



AGENDA
BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING
JACKSON MUNICIPAL AIRPORT AUTHORITY
MONDAY, OCTOBER 23, 2023 AT 4:00 PM
LOCATION: HAWKINS FIELD AIRPORT

- | | | |
|-----------|--|----------------------|
| A. | CALL TO ORDER/ROLL CALL/DECLARATION OF QUORUM | Chair Warren Herring |
| B. | INVOCATION | TBD |
| C. | APPROVAL OF BOARD NOTICES | |
| | Monthly Pre-Work Session Meeting of the Board of Commissioners | Attachment |
| | Monthly Work Session Meeting of the Board of Commissioners | Attachment |
| | Monthly Regular Board Meeting of the Board of Commissioners | Attachment |
| D. | APPROVAL OF MINUTES | Attachment |
| | Amendment to the Minutes of the Reconvened May1, 2023 | |
| | Special Board Meeting held on May 22, 2023 | Attachment |
| | Regular Board Meeting, September 25, 2023 | Attachment |
| E. | PUBLIC COMMENTS | |
| F. | EMPLOYEE RECOGNITION | Rosa M. Beckett, CEO |
| | a. Samantha Boone | |
| G. | BOARD CHAIR REPORT | Chair Warren Herring |
| H. | CHIEF EXECUTIVE OFFICER'S REPORT | Rosa M. Beckett, CEO |
| | a. Industry Highlights | |
| | b. Air Traffic JAN | Page 1-3 |
| | c. Highlights from Hawkins Field | |

DIVISION REPORTS

- | | |
|-----------------------------------|-----------------------|
| 1. Operations Monthly Report | Pat Minor, Acting COO |
| a. Capital Project Status Reports | Page 4-9 |
| b. Hawkins Field Update | |

- c. Safety & Security
- 2. Procurement
 - a. Solicitation Report

Eric Williams, Director
Page 10

I. ACTION ITEMS – *OLD BUSINESS*

DEPARTMENT

ACTION ITEMS

1.

J. ACTION ITEMS – *NEW BUSINESS*

FINANCE

ACTION ITEMS

- | | |
|--|------------|
| 1. Approval of Balance Sheet | Page 11-13 |
| 2. Approval of Income Statement | Page 15-17 |
| 3. Approval of Invoice Docket September 30, 2023 | Page 18-25 |

CONTRACT AGREEMENTS

ACTION ITEMS

- | | |
|---|------------|
| 1. Procurement of One (1) Ford F-350 Truck | Page 26-27 |
| 2. Flight Information Data System “FIDS” Upgrade | Page 28-30 |
| 3. Hardware/Software Licenses, Subscriptions, and Support | Page 31-34 |
| 4. Maris, West & Baker Marketing Agency | Page 35-36 |
| 5. Ad Hoc Engineering for JAN & HKS | Page 37-39 |
| 6. Procurement of five (5) Vehicles for Public Safety | Page 40-41 |

- | | |
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| 7. JMAA Board of Commissioners Legal Counsel | Page 42-43 |
| 8. Unison Consulting | Page 44-46 |
| 9. Johnson Control; FAA Fire Alarm Control Panel; Change Order No.1 | Page 47-48 |
| 10. AFCO Cargo Sublease | Page 49-50 |

ADMINISTRATIVE

- | | |
|---------------|------------|
| 1. Resolution | Attachment |
|---------------|------------|

CLOSED SESSION

1. Human Resources / Employment
2. Sensitive Security Information
3. Legal Matters

K. NEXT MEETING

November 16, 2023

L. ADJOURN

FLIGHT OPERATIONS

Jackson-Medgar Wiley Evers International Airport (JAN)						
	SEPTEMBER			Calendar Year to Date (YTD)		
	2023	2022	% CHANGE	2023	2022	% CHANGE
<u>ITINERANT OPERATIONS:</u>						
Air Carrier	1,248	1,267	-1.5%	10,903	8,863	23.0%
Air Taxi	654	643	1.7%	5,476	4,916	11.4%
Gen Aviation	585	762	-23.2%	5,444	6,379	-14.7%
Military	698	1,165	-40.1%	6,534	6,917	-5.5%
Total	<u>3,185</u>	<u>3,837</u>	<u>-17.0%</u>	<u>28,357</u>	<u>27,075</u>	<u>4.7%</u>
<u>LOCAL OPERATIONS:</u>						
Civil	15	154	-90.3%	606	1,618	-62.5%
Military	533	1,738	-69.3%	4,783	13,793	-65.3%
Total	<u>548</u>	<u>1,892</u>	<u>-71.0%</u>	<u>5,389</u>	<u>15,411</u>	<u>-65.0%</u>
TOTAL JAN OPERAT	3,733	5,729	-34.8%	33,746	42,486	-20.6%
Hawkins Field Airport (HKS)						
	SEPTEMBER			Calendar Year to Date (YTD)		
	2023	2022	% CHANGE	2023	2022	% CHANGE
<u>ITINERANT OPERATIONS:</u>						
Air Taxi	108	150	-28.0%	1,024	1,387	-26.2%
General Aviation	639	690	-7.4%	5,730	5,481	4.5%
Military	105	102	2.9%	995	1,181	-15.7%
Total	<u>852</u>	<u>942</u>	<u>-9.6%</u>	<u>7,749</u>	<u>8,049</u>	<u>-3.7%</u>
<u>LOCAL OPERATIONS:</u>						
Civil	609	1,044	-41.7%	4,772	4,842	-1.4%
Military	120	146	-17.8%	1,540	2,330	-33.9%
Total	<u>729</u>	<u>1,190</u>	<u>-38.7%</u>	<u>6,312</u>	<u>7,172</u>	<u>-12.0%</u>
TOTAL HKS OPERAT	1,581	2,132	-25.8%	14,061	15,221	-7.6%

JAN's flights -34.8% vs. 2022 in most categories; air carrier flights were steady; HKS ops down by 25.8%, most categories affected. Higher fuel prices impacting

JAN Passenger Counts & Airline Market Shares 2023 vs. 2022													
	UNITED		DELTA		AMERICAN		SOUTHWEST		WN		2023	2023	TOTALS
2023	Enplaned	Deplaned	Enplaned	Deplaned	Enplaned	Deplaned	Enplaned	Deplaned	Enplaned	Deplaned	Enplaned	Deplaned	
JAN	2,795	2,830	14,618	14,715	14,057	14,066	11,465	11,739	11,695	11,699	42,935	43,350	-
FEB	3,034	3,094	14,171	14,138	14,312	14,362	11,695	11,699	11,695	11,699	43,212	43,293	86,285
MAR	4,006	4,138	16,858	17,344	16,315	16,437	15,705	16,075	15,705	16,075	52,884	53,994	86,505
APR	4,026	3,870	16,967	16,882	16,066	15,733	15,241	14,754	15,241	14,754	52,300	51,239	106,878
MAY	4,979	5,047	18,330	17,831	17,578	17,015	19,007	17,684	19,007	17,684	59,894	57,577	103,539
JUN	4,091	4,019	17,466	17,120	18,537	18,616	18,362	18,507	18,362	18,507	58,456	58,262	117,471
JUL	3,972	4,146	19,159	19,373	17,858	17,732	18,556	19,114	18,556	19,114	59,545	60,365	116,718
AUG	4,215	4,146	18,156	18,395	16,292	16,290	13,832	13,510	13,832	13,510	52,495	52,341	119,910
SEP	3,985	4,143	17,030	17,175	17,373	17,190	15,133	14,926	15,133	14,926	53,521	53,434	104,836
OCT											-	-	106,955
NOV											-	-	
DEC											-	-	
YTD	35,103	35,433	152,755	152,973	148,388	147,441	138,996	138,008	138,996	138,008	475,242	473,855	949,097
Month	UA	8,128	DL	34,205	AA	34,563	WN	30,059	WN	30,059			Mo. Mkt Share
		7.6%		32.0%		32.3%		28.1%		28.1%			
YTD total	70,536		305,728		295,829		277,004		277,004		949,097		YTD A/line Pax
	7.4%		32.2%		31.2%		29.2%		29.2%				YTD Mkt Share
	UNITED		DELTA		AMERICAN		SOUTHWEST		WN		2022	2022	TOTALS
2022	Enplaned	Deplaned	Enplaned	Deplaned	Enplaned	Deplaned	Enplaned	Deplaned	Enplaned	Deplaned	Enplaned	Deplaned	
JAN	3,506	3,692	12,027	12,080	11,320	11,427	8,519	8,810	8,519	8,810	35,372	36,009	71,381
FEB	2,393	2,416	14,105	13,722	11,786	11,778	10,198	9,763	10,198	9,763	38,482	37,679	76,161
MAR	3,450	3,443	17,022	16,767	12,679	12,523	14,555	14,445	14,555	14,445	47,706	47,178	94,884
APR	2,498	2,597	16,762	16,524	16,238	16,380	14,434	14,487	14,434	14,487	49,932	49,988	99,920
MAY	4,112	3,909	17,663	17,147	18,675	17,558	18,889	17,395	18,889	17,395	59,339	56,009	115,348
JUN	4,359	4,587	17,253	17,144	18,148	18,090	18,051	17,777	18,051	17,777	57,811	57,598	115,409
JUL	2,897	2,891	18,106	18,089	16,700	16,311	19,919	19,688	19,919	19,688	57,622	56,979	114,601
AUG	2,821	2,610	17,588	18,007	15,008	15,036	13,762	13,788	13,762	13,788	49,179	49,441	98,620
SEP	5,024	4,955	16,242	16,380	16,226	16,183	15,689	15,471	15,689	15,471	53,181	52,989	106,170
OCT	5,474	5,413	17,645	17,669	17,347	17,588	17,852	17,865	17,852	17,865	58,318	58,535	116,853
NOV	5,143	5,224	16,420	16,364	16,811	16,507	18,024	17,408	18,024	17,408	56,398	55,503	111,901
DEC	4,127	3,959	16,019	15,633	16,096	16,017	14,957	14,764	14,957	14,764	51,199	50,373	101,572
YTD	45,804	45,696	196,852	195,526	187,034	185,398	184,849	181,661	184,849	181,661	614,539	608,281	1,222,820
	UA		DL		AA		WN		WN				-
YTD total	91,500		392,378		372,432		366,510		366,510		1,222,820		YTD A/line Pax
	7.5%		32.1%		30.5%		30.0%		30.0%				YTD Mkt Share

JAN passengers up 6.3% over 1st 9 mos. 2022; up 1% over Sep. 2022, and an amazing 18.9% above pre-Covid traffic (Jan. to Sep.)

JMAA Air Cargo (Parcels, Freight, Mail)

in Pounds

September-22				September-21				
	Enplaned	Deplaned	Total	Market Share	Enplaned	Deplaned	Total	% Change
Misc.			-	0.0%		1,000		
UPS	554,423	1,268,174	1,822,597	96.3%	456,639	1,293,540	1,750,179	4.1%
Airlines	20,961	49,543	70,504	3.7%	14,439	39,673	54,112	30.3%
TOTAL	575,384	1,317,717	1,893,101		471,078	1,334,213	1,805,291	4.9%

HISTORICAL AND TRENDS

ENPLANED AND DEPLANED - AIR CARGO (Parcels, Freight, Mail)

	2020	2021	VARIANCE 2021-2020	2022	VARIANCE 2022-2021
JAN	1,540,306	1,489,190	-3.3%	1,507,251	1.2%
FEB	1,351,972	1,254,633	-7.2%	1,574,351	25.5%
MAR	1,454,529	1,805,019	24.1%	1,756,611	-2.7%
APR	1,562,770	1,818,194	16.3%	1,702,569	-6.4%
MAY	1,748,320	1,650,970	-5.6%	1,642,622	-0.5%
JUN	1,631,555	1,744,581	6.9%	1,801,452	3.3%
JUL	1,822,016	1,565,479	-14.1%	1,698,913	8.5%
AUG	1,826,028	1,805,291	-1.1%	1,825,195	1.1%
SEP	1,748,802	1,907,798	9.1%	1,893,101	-0.8%
OCT	1,616,787	1,711,592	5.9%		
NOV	1,530,592	1,709,024	11.7%		
DEC	2,189,760	2,308,564	5.4%		
		YTD 09/2021			
		15,041,135			

TOTAL	20,023,437	20,770,335	3.7%	15,402,065	YTD 2022
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SEP'22 CARGO up nicely over AUG'22 @ +3.7%; Cargo YTD '22 is up +2.4% vs. 2021, still ending to top 21 Million lbs. for CY2022

Capital Project Summary

Filtered To: [Project Status]

Funding Source Summary

Funding Source	Total Funds	% of Total	Payments to Date	Remaining	Balance as % of
JMMA	\$3,694,563.79	12.74%	\$2,297,403.47	\$1,397,160.32	62.18%
FAA	\$23,591,989.00	81.34%	\$2,638,699.78	\$20,953,289.22	11.18%
MDOT	\$12,807.00	0.04%	\$8,047.40	\$4,759.60	62.84%
PFC	\$1,705,924.83	5.88%	\$1,458,490.87	\$247,433.96	85.50%
	\$29,005,284.62	100.00%	\$6,402,641.52	\$22,602,643.10	

Budget Allocation Summary

Budget Allocation	Total Funds	% of Total	Payments to Date	Remaining	Balance as % of
Administrative	\$0.00	0.00%	\$316.80	-\$316.80	0.00%
Advertising	\$9,500.00	0.03%	\$10,852.23	-\$1,352.23	114.23%
Architectural Services	\$56,625.00	0.20%	\$0.00	\$56,625.00	0.00%
Construction	\$23,491,445.00	80.99%	\$4,360,346.39	\$19,131,098.61	18.56%
Consulting	\$47,200.00	0.16%	\$64,288.10	-\$17,088.10	136.20%
Contingency	\$2,061,233.29	7.11%	\$0.00	\$2,061,233.29	0.00%
Engineering Services	\$3,108,273.33	10.72%	\$1,956,743.39	\$1,151,529.94	62.95%
Legal	\$76,150.00	0.26%	\$0.00	\$76,150.00	0.00%
Salaries	\$154,858.00	0.53%	\$10,094.61	\$144,763.39	6.52%
	\$29,005,284.62	100.00%	\$6,402,641.52	\$22,602,643.10	

Capital Project **HKS Drainage Assessment**
Project Number: **003-22**

Project Summary

Project Status	Total Budget	CurrentPayment	ProjectBalance	PercentComplete
Active	\$243,316.00	\$162,910.84	\$80,405.16	66.95%

Funding Source Details

Funding Source	Amount	Percent	Remaining	% Balance by
JMMA	\$0.00	0.00%	-\$10,010.51	0.00%
FAA	\$230,509.00	94.74%	\$85,656.07	37.16%
MDOT	\$12,807.00	5.26%	\$4,759.60	37.16%
	\$243,316.00	100.00%	\$80,405.16	

Budget Allocation Details

Budget Allocation	Original Budget	Change	Current Budget	Payments to	Balance
Administrative	\$0.00	\$0.00	\$0.00	\$316.80	-\$316.80
Engineering Services	\$243,316.00	\$0.00	\$243,316.00	\$162,594.04	\$80,721.96
	\$243,316.00	\$0.00	\$243,316.00	\$129,910.84	\$80,405.16

DBE Participation Details

Contract Vendor	Contract Description	Goal%	Goal in Total \$	Payments to
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JMAA Board Memo DBE Goal 0%

Prime Engineer

EJES (DBE)

Amount paid to date: \$108,680.26

DBE percentage 42.81%

Capital Project JAN Passenger Boarding Bridge Replacement at Gate 2

Project Number: 001-19

Project Summary

Project Status	Total Budget	Current Payments	Project Balance	Percent Complete
Active	\$1,711,612.33	\$1,557,294.45	\$154,317.88	90.98%

Funding Source Details

Funding Source	Amount	Percent	Remaining	% Balance by
JMMA	\$5,687.50	0.33%	-\$93,116.08	-1637.21%
PFC	\$1,705,924.83	99.67%	\$247,433.96	14.50%
	\$1,711,612.33	100.00%	\$154,317.88	

Budget Allocation Details

Budget Allocation	Original Budget	Change	Current Budget	Payments to	Balance
Advertising	\$2,500.00	\$0.00	\$2,500.00	\$2,072.03	\$427.97
Construction	\$1,400,000.00	\$0.00	\$1,400,000.00	\$1,439,509.00	-\$39,509.00
Consulting	\$20,000.00	\$0.00	\$20,000.00	\$6,667.43	\$13,332.57
Contingency	\$140,000.00	\$0.00	\$140,000.00	\$0.00	\$140,000.00
Engineering Services	\$75,000.00	\$41,612.33	\$116,612.33	\$107,442.28	\$9,170.05
Legal	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00
Salaries	\$30,000.00	\$0.00	\$30,000.00	\$1,603.71	\$28,396.29
	\$1,670,000.00	\$41,612.33	\$1,711,612.33	\$1,557,294.45	\$154,317.88

DBE Participation Details

Contract Vendor	Contract Description	Goal%	Goal in Total \$	Payments to
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JMAA Board Memo Engineer DBE Goal 0%

Engineer Prime

Allen & Hoshall paid to date: \$116,612.33

DBE Engineering Subcontractor

SOL Engineering Services, LLC Amount paid to date: \$16,691.00

TMM Hall Professional Services Amount paid to date: \$22,013.00

DBE percentage: 48.57%

JMAA Board Memo DBE Construction Goal 0%

Prime Construction Contractor:

Aero Bridgeworks Inc. Amount paid to date: \$1,400,000.00

DBE Subcontractor

Multi-Con Inc Amount paid to date: 183,000.00

DBE percentage 13.07%

Capital Project Rehabilitation of Taxiway Alpha Phase 2

Project Number: 012-17

Project Summary

Project Status	Total Budget	Current Payments	Project Balance
Active	\$22,885,424.00	\$1,451,036.74	\$21,434,387.26

Funding Source Details

Funding Source	Amount	Percent	% Balance by
JMMA	\$2,271,136.00	9.92%	36.11%
FAA	\$20,614,288.00	90.08%	100.00%
	\$22,885,424.00	100.00%	\$21,434,387.26

Budget Allocation Details

Budget Allocation	Original Budget	Change	Current Budget	Payments to	Balance
Advertising	\$3,000.00	\$2,000.00	\$5,000.00	\$3,525.62	\$1,474.38
Construction	\$8,706,000.00	\$9,726,253.00	\$18,432,253.00	\$0.00	\$18,432,253.00
Contingency	\$1,845,747.00	\$0.00	\$1,845,747.00	\$0.00	\$1,845,747.00
Engineering Services	\$2,040,458.00	\$392,902.00	\$2,433,360.00	\$1,439,020.22	\$994,339.78
Legal	\$70,650.00	\$0.00	\$70,650.00	\$0.00	\$70,650.00
Salaries	\$98,414.00	\$0.00	\$98,414.00	\$8,490.90	\$89,923.10
	\$12,764,269.00	\$10,121,155.00	\$22,885,424.00	\$1,451,036.74	\$21,434,387.26

DBE Participation Details

Contract Vendor	Contract Description	Goal %	Goal in Total\$	Payments to
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JMAA Board Memo Engineer DBE Goal 30%

2017-Prime Engineer
Kimley-Horn and Associates, Inc

Amount paid: \$243,242.86

2021 Prime Engineer
Neel-Schaffer, Inc.

Amount paid to date: 1,115,851.16

DBE Subcontractors:
SOL Engineering Services, LLC
DBE percentage 16.52%

Amount paid to date: \$411,796.83

JMAA Board Memo Construction DBE Goal 22%

Capital Project **Taxiway B Relocation**

Project Number: **003-21**

Project Summary

Project Status	Total Budget	Current Payments	Project Balance	Percent Complete
Active	\$2,584,177.00	\$2,015,846.85	\$568,330.15	78.01%

Funding Source Details

Funding Source	Amount	Percent	Remaining	% Balance by
JMMA	\$314,985.00	12.19%	\$314,985.00	100.00%
FAA	\$2,269,192.00	87.81%	\$253,345.15	11.16%
	\$2,584,177.00	100.00%	\$568,330.15	

Budget Allocation Details

Budget Allocation	Original Budget	Change	Current Budget	Payments to	Balance
Construction	\$1,029,171.00	\$1,240,021.00	\$2,269,192.00	\$1,768,160.00	\$501,032.00
Engineering Services	\$314,985.00	\$0.00	\$314,985.00	\$247,686.85	\$67,298.15
	\$1,344,156.00	\$1,240,021.00	\$2,584,177.00	\$2,015,846.85	\$568,330.15

DBE Participation Details

Contract Vendor	Contract Description	Goal%	Goal in Total\$	Payments to
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JMAA Board Memo Engineer DBE Goal 30%

Prime Engineer:

Allen & Hoshall, Inc

Amount paid to date: \$143,190.00

DBE Subcontractors

BECC

Amount paid to date: \$9,000.00

TMM Hall Professional Services

Amount paid to date: \$4,000.00

MCA

Amount paid to date: \$19,800.00

DBE percentage 22.91%

JMAA Board Memo Construction DBE Goal 24.70%

Prime Construction Contractor:

Hemphill Construction

NTP June 19, 2023

Capital Project **West Concourse Roof Replacement**

Project Number: **002-20C**

Project Summary

Project Status	Total Budget	Current Payments	Project Balance	Percent Complete
Active	\$1,580,755.29	\$1,215,552.64	\$365,202.65	76.90%

Funding Source Details

Funding Source	Amount	Percent	Remaining	% Balance by
JMMA	\$1,102,755.29	69.76%	\$365,202.65	33.12%
FAA	\$478,000.00	30.24%	\$0.00	0.00%
	\$1,580,755.29	100.00%	\$365,202.65	

Budget Allocation Details

Budget Allocation	Original Budget	Change	Current Budget	Payments to	Balance
Advertising	\$2,000.00	\$0.00	\$2,000.00	\$5,254.58	-\$3,254.58
Architectural Services	\$56,625.00	\$0.00	\$56,625.00	\$0.00	\$56,625.00
Construction	\$1,390,000.00	\$0.00	\$1,390,000.00	\$1,152,677.39	\$237,322.61
Consulting	\$27,200.00	\$0.00	\$27,200.00	\$57,620.67	-\$30,420.67
Contingency	\$75,486.29	\$0.00	\$75,486.29	\$0.00	\$75,486.29
Legal	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00
Salaries	\$26,444.00	\$0.00	\$26,444.00	\$0.00	\$26,444.00
	\$1,580,755.29	\$0.00	\$1,580,755.29	\$1,215,552.64	\$365,202.65

DBE Participation Details

Contract Vendor	Contract Description	Goal%	Goal in Total \$	Payments to
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JMAA Board Memo Engineer DBE Goal-No Document

Prime Engineer:

EJES (DBE) Amount paid to date: \$27,614.14

DBE percentage 73.96%

JMAA Board Memo Construction DBE Goal-No Document

Prime Contractor

M & S Roofing Amount paid to date: \$846,937.47

DBE based on prime contract DBE Goal 12.6%

DBE Subcontractor DBE percentage to date: 4.04%

Burton Construction Amount paid to date: \$72,514.45

Tony Waston Electric Amount paid to date: \$4,295.71

Origination date: 7/2018

JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM PROCUREMENT: 2024-01

TO: JMAA Board of Commissioners

FROM: Eric Williams, Procurement Director

DATE: October 23, 2023

RE: Procurement Current and Proposed Solicited Projects

Awarded Projects

	Project Title	Vendor	Status
1	Rehabilitate Taxiway Alpha, Phase 2 and Rehabilitate Taxiway Bravo, Phase 1	Malouf Construction, LLC	Agreement Sent to Vendor
2	Runway 16L/34R Safety Area Improvements at JAN	SOL Engineering Services, LLC	Vendor Negotiations
3	Apron Lighting Assessment at JAN	Arora Engineers, LLC	Vendor Negotiations

Projects to be Awarded

	Project Title	Submission Opening Date	Status
1	JMAA Marketing Agency	29-May-23	October Board Meeting Presentation

Proposed Projects

	Project Title	Solicitation Format	Notes
1	JMAA Board of Commissioners' Legal Services	RFQ	October Board Meeting Presentation
2	Ad Hoc Engineer for JAN & HKS	RFQ	October Board Meeting Presentation

Please Note the following changes made by Finance to the Financial Statements since the board work session on October 19, 2023:

BALANCE SHEET

Reduction in Accounts Payable \$1,999,397 Due to the not recording of the entry to reduce AP which also caused a reduction in cash.

Increase in Fixed Assets \$2,866,185 Due to the requirement of the Auditors to move projects 90% complete from WIP to Fixed Assets which caused a decrease in WIP and an increase in Accumulated Depreciation.

These changes affected both Total Assets and Total Liabilities/Fund Equity causing a reduction of \$2,241,480.

INCOME STATEMENT

Increase in Software \$19,328

Increase in Depreciation \$222,754 due to the transfer of WIP to Fixed Assets

These changes affected Net Income causing a decrease of 242,082.

Jackson Municipal Airport Authority
Balance Sheet
as of SEPTEMBER 30, 2023

	<u>2023</u>	<u>2022</u>
ASSETS AND DEFERRED CHARGES		
Current Assets		
Unrestricted Cash and Cash Eq.	21,403,274.24	14,569,826.14
Restricted Cash and Cash Eq.	<u>37,332,830.22</u>	<u>34,320,562.09</u>
Total Cash	58,736,104.46	48,890,388.23
Accounts Receivable	1,146,939.30	2,755,532.68
Other Receivable	1,538.65	4,133.61
Grant and PFC Receivables	1,194,188.91	1,163,358.69
Lease Receivable	4,820,443.00	-
Inventories	132,080.09	95,498.60
Prepaid Expenses	<u>875,311.96</u>	<u>255,697.66</u>
Total Current Assets	66,906,606.37	53,164,609.47
Investment in Debt Securities		
Property Plant and Equipment		
Airfield Improvements	128,128,084.80	125,840,410.60
Landside Plant Improvements	113,656,074.69	110,655,760.57
Parking Facilities, Roadway & Utilities Improvements	42,228,123.77	41,402,949.58
Other Property Plant & Equipment	45,628,338.14	46,066,883.01
Less Accumulated Depreciation	<u>(223,583,773.46)</u>	<u>(213,218,735.60)</u>
Total Property Plant and Equipment	106,056,847.94	110,747,268.16
Work-In-Progress		
Airfield Improvements	4,437,539.18	2,038,318.51
Terminal Facilities	4,091,305.26	4,890,688.00
Parking Facilities and Roadway Improvements	16,804.61	16,803.24
Other Property Plant & Equipment	<u>89,499.62</u>	<u>-</u>
Total Work-In-Progress	8,635,148.67	6,945,809.75
Deferred Outflows		
Deferred Charge-Debt Refunding	217,051.00	231,203.00
Deferred Charge-Pension	<u>3,497,702.00</u>	<u>1,395,679.00</u>
Total Deferred Outflows	3,714,753.00	1,626,882.00
Total Assets and Deferred Charges	<u>185,313,355.98</u>	<u>172,484,569.38</u>
LIABILITIES AND FUND EQUITY		
Current Liabilities		
Accounts Payable	1,597,566.53	432,509.53

Jackson Municipal Airport Authority
Balance Sheet
as of SEPTEMBER 30, 2023

	<u>2023</u>	<u>2022</u>
Sales Tax Payable	50,951.50	50,197.69
Contract Retainage Payable	59,819.95	337,659.03
Due to AFCO	1,780.89	1,780.89
Accrued Expenses Payable	1,158,038.67	3,068,811.57
Current Maturities of Long Term Debt	920,000.00	1,995,000.00
Accrued Interest Payable	349,314.79	(292.27)
Unearned Revenue	<u>336,291.12</u>	<u>255,369.24</u>
Total Current Liabilities	4,473,763.45	6,141,035.68
Long-Term Debt		
Legal Liability	-	825,000.00
Revenue Bonds Payable	20,295,000.00	21,190,000.00
Leasehold Improvements	299,552.65	342,161.95
Net Pension Liability	<u>18,918,217.00</u>	<u>12,177,454.00</u>
Total Long-Term Debt	39,512,769.65	34,534,615.95
Total Liabilities	43,986,533.10	40,675,651.63
Deferred Inflows		
Deferred Inflows	<u>5,438,132.40</u>	<u>4,972,749.84</u>
Total Deferred Inflows	5,438,132.40	4,972,749.84
Fund Equity		
Combined Equity - City of Jackson	7,350,000.00	7,350,000.00
Combined Equity - State of Mississippi	428,191.27	428,191.27
Combined Equity - Federal Government	42,119,230.20	42,119,230.20
Combined Equity - Hawkins Field Industrial Park	1,753,513.90	1,753,513.90
Retained Earnings	<u>84,237,755.12</u>	<u>75,185,232.54</u>
Total Fund Equity	135,888,690.48	126,836,167.91
Total Liabilities and Fund Equity	<u><u>185,313,355.98</u></u>	<u><u>172,484,569.38</u></u>

Jackson Municipal Airport Authority
Statement of Income and Expenses
September 30, 2023

	MONTH			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
INCOME						
AVIATION INCOME						
Security Surcharge	\$45,660.05	\$45,120.92	\$539.13	\$541,765.57	\$541,451.00	\$314.57
Aviation-Baggage Rentals	\$91,540.86	\$91,354.92	\$185.94	\$1,072,863.34	\$1,096,259.00	-\$23,395.66
Cargo Landing Fees	\$29,842.39	\$36,676.50	-\$6,834.11	\$419,571.33	\$440,118.00	-\$20,546.67
Hangar Rentals	\$13,437.76	\$16,812.67	-\$3,374.91	\$164,238.12	\$201,752.00	-\$37,513.88
Commercial Landings	\$258,774.48	\$234,533.75	\$24,240.73	\$3,008,618.79	\$2,814,405.00	\$194,213.79
Fuel Flowage Fees--JAN	\$7,582.12	\$6,193.01	\$1,389.11	\$88,020.56	\$74,316.10	\$13,704.46
Fuel Flowage Fees--HKS	\$1,880.45	\$2,412.58	-\$532.13	\$27,575.79	\$28,950.90	-\$1,375.11
Ground Handling	\$8,803.31	\$1,132.25	\$7,671.06	\$118,448.78	\$13,587.00	\$104,861.78
Jet Bridge Rentals	\$1,286.89	\$1,286.92	-\$0.03	\$15,442.68	\$15,443.00	-\$0.32
Bldg. Rentals-Non Terminal	\$13,764.72	\$11,798.33	\$1,966.39	\$165,176.64	\$141,580.00	\$23,596.64
Parking & Tie Downs	\$33.00	\$53.67	-\$20.67	\$443.00	\$644.00	-\$201.00
Offices/Space Rentals-Terminal	\$216,004.09	\$224,822.07	-\$8,817.98	\$2,553,935.26	\$2,697,864.89	-\$143,929.63
Ground Leases	\$22,336.23	\$26,129.58	-\$3,793.35	\$291,254.53	\$313,555.00	-\$22,300.47
Total Aviation Income	\$710,946.35	\$698,327.16	\$12,619.19	\$8,467,354.39	\$8,379,925.89	\$87,428.50
NON AVIATION INCOME						
Parking Garage	\$722,540.19	\$550,029.92	\$172,510.27	\$8,015,307.91	\$6,600,359.00	\$1,414,948.91
Bldg. Rentals - Non Terminal	\$57,532.98	\$54,855.50	\$2,677.48	\$690,396.76	\$658,266.00	\$32,130.76
Office/Space Rentals-Terminal	\$80,053.83	\$79,928.83	\$125.00	\$961,445.96	\$959,145.96	\$2,300.00
Ground Leases	\$52,446.45	\$41,298.08	\$11,148.37	\$510,418.71	\$495,577.00	\$14,841.71
Federal CARES ACT	\$614,958.00	\$315,504.00	\$299,454.00	\$6,780,588.00	\$3,786,048.00	\$2,994,540.00
Total Non Aviation Income	\$1,527,531.45	\$1,041,616.33	\$485,915.12	\$16,958,157.34	\$12,499,395.96	\$4,458,761.38
CONCESSION INCOME						
Concessions-Food & Beverage	\$11,147.20	\$12,500.00	-\$1,352.80	\$129,361.01	\$150,000.00	-\$20,638.99
Concessions-Gift & News	\$25,103.57	\$21,075.17	\$4,028.40	\$305,100.20	\$252,902.00	\$52,198.20
Concessions-Rent-A-Car's	\$434,824.76	\$264,913.00	\$169,911.76	\$3,448,931.39	\$3,178,956.00	\$269,975.39
Concessions-Other	\$73.63	\$3,073.67	-\$3,000.04	\$61,333.57	\$36,884.00	\$24,449.57
Total Concessions Income	\$471,149.16	\$301,561.83	\$169,587.33	\$3,944,726.17	\$3,618,742.00	\$325,984.17
JMAA SERVICE REVENUE						
JMAA ID Badges	\$4,350.00	\$2,321.42	\$2,028.58	\$27,752.00	\$27,857.00	-\$105.00
Fingerprinting	\$672.00	\$810.17	-\$138.17	\$12,524.00	\$9,722.00	\$2,802.00
Employee Parking Fees	\$5,387.85	\$5,944.33	-\$556.48	\$66,847.33	\$71,332.00	-\$4,484.67
Ground Transportation	\$10,872.00	\$10,039.25	\$832.75	\$128,682.00	\$120,471.00	\$8,211.00
Total Service Income	\$21,281.85	\$19,115.17	\$2,166.68	\$235,805.33	\$229,382.00	\$6,423.33
TOTAL INCOME	\$2,730,908.81	\$2,060,620.49	\$670,288.32	\$29,606,043.23	\$24,727,445.85	\$4,878,597.38
EXPENSES						
BOARD EXPENSES						
Board Business Meals	\$0.00	\$1,000.00	-\$1,000.00	\$7,923.90	\$12,000.00	-\$4,076.10
Board Registration	\$275.00	\$1,266.67	-\$991.67	\$4,800.00	\$15,200.00	-\$10,400.00
Board Consulting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Board Insurance	\$0.00	\$166.67	-\$166.67	\$0.00	\$2,000.00	-\$2,000.00
Board Per Diems	\$1,680.00	\$1,250.00	\$430.00	\$10,860.59	\$15,000.00	-\$4,139.41
Board Other Services/Supplies	\$0.00	\$283.33	-\$283.33	\$11,088.00	\$3,400.00	\$7,688.00
Board Travel	\$0.00	\$2,500.00	-\$2,500.00	\$7,980.16	\$30,000.00	-\$22,019.84
Total Board Expenses	\$1,955.00	\$6,466.67	-\$4,511.67	\$42,652.65	\$77,600.00	-\$34,947.35

Jackson Municipal Airport Authority
Statement of Income and Expenses
September 30, 2023

	MONTH			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
BUILDING EXPENSES						
Access Control	\$10,599.17	\$16,041.67	-\$5,442.50	\$12,867.58	\$192,500.00	-\$179,632.42
Building Repairs & Maintenance	\$3,796.00	\$14,166.67	-\$10,370.67	\$192,010.67	\$170,000.00	\$22,010.67
Cable/Satellite Services	\$363.79	\$800.67	-\$436.88	\$8,080.34	\$9,608.00	-\$1,527.66
Electrical Maintenance	\$0.00	\$5,333.33	-\$5,333.33	\$93,234.20	\$64,000.00	\$29,234.20
Electricity	\$87,759.89	\$78,833.33	\$8,926.56	\$1,090,404.59	\$946,000.00	\$144,404.59
Elevator/Escalator Maintenance	\$3,899.33	\$9,583.33	-\$5,684.00	\$61,275.80	\$115,000.00	-\$53,724.20
Emergency Operations	\$19,942.75	\$833.33	\$19,109.42	\$60,326.08	\$10,000.00	\$50,326.08
Garbage/Recycling	\$3,815.61	\$4,358.33	-\$542.72	\$44,775.07	\$52,300.00	-\$7,524.93
HVAC Maintenance	\$24,939.50	\$6,666.67	\$18,272.83	\$98,388.02	\$80,000.00	\$18,388.02
Jet Bridge Maintenance	\$9,504.00	\$10,833.33	-\$1,329.33	\$138,493.95	\$130,000.00	\$8,493.95
Landscaping	\$0.00	\$3,416.67	-\$3,416.67	\$95,165.00	\$41,000.00	\$54,165.00
Lighting Maintenance	\$4,429.02	\$11,000.00	-\$6,570.98	\$160,319.35	\$132,000.00	\$28,319.35
Gas Utility	\$3,284.81	\$9,125.00	-\$5,840.19	\$87,842.70	\$109,500.00	-\$21,657.30
Plumbing Maintenance	\$14.23	\$2,225.00	-\$2,210.77	\$37,857.54	\$26,700.00	\$11,157.54
Sewer	\$18,600.06	\$12,833.33	\$5,766.73	\$111,000.72	\$154,000.00	-\$42,999.28
Telephone/Wireless Utility	\$5,208.23	\$5,000.00	\$208.23	\$76,673.27	\$60,000.00	\$16,673.27
Water Utility	\$1,392.57	\$625.00	\$767.57	\$5,790.09	\$7,500.00	-\$1,709.91
Total Building Expenses	\$197,548.96	\$191,675.67	\$5,873.29	\$2,374,504.97	\$2,300,108.00	\$74,396.97
EMPLOYEE EXPENSES						
Salaries	\$537,777.50	\$646,949.00	-\$109,171.50	\$6,675,025.68	\$7,763,388.00	-\$1,088,362.32
Travel Income-Relocation Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Overtime	\$39,848.98	\$18,200.25	\$21,648.73	\$465,886.02	\$218,403.00	\$247,483.02
Contra Account- Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medicare	\$8,364.07	\$9,380.67	-\$1,016.60	\$101,276.22	\$112,568.02	-\$11,291.80
Social Security	\$35,263.93	\$40,110.76	-\$4,846.83	\$432,660.76	\$481,329.12	-\$48,668.36
Unemployment Benefits	\$0.00	\$0.00	\$0.00	\$6,952.04	\$0.00	\$6,952.04
LTD and Disability Insurance	\$7,017.93	\$8,687.42	-\$1,669.49	\$83,566.78	\$104,249.00	-\$20,682.22
Employee Medical Benefits	\$83,592.60	\$58,974.46	\$24,618.14	\$884,416.77	\$707,693.52	\$176,723.25
Dependent Medical Benefits	\$6,789.82	\$9,926.17	-\$3,136.35	\$119,602.80	\$119,114.00	\$488.80
Employee Dental Benefits	\$4,109.76	\$1,995.67	\$2,114.09	\$38,037.03	\$23,948.00	\$14,089.03
Dependent Dental Benefits	\$200.89	\$1,076.50	-\$875.61	\$8,666.98	\$12,918.00	-\$4,251.02
Pension Expense	\$100,506.92	\$106,794.33	-\$6,287.41	\$1,238,788.72	\$1,281,532.00	-\$42,743.28
Deferred Compensation	\$8,068.24	\$9,955.75	-\$1,887.51	\$107,674.01	\$119,469.00	-\$11,794.99
Cafeteria Plan Flexible Spending	\$465.00	\$583.33	-\$118.33	\$4,075.50	\$7,000.00	-\$2,924.50
Other Working Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Business Meals/Food&Bev.	\$479.07	\$4,142.42	-\$3,663.35	\$43,117.66	\$49,709.00	-\$6,591.34
Dues & Registration Fees	\$9,852.33	\$5,451.62	\$4,400.71	\$50,317.80	\$65,419.45	-\$15,101.65
Other Employee Costs	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
Medical Screening	\$859.00	\$2,566.67	-\$1,707.67	\$20,027.50	\$30,800.00	-\$10,772.50
Training	\$2,916.25	\$9,961.33	-\$7,045.08	\$75,268.50	\$119,536.00	-\$44,267.50
Tuition Reimbursement	\$2,928.00	\$1,808.33	\$1,119.67	\$9,190.14	\$21,700.00	-\$12,509.86
Travel Expense	-\$1,898.08	\$11,513.67	-\$13,411.75	\$43,524.45	\$138,164.00	-\$94,639.55
Uniforms	\$7,972.27	\$3,041.67	\$4,930.60	\$53,996.95	\$36,500.00	\$17,496.95
Total Employee Expenses	\$855,114.48	\$951,120.01	-\$96,005.53	\$10,462,172.31	\$11,413,440.11	-\$951,267.80
EQUIPMENT						
Communications Equipment	\$820.00	\$7,083.33	-\$6,263.33	\$75,028.94	\$85,000.00	-\$9,971.06
Communications Eq. Maintenance	\$0.00	\$416.67	-\$416.67	\$6,885.00	\$5,000.00	\$1,885.00
Computer Maintenance	\$11,737.91	\$833.33	\$10,904.58	\$12,582.91	\$10,000.00	\$2,582.91
Computer Equipment	\$1,098.30	\$11,647.42	-\$10,549.12	\$87,569.82	\$139,769.00	-\$52,199.18
Other Equipment Maintenance	\$8,370.87	\$3,208.33	\$5,162.54	\$42,808.33	\$38,500.00	\$4,308.33
Minor Equipment & Appliance	\$4,947.22	\$7,750.00	-\$2,802.78	\$40,582.60	\$93,000.00	-\$52,417.40
Office Equipment Maintenance	\$0.00	\$375.83	-\$375.83	\$3,910.00	\$4,510.00	-\$600.00

Jackson Municipal Airport Authority
Statement of Income and Expenses
September 30, 2023

	MONTH			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
Rentals	\$6,219.01	\$6,291.67	-\$72.66	\$49,643.84	\$75,500.00	-\$25,856.16
Tractor/Lawn Equipment Maintenance	\$1,290.20	\$7,083.33	-\$5,793.13	\$68,616.51	\$85,000.00	-\$16,383.49
Vehicle Maintenance	\$4,267.90	\$7,344.92	-\$3,077.02	\$58,499.99	\$88,139.00	-\$29,639.01
Total Equipment	\$38,751.41	\$52,034.83	-\$13,283.42	\$446,127.94	\$624,418.00	-\$178,290.06
MISCELLANEOUS EXPENSES						
JMAA Sponsorships	\$0.00	\$1,666.67	-\$1,666.67	\$11,251.00	\$20,000.00	-\$8,749.00
Total Miscellaneous Expense	\$0.00	\$1,666.67	-\$1,666.67	\$11,251.00	\$20,000.00	-\$8,749.00
SERVICES						
Advertising	\$4,416.75	\$14,583.33	-\$10,166.58	\$129,941.22	\$175,000.00	-\$45,058.78
Auditing Fees/CPA Services	\$17,441.50	\$6,250.00	\$11,191.50	\$111,941.50	\$75,000.00	\$36,941.50
Bank Fees/Credit Monitoring Fee	\$32,216.56	\$14,166.67	\$18,049.89	\$299,213.52	\$170,000.00	\$129,213.52
Consulting Fees	\$90,737.68	\$60,916.67	\$29,821.01	\$921,581.13	\$731,000.00	\$190,581.13
Engineering/Architecture	\$6,975.84	\$33,591.33	-\$26,615.49	\$250,787.87	\$403,096.00	-\$152,308.13
Engineering Reimbursables	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance	\$50,935.49	\$57,371.50	-\$6,436.01	\$664,055.20	\$688,458.00	-\$24,402.80
Legal Fees	\$54,776.65	\$50,000.00	\$4,776.65	\$565,172.14	\$600,000.00	-\$34,827.86
GAT Security Screening	\$5,988.28	\$6,250.00	-\$261.72	\$75,740.37	\$75,000.00	\$740.37
Parking Lot Fee	\$0.00	\$0.00	\$0.00	\$4,629.20	\$0.00	\$4,629.20
Licenses & Permits	\$0.00	\$125.00	-\$125.00	\$240.00	\$1,500.00	-\$1,260.00
Other Services	\$53,665.60	\$76,786.92	-\$23,121.32	\$564,533.60	\$921,443.00	-\$356,909.40
Internet Services	\$2,570.99	\$5,833.33	-\$3,262.34	\$29,528.96	\$70,000.00	-\$40,471.04
Postage	\$10.26	\$591.67	-\$581.41	\$3,852.17	\$7,100.00	-\$3,247.83
Publications & Subscriptions	\$0.00	\$241.67	-\$241.67	\$1,404.00	\$2,900.00	-\$1,496.00
Temporary Employment Services	\$0.00	\$2,916.67	-\$2,916.67	\$258.68	\$35,000.00	-\$34,741.32
Towing Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Services	\$319,735.60	\$329,624.75	-\$9,889.15	\$3,622,879.56	\$3,955,497.00	-\$332,617.44
SUPPLIES						
Chemicals	\$0.00	\$2,916.67	-\$2,916.67	\$5,592.11	\$35,000.00	-\$29,407.89
Computer Supplies	\$0.00	\$83.33	-\$83.33	\$824.82	\$1,000.00	-\$175.18
Software	\$59,127.62	\$62,351.75	-\$3,224.13	\$709,361.28	\$748,221.00	-\$38,859.72
Diesel	\$3,876.87	\$1,700.00	\$2,176.87	\$33,150.56	\$20,400.00	\$12,750.56
Gasoline	\$8,587.85	\$7,591.67	\$996.18	\$96,315.40	\$91,100.00	\$5,215.40
Janitorial Supplies	\$3,920.43	\$8,991.67	-\$5,071.24	\$136,894.20	\$107,900.00	\$28,994.20
Office Supplies	\$5,123.78	\$5,519.00	-\$395.22	\$41,570.81	\$66,228.00	-\$24,657.19
Other Supplies	\$829.64	\$4,941.25	-\$4,111.61	\$55,726.85	\$59,295.00	-\$3,568.15
Total Supplies	\$81,466.19	\$94,095.33	-\$12,629.14	\$1,079,436.03	\$1,129,144.00	-\$49,707.97
TOTAL OPERATING EXPENSES	\$1,494,571.64	\$1,626,683.93	-\$132,112.29	\$18,039,024.46	\$19,520,207.11	-\$1,481,182.65
NET OPERATING INCOME (LOSS)	\$1,236,337.17	\$433,936.56	\$802,400.61	\$11,567,018.77	\$5,207,238.74	\$6,359,780.03
CAPITAL & OTHER INCOME						
Interest Income	\$78,947.83	\$2,869.35	\$76,078.48	\$510,936.68	\$34,432.20	\$476,504.48
Other Income	\$12,239.78	\$166.67	\$12,073.11	\$97,564.53	\$2,000.00	\$95,564.53
Seizure Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TSA Grant Revenue	\$18,000.00	\$18,250.00	-\$250.00	\$218,960.00	\$219,000.00	-\$40.00
Federal Grant Revenue	\$142,593.73	\$166,500.00	-\$23,906.27	\$2,833,888.43	\$1,998,000.00	\$835,888.43
MS State Grant Revenue	\$2,210.50	\$2,491.25	-\$280.75	\$7,659.34	\$29,895.00	-\$22,235.66
PFC Revenue	\$281,001.02	\$200,608.00	\$80,393.02	\$3,070,189.57	\$2,407,296.00	\$662,893.57
CFC Revenue	\$284,680.33	\$178,141.75	\$106,538.58	\$2,870,384.88	\$2,137,701.00	\$732,683.88
Total Capital & Other Income	\$819,673.19	\$569,027.02	\$250,646.17	\$9,609,583.43	\$6,828,324.20	\$2,781,259.23
OTHER EXPENSES						
Depreciation Expense	\$1,134,279.86	\$880,859.52	\$253,420.35	\$10,724,951.26	\$10,570,314.18	\$154,637.08
Interest Expense	\$54,170.71	\$62,247.83	-\$8,077.12	\$649,813.56	\$746,974.00	-\$97,160.44
Total Other Expenses	\$1,188,450.57	\$943,107.35	\$245,343.22	\$11,374,764.82	\$11,317,288.18	\$57,476.64

Jackson Municipal Airport Authority
Statement of Income and Expenses
September 30, 2023

	MONTH			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
NET INCOME (LOSS)	\$867,559.79	\$59,856.23	\$807,703.56	\$9,801,837.38	\$718,274.76	\$9,083,562.62

Invoice Docket Analysis for September 2023

The Invoice Docket \$1,605,349.83 summary of payments include the following departments:

Executive	\$196,060.61
IT	\$ 42,777.75
Maintenance	\$163,805.61
Facilities	\$157,762.85
Police	\$ 6,442.15
Finance	\$ 29,847.66
Properties	\$638,999.42
Public Relations	\$ 4,703.19
Human Resources	\$ 8,106.98
Procurement	\$ 10,831.00
Capital Program	\$343,682.25 (Projects)

This amount is composed of Operations \$1,261,667.58, FAA/PFC Funded \$326,175.64
JMAA Funded \$17,506.61

The expenses that were not a part of normal operations for the departments in September 2023 include:

Properties Department:

Porters Insurance \$613,999.42 This is an annual renewal policy that mainly covers General Liability, Directors/Officers, Property, Crime, Vehicle, Cyber, Aviation
Legacy Land \$25,000 Timber Study

IT Department:

Civix GCR Tadera \$19,328.00 ABRM Tenant Portal Upgrade

Executive:

Dale Partners \$20,000 Legal Settlement

Finance:

Unison Consulting \$16,714.50 August and \$11,140.00 September Consulting services on PFC 8 and 9, FY2024 Budget and Airline Rate and Charges.

Jackson Municipal Airport Authority
Invoice Docket
September 30, 2023

Claim No.	Warrant No.	Claimant	Amount Operating	Category	Funded Projects	JMAA Projects
102633	61445	Delta Business Journal	600.00	Advertisement		
		Full Page ad Sep23 \$600.00		Advertisement		
102693	61505	T Enterprise dba A2Z Printing	236.44	Advertisement		
		JET-A Banner \$236.44		Advertisement		
102601	61413	AceApplications, LLC	1,450.00	Computer		
		Monthly website hosting Sep23 \$1,450.00		Computer		
102612	61424	Archetype SC, Inc	11,114.25	Computer		
		Cybersecurity Protection System Sep23 \$11,114.25		Computer		
102617	61429	Benecome Technologies	6,292.00	Computer		
		Barracuda Cloud Archiving Srvc. Sharepoint/OneDrive \$6,292.00		Computer		
102626	61438	CDW, LLC dba CDW Government, LLC	1,098.30	Computer		
		Tripp Lite Power Strip Rackmount Metal 120V 5-15R \$1,098.30		Computer		
102631	61443	Communications International, Inc.	1,749.00	Computer		
		Diagnose/Repair (3) M/Tower Radio \$1,749.00		Computer		
102632	61444	CT4 US LLC	600.00	Computer		
		Microsoft 365 System Backup License Oct23 \$600.00		Computer		
102646	61458	GCR, Inc.	585.00	Computer		
		Service Labor 3hrs June23 \$585.00		Computer		
102650	61462	Interstate Telecommunications, Inc	59.00	Computer		
		Baggage Claims Payphones Aug2023 \$59.00		Computer		
102652	61464	JAMF Software, LLC	4,710.00	Computer		
		JAMF APPLE Mobile Device Mgmt. Software \$4,710.00		Computer		
102664	61476	Maze, LLC	770.00	Computer		
		Gate 17 Intercom/Paging System Network Cabling \$770.00		Computer		
102668	61480	Metro Communications	55.00	Computer		
		Profusion on premise unit Sep23 \$55.00		Computer		
102686	61498	SBC Telecom, Inc./SBC Long Distance	1,745.16	Computer		
		Telephone Services May22 \$872.58		Computer		
		Telephone Services Sep23 \$872.58		Computer		
102688	61500	Service Plus Communications	310.00	Computer		
		Monthly Maintenance for Oct23 \$310.00		Computer		
102691	61503	Southern Billing Service, LLC	1,411.95	Computer		
		STC SIP Service October 2023 \$1,411.95		Computer		
102692	61504	Southern Telecommunications Co. LLC	872.48	Computer		
		Utility: Phone Service Sept 27-Oct 26 \$872.48		Computer		
102695	61507	Telepak Networks, Inc.	2,570.99	Computer		
		Wireless Service Sep23 \$2,570.99		Computer		
102704	61516	Vertiv Corporation	11,737.91	Computer		
		UPS Battery Replacement Due to 5-Yr End of Life \$11,737.91		Computer		
102705	61517	Vital Records Holdings	37.50	Computer		
		Media Storage for September2023 \$37.50		Computer		
102712	61524	GCR, Inc.	19,328.00	Computer		
		CIVIX/ABRM Tenant Portal Online \$19,328.00		Computer		
102606	61418	Airways Consulting, LLC	8,333.33	Consulting		
		Airways Service Consulting Sep23 \$8,333.33		Consulting		
102619	61431	BMEI Business Solutions LLC	9,216.19	Consulting		
		Commercial Management (S.W.A.T.) Oct23 \$9,216.19		Consulting		
102623	61435	Carolyn DuPre, CPA	12,000.00	Consulting		
		Monthly Financial Counseling Sep23 \$12,000.00		Consulting		
102639	61451	Elevate Government Affairs, LLC	8,333.00	Consulting		
		Government Relations Sep23 \$8,333.00		Consulting		
102685	61497	Roosevelt Daniels III	24,999.99	Consulting		
		Government Affair Fees July2023 \$8,333.33		Consulting		

Jackson Municipal Airport Authority
Invoice Docket
September 30, 2023

Claim No.	Warrant No.	Claimant	Amount Operating	Category	Funded Projects	JMAA Projects
		Government Affair Fees Aug2023 \$8,333.33		Consulting		
		Government Affair Fees Sep2023 \$8,333.33		Consulting		
102703	61515	Unison Consulting, Inc.	27,855.17	Consulting		
		Financial Consulting Aug2023 \$16,714.50		Consulting		
		Financial Consulting Sep2023 \$11,140.67		Consulting		
102679	61491	Porters Insurance Agency	613,999.42	Insurance		
		Prepaid Insurance FY2024 \$613,999.42		Insurance		
102690	61502	Southern Admin & Benefits Cons	465.00	Insurance		
		Cafeteria plan \$465.00		Insurance		
102616	61428	Baker Donelson	372.00	Legal		
		General Representation Sep23 East Metro Corridor Commision \$372.00		Legal		
102625	61437	Carson Law Group, PLLC	20,117.15	Legal		
		Legal Fees May23 \$941.00		Legal		
		Legal Fees June23 \$1,585.85		Legal		
		Legal Fees May23-Aug23 \$3,559.24		Legal		
		Legal Fees May23-Aug23 \$14,031.06		Legal		
102696	61508	The May Law Firm, PLLC	34,287.50	Legal		
		Legal Services Aug23 \$34,287.50		Legal		
102713	61525	Dale Partners Architects, P.A.	20,000.00	Legal		
		Mutual Settlement & Release Agreement		Legal		
		Gate 2 Replacement June23		Maintenance/Repair		
102610	61422	Allen Enterprises, Inc.	4,429.02	Maintenance/Repair		
		LED Runway Lights for JAN freight charge \$39.00		Maintenance/Repair		
		LED W/ BLUE GLASS LENS \$4,390.02		Maintenance/Repair		
102613	61425	ASSA ABLOY Entrance Systems US Inc.	3,316.00	Maintenance/Repair		
		Sliding door Service Call 9/8/23 \$3,316.00		Maintenance/Repair		
102615	61427	B&G Auto Sales LLC	936.55	Maintenance/Repair		
		Repairs to 2012 Dodge Charger Pursuit \$936.55		Maintenance/Repair		
102624	61436	Carr Plumbing	168.75	Maintenance/Repair		
		Filters for FAA Water Fountain \$168.75		Maintenance/Repair		
102634	61446	Deviney Equipment	175.71	Maintenance/Repair		
		Plug \$17.03		Maintenance/Repair		
		Tractor Parts \$158.68		Maintenance/Repair		
102637	61449	Dynergy Solutions, LLC	4,251.00	Maintenance/Repair		
		Emergency - Repairs to Gate 4's Door \$4,251.00		Maintenance/Repair		
102654	61466	Johnson Controls Fire Protection LP	18.00	Maintenance/Repair		
		Extinguisher Inspection Sep23 \$18.00		Maintenance/Repair		
102655	61467	Johnson Controls, Inc.	2,006.00	Maintenance/Repair		
		8hrs Service - Troubleshoot System Controls \$2,006.00		Maintenance/Repair		
102656	61468	Johnson Controls, Inc.	10,891.00	Maintenance/Repair		
		HVAC Chiller Service May23-July23 \$3,479.25		Maintenance/Repair		
		HVAC Chiller Service Aug23-Oct23 \$3,479.25		Maintenance/Repair		
		HiD Keypad Reader/Bldg. Security Access Control \$3,932.50		Maintenance/Repair		
102657	61469	Johnstone Supply of Jackson	345.00	Maintenance/Repair		
		Refrigerant for Command Post \$345.00		Maintenance/Repair		
102658	61470	Johnstone Supply of Jackson	52.71	Maintenance/Repair		
		Clear Caulking Silicone \$52.71		Maintenance/Repair		
102662	61474	LEC, Inc.	2,270.00	Maintenance/Repair		
		Data Plan and iQ2 Annual Node Fee Well #1, #2, & #3 \$2,220.00		Maintenance/Repair		
		Power Supply \$50.00		Maintenance/Repair		
102666	61478	Mel Luna Saw Co.	1,533.15	Maintenance/Repair		
		Mower Parts \$1,231.23		Maintenance/Repair		
		Blade Bolts & Washers \$41.94		Maintenance/Repair		

Jackson Municipal Airport Authority
Invoice Docket
September 30, 2023

Claim No.	Warrant No.	Claimant	Amount Operating	Category	Funded Projects	JMAA Projects
		Repair on REDMAX CZT72X \$259.98		Maintenance/Repair		
102667	61479	Metro Building Services Inc.	22,933.50	Maintenance/Repair		
		Maintenance on cooler unit \$437.50		Maintenance/Repair		
		Replace Condenser Water Pump 9/29 \$22,496.00		Maintenance/Repair		
102673	61485	Genuine Parts Company	3,528.35	Maintenance/Repair		
		Batteries for Vehicles \$422.29		Maintenance/Repair		
		Parts for 2005 Ford F-250 Truck \$507.92		Maintenance/Repair		
		Parts for 2005 Ford F-250 Truck VIN 1FTSF20P96EA1 \$603.96		Maintenance/Repair		
		NAPA Proformer Air Filter part #SFI29883 \$63.96		Maintenance/Repair		
		Parts for 2012 Jeep Liberty \$207.99		Maintenance/Repair		
		NAPA Air Compressor 300 LPM, 12V \$449.97		Maintenance/Repair		
		Core Deposit \$18.00		Maintenance/Repair		
		Parts for 2016 Ford Taurus \$544.36		Maintenance/Repair		
		P. Minor 2020 Ford F150-Oil Chng & Brake Pad/Roto \$709.90		Maintenance/Repair		
102682	61494	Rick's Pro Truck, Inc	3,138.00	Maintenance/Repair		
		It Truck Bed Cover and Install \$3,138.00		Maintenance/Repair		
102687	61499	Schindler Elevator Corp.	3,899.33	Maintenance/Repair		
		West Escalator Service Call 9/15 \$1,449.77		Maintenance/Repair		
		Elevator/Escalator Service 9/30 \$1,699.68		Maintenance/Repair		
		Give access to plumber for pit access 6/12 \$749.88		Maintenance/Repair		
102694	61506	Taylor Sudden Services, Inc.	9,907.50	Maintenance/Repair		
		After Hours Services for Generator \$267.50		Maintenance/Repair		
		Generator Rental \$9,640.00		Maintenance/Repair		
102699	61511	Tony Watson Electric	825.00	Maintenance/Repair		
		Emergency Purchase - Install Breaker for Generator \$825.00		Maintenance/Repair		
102706	61518	Waring Oil. Company LLC	929.00	Maintenance/Repair		
		STICJ #: 504055 (CHEV DELO GEAR EP-5 80W90; 55 GAL) \$929.00		Maintenance/Repair		
102628	61440	Chamber of Flowood & Visitor Center	500.00	Marketing		
		Corporate Sponsorship Package \$500.00		Marketing		
102648	61460	Hinds Community College	1,500.00	Marketing		
		hinds Athletics Golf Tournament \$1,500.00		Marketing		
102659	61471	Kentwood Water	52.96	Meals		
		Drinking Fountain Water Sep23 \$52.96		Meals		
102602	61414	ACINA	21,150.00	Membership		
		Airport Membership Dues \$21,150.00		Membership		
102611	61423	American Association of Airport Exc	3,245.00	Membership		
		Digicast for Jan23 \$385.00		Membership		
		Digicast for March23 \$385.00		Membership		
		Digicast for April23 \$385.00		Membership		
		Digicast for May23 \$385.00		Membership		
		Digicast for Sept23 \$385.00		Membership		
		Digicast for Nov23 \$385.00		Membership		
		Digicast for Dec23 \$385.00		Membership		
		Membership for John Sharp Dec23-Nov24 \$275.00		Membership		
		Membership for Rosa Beckett Oct23-Sep24 \$275.00		Membership		
102671	61483	MS Airports Association	6,000.00	Membership		
		MS Airport Association Renewal \$6,000.00		Membership		
102681	61493	Rica Lewis-Payton	320.00	Per Diem		
		Per Diem Emergency Board Meeting 8/10 \$40		Per Diem		
		Per Diem Pre Work Session 8/17 \$40.00		Per Diem		
		Per Diem Work Session 8/24 \$40.00		Per Diem		
		Per Diem Regular Board Meeting 8/28 \$40.00		Per Diem		
		Per Diem Board Retreat 9/15 \$40.00		Per Diem		

Jackson Municipal Airport Authority
Invoice Docket
September 30, 2023

Claim No.	Warrant No.	Claimant	Amount Operating	Category	Funded Projects	JMAA Projects
		Per Diem Board Retreat 9/16 \$40.00		Per Diem		
		Per Diem Work Session 9/21 \$40.00		Per Diem		
		Per Diem Regular Board Meeting 9/25 \$40.00		Per Diem		
102683	61495	Rickey Jones	280.00	Per Diem		
		Per Diem Emergency Board Meeting 8/10 \$40		Per Diem		
		Per Diem MS Policy Conference 8/11 \$40.00		Per Diem		
		Per Diem MS Policy Conference 8/12 \$40.00		Per Diem		
		Per Diem MS Policy Conference 8/13 \$40.00		Per Diem		
		Per Diem Budget Hearing meeting 8/14 \$40.00		Per Diem		
		Per Diem Work Session 8/24 \$40.00		Per Diem		
		Per Diem Regular Board Meeting 8/28 \$40.00		Per Diem		
102689	61501	Sharon F. Bridges, ESQ	600.00	Per Diem		
		Per Diem Emergency Board Meeting 8/10 \$40		Per Diem		
		Per Diem MS Policy Conference 8/11 \$40.00		Per Diem		
		Per Diem MS Policy Conference 8/12 \$40.00		Per Diem		
		Per Diem MS Policy Conference 8/13 \$40.00		Per Diem		
		Per Diem Pre Work Session 8/17 \$40.00		Per Diem		
		Per Diem Work Session 8/24 \$40.00		Per Diem		
		Per Diem Regular Board Meeting 8/28 \$40.00		Per Diem		
		Per Diem Meeting w/ The Group DC 7/10 \$40.00		Per Diem		
		Per Diem Pre Work Session 7/17 \$40.00		Per Diem		
		Per Diem Work Session 7/20 \$40.00		Per Diem		
		Per Diem Regular Board Meeting 7/24 \$40.00		Per Diem		
		Per Diem Board Retreat & Pre-work Session 9/15 \$40.00		Per Diem		
		Per Diem Board Retreat 9/16 \$40.00		Per Diem		
		Per Diem Work Session 9/21 \$40.00		Per Diem		
		Per Diem Regular Board Meeting 9/25 \$40.00		Per Diem		
102707	61519	Warren T. Herring	480.00	Per Diem		
		Per Diem Board Retreat 9/15 \$40.00		Per Diem		
		Per Diem Board Retreat 9/16 \$40.00		Per Diem		
		Per Diem Work Session 9/21 \$40.00		Per Diem		
		Per Diem Regular Board Meeting 9/25 \$40.00		Per Diem		
		Per Diem Emergency Board Meeting 8/10 \$40		Per Diem		
		Per Diem Pre Work Session 8/17 \$40.00		Per Diem		
		Per Diem Work Session 8/24 \$40.00		Per Diem		
		Per Diem Regular Board Meeting 8/28 \$40.00		Per Diem		
		Per Diem Meeting w/ Cindy Hyde-Smith 7/31 \$40.00		Per Diem		
		Per Diem Pre Work Session & Special Board Meeting \$40.00		Per Diem		
		Per Diem Work Session 7/20 \$40.00		Per Diem		
		Per Diem Regular Board Meeting 7/24 \$40.00		Per Diem		
102649	61461	Home Theater Solutions, LLC		Projects	23,718.79	
		TV Replacements - West Concourse \$23,718.79		Projects		
102603	61415	Aero BridgeWorks, Inc	9,504.00	Projects	52,975.00	
		Jetbridge Maintenance \$9,504.00		Projects		
102608	61420	Allen & Hoshall, PLLC.		Projects	31,098.75	3,813.75
		Rehab T/W B at HKS Sep23 \$31,098.75		Projects		
		Ramp Expansion Gate 16 & 18 \$3,813.75		Projects		
102609	61421	Allen Engineering and Science		Projects		13,692.86
		JMAA Engineering Services Sep23 \$13,692.86		Projects		
102638	61450	EJES		Projects	37,366.76	
		W Concourse Roof Replacement Sep23 \$3,472.66		Projects		
		HKS Drainage Assessment Sep23 \$33,894.10		Projects		
102663	61475	M&S Roofing Company, Inc		Projects	155,900.06	

Jackson Municipal Airport Authority
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Claim No.	Warrant No.	Claimant	Amount Operating	Category	Funded Projects	JMAA Projects
		West Concourse Sep23 \$155,900.06		Projects		
102675	61487	Neel-Schaffer, Inc.		Projects	25,116.28	
		Rehab of T/W @ JAN Sep23 \$5,009.25		Projects		
		Rehab of T/W @ JAN Sep23 \$20,107.03		Projects		
102604	61416	Airgas, Inc.	299.58	Rental		
		Cylinder Rental September23 \$270.99		Rental		
		Cylinder Rental @ HKS September23 \$28.59		Rental		
102684	61496	Robert J Young Company Inc.	4,495.60	Rental		
		Ricoh Printer Rental Jun23 \$1,798.40		Rental		
		Ricoh Printer Rental Sep23 \$1,798.40		Rental		
		Ricoh Printer Rental Oct23 \$898.80		Rental		
102605	61417	Airline Data Inc, LLC DBA Data Base Products	1,400.00	Services		
		Support Renewal for October 2023 \$1,400.00		Services		
102614	61426	Axon Enterprise, Inc.	2,331.00	Services		
		Police, Correctional facility & Security access \$2,331.00		Services		
102640	61452	Enmon Enterprises	4,420.00	Services		
		Window Cleaning Services (FAA Tower Cab) \$4,420.00		Services		
102644	61456	Forvis, LLP	17,441.50	Services		
		FY22 Financial Audit Final Billing \$17,441.50		Services		
102645	61457	GAT Airline Ground Support, Inc.	5,988.28	Services		
		Ground Security for Sep23 \$5,988.28		Services		
102647	61459	Green Oak Garden Center, LLC	1,150.00	Services		
		Monthly Indoor Plant Maint. Sep23 \$1,150.00		Services		
102660	61472	Laborchex, Inc.	831.23	Services		
		Background Screening for Sep 1-16 \$831.23		Services		
102661	61473	Laborchex, Inc.	278.75	Services		
		Background Screening for Sep 16-30 \$278.75		Services		
102665	61477	MEA Primary Care Plus, LLC dba MEA Drug Testing	359.00	Services		
		Drug Screening Sep23		Services		
102669	61481	Michael Baker International, Inc.	6,200.00	Services		
		IDDE Certification \$6,200.00		Services		
102672	61484	MS State Dept. of Health	480.00	Services		
		Boiler and Pressure Vessel Inspection \$480.00		Services		
102680	61492	Redd Pest Control Company of Gulfport, Inc.	302.40	Services		
		Monthly Pest Service August 2023 \$302.40		Services		
102700	61512	Total Administration Services Corporation	190.90	Services		
		ACA Employer Reporting Oct23 \$190.90		Services		
		UMB Dry Cleaning Safeway \$25.00		Services		
		UMB Dry Cleaning Elit \$219.00		Services		
102710	61522	William Criss Lott, Ph.D.	500.00	Services		
		LEO Evaluation & Report 9/14/23 on Angela Adams \$500.00		Services		
102620	61432	Business and Office Konnections	1,819.00	Supplies		
		Janitorial Supplies \$1,819.00		Supplies		
102621	61433	Business and Office Konnections	1,904.00	Supplies		
		Custodial Supplies \$720.00		Supplies		
		Custodial Supplies \$1,184.00		Supplies		
102622	61434	Capital Industrial Products	96.90	Supplies		
		Hose Assembly \$96.90		Supplies		
102629	61441	Chris Haynes Electric Supply	1,198.71	Supplies		
		1 WMC103G WMC 10 3C WG 250 M \$1,053.55		Supplies		
		Electrical Maintenance Supplies \$145.16		Supplies		
102635	61447	Dickerson Petroleum	26,809.62	Supplies		

Jackson Municipal Airport Authority
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September 30, 2023

Claim No.	Warrant No.	Claimant	Amount Operating	Category	Funded Projects	JMAA Projects
		Gasoline Fuel for re-stock at JAN/HKS \$26,809.62		Supplies		
102642	61454	Federal Express Corp.	10.26	Supplies		
		Postage for Sep23 \$10.26		Supplies		
102643	61455	Flowood Mac Haik CDJR LTD	800.00	Supplies		
		Floor Mats for Police Cars \$800.00		Supplies		
102651	61463	Jackson Paper Company	2,275.15	Supplies		
		Custodial Supplies \$2,275.15		Supplies		
102670	61482	Mid-South Uniform & Supply Inc.	108.81	Supplies		
		Item #44H100BK-R SERPA AUTO LOCK \$108.81		Supplies		
102674	61486	National Business Furniture	6,306.86	Supplies		
		Writing Desk/Ergonomic Chairs for Ms. Morgan \$569.19		Supplies		
		Office Furniture for Badging Office \$1,249.03		Supplies		
		25 Office Chairs for IT Dept. \$4,488.64		Supplies		
102676	61488	Petroleum Equipment Company	43,831.02	Supplies		
		Swivel for Fuel Pump \$40.02		Supplies		
		Replace Island Card Readers \$42,060.00		Supplies		
		Fuel Island Cellular Data Interface \$1,731.00		Supplies		
102677	61489	Petty Cash JMAA	406.16	Supplies		
		Petty Cash Consolidation 9/10-10/9 \$406.16		Supplies		
102678	61490	Pollchaps, LLC	1,866.75	Supplies		
		T-Shirts for 60th Anniversary \$1,866.75		Supplies		
102698	61510	Thomas L. Hearn dba Belt Warehouse	51.00	Supplies		
		Tri-Jet Exhaust fan bels \$51.00		Supplies		
102701	61513	UMB	6,325.14	Supplies		
		UMB Postage Machine Ink \$230.98		Supplies		
		UMB Safe for HR Director \$349.98		Supplies		
		UMB American Flag 10x15 ft: Longest Lasting US Flag, M \$215.90		Supplies		
		UMB Office Supplies \$18.81		Supplies		
		UMB Maximum - 5.2-cu ft Standard-depth Built-In Mini \$798.00		Supplies		
		UMB True Grit Hand Cleanser / HKS \$77.11		Supplies		
		UMB Tools/ Telvis Williams \$421.51		Supplies		
102709	61521	Wheeler's Janitorial Supplies & Equipment, Inc	514.50	Supplies		
		Custodial Supplies \$514.50		Supplies		
102711	61523	ZYAA, Inc	996.50	Supplies		
		Custodial Supplies \$620.00		Supplies		
		Custodial Supplies \$376.5		Supplies		
102653	61465	Jerone Benjamin	2,928.00	Tuition		
		Tuition Reimbursement \$2,928.00		Tuition		
102697	61509	The Southern Connection Police Supplies, LLC	5,642.15	Uniforms		
		JMAA Police Patches \$462.00		Uniforms		
		Parking Uniform shirt size small \$162.00		Uniforms		
		Chief Derrick Cubit Large ID Pan \$1,409.63		Uniforms		
		FLEXRS S/S SUPERSHIRT NAVY \$3,608.52		Uniforms		
102702	61514	UniFirst Corporation	1,694.18	Uniforms		
		Uniforms: HKS September2023 \$46.24		Uniforms		
		Uniforms: Custodial September2023 \$97.67		Uniforms		
		Uniforms: Maintenance September2023 \$624.43		Uniforms		
		Uniforms: HKS Sep2023 \$46.24		Uniforms		
		Uniforms: Custodial September2023 \$88.82		Uniforms		
		Uniforms: Maintenance Sep2023 \$172.81		Uniforms		
		Uniforms: HKS Sep2023 \$78.92		Uniforms		
		Uniforms: Maintenance Sep2023 \$156.82		Uniforms		

Jackson Municipal Airport Authority
Invoice Docket
September 30, 2023

Claim No.	Warrant No.	Claimant	Amount Operating	Category	Funded Projects	JMAA Projects
		Uniforms: Custodial Sep2023 \$88.82		Uniforms		
		Uniforms: HKS Oct23 \$45.92		Uniforms		
		Uniforms: Maintenance Oct23 \$158.67		Uniforms		
		Uniforms: Custodial Oct23 \$88.82		Uniforms		
102618	61430	BFI Waste Services of Jackson, LLC	3,815.61	Utilities		
		Trash Removal @ JAN Sep23 \$3,384.27		Utilities		
		Trash Removal @ HKS Sep23 \$41.34		Utilities		
		Trash Removal @ JAN Sep23 \$390.00		Utilities		
102627	61439	Centerpoint Energy	1,758.06	Utilities		
		Utility: Gas @ 100 Freightways \$117.97		Utilities		
		Utility: Gas @ 126 S Hangar Dr \$32.01		Utilities		
		Utility: Gas @ 125 Freightways Dr \$32.01		Utilities		
		Utility: Gas @ 100 Freightways \$1,576.07		Utilities		
102630	61442	City Services	1,413.96	Utilities		
		Utility: Water 533 Terminal Dr Mar23 \$392.43		Utilities		
		Utility: Water 533 Terminal Dr. Apr23 \$449.35		Utilities		
		Utility: Water 533 Terminal Dr. May23 \$407.09		Utilities		
		Utility: Water 550 W Ramp Rd Sep23 \$116.08		Utilities		
		Utility: Water 533 Terminal Dr Sep23 \$49.01		Utilities		
102636	61448	DirecTV, LLC	363.79	Utilities		
		TV Access Fee Sep23 100 International \$107.00		Utilities		
		TV Access Fee Sep23 HKS \$256.79		Utilities		
102641	61453	Entergy	91,865.95	Utilities		
		Utility: Electric for JAN Aug23 \$91,865.95		Utilities		
		Utility: Electric HKS Sep23 \$90.86		Utilities		
102708	61520	West Rankin Utility Authority	18,700.00	Utilities		
		Wastewater Treatment for March2023 \$9,350.00		Utilities		
		Wastewater Treatment for Sep2023 \$9,350.00		Utilities		
102607	61419	Alexis A. Harvey	25,000.00			
		Legacy Land Management Timber Study \$25,000.00				
Subtotals			1,261,667.58		326,175.64	17,506.61
			Operating		FAA/PFC	JMAA Projects
Grand Total			1,605,349.83			
Department Totals				Executive	196,060.61	
				IT	42,777.75	
				Maintenance	163,805.61	
				Facilities	157,762.85	
				Police	6,442.15	
				Finance	29,847.66	
				Properties	638,999.42	Insurance: Property, General, Vehicle Land Survey for Timber
				Public Relations	4,703.19	
				Human Resources	8,106.98	
				Procurement	10,831.00	
				Capital Programming	343,682.25	Projects

JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM NO. OPS 2024-01

TO: Board of Commissioners

Warren T. Herring, Chairman
Sharon F. Bridges, Vice-Chairman
Rickey D. Jones, Commissioner
Rica-Lewis Payton, Commissioner

FROM: Joyce T. Tillman, M.PA, Director of Airport Facilities

DATE: October 23, 2023

PROJECT TITLE: Procurement of a One Maintenance Department Vehicle (Ford F-350 Truck)

ACTION REQUESTED

Jackson Municipal Airport Authority (“JMAA”) staff is requesting authorization to (i) procure one (1) Ford F-350 vehicle for the Maintenance Department in the amount of \$50,000.00 and (ii) use approved FY2023-2024 capital budget funds in the amount of \$50,000.00.

SYNOPSIS

On August 10, 2023, the JMAA Board of Commissioners approved the procurement of one Maintenance Department vehicle (Ford F-350 Truck) as a part of the fiscal year 2023-2024 capital budget. With this authorization request, Staff is seeking to procure one (1) 2024 heavy-duty Ford F-350 truck for the JMAA Maintenance Department for \$50,000 as budgeted and approved in the FY 2024 capital budget. The Maintenance Department needs a heavy-duty truck to haul equipment to job sites and assist with hauling out-of-service vehicles to the auto repair vendor location. The staff has been outsourcing some equipment hauling to local towing companies. This procurement will reduce the towing services expenditures and the wait time incurred when using a towing service. The proposed Ford F-350 truck has a conventional tow rating of 30,000 lbs., which is sufficient for towing equipment and vehicles. The vehicle will be an essential asset to the JMAA Maintenance Department.

SELECTION PROCESS

The vehicle will be procured in accordance with the 2013 Mississippi Code Title 31 – Public Business, Bonds and Obligations, Chapter 3 – State Board of Public Contractors § 31-3-21 - Bidding and Awards.

SOURCE OF FUNDS

Budget	JMAA	Total
Vehicle Procurement	\$50,000.00	\$50,000.00
Total	\$50,000.00	\$50,000.00

PRIOR BOARD ACTION

August 2023 Authorization of FY 2024 Capital Budget

JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM NO. IT 2024-02

TO: Board of Commissioners

Warren T. Herring, Chairman
Sharon F. Bridges, Vice Chair
Rickey D. Jones, Commissioner
Rica-Lewis Payton, Commissioner

FROM: Information Technology
Eric R. Stewart, Director of Information Technology

DATE: October 23, 2023

PROJECT TITLE: Flight Information Data System (FIDS) Upgrade, Licenses, and Professional Services and Support

ACTION REQUESTED

Jackson Municipal Airport Authority (“JMAA”) Staff is requesting authority to (i) execute a three-year Agreement with International Display Systems (IDS) to upgrade the Jackson-Medgar Wiley Evers International Airport (JAN) flight information display system (FIDS) and (ii) use approved FY 2023-2024 budgeted funds of \$30,250, and (iii) to make future payments, contingent upon approved budgeted funds, for services in FY2024-FY2025 and FY2025-2026 of \$30,250 and \$7,500 respectively not to exceed at a total of \$68,000 over a three (3) year period.

SYNOPSIS

JAN has a current GCR Inc. FIDS system that is deemed outdated by the Provider and no longer meets the airport's needs. The provider's warranties no longer cover the system in use at JAN, and critical updates/hotfixes, technical support, and feature enhancements are no longer available. The IDS System will provide JAN with a cloud-hosted solution, and the Agreement will include system installation, software licenses, professional technical support, and the annual software renewal for 2024, 2025, and 2026. IDS is the current FIDS service provider for the Louis Armstrong New Orleans International Airport, Memphis International Airport, Richmond International Airport, Nashville International Airport, O'Hare International Airport, and Piedmont Triad International Airport.

The funds will be paid initially using JMAA funds. JMAA to apply for eligible PFC reimbursement as applicable in the amount of \$60,500.00.

SCOPE OF WORK

International Display Systems (IDS) will provide a three-year proposal for a robust internet-based FIDS system that includes the Infax Cloud-Hosted Aviation Suite. Exclusions are 1) Materials and installation (i.e., LCD Displays, Display Mounts, PCs, etc., to be provided by JMAA); 2) OAG or Similar Flight Data Feed Subscriptions; and 3) Sales Tax.

Software

Quantity	Description of Item	Cost
1	FIDS Server Aviation Suite	
50	FIDS Media Player Licenses	
	Total Software & Licenses (One-Time Fee split over 2 years)	\$ 23,000.00

Professional Services

Quantity	Description of Item	Cost
1	LS Software Installation & Configuration of Cloud-Hosted Server	
1	LS Software Installation for Digital Media Players	
1	LS Software Training Services	
1	LS JAN Page Design/Configuration/Integration	
1	LS Project Management	
	Total Professional Services (One Time Fee split over 2-years)	\$ 22,500.00

Cloud Hosting & Service Agreement

	Cost
Annually Recurring Fee	\$ 7,500.00

PAYMENT SCHEDULE

Two (2) Year Total FIDS Price

	Cost
FY23-24 Year 1	\$ 30,250.00
FY 24-25 Year 2	\$ 30,250.00
Two (2) Year Total	\$ 60,500.00

Year 3 & Beyond Annual Recurring Fee

	Cost
FY 25-26 Software Renewal Fee	\$ 7,500.00

SOURCE OF FUNDS

Project Budget	FAA/AIP/BIL	PFC	JMAA	Total
Professional Services, One-Time Costs, Software & Licenses, and Annual Renewal		\$ 60,500.00	\$ 7,500.00	\$ 68,000.00

PRIOR BOARD ACTION

- August 16, 2017 - Board Memo Finance 2017-6
Received Board authorization to upgrade and install flight information display system.

JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM NO. IT 2024-03

TO: Board of Commissioners

Warren T. Herring, Chairman
Sharon F. Bridges, Vice Chair
Rickey D. Jones, Commissioner
Rica-Lewis Payton, Commissioner

FROM: Information Technology
Eric R. Stewart, Director of Information Technology

DATE: October 23, 2023

PROJECT TITLE: Hardware/Software Licenses, Subscriptions, and Support
Renewals

ACTION REQUESTED

Jackson Municipal Airport Authority (“JMAA”) Staff is requesting authority to (i) renew associated hardware and software licenses, subscriptions, and support agreements for various services set to expire during the period November 2023 through February 2024 as listed below and (ii) use approved FY2023-2024 budgeted funds for the same for combined services not-to-exceed \$214,357.50.

SYNOPSIS

JMAA has eight (8) software technologies requiring renewal to maintain continued licensing use and receive critical updates/hotfixes, technical support, and feature enhancements. To ensure continuity of service, JMAA must renew the hardware/software licensing, technical support, and subscriptions listed below before the expiration of their current terms.

SCOPE OF WORK

Staff will work with the vendors and procurement to renew agreements as required. Renewals will provide authorized hardware/software licenses, technical support, and access to software technology updates as provided by the vendors. Some agreements provide hosting services and access to data subscriptions as applicable. The status of the referenced technologies/services appears in the table below:

N o.	Technology	Business Purpose	New (N)/ Existing (E)	Estimated Renewal Cost for FY 2024	Actual Cost for Prior Year	(+/-/Same) Compared to the Prior Year	Business Renewal Notes	Renewal/ Purchase Date
1	Forum	Crash Phone System	E	\$4,680.00	\$ 4,680.00	Same as the prior year.	Crash Phone System	11/1/2023
2	Survey Monkey	Online surveys	E	\$ 375.00	-	Upgrade from the free version to increase annual cost by \$375.00 due to more software features will allow the end-user to have more reporting tools and overall functionality.	The Director of Marketing uses the software to collect data from passengers' experiences at the airport and use data for strategic decision-making.	11/1/2023
3	Network Solutions	Domain Names / Web Hosting	E	\$ 909.73	\$ 909.73	-	Domain Names / Web Hosting	12/1/2023
4	Tyler Technologies, Inc.	Enterprise Resource Planning (ERP) System	E	\$ 108,945.11	\$ 122,848.12	Decreased annual amount by \$13,903.01	Eliminated unused system modules.	12/1/2023
5	Microsoft Volume Licensing	Microsoft client access, computers, server licensing, and hosted email services and support	E	\$ 58,774.53	\$ 58,774.53	Same as the prior year.	Microsoft Enrollment Agreement - Year 2. 175 Office 365 licenses for email access for employees and the Board of Commissioners. Includes Office Suite, One Drive, SharePoint, Visio, Project, and Teams.	12/1/2023
6	JCI	Metasys Workbench Software for HVAC System	E	\$ 5,000.00	\$ 4,904.00	Increased annual cost of \$96	Metasys Workbench Software for HVAC System.	2/1/2024
7	Flight View-OAG	Flight data feed for terminal and Website	E	\$ 18,592.00	\$ 18,592.00	-	Flight data feed for terminal and Website	2/1/2024

8	Southern Telecom	Phone System	E	\$ 17,081.14	\$ 16,031.76	Increased net monthly cost of \$87.47 for phone system; Eliminated Service Plus Communications annual maintenance cost of \$3,720.00	Upgraded from outdated Avaya on-premises phone system to Grand Stream hosted phone system.	Monthly (Effective Oct. 1, 2023)
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Total			\$214,357.50	\$226,740.10	5.47% Decrease over the prior year (\$12,382.63).
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SOURCE OF FUNDS

Project Budget	FAA/AIP/ BIL	MDOT	JMAA	Total
Software/Hardware Licenses and Annual Renewals			\$ 214,357.50	\$ 214,357.50

PRIOR BOARD ACTION

- September 28, 2015 - Board Memo IT2015-07
 - Received Board authorization to renew service agreements FY16.
- August 29, 2016 - Board Memo IT2016-07
 - Received Board authorization to renew service agreements FY17.
- August 16, 2017 - Board Memo IT2017-12
 - Received Board authorization to renew service agreements FY18.
- August 27, 2018 - Board Memo IT2018-05
 - Received Board authorization to renew service agreements FY19.
- August 26, 2019 - Board Memo IT2019-02
 - Received Board authorization to renew service agreements FY20.
- August 24, 2020 - Board Memo IT2020-03

- Received Board authorization to renew service agreements FY21.
- September 27, 2021 - Board Memo IT2021-01
 - Received Board authorization to renew service agreements FY22.
- September 26, 2022 - Board Memo IT2022-02
 - Received Board authorization to renew service agreements FY23.
- September 25, 2023 - Board Memo IT2023-03
 - Received Board authorization to renew service agreements for October 2023.

JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM NO. CPM 2024-04

TO: Board of Commissioners

Warren T. Herring, Chairman
Sharon F. Bridges, Vice Chair
Rickey D. Jones, Commissioner
Rica Lewis-Payton, Commissioner

FROM: Communications, Marketing & Public Relations
LSherie Dean

DATE: October 23, 2023

PROJECT TITLE: Request for Approval to Enter Negotiations with Maris, West & Baker to be the Marketing Agency of Record for the Jackson Municipal Airport Authority

ACTION REQUESTED

Jackson Municipal Airport Authority (“JMAA”) staff is requesting authorization to (i) enter negotiations with Maris, West & Baker (“MWB”) for a fee schedule and scope of work (“SOW”) for comprehensive marketing services.

SYNOPSIS

JMAA is seeking professional marketing services to include, but not limited to, the development of marketing strategies, programs, products, and platforms to increase the use of air services, facilities, amenities, real property, brand awareness, and community profile for the Authority and its airports including Jackson-Medgar Wiley Evers International Airport (“JAN”) and Hawkins Field Airport (“HKS”). The marketing efforts’ goal is to support the overall growth and development of the revenues and portfolio of aeronautical and non-aeronautical revenue sources. The JMAA Board of Commissioners authorized an RFQ for Marketing services as approved in Board Memo # 2023-01. An RFQ was issued for JMAA Marketing Agency at JAN – Project No. 017-23. There were three (3) submittals.

1. Maris, West & Baker (MWB),
2. Catalyst Marketing Agency,
3. Pavlov Advertising, LLC

Submissions were reviewed, and presentations were requested of the respondents. The preferred firm selected was Maris, West & Baker.

SCOPE OF WORK

Services will include a range of marketing strategies and tactics, including but not limited to:

1. Strengthen Brand Identity – Develop a strong brand identity that communicates JMAA's core values, mission, and vision. This includes brand messaging that resonates with the target audiences for JAN and HKS.
2. Digital Marketing – Develop and execute a digital marketing strategy that will assist in reaching additional potential customers online. This includes social media, search engine optimization (SEO), and additional online advertising.
3. Content Marketing – Create compelling content that will engage and inform target audiences about JMAA, JAN, and HKS. This includes blog posts, infographics, videos, and other content to establish and enhance awareness regarding the offerings of the Authority and its airports.
4. Event Marketing – Assist in planning and executing events to attract new business and leisure customers while increasing brand awareness. This may include media day events, community engagement events, and other opportunities for JMAA to increase awareness.
5. Website Enhancement – Develop a complete overhaul of the JMAA business/passenger website. This includes the website's overall look, feel, and functionality, improving communication with the business community and allowing easy access to information for passengers.

PROCESS

Negotiations to include a defined SOW and a fee schedule to be presented to the Board for approval and authorization to enter into a contract with MWB.

SOURCE OF FUNDS

JMAA funds.

PRIOR BOARD ACTION

Board Memo 2023-01

Request for Qualification for Jackson Municipal Airport
Authority Marketing Agency. March 27, 2023

JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM NO. **OPS 2024-05**

TO: **Board of Commissioners**

Warren T. Herring, Chairman
Sharon F. Bridges, Vice Chair
Rickey D. Jones, Commissioner
Rica Lewis-Payton, Commissioner

FROM: **Capital Programming Department**
David A. Boackle, P.E, Facilities Engineer

DATE: **October 23, 2023**

PROJECT TITLE: **Ad Hoc Engineering for Jackson-Medgar Wiley Evers**
International Airport and Hawkins Field Airport

ACTION REQUESTED

Jackson Municipal Airport Authority (“JMAA”) staff is requesting authorization to (i) solicit a Request for Qualifications (“RFQ”) to interested Engineering Consulting firms to submit their experience and qualifications data in the form of a Statement of Qualifications (SOQ), as described within, for a variety of airport engineering, architectural design, and planning of various construction projects in accordance with *FAA advisory Circular 5100-14E, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects*. Planned projects are shown on the Airport’s current FAA Airport Capital Improvement Plan (ACIP) FY2024-2028 (attached) for Jackson-Medgar Wiley Evers International Airport and Hawkins Field Airport. (ii) select two (2) separate firms, and (iii) enter into an Agreement for on-call ad-hoc services for a period of three (3) years, with two (2), one (1) year extensions.

SYNOPSIS

Staff’s strategy for managing and delivering the CIP projects includes a combination of JMAA Staff and third-party project managers to ensure that appropriate professional and technical resources and expertise are provided for each project. The PMSS consultant will work in coordination with JMAA Staff to manage projects in the programming, planning, design, and construction phases.

The services sought include airfield planning, Airport Layout Plan update, feasibility study, forecasting, environmental assessments, project schedule development, project cost monitoring, project oversight as owner's representative, permitting, preparation of design drawings and contract documents, bid phase services, and construction phase services, including resident engineering and inspection/testing. The CIP outlines an extensive list of required projects at JAN and HKS, which must be initiated in a timely and fiscally responsible manner to ensure that our facilities are in optimum condition to serve our passengers, business partners and the community.

SCOPE OF WORK

The Jackson Municipal Airport Authority desires to engage qualified, experienced consultants with expertise in architectural/engineering, environmental, planning, and other airport-related consulting services. Each consultant must be able to perform the full scope of the traditional consulting services with their own in-house staff or through subcontracts with competent firms. Projects may be partially funded through the Federal Aviation Administration Airport Improvement Program (AIP) and/or Passenger Facility Charge (PFC) Program.

SELECTION PROCESS

The CIP Review Committee will review the qualifications. JMAA expects that consultants responding to this RFQ may assemble a team of subcontractors that provide an adequate range of resources to undertake the variety of assignments described in the ACIP. The resources and capabilities of each member of the team must be described in the SOQ.

The procedure to be used in this selection process is described in the following steps:

Step 1: Review SOQ from consultants responding to the Request for Qualifications.

Step 2: Based upon the information received from the SOQ, JMAA will evaluate and rank the consultants in order of best qualified.

Step 3: JMAA will enter into an agreement with the top-ranked and second-ranked consultants.

SOURCE OF FUNDS

Funds for services will be allocated on a project-by-project basis, determined by the scope of work and funding program eligibility criteria.

BUSINESS OPPORTUNITIES FOR DISADVANTAGED/MINORITY/WOMAN-OWNED BUSINESS ENTERPRISES (D/M/WBE)

Staff will actively solicit Requests for Qualifications from certified Disadvantaged Business Enterprises, Small Businesses, and Minority-Owned Businesses as part of the RFQ process.

The DBE participation goal will depend on individual projects but overall to meet or exceed our DBE goal.

PROJECT SCHEDULE

October 2023	Receive Authorization to publish RFQ's
November 2023	Request for Qualifications Solicited
January 2024	Review RFQ submissions, create a shortlist, conduct interviews.
February 2024	Seek authorization to execute a service agreement with the most qualified firm.

PRIOR BOARD ACTION

There are no previous Board Actions on this project.

JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM NO. OPS 2024-06

TO: Board of Commissioners

Warren T. Herring, Chairman
Sharon F. Bridges, Vice-Chairman
Rica-Lewis Payton, Commissioner
Rickey D. Jones, Commissioner

FROM: Derrick Cubit
Police Chief, Department of Public Safety

DATE: October 23, 2023

PROJECT TITLE: Procurement of Five Vehicles for Public Safety and Security
Departments

ACTION REQUESTED

Jackson Municipal Airport Authority ("JMAA") staff is requesting authorization to (i) procure five (5) vehicles for the various Operations Department, two (2) vehicles for the Department of Public Safety, two (2) vehicle for the Security department, and one (1) for the parking division, (ii) use approved FY 2023-2024 capital budget funds in an amount not to exceed \$235,000.00.

SYNOPSIS

On August 10, 2023, the JMAA Board of Commissioners approved the procurement of five departmental vehicles as a part of the fiscal year 2024 capital budget. With this authorization request, staff are seeking to procure five (5) 2024 Dodge Durango SUVs, Two (2) for the police department, two (2) for the security department, and one (1) for the parking lot division. These vehicles are available under the State of Mississippi Purchasing Contract ("State Contract") at Kirk Auto World in Grenada, Mississippi. The previously described vehicles will be utilized to support incidents, operations, and emergencies at Jackson Medgar Wiley Evers International Airport ("JAN") and Hawkins Field Airport ("HKS").

SOURCE OF FUNDS

Dealer	Vehicle Description	JMAA	Total	Purchase Date
Kirk Auto World	2024 Dodge Durango SUV	\$50,000	\$50,000	FY 2024 1 st quarter
Kirk Auto World	2024 Dodge Durango SUV	\$50,000	\$50,000	FY 2024 1 st quarter
Kirk Auto World	2024 Dodge Durango SUV	45,000	\$45,000	FY 2024 1 st quarter
Kirk Auto World	2024 Dodge Durango SUV	\$45,000	\$45,000	FY 2024 2 nd Quarter
Kirk Auto World	2024 SUV/Pickup	\$45,000	\$45,000	FY2024 2 nd Quarter
Total Amount		\$235,000	\$235,000	

PRIOR BOARD ACTION

August 2023 Authorization of FY 2024 Capital Budget

JACKSON MUNICIPAL AIRPORT AUTHORITY MEMORANDUM

NO. PROCUREMENT 2024-07

TO: **Board of Commissioners**

 Warren T. Herring, Chairman
 Sharon Bridges, Vice-Chairperson
 Rickey D. Jones, Commissioner
 Rica Lewis-Payton, Commissioner

FROM: **Procurement Department**
 Eric Williams, Procurement Director

DATE: **October 23, 2023**

PROJECT TITLE: **JMAA Board of Commissioners' Legal Services**

ACTION REQUESTED

Jackson Municipal Airport Authority ("JMAA") Staff is requesting authorization to (i) advertise a Request for Qualification ("RFQ") for the Board of Commissioners ("Board") legal Services, (ii) set the submission opening date to seven (7) working days after the last published notice, and (iii) authorize negotiations for services with the preferred Firm on Counsel.

SYNOPSIS.

The JMAA Board of Commissioners approved Memorandum EX 2023-04 authorizing the solicitation of a Request for Qualifications ("RFQ") in January 2023. The JMAA Staff inadvertently published an RFP on March 22, 2023, for Board Counsel Legal Services Project Number 014-23. The RFP solicitation was never ratified. Therefore, the JMAA Staff rejected all proposals, and a corrective solicitation is now being sought. Services are being sought as the Board of Commissioners desires to engage separate and dedicated legal services for Board activity and actions.

SCOPE OF WORK

The services to be provided include but are not limited to the following:

- Representation for all Board legal matters
- Professional management of outside legal services on Board Related matters
- Professional legal advice

All services will be performed as needed and directed by the JMAA Board and Executive Staff.

SELECTION PROCESS

The JMAA Board of Commissioners and Executive Staff will review the submissions.

PROJECT SCHEDULE

October 2023	Authority to advertise RFQ.
October 2023	Publish RFQ for Board Legal Counsel.
November 2023	Authority to negotiate, award, and execute a professional services Agreement.
December 2023	Execute a professional service agreement.

PRIOR BOARD ACTION

January 23, 2023	Memorandum No. EX 2023-04 received Board approval to: (i) advertise an RFQ for Outside Legal Counsel representing JMAA and the Board and (ii) negotiate a professional services agreement with the selected firm.
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JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM NO. FINANCE 2024-08

Board of Commissioners

**Warren T. Herring, Chairman
Sharon Bridges, Vice-Chair
Rickey D. Jones, Commissioner
Rica Lewis-Payton, Commissioner**

**FROM: Finance Department
Jana Greene, Senior Accountant Manager**

DATE: October 23, 2023

PROJECT TITLE: Unison Consulting Inc. Professional Service Agreement

ACTION REQUESTED

Jackson Municipal Airport Authority (“JMAA”) staff is requesting: (i) authority to execute a Professional Services Agreement (“Agreement”) with Unison Consulting, Inc. (“Unison”) for airport finance and economics, passenger, market, and industry research consulting services in the area of, but not limited to, Airline Rates and Charges, PFC administration and application processing, Airport Revenue Forecasting, Enplanement Forecasting, Budget Preparation and General Advisory Services (“Services”) after JMAA’s legal counsel successfully negotiates and drafts an agreement; (ii) approval of an amount not to exceed \$150,000 and (iii) a contract expiration date of September 30, 2024.

SYNOPSIS

Unison’s Consulting Inc. is a trusted advisory firm in the airport industry with over 100 airport clients. The firm has provided services to JMAA in past years and brings the historical knowledge and expertise needed to assist JMAA in administering and developing critical strategies in airport finance, budgeting, forecasting, and airline rates and use agreements. A Letter of Proposed Scope of Work and Fee Schedule is attached. Charges for additional services rendered beyond the defined scope of services will be charged based on the fee schedule for the project consultant assigned to perform tasks and within the NTE amount of the Agreement.

Unison will continue to provide the following services:

1. Airline Rates and Charges

Unison will continue to provide airline rates and charges consulting services to JMAA.

2. PFC Consulting Services

Unison will complete the preparation and submittal of the amendment of PFC 8 and the new PFC Application #10.

3. Assist in reviewing, developing, and preparing the FY 2025 Budget for JMAA.

Unison will assist JMAA staff and Senior leadership in the detailed review of the preliminary and final budgets for FY 2025 Budget. We will provide additional support if needed.

4. General Advisory Services

Unison will follow JMAA's Senior leadership direction pertaining to additional services that may be required during the designated contract period. Some services that could prove helpful during the period are Ongoing assistance in providing an understanding of Airport finance and rules and other industry requirements for specific accounting functions, As needed, formulating the steps required to begin the process of executing an Airline Use and Lease Agreement, collaborate with Staff to improve upon specific processes for the review and update of the funding capabilities of the JMAA 5 Year CIP and other areas as engaged by leadership within the firm's area of expertise.

SOURCE OF FUNDS

Source	From	Amount
JMAA Funds	Professional Aviation Consulting Services	\$ 150,000.00
Total		\$ 150,000.00

PRIOR BOARD ACTION

September 2017	Adopted Resolution CY – 2017-120, Authorizing JMAA's staff to enter into a professional services agreement with Unison.
April 2020	Authorization to executive a professional service agreement.
June 2020	Executed Agreement, contract #2020148
May 2021	Approved Amendment 1 to contract #2020148
October 2021	Authorization to execute a professional service agreement.
November 2021	Executed Agreement, contract #2020148

June 2022	Approved Amendment 2 to contract #2020148
February 2023	Authorization to execute a professional service agreement.
March 2023	Executed Agreement, contract #20230037

JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM NO. OPS 2024-09

TO: Board of Commissioners

Warren T. Herring, Chairman
Sharon F. Bridges, Vice-Chairman
Rica-Lewis Payton, Commissioner
Rickey D. Jones, Commissioner

FROM: Joyce T. Tillman, M.PA, Director of Airport Facilities

DATE: October 23, 2023

PROJECT TITLE: Federal Aviation Administration Fire Alarm Control Panel
Installation Project at Jackson-Medgar Wiley Evers International
Airport

ACTION REQUESTED

Jackson Municipal Airport Authority ("JMAA") staff is requesting authorization (i) to execute Change Order No. 1, in the amount of \$13,735.00, to the agreement between JMAA and Johnson Controls, Inc. in connection with the Federal Aviation Administration Fire Alarm Panel Installation Project at JAN; and (ii) approval of a revised budget of 54,080.38.

SYNOPSIS

JMAA is currently in a contract with Johnson Controls Inc., for the installation of a stand-alone fire alarm control panel for the FAA leased space in the Terminal Building. The fire alarm control panel will separate the fire system that feeds for the leased FAA spaces in the Terminal Building. The purpose of having the system separate is to prevent disturbing the FAA control tower in the event of false alarms. The original contract included the 7th, 8th, and 9th floors of the Terminal Building but not the 5th and 6th floors. This request is to add the fire alarm system devices that are on the 5th and 6th floors to the scope of work so that all the FAA equipment room and FAA control tower spaces will be on the new independent fire alarm system. The original agreement amount is \$40,345.38 and the Board approval is being requested to increase the amount for Change Order No. 1. This change will increase the total project budget to \$54,080.38.

SCOPE OF WORK

Original Scope

The scope of work will include the following work activities for the 7th, 8th, and 9th floors in the FAA-leased spaces of the JAN Terminal Building:

- Installation of a new 4007ES fire alarm control panel (FACP) on the 8th floor of the FAA

- control tower area.
- Replace all old devices and add some notification devices where needed.
- Install new conduit and wire in areas where new devices are added and taken off the existing main FACP
- Program and test the system

Change Order No. 1 Scope

The scope of work will include the following work activities for the 5th and 6th floors in the FAA-leased equipment room spaces of the JAN Terminal Building:

- Replace all the old devices and add some notification devices where needed.
- Install new conduit and wire in areas where new devices are added and taken off the existing main FACP.
- Program and test the system.

SELECTION PROCESS

The project was procured in accordance with the 2013 Mississippi Code Title 31 – Public Business, Bonds and Obligations, Chapter 3 – State Board of Public Contractors § 31-3-21 - Bidding and Awards.

SOURCE OF FUNDS

Budget	JMAA	Total
Construction Services	\$40,345.38	\$40,345.38
Change Order No. 1	\$13,735.00	\$13,735.00
Total	\$54,080.38	\$54,080.00

BUSINESS OPPORTUNITIES FOR DISADVANTAGED/MINORITY/WOMAN-OWNED BUSINESS ENTERPRISES (D/M/WBE)

The DBE Participation Goal is 0%.

PROJECT SCHEDULE

September 2023	Execution of Agreement
October 2023	Obtained Board approval for Change Order No. 1
October 2023	Issuance of Notification to Proceed with Construction Services
December 2023	Completion of Construction Services & Project Acceptance

PRIOR BOARD ACTION

No prior board action.

JACKSON MUNICIPAL AIRPORT AUTHORITY

MEMORANDUM NO. CS 2024-10

TO: Board of Commissioners

Warren Herring, Chairman
Sharon Bridges, Vice-Chairwoman
Rickey D. Jones, Commissioner
Rica Lewis-Payton, Commissioner

FROM: Commercial Services and Development Division
Von Anderson, Chief Commercial Officer

DATE: October 23, 2023

PROJECT TITLE: Consent to Sublease – AFCO Cargo JAN, LLC to GAT – Airline Ground Support, Inc,

ACTION REQUESTED

Jackson Municipal Airport Authority (“JMAA”) staff is requesting authorization to (i) execute, a Consent to Sublease document, which would allow AFCO Cargo JAN, LLC to sublease to GAT – Airline Ground Support, Inc., approximately 4,800 square feet of commercial space at the MS Air Cargo Logistics Center located at the 710 Airport Road at the Jackson-Medgar Wiley Evers International Airport (“JAN”) pending review and approval by JMAA legal counsel.

SYNOPSIS

Pursuant to the May 2004 Ground Lease and Operating Agreement (“Agreement”) between JMAA and AFCO Cargo JAN, LLC, AFCO may sublet all or part of the Mississippi Air Cargo Logistics Center to persons or entities in an aviation-related business with preference given to “all-cargo carriers”. The agreement also states that no amendment or sublease will be effective unless and until JMAA has given its written consent to the form and terms of the fully executed amendment or sublease and JMAA has determined that the sublessee (GAT), is suitable and qualified.

This consent to sublease will allow AFCO to enter a lease with (GAT) – Airline Ground Support, Inc. space for 4,800 square feet. The term of this agreement will be from the date of execution of the Consent to Sublease space for (GAT) and shall continue until the fulfillment of their sublease with AFCO Cargo, JAN, LLC.

The Consent to Sublease identifies that the (GAT) acknowledges the AFCO's Agreement remains in full force, as a legal, valid, and binding obligation of (GAT) – Airline Ground Support, Inc., enforceable against AFCO in accordance with its terms. The Consent to Sublease also identifies that the (GAT) will indemnify, defend, and hold harmless JMAA for any loss, claim, or liability relating to the activities at JAN. The requested action will result in no out-of-pocket costs for JMAA.

Sublease Terms For (GAT) – Airline Ground Support, Incorporated			
Period	Base Rent (\$/SF)	Base Rent (per annum)	Base Rent (per month)
November 2, 2023 – October 31, 2024	\$10.00	\$48,000.00	\$4,000.00
November 1, 2024 – October 31, 2025	\$10.30	\$49,440.00	\$4,120.00
November 1, 2025 – October 31, 2026	\$10.61	\$50,928.00	\$4,244.00

Tenant	Type of Lease	Current Rent	Current Annual Rent	Start Date	Expiration Date
AFCO	Aeronautical Land Lease	\$1,423.83	\$17,085.96	5/15/2004	5/14/2044

PRIOR BOARD ACTION

No Prior Board Action