

**RESCHEDULED REGULAR BOARD MEETING OF JACKSON MUNICIPAL AIRPORT  
AUTHORITY BOARD OF COMMISSIONERS  
MARCH 22, 2021**

**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 March 22, 2021 Rescheduled Regular Board Meeting in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport ("JAN"), in Jackson, Mississippi, at 12:00 p.m. on Monday, March 22, 2021 (the "Meeting"), pursuant to proper notice. A copy of the Notice Rescheduling the Board Meeting is attached as an Exhibit to the March 22, 2021 Rescheduled Board Meeting Minutes.

Chairman Robert E. Martin presided, called the Meeting to order at 12:00 p.m., and called the roll of Commissioners.

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

Robert E. Martin, Chairman  
LaWanda D. Harris, Vice-Chairwoman  
LTC(R) Lucius Wright, Commissioner

The following Commissioner was present, telephonically, during roll call for a quorum at the Rescheduled Board Meeting:

Pastor James L. Henley Jr., Commissioner

Commissioner Hursie J. Davis-Sullivan, MD was absent from the meeting.

Chairman Martin 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 Rescheduled Regular Board Meeting, March 22, 2021, at the Jackson-Medgar Wiley Evers International Airport ("JAN"), in Jackson, Mississippi, at 12:00 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 3-22-21**

**II. INVOCATION**

Mr. Paul A. Brown, CEO gave the Invocation.

### **III. APPROVAL OF BOARD NOTICES**

- A.** Notice of the Monthly Pre-Work Session Meeting Friday, March 12, 2021 at 10:00 a.m., at Jackson-Medgar Wiley Evers International Airport.
- B.** Notice of the Regular Scheduled Monthly Meeting of the Board of Commissioners, Monday, March 22, 2021 at 4:00 p.m. has been rescheduled to Noon (12:00 p.m.) at Jackson-Medgar Wiley Evers International Airport.

#### **RESOLUTION CY-2021-24**

#### **APPROVAL OF THE NOTICE: (I) OF THE MARCH 12, 2021 PRE-WORK SESSION MEETING AT JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT; AND (II) RESCHEDULING THE REGULAR SCHEDULED MONTHLY MEETING MARCH 22, 2021 AT 4:00 P.M. TO NOON (12:00 P.M.) AT JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT**

After discussion and review, and upon the motion made by Vice-Chairwoman LaWanda D. Harris, seconded by Commissioner LTC(R) Wright, and approved by vote, the following Resolution was made and entered.

**RESOLVED**, that the Board hereby approves the: (i) Notice of the March 12, 2021 Pre- Work Session Meeting at Jackson-Medgar Wiley Evers International Airport; and (ii) Notice Rescheduling the Regular Board Meeting Monday, March 22, 2021 at 4:00 p.m. to Noon 12:00 p.m. at Jackson-Medgar Wiley Evers International Airport.

Yeas: Harris, Martin, Wright

Nays: Henley

Abstentions: None

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

- A.** Consolidated Work Session and Board of Commissioners Meeting, Monday, February 22, 2021, at 12:00 p.m., at Jackson-Medgar Wiley Evers International Airport.

#### **RESOLUTION CY-2021-25**

#### **APPROVAL OF THE MINUTES OF THE FEBRUARY 22, 2021 CONSOLIDATED WORK SESSION AND BOARD OF COMMISSIONERS MEETING**

After discussion and review, and upon the motion made by Vice-Chairwoman LaWanda D. Harris to approve the minutes with the recommended amendments that have been expressed by the Board, seconded by Commissioner James L. Henley; the Minutes of the February 22, 2021 Consolidated Work Session and Rescheduled Regular Board 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 with the recommended amendments of the February 22, 2021 Consolidated Work Session and Board 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**

There were no public comments.

**VI. REPORTS**

**A. Report from the Chairman**

Chairman Martin stated there were successful conversations with federal and state legislators in support of JMAA as to what we are doing at the airport. Chairman Martin requested that JMAA host an employee appreciation to let staff know that the Board appreciates their efforts.

**B. Chief Executive Officer**

**1. Airport Project Manager Summary, Period Ending February 28, 2021**  
.....Page 1

Mr. Paul A. Brown, CEO, directed the Board's attention to the Airport Project Manager Summary ("APMS"), found on pages 1-9 in the March 22, 2021 Rescheduled Regular Board Meeting Packet ("Board Packet"), and distributed to the Board before the March 22, 2021 Rescheduled Regular Board Meeting. There were no further questions regarding the Airport Project Manager Summary Report.

Further, Mr. Brown, CEO listed the Projects in the Airport Project Manager Summary as to both JAN and Hawkins Field Airport ("HKS"), found on pages 1-9 of the Board Packet. The APMS was provided to the Board and discussed during the March 18, 2021 Work Session. There was no additional discussion.

**2. Airport Activity Statistics Report, Period Ending February 28, 2021**  
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Mr. Brown, CEO directed the Board's attention to the Airport Activity Statistics Report ("AASR"), found on pages 10-13 in the March 22, 2021 Rescheduled Regular Board Meeting Packet, and distributed to the Board before the March 22, 2021 Rescheduled Regular Board Meeting. Mr. Brown, CEO informed the board that the report this month and going forward has been condensed to a summary report of airport activity for passenger statistics as it relates to passengers and operations at both JAN and HKS. There was no additional discussion.

### **3. *Disadvantaged Business Enterprise Report***

Next, Mr. Brown, CEO stated to the Board that the statistics as to contracts with Minority/Women/Disadvantaged Business Enterprises ("M/W/DBEs") and City of Jackson based businesses during February 2020 have been updated as of the March 18, 2020 Work Session. The percentages for the DBE report were stated as follows:

- Of the \$983,574.20 in eligible expenditures, thirty four percent (34%) or \$326,817.09 went to M/W/DBEs in the form of direct payments and subcontractor payments.
- Additionally, of the eligible expenditures, thirty seven percent (37%) or \$367,476.53 went to the City of Jackson businesses, which includes both M/W/DBEs and Non-M/W/DBEs

### **4. *Staff Reports***

- Mr. Brown, CEO reported that JMAA is hosting the Essentials for the Community Drive-Thru Event on March 26, 2021 at 3:00 p.m. in conjunction with the City of Jackson. The mission was a collaborated effort to provide citizens of Jackson with essential items, i.e., cases of drinking water, hand sanitizer, face masks, soap, wipes and towels. Ms. Machel Kyles, Special Events Coordinator is organizing this event on behalf of JMAA.
- The 50k and under report was presented to the Board of Commissioners by Mr. Brown, CEO for two vendor contracts which included Tim's Transportation for ADA Transportation Services and The May Law Firm for legal consultation primarily for contracts review and management.

### **5. *Consultant Reports***

Mr. Brown, CEO acknowledged Porter's Insurance Agency, Inc. to approach the Board with their quarterly report. Ms. Gayle Porter, President introduced herself and Mr. Mark Merritte of Arthur J. Gallagher Insurance, Risk Management and Consulting Company. Ms. LaToya Porter of Porter's Insurance Agency, Inc. participated via teleconference. Mr. Merritte referenced the fluctuations in the flood insurance rates and stated that since Hurricane Katrina, the rates have been significantly increased in the state of Mississippi. There was additional discussion regarding property coverage and insurance renewal dates. Vice-Chairwoman Harris asked that Porter's Insurance Agency, Inc. forward all information sent to the former employee,

Ms. Francabandera, Property Manager be resent to Mr. Von Anderson, CCO. An additional request was made by the Board to send notice to the vendors about the change. There were no further questions or discussion.

**6. *Employee Acknowledgements***

First, Mr. Brown announced that Mr. Austin Jenkins, Operations Manager was recognized as JMAA's Employee of the Month for March 2021. He then requested that Mr. Jenkins approach the podium to be recognized. Mr. Brown informed the Board and Community about Mr. Jenkins special talents and leadership skills. Mr. Jenkins did an outstanding job advising and leading the organization during the recent snowstorm, by providing timely notifications to staff, necessary media and the travel community. He guided his staff and ensured the Operations Team did not compromise our safety at JMAA.

Secondly, JMAA Staff presented the Board of Commissioners with JMAA protective jackets to wear while they are on JMAA's property doing JMAA business. Following, the JMAA Commissioners, along with Mr. Brown, took a photograph with Mr. Jenkins. Mr. Brown stated this concluded his report.

**7. *Kim Jackson, federal Security Director of TSA for Mississippi***

Next on the agenda, Chairman Martin called Transportation Security Administration ("TSA") to the podium. Mr. Kim Jackson, Federal Security Director of TSA for Mississippi thanked the Board for allowing him to address any concerns with the screening process for passengers coming through the airport. Mr. Jackson reported TSA's staff did some backwards planning and did an assessment of passenger travel. TSA Headquarters came up with a suggested staffing model. TSA had sample drawings that were suggested to prepare to be ready by June 2021. Mr. Brown, CEO addressed the Board with a proposal of the on-site scheduled plan to prepare for the added airlines. Chairman Martin stated that JMAA has the support and three local counties in support of JMAA to ensure the plans are successful. Commissioner Henley asked if the plans coming before the Board today been approved to TSA and have they been pre-approved by TSA. Mr. Brown, CEO ensured that JMAA will continue to work with TSA to ensure we have the capacity for proper checkpoint entry. Vice-Chairwoman Harris closed the conversation by saying the Board will ensure that all communication, plans and modifications will come from JMAA's CEO to have one voice for clearer communication.

**8. *Mr. Patrick Baldwin of Breazeale, Saunders & O'Neil, Ltd. ("BSO")***

Following TSA, Chairman Martin, called upon BSO. Mr. Pat Baldwin, CPA stated he was there to address the letter sent regarding an extension of the audit deadline of March 31, 2021 to May 31, 2021 due to COVID. He further stated that he and Bruce Williams planned to be onsite tomorrow to resume work on the audit. The audit was set to be completed by April 15, 2021. Chairman Martin recognized Commissioner Henley, who commented that each audit is an independent audit and the federal government had extended its deadlines. Mr. Brown, CEO noted that JMAA's fiscal year ends September 30<sup>th</sup> and JMAA uses its independent audit as a baseline for future planning of its budget and Strategic plan. Chairman Martin commented that

in the absence of the Board of Commissioners, Mr. Brown, CEO is the auditor's point of contact for decision making. Vice-Chairwoman LaWanda D. Harris final comment was the Board recommends BSO to make JMAA's audit a priority to ensure that the JMAA stays on course with its deadlines.

**RESOLUTION CY-2021-26**

**RESOLUTION DIRECTING JMAA'S CHIEF EXECUTIVE OFFICER TO HANDLE ANY CORRESPONDENCE OR OPERATIONAL ISSUES RELATED TO THE INDEPENDENT AUDIT THROUGH JMAA'S INTERNAL PROCESSES**

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

**WHEREAS**, the Board desires for JMAA's Chief Executive Officer to handle any correspondence and operational issues related to the independent audit through JMAA's internal processes.

**IT IS, THEREFORE, RESOLVED** that JMAA's Chief Executive Officer shall handle any correspondence and operational issues related to the independent audit through JMAA's internal processes.

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

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**C. Attorney**

Next, Attorney John Walker announced he would like to commend staff for the new face mask signs which were very informative and in compliance with TSA regulations. Mr. Walker further stated there are other matters that he believes the Board should consider during an Executive Session. Therefore, he recommended that the Board enter into Closed Session to determine if the Board should go into Executive Session to discuss the matters at an appropriate time.

**VII. ACTION ITEMS**

**A. Financial Matters**

**1. Financial Reports for February 2021:**

*a. Balance Sheet: Accept..... Page 14*

Mr. Brown directed the Board's attention to the Balance Sheet for February 2021, which was included in the March 22, 2021 Rescheduled Regular Board Meeting Packet and was discussed at the March 18, 2021 Work Session. There were no additional questions. Mr. Brown requested

that the Board adopt a Resolution accepting the Balance Sheet for February 2021.

The Board of Commissions went into a five (5) minute recess before voting on the approval of the balance sheet. Upon return from recess, the Board proceeded with the meeting.

**RESOLUTION CY-2021-27**

**RESOLUTION ACCEPTING/APPROVING THE FEBRUARY 2021 BALANCE SHEET**

Upon motion by Vice-Chairwoman Harris, 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 Balance Sheet for the month and period ending February 22, 2021 which is included in the Rescheduled Regular Board Meeting Packet at pages 14-15, and was distributed to the Board before the March 22, 2021 Rescheduled Regular Board Meeting.

**IT IS, THEREFORE, RESOLVED** that the Board hereby accepts and approves the Balance Sheet for February 2021.

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

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*b. Income Statement: Accept.....Page 16*

Next, Mr. Brown directed the Board's attention to the Income Statement for February 2021, which was included in the March 22, 2021 Rescheduled Regular Board Meeting Packet and was discussed during the March 18, 2021 Work Session. There were no additional questions.

Mr. Brown requested that the Board adopt a Resolution accepting the Income Statement for February 2021.

**RESOLUTION CY-2021-28**

**RESOLUTION ACCEPTING/APPROVING THE FEBRUARY 2021 INCOME STATEMENT**

Upon motion by Vice-Chairwoman Harris, 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 February 28, 2021, which is included in the Rescheduled Regular Board Meeting Packet at pages 16-18, and was distributed to the Board before the March 22, 2021 Rescheduled Regular Board Meeting.

**IT IS, THEREFORE, RESOLVED** that the Board hereby accepts and approves the Income Statement for February 2021.

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

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*c. Claims Docket for February 2021: Approve.....Page 19*

Next, Mr. Brown directed the Board's attention to the Claims Docket for February 2021, which was included in the March 22, 2021 Rescheduled Regular Board Meeting Packet and discussed during the March 18, 2021 Work Session. Mr. Brown then requested that the board adopt a Resolution accepting the Claims Docket for February 2021.

**RESOLUTION CY-2021-29**

**RESOLUTION ACCEPTING/APPROVING THE FEBRUARY 2021 CLAIMS DOCKET**

Upon motion by Vice-Chairwoman Harris with a question and amendment to the fee change for Attorney Gloria Green with the Walker Group, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by vote 2-0-2.

Chairman Martin recognized Attorney John Walker. Attorney Walker stated their maximum fee is \$305 per hour and any change to the fee should be brought to the Board as so long as it doesn't exceed the maximum fee. Commissioner Wright asked to clarify to fee amount. Vice Chairwoman stated that the Walker Group should notify the Board 30 days in advance of any fee change with the Walker Group. The fee change was modified from \$295 to \$304 and billed per hour for Attorney Green. Commissioner Henley commented that the Board approved the "terms" of the contract, and the Walker Group operated under the fees modified which was within the terms of the Walker Group's contract.

Additionally, Commissioner Henley questioned Claim #99124, for National Business Furniture. Ms. Carolyn Dupre', CFO confirmed this purchase was for furniture equipment for the Airport Operations Center (AOC). The next Claim #99185, LEC, Inc. was in question by Commissioner Henley. Ms. Dupre confirmed this purchase was for a banner radio replacement part for the water system. Lastly, Commissioner Henley questioned the dates of the automatic payments (auto pay) at the end of the Claims Docket whether they were deducted before this



Board meeting. Ms. Dupre confirmed the payments were not.

**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 February 28, 2021, which is included in the March 22, 2021 Rescheduled Regular Board Meeting Packet at pages 19-21, and was distributed to the Board before the March 22, 2021 Rescheduled Regular Board Meeting.

**IT IS, THEREFORE, RESOLVED** that the Board hereby authorizes payment of the claims appearing on the February 2021 Claims Docket for \$1,248,653.23.

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

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**B. Construction Projects**

1. *JMAA's Airport District Office Building: FAA Tenant Interior Upgrades: Authorization to (i) advertise for a Request for Bids ("RFB") for construction services for the FAA Building Interior Upgrades Project at Jackson-Medgar Wiley Evers International Airport ("JAN"); and (ii) approval of a budget amount of \$106,500.00 for services ..... Page 22*

**RESOLUTION CY-2021-30**

**RESOLUTION AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S ("JMAA") STAFF TO: (I) ADVERTISE FOR A REQUEST FOR BIDS ("RFB") FOR CONSTRUCTION SERVICES FOR THE FAA BUILDING INTERIOR UPGRADES PROJECT AT JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT ("JAN"); AND (II) APPROVAL OF A BUDGET AMOUNT OF \$106,500.00 FOR SERVICES**

Upon motion by Vice Chairwoman Harris, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a unanimous vote 4-0-0.

**WHEREAS**, the Board has considered the request of JMAA Staff for authorization to: (i) advertise for a RFB for construction services for the FAA Building Interior Upgrades Project at JAN; and (ii) approval of a budget amount of \$106,500.00 for services; and

**WHEREAS**, the Board finds that such requests, which are explained in Memorandum No. AFM 2021-03, dated March 22, 2021, found at pages 22-23 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that JMAA's Staff is authorized to: (i) advertise for an

RFB for construction services for the FAA Building Interior Upgrades Project at JAN; and (ii) approval of a budget amount of \$106,500.00 for services; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in Memorandum No. AFM 2021-02, dated March 22, 2021, found on pages 22-23 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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- 2. *Taxiway Alpha, Bravo, Charlie LED Lighting Project at Hawkins Field Airport; Authorization to (i) advertise for a Request for Bids for construction services of Taxiway Alpha, Bravo, Charlie LED Lighting; and (ii) approval of a budget amount of \$651,164.00 for services ..... Page 24*

**RESOLUTION CY-2020-31**

**RESOLUTION: (I) AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S ("JMAA") STAFF TO ADVERTISE FOR A REQUEST FOR BIDS ("RFB") FOR CONSTRUCTION SERVICES OF TAXIWAY ALPHA, BRAVO, CHARLIE LED LIGHTING; AND (II) APPROVAL OF A BUDGET AMOUNT OF \$651,164.00 FOR SERVICES**

Upon motion by Commissioner LTC(R) Wright, seconded by Vice-Chairwoman LaWanda D. Harris, the following **RESOLUTION** was made and approved by a unanimous vote 4-0-0.

**WHEREAS**, JMAA Staff is requesting: (i) authority to advertise for a RFB for construction services of Taxiway Alpha, Bravo, Charlie LED Lighting; and (ii) approval of a budget amount of \$651,164.00 for services; and

**WHEREAS**, the Board finds that such requests, which are explained in Memorandum No. CP 2021-06, dated March 22, 2021, found at pages 24-26 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, FURTHER RESOLVED** that JMAA's Staff is: (i) authorized to advertise for a RFB for construction services of Taxiway Alpha, Bravo, Charlie LED Lighting; and (ii) approval of a budget amount of \$651,164.00 for services; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in Memorandum No. CP 2021-06, dated March 22, 2021 found on pages 24-26 of the Meeting Packet.

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

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3. *West Concourse Improvement Project at JAN; Authorization to (i) Award a Design Build Contract for the West Concourse Improvements Project at JAN for design and construction services to M3A Architecture company for \$294,000.00 and to the Century Construction Group for \$2,800,000.00; and (ii) to approve a total budget for a total not-to-exceed amount of \$3,094,000.00 for services. .... Page 27*

**RESOLUTION CY-2020-32**

**RESOLUTION: (I) AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S ("JMAA") STAFF TO AWARD A DESIGN BUILD CONTRACT FOR THE WEST CONCOURSE IMPROVEMENTS PROJECT AT JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT ("JAN") FOR DESIGN AND CONSTRUCTION SERVICES TO M3A ARCHITECTURE COMPANY FOR \$294,000.00 AND TO THE CENTURY CONSTRUCTION GROUP FOR \$2,800,000.00; AND (II) TO APPROVE A TOTAL BUDGET FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$3,094,000.00 FOR SERVICES.**

Upon motion by Chairman Martin, and seconded by Vice-Chairwoman, LaWanda D. Harris, the following **RESOLUTION** was made and approved by a majority vote 3-0-1.

**WHEREAS**, Jackson Municipal Airport Authority's ("JMAA") Staff is requesting: (i) authority to award a Design Build Contract for the West Concourse Improvements Project at JAN for design and construction services to M3A Architecture company for \$294,000.00 and to the Century Construction Group for \$2,800,000.00; and (ii) to approve a total budget for a total not-to-exceed amount of \$3,094,000.00 for services; and

**WHEREAS**, the Board finds that such requests, which are explained in Memorandum No. CP 2021-09, dated March 22, 2021 found at pages 27-29 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, FURTHER RESOLVED** that JMAA's Staff is: (i) authorized to award a Design Build Contract for the West Concourse Improvements Project at JAN for design and construction services to M3A Architecture company for \$294,000.00 and to the Century Construction Group for \$2,800,000.00; and (ii) to approve a total budget for a total not-to-exceed amount of \$3,094,000.00 for services; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in Memorandum No. CP 2021-09, dated March 22, 2021, found on pages 27-29 of the Meeting Packet.

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

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**C. Procurements**

None.

**D. Service Agreements**

None.

**E. Grants**

None.

**F. Other Matters**

None.

**G. New Business**

*I. Amendment to Agreement with Phelps Dunbar, LLP*

Vice-Chairwoman LaWanda D. Harris had one matter to address with the Board regarding unfinished business with the continued cost of legal services. After review of the consolidated legal services and cost for JMAA and by the recommendation of Commissioner Henley from a prior meeting to standardize the cap of legal services, Vice-Chairwoman wanted to bring closure to the legal costs and suggested to do a Phelps Dunbar resolution. Vice-Chairwoman LaWanda D. Harris made a motion to do a contract with Phelps Dunbar for a cap \$250,000 for FY 2021-2022, second by Chairman Martin.

Chairman Martin acknowledged Attorney John Walker for questions. Attorney Walker inquired if or when Phelps Dunbar reaches its should they submit a letter of withdrawal. Vice-Chairwoman Harris responded that Phelps Dunbar should approach the JMAA Board of Commissioners and request additional contract funding.

**RESOLUTION CY-2021-33**

**RESOLUTION AUTHORIZING AMENDMENT OF #19-044 CONTRACT OF THE PHELPS DUNBAR, LLP FOR FISCAL YEAR 2020-2021**

Upon motion by Vice-Chairwoman Harris, 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 desires to amend the Phelp Dunbar Contract Number 19-044 for Personnel On-Call services, whereby such services shall not exceed Two Hundred and Fifty Thousand Dollars (\$250,00.00) for Fiscal Year 2020-2021.

**NOW, THEREFORE BE IT RESOLVED** that the Phelps Dunbar PLLC payments for Personnel On-Call Services shall not exceed Two Hundred and Fifty Thousand Dollars (\$250,000.00) for Fiscal Year 2020-2021.

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

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**2. *Amendment to Agreement with Carson Law Group, PLLC (the “Carson Law Group”)***

Vice-Chairwoman LaWanda D. Harris had a second matter to address with the Board regarding authorization of a contract amendment with the Carson Law Group, PLLC for FY 20-21 to increase the adjustment in the cost of \$150,000.00 for administrative construction services. Vice-Chairman LaWanda D. Harris made a motion to amend (expand) a contract with Carson Law Group, PLLC for an amount of \$150,000 for FY 20-21, second by Chairman Martin.

Commissioner Henley commented that he recommends this should be amendment number four to stay in sequence of the contract amendments.

**RESOLUTION CY-2021-34**

**RESOLUTION AUTHORIZING AMENDMENT NO. 4 TO THE CARSON LAW GROUP, PLLC CONTRACT (#19-074), EFFECTIVE FOR FISCAL YEAR 2020 - 2021**

Upon motion by Vice-Chairman Harris, 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") adopted Amendment No. 3, dated January 28, 2020 to the Carson Law Group, PLLC Contract for Construction On-Call Services (#19-074), which increased the Services requested by and provided to the Authority by the Carson Law Group, PLLC; and

**WHEREAS**, said increase in Services provided by the Carson Law Group, PLLC requires an adjustment in the total amount of said Contract commensurate with the services provided to the

Authority; and

**WHEREAS**, the Board has determined that it is in the best interest of the Authority to increase the Carson Law Group, PLLC Contract for Construction On-Call Services (#19-074) from an amount not-to-exceed One Hundred Thousand Dollars to an amount not-to- exceed One Hundred, Fifty Thousand Dollars (\$150,000.00) for Fiscal Year 2020-2021 for the Services described in said Contract, as amended;

**NOW, THEREFORE, BE IT RESOLVED**, that the Carson Law Group, PLLC Contract for Construction On-Call Services (#19-074) is hereby authorized to be and is hereby modified upon execution of Amendment No. 4 to increase the total amount of said Contract from an amount not-to-exceed One Hundred Thousand Dollars (\$100,000.00) to an amount not-to-exceed One Hundred, Fifty Thousand Dollars (\$150,000.00), effective for Fiscal Year 2020-2021.

Yeas: Harris, Martin, Wright Nays:

Henley

Abstentions: None

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### **3.     *Amendment to Agreement with Walker Group, PC***

Chairman Martin recognized Vice-Chairwoman LaWanda D. Harris. Vice-Chairman Harris referenced Resolution CY 2021-23 Section 3 for contract services for board counsel with the Walker Group, PC Law Firm. Vice-Chairwoman LaWanda D. Harris made a motion to modify that the FY read for 2021-2022 in which it was the FY 2020-2021.

Commissioner Henley questioned whether the Board has an amount paid to date of expenses in compared to last year. Ms. Carolyn Dupre, CFO will provide the amounts paid to date by the Walker Group, PC Law Firm.

### **RESOLUTION CY-2021-35**

### **RESOLUTION AMENDING RESOLUTION CY-2021-23**

Upon motion by Vice-Chairman Harris, seconded by 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 desires to amend Section 3 of Resolution CY-2021-23 as follows:

That the Board of the JMAA is hereby designated and authorized to negotiate fees for Board Counsel services in accordance with the scope of work deemed necessary stated herein and to retain professional assistance to aid in such negotiations, including negotiation of the terms and conditions of the employment of Board Counsel not-to-exceed a budget of \$300,000.00 for fiscal year 2020-

2021.

**NOW, THEREFORE BE IT RESOLVED** that Section 3 of Resolution CY-2021-23 is amended as follows:

That the Board of the JMAA is hereby designated and authorized to negotiate fees for Board Counsel services in accordance with the scope of work deemed necessary stated herein and to retain professional assistance to aid in such negotiations, including negotiation of the terms and conditions of the employment of Board Counsel not-to-exceed a budget of \$300,000.00 for Fiscal Year 2020-2021.

Yeas: Harris, Martin, Wright

Nays: Henley

Abstentions: None

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**4. Motion to terminate JMAA's Chief Executive Officer, Mr. Paul A. Brown**

Chairman Martin recognized Commissioner Henley. A motion was made to terminate the contract with the CEO based on the failure to provide information to the Board of Commissioners in a timely manner. Chairman Martin asked for a second of the motion. There was no second; therefore, the motion died for lack of a second. Vice-Chairwoman LaWanda Harris noted for the record that this matter should be discussed in executive session. Commissioner Henley noted that the Board has the option to conduct meeting discussions in Executive Session or public meetings. Vice-Chairwoman Harris stated please note for the record that personnel matters; the Board always address in Executive Session and that Commissioner Henley is out of protocol.

**OPEN SESSION**

The Board, pursuant to Vice-Chairman Harris' motion, seconded by Commissioner Lucius Wright, LTC(R), by a unanimous vote, resolved to close the Meeting. Chairman Martin asked all, except Mr. Paul A. Brown, CEO, and attorneys from Walker Group, PC, to vacate the room. Additionally, 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 2:43 p.m.

Vice-Chairwoman Harris exited the Meeting and Closed Session at 2:44 p.m.

**VIII. ADJOURNMENT**

Attorney Walker informed the Board that the March 22, 2021 Rescheduled Board Meeting effectively ended at 2:44 p.m. upon the departure of Vice-Chairman Harris. Continuing, Attorney Walker said there were not at least three (3) Commissioners present, in person, at the location of the Meeting as required by JMAA’s Bylaws for a quorum.

Respectfully submitted,

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Mr. Robert E. Martin, Commissioner, and Chairman

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Ms. LaWanda D. Harris, Commissioner, and Vice-Chairwoman

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Hursie J. Davis-Sullivan, MD, Commissioner

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Pastor James L. Henley, Jr., Commissioner

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LTC(R) Lucius Wright, Commissioner