i) authority to execute a professional services agreement with Airways Consulting, LLC (“Airways”) (“Agreement”), for commercial development support services (“Services”), after JMAA’s Legal Counsel negotiates and drafts, an Agreement with Airways; (ii) approval of a total fee amount not-to-exceed \$100,000.00 for the Services; and (iii) approval of a one (1) year term for the Agreement, beginning at the expiration of Airways

current Agreement with JMAA, with a one (1) year renewal option at the sole discretion of JMAA's Board of Commissioners; and

**WHEREAS**, the Board finds that such requests, which are explained in Memorandum No. CS 2020-07, dated July 27, 2020, found at page 58 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that: (i) JMAA's Staff is authorized to execute a professional services agreement with Airways Consulting, LLC ("Airways") ("Agreement"), for commercial development support services ("Services"), after JMAA's Legal Counsel negotiates and drafts, an Agreement with Airways; (ii) the total fee amount not-to-exceed \$100,000.00 for the Services is approved; and (iii) the one (1) year term for the Agreement, beginning at the expiration of Airways current Agreement with JMAA, with a one (1) year renewal option at the sole discretion of JMAA's Board of Commissioners is approved; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in Memorandum No. CS 2020-07, dated July 27, 2020, found on page 58 of the Meeting Packet.

Yeas: Harris, Martin, Wright

Nays: Henley

Abstentions: None

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**3. *JMAA: Ratify actions by JMAA's Staff as to Airways Consulting and Steve Luben Agreement dates.***

In response to Commissioner Pastor Henley's inquiry, Mr. Brown informed the Board that JMAA's accounting records be revised to reflect the appropriate dates, etc. as to the Airways' Contract No. 2020-138 and the Luben Contract No. 2020-146.

**RESOLUTION CY-2020-135**

**RESOLUTION RATIFYING: (I) THE START DATE OF JACKSON MUNICIPAL AIRPORT AUTHORITY'S CURRENT PROFESSIONAL SERVICES AGREEMENT WITH AIRWAYS CONSULTING, LLC, CONTRACT NO. 2020-138, TO REFLECT MARCH 9, 2020, TO ALIGN WITH THE JMAA BOARD ACTION TAKEN ON MARCH 26, 2020; AND (II) THE DATES OF THE PROFESSIONAL SERVICES AGREEMENT WITH STEVE LUBEN, SOLE-PROPRIETOR, CONTRACT NO. 2020-146, TO REFLECT FEBRUARY 22, 2020 TO MARCH 8, 2020, TO ALIGN WITH THE JMAA BOARD ACTION ON MARCH 26, 2020**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a majority vote 3-1-0.

**WHEREAS**, the Board has considered ratifying the start date of JMAA’s Professional Service Agreement with Airways Consulting, LLC, Contract No. 2020-138, to reflect March 9, 2020, in alignment with the Board’s action on March 26, 2020; and

**WHEREAS**, the Board has also considered ratifying the start and end date of JMAA’s Professional Service Agreement with Steve Luben, Sole Proprietor, Contract No. 2020-146, to reflect February 22, 2020, through March 8, 2020, in alignment with the Board’s action on March 26, 2020.

**IT IS, THEREFORE, RESOLVED** that the Board hereby ratifies the start date of JMAA’s Professional Service Agreement with Airways Consulting, LLC, Contract No. 2020-138, to reflect March 9, 2020, in alignment with the Board’s action on March 26, 2020; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the Board hereby ratifies the start and end date of JMAA’s Professional Service Agreement with Steve Luben, Sole Proprietor, Contract No. 2020-146, to reflect February 22, 2020, through March 8, 2020, in alignment with the Board’s action on March 26, 2020.

Yeas: Harris, Martin, Wright  
Nays: Henley  
Abstentions: None

July 27, 2020

4. *Professional Services Agreement with Hope Education Services, LLC, JMAA: (i) Authorization to Negotiate a Professional Services Agreement for Human Resources Support Services; (ii) Approve the Total Fee Amount for the Services; and (iii) Approve the Agreement for a One-Year Term, with a One-Year Renewal Option (“Hope Education Services, LLC”).....Page 59*

Commissioner Pastor Henley commented that when JMAA recruited a Human Resource Director, he thought said Human Resource Director would have the skills to perform the proposed tasks for Hope. Continuing, he asked the reason JMAA is entering into a contract of this type during this time when JMAA is furloughing employees.

Chairman Harris explained the furloughs were needed to address the financial situation at that time. She stated that Hope brings the “ready skills” to complete the tasks proposed, instead of needing to train new employees. Further, she said that Hope would perform an internal audit because Human Resources is the gateway to JMAA, and no previous audits were performed.

Mr. Brown added that also Hope would complete the work that was started by P&N and not completed.



The Board further discussed the proposed Hope Agreement and then considered the following motion.

**RESOLUTION CY-2020-136**

**RESOLUTION: (I) AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S STAFF TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH HOPE EDUCATION SERVICES, LLC ("HOPE") FOR HUMAN RESOURCE SUPPORT SERVICES, AFTER JMAA'S LEGAL COUNSEL SUCCESSFULLY NEGOTIATES AND DRAFTS AN AGREEMENT WITH HOPE; (II) APPROVING THE TOTAL FEE AMOUNT NOT-TO-EXCEED \$95,000.00 FOR THE SERVICES; AND (III) APPROVING THE ONE (1) YEAR TERM FOR THE AGREEMENT WITH A ONE (1) YEAR RENEWAL OPTION AT THE SOLE DISCRETION OF JMAA'S BOARD OF COMMISSIONERS**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a majority vote 3-1-0.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for: (i) authority to execute a professional services agreement with Hope Education Services, LLC ("Hope") ("Agreement"), for human resources support services ("Services"), after JMAA's Legal Counsel successfully negotiates and drafts an Agreement with Hope; (ii) approval of a total fee amount not-to-exceed \$95,000.00 for the Services; and (iii) approval of a one (1) year term for the Agreement, with a one (1) year renewal option at the sole discretion of JMAA's Board of Commissioners; and

**WHEREAS**, the Board finds that such requests, which are explained in Memorandum No. HR 2020-04, dated July 27, 2020, found at page 59 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that: (i) JMAA's Staff is authorized to execute a professional services agreement with Hope Education Services, LLC ("Hope") ("Agreement"), for human resources support services ("Services") after JMAA's Legal Counsel successfully negotiates and drafts an Agreement with Hope; (ii) the total fee amount not-to-exceed \$95,000.00 for the Services is approved; and (iii) the one (1) year term for the Agreement, with a one (1) year renewal option at the sole discretion of JMAA's Board of Commissioners is approved; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in Memorandum No. HR 2020-04, dated July 27, 2020, found on page 59 of the Meeting Packet.

Yeas: Harris, Martin, Wright

Nays: Henley

Abstentions: None

July 27, 2020

**E. Grants**

None.

**F. Other Matters**

1. *Amendment to Delta Airlines Lease Agreement, JMAA: (i) Authorization to Modify and Execute an Amended Lease Agreement with Delta Airlines to Remove Gate-19; and (ii) Approve the Monthly Billing Adjustment of Delta's Monthly Bill ("Delta Airlines")..... Page 60*

**RESOLUTION CY-2020-137**

**RESOLUTION: (I) AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S STAFF TO EXECUTE ON AUGUST 1, 2020, AN AMENDED LEASE AGREEMENT WITH DELTA AIRLINES ("DELTA"), AFTER JMAA'S LEGAL COUNSEL NEGOTIATES AND DRAFTS AN AMENDED AGREEMENT WITH DELTA THAT EXCLUDES THE LEASE OF GATE-19; AND (II) APPROVING THE \$12,346.45 REDUCTION IN DELTA'S GROSS MONTHLY RENT**

Upon motion by Commissioner Pastor Henley, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for: (i) authority to execute on August 1, 2020, an Amended Lease Agreement ("Amended Agreement") with Delta Airlines ("Delta"), after JMAA's Legal Counsel negotiates and drafts an Amended Agreement with Delta that excludes the lease of Gate-19; and (ii) approval of a \$12,346.45 reduction in Delta's gross monthly rent; and

**WHEREAS**, the Board finds that such requests, which are explained in Memorandum No. Properties 2020-19, dated July 27, 2020, found at page 60 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that: (i) JMAA's Staff is authorized to execute on August 1, 2020, an Amended Lease Agreement ("Amended Agreement") with Delta Airlines ("Delta"), after JMAA's Legal Counsel negotiates and drafts an Amended Agreement with Delta that excludes the lease of Gate-19; and (ii) approval of a \$12,346.45 reduction in Delta's gross monthly rent; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in Memorandum No. Properties 2020-19, dated July 27, 2020, found on page 60 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright  
Nays: None  
Abstentions: None

July 27, 2020

2. *Antenna License and Ground Lease Extension Amendment #4, JMAA: (i) Authorization to Execute an Antenna Site License and Ground Lease Extension with New Cingular Wireless PCS, LLC; and (ii) Approve the Annual Rate for a One-Year Term (“New Cingular Wireless PCS, LLC”).....Page 61*

In response to Commissioner LTC(R) Wright’s inquiry, Mr. Brown informed the Board that New Cingular Wireless currently pays an annual rate of \$26,444.25.

**RESOLUTION CY-2020-138**

**RESOLUTION: (I) AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S STAFF TO EXECUTE AN ANTENNA SITE LICENSE AND GROUND LEASE EXTENSION AMENDMENT NO. 4 WITH NEW CINGULAR WIRELESS PCS, LLC; AND (II) APPROVING THE ANNUAL RATE FOR A ONE (1) YEAR TERM**

Upon motion by Vice-Chairman Martin, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for: (i) authority to execute an extension of the Antenna Site License and Ground Lease Extension Amendment #4 (“Amendment #4”), with New Cingular Wireless PCS, LLC (“Licensee”), after JMAA’s Legal Counsel negotiates and drafts Amendment #4 and; (ii) approval of an annual rate of \$26,444.25 for the one (1)-year term of Amendment #4; and

**WHEREAS**, the Board finds that such requests, which are explained in Memorandum No. Properties 2020-21, dated July 27, 2020, found at page 61-62 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that: (i) JMAA’s Staff is authorized to execute an extension of the Antenna Site License and Ground Lease Extension Amendment #4 (“Amendment #4”), with New Cingular Wireless PCS, LLC (“Licensee”), after JMAA’s Legal Counsel negotiates and drafts Amendment #4 and; (ii) the annual rate of \$26,444.25 for the one (1)-year term of Amendment #4 is approved; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in Memorandum No. Properties 2020-21, dated July 27, 2020, found on page 61-62 of the

Meeting Packet.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

July 27, 2020

**3. Trademark and Naming of the JMAA Human Resources Professional Development Program “JetSet,” JMAA: (i) Authorization to Approve “JetSet” as of the Official Title of the JMAA Human Resources Professional Development Program; and (ii) To Engage in Legal Counsel to Secure the Rights and/or Trademark.....Page 63**

Vice-Chairman Martin moved that the JMAA Board approve JMAA’s Staff’s request, and Commissioner LTC(R) Wright seconded the motion.

Commissioner Pastor Henley then asked if it is necessary to include authorizing JMAA’s Staff to pay the costs associated with engaging Legal Counsel to secure the rights and trademarks.

Vice-Chairman Martin then amended his motion to include authorizing Staff to pay the appropriate fees associated with securing the rights and trademarks to JetSet. Commissioner LTC(R) Wright then seconded the amended motion, and the Board resolved the following:

**RESOLUTION CY-2020-139**

**RESOLUTION: (I) APPROVING “JETSET” AS THE OFFICIAL TITLE OF THE JMAA HUMAN RESOURCES (“HR”) PROFESSIONAL DEVELOPMENT PROGRAM; (II) AUTHORIZING JMAA’S STAFF TO ENGAGE LEGAL COUNSEL, IF NEEDED, TO SECURE THE RIGHTS AND/OR TRADEMARKS REGARDING THE OFFICIAL TITLE; AND (III) AUTHORIZING JMAA’S STAFF TO PAY THE APPROPRIATE FEES ASSOCIATED WITH SECURING THE RIGHTS AND/OR TRADEMARKS REGARDING THE OFFICIAL TITLE**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for: (i) approval of “JetSet” as the official title of the JMAA Human Resources (“HR”) Professional Development Program; (ii) authorization to engage legal counsel, if needed, to secure the rights and/or trademarks regarding the official title; and (iii) authorization to pay the appropriate fees associated with securing the rights and/or trademarks regarding the official title; and

**WHEREAS**, the Board finds that such requests, other than the Board’s authority to pay the associated fees associated with securing the rights and/or trademarks, are fully explained in Memorandum No. CS 2020-06, dated July 27, 2020, found at pages 63-64, of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that: (i) “JetSet” is approved as the official title of the JMAA Human Resources (“HR”) Professional Development Program; (ii) JMAA’s Staff is authorized to engage legal counsel, if needed, to secure the rights and/or trademarks regarding the official title; and (iii) JMAA’s Staff is authorized to pay the appropriate fees associated with securing the rights and/or trademarks regarding the official title; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests, other than the Board’s authority to pay the associated fees associated with securing the rights and/or trademarks, are fully explained in Memorandum No. CS 2020-06, dated July 27, 2020, found at pages 63-64, of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

July 27, 2020

Next, Chairman Harris announced that the Board would revisit the Income Statement for June 2020, which was previously tabled. She confirmed that Staff completed the actions requested by the Board as to the classification of the CARES ACT Grant Funds.

Commissioner Pastor Henley then moved to remove from the table the previously tabled motion to approve the Income Statement. The motion was seconded by Vice-Chairman Martin and approved by a unanimous vote.

The Board then considered the Income Statement and resolved the following:

**RESOLUTION CY-2020-140**

**RESOLUTION ACCEPTING/APPROVING THE JUNE 2020 INCOME STATEMENT**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a majority vote 3-1-0.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority's Income Statement for the month and period ending June 30, 2020, which is included in the Regular Board Meeting Packet at pages 36-38, and was distributed to the Board before the July 27, 2020 Regular Board Meeting.

**IT IS, THEREFORE, RESOLVED** that the Board hereby accepts and approves the Income Statement for June 2020.

Yeas: Harris, Martin, Wright

Nays: Henley

Abstentions: None

July 27, 2020

**4. RESOLUTION REQUIRING ALL PERSONS ENTERING JMAA'S AIRPORTS TO WEAR FACE-COVERINGS ON JMAA PROPERTY TO COMBAT THE COVID- 19 VIRUS**

Attorney Walker explained that the Board needs to determine whether there will be exemptions to the face-covering mandate regarding the hearing impaired, infants/children, or other medical or behavioral conditions that prevent persons from wearing masks. Further, Attorney Walker explained that the Board needs to determine a date on which the mandate will terminate.

The Board held some discussion and determined that JMAA's mandate should align with the City of Jackson, MS's Executive Order, and the State of Mississippi's Executive Order regarding medical exemptions and hearing impaired exemptions. Further, the Board determined that the mandate will terminate when the Center for Disease Control and Prevention no longer recommends the wearing of face-coverings by people when they are outside their homes.

**RESOLUTION CY-2020-141**

**RESOLUTION: REQUIRING ALL PERSONS ENTERING THE CAMPUSES OF JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT AND HAWKINS FIELD AIRPORT TO WEAR FACE-COVERINGS**

Upon motion by Commissioner Pastor Henley, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Jackson Municipal Airport Authority ("JMAA"), is a municipal airport authority organized and existing under the laws of the State of Mississippi, Sec. 61-3-1 Miss. Code of 1972, et al. and pursuant to Sec. 61-3-15, Miss. Code of 1972 it has the powers including to establish, enact and enforce ordinances, rules, regulations, and standards for public safety; to protect property, health, and lives and to enhance the general welfare of the authority by restricting the movements of citizens or any group thereof on the property of the authority when there is imminent danger to the public safety because of freedom of movement thereof; to regulate the entrances to property and buildings of the authority and the way of ingress and egress to and from the same; and to appoint and discharge police officers with jurisdiction limited to the property of the airport authority and authorization to enforce the ordinances, rules, and regulations of the authority, as well as the laws of the State of Mississippi, and to issue citations for infractions of all of such ordinances, rules, regulations,

standards, and laws of the State of Mississippi returnable to the court of appropriate jurisdiction; and

**WHEREAS**, on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19 beginning on January 27, 2020, on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic, and on March 13, 2020, the President of the United States declared a nationwide state of emergency due to the coronavirus COVID-19 pandemic; and

**WHEREAS**, on July 19, 2020, the Governor of the State of Mississippi issued Executive Order 1509, which among other things required the wearing of a face-covering, covering nose and mouth, while inside businesses and business operations, except in limited situations, in Mississippi counties, including but not limited to Hinds, Rankin, and Madison Counties; and

**WHEREAS**, on July 2, 2020, the City of Jackson, Mississippi, issued a Second Amended Stay Safe Jackson Executive Order, which among other things required the wearing of a face-covering, covering nose and mouth when in a public place and unable to maintain at least six feet of social distancing, except in limited situations, in the City of Jackson, Mississippi; and

**WHEREAS**, the United States Center for Disease Control highly recommends the wearing of face-coverings; and

**WHEREAS**, all of the airlines serving the Jackson-Medgar Wiley Evers International Airport require all passengers to wear face-coverings; and

**WHEREAS**, currently in the State of Mississippi, and in the Jackson, Mississippi Metropolitan Area, the daily number of persons contracting the COVID-19 disease is rising daily;

**WHEREAS**, the Board of Commissioners ("Board") of the Jackson Municipal Airport Authority ("JMAA") finds that the wearing of face-coverings promotes the public safety and health of everyone; and

**WHEREAS**, the Board of JMAA finds that requiring all persons entering the campuses of the Jackson-Medgar Wiley Evers International Airport and the Hawkins Field Airport shall be required to wear a face-covering at all times while on those campuses; and

**WHEREAS**, face-coverings are not required on JMAA's Property for the following:

1. Persons who cannot wear a face-covering due to a documented medical or behavioral condition, who have medically documented trouble breathing or are incapacitated, or whose healthcare professional has recommended in a printed document that a face-covering not be worn; and
2. Persons seeking to communicate with someone who is hearing-impaired in a way that requires the mouth to be visible; and

**WHEREAS**, the Face-Covering Mandate shall terminate when the Center for Disease Control and Prevention rescinds its recommendation that persons wear face-coverings outside their homes regarding the Covid-19 Pandemic.

**IT IS, THEREFORE, RESOLVED**, that all persons entering the campuses of the Jackson-Medgar Wiley Evers International Airport and the Hawkins Field Airport shall wear face-coverings coverings at all times while on said campuses; and

**IT IS, THEREFORE, FURTHER RESOLVED**, that the Staff of the Jackson Municipal Airport Authority shall post on the entrance doors of all buildings and parking areas of the Jackson-Medgar Wiley Evers International Airport and the Hawkins Field Airport and other prominent places at said airport signs notifying members of the public that face-coverings are required to be worn the entire time they are on the campuses of said airports; and

**IT IS, THEREFORE, FURTHER RESOLVED**, that the Staff of the Jackson Municipal Airport Authority shall post on the website for JMAA notice to members of the public that face-coverings are required to be worn the entire time they are on the campuses the Jackson-Medgar Wiley Evers International Airport and the Hawkins Field Airport; and

**IT IS, THEREFORE, FURTHER RESOLVED**, that face-coverings are not required on JMAA's Property for the following:

1. Persons who cannot wear a face-covering due to a documented medical or behavioral condition, who have medically documented trouble breathing or are incapacitated, or whose healthcare professional has recommended in a printed document that a face-covering not be worn; and
2. Persons seeking to communicate with someone who is hearing-impaired in a way that requires the mouth to be visible; and

**IT IS, THEREFORE, FURTHER RESOLVED**, that this Resolution shall take effect immediately upon passage by the Board of Commissioners of the Jackson Municipal Airport Authority.

**IT IS, THEREFORE, FURTHER RESOLVED**, that this Face-Covering Mandate shall terminate when the Center for Disease Control and Prevention regarding the Covid-19 Pandemic rescinds its recommendation that persons wear face-coverings outside their homes.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

July 27, 2020

5. *On-Call "Ad Hoc" Fencing Services, JMAA: Authorize Staff to Publish a Request for Proposals for On-Call/Adhoc Fencing Services for Jackson-Medgar Wiley Evers International Airport and Hawkins Field Airport*



Mr. Brown explained that in light of the needed emergency services to repair the Security Perimeter Fence in the Air Operations Area at Jackson-Medgar Wiley Evers International Airport, Staff requests authorization to publish a Request for Proposals (“RFP”) for on-call, “ad hoc” fencing services. Mr. Brown further explained the requested terms. The Board considered the request and resolved the following.

**RESOLUTION CY-2020-142**

**RESOLUTION: (I) AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY’S STAFF TO PUBLISH A REQUEST FOR PROPOSALS FOR ON-CALL “AD HOC” FENCING SERVICES; AND (II) APPROVAL OF A ONE (1) YEAR CONTRACT TERM FOR THE ON-CALL “AD HOC” SERVICES IN AN AMOUNT NOT TO EXCEED \$50,000.00**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for: (i) authority to publish a Request for Proposals (“RFP”) for on-call, “ad hoc” fencing services (including emergency repair, assessments, and material recommendations) in support of securing all areas of the Jackson-Medgar Wiley Evers International Airport (“JAN”) and Hawkins Field Airport (“HKS”); and (ii) approval of a one (1) year contract term for the on-call, “ad hoc” fencing services in an amount not to exceed \$50,000.00 during the term; and

**WHEREAS**, JMAA Staff’s requests were fully explained by Mr. Paul A. Brown, Chief Executive Officer, during the July 27, 2020 Board Meeting.

**IT IS, THEREFORE, RESOLVED** that: (i) JMAA’s Staff is authorized to publish a Request for Proposals (“RFP”) for on-call, “ad hoc” fencing services (including emergency repair, assessments, and materials recommendations) in support of securing all areas of the Jackson-Medgar Wiley Evers International Airport (“JAN”) and Hawkins Field Airport (“HKS”); and (ii) the one (1) year contract term for the on-call “ad hoc” fencing services in an amount not to exceed \$50,000.00 during the term is approved.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

July 27, 2020

**OPEN SESSION**

The Board, pursuant to the motion of Vice-Chairman Martin, seconded by Commissioner LTC(R)

Wright, by a unanimous vote, resolved to close the Meeting. Chairman Harris asked all, except Mr. Paul A. Brown, CEO, and attorneys from Walker Group, PC, to vacate the room. All other persons attending the Meeting telephonically or via video conference were disconnected from the Meeting.

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

The Board went into Closed Session at 5:39 p.m.

### **CLOSED SESSION**

After a discussion regarding the matters proposed to be discussed in Executive Session, Vice-Chairman Martin moved that the Board enter Executive Session to consider: two (2) personnel matters regarding prospective, executive-level employees; one (1) personnel matter regarding the classification of employees; and two (2) personnel matters regarding incumbent employees. Commissioner LTC(R) Wright seconded the motion, and the Commissioners resolved to enter Executive Session for the stated purposes by a unanimous vote.

The Closed Session ended at 5:42 p.m.

### **OPEN SESSION**

Chairman Harris then invited persons outside the room to re-enter, and some did. Chairman Harris then stated in Open Session that the Board, during Closed Session, voted to enter Executive Session to discuss: two (2) personnel matters regarding prospective executive-level employees; one (1) personnel matter regarding the classification of employees; and two (2) personnel matters regarding incumbent employees. Further, she stated that Vice-Chairman Martin made the motion to go into Executive Session, Commissioner LTC(R) Wright seconded the motion, and the Commissioners, by a unanimous vote, resolved to enter Executive Session for the stated purposes.

Chairman Harris asked all present, except for Mr. Paul A. Brown, CEO, and attorneys from Walker Group, PC, to vacate the room.

The Board went into Executive Session at 5:44 p.m.

### **EXECUTIVE SESSION**

During the Executive Session, the Board discussed: two (2) personnel matters regarding prospective, executive-level employees; one (1) personnel matter regarding the classification of employees; and two (2) personnel matters regarding incumbent employees.

- 1. The Board took the following action as to the first personnel matter regarding a prospective, executive-level employee.*

### **RESOLUTION CY-2020-143**

**RESOLUTION REGARDING A PROSPECTIVE, EXECUTIVE-LEVEL EMPLOYEE**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board considered and discussed the information provided by Staff of Jackson Municipal Airport Authority (“JMAA”) as to a prospective, executive-level position during the Executive Session; and

**IT IS, THEREFORE, RESOLVED** that the Board authorizes JMAA’s CEO to offer employment to a prospective, executive-level employee identified during Executive Session for an executive-level position with the benefit and compensation package specified during Executive Session.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

July 27, 2020

2. *The Board took the following action as to a personnel matter regarding the classification of employees.*

**RESOLUTION CY-2020-144**

**RESOLUTION ADOPTING CERTAIN UPDATED SECTIONS OF THE ORGANIZATIONAL CHART FOR THE JACKSON MUNICIPAL AIRPORT AUTHORITY**

Upon Motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Jackson Municipal Airport Authority (“JMAA”) previously adopted an Organizational Chart for JMAA; and

**WHEREAS**, Mr. Paul A. Brown, CEO, recommended updating and amending certain sections of JMAA’s current Organizational Chart for JMAA to operate more efficiently, effectively, and expeditiously; and

**WHEREAS**, the Board of Commissioners of JMAA reviewed and studied the proposed updated and amended sections of JMAA’s Organizational Chart, a copy of which is attached to this Resolution as Exhibit 1, and the Board finds that said proposed amended sections of the Organizational Chart should be adopted and implemented as the amended sections of the Organizational Chart for JMAA.

**IT IS, THEREFORE, RESOLVED** that the Board approves the proposed updated and amended sections of JMAA’s Organizational Chart, a copy of which is attached as Exhibit 1 to this Resolution, as amended sections of the Organizational Chart for the Jackson Municipal Airport Authority and authorizes the use and implementation of said updated and amended sections of the Organizational Chart upon adoption of this resolution.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

July 27, 2020

3. *The Board took the following action as to the second personnel matter regarding a prospective, executive-level employee.*

**RESOLUTION CY-2020-145**

**RESOLUTION REGARDING A PROSPECTIVE, EXECUTIVE-LEVEL EMPLOYEE**

Upon motion by Commissioner Pastor Henley, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board considered and discussed the information provided by Staff of Jackson Municipal Airport Authority (“JMAA”) as to a prospective, executive-level position during the Executive Session; and

**IT IS, THEREFORE, RESOLVED** that the Board authorizes JMAA’s CEO to offer employment to a prospective, executive-level employee identified during Executive Session for an executive-level position with the benefit and compensation package specified during Executive Session.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

July 27, 2020

4. *The Board took the following action as to the first personnel matter regarding an incumbent employee.*

**RESOLUTION CY-2020-146**

**RESOLUTION AS TO A PERSONNEL MATTER REGARDING AN INCUMBENT EMPLOYEE**

Upon Motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a majority vote 3-1-0.

**WHEREAS**, the JMAA Board of Commissioners considered the recommendation of Staff of the Jackson Municipal Airport Authority (“JMAA”) as to an incumbent employee as specified during Executive Session.

**IT IS, THEREFORE, RESOLVED** that JMAA’s Staff is authorized to take action as specified during Executive Session as to an incumbent employee.

Yeas: Harris, Martin, Wright

Nays: Henley

Abstentions: None

July 27, 2020

5. *The Board took the following action as to the second personnel matter regarding an incumbent employee.*

**RESOLUTION CY-2020-147**

**RESOLUTION AS TO A PERSONNEL MATTER REGARDING AN INCUMBENT EMPLOYEE**

Upon Motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a majority vote 3-1-0.

**WHEREAS**, the JMAA Board of Commissioners considered the recommendation of Staff of the Jackson Municipal Airport Authority (“JMAA”) as to an incumbent employee as specified during Executive Session.

**IT IS, THEREFORE, RESOLVED** that JMAA’s Staff is authorized to take action as specified during Executive Session as to an incumbent employee.

Yeas: Harris, Martin, Wright

Nays: Henley

Abstentions: None

July 27, 2020

Upon motion by Vice-Chairman Martin, seconded by Chairman Harris, and unanimous approval of the Commissioners, the Executive Session ended at 6:50 p.m.

**OPEN SESSION**

Open Session reconvened at 6:51 p.m.

The persons attending the Meeting telephonically or via videoconference were invited to rejoin the Meeting in open session. Some persons rejoined the Meeting.

Chairman Harris announced that the Meeting was open. She then announced that the above-stated actions were taken as to: two (2) personnel matters regarding prospective, executive-level employees; one (1) personnel matter regarding the classification of employees; and two (2) personnel matters regarding incumbent employees.

**G. New Business**

None.

**VIII. ADJOURNMENT**

Thereafter, it was moved by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, and resolved by a unanimous vote of the Commissioners present, that the Meeting of the Board ADJOURNED at 6:54 p.m.

Respectfully submitted,

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Ms. LaWanda D. Harris, Commissioner, and Chairman

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Mr. Robert. E. Martin, Commissioner, and Vice-Chairman

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Pastor James L. Henley, Jr., Commissioner

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LTC(R) Lucius Wright, Commissioner