

**RESCHEDULED REGULAR MONTHLY MEETING OF JACKSON MUNICIPAL
AIRPORT AUTHORITY BOARD OF COMMISSIONERS
MAY 28, 2015**

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

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” and “JMAA”) convened its Rescheduled Regular Meeting in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 8:30 a.m. on Thursday, May 28, 2015 (the “Meeting”), pursuant to proper notice. A copy of the Notice is attached as an [Exhibit](#) to the May 28, 2015 Rescheduled Board Meeting Minutes.

Chair LaWanda Harris, presiding, called the Meeting to order at 8:37 a.m., and called the roll of Commissioners.

The following Commissioners were present in person at the Meeting.

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

Chair Harris announced that a quorum was present at the Meeting, as required by the Bylaws of the Authority, and announced that the Meeting would proceed with discussion of the Agenda (the “Agenda”) for the Rescheduled Regular Monthly Meeting of the Board rescheduled for 8:30 a.m. on Thursday, May 28, 2015, in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi. The following other persons were also present at the Meeting.

Carl D. Newman, Chief Executive Officer
Bonnie Wilson, JMAA Chief Operating Officer
John L. Walker, Walker Group, PC Attorneys at Law
Kevin Bass, Walker Group, PC Attorneys at Law
Regina Quinn, The May Law Firm, PLLC Attorneys at Law
And persons listed on [EXHIBIT A: Sign in Sheet for 5-28-15](#)

II. INVOCATION

Commissioner Pastor James L. Henley, Jr. gave the invocation.

III. APPROVAL AND EXECUTION OF MINUTES

A. Regular Work Session of the Board of Commissioners, April 23, 2015.

B. Regular Meeting of the Board of Commissioners, April 27, 2015.

RESOLUTION CY-2015-79

APPROVAL AND EXECUTION OF MAY MINUTES

After discussion and review, and upon the motion made by Commissioner Pastor Henley, seconded by Commissioner Dr. Pridgen, the Minutes of the Regular Work Session April 23, 2015, and the Regular Meeting, April 27, 2015 were approved by the affirmative votes of all Commissioners present, and the following resolution was made and entered.

RESOLVED, that the Board hereby approves the Minutes of the Regular Work Session, April 23, 2015, and the Regular Meeting of the Board of Commissioners, April 27, 2015, as presented and directs that said minutes be filed in the appropriate minute book and records of the Authority.

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

May 28, 2015

C. Notice of Cancellation of the Regular May 2015 Monthly Work Session of the Board of Commissioners scheduled for Thursday, May 21, 2015 at 8:30 a.m. and call of a Special Work Session of the Board of Commissioners on Tuesday May 26, 2015 at 4:00 p.m.

D. Notice of Rescheduling of the May 2015 Regular Monthly Meeting of the Board of Commissioners to Thursday, May 28, 2015 at 8:30 a.m.

RESOLUTION CY- 2015-80

APPROVAL OF NOTICES FOR MAY SPECIAL WORK SESSION AND RESCHEDULED MAY BOARD MEETING

After discussion and review, and upon the motion made by Commissioner Pastor Henley, seconded by Commissioner Dr. Pridgen, the Notice of Cancellation of the Regular May Work Session on May 21, 2015 and call of the Special Work Session to be held on Tuesday, May 26, 2015, and the Notice of Rescheduling of the Regular May Board Meeting from May 25, 2015 to Thursday, May 28, 2015, were approved by the affirmative votes of all Commissioners present, and the following resolution was made and entered.

RESOLVED, that the Board hereby approves the Notice of Cancellation of the Regular May Work Session on May 21, 2015 and call of the Special Work Session on Tuesday, May 26, 2015, and the Notice of Rescheduling the Regular May Board Meeting from May 25, 2015 to Thursday, May 28, 2015 as presented. The notices are attached as exhibits to the

May 28, 2015 Rescheduled Monthly Meeting Minutes.

Yeas: Hartley, Henley, Harris, Pridgen, Reed

Nays: None

Abstentions: None

May 28, 2015

IV. PUBLIC COMMENTS

None

V. REPORTS

Mr. Newman and the Board then congratulated Carl Ross, Messenger/Administrative Clerk, Human Resources and Administration Department, for his selection as JMAA Employee of the Month for May, 2015, and presented the award to him. The Board then took a photograph with Mr. Ross.

A. Chair Harris

Chair Harris reported that several Commissioners and Mr. Newman, CEO, attended the Mississippi Airports Association’s Annual Conference during the period of May 13-15, 2015. Chair Harris then announced that Vice Chair Hartley would provide a report on the Tupelo, MS Mississippi Airports Association’s Annual Conference.

Vice Chair Hartley gave an overview of the 2015 Mississippi Airports Association’s Annual Conference and highlights of various topics discussed during the conference in Tupelo, MS. The agenda for the 2015 Mississippi Airports Association’s Annual Conference is attached as an exhibit to the May 28, 2015 Rescheduled Board Meeting Minutes.

B. Chief Executive Officer

Mr. Carl D. Newman, CEO, addressed comments to the Board as he went through Agenda items and made references to supporting documentation in the **Packet for 5-28-15 (“Packet”)**. The Meeting Packet is attached as an [Exhibit](#) to the May 28, 2015 Rescheduled Regular Monthly Meeting Minutes.

1. Airport Project Manager Summary, Period Ending April 30, 2015	Page 1¹
2. Airport Activity Statistics Report, Period Ending April 30, 2015	Page 14

¹ “Page #” refers to the page number in the meeting Packet.

3. Employee and Organizational Recognitions..... Page 28

Mr. Newman then recognized Dwight Walton, Airport Security Liaison-Lead in the Airport Security Department. He successfully completed the ANTN program and achieved Level 1, Level 2 and Level 3 certifications from the American Association of Airport Executives. The Board of Commissioners and others in attendance congratulated Mr. Walton. The Board then took a photograph with Mr. Walton.

Mr. Newman then recognized Richard “Tim” Bell, Airport Security Liaison in the Airport Security Department. He successfully completed the ANTN program and achieved Level 3 certification from the American Association of Airport Executives. The Board of Commissioners and others in attendance congratulated Mr. Bell. The Board then took a photograph with Mr. Bell.

C. Attorney

Attorney Walker reported that there are no further reports other than those given during the work session. He added that a resolution for several Commissioners and Mr. Newman’s potential travel to Madrid, Spain will be taken up later in the Agenda.

VI. ACTION ITEMS

A. Financial Matters

1. Financial Reports for April 2015

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

Mr. Newman, directed the Board’s attention to the Balance Sheet, Income Statement and the Claims Docket for April, 2015 included in the Packet.

RESOLUTION CY-2015-81

RESOLUTION ACCEPTING/APPROVING APRIL FINANCIAL REPORTS

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

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered the Authority’s Balance Sheet and Income Statement (“the Financial Reports”) for the month and period ending April 30, 2015, which was included in the Packet, pages 29-32, and was distributed to the Board prior to the May 28, 2015 Rescheduled Monthly Meeting of the Board.

IT IS THEREFORE, RESOLVED that the Board hereby accepts and approves the Financial Reports: Balance Sheet and Income Statement for April, 2015.

Yeas: Hartley, Henley, Harris, Pridgen, Reed

Nays: None

Abstentions: None

May 28, 2015

c. Claims Docket for April 2015: Approve..... Page 33

Commissioner Pastor Henley then commented that he will vote yea to everything in the Claims Docket but will vote nay as to any payments made to the law firm of Baker Donelson, as it relates to East Metro Corridor Project. Commissioner Pastor Henley then commented that it was his understanding that, as to the East Metro Corridor Project, the fees paid to Baker Donelson should be prorated among the member entities of the East Metro Commission. JMAA, however, appears to be paying most, if not all, of legal fees.

Mr. Newman, CEO stated he has been told that the fees are being paid based on an agreement the East Metro Commission members supposedly made in the past. He further noted that a good portion of the current bill of Baker Donelson is for the East Metro Corridor project.

Commissioner Reed stated that if there was an agreement, it should be in the past Meeting Minutes.

Attorney Walker stated that he is not aware of any minutes containing such an agreement, and further that a Board speaks through its Meeting Minutes

Commissioner Dr. Pridgen then suggested that the staff review past Meeting Minutes in order to locate any agreement dealing with the East Metro Corridor project as it relates to the JMAA paying most, if not all, of Baker Donelson's fees.

Chair Harris then suggested that Mr. Newman should talk with Baker Donelson in order to be fully aware of any agreements made in the past in order to preserve JMAA's existing business relationships.

RESOLUTION CY-2015-82

RESOLUTION APPROVING CLAIMS DOCKET

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

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered the Authority's Claims Docket ("Claims") for the month and period ending April 30, 2015, which were included in the Packet, pages 33-38, with the exception of Claim No. 90464 of Baker Donelson in the amount of \$16,048.00. The packet was distributed to the Board prior to the May 28, 2015 Rescheduled Monthly Meeting of the Board.

IT IS THEREFORE, RESOLVED that the Board hereby authorizes payment of the Claims in the amount of \$804,562.41. This payment total does not include payment of Claim No. 90464 to Baker Donelson, in the amount of \$16,048.00.

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

May 28, 2015

RESOLUTION CY-2015-83

RESOLUTION AS TO THE INVOICE OF BAKER DONELSON IN THE AMOUNT OF \$16,048.00

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

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Authority (the "Authority") believes that the recent invoice submitted to JMAA by the Baker Donelson Law firm in the gross amount of \$16,048.00 contains services performed for the East Metro Commission as well as JMAA.

WHEREAS, it is the understanding of the Board that JMAA, and each of the member entities of the East Metro Commission, should be paying a pro rata share of the legal fees of the Baker Donelson Law firm for legal services as to the East Metro Project as opposed to JMAA paying most, if not all, of the fees for legal services.

IT IS THEREFORE, RESOLVED that Mr. Carl Newman, CEO, and John L. Walker, Esquire, General Counsel, shall review the recent invoice of the Baker Donelson Law firm in the amount of \$16,048.00 to identify fees and expenses as to legal services performed for JMAA and those performed for the East Metro Commission and afterward report to the Board their findings.

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

May 28, 2015

2. Early Issues

None

B. Service Agreements

- 1. *JMAA Project No. 011-15 Landscaping Maintenance, JAN: Authorize Solicitation of Proposals.....Page 39*

RESOLUTION CY-2015-84

RESOLUTION AS TO SOLICITING PROPOSALS FOR LANDSCAPING MAINTENANCE SERVICES

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

WHEREAS, the Board has considered the request of JMAA’s staff for authority to solicit proposals for lawn and landscaping maintenance services at the Jackson-Medgar Wiley Evers International Airport (JAN). The services provided will consist of the mowing and maintenance of approximately seventy-two (72) acres of grass and landscape in the vicinity of the following: (a) main terminal; (b) parking garage and surface parking lot; (c) long-term parking lots on International Drive, South Hangar Drive, and Freightways Drive; (d) Federal Aviation Administration Building; (e) west employee parking lot; and (f) east employee/guest parking lot. The fee for the requested Services shall not exceed \$200,000.00, and the proposed term of the agreement will be for one (1) calendar year, with an option to renew for one (1) year up to three (3) additional years, at the discretion of Jackson Municipal Airport Authority (“JMAA”).

WHEREAS, the Board finds that such request, which is fully explained in a memorandum dated May 6, 2015, at pages 39-41 of the Packet, ought to be granted.

IT IS THEREFORE, RESOLVED the JMAA’s staff is authorized to solicit proposals for lawn and landscaping maintenance services at the Jackson-Medgar Wiley Evers International Airport (JAN). The services provided will consist of the mowing and maintenance of approximately seventy-two (72) acres of grass and landscape in the vicinity of the following: (a) main terminal: (b) parking garage and surface parking lot; (c) long-term parking lots on International Drive, South Hangar Drive, and Freightways Drive; (d) Federal Aviation Administration Building; (e) west employee parking lot; and (f) east employee/guest parking lot. The fee for the requested Services shall not exceed \$200,000.00, and the proposed term of the agreement will be for one (1) calendar year, with an option to renew for one (1) year up to three (3) additional years, at the discretion of Jackson Municipal Airport Authority (“JMAA”). Further, such request is more fully explained in the memorandum dated May 6, 2015, at pages 39-41 of the Packet.

Yeas: Hartley, Henley, Harris, Pridgen, Reed

Nays: None

Abstentions: None

May 28, 2015

- 2. *Concessions Consultant, JAN: Authorize Agreement (SI Partners, Inc.).....Page 42*

RESOLUTION CY-2015-85

RESOLUTION AS TO AN AGREEMENT WITH SI PARTNERS FOR CONCESSION CONSULTING SERVICES

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

WHEREAS, the Board has considered the request of JMAA’s staff to (i) execute a professional service agreement with SI Partners (“SIP”), with its principal place of business in San Marcos, California, to provide concession consulting services for the Jackson Municipal Airport Authority and (ii) increase the project budget line item for said services by \$19,270.00, for a resulting new project budget total of \$91,770.00. Regarding this project, SIP will subcontract with Jacobsen/Daniels Associate, LLC (“JDA”) of Ypsilanti, Michigan. The fees for services of SIP shall not exceeded \$69,270.00, and the proposed term of the agreement is estimated at fifteen (15) months beginning July 1, 2015 and ending September 30, 2016.

WHEREAS, the Board finds that such requests, which are fully explained in the memorandum dated May 6, 2015, at pages 42-44 of the Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA’s staff is authorized to (i) execute a professional service agreement with SI Partners (“SIP”), with its principal place of business in San Marcos, California, to provide concession consulting services for the Jackson Municipal Airport Authority and (ii) increase the project budget line item for said services by \$19,270.00, for a resulting new project budget total of \$91,770.00. Regarding this project, SIP will subcontract with Jacobsen/Daniels Associate, LLC (“JDA”) of Ypsilanti, Michigan. The fees for services of SIP shall not exceeded \$69,270.00, and the proposed term of the agreement is estimated at fifteen (15) months beginning July 1, 2015 and ending September 30, 2016. Further, that such request is fully explained in the memorandum dated May 6, 2015, at pages 42-44 of the Packet.

Yeas: Hartley, Henley, Harris, Pridgen, Reed

Nays: None

Abstentions: None

May 28, 2015

Commissioner Pastor Henley stated that because Jackson Medgar Evers Wiley International Airport is located in Jackson, MS, as to all of future contracts, all Non-Mississippi businesses should be required to obtain a City of Jackson, MS Business Privilege License.

In response Mr. Newman, CEO, stated to the Board that he will make sure that the JMAA staff ensures that this takes place in the future.

3. *Strategic Planning Consultant, JAN: Authorize Agreement Jacobsen/Daniels, Associates, LLC).....Page 45*

RESOLUTION CY-2015-86

RESOLUTION AS TO PROFESSIONAL SERVICE AGREEMENT WITH JACOBSEN/DANIELS, ASSOCIATES, LLC FOR STRATEGIC PLANNING CONSULTING SERVICES

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

WHEREAS, the Board has considered the request of JMAA’s staff for (i) authority to execute a professional service agreement with Jacobsen/Daniels Associates, LLC (“JDA”), a Mississippi Certified Disadvantaged Business Enterprise (DBE), with its principal place of business in Ypsilanti, Michigan, to provide strategic planning consulting services for the Jackson Municipal Airport Authority (“JMAA”); (ii) approval to increase the project budget line item for said services in the amount of \$19,000.00; and (iii) approval of the resulting new project budget total of \$121,500.00. The fees for services of JDA shall not exceed \$89,000.00, and the proposed term of the agreement is estimated for four (4) calendar months following execution of the agreement.

WHEREAS, the Board finds that such requests, which are fully explained in the memorandum dated May 9, 2015, at pages 45-47 of the Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA’s staff is authorized (i) to execute a professional service agreement with Jacobsen/Daniels Associates, LLC (“JDA”), a Mississippi Certified Disadvantaged Business Enterprise (DBE), with its principal place of business in Ypsilanti, Michigan, to provide strategic planning consulting services for the Jackson Municipal Airport Authority (“JMAA”); (ii) to increase the project budget line item for said services in the amount of \$19,000.00; and (iii) as to the resulting new project budget total of \$121,500.00. The fees for services of JDA shall not exceed \$89,000.00, and the proposed term of the agreement is estimated for four (4) calendar months following execution of the agreement. Further, such requests are fully explained in the memorandum dated May 9, 2015, at pages 45-47 of the Packet.

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

May 28, 2015

4. Check Endorser JMAA; Authorize Agreement (Cummins-Allison Corporation).....Page 45

RESOLUTION CY-2015-87

RESOLUTION AS TO AN AGREEMENT WITH CUMMINS-ALLISON CORPORATION FOR MAINTENANCE SERVICES OF JMAA’S CHECK SIGNER MACHINE

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

WHEREAS, the Board has considered the request of JMAA’s staff for authority to execute an agreement with Cummins-Allison Corp. (“Cummins”) of Mount Prospect, Illinois, to conduct a preventive maintenance inspection of JMAA’s check signer machine and perform the maintenance services that the Cummins’ service representative finds to be necessary to keep the equipment in good operating condition. Additionally, Cummins will provide emergency maintenance service as requested by JMAA. The proposed term of the agreement is for one (1) calendar year from the date of the execution of the agreement. The fees for services of Cummins shall not exceed \$459.00 for the one (1) year agreement term.

WHEREAS, the Board finds that such request, which is fully explained in the memorandum dated May 7, 2015, at pages 48-49 of the Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA’s staff is authorized to execute an agreement with Cummins-Allison Corp. (“Cummins”) of Mount Prospect, Illinois, to conduct a preventive maintenance inspection of JMAA’s check signer machine and perform the maintenance services that the Cummins’ service representative finds to be necessary to keep the equipment in good operating condition. Additionally, Cummins will provide emergency maintenance service as requested by JMAA. The proposed term of the agreement is for one (1) calendar year from the date of the execution of the agreement. The fees for services of Cummins shall not exceed \$459.00 for the one (1) year agreement term. Further, such request is fully explained in the memorandum dated May 7, 2015, at pages 48-49 of the Packet.

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

May 28, 2015

5. *JMAA Project No. 015-15, Ad Hoc Architectural Services, JAN: Authorize Solicitation for Qualifications and Statements of Interest.....Page 50*

RESOLUTION CY-2015-88

RESOLUTION AS TO SOLICITING PROPOSALS FOR AD HOC ARCHITECTURAL SERVICES

Upon motion by Vice Chair Hartley, seconded by Commissioner Reed, the following **RESOLUTION** was made and approved by majority vote (4-1-0)

WHEREAS, the Board has considered the request of JMAA’s staff for (i) authority to publish a Request for Proposals (RFP) for architectural services to include assessments, design and materials recommendations in support of limited construction and refurbishment projects at Jackson Municipal Airport Authority (“JMAA”) facilities; and (ii) approval of the estimated project budget of \$203,500.00, all in connection with the proposed “ad hoc” architectural services agreement.

WHEREAS, the Board finds that such requests, which are fully explained in the memorandum dated May 6, 2015, at pages 50-52 of the Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that (i) JMAA’s staff is authorized to publish a Request for Proposals (RFP) for architectural services to include assessments, design and materials recommendations in support of limited construction and refurbishment projects at Jackson Municipal Airport Authority (“JMAA”) facilities; and (ii) the estimated project budget of \$203,500.00, all in connection with the proposed “ad hoc” architectural services agreement, is approved. Further, such requests are fully explained in the memorandum dated May 6, 2015, at pages 50-52 of the Packet.

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

May 28, 2015

6. *JMAA Project No. 015-16, Ad Hoc Engineering Services, JAN: Authorize Solicitation for Qualifications and Statements of InterestPage 53*

RESOLUTION CY-2015-89

RESOLUTION AS TO SOLICITING PROPOSALS FOR AD HOC ENGINEERING SERVICES

Upon motion by Vice Chair Hartley, seconded by Commissioner Dr. Pridgen, the following

RESOLUTION was made and approved by majority vote (4-1-0).

WHEREAS, the Board has considered the request of JMAA’s staff for (i) authority to publish a Request for Proposals (RFP) for engineering services to include assessments, design and materials recommendations in support of limited construction and refurbishment projects at Jackson Municipal Airport Authority (“JMAA”) facilities; and (ii) approval of the estimated project budget of \$303,500.00, all in connection with the proposed “ad hoc” engineering services agreement.

WHEREAS, the Board finds that such requests, which are fully explained in the memorandum dated May 6, 2015, at pages 53-55 of the Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that (i) JMAA’s staff is authorized to publish a Request for Proposals (RFP) for engineering services to include assessments, design and materials recommendations in support of limited construction and refurbishment projects at Jackson Municipal Airport Authority (“JMAA”) facilities; and (ii) the estimated project budget of \$303,500.00, all in connection with the proposed “ad hoc” engineering services agreement is approved. Further, such requests are fully explained in the memorandum dated May 6, 2015, at pages 53-55 of the Packet.

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

May 28, 2015

C. Construction Projects

- 1. *JMAA Project No. 008-12-B, Runway 11/29 Assessment and Rehabilitation, HKS: Authorize Amendment to Agreement (Aviation Group of Mississippi, LLC)Page 56*

RESOLUTION CY-2015-90

RESOLUTION AUTHORIZING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH AVIATION GROUP OF MISSISSIPPI, LLC FOR THE PAVEMENT ASSESSMENT AND OVERLAY OF RUNWAY 16/34 HKS.

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

WHEREAS, in connection with the Pavement Assessment and Overlay of Runway 16/34 HKS Project, JMAA’s staff is requesting authority to execute an amendment to the professional services agreement with Aviation Group of Mississippi, LLC (AGM) to perform a detailed assessment of the existing thresholds, pavement conditions, and potential rehabilitation options for Runway 11/29 at Hawkins Field Airport (HKS) for a cost not-to-

exceed \$29,000, bringing that contract total to \$101,000.00. Bums Cooley Dennis, Inc. (BCD) of Ridgeland, Mississippi, will provide geotechnical and materials engineering support to AGM as a sub-consultant.

WHEREAS, the Board finds that such request, which is fully explained in memorandum dated May 9, 2015, at pages 56-59 of the Packet, ought to be granted.

IT IS THEREFORE, RESOLVED JMAA's staff, in connection with the Pavement Assessment and Overlay of Runway 16/34 HKS, is authorized to execute an amendment to the professional services agreement with Aviation Group of Mississippi, LLC (AGM) to perform a detailed assessment of the existing thresholds, pavement conditions, and potential rehabilitation options for Runway 11/29 at Hawkins Field Airport (HKS) for a cost not-to-exceed \$29,000, bringing that contract to \$101,000.00. Bums Cooley Dennis, Inc. (BCD) of Ridgeland, Mississippi, will provide geotechnical and materials engineering support to AGM as a sub-consultant. Further, such request is more fully explained in memorandum dated May 9, 2015, at pages 56-59, of the Packet.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

May 28, 2015

D. Procurements

None.

E. Grants

None.

F. Other Matters

1. *JMAA Insurance Claim and Release: (Travelers Property & Casualty Insurance Company.....Page 60*

RESOLUTION CY-2015-91

RESOLUTION AS TO ACCEPTANCE OF PAYMENT FOR VEHICLE PROPERTY DAMAGE FROM TRAVELER'S PROPERTY AND CASUALTY INSURANCE COMPANY.

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

WHEREAS, the Board has considered the request of JMAA's staff for approval to accept from Traveler's Property & Casualty Insurance Company ("Travelers"), JMAA's commercial automobile insurance carrier, payment for JMAA's vehicle property damage claim as to a damaged JMAA vehicle and afterwards transfer the damaged vehicle's title to Travelers. The amount of the payment is \$17,429.00, which is the fair market value of the damaged vehicle (\$18,429.00), less JMAA's property damage deductible (\$1,000.00).

WHEREAS, the Board finds that such request, which is fully explained in the memorandum dated May 1, 2015, at pages 60-61 of the Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA's staff is authorized to accept from Traveler's Property & Casualty Insurance Company ("Travelers"), JMAA's commercial automobile insurance carrier, payment for JMAA's vehicle property damage claim as to a damaged JMAA vehicle and afterwards transfer the damaged vehicle's title to Travelers. The amount of the payment is \$17, 429.00, which is the fair market value of the damaged vehicle (\$18,429.00), less JMAA's property damage deductible (\$1,000.00). Further, such request is more fully explained in the memorandum dated May 1, 2015, at pages 60-61 of the Packet.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

May 28, 2015

3. Board Travel

- (c) Indra-Global Smart Cities, Madrid, Spain, July 6-10, 2015, LaWanda Harris, Chair, Vernon Hartley, Sr., Commissioner and Carl D. Newman, CEO: Approve International Travel

RESOLUTION CY-2015-92

RESOLUTION APPROVING TRAVEL OF CHAIR LAWANDA D. HARRIS, VICE CHAIR VERNON W. HARTLEY, JR. AND CARL D. NEWMAN, CEO, TO MADRID, SPAIN, JULY 6 TO 10, 2015

Upon motion by Commissioner Reed seconded by Commissioner Dr. Pridgen, the following **RESOLUTION** was made and approved by a majority vote (4-0-1).

WHEREAS, Indra Company ("Indra") creates, develops and offers technological solutions that enhance the speed and efficiency of airport management and it is headquartered in Madrid, Spain,

WHEREAS, Indra has invited Chair LaWanda D. Harris, Vice Chair Vernon W. Hartley and Carl D. Newman, CEO, of the Jackson Municipal Airport Authority ("Authority" or "JMAA"), to its company headquarters in Madrid, Spain for the unique opportunity to tour

the Indra facilities, and engage with Indra staff persons to learn about the products and services that Indra provides, which include: (i) Geographic Information System of Airport Resources (SIGRA); (ii) Facility & Enterprise Asset Management (IEAM); and (iii) The Airport Concessions Management System (ACMS). These products and services are of importance to JMAA, as they can assist and benefit JMAA with technology, system integration, and general organizational operations enhancement. The products and services of Indra are set forth in the Indra handouts attached to the Minutes of the May 26, 2015 Work Session Minutes; and

WHEREAS, the Board of Commissioners of JMAA recommends, approves and authorizes the travel, lodging and related expenses for Chair LaWanda D. Harris, Vice Chair Vernon W. Hartley and Carl D. Newman, CEO, to travel to Madrid, Spain in order to tour Indra's facilities, observe the operation of Indra's products and services and communicate with Indra's staff for the reasons cited above; and

WHEREAS, based upon the above the Board of Commissioners finds that it will be extremely beneficial to the Authority for Chair LaWanda D. Harris, Vice Chair Vernon W. Hartley and Carl D. Newman, CEO, to travel to Madrid, Spain in order to tour Indra's facilities, observe the operation of Indra's products and services and communicate with Indra's staff for the reasons cited above; and

WHEREAS, the current Travel Policy for the Board ("Board Travel Policy"), states that travel outside the continental limits of the United States by a Commissioner, on behalf of the Authority, shall not be permitted at Authority's expense, unless there is specific prior approval of the travel by the Board and a determination by the Board that such travel would be "extremely beneficial" to the Authority; and

WHEREAS, the current Travel Policy for JMAA Staff ("Staff Travel Policy") states that no travel outside the continental limits of the United States, on behalf of the Authority, shall be permitted by an employee, to include the CEO, at the Authority's expense, without specific prior approval of the travel by the Board and a determination by the Board that such travel would be extremely beneficial to the Authority; and

WHEREAS, the Staff Travel Policy adopts the per diem rates established by the U.S. General Services Administration which provides for per diems regarding "Madrid, Spain" in the amount of \$98.00 per day for meals and \$24.00 per day for incidentals; and

WHEREAS, the Board of Commissioners of JMAA recommends payment of per diem rates for meals and incidentals, in accordance with the Staff Travel Policy, to Carl D. Newman, CEO, as to his above described travel and attendance and participation in the above stated activities; and

WHEREAS, the Board has considered the foregoing and the benefits which will accrue to the Authority from the travel by Chair LaWanda D. Harris, Vice Chair Vernon W. Hartley and Carl D. Newman, CEO, to the headquarters of Indra in Madrid, Spain to participate in

the above stated activities.

IT IS THEREFORE, RESOLVED that the Board hereby (i) finds and determines that the travel of Chair LaWanda D. Harris, Vice Chair Vernon W. Hartley and Carl D. Newman, CEO, July 6 to 10, 2015 to Indra in Madrid, Spain will be extremely beneficial to the Authority for the reasons cited above; (ii) approves and authorizes payment and reimbursement for travel, lodging and related expenses for Chair LaWanda D. Harris and Vice Chair Vernon W. Hartley; and (iii) approves and authorizes payment and reimbursement for travel, lodging, related expenses, and meals and incidentals, at per diem rates, to Mr. Carl D. Newman, CEO, all in accordance with the Board Travel Policy and Staff Travel Policy.

Yeas: Hartley, Harris, Pridgen, Reed

Nays: None

Abstentions: Henley

May 28, 2015

Vice Chair Hartley announced that regarding the travel to Indra in Madrid, Spain he, along with Chair Harris and Mr. Newman, will develop an agenda for the trip. Also, they will confer with the City of Jackson officials about the trip in order to maximize the benefits of the trip for JMAA and the City of Jackson.

Commissioner Pridgen thanked Mr. Newman, CEO, and the JMAA staff for the report that was prepared in response to the questions she had posed as to various matters which were discussed during the May 26, 2015 Special Work Session. This report is attached as an Exhibit to the May 28, 2015 Rescheduled Board Meeting Minutes.

Commissioner Dr. Pridgen further requested the drafting of a Resolution for the June 2015 Board Meeting as to the requirement that non MS businesses, which contract with JMAA in the future, shall obtain City of Jackson Business Privilege License.

G. New Business

None

VII. ADJOURNMENT

Thereafter, it was moved by Commissioner Pastor Henley, seconded by Commissioner Reed, and unanimously resolved that the meeting of the Board be ADJOURNED at 9:34 a.m.

Respectfully submitted,

Ms. LaWanda D. Harris, Chair

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

Ms. Evelyn O. Reed, Commissioner

Pastor James L. Henley, Jr., Commissioner

Dr. Rosie L.T. Pridgen, Commissioner