May 24, 2022 – Regular Meeting Minutes

1. The Ascension-St. James Airport and Transportation Authority met on May 24, 2022, at the Louisiana Regional Airport with Chairman Rick Webre presiding. Commissioners Gaudin, Stafford, Amato, Malancon and Keese, were all present and Airport Director, Jason Ball, was also in attendance.
2. A motion by Commissioner Gaudin seconded by Commissioner Amato to approve the meeting minutes from April as presented; motion carried unanimously.
3. Finance- Mr. Ball presented the finance report. We realized that quickbooks has not been reporting all income that is coming into the general fund from hangar rent. All numbers for rent have been accounted for but the report we get is not reporting all transactions. Commissioner Stafford moved to approve finance report, seconded by Commissioner Malancon
4. Legal-
5. Engineering:
   1. Box Hangar project is awaiting fire marshal review then to parish for review. Estimated advertise date of June 23, 2022
   2. Apron Project- FAA 60% update due.
   3. Master Plan- details and update forwarded to Danielle next week.
   4. Fuel System-still waiting on FAA for guidance on using BIL funding for this project.
6. Operations- Fuel sales staying constant even with increasing prices but not sure how long it will be sustainable.
7. Chairman: Mr. Webre said the board had not raised rent amount in 3 year and to keep up with price increases for operations it was necessary to increase the rent this year. A 10% across the board hangar rent increase was proposed and passed unanimously. Commissioner Keese moved to approve, seconded by Commissioner Gaudin. A letter will be sent out to all tenants prior to new lease.
8. Airport Manager: Leases will be signed for 1 year term on July 1.
9. Old Business:
   1. Corporate Hangar- Continuing work on this
   2. New Building- Complete
   3. Master Plan- updated in engineering
   4. CIP- submitted update CIP to Haley with BIL funding added.
   5. Water Line- Water to South Apron should be able to be part of Capital Outlay funding.
   6. Capital Gains swap-Chairman Webre recommends not doing this swap.
   7. Fuel System
10. New Business
    * 1. Preliminary Budget Discussion- Numbers were presented for the board to review for FY21-22. These numbers will be voted on to amend the budget for the end of the year. Proposed numbers for FY22-23 Will be posted and adopted next meeting.
11. Next meeting scheduled for Tuesday May 24, 2022.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Richard Webre, Chairman Kevin Landry, Secretary