

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS  
OF JACKSON MUNICIPAL AIRPORT AUTHORITY  
May 22, 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 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 F. Bridges, Esq., Commissioner – Present
- Jean C. Frazier, Commissioner – Present
- Rica Lewis-Payton, Commissioner – Present (via online)

Chairman Herring announced that a quorum was present and declared the Meeting duly convened and ready to proceed in accordance with the agenda. Also present were:

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

**B. INVOCATION**

Chair Warren Herring delivered the invocation.

**C. APPROVAL OF BOARD NOTICES**

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

Motion to approve by Vice Chairman Jones. Seconded by Commissioner Frazier. Motion carried unanimously.

#### **D. APPROVAL OF MINUTES**

The Board reviewed the minutes of the Work Session held on April 24, 2025, and the Regular Meeting held on April 28, 2025.

Motion to approve by Commissioner Frazier. Seconded by Vice Chairman Jones. Motion carried unanimously.

#### **E. PUBLIC COMMENTS**

No public comments were received.

#### **F. EMPLOYEE RECOGNITION**

Chief Executive Officer Rosa Beckett introduced JMAA's 2025 Intern Cohort and invited them to stand and be recognized. Each intern shared their name, academic institution, area of study, and the department they were assigned to during the internship:

- **Sheriden Cannon** – Strategic Communications major at the University of Southern Mississippi; primarily assigned to the Communications Department.
- **AniyaJa Blanford** – Human Resource Management major at the University of Southern Mississippi; focused in Human Resources.
- **Diamond Gilmore** – Business Administration major at Jackson State University; currently working in Human Resources with an upcoming rotation in Procurement.
- **Boyd James** – Aviation Management major at Delta State University; primarily assigned to Operations and Coordination.

The Board and staff welcomed and congratulated the interns.

#### **G. BOARD CHAIR REPORT**

Chair Herring commended CEO Rosa Beckett for her two years of dedicated service to JMAA, applauding her leadership, culture-building efforts, and the positive impact she has made throughout the organization.

In response, CEO Beckett expressed her appreciation to the Board of Commissioners and staff for their support. She extended special thanks to Commissioner Sharon Bridges for assisting with her relocation to Mississippi and affirmed her deepened commitment to the Authority's mission and continued progress.

## H. CHIEF EXECUTIVE OFFICER'S REPORT

Chief Executive Officer Rosa Beckett highlighted the success of the new Southwest Airlines flight between Jackson and Nashville, noting ongoing positive communication with the airline and its satisfaction with the route's performance. She announced an expanded partnership with Visit Mississippi, which is investing in paid digital marketing to support the JAN–BNA route. The Marketing Team was commended for leveraging social media and digital platforms to promote JMAA's flight offerings and destinations.

## I. DIVISION REPORTS

**Operations** – Chief Operating Officer Pat Minor reported that a Runway Safety Meeting was held to address surface risk and ensure proper communication and training, particularly as one runway remains closed due to construction, requiring careful use of Taxiway Bravo. He noted minimal updates from Hawkins Field but shared that plans are underway for a ribbon-cutting event in coordination with Skyport Aviation. A previous safety discrepancy involving gas pipeline markers has been resolved with FAA approval. The only remaining issue—peeling threshold markings—will be addressed once both runways are operational. REAL ID implementation began May 7, with no passengers missing flights despite some requiring enhanced TSA screening.

**Capital Improvement**– Director of Capital Programming Sam Washington reported that the HVAC chiller replacement project at JAN is underway, with a temporary unit being installed and expected to be operational soon. Renovations for terminal restrooms will begin in early June, starting on the west concourse. Concepts to improve Southwest Airlines' baggage handling have been shared, with follow-up discussions planned. On the airfield, several projects are progressing: apron lighting design is nearing completion, safety area improvements and threshold light relocation are moving toward bid awards, and Taxiway Bravo Phase 2 is expected to finish by mid-June. Phase 3 of the taxiway project remains on track.

**Procurement** – Director of Procurement Lance Fulcher reported that bids for the Runway 16L-34R threshold lighting relocation and the apron rehabilitation at Hawkins Field are currently under review by JMAA staff and engineers, with the goal of presenting them for award at the next Board meeting. He noted that three active solicitations are approaching their opening dates, including the safety area rehabilitation project, which is scheduled to open the following week. Depending on the outcome of the bid openings, some may be ready for Board consideration at the next meeting. Additional upcoming projects in development include solicitations for vending machine concessions, parking management services, and garbage collection.

**d. Disadvantaged Business Enterprise (DBE) Program** – Chief Executive Officer Rosa Beckett noted that the scheduled Disadvantaged Business Enterprise (DBE) report, typically presented by DBE Manager Veronica Christmas, had been deferred to the June meeting.

## J. ACTION ITEMS – OLD BUSINESS

No old business items were presented.

## **K. ACTION ITEMS – NEW BUSINESS**

### **Finance**

Chief Financial Officer Elshad Garayev presented the monthly financial report. Director of Finance Jana Greene submitted the invoice docket for Board approval.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously.

### **Contracts and Agreements**

1. **Amendment to Johnson Controls, Inc. Contract (CIP 2025-024):** Mr. Sam Washington presented a request to amend Contract No. 202468 with Johnson Controls, Inc., expanding the scope of work to include additional repairs and increasing the not-to-exceed contract amount from \$66,333 to \$243,333. The adjustment reallocates \$177,000 within the approved FY 2024–2025 budget.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously.

2. **Cummins Mid-South Service Agreement (CIP 2025-025):** Mr. Washington also presented a request to enter into a 30-month service agreement with Cummins Mid-South for generator inspection and maintenance services under Sourcewell Contract No. 092222-CMM, with a total contract budget of \$196,746.06. The Board ratified prior procurement of \$72,346.06 within the current fiscal year.

Motion to approve by Commissioner Frazier.

Seconded by Commissioner Bridges. Motion carried unanimously.

3. **Cisco Network Refresh Phase II (IT 2025-026):** Mr. Eric Stewart requested Board approval to execute an agreement with a Cisco-authorized reseller utilizing the State of Mississippi Express Products List (EPL 3760) to refresh network infrastructure in the amount not to exceed \$150,000.

Motion to approve by Commissioner Frazier.

Seconded by Vice Chairman Jones. Motion carried unanimously.

4. **Audit Services Agreement with FORVIS Mazars LLP (FIN 2025-027):** CFO Elshad Garayev presented a request to enter into a three-year professional services agreement with FORVIS Mazars LLP for independent financial audit services (FY 2025–2028) in the not-to-exceed amount of \$362,017.20. The agreement includes base fees, travel expenses, and GASB 87/96 support. The representative from FORVIS Mazars LLP was present during the May 19, 2025, Work Session.

Motion to approve by Commissioner Bridges.

Seconded by Vice Chairman Jones. Motion carried unanimously.

5. **Maintenance Truck Procurement (OPS 2025-028):** COO Patrick Minor requested authorization to procure a 2025 Dodge Ram 2500 crew cab support vehicle for maintenance operations, in the amount of \$52,241, from the FY 2025 capital budget.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously.

6. **Air Service Incentive Program (EXEC 2025-029):** CEO Rosa Beckett presented a request to adopt the JMAA Air Service Incentive Program to allocate \$100,000 in FY 2025, and \$100,000 annually thereafter, contingent upon the annual budget process. The program will support new or significantly enhanced air service in compliance with FAA guidelines. Board discussion clarified that the policy, had it been in place earlier, could have further supported the recent Southwest Nashville route.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously.

7. **Strategic Plan – Elevate 2030 (EXEC 2025-030):** CEO Beckett requested approval of the Authority’s five-year strategic plan, including its vision, mission, values, and objectives, and authorization to develop a public-facing publication and coordinate business/tactical plans beginning FY 2025–2026. Commissioners commended the professional quality and collaborative effort between the Board, staff, and consultant Steve Lubin.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously.

#### **Administrative**

**Legal** – Following the conclusion of the action items, Chief Executive Officer Rosa Beckett recommended that the Board enter closed session to discuss matters related to pending litigation.

Motion to Enter Closed Session by Commissioner Frazier

Seconded by Commissioner Lewis-Payton. Motion carried unanimously.

#### **CLOSED AND EXECUTIVE SESSION**

The Board entered closed and executive sessions to discuss legal matters.

#### **RETURN TO OPEN SESSION**

Upon returning to open session, it was noted that legal matters were discussed, but no action was taken.

The Board then resumed consideration of the updated Board Bylaws. Chairman Herring confirmed that all clarifications raised during the May 19, 2025, Work Session had been addressed and incorporated, including the addition of the Authority’s full physical address. Attorney Mallett affirmed that a clean version and a redlined version of the bylaws had been distributed to the Board following the session.

With no further revisions pending, a motion was made to approve the revised Board Bylaws.

The motion was seconded and carried by majority vote.

Motion to approve by Commissioner Lewis-Payton.

Seconded by Commissioner Bridges. Motion carried, with Vice Chairman Jones voting in opposition.

Commissioner Jones requested that the final version be submitted for an additional legal review, considering ongoing legal matters, expressing concern that the revised bylaws may have implications in that context. The Chairman acknowledged the request and directed that the approved version be submitted to legal counsel of Commissioner Jones' choosing for further review. Any resulting recommendations may be brought forward as future amendments, if necessary.

## **L. ADJOURNMENT**

There being no further business, the Meeting was adjourned.

Motion to adjourn by Vice Chairman Jones

Seconded by Commissioner Frazier. Motion carried unanimously.

**Respectfully Submitted,**

---

Mr. Warren Herring, Commissioner and Chairman

---

Mr. Rickey D. Jones, Commissioner and Vice Chairman

---

Ms. Sharon Bridges, Esq., Commissioner

---

Ms. Rica Lewis-Payton, Commissioner

---

Ms. Jean Frazier, Commissioner