

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

June 23, 2024

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
Rica Lewis-Payton, Commissioner – present
Sharon Bridges, Commissioner – present (via online)
Jean Frazier, Commissioner – present (via online)

The Chairman declared that a quorum was present and announced that the meeting would proceed according to the agenda. The following individuals were also present:

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

B. INVOCATION

Chairman Herring offered the invocation.

C. APPROVAL OF BOARD NOTICES

The Board considered the Notices of the Work Session and Regular Board Meeting held on June 20, 2025, and June 23, 2025, respectively.

1. **Motion to approve:** Commissioner Bridges
2. **Second:** Commissioner Frazier
3. **Voting:** Chairman Herring voted yes; Vice Chairman Jones voted no; Commissioner Bridges voted yes; Commissioner Lewis-Payton voted yes; and Commissioner Frazier voted yes.
4. **Action:** Motion Approved.

D. APPROVAL OF MINUTES

The minutes of the Work Session and Regular Board Meeting held on May 19 and May 22, 2025, respectively, were presented for approval.

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

E. PUBLIC COMMENTS

None.

CLOSED AND EXECUTIVE SESSIONS

Chairman Herring noted the need to enter into a closed session to determine the need for an executive session to receive an update on legal and security matters.

1. **Motion to enter Closed Session:** Commissioner Bridges
2. **Second:** Commissioner Frazier
3. **Action:** Motion Approved, Unanimous

The Board entered Closed Session at 4:12 p.m.

1. **Motion to enter Executive Session:** Commissioner Bridges
2. **Second:** Commissioner Lewis-Payton
3. **Action:** Motion Approved, Unanimous

The Board entered Executive Session at 4:13 p.m.

1. **Motion to return to Open Session:** Commissioner Bridges
2. **Second:** Vice Chairman Jones
3. **Action:** Motion Approved, Unanimous

The Board returned to Open Session at 5:35 p.m.

Chairman Herring stated that confidential legal matters were discussed, and a decision was made regarding those matters.

F. EMPLOYEE RECOGNITION

CEO Beckett recognized DBE Director Veronica Christmas for her leadership during the successful Car Rental Day event, highlighting the strong participation from local vendors and favorable media coverage.

G. BOARD CHAIR REPORT

Chairman Herring had no further comments.

H. CHIEF EXECUTIVE OFFICER'S REPORT

CEO Beckett directed the Board to the CEO Report included in the Board packet. She highlighted positive month-over-month operational growth, although slightly below the same period last year. She noted Delta's leading market share and increased civilian activity at Hawkins Field.

Beckett reported on the AAAE Conference, her visit to Delta Airlines headquarters, and the Paris Air Show, where she joined high-level meetings made possible by MDA. She announced Lockheed Martin would visit JMAA to explore development opportunities on Authority-owned land.

She also updated the Board on federal appropriations progress and grant activity.

I. DIVISION REPORTS

a. Chief Operating Officer – Patrick Minor

COO Minor recognized staff for expanding in-house testing operations at JAN and HKS. Operations Manager Carmiscia Ruffld and Airport Operations Coordinator Karen Nations were acknowledged. Chief Dixon was recently elected Second Vice President of the Mississippi Association of Chiefs of Police.

b. Capital Programming – Samuel Washington

Mr. Washington provided detailed updates on capital improvement projects.

c. Procurement – Lance Fulcher

Mr. Fulcher presented awarded and pending projects, including upcoming solicitations for garbage collection, parking management services, and vending machine concessions.

d. DBE – Veronica Christmas

Ms. Christmas presented the 2024 Uniform Report, confirming that JMAA met its overall DBE and ACDBE participation goals. Commissioner Frazier requested a future trending analysis.

J. ACTION ITEMS – OLD BUSINESS

None.

K. ACTION ITEMS – NEW BUSINESS

Finance

Chief Financial Officer Elshad Garayev reviewed the monthly financials, including the income statement, balance sheet, and dashboard. Chairman Herring and Commissioner Lewis-Payton requested future dashboard comparisons with peer airports and industry standards.

Director of Finance Jana Greene presented the May 2025 invoice docket for approval.

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

Contract Agreements

FY2025–26 O&M and CIP Budget Approval & Cost Realignment Authorization (2025-031-FIN)

Chief Financial Officer Elshad Garayev requested Board approval of the Fiscal Year 2025–2026 Operating and Maintenance (O&M) and Capital Improvements Budget. Management, under established financial, auditing, and operating procedures, will oversee the execution of the budget and may realign funding within major revenue and expenditure categories as necessary through inter-account transfers. These transfers will not alter the total revenues or expenditures previously approved by the Board within each budget category.

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

FY2025–26 Flood Insurance Renewal Authorization (2025-032-PROP)

Properties Manager Jerone Benjamin, with support from LaToya Porter of Porter Insurance, requested Board authorization to accept the Fiscal Year 2025–2026 flood insurance renewal proposal submitted by Porter Insurance Agency, Inc., with support from Collier Insurance, and to bind and purchase the renewal policy with Wright National Flood Insurance Company, doing business as National Summit Insurance Company.

1. **Motion to approve:** Commissioner Bridges
2. **Second:** Commissioner Lewis-Payton

3. **Action:** Motion Approved, Unanimous

L. ADMINISTRATIVE

Legal Report – General Counsel Kimberly Carlisle

CEO Beckett referenced a proposal from Company Politics and confirmed that Attorney Carlisle is managing the engagement. Chairman Herring requested the Board submit any questions by Friday and noted a timeline should be developed as the city transitions with the mayor's office and prepares for upcoming budget presentations.

M. ADJOURNMENT

1. **Motion to adjourn:** Vice Chairman Jones
2. **Second:** Commissioner Bridges
3. **Action:** Motion Approved, Unanimous

The meeting was adjourned at 7:08 p.m.

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