

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE JACKSON MUNICIPAL AIRPORT AUTHORITY
December 22, 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 3:59 p.m. and called the roll of Commissioners:

- Warren Herring, Chairman – Present, in person
- Rickey D. Jones, Vice Chairman – Present, in person
- Sharon F. Bridges, Esq., Commissioner – Present, in person
- Jean C. Frazier, Commissioner – Present, in person
- Rica Lewis-Payton – Present, virtually

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. APPROVAL OF BOARD NOTICES

Commissioner Frazier offered the invocation.

C. APPROVAL OF BOARD NOTICES

The Board considered the notices for the Work Session held on December 18, 2025, and the Regular Meeting held on December 22, 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 Work Session Meeting held on November 20, 2025, and the Regular Meeting held on November 24, 2025.

Motion to approve by Commissioner Bridges.

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 recognized Mr. Sherman Bell, previously recognized in November for a selfless act while traveling, where he offered maintenance staff at LAX a suggestion to rectify an operational challenge involving a passenger boarding bridge, helping to avoid potential delays.

CEO Beckett also recognized leaders and staff in connection with JMAA's successful completion of its Part 139 inspection in December. CEO Beckett highlighted favorable inspector comments regarding safety, training, recordkeeping, markings, signs, lighting, wildlife management, and overall airfield condition. CEO Beckett noted that discrepancies related to fueling operations with the FBO were addressed before the inspector departed and that oversight steps were being taken to strengthen compliance.

G. BOARD CHAIR REPORT

Chair Herring congratulated the team on the Part 139 inspection results. He highlighted the accomplishments of the past year, including the installation of escalators and elevators, HVAC and chiller replacements, restroom renovations, and the opening of Dunkin' Donuts. Chair Herring expressed pride in the team for representing the airport well.

H. CHIEF EXECUTIVE OFFICER'S REPORT

Chief Executive Officer Rosa Beckett presented her report, beginning with an introduction of Mr. Tim DeBord from Delta Airlines.

Mr. DeBord provided an update on Delta's operations, noting Delta's 96-year history in Jackson. He congratulated the JMAA team on the successful Part 139 inspection. Mr. DeBord discussed the

Austin hub expansion and noted that while regional jets are currently in use due to aircraft availability, Delta views Jackson as a long-term mainline market. He also addressed questions regarding air cargo, explaining that challenges in the market led to the closing of the cargo facility. Mr. DeBord emphasized the importance of managing rates and charges and maintaining facilities to support future growth.

CEO Beckett provided industry updates, noting that JAN experienced 14.6% fewer flights in November compared to the previous year, largely due to the governmental shutdown. She reported that cargo numbers were down following a UPS plane crash in November, which led to additional safety inspections. CEO Beckett also informed the Board of the upcoming federal administrative holiday.

CEO Beckett concluded her report and invited questions from the Board. No questions were raised.

I. DIVISION REPORTS

The following items were presented and discussed:

- **Operations:** COO Pat Minor recognized staff members Boyd McMichael (Bachelor of Science, Delta State University) and Carmiscia Ruffled (Bachelor of Science in Management, Belhaven University) for receiving their Bachelor of Science degrees. Mr. Minor thanked the entire JMAA staff for their participation in preparing for the Part 139 inspection. He reported that of the few discrepancies noted during the inspection, three were closed immediately, leaving only one open discrepancy regarding Taxiway Charlie, which has been turned into a capital project. CEO Beckett added that participation by the local office helped align project needs with funding decision-makers.
- **Capital Improvement:** Director of Capital Programming Samuel Washington provided an update on capital projects. The lighting project on the apron has been awarded to Aurora Engineers, with bids expected in January. The drainage study at Hawkins Field is complete. Mr. Washington reported that the East escalator passed inspection and the 5-stop elevator has been in operation since the previous Monday. Work on the 7-stop elevator in the control tower is scheduled to begin on December 29. Restroom renovations are progressing with ceiling installation underway.
- **Procurement:** General Counsel Kimberly Carlisle reported that the parking management services solicitation closed with nine bids received, which are currently under review. There are no active solicitations at this time. One item was reported under signatory authority for KLF Designs for architectural work at the Hawkins Field terminal.

J. ACTION ITEMS – OLD BUSINESS

No old business items were presented.

K. ACTION ITEMS – NEW BUSINESS

Finance

Interim CFO Jana Greene presented the financial report for the period ending November 30, 2025. Total current assets were reported above last year's figures due to investments, though receivables were down due to weather delays on projects. Aviation income was reported under budget, while non-aviation revenue was over budget year-to-date, primarily driven by parking revenue.

Ms. Greene presented for approval the invoice docket for November 2025 totaling \$2,347,084.97.

**Motion to approve the November 2025 invoice docket by Commissioner Bridges.
Seconded by Chairman Herring.
Motion carried unanimously.**

Contracts and Agreements

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

- 1. Memo No. IT 2026-017 – SITA PA System Support and Maintenance:** IT Manager Eric Stewart requested authorization to execute a one-year agreement with options to renew for SITA public address system support utilizing Ford Audio Visual. The request included approval of a total not-to-exceed amount of \$69,043.57 for licensing and support services.

**Motion to approve by Commissioner Bridges.
Seconded by Commissioner Frazier.
Motion carried unanimously.**

- 2. Memo No. PROP 2026-018 – The Shoe Shine Doctor Lease Extension:** Properties Manager Jerone Benjamin requested authorization to amend the lease agreement with the Shoe Shine Dr. to extend the term through December 31, 2026, with a one-year renewal option, and to increase the monthly rental rate from \$50 to \$75.

**Motion to approve by Commissioner Bridges.
Seconded by Commissioner Frazier.
Motion carried unanimously.**

- 3. Memo No. PROP 2026-019 – Entergy Installation Agreement and Easement:** Jerone Benjamin requested authorization to execute a utility installation and easement agreement

with Entergy Mississippi LLC for the installation of three above-ground power poles and associated underground infrastructure. This item is budget-neutral.

**Motion to approve by Commissioner Frazier.
Seconded by Commissioner Bridges.
Motion carried unanimously.**

- 4. Memo No. CIP 2026-020 – Emergency Water Leak Repair Services (Ratification):**
Samuel Washington requested ratification of the emergency procurement of plumbing services from Buford Plumbing for water leak repairs at JAN and approval of the final invoice amount of \$60,362.61.

**Motion to approve by Commissioner Frazier.
Seconded by Commissioner Bridges.
Motion carried unanimously.**

L. LEGAL/ADMINISTRATIVE

General Counsel Carlisle advised that the litigation summary had been provided to the Commissioners and that any questions could be entertained in open session if appropriate; otherwise, closed session would be required. No questions were raised.

M. RECOGNITIONS/BOARD GIFTS

Chairman Herring noted that the Board presented a Christmas gift to CEO Beckett. CEO Beckett also stated that she provided a small token of appreciation to the Board for the holiday season. Carolina Concessions provided a year-end thank you token as well. Chairman Herring also recognized Vice Chairman Rickey Jones for five years of service to the Board and presented a token of appreciation.

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N. ADJOURNMENT

There being no further business, the Meeting was adjourned at 5:06 p.m.

**Motion to adjourn by Commissioner Bridges.
Seconded by Commissioner Frazier.
Motion carried unanimously.**

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