

REGULAR MONTHLY MEETING
OF
JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS

October 25, 2010

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” or “JMAA”) met in the Main Terminal Building, Hawkins Field, Jackson, Mississippi, at 4:00 p.m. on Monday, October 25, 2010 (the “Meeting”), pursuant to proper notice.

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

Chair Glenda Glover 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.
Earle Jones
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.

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
Gary Cohen, JMAA Chief Financial Officer
René Woodward, JMAA Director of Human Resources and Administration
Denson Stasher, JMAA Director of Operations and Security
Kenneth Randolph, JMAA Airport Police Commander
Jack Thomas, JMAA Director of Disadvantaged Business Enterprise (DBE) and
Community Development
Arnetrius Reed Branson, JMAA Finance Department
Alex Blanchard, JMAA Operations Coordinator
Doug Breckenridge, JMAA Operations Coordinator
Cindy Crotchett, JMAA Executive Assistant
Kimberly Farmer, JMAA Administrative Assistant

Joyce Tillman, JMAA Facilities Engineer
Fire Chief John Elliott, MS Air National Guard, ARFF
Deputy Fire Chief Rick Leflore, MS Air National Guard, ARFF
Alan Moore, Baker Donelson Bearman Caldwell & Berkowitz
Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz
Chuck Lott, Neel-Schaffer, Inc.
James R. White, P.E., Waggoner Engineering, Inc.
Randy Percy, Hinds Community College

II. APPROVAL AND EXECUTION OF MINUTES.

A. Open Session and Executive Session of the Special Meeting of the Board, September 24, 2010.

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 minutes of the Open Session and the Executive Session of the Special Meeting of the Board on September 24, 2010, were approved as presented and directed to be filed in the appropriate minute book and records of the Authority.

III. PUBLIC COMMENTS.

None.

IV. REPORTS.

A. Chief Executive Officer.

1. Airport Project Manager Summary, Period Ending September 30, 2010.
2. Airport Activity Statistics Report, Period Ending September 30, 2010.

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.

During discussion, Mr. Vanderleest said that September 2010 showed an increase in enplanements over September 2009, hopefully indicating an upturn in passenger traffic at JEIA.

3. Employee and Organizational Recognitions.

- a. Employee of the Month, October 2010: Doug Breckenridge, Operations Coordinator, Department of Operations & Security.

Mr. Vanderleest recognized and commended Mr. Breckenridge for being named Employee of the Month for October 2010.

4. Professional Development Recognitions.

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

- (1) Certificate of Completion, Level III ATSI, Sponsored by AAAE Airport Training & Safety Institute.

Ms. Evans was not present, but Mr. Vanderleest recognized and commended Ms. Evans for receiving a Certificate of Completion for Level III ATSI from the AAAE Airport Training & Safety Institute.

5. Professional Recognitions.

- a. MSgt. Chris Patterson, 172nd Airlift Wing, MS Air National Guard – ARFF.

Mr. Vanderleest recognized Deputy Fire Chief Rick Leflore, who represented MSgt. Patterson. Mr. Vanderleest commended MSgt. Chris Patterson of the 172nd Airlift Wing of the MS Air National Guard for the performance of the unit during the recent Air Mobility Command Compliance Inspection, Unit Compliant Inspection (UCI).

- b. MSgt. John Kelly Elliott, ARFF Chief, 172nd Airlift Wing, MS Air National Guard: “Outstanding Performance During the Air Mobility Command Compliance Inspection,” Unit Compliant Inspection (UCI).

Mr. Vanderleest recognized and commended MSgt. John Kelly Elliott, ARFF Chief of the 172nd Airlift Wing of the MS Air National Guard, for the performance of the unit during the recent Air Mobility Command Compliance Inspection, Unit Compliant Inspection (UCI).

- c. TSgt. William Burwell, ARFF Crew Chief, 172nd Airlift Wing, MS Air National Guard: "Outstanding Performance During the Air Mobility Command Compliance Inspection," Unit Compliant Inspection (UCI).

Mr. Vanderleest recognized Deputy Chief Leflore, who represented TSgt Burwell. Mr. Vanderleest commended TSgt. William Burwell, ARFF Crew Chief of the 172nd Airlift Wing of the MS Air National Guard, for the performance of the unit during the recent Air Mobility Command Compliance Inspection, Unit Compliant Inspection (UCI).

6. Jackson State University Founders Day Award.

Chair Glover, who serves as Dean of the College of Business at Jackson State University, announced that during the Founder's Day celebration at Jackson State University, the Airport Authority was recognized for its strong support of Jackson State University.

B. Attorney.

Mr. Moore said he had nothing to report at this time.

V. ACTION ITEMS.

A. Financial Matters.

1. Financial Reports for September 2010.
 - a. Balance Sheet: Accept.
 - b. Income Statement: Accept.
 - c. Claims Docket for September 2010: Approve.

Mr. Vanderleest directed the Board's attention to the above financial reports for September 2010 and the Claims Docket for September 2010, all of which were included in the Packet.

After discussion, upon motion duly made by Commissioner Jones, 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 SEPTEMBER
2010 AND APPROVING AND AUTHORIZING PAYMENT OF CLAIMS
DOCKET FOR SEPTEMBER 2010**

WHEREAS, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority”) has reviewed and considered (i) certain financial statements for the Authority for the month and period ending September 30, 2010 (the “Financial Reports”), and (ii) the Claims Docket of the Authority for the month of September 2010 (the “Claims”), both the Financial Reports and the Claims being (i) included in the packet distributed to the Board prior to the October 25, 2010, Regular Monthly 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 \$1,892,297.91.

B. Service Agreements.

1. JMAA Public Safety Emergency Digital Voice Recorder: Authorize Agreement Renewal.
2. JMAA Public Safety Radio System Maintenance Service Agreement: Authorize Renewal.
3. JMAA Project No. 009-10, Disadvantaged Business Enterprise Certification Services: Authorize Amendment.
4. JMAA Project No. 016-09, Analysis of Existing and Potential Air Cargo Needs, Demands and Opportunities at 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 Patton, seconded by Commissioner Jones, 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 October 25, 2010, Regular Monthly 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 one (1)
year renewal of the existing agreement with Precision Communications,
Inc. for maintenance and repair services for the Authority’s digital voice
recording system for emergency communications (the “Precision Renewal
Agreement”), said Precision Renewal Agreement to be in such form and to
contain such terms and conditions consistent with the Memorandum dated
October 7, 2010, 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 a one (1)
year renewal of the existing agreement with Harris Corporation for
maintenance, repair and oversight services for the Authority’s 700/800
MHz radio system (the “Harris Renewal Agreement”), said Harris
Renewal Agreement to be in such form and to contain such terms and
conditions consistent with the Memorandum dated October 15, 2010,
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 approves and authorizes negotiation and execution of an
amendment to the consulting services agreement with G. Blackwell &
Associates, Inc. (“Blackwell”) whereby Blackwell will perform certain
additional services for the Authority in connection with upgrading the
Authority’s Disadvantaged Business Enterprise Program (the “Blackwell
Amendment”), all as more particularly described in that certain
Memorandum dated October 13, 2010, relating to this matter, said
Blackwell Amendment to be in such form and to contain such terms and
conditions consistent with the foregoing as may be deemed appropriate by
the Chief Executive Officer of the Authority, as evidenced by his
execution thereof.
4. The Board approves and authorizes negotiation and execution of a
professional services agreement with Wilbur Smith Associates (“WSA”),
whereby WSA will conduct an analysis of existing and potential air cargo
needs, demands and opportunities at Jackson-Evers International Airport
(the “WSA Agreement”), said WSA Agreement to be in such form and to

contain such terms and conditions consistent with the Memorandum dated October 15, 2010, 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. 017-09, Waste and Storm Water Repair and Replacement, JEIA: Award Contract.

Mr. Vanderleest directed the Board's attention to the memorandum in the Packet which described this matter, and discussed this matter with the Board.

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 the following resolution.

**RESOLUTION AWARDING CONTRACT FOR PROJECT NO. 017-09,
WASTE AND STORM WATER REPAIR AND REPLACEMENT AT
JACKSON-EVERS INTERNATIONAL AIRPORT**

WHEREAS, at its February 22, 2010, meeting, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") authorized the staff of the Authority to publish a certain advertisement for bids for JMAA Project No. 017-09, Waste and Storm Water Plumbing Assessment Repair/Replacement at Jackson-Evers International Airport (the "Plumbing Project"); and

WHEREAS, the Authority received three bids in response to said advertisement for the Plumbing Project; and

WHEREAS, the staff of the Authority and Waggoner Engineering, Inc. ("WEI"), the Authority's engineer for the Plumbing Project, reviewed the bids; and

WHEREAS, the staff of the Authority and WEI have recommended that the Board (i) accept the bid of \$842,426.00 by Hemphill Construction Company ("Hemphill") as the lowest and best bid for the Plumbing Project and (ii) approve and authorize negotiation and execution of an agreement with Hemphill to accomplish the Plumbing Project (the "Hemphill Agreement"), all as more particularly described in that certain Memorandum dated October 8, 2010, which was (i) included in the packet distributed to the Board prior to the October 25, 2010, Regular Monthly Meeting of the Board and (ii) incorporated herein by reference (the "Memorandum"); and

WHEREAS, the Board has reviewed the Memorandum and considered said recommendations 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: (i) accept the bid submitted by Hemphill as the lowest and best bid for the Plumbing Project; and (ii) approve and authorize negotiation, execution and accomplishment of the Hemphill Agreement, said Hemphill Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

D. Procurements.

No action or discussion took place at the Meeting regarding procurements.

E. Grants.

No action or discussion took place at the Meeting regarding grants.

F. Other Matters.

1. AMAC/AAAE Economic Forum: Authorize Budget and Execution of Contracts.
2. 2010 Hawkins Field Market Rent Study: Approval of Findings and Implementation of Rent Adjustments.
3. 2011 Hawkins Field Air Show: Approve Budget and Execution of Contracts in Connection with Air Show.

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 Stewart, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTIONS
REGARDING (I) AMAC/AAAE ECONOMIC FORUM, (II) 2010
HAWKINS FIELD MARKET RENT STUDY, AND (III) 2011 HAWKINS
FIELD AIR SHOW**

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 identified below, all as more particularly described in certain memoranda (i) included in the packet distributed to the Board prior to the October 25, 2010, Regular Monthly 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 all agreements and contracts necessary and appropriate in connection with that certain 2010 AMAC/AAAE Economic Forum on December 12 – 14, 2010, to be held in Jackson for speakers, performers, venues and providers of goods and services, subject to a total project budget of \$105,750.00 (collectively, the “AMAC/AAAE Forum Agreements”), said AMAC/AAAE Forum Agreements to be in such form and to contain such terms and conditions consistent with the Memorandum dated October 14, 2010, 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 hereby (i) accepts and adopts that certain Market Rent Study performed by Aviation Management Consulting Group (“AMCG”), whereby AMCG has evaluated and determined fair market rental value applicable to certain leases and agreements at Hawkins Field (the “Study”), a summary of the findings of the Study being attached to the Memorandum dated October 1, 2010, which describes this matter, and (ii) authorizes and directs the Chief Executive Officer and staff of the Authority to make rent adjustments to applicable leases and agreements at Hawkins Field in accordance with the Study, effective January 1, 2011.
3. The Board approves and authorizes negotiation and execution of all agreements and contracts necessary and appropriate in connection with an air show at Hawkins Field in October 2011 for speakers, performers, venues and providers of goods and services, subject to a total project budget of up to \$350,000.00 (collectively, the “2011 Air Show Agreements”), said 2011 Air Show Agreements to be in such form and to contain such terms and conditions consistent with the Memorandum dated October 11, 2010, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

4. Hinds Community College Aviation Program.

Randy Percy, Chairman, Aviation Department, Hinds Community College, discussed the outstanding aviation program at Hinds Community College and the effort, in conjunction for the October 2011 Air Show at Hawkins Field, to encourage Jackson Public School System students to pursue careers in aviation.

VI. DISCUSSION: STRATEGIC INITIATIVES.

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

VII. ADJOURNMENT.

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

Respectfully submitted,

Dr. Glenda Glover, Chair

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

George E. Irvin, Sr.

Earle Jones

Dr. Sylvia Stewart