



**Ascension-St. James Airport and Transportation Authority
6255 Airport Industrial Blvd., Gonzales, Louisiana 70737**

October 29, 2019 – Regular Meeting Minutes

1. The Ascension-St. James Airport and Transportation Authority met on October 1, 2019, at the airport site with Chairman Rick Webre presiding. The following Commissioners in attendance were Jared Amato, Rydell Malancon, Kevin Landry, Roger Keese, and Jeff Gaudin. Cody Martin (Legal), Patrick McGee (Interim Airport Manager/Operations Supervisor) and Gerald Babins (PEC) were also in attendance.
2. Chairman Webre passed a copy of a letter to all Commissioners thanking Patrick McGee for his work as the Interim Airport Manager during the past 60 days. Commissioner Gaudin, Donna, and Chairman Webre met with Jason Ball decided he was the best fit for the Airport Manager position. Commissioner Gaudin made a motion to accept Mr. Ball as the new Airport Manager and second by Commissioner Amato.
3. A motion by Commissioner Gaudin and second by Commissioner Landry to approve the meeting minutes from October 29, 2019 as presented; motion carried unanimously.
4. There were public comments.
5. There were no presentations.
6. Mr. Patrick McGee presented the Finance Report:
 - a) Professional Fees – only from Donna for \$1,050.00.
 - b) Repairs and Maintenance – we had to pay to repair the CAP hangar cable on the south end.
 - c) Annual Audit – Commissioner Stafford questioned the Audit and if we had an exit interview date schedule yet. At this time no exit interview.
 - d) Fuel – we received an AVGAS delivery and could have lowered price but did not due to the closure happening within a week of the delivery. Commissioner Keese question about the year-to-date finances and showed him on the report we are track for the year.
 - e) Monthly ACH – we are trying to encourage all tenants to go ACH to save them not having to pay the CC fee.



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- f) Motion by Commissioner Amato and second by Commissioner Malancon to approve the Finance Report.
7. Mr. Gerald Babins (PEC) presented the Engineering Report:
- a) Planning – CIP planning underway for FY2020; a resolution was passed at previous meeting to accept as is. Another resolution needed to be passed for the Sponsors responsibility for \$20,000 for the Fuel tank and another \$20,000 for the future hangars on the South/East apron area.
 - b) Master Plan – Both Committees have met another meeting was scheduled in November for further discussion on the plans.
 - c) Runway/Taxiway Overlay – Barriere Construction Co., LLC was starting the project the last week of October with a completion date of 12 December.
 - d) 16 Unit T-Hangar – MA Wilson Construction and Consulting, LLC was starting the project 1 November with a projected completion date of Feb. 2020. Chairman Webre asked Gerald if an office space was on the plans for the CAP when they move into the new hangar. Gerald stated he would look into it.
 - e) Construction: South Apron Expansion – Hendricks completed the paving for the South Apron area and a resolution was passed at previous meeting to continue work with change order 4 from the money received from the State of \$750,000. This would finish the rest of tie downs along the west side and complete the south end of the T-Hangars. Gerald stated that with Pat from Eustis on site during the Overlay project and the South Apron there would be additional \$55,000 which is part of the \$750,000 and would need a motion to accept. Motion to approve by Commissioner Amato and second by Commissioner Gaudin.



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Richard Webre, Chairman

Cynthia Stafford, Secretary