

West Calcasieu Airport Managing Board Meeting Minutes

January 3, 2017

I. Call to order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:37 p.m. on January 3, 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 R. K. Levens and recited by all board members and guests.

IV. Roll call

The following persons were present:

- ✓ Dalton Langford
- ✓ Don Chamblee
- ✓ Wilmer Dugas
- ✓ R. K. Levens
- ✓ Joe Palermo
- Dana Keel (present via phone)

(Others also present at the meeting were: Darla Perry, Tim LaFleur, Jackson Schruppf, and Sheila Burton.)

V. Approval of minutes of the December 6, 2016 regular monthly meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the December 6, 2016 regular monthly meeting. R. K. Levens made a motion to approve the minutes of the December 6, 2016 regular monthly meeting, 2nd by Wilmer Dugas. No opposition. Motion carried.

VI. Additions/Deletions to Agenda

There were no additions or deletions to the agenda. There was a brief discussion regarding the board members receiving copies of the Airport Joint Service Agreement for their review.

VII. Finance Report

Darla Perry presented the financial report for the month of November. Darla reported the amount budgeted was \$22,653; and total for November came to \$20,990. Darla said she did not budget Summit in the month of November because she did not think the airport would need the grass mowed again, but it did due to the hot weather. Darla said the year-to-date report showed the Airport to be way over what was budgeted; but she reminded the Board they have to discount the Terminal because it gets capitalized. Darla said they will amend the budget probably at the April meeting.

Darla reminded the Board that she has been working for the last 11 years on FEMA projects. Darla told the Board that she received an email today from FEMA stating that after approval through two supervisors, FEMA will pay the Airport an estimated balance of \$66,310. Darla briefly explained the process she has gone through with FEMA. Darla said she will dedicate the moneys received to the Airport's portion of the T hangars. Darla said she has also been working on end-of-year reports. R. K. Levens made a motion to accept the financial report as presented, 2nd by Don Chamblee. No opposition. Motion carried.

VIII. Director's Report

Director Tim Lafleur reported the Airport sold a total of 31,344 gallons of Av gas for the year with the jet fuel sales being much higher at 65,152 gallons. Tim explained that the jet fuel gas total was 12,000 more than it was last year.

Tim told the Board they have a copy of the article written by Danielle Gaylor that was placed in the local newspaper showcasing the programs available at the airport. Tim told the Board that Barry Brant and Danielle Gaylor were very impressed with the Airport when they came out for a visit. Tim thanked the Board for everything they allow them to do at the airport. There was a brief discussion regarding the newspaper article.

Darla Perry explained to the Board that she requested funding of \$250,000 out of the Economic Cooperative Endeavor Fund from the Calcasieu Parish Police Jury to help with the T hangar project. Darla said that she explained in her request letter that an additional amount of \$275,000 will be paid by the Airport for the T hangar project. Darla said she would like to get authority for Tim to sign the letter so they can send it on to Mr. Andrepont to start the fund request.

Wilmer Dugas asked for an update on First Flight regarding the money owed for the T hangar. Darla said First Flight will have to start paying on the additional rent and will get to off-set half of the road. Darla said she thinks they will begin paying on the additional rent in the first quarter of 2017. Wilmer Dugas asked if something were to happen,

would the Airport still get their money. Darla answered that there is an escrow fund that is currently over \$140,000. Darla further explained that the way the contract reads is that First Flight does not have to pay the Airport until either the Airport builds the hangar or there has been a head count. Darla said First Flight is still working on the cost of the infrastructure on the road. Darla explained that the way she bills the additional rent is quarterly, per day/per man. The cost is \$1 per head per day and then 50 cents per head per day when they hit over 1,000. Darla stated that she has billed out \$150,000 additional rental but they have had infrastructure credits; however, the Airport hasn't agreed or accepted their infrastructure credits at this time. Attorney Oliver Schrupf reassured the Board that there are funds being placed in an escrow account monthly that will come to a total of \$300,000 in case First Flight leaves before their lease is up, plus there is a subordination to a mortgage to a bank on things that First Flight has at the Airport. The Board also mentioned that items such as utility poles, water lines and the sewer pond will stay and become the property of the Airport. There was further discussion regarding First Flight. Mr. Dugas stated that his question was answered. Don Chamblee asked how many people were staying at the village. Darla Perry answered that it's been running 800 to 880. Chairman Langford entertained a motion to accept the Director's Report. Wilmer Dugas made a motion to accept the Director's Report, 2nd by Joe Palermo. No opposition. Motion carried.

Wilmer Dugas made a motion to give Airport Director Tim Lafleur authority to submit the letter to Police Juror Francis Andrepont with the Calcasieu Parish Police Jury, 2nd by R. K. Levens. No opposition. Motion carried.

IX. Engineer's Report

There was no Engineer's Report at this time.

X. Old Business

Wilmer Dugas asked about the Airport Memo that is attached to their packet. Airport Director Tim Lafleur explained to the Board that he contacted Derek Gilbeaux of Sodexo after the last meeting, and Mr. Gilbeaux sent out the Airport Memo to all of his personnel to try to remedy the concerns that the Board brought up at the last meeting regarding people entering the airport through the gate. There was a brief discussion regarding the gate. Joe Palermo said he has received questions from people asking why there is a gate at the airport entrance. Don Chamblee said he asked one of the guards at the gate why the gate was there, and the answer given was that it is to get people in and out of the airport and to prevent people from going out at Hwy. 108. There was further discussion regarding the gate. Joe Palermo and Don Chamblee voiced their opposition to the gate.

Joe Palermo said that someone asked him if First Flight was having people drive their cars to a parking lot on Hwy. 109 (sic) and bussing them from there. Mr. Palermo asked Tim if he knew anything about it. Attorney Oliver Schrupf stated that has nothing to do with the Airport's lease. There was a brief discussion regarding section 3d(1) of the lease where it states that, "Lessee shall not enter into contracts with any clients for the housing of workers that perform work at any location to the north of the leased premises."

There was a brief discussion regarding traffic on Hwy. 108 to Hackberry. Mr. Schrupf stated that section 3d(1) of the lease does not prohibit First Flight to build a parking lot somewhere. Mr. Palermo agreed that it doesn't prohibit them from building a parking lot, but he feels it would prohibit them from providing workers. Director Tim Lafleur agreed that it would be a problem if they were housed at the airport and were driving to the other area. There was further discussion regarding the parking lot issue and whether any violations have been made. Mr. Palermo suggested writing First Flight a letter asking them if they are planning on having people living at the airport and leaving the airport to go work in another area. Mr. Palermo said he would like to see First Flight get all of the work they can get, but the Board has an obligation to the public to make sure they are not violating the lease. Mr. Schrupf said he wrote down that they will bring that up as one of the items that they talked about, but he reminded the Board that the lease states that it prohibits them from entering into contracts with clients for the housing of workers that perform work at any location to the north of the leased premises. Mr. Schrupf stated that if they are housing workers here and they are doing work north of the premises, then that's a violation; however, if they are building a parking lot anywhere in the United States and not housing workers there, that is not a violation. Chairman Langford said that they will ask.

XI. New Business

There was no new business addressed at this time.

XII. Public Comments

Oliver Schrupf announced the Chennault Air Show will be April 28, 29 and 30th that will include a night show. Tickets for the night show are \$15. There will be a VIP tent with tickets for adults being \$75 and children \$25. General admission is \$20 per day or \$40-\$45 for all 3 days. Mr. Schrupf said they have a website where everyone can go get more information. Darla Perry said the airport normally sponsors the air show, so the Board will need to consider that. Wilmer Dugas asked what amount is normally given, and Darla answered \$1500 to \$2000.

Wilmer Dugas asked to make a comment. Mr. Dugas stated that he feels it's important for the Board to remember that they are there to do what's best for the public and that they are not there to black-ball anyone but to make sure they are asking questions and doing what's right for the people.

XIII. Chairman's Update

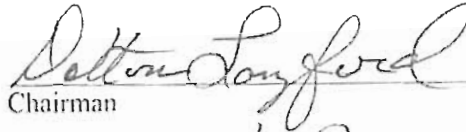
There was no Chairman's Update at this time.

XIV. Executive Session

There was no executive session.

XV. Adjourn

Chairman Langford entertained a motion to adjourn. R. K. Levens made a motion to adjourn the meeting, 2nd by Joe Palermo. No opposition. Motion carried. Meeting adjourned at approximately 5:15 p.m.


Chairman


Acting Secretary