

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

December 19, 2022

MINUTES

1. 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 Board Meeting in the Community Room of the Jackson-Medgar Wiley Evers International Airport ("JAN") in Jackson, Mississippi at 4:00 p.m. on Monday, December 19, 2022. A copy of the Board Meeting Notice is attached as Exhibit "A" hereto.

Vice Chairman Herring presided, called the Meeting to order at 4:11 p.m., and called the roll of Commissioners.

Warren Herring, Vice Chairman, ("Herring"), present
Rickey D. Jones, Commissioner, ("Jones"), present
Rica Lewis-Payton, Commissioner, ("Lewis-Payton"), present
Sharon Bridges, Commissioner, ("Bridges"), present

Vice Chairman Herring announced that a quorum was present and stated that the meeting would proceed with a discussion of the agenda (the "Agenda"). The following other persons were also present at the Meeting:

Regina Q. May, Esq., Board Counsel for JMAA ("May")
Steven G. Williams, Esq., Legal Officer for JMAA ("Williams")

And persons listed on the sign-in sheet for the December 19, 2022 Meeting, Exhibit "B" hereto.

II. INVOCATION – Commissioner Jones

At this time Commissioner Bridges made a motion to amend the agenda to add the election of officers. Lewis-Payton seconded and the motion passed 4-0.

III. APPROVAL OF BOARD NOTICES

Notice of Work Session meeting of the Board of Commissioners scheduled for Thursday, December 15, 2022 at 8:30 a.m. in the Community Room, Jackson-Medgar Wiley Evers International Airport in Jackson, MS.

Notice of Regular Board Meeting of the Board of Commissioners scheduled for Monday, December 19, 2022 at 4:00 p.m. in the Community Room, Jackson-Medgar Wiley Evers International Airport in Jackson, MS.

Commissioner Lewis-Payton made a motion to approve the Notices which was seconded by Commissioner Jones and passed 4-0.

IV. APPROVAL OF MINUTES

Commissioner Lewis-Payton made a motion to approve the Minutes which was seconded by Commissioner Jones and passed 4-0.

V. PUBLIC COMMENTS – None.

VI. REPORTS

A. Report from the Chairman. None.

B. Report from the (Acting) Chief Executive Officer.

1. Airport Project Manager Summary for period ending November 30, 2022. Mr. Means stated that the Summary had already been discussed in Work Session and that there had been no substantive changes since then. Means highlighted the Capital Project Summary and briefed the Board on the following:

1st and 5th Floor TSA renovation at JAN. Completed;
5th Floor roof replacement at JAN. Completed;
Passenger Boarding Bridge replacement at Gate 2 at JAN. In progress.
Rehabilitation of Taxiway Alpha, Phase 2. In progress.
Rehabilitation of Taxiway Delta at HKS. In progress.
Taxiways Alpha and Charlie LED lighting. In progress.
Taxiway B relocation. In progress.
West Concourse roof replacement at JAN. In progress.

Commissioner Jones asked a question about FAA participation and grants. Mr. Means responded that all grant applications are up to date.

Mr. Means asked Jana Greene to distribute quarterly reports to the Board. Commissioner Lewis-Payton asked why DBE participation was not met on the roof replacement project. Mary Geter was asked to brief the Board on this and she referred the question to Marvin Buckhalter because this project was before her time at JMAA. Mr. Buckhalter advised the Board that he would discuss the issue with the contractor. Ms. Geter went on to tell the Board that there is no way to properly track these questions and mentioned the new DBE language going into applicable contracts. Board Counsel Regina May stated that JMAA must have a system to track compliance. Commissioner Lewis-Payton stated that JMAA must have a proper DBE compliance system as well as proper staffing and requested that this information be provided to the Commissioner before the next Work Session. Vice Chairman Herring summarized that the DBE goals are stated on the front end of a project and that processes are in place to insure compliance.

2. Operational Activity Statistics Report for period ending November 30, 2022. Mr. Means stated that these figures had not changed since the Work Session but went over highlights:

JAN welcomed 111,901 passengers in November 2022 – numbers that JAN has not seen in a decade. Passenger numbers are up 33% from 2021 levels and up 17% from 2019. Southwest Airlines had the top market share followed by American Airlines, Delta Airlines, and United Airlines. JAN flight operations are up 5.4% showing positive growth in all categories except military traffic. HKS flight operations up 20.5%. Cargo numbers were up 4.4%.

3. Staff reports – None.

Commissioner Jones asked about facilities report including the status of restrooms, elevators, and escalators at JAN. Joyce Tillman was brought before the Board to discuss. Ms. Tillman stated that there is no funding for all projects except for AIP funds.

VII. ACTION ITEMS

A. Financials

1. Financial reports for November 30, 2022.
 - a. Balance Sheet – unchanged since Work Session and there were no questions. Commissioner Lewis-Payton made a motion to approve the Balance Sheet which was seconded by Commissioner Bridges and which passed 4-0.
 - b. Income Statement – unchanged since Work Session. Mr. Means stated that JMAA is well ahead of plan. There were no questions. Commissioner Lewis-Payton made a motion to approve the Income Statement which was seconded by Commissioner Bridges and which passed 4-0.
 - c. Invoice Docket for November 2022. Commissioner Bridges asked about the Carson Law Group invoice and this was provided to the Board. After a brief discussion it was noted that this invoice covered several months of work and was approved. Commissioner Bridges also asked about the Phelps Dunbar invoice and it was provided to her for discussion and review. Commissioner Lewis-Payton asked about the various legal invoices and requested to see the figures behind the totals. Mr. Means stated that JMAA needs more time between Work Session and Regular Board Meeting to provide background on invoices. It was decided to hold approval of the Invoice Docket until later in the meeting.

B. Procurement

1. New Air Traffic Control Tower feasibility study at JAN. Board Memo OPS 2023-11. Commissioner Jones asked about the Airport Master Plan and FAA involvement/support. After a brief discussion, Commissioner Lewis-Payton made a

motion to approve which was seconded by Commissioner Bridges with an amendment to add DBE data. The motion passed 4-0.

2. Runway 16L/34R Safety Area Improvements at JAN. Board Memo OPS 2023-12. Staff requested authority to publish an RFQ for engineering design services. Commissioner Lewis-Payton made a motion to approve with was seconded by Commissioner Bridges and passed 4-0.
3. Request for one JMAA Airport Operations vehicle. Board Memo 2023-13. Staff requested authority to purchase a vehicle for not-to-exceed price of \$45,000.00. Commissioner Bridges made a motion to approve with was seconded by Commissioner Lewis-Payton and passed 4-0.

C. Service Agreements

1. JAN Security Breach Phase II Proposal. Board Memo 2023-14. Staff requested authority to award a professional services agreement to Faith Group, LLC for a not-to-exceed budget of \$80,000.00. Commissioner Bridges asked whether an RFP was necessary but it was stated that this was not necessary due to the fact it is a professional services contract. Commissioner Jones asked about annual security plan and Chief Means said he would email it to Mr. Jones. Austin Jenkins addressed the Board to answer questions. After a brief discussion, Commissioner Lewis-Payton made a motion to approve which was seconded by Commissioner Bridges and passed 4-0.

At 5:40 p.m. the Board decided to go back to discussion of Invoice Docket and law firm invoices. After a discussion of same, Commissioner Lewis-Payton made a motion to approve which was seconded by Commissioner Bridges and which passed 4-0.

D. Other Matters.

1. Various unfilled positions at JMAA. This was unchanged since Work Session. Commissioner Lewis-Payton requested that the open position of Chief Administrative Officer be removed from the discussion and made a motion to approve. It was decided that JMAA would use a national firm ADK to recruit for unfilled positions and that no Chief positions would be filled until a permanent CEO was hired. Commissioner Bridges seconded the motion. Commissioner Jones abstained from the vote and the motion passed 3-0-1.
2. Next Group Lease assignment to G&S Aviation LLC. Chief Means provided the background on this matter. Attorney Paul Gunn of Watkins & Eager addressed the Board and explained the new lease terms including rent increases and the fact that the existing lease is being assigned to a new tenant. Commissioner Jones asked about the suitability of the new tenant and whether the new tenant is obligated to comply with the lease. He also asked to see the new tenant's financials. Mr. Gunn stated that the new tenant will follow the conditions of the old lease. Commissioner Lewis-Payton made a

motion to approve which was seconded by Commissioner Bridges. Commissioner Jones abstained from the vote and it was carried 3-0-1. Mr. Means offered to introduce the new tenant to the Board.

3. Election of new officers. Commissioner Lewis-Payton nominated Vice Chairman Herring to be the new Chairman. Commissioner Bridges seconded. Commissioner Jones voted "no" but the motion carried 3-1. Commissioner Lewis-Payton nominated Commissioner Bridges to be Vice Chairwoman. New Chairman Herring seconded and the motion carried 4-0.

Acting CEO John Means announced that the Delta Business Journal chose JAN as the best airport for 2022.

Commissioner Jones requested that Ms. Garrett handle his travel arrangements going forward.

Chairman Herring opened a discussion of Trey Daniels' lobbying efforts on behalf of JMAA and asked Board Attorney Regina May to review the contract and Minutes.

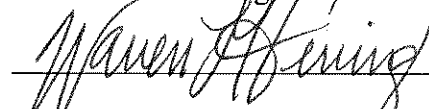
Vice Chairwoman Bridges suggested having a Special Board Meeting on January 9, 2023 to discuss the State takeover and other legal matters.

Commissioner Lewis-Payton made a motion to adjourn which was seconded by Vice Chairman Bridges and which passed 4-0.


6:37 p.m. – ADJOURNED.

Respectfully submitted,

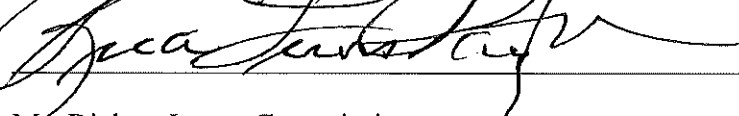
Mr. Warren Herring, Commissioner and Chairman



Ms. Sharon Bridges, Commissioner and Vice Chairwoman



Ms. Rica Lewis-Payton, Commissioner



Mr. Rickey Jones, Commissioner