

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF JACKSON MUNICIPAL AIRPORT AUTHORITY
July 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 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 – Absent
- Rickey D. Jones, Vice Chairman – Present
- Sharon F. Bridges, Esq., Commissioner – Present (via online)
- Jean C. Frazier, Commissioner – Present
- Rica Lewis-Payton, Commissioner – Present (via online)

Vice Chairman Jones 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

Commissioner Jean Frazier offered the invocation.

C. APPROVAL OF BOARD NOTICES

The Board considered the Notices for the Work Session scheduled for July 24, 2025, and the Regular Meeting scheduled for July 28, 2025.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously.

D. APPROVAL OF MINUTES

The Board reviewed the minutes of the Work Session held on June 20, 2025, and the Regular Meeting held on June 23, 2025.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously.

E. PUBLIC COMMENTS

No public comments were received.

F. EMPLOYEE RECOGNITION

Chief Executive Officer Rosa Beckett recognized Director of Operations Tonya Coakley for recently earning her Certified Member (C.M.) designation from the American Association of Airport Executives (AAAE), an extensive body of knowledge that covers all facets of aviation

The Board and staff offered congratulations to Ms. Coakley.

G. BOARD CHAIR REPORT

There was no board chair report.

H. CHIEF EXECUTIVE OFFICER'S REPORT

Chief Executive Officer Rosa Beckett provided an update on air service and operational performance for June 2025. Passenger traffic at JAN totaled 113,708, reflecting a decrease of less than one-half percent compared to the prior month and a 2% decline year over year. Major hubs such as Atlanta, Dallas, and Houston continued to experience weather-related disruptions, which affected system-wide performance. Market share at JAN remained balanced across the four serving carriers: Delta (36%), American (32%), Southwest (22%), and United (10%).

Flight operations at JAN increased by 22% year over year in June, due primarily to military activity, with year-to-date operations up 12.5%. Operations at Hawkins Field also increased by 6.9% year over year, likewise driven by military activity.

Cargo volumes at JAN totaled approximately 1.35 million pounds in June, a 12% decrease compared to May and a 10.9% decline year to date. Staff noted that national tariff policies may impact future cargo activity at JAN and airports nationwide.

CEO Beckett concluded her report and invited questions from the Board. There were no questions.

I. DIVISION REPORTS

Operations – Ms. Coakley presented the Operations Report on behalf of Mr. Minor. The Skyport Aviation ribbon cutting at Hawkins Field has been rescheduled for August 22, 2025. The monthly meeting scheduled with the 185th Operations Manager was canceled due to training activities at Camp Shelby and Hattiesburg. Preparations are underway for the upcoming Part 139 tabletop exercise at JAN with participation from local, state, and federal partners, including MEMA, MSDH, TSA, CBP, and FBI. TSA is currently conducting its annual comprehensive audit of secure and sterile areas, alarm response, and access controls. Ms. Coakley introduced the new Operations Coordinator, Naveen, to the JMAA team. Deputy ARFF Chief Tamiko Walker expressed appreciation for recent offsite training in Dallas and the Board’s continued support of professional development opportunities.

Capital Improvement– Director of Capital Programming, Samuel Washington, reported on capital projects. Construction has begun on the elevator replacement project, with work underway on the first unit. The first escalator is scheduled to arrive the week of July 28, and project completion remains on track for April 2026. The HVAC chiller replacement is progressing, with new chillers installed on site and supported by a temporary unit until permanent systems are operational; completion is expected in March 2026. Restroom renovations have commenced, with public access being reconfigured and construction walls being installed. On the airfield, the apron lighting assessment is at 90% design and under FAA review. Safety area improvements for Runway 16L-34R have been awarded to Hemphill Construction and are in contract preparation, while threshold lighting relocation has been awarded to McInnis Electric. Taxiway Alpha Phase II is substantially complete, pending final markings, and is expected to close out in August under budget, allowing funds to be reallocated. Multiple projects are supported by FAA grants, with additional grant approvals pending Board consideration.

Procurement – Director of Procurement Lance Fulcher reported that contracts are being finalized for several projects previously awarded, contingent on grant approvals later in the meeting. Active solicitations include a bid opening for parking garage repairs scheduled for July 29, 2025, to address water leakage issues. Upcoming solicitations under development include vending, garbage collection, and comprehensive parking management services. Ms. Coakley noted that the parking management RFP will seek proposals for upgraded hardware/software, license plate recognition, valet and concierge options, and improved revenue systems to replace legacy equipment. A draft RFP has been circulated to Commissioners for review.

d. Disadvantaged Business Enterprise (DBE) Program – A DBE Program report was not presented in this meeting.

J. ACTION ITEMS – OLD BUSINESS

No old business items were presented.

K. ACTION ITEMS – NEW BUSINESS

Finance

Interim Chief Finance Officer Jana Greene presented the monthly financial report and submitted the invoice docket for Board approval.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously

Contracts and Agreements

1. **Fiscal Year 2025 Budget Amendment #1 (FIN 2025-033):** Interim CFO Jana Greene requested board authorization to amend the FY 2024–2025 Operating and Capital Budgets, increasing the O&M Budget by \$1,475,000 and the Capital Budget by \$165,000, for a total increase of \$1,640,000 to be allocated from JMAA’s unrestricted cash account.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously.

2. **Acceptance of FAA Grant (AIP) for Apron Lights (CIP 2025-034):** Director of Capital Programming Samuel Washington requested board authorization to accept AIP Grant Project No. 3-28-0037-074-2025 for up to \$150,300, execute the Grant Agreement, and obtain City Council approval.

Motion to approve by Commissioner Frazier.

Seconded by Commissioner Bridges. Motion carried unanimously.

3. **Acceptance of FAA Grant (AIP) for Apron Seal (CIP 2025-035):** Samuel Washington presented a request for board authorization to accept AIP Grant Project No. 3-28-0038-029-2025 for Hawkins Field Airport Apron Joint-Crack Seal in an amount up to \$600,000, authorize the CEO and General Counsel to execute the Grant Agreement, and seek a City Council resolution approving the grant acceptance and execution.

Motion to approve by Commissioner Frazier.

Seconded by Commissioner Bridges. Motion carried unanimously.

4. **Acceptance of FAA Grant (AIG) for Apron Seal (CIP 2025-036):** Samuel Washington presented a request for board authorization to accept AIG Grant Project No. 3-28-0038-030-2025 for Hawkins Field Airport Apron Joint-Crack Seal in an amount up to \$1,021,678, authorize the CEO and General Counsel to execute the Grant Agreement, and seek a City Council resolution approving the grant acceptance and execution.

Motion to approve by Commissioner Frazier.

Seconded by Commissioner Bridges. Motion carried unanimously.

5. **Acceptance of FAA Grant (AIG) for RSA Rehab (CIP 2025-037):** Samuel Washington presented a request for board authorization to accept AIG Grant Project No. 3-28-0037-076-2025 for Runway 16L/34R Safety Area Rehabilitation at Jackson–Medgar Wiley Evers International Airport in an

amount up to \$1,058,799.60, authorize the CEO and General Counsel to execute the Grant Agreement, and seek a City Council resolution approving the grant acceptance and execution.

Motion to approve by Commissioner Frazier.

Seconded by Commissioner Bridges. Motion carried unanimously.

6. **Acceptance of FAA Grant (AIG) for Threshold Lights (CIP 2025-038):** Samuel Washington presented a request for board authorization to accept AIG Grant Project No. 3-28-0037-072-2025 for Runway 16L Threshold Lights Relocation at Jackson–Medgar Wiley Evers International Airport in an amount up to \$170,095, authorize the CEO and General Counsel to execute the Grant Agreement, and seek a City Council resolution approving the grant acceptance and execution.

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously.

7. **Contract Extension – Ken Weeden & Associates, Inc. (LEGAL 2025-039):** DBE Program Director Veronica Christmas presented a request for board authorization to extend Contract #2023-0038 with Ken Weeden & Associates, Inc. through September 30, 2025, to align the contract term with the JMAA fiscal year. The request is budget-neutral and requires no additional funding.

Motion to approve by Commissioner Frazier.

Seconded by Commissioner Lewis-Payton. Motion carried unanimously.

Administrative

Legal – Kimberly Carlisle, General Counsel, presented the following resolutions for board consideration.

Motion to read only the captions of the resolutions by Commissioner Bridges

Seconded by Commissioner Lewis-Payton. Motion carried unanimously.

The board then voted on each resolution as follows:

1. Resolution CY-2025-01: AIP Grant Offer No. 3-28-0037-074-2025 (Page 309)

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Lewis-Payton. Motion carried unanimously.

2. Resolution CY-2025-02: AIG Grant Offer No. 3-28-0038-029-2025 (Page 311)

Motion to approve by Commissioner Lewis-Payton.

Seconded by Commissioner Bridges. Motion carried unanimously.

3. Resolution CY-2025-03: AIP Grant Offer No. 3-28-0038-029-2025 (Page 313)

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Lewis-Payton. Motion carried unanimously.

4. Resolution CY-2025-04: AIG Grant Offer No. 3-28-0037-076-2025 (Page 315)

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Lewis-Payton. Motion carried unanimously.

5. Resolution CY-2025-05: AIP Grant Offer No. 3-28-0037-072-2025 (Page 317)

Motion to approve by Commissioner Bridges.

Seconded by Commissioner Lewis-Payton. Motion carried unanimously.

The Board was advised that these grants will be presented to the Jackson City Council for approval at the August 12th Council Meeting.

Following the presentation of the resolutions, General Counsel Kimberly Carlisle recommended that the Board enter closed session to discuss matters related to pending litigation.

Motion to Enter Closed Session by Commissioner Lewis-Payton.

Seconded by Commissioner Frazier. Motion carried unanimously at 5:03 p.m.

Motion to enter Executive Session by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously at 5:04 p.m.

CLOSED AND EXECUTIVE SESSION

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

RETURN TO OPEN SESSION

Motion to exit Closed Session and enter Open Session by Commissioner Bridges.

Seconded by Commissioner Frazier. Motion carried unanimously at 5:37 p.m.

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

Company Politics was discussed, and a motion was made to terminate the contract between Jackson Municipal Airport Authority and Company Politics.

Motion to terminate the Company Politics contract by Commissioner Frazier.

Seconded by Commissioner Bridges. Commissioner Lewis-Payton abstained.

Motion carried at 5:33 p.m.

Commissioner Jones commended JMAA leadership and staff for accommodating his request to host Supply Chain students from Jackson State University for an airport tour on July 23. He expressed appreciation to Michael Gater, L'Sherie Dean, Valarie Garrett, and Jerone Benjamin for their assistance, and extended thanks to U.S. Customs and Border Protection for providing an informative overview and support to the students.

L. ADJOURNMENT

There being no further business, the Meeting was adjourned at 5:39 p.m.

Motion to adjourn by Commissioner Lewis-Payton.

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