

West Calcasieu Airport Managing Board Meeting Minutes

January 5, 2020

I. Call to Order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:30 p.m. on January 5, 2021, at the offices of Southland Executive Airport, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

Pledge led by Jackson Schrupf and recited by all board members and guests.

IV. Roll call

The following persons were present:

- ✓ Chairman Dalton Langford
- ✓ Wilmer Dugas (via conference call)
- ✓ Don Chamblee
- ✓ Missy Amidon
- ✓ Tommy Little
- ✓ John Wells

Others also present at the meeting were: Jackson Schrupf, Chuck Stutes, Darla Perry, and Joanne Coleman.

V. Approval of minutes from December 1, 2020 regular monthly meeting

Chairman Langford entertained a motion to approve the minutes of the December 1, 2020 regular monthly meeting. Tommy Little made a motion to approve the minutes of the December 1, 2020 regular monthly meeting, 2nd by Missy Amidon. No opposition. Motion carried.

VI. Approval of Grant Manager

Darla Perry stated that an RFP had been issued for a grant manager. Two firms submitted proposals: CSRS and CMTS. The committee scored the proposals by qualifications, pricing, and technical approach. There was a discussion regarding the duties of the grant manager and the committee's recommendation to accept the CSRS proposal.

Tommy Little made motion to accept CRRS as the grant manager, 2nd by Missy Amidon. No opposition. Motion carried.

VII. Approval of Contractor for the ODALS and REIL Project

Chuck Stutes stated that a public bid was requested for the ODALS and REIL Project. Two responses were received from reputable contractors. The recommendation was made to accept the low bid of \$199,944 was received from Ernest P. Breaux Electrical. This bid is considerably higher than the initial estimate primarily because of more stringent FAA safety requirements for the end of the runway. There was a discussion regarding the bids received. A recommendation was made to approach the state to request more grant money, as well as to negotiate with the contractor once the contract has been awarded.

Tommy Little made a motion reward the contract to Ernest P Breaux Electrical for \$199,944 based on concurrence by the DOTD, 2nd by John Wells. Don Chamblee objected. Motion carried.

VIII. Discuss and take action on RFP for Airport Property Lease

Darla Perry told the Board that the lease with First Flight ended December 5, 2020. There is an option to advertise for another tenant or delay a few months until enterprise activity picks up. There was a brief discussion regarding the property. Darla stated that she spoke with Bobby Waters with First Flight and they have engaged a company to handle the cleanup of the property. The funds to pay for cleanup are available in escrow. Attorney Jackson Schrupf stated that his letter to Attorney Hayes Alexander was returned.

Chairman Langford named a committee of himself, Tim LaFleur, Darla Perry, and Jackson Schrupf to meet to discuss the airport property lease. The discussion was tabled until after the committee meets.

IX. Additions/Deletions to the Agenda

Board member Don Chamblee asked about items that were missing from the property, specifically missing transformers. Chuck Stutes stated that Entergy likely removed them because they belonged to Entergy. It was also stated that improvements such as roads, parking lots, sewer systems, and water lines belong to the airport. Chairman Langford will discuss maintenance of the sewer system with Tim LaFleur.

X. Finance Report

Darla Perry gave the financial report for July through November 2020. Budgeted amount of total income was -\$110,000 with depreciation. Actual total income is -\$101,000, which is \$8000 better than budgeted. The primary reason for doing better than budget is the receipt of a \$30,000 PPP grant for payroll from FAA. Darla is tracking Hurricane Laura expenses so those expenditures can be reimbursed by insurance or FEMA. Darla is waiting for FAA to let her know if there is any additional stimulus funding available. The \$500,000 received from AIG is not reflected in the report, because it is in a pending account until the capital improvement budget is complete.

Chairman Langford entertained a motion to accept the Financial Report as presented. A motion was made by Tommy Little to accept the Financial Report as presented, 2nd by Missy Amidon. No opposition. Motion carried.

XI. Director's Report

Airport Director Tim LaFleur's report stated that the only old business was they were still waiting on FEMA approval for demolition.

Chairman Langford entertained a motion to accept the Director's Report as presented. A motion was made by Tommy Little to accept the Director's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

XII. Engineer's Report

Chuck Stutes reported that they were working on an FAA project for the apron expansion. The topographic survey and soils report have been received so they can move forward, hopefully bidding the project in the spring.

Chairman Langford entertained a motion to accept the Engineer's Report as presented. A motion was made by Missy Amidon to accept the Engineer's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

XIII. Old Business

There was no old business to come before the Board.

XIV. New Business

There was no new business to come before the Board.

XV. Public Comments

There were no public comments given at this time.

XVI. Chairman's Update

There was no Chairman's Update given at this time.

XVII. Adjournment

Chairman Langford entertained a motion to adjourn the meeting at approximately 5:06 p.m. A motion was made by Tommy Little to a motion to adjourn the meeting at approximately 5:06 p.m, 2nd by Darla Perry. No opposition. Motion carried.



President



Secretary