

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF JACKSON MUNICIPAL AIRPORT AUTHORITY
August 25, 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 Hawkins Field Airport (“HKS”) in Jackson, Mississippi. A copy of the Meeting Notice is attached hereto.

Vice Chairman Rickey Jones 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 (via online)
- Jean C. Frazier, Commissioner – Absent
- Rica Lewis-Payton, Commissioner – Present at 4:13 p.m.

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

Chairman Herring offered the invocation.

C. APPROVAL OF BOARD NOTICES

The Board considered the Notices for the Work Session scheduled for August 21, 2025, and the Regular Meeting scheduled for August 25, 2025.

Motion to approve by Vice Chairman Jones.

Seconded by Commissioner Bridges. Motion carried unanimously.

D. APPROVAL OF MINUTES

The Board reviewed the minutes of the Special Meeting held on July 8, 2025, the Work Session held on July 24, 2025, and the Regular Meeting held on July 28, 2025.

Motion to approve by Commissioner Bridges.

Seconded by Vice Chairman Jones. Motion carried unanimously.

E. PUBLIC COMMENTS

No public comments were received.

F. EMPLOYEE RECOGNITION

CEO Beckett formally recognized Mr. Ismael Bonilla for his dedicated service as Executive Advisor and Special Projects Liaison. He led several key strategic initiatives, including the JAN infrastructure assessment and the update of minimum standards for JAN and Hawkins Field. Mr. Bonilla is departing to manage airport operations in the U.S. Virgin Islands. The Board and staff offered congratulations to Mr. Bonilla.

G. BOARD CHAIR REPORT

There was no board chair report.

H. CHIEF EXECUTIVE OFFICER'S REPORT

Chief Executive Officer Rosa Beckett reported on recent events and operational updates. A ribbon cutting was held for SkyPort Aviation. CEO Beckett noted that Southwest Airlines will be reallocating aircraft from JAN to Baltimore and another market in March 2026 and, as a result, there will be a loss of service at JAN. She continues to communicate with Southwest and other airline partners to identify new opportunities. She further stated that the special Jackson State University football flight to Las Vegas is performing well.

CEO Beckett introduced AECOM representatives Mr. Clint Laaser and Mr. Steven Real, who presented an executive overview of the JAN infrastructure assessment initiative. The study determined that the JAN terminal has “good bones” and a solid structure, with most deficiencies limited to equipment and systems that are more manageable to replace than structural components. The assessment identified 322 projects for inclusion in a draft 10-year capital improvement plan, and a dynamic dashboard tool was developed to assist the Board in managing and prioritizing these assets. Questions from the Board were taken and answered during the presentation. CEO Beckett concluded her report and invited questions from the Board. There were no further questions.

I. DIVISION REPORTS

The following items were presented and discussed:

Operations – Mr. Minor reported on operational activities, including the successful annual tabletop emergency drill, and presented Ismael Bonilla with a gift from the Operations team in recognition of his contributions.

Capital Improvement – Director of Capital Programming Samuel Washington provided a comprehensive update on capital projects. The elevator and escalator replacement project is progressing, with demolition of the first escalator underway and completion scheduled for April 2026. The chiller replacement continues on-schedule; old chillers have been removed, and new cooling towers are on site for installation, with completion expected in March 2026. Restroom renovations on the west concourse are moving forward, with construction walls to be installed next week and a projected completion of March 2026. Airside projects are also advancing: engineering has been awarded the contract for the 10 Left/28 Right safety area, and the 16 Left threshold light relocation bid was awarded to McKinnis Electric. Both projects will be performed together to reduce runway closures. The TAP 3 project's safety area work and paving have been completed, and the 16 Right runway is expected to reopen by Wednesday.

Procurement – Procurement Director Lance Fulcher reported that parking garage repairs are ongoing to address water leakage issues and that RFPs are being developed for vending services, garbage collection, and in-terminal advertising.

Contractual Staffing – The Board discussed the high turnover rate in certain positions and the challenge of salary competition with other local governments for law enforcement roles. Exit interview data is being used to guide retention strategies, and options such as training programs to prepare lower-level staff for law enforcement positions are being explored.

Disadvantaged Business Enterprise (DBE) Program – Ms. Veronica Christmas presented the quarterly DBE report. The DBE team participated in MDOT certification committee meetings in May and processed interstate applications for one DBE and one ACDBE firm, as well as four DBE and two ACDBE Declaration of Eligibility applications. Currently, there are 65 pending applications and 50 change requests, and the team received approximately 45 support calls from vendors during the quarter. Upcoming outreach includes the annual Aviation Industry Day scheduled for August 27, 2025.

J. ACTION ITEMS – OLD BUSINESS

No old business items were presented.

K. ACTION ITEMS – NEW BUSINESS

Finance

CEO Rosa Beckett presented the unaudited financial report on behalf of Jana Green, who was absent. CEO Beckett noted higher total cash compared to last year and increased work in progress for airside and terminal improvements. Year-to-date revenues were slightly below budget, but net income remained strong due to substantial grant funding. The Board reviewed the July invoice docket totaling \$1,731,410.08 and briefly discussed procurement and staffing, noting that employee expenses are below budget due to unfilled positions and ongoing retention efforts.

Beckett presented the monthly financial report and submitted the invoice docket for Board approval.

Motion to approve by Commissioner Lewis-Payton.

Seconded by Vice Chairman Jones. Motion carried unanimously

Contracts and Agreements

1. **Acceptance of FAA Grant (AIP) for Taxiway Bravo Rehab 2 (CIP 2025-040):** Director of Capital Programming Samuel Washington requested authorization to accept FAA Airport Improvement Grant No. 3-28-0037-075-2025 for Jackson-Medgar Wiley Evers International Airport in an amount up to \$3,167,722.40, execute the Grant Agreement, and obtain City Council approval.

Motion to approve by Commissioner Lewis-Payton.

Seconded by Vice Chairman Jones. Motion carried unanimously.

2. **Acceptance of FAA Grant (AIG) for Taxiway Bravo Rehab 2 (CIP 2025-041):** Samuel Washington requested authorization to accept FAA Airport Improvement Grant No. 3-28-0037-077-2025 for Jackson-Medgar Wiley Evers International Airport in an amount up to \$1,500,000.00, execute the Grant Agreement, and obtain City Council approval.

Motion to approve by Commissioner Lewis-Payton.

Seconded by Vice Chairman Jones. Motion carried unanimously.

3. **GAT Lease Extension Amendment (JAN) (PROP 2025-042):** Properties Manager Jerone Benjamin requested approval to extend the existing lease with GAT Airline Ground Support, Inc. through August 31, 2026, with a month-to-month term thereafter.

Motion to approve by Commissioner Lewis-Payton.

Seconded by Vice Chairman Jones. Motion carried unanimously.

4. **Minimum Standards Adoption (JAN) (OPS 2025-043):** Chief Operating Officer Pat Minor requested adoption of proposed minimum standards for aeronautical activities at Jackson-Medgar Wiley Evers International Airport to ensure safe and efficient operations consistent with FAA guidance.

Motion to approve by Commissioner Lewis-Payton.

Seconded by Commissioner Bridges. Motion carried unanimously.

5. **GA Minimum Standards Adoption (HKS) (OPS 2025-044):** Pat Minor requested adoption of proposed minimum standards for general aviation aeronautical activities at Hawkins Field Airport to promote quality services, safety, and orderly development.

Motion to approve by Commissioner Lewis-Payton.
Seconded by Commissioner Bridges. Motion carried unanimously.

6. **GAT Contract Amendment (JAN) (OPS 2025-045):** Pat Minor requested approval to amend Contract #2024-053 with GAT Airline Ground Support, Inc. to extend aviation worker screening and exit-lane security services through September 30, 2025, and authorize payment of remaining FY 2025 funds.

Motion to approve by Commissioner Lewis-Payton.
Seconded by Commissioner Bridges. Motion carried unanimously.

7. **Hardware and Software Renewals Authorization (IT 2025-046):** Director of Information Technology Eric Stewart requested authorization to renew hardware and software licenses, subscriptions, and support agreements for FY 2026 in an amount not to exceed \$217,971.62, subject to legal review.

Motion to approve by Vice Chairman Jones.
Seconded by Commissioner Lewis-Payton. Motion carried unanimously.

8. **Sole Source Procurement – Airfield Signage (OPS 2025-047):** Pat Minor requested authorization to procure FAA-approved airfield signage from sole-source vendor Lumacurve Airfield Signs in an amount not to exceed \$9,846.88.

Motion to approve by Commissioner Lewis-Payton.
Seconded by Commissioner Bridges. Motion carried unanimously.

9. **Acceptance of SEC-AAAE Internship Grants (HR 2025-048):** Chief of Staff Michael Gater requested authorization to accept three SEC-AAAE internship grants totaling \$7,500 and execute the associated grant agreements.

Motion to approve by Commissioner Lewis-Payton.
Seconded by Vice Chairman Jones. Motion carried unanimously.

10. **East Terminal Roof Overlay (JAN) (CIP 2025-049):** Samuel Washington requested ratification of a waiver of procurement policy to procure roof overlay services from R & R Roofing and Sheet Metal in the amount of \$286,750.00 from the FY 2024-2025 Capital Programming Budget.

Motion to approve by Commissioner Lewis-Payton.
Seconded by Commissioner Bridges. Vice Chairman Rickey Jones abstained. Motion carried by majority vote.

11. **HMI Prime Electrical Services Upgrades (JAN) (CIP 2025-050):** Samuel Washington requested ratification of a waiver of procurement policy to procure HMI prime electrical software upgrades and preventive maintenance services in the amount of \$136,961.50 from the FY 2024-2025 Capital Programming Budget.

Motion to approve by Commissioner Lewis-Payton.
Seconded by Commissioner Bridges. Vice Chairman Rickey Jones abstained. Motion carried by majority vote.

12. **Acceptance of MDOT Multi-Modal Matching Grant (CIP 2025-052):** Samuel Washington requested authorization to accept MDOT Multi-Modal Matching Grant No. MM-0038-0426 for \$200,000.00 for the Apron Joint Seal project at Hawkins Field Airport.

Motion to approve by Commissioner Lewis-Payton.
Seconded by Commissioner Bridges. Motion carried unanimously.

Resolutions

Kimberly Carlisle, General Counsel, presented the following resolutions in a consolidated format for board consideration, as requested by the board in the August Board Work Session meeting held on August 21, 2025.

- **Resolution CY 2025-06:** Accepting the AIP Grant from the FAA.
- **Resolution CY 2025-07:** Accepting the AIG Grant from the FAA.
- **Resolution CY 2024-08 (correction – CY 2025-08):** Accepting the Multimodal Grant from the Mississippi Department of Transportation.

It was noted that Resolution CY 2024-08 would be corrected to reflect the correct year CY 2025-08.

A motion was made, seconded, and passed unanimously to approve the resolutions and authorize their execution and submission to the City Council.

Motion to approve by Vice Chairman Jones, noting that a correction would be made.
Seconded by Commissioner Bridges. Motion carried unanimously.

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L. ADJOURNMENT

There being no further business, the Meeting was adjourned at 6:00 p.m.

Motion to adjourn by Vice Chairman Jones.

Seconded by Commissioner Lewis-Payton. 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