

Minutes of the Regular Monthly Meeting of
West Calcasieu Airport Managing Board
Tuesday, March 4, 2014

The regular monthly meeting of West Calcasieu Airport Managing Board was called to order at 4:30 p.m. by Chairman, Bill Hankins, in the Conference Room at West Calcasieu Airport, 7000 Southland Field Road, Sulphur, Louisiana 70665.

Invocation was given by Tim Dougherty; R.K. Levens lead the Pledge of Allegiance.

Present: Bill Hankins, Dalton Langford, R.K. Levens, Joseph R. Palermo, Jr., and Tim Dougherty, board members, a quorum being present. Absent: Scott Foreman. Also present was Darla Perry, CPA; Oliver "Jackson" Schrupf, Attorney and acting Secretary; Tim LaFleur, Director; Chuck Stutes, Engineer; and members of the public: Tommy Little and Kip Coltrin.

On motion of Tim Dougherty, duly seconded and passed, the minutes of the prior meeting of February 4, 2014, were accepted as written.

On motion of Tim Dougherty, duly seconded and passed, the agenda for the meeting was amended to consider a resolution proposed by the Business Development Committee and to consider accepting an offer from Quality Transport to resolve a claim for damage to clean up a fuel spill.

Darla Perry gave the financial report. See copy of reports attached hereto. Summary: Costs of goods sold was unusually high for January. This will be watched closely in the future. Darla Perry advised that repairs and maintenance were over budget but in the year to date we are doing well. We are waiting on the maintenance reimbursement grant from the Louisiana Dept. of Transportation and Development. R.K. Levens moved to accept the finance report. The motion was seconded and passed.

Tim LaFleur gave the manager's report (copy attached hereto). Summary: Tires have been replaced on the courtesy truck. The City of Sulphur performed the labor for repair of the Jet A fuel truck. The airport only had to pay for parts. The main hangar has insulation that is falling. Tim will get bids and report back to the board for the next meeting.

On motion of R.K. Levens, duly seconded and passed, the board authorized a change in the amount of repairs to the mechanics office from \$1,600 previously approved up to \$1,900 to match current estimate of repair costs.

Report was given by Bill Hankins on the Engineer Selection Committee report for the Capital Improvement Plan. The report showed that the unanimous committee recommendation was to appoint Meyer & Associates as Engineers for the Capital Improvement Plan. On motion of Joseph R. Palermo, Jr., to accept the committee report and approve Meyer & Associates as engineer for the 5 year Capital Improvement Plan, the motion was seconded and passed unanimously.

On motion of Dalton Langford to accept the offer of Quality Transport to pay half of the cost of the cleanup of the fuel spill, and after second and discussion, the managing board approved settling the fuel spill cleanup costs (total of \$3,700), with Quality Transport to pay half of the cost.

Tim reported that the Dept. of Transportation will reimburse up to half of the cost of painting the runway and taxi way striping which should cost approximately \$15,142. On motion of Tim Dougherty, duly seconded and passed, the board authorized expenditure up to \$16,000 for painting striping on the runway and taxi way and that a request for reimbursement to the DOTD be made as soon as the work has been completed.

New Business: On motion of Joseph R. Palermo, Jr., the bid of Signs Now to blow up three photographs to be duplicated for use on the parade float for the Centennial Celebration parade for the City of Sulphur on March 14, 2014, was approved. The board authorized expenditure of up to \$1,000 for preparation of the parade float. This was seconded and passed.

Tim LaFleur reported that Double S Aviation, Inc., is slightly behind on rent, but is working on aircraft. Tim LaFleur said that he may need to move Double S Aviation to another hangar to make room for more aircraft as the number of aircraft needing space has increased. R.K. Levens moved to authorize the manager to spend up to \$1,000 to move Double S Aviation's office building and move the rental space to a T-hangar to make room for more aircraft in the large hangar. This was seconded and passed.

Engineer's Report: Chuck Stutes reported that the Capital Improvement Plan was sent to the State (Tina Wilson, current DOTD aviation manager) has approved the plan and has been forwarded to the FAA for approval of the lighting rehabilitation and runway rehabilitation. The matter is awaiting FAA response.

Joseph R. Palermo, Jr., suggested that Tim LaFleur check flight aware website for corporate aircraft landing in the vicinity and send postcards to pilots and their owners to show them our fuel prices and location to facilities in West Calcasieu in an attempt to entice them to land here. No action was taken by the board on this request.

The Chairman called for public comments. There being none, the Chairman gave his update. The Chairman advised that Sempra will be finalizing an agreement with a prime subcontractor in the month of March. Three groups have talked to the airport manager about possibly leasing property at the airport in conjunction with this potential contract. These entities are Greenfield Logistics, another group out of Colorado, and First Flight Holdings, LLC. The Chairman suggested that a resolution requesting proposals for leasing of facilities at the airport be published requesting offers to lease airport property be made on or before noon of April 1, 2014, and that the board should take the offers under advisement April 1, 2014, to consider the most favorable proposals. On motion of Tim Dougherty, the proposed advertisement for requests for proposals to be made on or before noon of April 1, 2014, was seconded and passed.

There being no further business to come before the board the meeting was adjourned at 5:49 p.m.

March 4, 2014


Oliver "Jackson" Schruppf, acting Secretary