

West Calcasieu Airport Managing Board Meeting Minutes

March 3, 2015

I. Call to order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:28 p.m. on March 3, 2015, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

Tim Dougherty 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:

- ✓ Dalton Langford
- ✓ Tim Dougherty
- ✓ Don Chamblee
- ✓ R. K. Levens
- ✓ Dana Keel
- ✓ Joe Palermo

(Others also present at the meeting were: Tim LaFleur, Chuck Stutes, Darla Perry, Francis Andrepont, Ray Taylor, Mayor Chris Duncan, Jackson Schrupf, Heather White and Sheila Burton.)

NOTE: Rhett Phillips enters the meeting after the Executive Session.

V. Approval of minutes of the February 3, 2015 regular monthly meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the February 3, 2015 regular monthly meeting. Joe Palermo made a motion to approve the minutes of the February 3, 2015 regular monthly meeting, 2nd by Tim Dougherty. No opposition. Motion carried.

VI. Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

VII. Discussion of First Flight Lease Amendment

Jackson Schrupf told the Board First Flight has purchased the 2 extensions that are provided for in the lease in the amount of \$55,000; however, they still have not heard whether they will get the contract. First Flight is asking for 3 one-month extensions in the amount of \$5,000 per month. Mr. Schrupf said that will amend the 3rd paragraph of Part 4 of the lease giving them 3 additional one-month options for extension at \$5,000 per month. The Board asked Mr. Schrupf questions regarding the extensions. Joe Palermo made a motion to give First Flight 3 one-month options at \$5,000 per month, 2nd by R. K. Levens. The Board discussed First Flight's request for 3 one-month extensions.

Tim Dougherty made a substitute motion to give First Flight a 30-day lease, subject to Lessor's approval, up to 3 months, 2nd by R. K. Levens. Chairman Dalton Langford asked for public comment. Police Juror Ray Taylor asked what the previous extension consisted of. Jackson Schrupf answered that it was two 90-day extensions at \$25,000 and \$30,000. There was further discussion about the extensions. Chairman Dalton Langford asked for a vote on the substitute motion. No opposition by the Board.

There was discussion regarding how to proceed with the voting of the original motion and the substitute motion. R. K. Levens withdraws his 2nd to the motion to give First Flight 3 one-month options at \$5,000 per month. Joe Palermo withdraws his motion to give First Flight 3 one-month options at \$5,000 per month.

Chairman Langford asked Mr. Schrupf if everything is okay on the motions. Mr. Schrupf told the Board he thinks it's clear that the Board has approved a change in the lease that, subject to Lessor's approval, First Flight will have up to 3 additional one-month extensions at \$5,000 per month. Mr. Schrupf said he will get with First Flight's attorney to make sure they make the changes. Mr. Schrupf stated the changes in the lease will be submitted to the Chairman. Mr. Schrupf also recommended getting someone to sign the Amendment when it is prepared.

VIII. Financial Report

Darla Perry gave the financial report. Darla reported the January net income was -1644.22 due to repairs that went over budget. Darla stated the fuel sales exceeded the budget for January. Darla said there has been some repricing on the Av fuel, and the 4% State tax is throwing things off. Darla reported the utility bill for January was double due to fuel adjustment. On the year-to-date for July 2014 through January 2015, Darla stated the bottom line net income was positive, without depreciation. Darla told the Board the reason they are not on budget right now is the amount of fuel sales, but hopefully it will pick up. Darla said she is working on some Governmental reporting at this time. There was discussion regarding the financial report.

Tim Dougherty makes a motion to approve the financial report, 2nd by R. K. Levens. No opposition. Motion carried.

IX. Director's Report

Director Tim LaFleur reported that the electricians wired the new T-hangars. Tim stated as soon as the weather clears up, they will do the wiring for the backup power for the fuel farm.

Don Chamblee asked Tim the status of the bush hog. Tim answered it should be ready within the next month.

X. Engineer's Report

Chuck reported his office is continuing to work with Tim to try to get the State to release some money for rejuvenating and painting the runway. Chuck said the money is in next year's budget, so they are trying to get the money to move forward into this year's budget.

XI. Old Business

There was no old business at this time.

XII. New Business

There was no new business at this time.

XIII. Public Comments

Police Juror Ray Taylor asked about rumors that First Flight was asking for a variance on their zoning to allow them to approach people in this area. Chairman Langford said this was the first he's heard of this. Darla Perry stated they have told her opposite of that. There was further discussion about the rumors.

XIV. Executive Session

R. K. Levens makes a motion for the Board to go into Executive Session to discuss the Director's salary, 2nd by Tim Dougherty. No opposition. Motion carries.

{At this time, the Board goes into Executive Session from approximately 5:00 pm until 5:35 pm.}

Chairman Dalton Langford entertains a motion to call the Board out of Executive Session. R. K. Levens makes a motion for the Board to come out of Executive Session, 2nd by Tim Dougherty. No opposition. Motion carries.

Tim Dougherty makes a motion for the Board to go back into regular session, 2nd by R. K. Levens. No opposition. Motion carries.

Tim Dougherty makes a motion to give Airport Director Tim LaFleur a 17.5% increase in pay and the lineman a 3% increase in pay, 2nd by R. K. Levens. No opposition. Motion carries. Chairman Langford told Tim LaFleur the Board would like him to do employee evaluations and put employee job descriptions in writing. Darla Perry said Mayor Duncan offered his HR person to help with wording of the job descriptions.

(At this time, Rhett Phillips enters the meeting.)

XV. Further Public Comments

Police Juror Francis Andrepont commended the Board for the dialogue they have amongst the members. Chairman Dalton Langford introduced Police Jurors Francis Andrepont and Ray Taylor as the liaisons for the Airport Board.

Mr. Rhett Phillips asked what the Board decided on First Flight's request. Attorney Jackson Schrupf explained that the Board decided on a 30-day lease, subject to Lessor's approval, up to 3 months, at \$5,000 per month. Mr. Phillips requested a modification that in the event the contract is awarded to someone else, then it becomes the Board's option. There was discussion about the requested modification. Joe Palermo complimented Mr. Phillips on the work they have done with the Board thus far and explained the Board's position on the Amendment. Mr. Phillips explained his position and the message it may send out to the marketplace if First Flight does not have the option for the next 90 days. There was further discussion about the wording of the amendment.

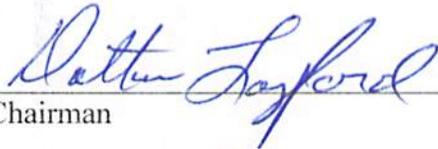
Don Chamblee makes a motion to reconsider the prior amendment to the lease, 2nd by R. K. Levens. No opposition. Motion carries.

R. K. Levens makes a motion to rescind the wording in the amendment "30-day lease, subject to Lessor's approval, up to 3 months," 2nd by Joe Palermo. No opposition. Motion carries.

Joe Palermo makes a motion to amend the lease and give First Flight a 90-day extension beginning March 6, 2015, at \$5,000 per month, cancellable at Lessor's option if the contract for employee housing for the LNG project south of the Ellender Bridge and north of Hackberry is awarded to anyone other than First Flight Holdings, LLC. The motion was 2nd by R. K. Levens. No opposition. Motion carries.

XVI. Adjourn

Don Chamblee makes a motion to adjourn the meeting, 2nd by R. K. Levens. No opposition. Meeting adjourns at approximately 6:03 p.m.


Chairman


Acting Secretary