

West Calcasieu Airport Managing Board

Special Meeting Minutes

October 16, 2019

I. Call to order

Chairman Dalton Langford called to order the special meeting of the West Calcasieu Airport Managing Board at approximately 12:12 p.m. on October 16, 2019, at the offices of Meyer & Associates, 600 N. Cities Service Hwy., Sulphur, Louisiana.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

Pledge led by R. K. Levens and recited by all board members and guests.

IV. Roll call

The following persons were present:

- ✓ Dalton Langford
 - ✓ Don Chamblee
 - ✓ Wilmer Dugas
 - ✓ R. K. Levens
- (Joe Palermo and Dana Keel were absent.)

(Others also present at the meeting were: Tim LaFleur, Kris Kelly, Chuck Stutes, Jackson Schrupf and Sheila Burton.)

V. Approval of CIP for 2020 and resolution

Chairman Langford entertained a motion to turn the special meeting over to Chuck Stutes of Meyer & Associates. R. K. Levens made a motion to turn the special meeting over to Chuck Stutes of Meyer & Associates, 2nd by Don Chamblee.

Chuck reminded the Board that there is only 1 item on the agenda, and that is the approval of the capital improvement plan. Chuck explained it is a document that needs to be submitted annually that is now a 6-year capital improvement plan, and it entails all of the major projects that the Airport proposes to perform during the next 6 years with almost all of them being funded by FAA and/or DOTD.

Chuck went through the list of projects that are included in the 6-year plan which include the apron expansion project, approach lighting system rehab, localizer antenna improvements, AWOS improvements/relocation and some obstruction removal (trees that are too tall). Chuck stated the estimated cost for the apron expansion project will be \$1,075,000. FAA will contribute \$600,000; and the State will contribute around \$107,000. Chuck explained the Airport has 3 years to come up with a plan to raise the additional \$367,500 or possibly getting funds from somewhere else.

Chuck explained it is possible, since this gets submitted every year, that it could somewhat get updated. However, what is being voted on today are the projects listed on the 6-year CIP. Chuck briefly reviewed the apron project with the Board. Chuck explained the reason for doing the Resolution for the 6-year CIP and stated that in the Resolution it mentions \$75,000 that is Airport money that will be used to clear the obstructions. Chuck said the number may be high, but it is not known how many trees need to be taken out. Don Chamblee asked where the trees are located. Director Tim LaFleur explained they just had their last inspection; and the trees are located on the south side of the approach of the runway, outside of the fence, on a neighbor's property. Tim said the Airport is still responsible for maintaining the tree obstruction even though it is not Airport property. Tim said there are also obstructions on the north side, adjacent to the highway, off to the west of the approach of the runway. There was a brief discussion regarding the locations of the tree obstructions and the location of the abstracts for the airport land.

R. K. Levens asked if the Airport has access to the \$1,075,000 right now. Chuck explained that \$600,000 of the \$1,075,000 will not be available until fiscal year 2022. Chuck reminded the Board they get \$150,000 per year that has to be saved up. There was continued discussion regarding the funding for the projects.

At this time, Chuck Stutes read the Resolution into the minutes as follows:

“Resolution Number: 2019-10-16

“WHEREAS, Title 2 of the Louisiana Revised Statutes of 1950 provides that cities, towns, parishes, and other political subdivisions of this State may separately or jointly acquire, establish, construct, expand, own, lease, control, equip, improve, maintain, operate, regulate, and police airports and landing fields for the use of aircraft; and,

“WHEREAS, the State of Louisiana, Department of Transportation and Development, Division of Aviation (formerly the LA DOTD-OAPT) is charged by Title 2 with the responsibility for the development of aviation facilities within the State to foster air commerce and to safeguard the interests of those engaged in all phases of the aviation industry and of the general public; and,

“WHEREAS, the West Calcasieu Airport Managing Board, hereinafter referred to as ‘Sponsor’, has completed an FAA and DOTD approved Master Plan, Action Plan, and/or Airport Layout Plan which outlines the specific future development of Southland Field, West Calcasieu Airport; and, the Sponsor is desirous of implementing a portion of the approved Plan recommendations which provide for the critically needed improvements as stated below to substantially improve the safety and usability of the Airport, but does not have sufficient funds of its own required for completing some of the needed

improvements; the seaport will use up to \$75,000 of its own funds to clear obstructions; and,

"WHEREAS, the LA DOTD, Division of Aviation is authorized by Title 2 to expend funds for the construction or enlargement of airports for the safety and advancement of aeronautics;

"NOW, THEREFORE, BE IT RESOLVED:

"SECTION I – That the Sponsor does hereby formally request that the LA DOTD, Division of Aviation provide funds required to complete the airport improvements at Southland Field, West Calcasieu Airport specifically as described in the Capital Improvement Program Application for State Financial Assistance dated October 16, 2019.

"SECTION II – That the said LA DOTD, Division of Aviation be and is hereby assured that all necessary servitudes, rights-of-way, rights of ingress and means thereof will be furnished by the Sponsor and the titles thereto will be valid and indefeasible, and that the Sponsor will assume ownership, financial reporting, and complete responsibility for the maintenance and upkeep of the airport after completion of said improvement.

"SECTION III – That the Sponsor will save and hold the said LA DOTD, Division of Aviation, its officers, agents, and employees harmless from any liability or claim for damages arising out of the project, including death or injuries to third parties including, but not limited to, liability or claim for damages out of the negligence of said LA DOTD, Division of Aviation, its officers, agents, or employees, and expressly agrees to defend any suit of any nature brought against the LA DOTD, Division of Aviation as a result of this project.

"SECTION IV – That the Chairman of the Sponsor be and is hereby authorized and directed to evidence this agreement by affixing his signature at the place provided therefore on this resolution and on subsequent related documents/agreements as required by the rules and regulations of the Federal Aviation Administration and the State of Louisiana and the Clerk is hereby authorized to attest said execution.

"SECTION V – That this resolution shall be in full force and effect from and after its adoption."

Chairman Langford entertained a motion to accept Resolution Number 2019-10-16. R. K. Levens made a motion to accept Resolution Number 2019-10-16, 2nd by Don Chamblee. No opposition. Motion carried. Chairman Langford thanked the Board and Meyer & Associates for all of their hard work.

VI. Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

VII. Old Business

There was no old business to come before the Board.

VIII. New Business

There was no new business to come before the Board.

IX. Public Comments

There were no public comments.

X. Chairman's Update

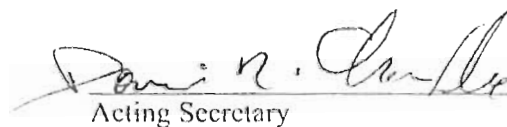
There was no Chairman's Update given at this time.

XI. Adjourn

- a.
 - i.
 - 1.

Chairman Langford entertained a motion to adjourn. Don Chamblee made a motion to adjourn the meeting. Meeting adjourned at approximately 12:37 p.m.


Chairman


Acting Secretary