

**RESCHEDULED REGULAR MONTHLY MEETING
JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS**

April 21, 2022

MINUTES

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

Pursuant to proper notice, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” or “JMAA”) convened its Rescheduled Regular Monthly Board Meeting in the Community Room of the Jackson-Medgar Wiley Evers International Airport (“JAN”) in Jackson, Mississippi at 12:00 noon on Thursday, April 21, 2022. A copy of the Board Meeting Notice is attached as Exhibit “A” hereto.

Chairman Robert E. Martin called the Meeting to order at 12:00 noon and called the roll of Commissioners.

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

Robert E. Martin, Chairman, Present (“Martin”)
Rickey D. Jones, Vice Chairman, Present (“Jones”)
LTC(R) Lucius Wright, Commissioner, Present (“Wright”)

Chairman Martin announced that a quorum was present at the Board Meeting and the Meeting would proceed with a discussion of the agenda (the “Agenda”) for the Board Meeting. The following other persons were also present at the Meeting:

Paul A. Brown, Chief Executive Officer of the JMAA (“Brown”)
Steven G. Williams, Esq., Legal Officer of the JMAA (“Williams”)
And persons listed on the Sign-in Sheet for the April 21, 2022 Meeting, Exhibit “B” hereto.

II. INVOCATION

Jones gave the Invocation.

III. APPROVAL OF BOARD NOTICES

A. Notice of the Rescheduled Regular Monthly meeting of the Board of Commissioners scheduled for Monday, March 28, 2022, at 4:00 p.m. to Thursday, April 21, 2022 at 12:00 noon in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport in Jackson, Mississippi.

After review and discussion, and upon motion made by Wright and seconded by Jones, the Board approved by unanimous vote 3-0 the Board Notice described above and the following resolution was passed:

RESOLUTION CY-2022-__

RESOLVED, THAT THE BOARD APPROVES THE NOTICE OF RESCHEDULED REGULAR MONTHLY MEETING OF THE BOARD OF COMMISSIONERS ON THURSDAY, APRIL 21, 2022 IS ACCEPTED.

Wright motioned to accept the Resolution and said motion was seconded by Jones. Motion passed 3-0.

Yeas: Martin, Wright, Jones

Nays: None

Abstentions: None

IV. APPROVAL AND EXECUTION OF MINUTES

- A. Emergency Meeting of the Board of Commissioners for Thursday, March 31, 2022 at 2:00 p.m. in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport in Jackson, Mississippi.

After review and discussion, and upon motion made by Wright and seconded by Jones, the Board approved by unanimous vote 3-0 the Minutes described above and the following resolution was passed:

RESOLUTION CY-2022-__

RESOLVED, THAT THE BOARD APPROVES THE MINUTES OF THE EMERGENCY MEETING OF THE BOARD OF COMMISSIONERS ON THURSDAY, MARCH 31, 2022 AT 2:00 P.M. IN THE COMMUNITY ROOM, MAIN TERMINAL BUILDING, JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT IN JACKSON, MISSISSIPPI.

Yeas: Martin, Wright, Jones

Nays: None

Abstentions: None

V. PUBLIC COMMENTS

None.

VI. REPORTS

A. Report from the Chairman

Chairman Martin requested that his report be moved until later in the meeting.

B. Report from the Chief Executive officer**1. Airport Project Manager Summary, period ending February 28, 2022.**

CEO Brown informed the Board that JMAA recently acquired new software and that the format of the reports had been changed. The meeting was delayed briefly while an audio issue was being resolved. The Airport Project Manager Summary was discussed in detail. Vice Chairman Jones asked a question about Project Number 001-19 JAN Passenger Boarding Bridge Replacement at Gate 2. Specifically, how the project will be paid for. Brown responded that the project was all budgeted in the original solicitation. Commissioner Wright asked a question about Project Number 010-21 Taxiway Alpha & Charlie LED lighting at Hawkins Field. Specifically, who the contractor is. Brown responded that Tony Watson Electric is the contractor. Vice Chairman Jones asked a question about Project Number 003-21 Taxiway B Relocation. Specifically, which markings are included. Brown responded that all new markings are included. A brief discussion of the age of the runways at Hawkins Field followed. Project 002-20C West Concourse Roof replacement was discussed. Chief Commercial Officer Von Anderson was asked to speak to the Board about an inspection which showed that the damages were caused by natural wear and tear and not the weather.

2. Airport Statistics Report, period ending February 28, 2022.

CEO Brown reported that operations at JAN increased by 27.8% and that Delta Airlines is now the busiest airline at JAN with an increase of 37%. American Airlines is second and Southwest Airlines is third. There was a discussion of air cargo traffic and a possible change coming from UPS. Vice Chairman Jones remarked that JMAA should look at ways to increase cargo traffic at JAN.

3. Disadvantaged Business Enterprise Report, period ending February 28, 2022.

CEO Brown reported that Vice Chairman Jones is working with JMAA's DBE department to get training and to form a more robust and vigorous program.

4. Staff reports

None.

5. Consultant reports

None.

C. Attorney

Attorney for the Board John May introduced Attorney Regina May to discuss a resolution for her to handle some bond work for the Board. Attorney Regina May discussed a bond project and a possible Request for Proposal on the subject.

Vice Chairman Jones motioned to accept the various reports which Commissioner Wright seconded. The motion was passed 3-0.

At this point Attorney John May suggested taking up the Civix matter as New Business.

VII. ACTION ITEMS

A. Financial Matters

1. Financial Reports for February 2022:

- a) Balance Sheet. CEO Brown presented. Vice Chairman Jones asked about capital projects.

Motion to accept Balance Sheet for February 2022

MOTION CALLED BY: Jones

MOTION SECONDED BY: Wright

VOTE COUNT:

YAYS: 3

NAYS: 0

ABSTAIN: 0

- b) Income Statement. CEO Brown presented. There was a discussion and questions about separate items.

Motion to accept Income Statement for February 2022

MOTION CALLED BY: Wright

MOTION SECONDED BY: Jones

VOTE COUNT:

YAYS: 3

NAYS: 0

ABSTAIN: 0

- c) Claims Docket was discussed at the March 31, 2022 Emergency Meeting and was not reintroduced.

Vice Chairman Jones motioned to approve and ratify the March 31, 2022 Emergency Meeting items according to the Notice of Meeting. Commissioner Wright seconded. Commissioner Wright asked a question about the shipping status of vehicles approved at the Emergency Meeting. Vice Chairman Jones asked for an update on the purchase of the ATV units. It was explained that the delay is a result of nationwide supply chain issues.

The motion was passed 3-0.

B. Construction Projects

1. Pavement Corrective measures at JAN.

Board Memorandum OPS-2022 was offered in support (attached hereto).

Jones motioned to approve. Wright seconded and the motion was passed 3-0.

C. Procurements – None.

D. Service Agreements.

1. Amendment to AERO Bridge Works, Inc. contract. Staff requested authorization to advertise Request for Qualification of Implementation of Airport Pavement Corrective Measures at JAN and HKS.

Board Memorandum OPS-2022-23 was offered in support (attached hereto).

Commissioner Wright motioned to approve and Vice Chairman Jones seconded. The motion passed 3-0.

2. Ad hoc engineering agreement with EJES, Inc. Staff requested authorization to amend the existing agreement in a not-to-exceed amount of \$400,000.00.

Board Memorandum OPS-2022-21 was offered in support (attached hereto).

Patrick Minor was asked to address the Board to discuss HVAC upgrade at HKS. Commissioner Wright motioned to accept and Vice Chairman Jones seconded. The motion passed 3-0.

3. Parking repair and preventative maintenance at JAN. Staff requested authorization to approve a repair and preventative maintenance contract with Designa in an amount not to exceed \$119,462.09.

Board Memorandum OPS 2022-20 was offered in support (attached hereto).

Chief Operating Officer John Means and Chief Commercial Officer Von Anderson appeared before the Board to answer questions about the gate repairs. Commissioner Wright motioned to approve and Vice Chairman Jones seconded. The motion passed 3-0.

2:56 p.m. Discussion of whether the Board should go into Closed Session.

Vice Chairman Jones motioned and Commissioner Wright seconded. The motion was passed unanimously.

2:57 p.m. The room was cleared.

3:06 p.m. In Closed Session the Board discussed whether to go into Executive Session. Items to be discussed were: Six (6) personnel issues, one (1) business development matter, and signatory authority of the Chief Executive Officer.

Vice Chairman Jones motioned that the Board go into Executive Session. Commissioner Wright seconded and the motion was passed 3-0.

3:15 p.m. The Board was in Executive Session.

5:50 p.m. Back in Open Session Chairman Martin stated that the Board has unanimously voted to terminate an employee. The Board discussed a business development matter but no action was taken and nothing else was discussed.

E. Grants. None.

F. New Business

1. **Resolution amending By-laws was presented by Attorney John May.**

Section 8(c) was deleted and Section 8(d) became Section 8(c). Vice Chairman Jones motioned to approve, Commissioner Wright seconded, and the motion was passed 3-0.

2. **Resolution to approve Civix contract.**

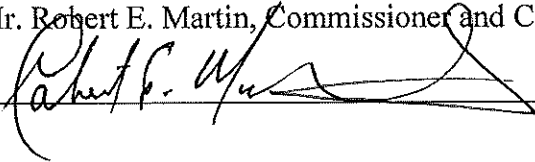
Unfortunately the resolution could not be approved due to a lack of a price.

5:57 p.m. Vice Chairman Jones motioned to adjourn the meeting. Commissioner Wright seconded and the Motion carried unanimously.

5:58 p.m. ADJOURNMENT.

Respectfully submitted,

Mr. Robert E. Martin, Commissioner and Chairman



Mr. Ricky D. Jones, Commissioner and Vice-Chairman



LTC(R) Lucius Wright, Commissioner

