

# **West Calcasieu Airport Managing Board Meeting Minutes**

April 5, 2016

## **I. Call to order**

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:35 p.m. on April 5, 2016, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

## **II. Invocation**

R. K. Levens led the invocation.

## **III. Pledge of Allegiance**

Pledge led by Wilmer Dugas 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 speaker phone

(Others also present at the meeting were: Darla Perry, Tim LaFleur, Chuck Stutes, Jackson Schrumpf, Rhett Phillips and Sheila Burton.)

## **V. Approval of minutes of the March 1, 2016 regular monthly meeting**

Chairman Dalton Langford entertained a motion to approve the minutes of the March 1, 2016 regular monthly meeting. R. K. Levens made a motion to approve the minutes of the March 1, 2016 regular monthly meeting, 2<sup>nd</sup> by Don Chamblee. No opposition. Motion carried.

**VI. Additions/Deletions to Agenda**

There were no additions or deletions to the agenda.

**VII. First Flight Holdings – Project Update**

Rhett Phillips reported that presently there are 750 beds available for occupancy. There are approximately 355 residents as of this morning with the number growing 15-20 per day. Rhett stated there is another kitchen and rec room that has been put in and will be opened when the population grows to 750. Rhett said that Phase 2 of the sewer plant will probably begin in the next month increasing the capacity to 160,000 gallons per day.

Chairman Dalton Langford asked Rhett if they helped flood victims during the flood. Rhett said that 150 people (some from their company as well as many from other companies like Cameron LNG) who were trapped and couldn't get home were housed and fed for over a week during the flood.

Rhett stated that they placed a flower bed in the front entrance of the airport that they were not pleased with, so they will be redoing the flower bed and are reseeded some areas for grass to come up to beautify the area. Rhett said fencing has been placed in the back parking lot and a chain link fence is now being constructed all the way around the back side of the property. Rhett said once they get past the woods, they will go to a privacy fence per their permit requirement. Rhett reported they should also have a fence on the west side of the road within a week or 2 to block the view to the buildings on that side, which will give them another controlled access point for people coming in and out.

Darla asked if there is a target point where they feel they will get a big influx. Rhett said what has slowed down the number of people is the oil industry. There are local people who were working in the oil industry a year ago who are now out of work. So they have been able to hire a lot of local people that they didn't expect they could hire. Rhett said based on a number of personnel they plan to hire, they expect to run out of local workers around June or July. Then there will be a big increase at that point. Darla asked if there have been any issues with transportation; and Rhett answered no, there haven't. Rhett reported to the Board that Entergy installed lighting in the parking lots this past week.

Darla asked about donations. Rhett said he spoke with Police Juror Judd Bares, and Judd suggested donating the money to the Carlyss community. Rhett said he told him that they made a commitment to a bigger area, Sulphur and Carlyss. There was discussion between Mr. Phillips and the Board suggesting different options for donating money to the community. There was a discussion regarding the Aviation Camp that will be held at Southland Field this summer. Rhett stated that he spoke with Tim Lafleur about it, and First Flight has offered to house the instructors and feed them in their facility during the week of the camp. Rhett asked the Board to give him a list of suggested donations and the money amounts recommended on each one and he will write the checks to each of them to meet their obligation towards the lease as well as the Parish obligation. The Board agreed that that would be the best way to handle it. Rhett told the Board that he will be going to Buckee's-Baytown in the morning to pick up a fire pit/cooker that First Flight is planning on donating for the Vincent Settlement School Auction.

**VIII. Discussion of Water Well**

Airport Director Tim Lafleur said he contacted a new person that was supposed to come and give another estimate, but he hasn't shown up yet. Tim said Wilmer Dugas asked him to place the issue on the agenda. Mr. Dugas stated the reason he asked for it to be placed on the agenda is because he spoke with Richard Ieyoub about the well. Mr. Dugas said he finds it hard to believe that someone turned the Airport in on a well that has been out there for the last 65 years. Mr. Dugas said he isn't going to vote to spend \$50,000 to cap a well that the Airport may be able to use in the future. There was further discussion regarding the well. Mr. Dugas said that since the Airport has until August to get this resolved, he will get back with Mr. Ieyoub to ask him if he would be able to come look at the well and give his advice. There was continued discussion regarding the well. Chairman Langford said he will get with a water well company and ask them questions to see what it would cost to activate the well and will report back to the committee.

**IX. Discuss and take action on Public Bids for Hangar A**

Chuck reminded the Board of the proposals that they received back in February, which came in over \$150,000. The Board then made a decision to go out for public bids. Chuck said they received the bids yesterday, April 4, at the Airport, at 2 pm. Chuck said they received 3 bids with the low bid being from Angelico Construction Company in the amount of \$115,184. Chuck stated that the other bids were from L&L Erectors for \$135,000; and Alfred Palma for \$147,885. Chuck said there is an alternate on the project, and the alternate is to put insulation in the roof. Chuck stated that because the bids are so low, he recommends awarding the project based on the base bid plus the alternate of \$9800 to Angelico Construction Company. Chuck reported that the Parish has agreed to give the Airport a grant to cover a lot of the cost. Darla Perry stated she thought it was \$100,000. Chuck said the Airport's part could be around \$25,000 in construction costs, which is very favorable. Chuck told the Board that Meyer & Associates has worked with Angelico Construction Company in the past, and they are a very reputable company. Joe Palermo made a motion to award the Hangar A project to Angelico Construction Company based on the bid price plus the alternate of \$9800, 2<sup>nd</sup> by R. K. Levens. No opposition. Motion carried.

**X. Finance Report**

Darla Perry reported the budget for February was \$35,000 and netted \$23,000. Darla stated that \$8,000 of that money is from the Chennault revenue, which will reverse in July when the Airport gets its extra funds. Darla said the only extraordinary expenditures in the month of February were repair and maintenance on the ground and equipment going to Summit Group and Welsh Equipment. Darla reported that overall the Airport is still running better than budget at around \$33,000. Darla stated that fuel sales for the first 8 months were budgeted \$199,000; and the Airport has sold nearly \$202,000. Darla said the Airport is staying very competitive on their fuel prices. Chairman Dalton Langford entertained a motion to accept the financial report as presented. Wilmer Dugas made a motion to accept the financial report as presented, 2<sup>nd</sup> by Don Chamblee. No opposition. Motion carried.

## **XI. Director's Report**

Director Tim LaFleur reported that all the LED lighting for the taxiway has been installed on the lighting project. Tim further explained the progress moving forward on the lighting project and said they are actually moving ahead of their scheduled timeframe on the project. Tim said they are still looking at June to begin the runway.

Tim reported that he contacted Omega Fuel, and hopefully late next week the truck should be ready for delivery. Darla Perry stated she will be picking up the check Friday from the Parish.

Tim gave an update on the project(s) with Chris Perry. Tim stated everything is done on the framing of the marsh display, and they are working on the salt grass and decoys. Tim gave the Board members information on the shirts that Chris Perry is having designed for the Airport. There was a brief discussion regarding the t-shirts.

Tim announced E.K. Key will be having a field trip to the Airport on Friday, and everyone is welcome. Tim said that First Flight has offered to feed them. Tim told the Board that he was contacted by the State regarding 3 ACE camps that will be held around the state this summer. Tim explained it's an aviated-related camp that goes on for a week. Tim said the State provides the instructors for the camp. Tim gave the Board further details regarding the camp.

Tim recommended the Board go into Executive Session to discuss some legal matters regarding the contract with First Flight. Jackson Schrupf said he was asked about it, and he doesn't see a basis for them to go into Executive Session. Mr. Schrupf said he looked through all of the exceptions in RS4217. Mr. Schrupf stated that if someone has threatened the Airport with litigation, then they can go into Executive Session to discuss it; but the Airport does not fit into any of the exceptions. Airport Director Tim LaFleur invited Rhett Phillips to discuss the issues with the contract.

Rhett Phillips reminded the Board that one of the conditions in the lease, as well as the Parish zoning, is that they cannot service projects to the north of the airport. Rhett said their client has gone to them, asking them to provide housing for some people on another project they have to the north. Rhett said there is no increase in people, no increase in buildings; the only difference is busses turning left instead of turning right. Rhett said at the maximum it would be 10 busses that would go north. Joe Palermo asked what needed to be done to amend the contract. Jackson Schrupf said it just takes a majority vote. Joe Palermo stated he thought they should be able to do business wherever they want to do business. Jackson Schrupf reminded the Board that the lease says that they will only do projects to the south, which was part of the public meeting. There was a brief discussion regarding amending the contract. Darla Perry told the Board this had to be placed on the agenda. Joe Palermo suggested putting it on the agenda and allow First Flight to do business wherever they want to. Chairman Langford asked for a timeline. Rhett stated it had to be resolved with the Airport Board before they go to the meeting with the Parish on May 17. Joe Palermo suggested having a special meeting. Wilmer Dugas suggested delaying the decision for a week or so to gather their thoughts and read over the contract and invite the public. There was further discussion on how to handle the issue. The Board agreed to have a special meeting scheduled next week. Rhett told

the Board the Parish would be putting up signs alerting the public to the zoning meeting. There was continued discussion regarding the request by First Flight and a date to hold the special meeting. Don Chamblee made a motion to defer discussion regarding First Flight's contract until a special meeting is held on April 13, 2016; 2<sup>nd</sup> by R. K. Levens.

Tim LaFleur asked Rhett Phillips to speak to the Board regarding the hangar that was going to be built. Mr. Phillips explained the bids that came in for the hangar were in excess of \$625,000 (which was the cap budget amount in the lease agreement). Mr. Phillips explained that anything over that amount would have to come from the Airport, which would put them into public bid, etc. Mr. Phillips said there has been some discussion of shrinking it to get it under the 625 amount. Mr. Phillips said they are fine either way; but if the Airport would rather have the revenue, that can work, also. Chuck Stutes asked if it went out for public bid, would First Flight still want to have a place to work on busses. Rhett answered no. Rhett said they have an alternate location that they are paying for on Swisco Road to work on their busses. Chuck said that changes the deal because one of the things driving the cost up was placing a large bus bay at the end with special amenities that aren't needed for a regular aircraft hangar. So if the Airport could bid a building that was strictly a T hangar and public bid it, then it would be cheaper. There was further explanation and discussion regarding the hangar. Wilmer Dugas recommended waiting and voting on the hangar issue at the special meeting.

Rhett Phillips also reminded the Board that First Flight donated the water mains that were put in to the Carlyss Water District back in December.

Wilmer Dugas made a motion to have a special meeting on April 13, 2016, 4:30 p.m., to discuss and take action on the current contract with First Flight; 2<sup>nd</sup> by R. K. Levens. No opposition. Motion carried.

## **XII. Engineer's Report**

Chuck Stutes reported that the ALP is at FAA waiting on comments and is finished. Chuck said the contractor has agreed not to begin the rejuvenation of the runway until the lighting is finished.

## **XIII. Old Business**

There was no old business brought before the Board.

## **XIV. New Business**

There was no new business brought before the Board.

## **XV. Public Comments**

There were no public comments at this time.

**XVI. Chairman's Update**

There was no Chairman's update given at this time.

**XVII. Adjourn**

Chairman Langford entertained a motion to adjourn the meeting. Wilmer Dugas made a motion to adjourn the meeting, 2<sup>nd</sup> by R. K. Levens. No opposition. Motion carried. Meeting adjourned at approximately 5:41 p.m.

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
Acting Secretary