

**West Calcasieu Airport
Managing Board Meeting Minutes**
7000 Southland Field Road, Sulphur, LA 70665
December 6, 2022

I. Call to Order

Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at 4:30 p.m. on December 6, 2022 at Southland Field Airport, 7000 Southland Field Road, Sulphur, LA 70665.

II. Invocation

Mike Granger led the invocation.

III. Pledge of Allegiance

The Pledge of Allegiance was led by Oliver Schrupf and recited by all board members and guests.

IV. Roll Call

The following persons were present:

- ✓ Dalton Langford, Chairman
- ✓ Ted Thompson
- ✓ Tommy Little
- ✓ Missy Amidon
- ✓ Mike Granger

Also present at the meeting were: Airport Director Tim LaFleur, Darla Perry, Oliver Schrupf, Chuck Stutes and Joanne Coleman.

V. Approval of minutes from November 1, 2022 regular monthly meeting and Special Meeting on November 22, 2022

Ted Thompson offered a motion to approve the minutes of the November 1, 2022 regular monthly meeting and Special Meeting on November 22, 2022, 2nd by Tommy Little. No opposition. Motion carried.

VI. Additions/Deletions to the Agenda

There were no additions or deletions to the agenda.

VII. Review proposals for terminal demolition and award project. (RFP# -WCA HL 11.22)

Darla stated that they sent out four RFP sets and only received one completed packet from D&G Construction. They are requesting that Tim Lafleur be given authority to execute the contract once it's ready.

Mike Granger offered a motion to approve giving Tim Lafleur authority to execute the contract for the terminal demolition project. (RFP# -WCA HL 11.22) with D&G Construction, 2nd by Ted Thompson. No opposition. Motion carried.

VIII. Approve NTE amendment to grant management Professional Services Agreement for Darla B Perry, CPA APC

Darla stated that they had a Not to Exceed Professional Services Agreement for \$30,000, and they have almost reached that. They are requesting the NTE limit be lifted to \$90,000.

A motion was made by Tommy Little to approve the NTE amendment to grant management Professional Services Agreement for Darla B Perry, CPA APC, 2nd by Mike Granger. No opposition. Motion carried.

IX. Finance Report

Darla Perry reported that July through October 2022 they budgeted \$240K revenue and they are at \$304K. The total expenses were budgeted at \$173,414 and they are at \$207,284. The net ordinary income was budgeted at \$28,836 and they are at \$6,753.

She also reported that FEMA reimbursement for Hangar B got approved and Hangar A & C have moved up a step. Reimbursement checks are also coming in much quicker.

Mike Granger made a motion to approve the Finance Report as presented, 2nd by Ted Thompson. No opposition. Motion carried.

X. Director's Report

Tim LaFleur had nothing to report at this time.

XI. Engineer's Report

Chuck Stutes reported that they did the final walkthrough on the fencing project and the project is complete. The T Hanger project is in construction. The expected completion date is in March. Most of their work has been on the maintenance building.

They have released a set of agency review plans for the Terminal Building that are ready to be sent to FEMA.

The documents for Hangars A & C are at the contractor's office and he has 30 days to return those with his bond. They have received a fixed offer on Hangar B, so they are ready to go out for bids on that project.

Mr. Stutes also reported that he has talked to Keelan Construction on the pavement project. After the first of the year they should be ready to start.

Ted Thompson offered a motion to accept the Engineer's Reports as presented, 2nd by Tommy Little. No opposition. Motion carried

XII. Old Business/New Business

There was no old business/new business at this time.

XIII. Public Comments

There were no public comments at this time.

XIV. Chairman's Update

There was no Chairman's update at this time.
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XV. Adjournment

The meeting was adjourned at approximately 4:49 p.m.



President



Secretary