June 28, 2022 – Regular Meeting Minutes

1. The Ascension-St. James Airport and Transportation Authority met on June 28, 2022, at the Louisiana Regional Airport with Chairman Rick Webre presiding. Commissioners Gaudin, Stafford, Amato, Malancon, Boughton, and Keese, were all present and Airport Director, Jason Ball, was also in attendance.
2. Motion made by commissioner Gaudin seconded by Commissioner Boughton to move to executive session to discuss Hangar Repair Plans. Motioned passed
3. A motion by Commissioner Gaudin seconded by Commissioner Malancon to approve the meeting minutes from April as presented; motion carried unanimously.
4. Presentations-
	1. PJ Vicari presented a plan to build 16 new T Hangars South of the new hangars the airport built. He stated the cost of the building would be around 600k dollars and he would be agreeable to allowing the airport to buy it from him at some point due to the hangar demand at the airport. Mr Ball stated that the apron around the hangars would have to meet the current airport standard for pavement. Chairman Webre stated that the board would take his proposal under advisement and we would get back to him.
	2. Matt Spradley presented an overview of his company. They are a lobbying firm that follows bills through the legislature and could help the airport in following and pushing through bills for increased funding options.
5. Finance- Mr. Ball presented the finance report. Chairman Webre would like to set up a new account to track insurance payments for damages ( Business Interruption Insurance). Fuel sales numbers were high but starting to go down with high fuel price and bad weather. Chairman Webre would like to see a 3 year total for the budget at the meetings. Commissioner Amato moved to approve finance report, seconded by Commissioner Boughton.
6. Legal-
7. Engineering:
	1. Master Plan – Kutchins and Groh was given the last of the info this week and should be getting with Jason to finalize the report to submit for review.
	2. CIP- We will be meeting with FAA and DOTD program managers to discuss CIP on Thursday
	3. Box Hangar- Design is still at Fire Marshal office and Parish for approval.
	4. Fuel System- We are wanting to use BIL funding for this project so still waiting for guidance from FAA. We will draft the request and work with them through the process.
	5. Terminal Apron Construction- Project may start early if FAA agrees and funding available.
8. Operations- Fuel sales staying constant even with increasing prices but not sure how long it will be sustainable.
9. Chairman: Mr. Webre deferred to Executive session.
10. Airport Manager: New wall to close off conference room. Fuel Prices are trending downward. Bad weather during this time of year slows our sales. New hires are being encouraged and one came in to interview. A new golf cart will be needed and we will be looking for one to purchase. Airport will be using docusign for leasing and after trial period it seems like it will work well. New lease prices that were approved have been added to the new leases.
11. Old Business:
	1. Corporate Hangar- Continuing work on this
	2. New Building- Complete
	3. Master Plan- updated in engineering
	4. CIP- submitted update CIP to Haley with BIL funding added.
	5. Water Line- MoDads, water, and Fire Suppression will be in new project
	6. Fuel System- Talked about in engineering
12. New Business
	* 1. Amend 21-22 budget- amended budget numbers were presented for the board to review. Motion made by Commissioner Keese seconded by Commissioner Gaudin. Motion Passed
		2. Adopt 22-23 budget- the copy that was available to the public was submitted to the board for their review. Motion made by Commissioner Amato seconded by Commissioner Stafford. Motion Passed
		3. Increase fuel discount for based customers- Mr Ball explained how high fuel prices are affecting businesses at the airport. A discount was proposed to give 20 cents when fuel is over 5 dollars per gallon and 10 cents when under 5 dollars per gallon. The board proposed 10 cent discount for based customers. Motion made by Commissioner Stafford seconded by Commissioner Boughton. Motion Passed
13. Moved into Executive Session- motion made by Commissioner Keese seconded by Commissioner Stafford
14. Next meeting scheduled for Tuesday July 25, 2022.

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Richard Webre, Chairman Kevin Landry, Secretary