

**West Calcasieu Airport
Managing Board Meeting Minutes**
7000 Southland Field Road, Sulphur, LA 70665
August 2, 2022

I. Call to Order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at 4:30 p.m. on August 2, 2022 at Southland Field Airport, 7000 Southland Field Road, Sulphur, LA 70665.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

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

IV. Roll Call

The following persons were present:

- ✓ Dalton Langford, Chairman
- ✓ Wilmer Dugas
- ✓ Ted Thompson
- ✓ Missy Amidon
- ✓ Mike Granger

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

V. Approval of minutes from July 12, 2022 regular monthly meeting

Wilmer Dugas offered a motion to approve the minutes of the July 12, 2022 regular monthly meeting, 2nd by Ted Thompson. No opposition. Motion carried.

VI. Additions/Deletions to the Agenda

There were not additions or deletions at this time.

VII. Approve Audit/SAUP Engagement for LA Legislative Auditor

Darla Perry stated that they received the engagement letter from Steve Deouren for Audit Services and SAUP (Standard Agreed Upon Procedures).

Ted Thompson offered a motion to approve the Audit/SAUP Engagement for Louisiana Legislative Auditor, 2nd by Wilmer Dugas. No opposition. Motion carried.

VIII. Contract Monthly Accounting Services and Manager's Salary Review

Darla Perry reviewed the accounting services provided with a request for an increase from \$2,075 to \$2,450. She also stated they are requesting a 15% raise for Tim LaFleur, a cost of living increase for the recording secretary of \$50, and a 15% increase for the attorney.

Missy Amidon made a motion to an increase the accounting services salary from \$2,075 to \$2,450, a 15% raise for Tim LaFleur, a cost of living increase for the recording secretary of \$50, and a 15% increase for the airport attorney, 2nd by Ted Thompson. No opposition. Motion carried.

IX. Finance Report

Darla Perry reported that the total income for July 2021 to June 2022 was \$766K from fuel sales, hangar rental, property leases, and the Chenault grant. The biggest expenditures are salaries, insurance, repairs and maintenance from the hurricane, and grant management fees. Net ordinary income budget amount for the fiscal year ending June 2022 was \$25,772, actual was \$68,670.

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

X. Director's Report

Tim Lafleur reported that the fencing repairs are complete and the entry gate has been installed.

Mike Granger made a motion to approve the Director's Report as presented, 2nd by Missy Amidon. No opposition. Motion carried.

XI. Engineer's Report

Chuck Stutes reported that they met with Hayleigh to discuss future CIP projects and the meeting went well. He also reported that the FEMA funded fencing project has been completed.

Additionally, the T-hangars notice to proceed was dated July 5. The contractor stated that they are waiting on materials and will provide a written schedule.

Mr. Stutes also stated that the first official submittal to CSRS for the Terminal Building was sent and they are waiting on a response. They are continuing work on the plans and specs and hope to bid the project by the end of the year. He anticipates Hangars A & C will be in construction this year and next year for Hangar B.

After a brief discussion, Wilmer Dugas offered a motion to accept the Engineer's Reports as presented, 2nd by Missy Amidon. No opposition. Motion carried.

XII. Old Business/New Business

Darla is still working on specs for the clearing of the First Flight debris and will get quotes for the work. They will call a special meeting, if necessary, once the quotes are received.

XIII. Public Comments

There were no public comments at this time.

XIV. Chairman's Update

There was no Chairman's update at this time.

XV. Adjournment

The meeting was adjourned at approximately 5:08 p.m.



President



Secretary