

# **West Calcasieu Airport Managing Board Meeting Minutes**

April 4, 2017

## **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 April 4, 2017, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

## **II. Invocation**

Wilmer Dugas led the invocation.

## **III. Pledge of Allegiance**

Pledge led by Don Chamblee and recited by all board members and guests.

## **IV. Roll call**

The following persons were present:

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

(Others also present at the meeting were: Darla Perry, Tim LaFleur, Jackson Schrupf, Chuck Stutes, Francis Andrepont and Sheila Burton.)

Chairman Langford asked how Joe Palermo was doing. Wilmer Dugas gave the Board an update on Joe's health.

## **V. Approval of minutes of the March 7, 2017 regular monthly meeting**

Chairman Langford entertained a motion to approve the minutes of the March 7, 2017 regular monthly meeting. R. K. Levens made a motion to approve the minutes of the March 7, 2017 regular monthly meeting, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

**VI. Additions/Deletions to Agenda**

Airport Director Tim Lafleur asked to add to the agenda an item to discuss the amounts to be donated by First Flight to the local schools. Attorney Jackson Schrumpf said that he could also give the Board a report on litigation during the Executive Session. Chairman Langford entertained a motion to add to the agenda to go into Executive Session to discuss the amounts to be donated by First Flight to the local schools and to allow Mr. Schrumpf to give a report on litigation. Wilmer Dugas made a motion to add to the agenda to go into Executive Session to discuss the amounts to be donated by First Flight to the local schools and to allow Mr. Schrumpf to give a report on litigation, 2<sup>nd</sup> by R. K. Levens.

**VII. Amend the Fiscal Budget FYE 6/30/17**

Darla Perry explained to the Board that any time the budget will fall 5% out of variance for the year, you have to amend it as you go. Darla told the Board, from an expense standpoint, the repairs and maintenance on equipment exceeded the budget by that percentage. Darla said the only numbers that have changed are for Repairs & Maintenance – Equipment, Account 63700, in the amount of \$72,000; and then the Chennault Grant Revenue, Account 31100, changing that to reflect what was actually paid this year, \$300,000. Darla stated that those were the only 2 changes in the prior budget that were approved prior to the fiscal year starting. Darla asked the Board to make a motion to accept the amended budget. There was a brief discussion regarding the items under repairs and maintenance. R. K. Levens made a motion to accept the amended fiscal budget FYE 6/30/17 as presented, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

**VIII. Finance Report**

Darla Perry asked the Board to turn to the February Budget vs. Actual report. Darla said the head count is included in the rental income under Account 30599. Darla explained that it will not be cash flow coming in but rather an offset to infrastructure. Darla said she noted the variance under Advertising for February, but year to date it is still ok. Darla explained the reason for the variance under Repairs & Maintenance – AWOS System, Account 63510. Darla told the Board the main power supply had to be replaced on the AWOS in February, so that's why it was over budget; however, year to date, the budget will be in very good shape. Darla reminded the Board to turn in their Tier 2.1 reports and Ethics reports by May 15th. Wilmer Dugas made a motion to accept the financial report as presented, 2<sup>nd</sup> by Don Chamblee. No opposition. Motion carried.

**IX. Director's Report**

Airport Director Tim Lafleur announced that there was a field trip in March, and some of the media coverage is posted on the wall. Everyone agreed the media coverage was well done for the field trip. Tim told the Board the sign out front was repainted by Lacresha, an employee of the airport, at a cost of \$40 before the Chennault Airport rep came out to

take a photo next to it. Chairman Langford explained that R. K. Levens requested a photo to be taken of Southland Field handing over a donation check to Chennault Airport for the Air Show.

Tim told the Board that Lacresha and Jonathan both had evaluations due and had merit increases given to them that were granted through the Board's approval. Tim said that they are still getting community service workers coming in, which is free labor for the airport from the DA's office. Chairman Langford asked Tim if there was some way to get enough workers to paint the lighthouse. Tim answered that it has been done before. Chairman Langford and Tim praised Lacresha for the great job she has been doing. Chairman Langford entertained a motion to accept the Director's report as presented. Wilmer Dugas made a motion to accept the Director's report as presented, 2<sup>nd</sup> by R. K. Levens. No opposition. Motion carried.

**X. Engineer's Report**

Chuck reported that the foundation is almost complete on the T hangar project. The buildings should be delivered within a week. Chuck said Angelico Construction has been hired to erect the building. Chuck reported that they submitted 90% of the plans today to FAA and DOTD for their review and approval on the current taxiway project. Chuck said once they get comments back, they can finalize them and go out for advertising. Chuck explained that this project is to rehabilitate and rejuvenate Taxiway A and the big apron. Chuck stated that Kris (Kelly) wanted him to tell Tim and Darla that he should be finalizing putting the days together on the lighting project, showing how many days were over the contract time, so they can do their calculations. Chuck said Kris should be calling them soon. Wilmer Dugas made a motion to accept the Engineer's report as presented, 2<sup>nd</sup> by R. K. Levens. No opposition. Motion carried.

**XI. Old Business**

There was no old business addressed at this time.

**XII. New Business**

There was no new business addressed at this time.

**XIII. Public Comments**

Chairman Langford thanked Police Juror Francis Andrepont for attending the meeting and for all that he does for the airport. Mr. Andrepont explained to the Board that there is "X" amount of dollars that goes into a pot coming from the gaming industry, and it doesn't take long for the pot to get drained. However, there are other funds available, like Economic Development, for progress and projects. Mr. Andrepont told the Board not to hesitate to ask for money, if they need it.

**XIV. Chairman's Update**

Chairman Langford asked Director Laffleur if there was room to build another hangar. Tim answered that they could, but it would have to be a small one. Chairman Langford told the Board that when the airport is doing well, they should invest in their infrastructure; and the hangars are where the airport makes its money. Chairman Langford asked the Board to be thinking about building another hangar when the money is available. There was a brief discussion regarding funding of another hangar and asking the police jury for money.

Director Tim Laffleur told the Board they need to be thinking about a lease price for the new T hangars. Darla Perry stated that it needs to be comparative and market value. There was a brief discussion regarding the pricing of the new T hangars.

**XV. Executive Session**

Chairman Langford entertained a motion to go into Executive Session. Wilmer Dugas made a motion to go into Executive Session, 2<sup>nd</sup> by R. K. Levens. Motion carried.


[At this time the Board went into Executive Session at 4:55 p.m.]

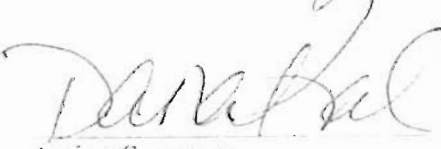
Wilmer Dugas made a motion to go out of Executive Session and go back into Regular Session, 2<sup>nd</sup> by Don Chamblee. Motion carried.

[At this time the Board went back into Regular Session at 5:13 p.m.]

**XVI. Adjourn**

Chairman Langford entertained a motion to adjourn. Wilmer Dugas made a motion to adjourn the meeting, 2<sup>nd</sup> by R. K. Levens. No opposition. Motion carried. Meeting adjourned at approximately 5:14 p.m.

  
Chairman

  
Acting Secretary