

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF JACKSON MUNICIPAL AIRPORT AUTHORITY
October 20, 2025, at 4:00 P.M. CST**

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 4:02 p.m. and called the roll of Commissioners:

- Warren Herring, Chairman – Present, virtually
- Rickey D. Jones, Vice Chairman – Present, in person
- Sharon F. Bridges, Esq., Commissioner – Present, virtually (arrived at 4:28 p.m.)
- Jean C. Frazier, Commissioner – Present, in person
- Rica Lewis-Payton – Present, virtually (arrived at 4:08 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 held on October 16, 2025, and the Regular Meeting held on October 20th, 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 Special Meeting held on September 10, 2025, the Work Session held on September 25, 2025, and the Regular Meeting held on September 29, 2025.

Motion to approve by Vice Chairman Jones.

Seconded by Commissioner Frazier.

Motion carried unanimously.

E. PUBLIC COMMENTS

Chief Executive Officer Beckett reported that no public comments were received.

F. EMPLOYEE RECOGNITION

CEO Beckett formally recognized all employees who worked "in front and behind the scenes" to plan, coordinate, and execute the 2025 JSU Homecoming Tailgate Lounge Experience at Veterans Memorial Stadium on October 11, 2025. She noted that all JMAA team members often contribute to such events, and the involved employees were asked to stand for recognition.

CEO Beckett provided additional thanks to JMAA partners for the successful JSU Homecoming Tailgate, including Carolina Concessions, Southwest Airlines, American Airlines, Delta Air Lines, and Hudson. She noted over 600 people registered and over 400 attended the event, which coincided with both JSU and Alcorn State University homecomings, resulting in high passenger traffic.

G. BOARD CHAIR REPORT

Chairman Herring stated that there was no report from the Board Chair.

H. CHIEF EXECUTIVE OFFICER'S REPORT

CEO Beckett then reported on the impacts of the federal government shutdown. While JAN has not experienced significant passenger disruptions, JMAA is actively working with D.C. legislators to seek waivers for critical FAA approvals. These approvals are necessary for projects delayed by

furloughed staff, including bringing in a crane for the chiller tower replacement and advancing the Mississippi Office of Air Transportation (MS OATS) construction.

CEO Beckett directed the Board to the passenger summary on page 17, noting the total passenger count for September was 103,859, a 1.6% increase over September 2024. Flight operations at JAN were up 26.8% (due to increased military activity), while HKS operations were down 16.1% (due to decreased military activity).

She also reported personnel changes at Southwest Airlines. Mr. David Hoffman (airline analyst contact) has been reassigned, and Ms. Rhonda Scott (local station manager) has accepted a new position with American Airlines. CEO Beckett commended Ms. Scott for her instrumental role in securing the direct JSU charter flight to Las Vegas and for her deep community engagement. An interim supervisor is filling the station manager role, and a corporate manager is serving as the interim analyst contact.

I. DIVISION REPORTS

The following items were presented and discussed:

- **Operations:** Chief Operating Officer Pat Minor reported on operational activities.
 - **HKS:** The Tenant Appreciation event is scheduled for Friday, October 24, from 11:00 a.m. to 2:00 p.m. The joint sealing project is set to begin, with a coordination meeting scheduled for Thursday, October 23 with Allen Engineering and Hemphill Construction.
 - **JAN:** The annual Part 139 Inspection, originally scheduled for November, has been rescheduled by the FAA for December 10-12, 2025. Staff is also preparing for three charter flights this week related to JSU football.
 - **Shutdown Contingency:** Mr. Minor confirmed that JMAA has coordinated plans in place with TSA for potential TSA staff reductions and with the FAA (per an advisory circular) for any potential air traffic control disruptions.
- **Capital Improvement:** Director of Capital Programming Samuel Washington provided a comprehensive update on capital projects.
 - **Airside:** The JAN Apron Lighting Assessment is at 100% design, expected by October 31st, and is awaiting the FY26 NFO for funding.
 - **Landside:**
 - **ConRAC Design:** JMAA has met with rental car engineers and has received a proposal from the on-call engineer to review the primary design proposal.
 - **Elevator/Escalator Replacement:** The project is moving along well. The main drivers for the escalator are in, with completion expected by the end of

November. The five-stop elevator cab is installed, with testing expected in mid-November. Work on the seven-stop elevator (to the control tower) will follow.

- **Chiller Replacement:** Condenser pumps are in place. The project is awaiting FAA approval (delayed by the shutdown) to bring in the crane required to install the new cooling towers.
 - **Restroom Renovations:** Demolition is complete, and electrical work is underway. Tile was delivered today. A demo wall will be constructed for review. The first set of restrooms is expected to be complete by the end of November 2025, with all three banks finished by March/April 2026.
- **Q&A:** In response to questions from Vice Chairman Jones regarding the Air Traffic Control Tower replacement, CEO Beckett explained that efforts to enter a reimbursement agreement with the FAA for site location studies are currently stalled by the shutdown. She noted that previous site selection work in the Airport Layout Plan (ALP) may need to be redone from scratch if the original supporting documentation from RS&H cannot be located. Mr. Keefer Grimes (retired FAA) is assisting by searching his personal files for the documentation.
- **Procurement:** General Counsel Kimberly Carlisle presented the report. One solicitation has a bid submission deadline of Tuesday, October 21, 2025. The RFP for Parking Management Services will be published on October 23rd and October 30th. The Signatory Authority Report was also presented. In response to a question from Vice Chairman Jones, Ms. Carlisle confirmed that Fulcher Consulting (Mr. Lance Fulcher) is providing transitional support services in accordance with state protocols.
 - **Disadvantaged Business Enterprise (DBE) Program:** Ms. Veronica Christmas presented the third-quarter report. The DBE team participated in the September Mississippi Department of Transportation (MDOT) certification meeting (July/August meetings were not held due to incomplete applications). She noted there are 74 pending applications, 16 of which are pending decisions and 58 of which are awaiting document review from the applicant.
 - **Q&A:** In response to Chairman Herring's questions about 113 past-due certifications, Ms. Christmas confirmed that her staff actively assists applicants via phone, email, and in-person meetings, and noted some past-due files predated her arrival.
 - **Compliance & Outreach:** The Tap 2 project (Malouf Construction) exceeded its goal (40.09% achieved vs. 34.51% goal). The annual Aviation Industry Day was successfully held on August 27, 2025. Ms. Christmas also noted that the comments period for the United States Department of Transportation interim Final Rule affecting the DBE program ends on November 3, 2025.

J. ACTION ITEMS – OLD BUSINESS

CEO Beckett stated that no old business items were presented.

K. ACTION ITEMS – NEW BUSINESS

Finance

Interim Chief Financial Officer Jana Green presented the unaudited financial report for September 30, 2025. She reported total cash at \$65.6 million, up from \$64.8 million last year. Ms. Green presented the monthly financial report and submitted the invoice docket for Board approval.

- **Action:** Approval of the Invoice Docket for September 30, 2025, totaling \$7,707,221.83.

Motion to approve by Vice Chairman Jones.

Seconded by Commissioner Bridges.

Motion carried unanimously.

Contracts and Agreements

The memos for October 2025 were presented to the Board of Commissioners for approval, as follows:

1. **Apron Lighting Upgrades Project (JAN) (CIP 2026-001):** Director of Capital Programming Samuel L. Washington requested authorization to advertise a Request for Bids for construction services for apron lighting upgrades at JAN, approve a total project budget not to exceed \$4,200,000.00, execute a construction agreement with the lowest responsible bidder, and complete necessary grant applications.

Motion to approve by Commissioner Frazier.

Seconded by Vice Chairman Jones.

Motion carried unanimously.

2. **100 Cross Street Renovation Project (JAN) (PROP 2026-002)** Properties Manager Jerone Benjamin requested authorization to advertise a Request for Bids for renovations to the 100 Cross Street building for TSA office spaces, approve a total project budget not to exceed \$2,314,018.80, and execute a construction agreement with the lowest responsible bidder.

Motion to approve by Vice Chairman Jones.

**Seconded by Commissioner Bridges.
Motion carried unanimously.**

3. **Hardware/Software Licenses, Subscriptions, and Support Renewals (IT 2026-003)**
Director of Information Technology Eric R. Stewart requested authorization to renew hardware and software licenses, subscriptions, and support agreements expiring between November 2025 and February 2026 in an amount not to exceed \$319,508.25.

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

4. **ParetoHealth Captive, Dental, Vision, and Other Benefits (HR 2026-04)** Chief of Staff Michael Gater requested authorization to join the ParetoHealth Captive using the United HealthCare Choice Plus network, select UMR, Inc. as the Third Party Administrator and SmithRx as the Pharmacy Benefit Manager, authorize a restricted claims funding account, continue ancillary plans with Sun Life, Zurich, and Unum, and approve a Captive budget not to exceed \$1,099,434.00.

**Motion to approve by Commissioner Frazier.
Seconded by Commissioner Bridges.
Yeas: Vice Chairman Herring, Commissioner Lewis-Payton, Commissioner Frazier, Commissioner Bridges.
Nays: Vice Chairman Jones.
Motion carried by majority vote.**

5. **Unison Consulting, Inc. – Contract Renewal (FIN 2026-005)** Interim Chief Financial Officer Jana Greene requested authorization to renew the professional services agreement with Unison Consulting, Inc. for aviation financial consulting services for the term ending September 30, 2026, in an amount not to exceed \$134,000.00.

**Motion to approve by Commissioner Lewis-Payton.
Seconded by Commissioner Bridges.
Yeas: Vice Chairman Herring, Commissioner Lewis-Payton, Commissioner Frazier, Commissioner Bridges.
Nays: Vice Chairman Jones.
Motion carried by majority vote.**

L. RECESS

CEO Beckett turned the meeting over to General Counsel Kimberly Carlisle to discuss the upcoming Jackson City Council meeting to vote on a proposed stipulation of compromised claims in the annexation cases filed by the City of Pearl and City of Flowood. Ms. Carlisle advised that the City Council meeting is scheduled for Tuesday, October 21, 2025, at 6:00 p.m. and recommended the Board recess rather than adjourn, allowing it to reconvene with proper notice to consider the proposed annexation settlement.

After discussion regarding commissioner availability, a time was agreed upon.

A motion was made at 5:02 p.m. by Commissioner Lewis-Payton to recess the meeting and to reconvene on Wednesday, October 22, 2025, at 9:00 a.m. central time.

The motion was seconded by Commissioner Frazier. Motion carried unanimously.

There being no further business, the Meeting was recessed at 5:03 p.m.

Respectfully Submitted,

Mr. Warren T. Herring, Commissioner and Chairman

Mr. Rickey D. Jones, Commissioner and Vice Chairman

Ms. Sharon F. Bridges, Esq., Commissioner

Ms. Rica Lewis-Payton, Commissioner

Ms. Jean C. Frazier, Commissioner