

**SPECIAL MEETING**  
**OF**  
**JACKSON MUNICIPAL AIRPORT AUTHORITY**  
**BOARD OF COMMISSIONERS**

**November 21, 2011**

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” or “JMAA”) met in the Community Room, Main Terminal Building, Jackson-Evers International Airport (“JEIA”), Jackson, Mississippi, at 3:00 p.m. on Monday, November 21, 2011 (the “Meeting”), pursuant to proper notice, a copy of which is attached as an exhibit to the minutes of the Meeting.

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

Dr. Glenda Glover, Board Chair, presided, called the Meeting to order and called the roll of Commissioners.

The following Commissioners were present in person at the Meeting.

Dr. Glenda Glover, Chair  
Johnnie P. Patton, R. Ph., Vice Chair  
George E. Irvin, Sr.  
Dr. Sylvia Stewart

Chair Glover noted that a quorum was present in person as required by the Bylaws, and announced that the Meeting would proceed in accordance with the notice.

The following other persons were also present at the Meeting.

Dirk Vanderleest, JMAA Chief Executive Officer  
Bonnie Wilson, JMAA Chief Operating Officer  
Woody Wilson, JMAA Senior Director of Capital Planning  
Kenneth Randolph, JMAA Airport Police Commander  
Jack Thomas, JMAA Director of DBE and Community Development  
Cindy Crotchett, JMAA Executive Assistant  
Garry Montgomery, JMAA Maintenance Manager  
Joyce Tillman, JMAA Facilities Engineer  
Jack Weldy, JMAA Properties Manager  
Arnetrius Branson, JMAA Comptroller  
Kimberly Farmer, JMAA Administrative Project Support  
Chuck Lott, Neel-Schaffer  
Jim White, Waggoner Engineering, Inc.  
Alan Moore, Baker Donelson Bearman Caldwell & Berkowitz

Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz  
Alexander Martin, Baker Donelson Bearman Caldwell & Berkowitz  
Randy Ahlrich, Burns Cooley Dennis, Inc.  
Allen Cooley, Burns Cooley Dennis, Inc.  
Mike Broussard, Hatch Mott MacDonald  
Heath Jenkins, Hatch Mott MacDonald  
Curtis Wright, Hatch Mott MacDonald

## **II. JMAA PROJECT NO. 007-09, CONTRACT NO. 007-09-014, EAST PARALLEL RUNWAY 16L/34R PAVEMENT REHABILITATION, JEIA.**

At Chair Glover's request, Mr. Moore advised the Board that this matter was on the agenda in order for JMAA's professional engineers and the Authority's legal counsel to brief the Board on the current status of disputes between the Authority and Rifenburg Construction Inc. ("Rifenburg"), the contractor under Contract No. 007-09-014 (the "Contract") for the East Parallel Runway 16L/34R Pavement Rehabilitation project at JEIA (the "Project"). Mr. Moore said that the disputes with Rifenburg continued and concerned, without limitation: (i) the quality of the asphalt laid by Rifenburg on Runway 16L/34R at JEIA (the "Runway"); (ii) testing procedures and results for said asphalt; and (iii) Rifenburg's duty to continue to work regardless of whether disputes exist. Mr. Moore reported that on November 8, 2011, Rifenburg filed a Demand for Arbitration with the American Arbitration Association seeking \$2.5 million in damages plus certain expenses from the Authority (the "Arbitration Demand"). A copy of the Arbitration Demand is attached as an exhibit to the minutes of the Meeting. On November 18, 2011, Hatch Mott MacDonald ("HMM"), the Authority's professional engineering consultant for the Project, delivered to the Authority (i) a certain letter dated November 18, 2011 (the "HMM Letter"), and (ii) a certain letter dated November 18, 2011, from Burns Cooley Dennis, Inc. ("BCD"), subcontractor to HMM on the Project, to HMM (the "BCD Letter"), each of which states that Rifenburg has failed to comply with the requirements of the Contract. Copies of the HMM Letter and the BCD Letter are attached as exhibits to the minutes of the Meeting.

Mr. Moore then discussed the grounds allowed under Mississippi law to enter Executive Session, which include discussion and action regarding litigation strategy. Mr. Moore reminded the Board that Rifenburg had threatened in writing to sue BCD, which would inevitably involve JMAA. Mr. Moore advised the Board that the Arbitration Demand constitutes "litigation" within the meaning of the Mississippi Open Meetings Act. Accordingly, he suggested that the Board consider entering Closed Session for the limited purpose of discussing whether to enter Executive Session for the limited purpose of discussing and taking action regarding the Authority's strategy in response to the Arbitration Demand and litigation threat by Rifenburg.

### **A. Closed Session.**

At approximately 3:10 p.m., after discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted a resolution authorizing the Board to enter Closed Session for the limited purpose of considering whether to enter Executive Session for the limited purpose of discussing and taking

action regarding the Authority's strategy in response to the Arbitration Demand and litigation threat by Rifenburg.

The Board asked Mr. Vanderleest, Ms. Wilson, Mr. Wilson, Mr. Moore, Mr. Wagner, Mr. Martin, Mr. Ahlrich, Mr. Cooley, Mr. Broussard, Mr. Jenkins and Mr. Wright to remain during the Closed Session. Everyone else present at the Meeting left the Community Room at this time.

**B. Executive Session.**

At approximately 3:11 p.m., upon motion duly made by Commissioner Patton, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, the Board voted to enter into Executive Session for the limited purpose of discussing and taking action regarding the Authority's strategy in response to the Arbitration Demand and litigation threat by Rifenburg.

The Board asked everyone present during the Closed Session to remain for the Executive Session.

Mr. Wagner informed those outside the Meeting that the Board had voted to enter Executive Session for the limited purpose of discussing and taking action regarding the Authority's strategy in response to the Arbitration Demand and litigation threat by Rifenburg.

The Board then met in Executive Session.

**C. Open Session.**

At approximately 4:06 p.m., the Board reconvened the Meeting in Open Session. Chair Glover invited the staff of the Authority and the general public back into the Meeting.

Chair Glover reported that, during the Executive Session, the Board and those present during the Executive Session had discussed the Authority's strategy and possible actions in response to the Arbitration Demand and litigation threat by Rifenburg. After discussion, the Commissioners present unanimously approved, authorized and took the following actions.

1. The Board determined that Rifenburg was in default under the Contract, and directed that written notice be delivered to Rifenburg of its default under the Contract, including a notice to cure within fourteen (14) days (the "Default Letter to Rifenburg").
2. A copy of the Default Letter to Rifenburg will be delivered to Travelers Casualty and Surety Company of America (the "Surety"), the surety under the Performance Bond required by the Contract, together with a notice of

intent to terminate the Contract if Rifenburg does not cure its default within the time allotted.

3. If Rifenburg fails to cure its default within the time allotted, written notice of termination of the Contract will be delivered to Rifenburg and the Surety.
4. Recognizing that Baker, Donelson, Bearman, Caldwell & Berkowitz, P.C. (“Baker Donelson”), the law firm which serves as the Authority’s general counsel, currently represents and may represent in the future certain companies related to the Surety in matters unrelated to the Contract, JMAA and the Surety, the Board granted a waiver of any conflict that may exist in connection with said representations by Baker Donelson, and authorized Baker Donelson’s representation of the Authority in connection with the Arbitration Demand and all other legal actions related to the Contract and the Project. (Baker Donelson previously received a conflict waiver from the Surety.) Copies of the waiver letter from the Surety and the waiver granted by the Board are attached as exhibits to the minutes of the Meeting.
5. An amendment to the Authority’s contract with HMM (the “HMM Amendment”) will be negotiated and executed to retain HMM to provide engineering and related consulting services outside the scope of the original terms and conditions of the Contract, including without limitation (i) additional evaluations and tests of the condition of the in-place asphalt laid by Rifenburg and (ii) development of specifications and related documents necessary and appropriate to allow the Authority to advertise for bids to remove the non-compliant asphalt and pave the Runway in compliance with applicable FAA requirements (the “Phase II Repaving Project”).
6. If the Contract is terminated and the Surety does not complete the Project, upon receipt from HMM and approval by the Authority’s staff of specifications and related documents for the Phase II Repaving Project, an advertisement for bids for the Phase II Repaving Project will be published in accordance with applicable law.
7. Payment of \$400,145.92 to HMM was approved and authorized for certain services rendered to date on behalf of the Authority in connection with the Contract and the Project. A copy of the statement constituting this claim is attached as an exhibit to the minutes of the Meeting.

Chair Glover then said that the Board would proceed with discussion and action regarding the other matters on the agenda for the Meeting.

### III. APPROVAL AND EXECUTION OF MINUTES.

#### A. Regular Monthly Meeting of the Board, October 24, 2011.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the minutes described above were approved as presented and directed to be filed in the appropriate minute book and records of the Authority.

### IV. PUBLIC COMMENTS.

None.

### V. REPORTS.

#### A. Chief Executive Officer.

1. *Airport Project Manager Summary, Period Ending October 31, 2011.*
2. *Airport Activity Statistics Report, Period Ending October 31, 2011.*

Mr. Vanderleest directed the Board's attention to the Airport Project Manager Summary and the Airport Activity Statistics Report as found in the packet distributed to the Board prior to the Meeting (the "Packet"), and discussed these reports with the Board. A copy of the Packet is attached as an exhibit to the minutes of the Meeting.

#### 3. *Employee Recognitions.*

- a. Employee of the Month, November 2011: Jack Weldy, Properties Manager, Department of Capital Programming.

Mr. Vanderleest recognized and commended Mr. Weldy for being named Employee of the Month for November 2011.

#### 4. *Professional Recognitions.*

- a. Sharon Evans, Housekeeping Supervisor, Department of Maintenance.

- (1) Award of Excellence, Awarded by Airport News and Training Network.

Mr. Vanderleest said that Ms. Evans was not at the Meeting, so she would be recognized at a later date.

**B. Attorney.**

1. ***JMAA Project No. 007-09, Contract No. 007-09-014, East Parallel Runway 16L/34R Pavement Rehabilitation, JEIA.***

Mr. Moore said that the above referenced matter had been discussed in Executive Session and the actions taken in the Executive Session had been disclosed to the public as set out above.

2. ***Parkway Place.***

Jeff Wagner advised the Board that Rodney Chamblee of The Chamblee Company, Inc. had requested permission to appear before the Board at its December meeting to discuss his plans for reacquiring the Sleep Inn at Parkway Place and renovating other portions of Parkway Place.

After discussion, by consensus, the Board asked Mr. Wagner to invite Mr. Chamblee to the Special Meeting of the Board to be held at 3:00 p.m. on Monday, December 19, 2011.

**VI. ACTION ITEMS.**

**A. Financial Matters.**

1. ***Financial Reports for October 2011.***

- a. Balance Sheet: Accept.
- b. Income Statement: Accept.
- c. Claims Docket for October 2011: Approve.

Mr. Vanderleest directed the Board's attention to the above referenced financial reports for October 2011 and the Claims Docket for October 2011, all of which were included in the Packet.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION ACCEPTING FINANCIAL REPORTS FOR  
OCTOBER 2011 AND APPROVING AND AUTHORIZING  
PAYMENT OF CLAIMS DOCKET FOR OCTOBER 2011**

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered (i) the Balance Sheet and the Income Statement for the

Authority for the month and period ending October 31, 2011 (the “Financial Reports”), and (ii) the Claims Docket of the Authority for the month of October 2011 (the “Claims”), both the Financial Reports and the Claims being (i) included in the packet distributed to the Board prior to the November 21, 2011, Special Meeting of the Board, and (ii) incorporated herein by reference;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby (i) accepts the Financial Reports and (ii) approves and authorizes payment of the Claims in the total amount of \$889,076.98.

**B. Service Agreements.**

1. ***JMAA Project No. 055-06, Contract No. 055-06-291, Interior Plants for Main Terminal Building, JEIA: Authorize Agreement.***
2. ***JMAA Project No. 001-12, Rubber Removal from Runway 16R/34L, JEIA: Authorize Agreement.***

Mr. Vanderleest directed the Board’s attention to the memoranda in the Packet which described these matters, and discussed these matters with the Board.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTIONS  
WITH RESPECT TO CERTAIN SERVICE AGREEMENTS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has recommended that the Board of Commissioners of the Authority (the “Board”) approve and authorize certain actions with respect to certain service agreements identified below, all as more particularly described in certain memoranda (i) included in the packet distributed to the Board prior to the November 21, 2011, Special Meeting of the Board, and (ii) incorporated herein by reference (separately, each a “Memorandum;” collectively, the “Memoranda”); and

**WHEREAS**, the Board has reviewed the Memoranda and considered the recommendations therein by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, take the following actions:

1. The Board approves and authorizes negotiation and execution of a two (2) year renewal of the existing agreement with Rushingreen, Inc. d/b/a Foliage Design Systems for maintenance of interior plants at Jackson-Evers International Airport (the "Foliage Design Renewal Agreement"), said Foliage Design Renewal Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum dated November 15, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
2. The Board approves and authorizes negotiation and execution of an agreement for certain professional services with CKS Hydro Services, Inc. to perform removal of waste rubber deposits from Runway 16R/34L at Jackson-Evers International Airport (JMAA Project No. 001-12) at a cost not to exceed \$12,162.50 (the "CKS Agreement"), said CKS Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum dated November 7, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

**C. Construction Projects.**

1. ***JMAA Project No. 002-12, Storm Water Drain Line Repair, South Parking Lot, JEIA: Authorize Agreement.***
2. ***JMAA Project No. 003-12, Lift Station Repair, JEIA: Authorize Agreement.***
3. ***JMAA Project No. 002-11, North Roadway Pavement Improvements and Equipment Building Construction, JEIA: Reject Bids and Authorize Re-Advertisement for Bids.***
4. ***JMAA Project No. 003-11, Terminal Entrance Enhancement and Parking Area Improvements, HKS: Reject Bids and Authorize Re-Advertisement for Bids.***

Mr. Vanderleest directed the Board's attention to the memoranda in the Packet which described these matters, and discussed these matters with the Board.

After discussion, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.



**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTIONS  
WITH RESPECT TO CERTAIN CONSTRUCTION PROJECTS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has recommended that the Board of Commissioners (the “Board”) of the Authority approve and authorize certain actions with respect to certain construction projects identified below, all as more particularly described in certain memoranda (i) included in the packet distributed to the Board prior to the November 21, 2011, Special Meeting of the Board, and (ii) incorporated herein by reference (separately, each a “Memorandum;” collectively, the “Memoranda”); and

**WHEREAS**, the Board has reviewed the Memoranda and considered the recommendations therein by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, take the following actions:

1. The Board approves and authorizes negotiation and execution of an agreement with Green Briar Digging Service to replace one section of damaged, 15-inch concrete storm drain pipe beneath the surface of the south public parking lot at Jackson-Evers International Airport (JMAA Project No. 002-12) at a cost not to exceed \$9,950.00 (the “Green Briar Drain Agreement”), said Green Briar Drain Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum dated November 14, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
2. The Board approves and authorizes negotiation and execution of an agreement with Green Briar Digging Service to replace a 6-inch check valve inside the lift station for the sanitary sewer system at Jackson-Evers International Airport (JMAA Project No. 003-12) at a cost not to exceed \$2,650.00 (the “Green Briar Lift Station Agreement”), said Green Briar Lift Station Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum dated November 14, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
3. The Board hereby (i) rejects all bids received by the Authority in connection with the North Roadway Pavement Improvements and Equipment Building Construction project at Jackson-Evers International Airport (Project No. 002-11) (the “Roadway and Building Project”); (ii) authorizes the Authority’s staff to work with Integrated Management Services, P.A, the Authority’s engineer for the Roadway and Building

Project, to revise the specifications, bid documents and related documents for the Roadway and Building Project to include at this time only construction of an equipment shed (the "Equipment Shed Project") with a budget of \$303,880; and (iii) approves and authorizes publication of an advertisement for bids for the Equipment Shed Project; all as more particularly described in the Memorandum dated November 15, 2011, which describes this matter.

4. The Board hereby (i) rejects all bids received by the Authority in connection with the Terminal Entrance Enhancement and Parking Area Improvements project at Hawkins Field (Project No. 003-11) (the "HKS Enhancement Project"); (ii) authorizes and directs the staff of the Authority to review the scope of work and estimated costs for materials and services with Integrated Management Services, P.A., the Authority's engineer for the HKS Enhancement Project, to identify possible modifications and/or clarifications that would lower bids for the HKS Enhancement Project; and (iii) ) approves and authorizes the re-advertisement for bids for the HKS Enhancement Project at a later date; all as more particularly described in the Memorandum dated November 15, 2011, which describes this matter.

**D. Procurements.**

1. ***JMAA Project No. 004-11, Contract No. 004-11-124, Terminal Artwork for JEIA: Authorize Amendment.***
2. ***JMAA Project No. 004-12, Replacement of JMAA Network Servers.***

Mr. Vanderleest directed the Board's attention to the memoranda in the Packet which described these matters, and discussed these matters with the Board.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTIONS  
WITH RESPECT TO CERTAIN PROCUREMENTS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the "Authority") has recommended that the Board of Commissioners (the "Board") of the Authority approve and authorize certain actions with respect to certain procurements identified below, all as more particularly described in certain memoranda (i) included in the packet distributed to the Board prior to the November 21, 2011, Special Meeting of the Board, and (ii) incorporated herein by reference (separately, each a "Memorandum," collectively, the "Memoranda"); and

**WHEREAS**, the Board has reviewed the Memoranda and considered the recommendations therein by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, take the following actions:

1. The Board approves and authorizes negotiation and execution of an amendment to the professional services agreement with Canizaro Cawthon Davis for certain expanded professional design and construction oversight services in connection with the procurement of terminal artwork at Jackson-Evers International Airport (JMAA Project No. 004-11) (the "CCD Amendment"), said CCD Amendment to be in such form and to contain such terms and conditions consistent with the Memorandum dated November 8, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
2. The Board approves and authorizes procurement of computer network servers and related software and maintenance packages (JMAA Project No. 004-12) from NextStep Innovation at a cost not to exceed \$67,891.00 (the "Server Procurement"), all as more particularly described in the Memorandum dated November 15, 2011, which describes this matter.

**E. Grants.**

There was no discussion or action taken regarding grants at the Meeting.

**F. Other Matters.**

1. ***Board Travel.***

Chair Glover reported on attendance by Commissioners Glover, Patton and Irvin at various events in San Diego, California, on November 11 – 12, 2011, in connection with the christening of the *Medgar Evers*, a new ship commissioned for the U.S. Navy. Secretary of the Navy Ray Mabus, former Governor of Mississippi, had named the ship for Mr. Medgar Evers, and presided at the ceremonies. The Commissioners had participated in these events out of respect for Mr. Evers, for whom Jackson-Evers International Airport is named, Ms. Myrlie Evers and the Medgar Evers family, and to promote the City of Jackson, the State of Mississippi, and Jackson-Evers International Airport.

Commissioners Patton, Irvin and Glover provided a report on the ACI World and Africa Conference and Exhibition in Marrakech, Morocco, on October 31 – November 2, 2011. The conference focused on the expected increase in passenger traffic on so-called "low cost airlines" in the future; the need for

airports to develop crisis management plans to use in the event of a natural catastrophe, terrorist attack or similar event preventing normal operations; and the recent increase in passenger and air cargo traffic to and from Africa.

2. ***Early Issue Claims.***

Mr. Vanderleest distributed to the Board a list of claims which he proposed to be approved for early payment by the Board. A copy of the list of “early issue” claims is attached as an exhibit to the minutes of this Meeting.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF  
CERTAIN EARLY ISSUE CLAIMS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has recommended that the Board of Commissioners of the Authority (the “Board”) approve and authorize prompt payment of certain early issue claims (the “Early Issue Claims”), a list of the Early Issue Claims being attached as an exhibit to the minutes of the Special Meeting of the Board on November 21, 2011; and

**WHEREAS**, the Board has reviewed the Early Issue Claims and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that the Early Issue Claims are appropriate and proper expenses incurred in connection with authorized responsibilities and duties of the Authority, and hereby approves and authorizes prompt payment of the Early Issue Claims in the total amount of \$14,258.19.

3. ***Holiday Open House.***

Mr. Vanderleest announced that the Authority’s Holiday Open House would be from 4:00 – 7:00 p.m. on Tuesday, December 13, 2011.

4. ***Special Board Meeting on December 19, 2011.***

By consensus, the Board agreed to cancel the Regular Monthly Work Session and Regular Monthly Meeting scheduled for December 22, 2011, and December 26, 2011, respectively, because of the expected lack of a quorum. The Board agreed to call a Special Meeting of the Board for 3:00 p.m. on Monday, December 19, 2011, in the Community Room, Jackson-Evers International Airport, for the conduct of all business within the jurisdiction of the Authority.

**VII. DISCUSSION: STRATEGIC INITIATIVES.**

There was no discussion or action taken regarding strategic initiatives at the Meeting.

**VIII. ADJOURNMENT.**

There being no further business to come before the Meeting, upon motion duly made by Commissioner Stewart, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, the Meeting was adjourned.

Respectfully submitted,

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Dr. Glenda Glover, Chair

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Johnnie P. Patton, R. Ph., Vice Chair

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George E. Irvin, Sr.

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Earle Jones

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Dr. Sylvia Stewart