

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF JACKSON MUNICIPAL AIRPORT AUTHORITY**

March 24, 2025

A. 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 Regular Monthly Meeting at Jackson-Medgar Wiley Evers International Airport (“JAN”) in Jackson, Mississippi. A copy of the Board Meeting Notice is attached hereto.

Chairman Warren Herring called the Meeting to order at 4:02 p.m. and called the roll of Commissioners:

Warren Herring, Chairman, present
Rickey D. Jones, Vice Chairman, present
Sharon Bridges, Commissioner, present (via online)
Jean Frazier, Commissioner, present
Rica Lewis-Payton, Commissioner, absent

The Chairman announced that a quorum was present and stated that the meeting would proceed according to the agenda. The following people were also present at the Meeting:

Chief Executive Officer Rosa Beckett
Members of the executive and management staff.

B. INVOCATION

Vice Chairman Rickey D. Jones offered the invocation.

C. APPROVAL OF BOARD NOTICES

The Board Notices of the Work Session Meeting of March 20, 2025, the Regular Board Meeting of March 24, 2025 and the Board’s AAAE/ACI-NA Washington Legislative Conference and Strategic Planning Session were presented.

1. Motion to approve: Commissioner Frazier
2. Second: Vice Chairman Jones
3. Action: Motion Approved: Unanimous

D. APPROVAL OF MINUTES

The minutes of the Board’s Work Session meeting of February 20, 2025 and the Board’s Regular Meeting of February 24, 2025 were presented.

1. Motion to approve: Commissioner Frazier
2. Second: Vice Chairman Jones

3. Action: Motion Approved: Unanimous

E. PUBLIC COMMENTS

None.

F. EMPLOYEE RECOGNITION

CEO Rosa Beckett introduced Deandre Fortenberry as the new Executive Assistant to the CEO and announced that Valerie Garrett had assumed a new position as Community Engagement and Events Coordinator.

CEO Beckett reported that Forvis Mazars, LLP presented a detailed presentation of the annual financial audit at the March 20, 2025 work session meeting and extended kudos to the Finance Team for a job well done in facilitating the audit, which did not report findings for the second consecutive year.

G. BOARD CHAIR REPORT

Chairman Herring reported that Board members and the executive team will travel to Washington, D.C. on March 25, 2025, to meet with the Mississippi congressional delegation and representatives of the Federal Aviation Administration to secure more funding for airport improvements. In addition, Chairman Herring reported that the board is working to finalize a strategic plan as well.

H. CHIEF EXECUTIVE OFFICER'S REPORT

CEO Rosa M. Beckett presented an air-service and operational report for February 2025. Chief Beckett also reported on future efforts to increase enplanement activity, including marketing the new Southwest Airline flight to Nashville, TN.

I. DIVISION REPORTS

- a. Chief Operating Officer Pat Minor presented a report on monthly operations at JAN and HKS. Chief Minor informed the Board that JAN staff participated in training on its airport emergency plan, which included the participation of emergency response agencies in the surrounding area. Chief Minor also reported that the operations staff continue to address outstanding issues identified in the last FAA inspection.
- b. Capital Improvement Program Director Sam Washington presented an update on airport projects and stated that equipment for the elevator and escalator project and the HVAC replacement project is expected to arrive in May. Mr. Washington also advised that the contract for the construction of public restroom improvements should be finalized soon.
- c. General Counsel Kim Carlisle introduced Lance Fulcher as the new Director of Procurement. Ms. Carlisle also reported on the status of bids submitted for the timber management project. After discussion, Ms. Carlisle advised that she will submit a board memorandum in support of a request to reject all bids submitted and to readvertise the

project. Ms. Carlisle also reported that the contract for on-call electrician services should be awarded soon and that an in-terminal advertising policy will be presented at the next board meeting.

- d. DBE Manager Veronica Christmas presented a report on the Mississippi Department of Transportation (“MDOT”) certification committee’s approval of a new ACDBE certification submitted by JMAA. In addition, one (1) interstate DBE application was approved; and two (2) declarations of DBE eligibility have been approved.

J. ACTION ITEMS – OLD BUSINESS

DEPARTMENT

None.

K. ACTION ITEMS – NEW BUSINESS

FINANCE

Chief Financial Officer Elshad Garayev provided the monthly financial report including a review of the balance sheet and income statement.

CONTRACT AGREEMENTS

1. Chief of Staff Michael Gater presented for approval the new employee handbook which becomes effective on April 1, 2025.
 1. Motion to approve: Commissioner Bridges
 2. Second: Commissioner Frazier
 3. Action: Motion Approved: Unanimous
2. Capital Programming Director Sam Washington presented for ratification a contract with Iconic Consulting Group, Inc. in the amount of \$21,200 for consulting services related to emergency parking garage repairs; for amendment of the contract with Iconic Consulting Group, Inc.; for final payment to Iconic Consulting Group, Inc.; and for approval of the amended total budget.
 1. Motion to approve: Commissioner Bridges
 2. Second: Commissioner Frazier
 3. Action: Motion Approved: Unanimous
3. Chief Financial Officer Elshad Garayev presented for acceptance the Fiscal Year 2023-2024 Annual Financial Audit as prepared by Forvis Mazars, LLP. Commissioner Bridges made a motion to accept the annual audit. Vice Chairman Jones seconded the motion, and the motion was carried on the following vote:
 1. Motion to approve: Commissioner Bridges
 2. Second: Vice Chairman Jones
 3. Abstention: Commissioner Frazier
 4. Action: PASSED

4. .Director of Finance Jana Greene presented the Invoice Docket of February 28, 2025 for approval.

1. Motion to approve: Vice Chairman Jones
2. Second: Commissioner Frazier
3. Action: Motion Approved: Unanimous

5. Chief of Staff Michael Gater presented a request to approve group health, dental and vision benefits for JMAA employees.

1. Motion to approve: Vice Chairman Jones
2. Second: Commissioner Frazier
3. Action: Motion Approved: Unanimous

ADMINISTRATIVE

a. Legal Report

General Counsel Kim Carlisle requested that the board consider a closed session to discuss the need for an executive session to review the monthly litigation summary and to discuss the retention of a public relations firm to assist with litigation matters.

1. Motion to approve: Commissioner Frazier
2. Second: Vice Chairman Jones
3. Action: Motion Approved: Unanimous

CLOSED AND EXECUTIVE SESSIONS:

During closed session, the Board discussed the need to enter into executive session for the presentation of the monthly litigation summary and to discuss a proposal from a public relations firm to assist with litigation matters.

1. Motion to approve: Commissioner Frazier
2. Second: Vice Chairman Jones
3. Action: Unanimous

RETURN TO OPEN SESSION:

The Board returned to open session at 6:14 p.m. Chairman Herring announced that the board discussed legal matters, but no official decisions were made during the executive session.

Chairman Herring stated there was a need to consider in open session the approval of a contract with Company Politics for public relations work related to litigation, upon receipt of a contract rider that details the cost of all expenses, including travel, media and subcontractor expenses to be incurred, and that provides for advanced written approval by management of the same.

1. Motion to approve: Commissioner Frazier
2. Second: Vice Chairman Jones
3. Action: Motion Approved: Unanimous

L. ADJOURN

1. Motion to Adjourn: Vice Chairman Jones
2. Second: Commissioner Frazier
3. Action: Motion Approved: Unanimous

The meeting was adjourned at 6:17 p.m.

Respectfully submitted,

Mr. Warren Herring, Commissioner and Chairman

Ms. Rickey D. Jones, Commissioner and Vice Chairman

Ms. Sharon Bridges, Commissioner

Ms. Rica Lewis-Payton, Commissioner

Ms. Jean Frazier, Commissioner