

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

April 28, 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 4:01 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, present (via online)

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

Commissioner Jean Frazier offered the invocation.

C. APPROVAL OF BOARD NOTICES

The Board considered the Notices of the Work Session Meeting scheduled for May 19, 2025, and the Regular Board Meeting scheduled for May 22, 2025.

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

D. APPROVAL OF MINUTES

The minutes of the Board’s Work Session Meeting of March 20, 2025, and the Regular Board Meeting of March 24, 2025, were presented for approval.

1. Motion to approve: Commissioner Bridges
2. Second: Commissioner Frazier

3. Action: Motion Approved: Unanimous

E. PUBLIC COMMENTS

None.

F. EMPLOYEE RECOGNITION

CEO Rosa Beckett invited Chief of Staff Michael Gater to the podium. Mr. Gater recapped recent JMAA events, including the JAN-BNA Southwest Inaugural Flight, the Carolina Concessions Ribbon Cutting, and the Real ID Press Conference. He recognized Director of Marketing LSherie Dean and Community Engagement and Events Coordinator Valarie Garrett for their leadership in planning these events, while also acknowledging several other departments.

G. BOARD CHAIR REPORT

Chairman Herring echoed Mr. Gater's praise and yielded to Vice-Chairman Jones, who provided a detailed report on his participation in the JAN-BNA Southwest Inaugural Flight visit to Nashville International Airport. Vice-Chairman Jones commended all involved in the successful trip.

H. CHIEF EXECUTIVE OFFICER'S REPORT

CEO Rosa M. Beckett noted the presence of a representative from Company Politics, the PR firm engaged by JMAA. She requested the Board consider a closed session to discuss potential litigation matters involving the firm.

1. Motion to approve: Commissioner Frazier
2. Second: Commissioner Lewis-Payton
3. Action: Motion Approved, Unanimous

CLOSED AND EXECUTIVE SESSIONS:

During the closed session, the Board discussed a proposed plan from Company Politics, presented by George Shelton that affects ongoing litigation, which requires an executive session.

1. Motion to enter executive session: Vice-Chairman Jones
2. Second: Commissioner Frazier
3. Action: Motion Approved, Unanimous

RETURN TO OPEN SESSION:

1. Motion to enter open session: Commissioner Frazier
2. Second: Commissioner Bridges
3. Action: Motion Approved, Unanimous

At 5:10 PM, the Board returned to open session.

Chairman Herring announced that legal matters were discussed, but no official decisions were made.

Chairman Herring then turned the meeting over to Vice-Chairman Jones, who yielded the floor back to CEO Beckett.

CEO Beckett reported that appropriations requests had been submitted to Congressman Bennie Thompson on April 11, 2025, and that a request to Senator Roger Wicker was forthcoming. She reviewed terminal modernization and expansion planning along with other key projects related to the appropriations requests, directing the Board to the detailed JMAA operations report included in the Board packet.

I. DIVISION REPORTS

- a. Chief Operating Officer Pat Minor presented the monthly operations report for JAN and HKS. He informed the Board that HKS passed its annual inspection on April 10, 2025, recognizing the efforts of Ian Pittman, Carmiscia Ruffld, Tonya Coakley, and the HKS maintenance team. He also noted that JAN's 5-year Capital Plan had been submitted for review. The Chief of Police met with law enforcement partners on April 17, 2025, at the annual Mutual Aid Meeting to discuss airport security plans. Operations staff continue to collaborate with TSA on the REAL ID process.
- b. Capital Improvement Program Director Sam Washington provided an update on airport projects, including ongoing discussions with the Army National Guard regarding the construction of a new hangar at JAN.
- c. Director of Procurement Lance Fulcher reported on the status of bids for timber management and on-call electrician services. He also outlined active solicitations including in-terminal advertising concessions, taxiway Bravo Phase 2 rehabilitation, Runway 16L-34R Threshold Lighting Relocation, and Apron Rehabilitation at Hawkins. Upcoming summer projects were also noted: Vending Machine Concessions, Parking Management Services, Garbage Collection, and Runway 16L-34R Safety Area Rehabilitation.
- d. DBE Manager Veronica Christmas presented the status of Mississippi Department of Transportation certification approvals, noting 13 DBE and 1 ACDBE applications approved in Q1 2025, with 21 applications currently pending.

J. ACTION ITEMS – OLD BUSINESS

None.

K. ACTION ITEMS – NEW BUSINESS

FINANCE

Chief Financial Officer Elshad Garayev provided the monthly financial report, reviewing the balance sheet and income statement.

Director of Finance Jana Greene presented the invoice docket for approval

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

Commissioner Lewis-Payton departed the meeting at 6:00 p.m.

CONTRACT AGREEMENTS

1. Capital Programming Director Sam Washington requested Board authorization to amend the agreement with Johnson Controls, Inc. for HVAC chiller services at JAN by increasing the contract to a not-to-exceed amount of \$50,000.00, extending the term through September 30, 2025, and approving a \$34,900.00 increase to cover current and projected FY 2025 invoices.
 1. Motion to approve: Commissioner Bridges
 2. Second: Commissioner Frazier
 3. Action: Motion Approved, Unanimous
4. Capital Programming Director Sam Washington requested Board authorization to ratify the solicitation and approve a contract with Tony Watson Electric, Inc. for on-call electrical services at JAN and HKS through FY 2026, with an option to renew for FY 2027, and to approve a budget of \$170,000.00, subject to available funds.
 1. Motion to approve: Commissioner Bridges
 2. Second: Commissioner Frazier
 3. Action: Motion Approved, Unanimous
5. Director of Procurement Lance Fulcher requested Board authorization to reject all bids received in response to the March 2025 RFP for timber management services and to issue a revised solicitation. The single complete proposal received required a \$5,000,000 upfront service fee, which does not align with JMAA's preferred compensation model based on a percentage of timber sales.
 1. Motion to approve: Commissioner Bridges
 2. Second: Commissioner Frazier
 3. Action: Motion Approved, Unanimous
6. General Counsel Kimberly M. Carlisle requested Board adoption of an Advertising Policy to designate the Authority's premises and advertising spaces as non-public forums, reserving advertising for commercial content rather than public discourse. The policy also establishes the objectives, restrictions, and procedures for determining acceptable advertising content on Authority property.
 1. Motion to approve: Commissioner Bridges
 2. Second: Commissioner Frazier
 3. Action: Motion Approved, Unanimous
7. Chief of Staff Michael Gater requested Board approval to extend the contract with Elevate Governmental Affairs, LLC for five months, from May 1 to September 30, 2025, and to renew it for one year from October 1, 2025, to September 30, 2026, for \$100,000, paid monthly. He also asked to correct the contract dates to reflect the intended term of May 1, 2024, to April 30, 2025. Lastly, the Board was asked to ratify past work and payments made from January 2023 through April 2024 totaling \$149,999.94.
 1. Motion to approve: Commissioner Bridges
 2. Second: Vice-Chair Jones
 3. Action: Motion Approved, Unanimous

ADMINISTRATIVE

a. Legal Report

General Counsel Kimberly Carlisle noted Commissioner Lewis-Payton's request to discuss Board bylaws. This discussion will resume at the next meeting when all Commissioners are present.

L. ADJOURN

1. Motion to Adjourn: Commissioner Bridges
2. Second: Commissioner Frazier
3. Action: Motion Approved, Unanimous

The meeting was adjourned at 6:18 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