May 19, 2020 – Regular Meeting Minutes

1. The Ascension-St. James Airport and Transportation Authority met on May 19, 2020, at the Louisiana Regional Airport with Chairman Rick Webre presiding. The following Commissioners in attendance were Jared Amato, Kevin Landry, Jeff Gaudin, Roger Keese, Rydell Melancon and Cynthia Stafford. Airport Director, Jason Ball, and Jeff Sumner (PEC) were also in attendance.
2. Chairman Webre recommended to adjust the agenda to move item 10 up below item 7 to allow the presenters to not have to stay during the budget discussion. Motion made by Commissioner Amato seconded by Commissioner Stafford, motion carried.
3. A motion by Commissioner Landry and second by Commissioner Amato to approve the meeting minutes from April 28 as presented with an adjustment to the agenda date which was a typo; motion carried unanimously.
4. There were no public comments.
5. Chairman Webre moved the discussion of the lease with Mr. Lalumandier to this position. Mr. Ball discussed the lease terms with the board and with current tenants regarding years, cost of rate increase, and method of payment. The lease addendum that was created provides for a maximum term of 50 years (Five 10yr terms already exercised). Rate of escalation was amended to be 2% or CPI whichever is greater. Method of payment was amended to be one check (payment) from Mr. Lalumandier to the airport since he was the lease holder. Discussion included the possibility of creating an LLC which would require an assignment at a later meeting. Motion to approve lease amendment as written made by Commissioner Keese seconded by Commissioner Amato. Motion Carried.
6. Assignment of Lease with Double D Development- Ms. Barbara Irwin acknowledged that they will wait until the lease amendment is executed before they can move forward with the assignment but that they reviewed and agreed with its terms. Dr. Anthony Stevens stated that they have created a group of users that are more involved with the hangar and will be easier for the airport and the group to get things done. Motion made to approve the assignment of lease contingent upon the execution of the lease addendum with Mr. Lalumandier by Commissioner Gaudin seconded by Commissioner Amato. Motion Carried
7. Finance- Mr. Ball stated that budget is still around 30% remaining with May and June still left. Fuel sales took a hit in Jet A sales with the COVID 19 usage being low and a high price when we purchased. Mr Ball stated that if he could have approval to discount fuel for certain sales to move fuel during slow times we would allow ourselves to stay on top of the market. Motion was made to allow Mr. Ball to discount fuel as necessary for the best interest of the airport by Commissioner Keese Seconded by Commissioner Amato, motion carried. Budget will be revised and posted 15 days prior to the approval meeting. A budget discussion will be held on the 26th to have a preliminary budget to post and then approved at the meeting. Motion to introduce budget for FY2020 for public comment made by Commissioner Amato and Seconded by Commissioner Landry, motion carried.
8. Mr. Jeff Sumner (PEC) presented the Engineering Report:
9. Terminal Rehab PER (45,000) – Motion to authorize chairman to accept grant made by Commissioner Stafford and seconded by Commissioner Melancon. Motion carried.
10. Master Plan- Preliminary report and submission to FAA for review should be available soon.
11. South Apron- The contractor is waiting for Wilson to move a lot of the equipment and supplies off of the apron so they can return and finish the Apron project. Markings and tie downs will be installed once they are back on site.
12. 16 Unit T-Hangar – Preliminary projection for mid-July opening. Electrician is currently installing equipment and wiring.
13. Runway TW Overlay- complete and starting 45 day lien period.
14. Upcoming projects- Terminal Apron PER and Fuel upgrade. Apron expansion will be pushed after that to allow bigger aircraft to not block ramp.
15. Operations/Airport Manager: Bond refinancing: Refinancing will be saving us some money but not able to use for anything like “free money.” This would just save us about 118,000 dollars over the life of the bond. Mr. Ball will reach out to him to get specific details on the refinancing.
16. Chairman:
17. Chairman had no comments.
18. Old Business:
19. Double D Development- Barbara Irwin: Moved up in agenda.
20. Lease with Hank Lalumandier: Moved up in agenda.
21. New Business
22. Resolution authorizing chairman to sign the CARES Act Grant- Motion by Commissioner Stafford Seconded by Commissioner Gaudin
23. Budget- discussed during finance section
24. Next meeting scheduled for Tuesday June 23, 2020
25. Motion to adjourn by Commissioner Keese, seconded by Commissioner Stafford, unanimously approved.

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Richard Webre, Chairman Cynthia Stafford, Secretary