

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

June 1, 2021

## **I. Call to Order**

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:30 p.m. on June 1, 2021, at the offices of Southland Executive Airport, 7000 Southland Field Road, Sulphur, Louisiana.

## **II. Invocation**

Wilmer Dugas led the invocation.

## **III. Pledge of Allegiance**

Pledge led by Jackson Schrupf and recited by all board members and guests.

## **IV. Roll Call**

The following persons were present:

- ✓ Chairman Dalton Langford
- ✓ Wilmer Dugas (via conference call)
- ✓ Tommy Little
- ✓ Ted Thompson
- ✓ John Wells

Others also present at the meeting were: Airport Director Tim LaFleur, Jackson Schrupf, Chuck Stutes, Darla Perry, and Joanne Coleman.

## **V. Approval of minutes from May 4, 2021 regular monthly meeting**

Tommy Little offered a motion to approve the minutes of the May 4, 2021 regular monthly meeting with the correction that Ted Thompson abstained from the vote for Item VIII, 2nd by Wilmer Dugas. No opposition. Motion carried.

## **VI. Additions/Deletions to the Agenda**

The following items were added to the agenda:

1. Vote on approving current accounting policies

A motion was made by Wilmer Dugas to add Item XI. Vote on approving current accounting policies, 2nd by Scott Foreman. No opposition. Motion carried.

**VII. Approve all contracts for engineering phases/repairs**

Darla Perry stated that this is the contract for the T-Hangar E, F, H, & I, and the maintenance building repairs.

Tommy Little made a motion to give Dalton Langford authority to sign the contracts for repairs, 2nd by John Wells. No opposition. Motion carried.

**VIII. Approve RFQ for survey and GEO Technical survey**

Darla Perry reported that they are required to advertise a Request for Qualifications to survey for the new terminal building and new aircraft hangars.

Tommy Little made a motion to approve advertising the RFQ for survey and GEO Technical survey, 2nd by Ted Thompson. No opposition. Motion carried.

**IX. Consideration of Bids for Apron Expansion**

Chuck Stutes stated that this is the project to expand the ramp approximately 300' south of the existing ramp. Bids have been received, with the lowest bid being from HD Truck & Tractor.

No action is needed at this time. FAA concurrence and grant is required before awarding the contract.

**X. Review and Approve Budget Amendments**

Darla Perry reported that two budget categories need to be amended: Grant Management to \$100,000 and Miscellaneous Hurricane Expenses to \$115,000.

A motion was made by Tommy Little to approve the proposed budget amendments, 2nd by Wilmer Dugas. No opposition. Motion carried.

**XI. Vote on Approving Current Accounting Policies**

A motion was made by Tommy Little to accept the current accounting policies, 2nd by Wilmer Dugas. No opposition. Motion carried.

**XII. Finance Report**

Darla Perry gave the financial report through the month of April, stating that the net ordinary income was budgeted at about \$39,000, but they are actually negative (\$34,000) due to the unbudgeted expenditures. With the previously approved budget amendments, they will be within budget parameters.

Darla also reported that the Miscellaneous Income included the original \$500,000 first time insurance deposit. They are still in a guessing game with FEMA and Insurance.

It was also reported that there are still some reserves from First Flight. The tenant committee may need to meet to wrap that up.

After a brief discussion, Tommy Little made a motion to accept the Finance Report as presented, 2nd by John Wells. No opposition. Motion carried.

### **XIII. Director's Report**

Airport Director Tim LaFleur reported that they are still waiting for FEMA acceptance to demo the terminal building.

Tim also reported that the fencing is in dire need of repair. There are no lights at night, which someone took advantage of and stole several items, including 60" Gravely, 2 Stihl weed eaters, Stihl backpack blower, generator, air compressor, and a utility trailer. He has secured everything as much as possible, and hopefully EP Breaux will finish their work this week so the lights can come back on at night.

After a brief discussion, Tommy Little made a motion to accept the Director's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

### **XIV. Engineer's Report**

Chuck Stutes reported that the ODELS & REILS rehabilitation project will be complete this week, barring any unforeseen circumstances.

After a brief discussion, a motion was made by Tommy Little to accept the Engineer's Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

### **XV. Old Business**

John Wells, referring to the public comments offered at the May meeting, asked if a rate reduction was offered to the tenants. Darla reported that a rate reduction was given and they were also offered a reduction to offset their expenses in repairing the buildings.

### **XVI. New Business**

Tim LaFleur stated that the Chennault Airshow packets were picked up and he has tickets for anyone that wants to go.

**XVII. Public Comments**

No public comments were given at this time.

**XVIII. Chairman's Update**

Chairman Langford had no report for the Board.

**XIX. Executive Session**

Tommy Little made a motion to for the Board to go into Executive Session, 2nd by Wilmer Dugas. No opposition. Motion carried.

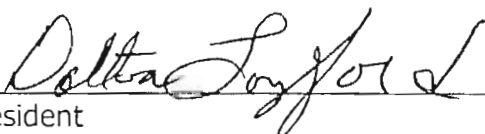
**[Meeting Closed for Executive Session]**

Tommy Little made a motion to for the Board to come out of Executive Session, 2nd by Ted Thompson. No opposition. Motion carried.

Tommy Little made a motion raise the Airport Director's salary 11.5% effective immediately, 2nd by Ted Thompson. No opposition. Motion carried.

**XX. Adjournment**

Tommy Little made a motion to adjourn the meeting at approximately 5:19 p.m, 2nd by Ted Thompson. No opposition. Motion carried.

  
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President

  
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Secretary