

REGULAR MEETING
OF
JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS

SEPTEMBER 24, 2007

The Board of Commissioners (the "Board") of the Jackson Municipal Authority ("Authority" or "JMAA") met in the Community Room at Jackson-Evers International Airport ("JEIA") in Jackson, Mississippi, at 4:00 p.m. on Monday, September 24, 2007 (the "Meeting"), pursuant to proper notice.

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

Vice Chair Sylvia Stewart presided, called the Meeting to order, and called the roll of Commissioners. The following Commissioners were present in person at the meeting:

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

Vice Chair Stewart noted that a quorum was present in person, and announced that the Meeting was competent to proceed with the business at hand.

The following other persons were also present at the Meeting.

Dirk B. Vanderleest, JMAA Chief Executive Officer
Bonnie Wilson, JMAA Chief Operating Officer
Woody Wilson, JMAA Vice President for Facilities
Rene' Woodward, JMAA Director of Human Resources and Administration
Gary Cohen, JMAA Chief Financial Officer
Kenneth Randolph, JMAA Airport Police Commander
Denson Stasher, JMAA Director of Operations and Security
Barbara Reed, JMAA Executive Assistant
Joyce Tillman, JMAA Facilities Engineer
Arnetrius Branson, JMAA Controller
Jack Weldy, JMAA Properties Manager
Larry Davis, JMAA Compliance Analyst
Bessie Kimbrough, JMAA Office Assistant
Alan L. Moore, Baker Donelson Bearman Caldwell & Berkowitz
Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz
Chuck Lott, Neel-Schaffer, Inc.

II. APPROVAL AND EXECUTION OF MINUTES.

- A. Regular Monthly Work Session, August 23, 2007.
- B. Regular Monthly Board Meeting, August 27, 2007.
- C. Regular Monthly Work Session, September 20, 2007.

The Board considered the minutes of the Regular Monthly Work Session on August 23, 2007, the Regular Monthly Board Meeting on August 27, 2007 and the Regular Monthly Work Session on September 20, 2007.

After discussion, upon motion duly made by Commissioner Patton, seconded by Commissioner Irvin, and unanimously approved by the affirmative votes of all Commissioners present, said minutes 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, Ending August 31, 2007.
- 2. Airport Activity Statistics Report, Ending August 31, 2007.

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.
 - (1) Bessie Kimbrough, Office Assistant, Human Resources and Administration.

Mr. Vanderleest recognized and commended Mr. Humphreys as Employee of the Month for September 2007.

- 4. Board Travel.

Mr. Vanderleest requested that the Board consider approving and authorizing reimbursement of travel expenses for (i) Vice Chair Stewart in

connection with a visit to the Metropolitan Nashville Airport Authority on August 29, 2007, to discuss joint efforts to secure direct air service between Nashville, Jackson and Dallas by Southwest Airlines or American Eagle and (ii) Vice Chair Stewart and Commissioner Glover in connection with a trip to Washington, D.C. on September 10-11, 2007, to visit with Congressman Thompson regarding the proposed U. S. Department of Homeland Security/ FEMA logistics program.

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

RESOLUTION APPROVING BOARD TRAVEL

WHEREAS, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority”) has considered whether to approve and authorize reimbursement of travel expenses for (i) Vice Chair Stewart in connection with a visit to the Metropolitan Nashville Airport Authority on August 29, 2007, to discuss joint efforts to secure direct air service between Nashville, Jackson and Dallas by Southwest Airlines or American Eagle and (ii) Vice Chair Stewart and Commissioner Glover in connection with a trip to Washington, D.C. on September 10-11, 2007, to visit with Congressman Thompson regarding the proposed U. S. Department of Homeland Security/ FEMA logistics program;

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, the Board hereby does, approve and authorize reimbursement of reasonable and necessary travel and lodging expenses for Vice Chair Stewart and Commissioner Glover as described above.

B. Attorney.

Mr. Moore said he had nothing to report at this time beyond the matters on the agenda for the Meeting.

V. ACTION ITEMS.

A. Financial Matters.

1. Financial Reports for August 2007: Accept.
2. Claims Docket for August 2007: Approve.

Mr. Vanderleest discussed with the Board the (i) Financial Reports for the Authority for the month of August 2007, as found in the Packet, and the (ii) Claims Docket for the Authority for the month of August 2007, as set out in the Packet.

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

**RESOLUTION ACCEPTING FINANCIAL REPORTS FOR AUGUST 2007
AND APPROVING AND AUTHORIZING PAYMENT OF CLAIMS
DOCKET FOR AUGUST 2007**

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 August 31, 2007 (the "Financial Reports"), and (ii) the Claims Docket of the Authority for the month of August 2007 (the "Claims"), both the Financial Reports and the Claims being (i) included in the packet distributed to the Board prior to the September 24, 2007, 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 \$942,622.57.

3. Fiscal Year 2008 Operating and Capital Budget: Approve.

Mr. Vanderleest distributed to the Board a report entitled "Fiscal Year 2008 Budget" and discussed this report with the Board. A copy of the report is attached as an exhibit to the minutes of the Meeting.

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

RESOLUTION APPROVING BUDGET FOR FISCAL YEAR 2008

WHEREAS, the staff of the Jackson Municipal Airport Authority (the "Authority") has presented a proposed budget for fiscal year 2008 (the "2008 Budget") to the Board of Commissioners (the "Board") of the Authority for review and approval, a copy of said 2008 Budget being (i) attached as an exhibit to the minutes of the September 24, 2007, Regular Monthly Meeting of the Board and (ii) incorporated herein by reference; and

WHEREAS, the Board has reviewed and considered the 2008 Budget; and

WHEREAS, the Board has also reviewed and considered the performance and compensation of Dirk Vanderleest, Chief Executive Officer 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, the Board hereby does: (i) approve, adopt and

authorize implementation of the 2008 Budget and (ii) approve and authorize an increase in compensation for Mr. Vanderleest equal to 4.5% of his current compensation.

B. Service Agreements.

1. Proposal from The Boyd Group for Recruiting Service Enhancements by Southwest Airlines, JEIA: Accept Proposal.
2. Proposal from SouthGroup Insurance and Financial Services for Fiscal Year 2008 Insurance Program, JMAA: Approve Proposal.

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

After discussion, upon motion duly made by Commissioner Glover, 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 (the "Board") of the Authority approve and authorize certain actions with respect to certain service agreements identified below, all as more particularly described in certain memoranda dated September 16, 2007, and September 14, 2007, respectively, which are (i) included in the packet distributed to the Board prior to the September 24, 2007, 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 and considered said Memoranda 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, take the following action:

1. The Board approves and authorizes negotiation and execution of an agreement (the "Boyd Agreement") with The Boyd Group ("Boyd") for assistance in recruiting service by Southwest Airlines from Nashville through Jackson to Dallas-Love Field, said Boyd Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum 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 (the "SouthGroup Agreement") with SouthGroup Insurance and Financial Services ("SouthGroup"), the Authority's insurance consultant, to procure insurance policies and manage insurance accounts on behalf of the Authority for Fiscal Year 2008, said SouthGroup Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum 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. 016-07, Refurbishment of the Departure Canopy, JEIA: Approve Addendum.
2. JMAA Project No. 016-07, Refurbishment of the Departure Canopy, JEIA: Authorization to Advertise for Bids.
3. JMAA Project No. 054-06, Refurbishment of DHL Building, JEIA: Approve Addendum.
4. JMAA Project No. 054-06, Refurbishment of DHL Building, JEIA: Authorization to Advertise for Bids.
5. JMAA Project No. 018-01, Develop and File Application of Notice of Intent for Old Terminal Building, HKS: Approve Application.
6. JMAA Project No. 018-01, Proposal for Site Survey, Development of Specifications and Drawings and Limited Demolition Oversight Activities for Old Terminal Building, HKS: Accept Proposal.
7. JMAA Project No. 047-06, Contract No. 047-06-119-17-2, Employee and Rental Car Parking Rehabilitation, JEIA: Approve Amendment No. 2.
8. JMAA Project No. 009-07, Contract No. 009-07-286-11-1, Subsurface Stormwater System Assessment and Construction, JEIA: Approve Amendment No. 1.

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

During discussion, Commissioner Stewart asked the staff to require that specifications for demolition of the Old Terminal Building at Hawkins Field, as described in the memorandum in the Packet which describes the matter set out in Paragraph 6 above, require that as much of the Old Terminal Building as possible be deconstructed and made available for construction recycling.

After discussion, upon motion duly made by Commissioner Jones, seconded by Commissioner Glover, 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 execution and accomplishment of 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 September 24, 2007, Regular Monthly Meeting of the Board (separately, each a “Memorandum;” collectively, the “Memoranda”) and (ii) incorporated herein by reference; and

WHEREAS, the Board has reviewed and considered said Memoranda 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, take the following action:

1. The Board approves and authorizes execution and accomplishment of an addendum (the “Canopy Addendum”) to the Standard Form Agreement for architectural services with Canizaro Cawthon Davis for design and construction oversight services in connection with refurbishment of the departure level canopy at Jackson-Evers International Airport (“JEIA”), as more particularly described in the Memorandum dated September 18, 2007, relating to this matter, said Canopy Addendum to be in such form and to contain such terms and conditions consistent with said Memorandum 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 publication of an advertisement for bids for refurbishment of the departure canopy at JEIA, as more particularly described in the Memorandum dated September 18, 2007, relating to this matter.
3. The Board approves and authorizes execution and accomplishment of an addendum (the “DHL Facility Addendum”) to the Standard Form Agreement for architectural services with Canizaro Cawthon Davis for design and construction oversight services in connection with refurbishment of the DHL sort facility at JEIA, as more particularly described in the Memorandum dated September 18, 2007, relating to this matter, said DHL Facility Addendum to be in such form and to contain such terms and conditions consistent with said

Memorandum 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 publication of an advertisement for bids for refurbishment of the DHL sort facility at JEIA, as more particularly described in the Memorandum dated September 18, 2007, relating to this matter.
5. The Board approves, authorizes and directs the staff of the Authority to file appropriate documentation with the Mississippi Department of Archives and History (“MDAH”) necessary to secure MDAH’s approval of demolition of the Old Terminal Building at Hawkins Field, as more particularly described in the Memorandum dated September 16, 2007, relating to this matter.
6. The Board approves and authorizes negotiation and execution of an agreement (the “Agreement”) with Gresham, Smith and Partners (“GS”) to provide professional services in connection with the demolition of the Old Terminal Building at Hawkins Field, as more particularly described in the Memorandum dated September 16, 2007, relating to this matter, said Agreement to be in such form and to contain such terms and conditions consistent with said Memorandum as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
7. The Board approves and authorizes negotiation and execution of Amendment No. 2 to Addendum No. 17 to the Standard Form Agreement between the Authority and Waggoner Engineering, Inc. (“Waggoner”) to extend the time for performance of certain services by Waggoner under Addendum No. 17, as more particularly described in the Memorandum dated September 18, 2007, relating to this matter, said Amendment No. 2 to be in such form and to contain such terms and conditions consistent with said Memorandum as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
8. The Board approves and authorizes negotiation and execution of Amendment No. 1 to Addendum No. 11 to the Standard Form Agreement between the Authority and Neel-Schaffer, Inc. (“Neel-Schaffer”) for professional services required because certain drainage piping and inlets and junction boxes were not included in the original estimates in Addendum No. 11, as more particularly described in the Memorandum dated September 18, 2007, relating to this matter, said Amendment No. 1 to be in such form and to contain such terms and conditions consistent with said Memorandum as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

D. Procurements.

There was no discussion or action regarding Procurements at the Meeting.

E. Lease and Concession Agreements.

1. Amendment and Extension of Rental Car Concession Agreements:
Approve Amendment No. 3.

Mr. Vanderleest directed the Board's attention to the memorandum dated September 17, 2007, in the Packet which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Glover, 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 AMENDMENT TO
CONCESSION AGREEMENTS WITH RENTAL CAR AGENCIES,
JACKSON-EVERS INTERNATIONAL AIRPORT**

WHEREAS, the staff of the Jackson Municipal Airport Authority (the "Authority") has advised the Board of Commissioners (the "Board") of the Authority that the current Non-Exclusive Concession Agreements for On-Airport Automobile Rental Operations (the "Agreements") with Budget Rent A Car Systems, Inc.; Avis Rent A Car System, LLC; Enterprise Leasing Company – South Central, Inc.; The Hertz Corporation; and Vanguard Car Rental USA Inc. (together, the "Rental Car Agencies") will expire on September 30, 2007; and

WHEREAS, the staff of the Authority is currently working with Ricondo & Associates, the Authority's consultant, on a Request for Proposals to operate the rental car concessions at Jackson-Evers International Airport; and

WHEREAS, in the interim, the staff of the Authority has recommended to the Board that the Board approve and authorize negotiation and execution of a certain Amendment No. 3 (the "Amendment") to the Agreements with the Rental Car Agencies to (i) extend the term of each of the Agreements for a period not to exceed one (1) year, (ii) increase rents for the ready/return areas within the parking garage from approximately \$0.96 per square foot per annum to \$1.91 per square foot per annum and (iii) provide that a portion of the Concession Facility Charge collected under each rental contract be used to supplement rents paid by the Rental Car Agencies to the Authority for the ready/return areas in the parking garage, as more particularly described in that certain memorandum dated September 17, 2007, which is (i) included in the packet distributed to the Board prior to the September 24, 2007, Regular Monthly Meeting of the Board and (ii) incorporated herein by reference (the "Memorandum"); and

WHEREAS, the Board has considered said recommendation by the staff of the Authority and reviewed the Memorandum;

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, approve and authorize negotiation and execution of the Amendment to the Agreements with the Rental Car Agencies, said Amendment 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.

F. Grants.

There was no discussion or action regarding Grants at the Meeting.

G. Other Matters.

1. Amendment to West Rankin Utility Authority Service Agreement: Approve Amendment.

Mr. Vanderleest directed the Board's attention to the memorandum dated September 16, 2007, in the Packet which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Glover, 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 EXECUTION OF
AMENDMENT TO THE SERVICE AGREEMENT FOR THE
TREATMENT OF WASTEWATER BETWEEN CUSTOMERS AND
WEST RANKIN UTILITY AUTHORITY**

WHEREAS, the Jackson Municipal Airport Authority (the "Authority") is a customer of the West Rankin Utility Authority ("WRUA") for treatment of the Authority's wastewater from Jackson-Evers International Airport (the "Wastewater") and a member of the WRUA; and

WHEREAS, that certain Service Agreement for the Treatment of Wastewater Between Customers and West Rankin Utility Authority (the "Service Agreement") sets forth the terms and conditions by which the Authority's Wastewater is treated; and

WHEREAS, the WRUA has asked each of its customers to approve an amendment to the Service Agreement (the "Amendment"), as more particularly set out in that certain memorandum dated September 16, 2007, which is (i) included in the packet distributed to the Board prior to the September 24, 2007, Regular Monthly Meeting of the Board and (ii) incorporated herein by reference (the "Memorandum"); and

WHEREAS, the staff of the Authority has recommended that the Board approve and authorize execution of the Amendment; and

WHEREAS, the Board has reviewed and considered the Memorandum and the recommendation of 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, the Board hereby does, approve, authorize and direct the Chief Executive Officer of the Authority to execute and deliver the Amendment.

2. Lost and Found Property Disposal Policy: Adopt Policy.

Mr. Vanderleest directed the Board's attention to the memorandum dated September 24, 2007, in the Packet which described this matter, and discussed this matter with the Board.

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

**RESOLUTION APPROVING AND ADOPTING POLICY FOR
SAFEKEEPING AND DISPOSAL OF LOST OR ABANDONED
PROPERTY**

WHEREAS, outside legal counsel and the staff of the Jackson Municipal Airport Authority (the "Authority") have recommended that the Board of Commissioners (the "Board") of the Authority approve and adopt a certain Policy for Safekeeping and Disposal of Lost or Abandoned Property (the "Policy"), a copy of the Policy being attached hereto and incorporated herein by reference; and

WHEREAS, the Board has considered said recommendation and reviewed the Policy;

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, approve and adopt the Policy.

3. Sale of Surplus Equipment, JAN; Approve Sale.

Mr. Vanderleest directed the Board's attention to the memorandum dated September 16, 2007, in the Packet which described this matter, and discussed this matter 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 DECLARING OLD MOBILE COMMAND POST TO BE
SURPLUS AND AUTHORIZING TRANSFER OF SAID MOBILE
COMMAND POST TO THE HANCOCK COUNTY PORT AND HARBOR
COMMISSION**

WHEREAS, the Jackson Municipal Airport Authority (the “Authority”) previously applied for and received federal grant funds to replace the existing mobile command post for emergency response at both Jackson-Evers International Airport and Hawkins Field (the “Old Command Post”); and

WHEREAS, the staff of the Authority has advised the Board of Commissioners (the “Board”) of the Authority that the Old Command Post is no longer needed by the Authority for the conduct of its business and should be declared surplus, and has further advised the Board that the Hancock County Port and Harbor Commission (the “Commission”) has expressed a need for the Old Command Post and a willingness to pay a nominal amount to the Authority for said Old Command Post, as more particular set forth in that certain memorandum dated September 16, 2007, a copy of which is (i) included in the packet distributed to the Board prior to the September 24, 2007, Regular Monthly Meeting of the Board and (ii) incorporated herein by reference (the “Memorandum”); and

WHEREAS, the Board has considered said recommendation by the staff of the Authority and reviewed the Memorandum;

NOW, THEREFORE, BE IT RESOLVED, the Board hereby finds and determines that (i) the Old Command Post is surplus and no longer needed for Authority purposes and is not to be used in the Authority’s operations; (ii) the Commission has expressed a need and use for the Old Command Post, as set out in the Memorandum; and (iii) the sale of the Old Command Post to the Commission for a nominal amount will promote and foster the development and improvement of the Authority, the community in which it is located, and the Commission, and the civic, social, educational, cultural, moral, economic or industrial welfare thereof; and

RESOLVED, FURTHER, the Board hereby approves and authorizes the sale of the Old Command Post to the Commission for \$1.00, subject to proper documentation in accordance with applicable law.

VI. DISCUSSION: STRATEGIC INITIATIVES.

There was no discussion of Strategic Initiatives at the Meeting at this time.

VII. RECESS.

There being no further business to come before the Meeting, upon motion duly made by Commissioner Glover, seconded by Commissioner Jones, and unanimously approved by the affirmative votes of all Commissioners present, the Meeting was recessed for fifteen (15) minutes.

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BOARD RETREAT
OF
JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
SEPTEMBER 24, 2007

I. INTRODUCTION.

At approximately 5:30 p.m., Vice Chair Sylvia Stewart reconvened the Meeting as a Board Retreat. All five (5) Commissioners were present.

The following other persons were also present:

Dirk B. Vanderleest, JMAA Chief Executive Officer
Bonnie Wilson, JMAA Chief Operating Officer
Gary Cohen, JMAA Chief Financial Officer
Denson Stasher, JMAA Director of Operations and Security
Woody Wilson, JMAA Vice President for Facilities
Rene' Woodward, JMAA Director of Human Resources and Administration
Barbara Reed, JMAA Executive Assistant
Alan L. Moore, Baker Donelson Bearman Caldwell & Berkowitz
Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz

Vice Chair Stewart said that the purpose of the Board Retreat was to develop a work plan for the fiscal year beginning October 1, 2007, and ending on September 30, 2008.

II. VISION 2030.

Mr. Vanderleest then discussed pages 1-11 of a PowerPoint presentation entitled "JMAA: Vision 2030." A copy of the full presentation is attached as an exhibit to the minutes of the Meeting.

In addition to the matters set out in the presentation, the following issues were discussed:

- Mr. Vanderleest and the Board discussed the possibility of imposing landing fees for general aviation aircraft at JEIA and Hawkins Field as a way to diversify revenue and raise additional funds to meet unfunded federal security mandates.
- Mr. Vanderleest said that the proposed Airport Parkway between Jackson and JEIA would benefit JEIA by facilitating ground transportation to and from JEIA. However, JMAA is not a member of the Airport Parkway Commission and is not directly involved in the current disputes involving the Airport Parkway Commission and the Mississippi Department of Transportation regarding the proposed Airport Parkway and the proposed Le Fleur Lakes project.
- Mr. Vanderleest and the Board discussed possible future development at Hawkins Field to take advantage of the new interchange on Interstate 220. As a direct result of the Nissan factory in Canton, air traffic at Hawkins Field has increased significantly. Mr. Vanderleest said that additional projects may include strengthening and lengthening the runway.

III. BOARD COMMITTEES.

Vice Chair Stewart reminded the Board that it had previously authorized formation of four Board committees to focus on certain areas during the upcoming fiscal year, as follows:

- Planning and Economic Development
- Administration
- Hawkins Field
- Customer Service and Marketing.

IV. FY 2008 PRIORITIES AND ACTION PLANS.

Mr. Vanderleest then discussed the remainder of the PowerPoint presentation entitled “JMAA: Vision 2030.” In addition to a discussion of JMAA’s mission and core values, the presentation identified the following specific initiatives to be undertaken during fiscal year 2008 for each of the following areas.

A. Planning and Economic Development.

- Master plans for Hawkins Field and Jackson-Evers International Airport.
- Marketing of Mississippi Air Cargo Logistics Center and development of additional air cargo service, specifically including the China Initiative.

- Develop additional air service with specific emphasis on Newark (Continental Express), Salt Lake City (Delta) and Nashville/Dallas-Love Field (Southwest Airlines).

B. Administration.

- Finance.
 - Update methodology for calculating rates and charges.
 - Develop new capital improvement plan.
 - Conduct audits of concessions.
- Human Resources.
 - Employee training and recruitment.
 - Succession plan for key employees.
 - Develop career ladders.
- Technology.
 - Assess hardware and software and develop plan for upgrades.
 - Make the terminal WI-FI.
- Diversity.
 - Initiate new disparity study.
 - Enhance small business and community development.

C. Hawkins Field.

- Develop new marketing strategy.
- Airfield and support facilities assessment and development plan.
- Environmental mitigation – complete Phase II environmental assessment.
- Demolish Old Terminal Building.
- Remove underground storage tanks and complete solid waste removal.

D. Customer Service and Marketing.

- Employee training – Customer Service Plus initiative and Johnny on the Spot initiative.
- Create internal performance matrix to benchmark customer service.
- Surveys to gauge public satisfaction.

V. OTHER MATTERS.

A. Medgar Evers Exhibit.

Mr. Vanderleest played for the Board the current version of the film on the life of Medgar Evers, which will be a part of the Medgar Evers Exhibit in the Main Terminal Building at JEIA.

VI. CLOSING REMARKS.

Vice Chair Stewart thanked Mr. Vanderleest and the staff for the presentation, and said that the challenge ahead was for the staff and Board to execute and accomplish the initiatives identified under each of the four focus areas. Vice Chair Stewart asked the Board to reflect on the presentation and be ready to vote on whether to adopt these initiatives as the action plan for fiscal year 2008 at the next Board meeting.

VII. ADJOURNMENT.

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

Respectfully submitted,

Dr. Sylvia Stewart, Vice Chair

Dr. Glenda Glover

George E. Irvin, Sr.

Earle Jones

Johnnie P. Patton, R. PH.