

West Calcasieu Airport Managing Board Meeting Minutes

June 7, 2016

[Please note: these minutes were taken by digital recorder and transcribed in brief form by Sheila Burton at a later date. Sheila Burton was absent from this meeting held on June 7, 2016.]

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 7, 2016, at the offices of Southland Executive Airport, Conference Room, 7000 Southland Field Road, Sulphur, Louisiana.

II. Invocation

Chairman Dalton Langford led the invocation.

III. Pledge of Allegiance

Pledge led by Darla Perry 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
 - ✓ Dana Keel
- (Joe Palermo was not present.)

(Others also present at the meeting were: Darla Perry, Tim LaFleur, Chuck Stutes, and Jackson Schrupf.)

V. Approval of minutes of the May 3, 2016 regular monthly meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the May 3, 2016 regular monthly meeting. Wilmer Dugas made a motion to approve the minutes of the May 3, 2016 regular monthly meeting, 2nd by R. K. Levens. No opposition. Motion carried.

VI. Additions/Deletions to Agenda

Darla Perry told the Board they need to amend the June 2016 budget at the same time as approving the 2017 budget. Chairman Langford stated he would add that to the budget discussion that is on the agenda.

Chairman Langford stated he would like to add to the agenda the discussion of building another hangar like the one that was just built. Chairman Langford said he would add it to the T hangar discussion that is on the agenda.

R. K. Levens made a motion to amend the 2016 budget, 2nd by Wilmer Dugas. No opposition. Motion carried.

VII. Budget for 2017 (and amended budget for July 2015 through June 2016)

Darla Perry explained to the Board that the reason for amending the budget prior to fiscal year end is if you are off by more than 5%. Darla stated the fuel sales fell below more than 5%, and the Chennault grant revenues fell more than 5%. Darla stated she needs a motion for a resolution to adopt the amended budget for July 2015 to June 2016. R. K. Levens made a motion for a resolution to adopt the amended budget for July 2015 to June 2016, 2nd by Wilmer Dugas. No opposition. Motion carried.

Darla then reviewed the projected July 2016 to June 2017 budget with the Board. The Board discussed the projected budget with Darla. Darla stated that this was her best estimate based on what was spent the prior year. Darla told the Board that they have just about paid down on their revenue bonds from 1997. Darla reported the projected budget for July 2016 to June 2017, after subtracting depreciation, shows a free cash flow of over \$500,000. Darla said this is the best budget she has ever seen in 20 years at the Airport. Darla stated she needs a motion for a resolution to approve the budget for fiscal year July 2016 to June 2017. Wilmer Dugas made a motion for a resolution to approve the budget for fiscal year July 2016 to June 2017, 2nd by Don Chamblee. No opposition. Motion carried.

VIII. Finance Report

Darla presented the finance report to the Board. Darla explained she has to take what Chennault gives the Airport and divide it by 12 months even though the amount is given in one lump sum. Darla said the only expenditure year to date that is way higher than what was expended was the maintenance of the grounds; otherwise, the expenditures have been lower than budget on most of them. There was some discussion regarding the

mowing. Darla said the cost is running approximately \$3400 per month for mowing right now with the Summit Group. Darla reported the insurance renews on July 1. Darla said she will be meeting with the direct rep of Arthur Gallagher in Destin, Florida on Thursday to discuss underwriter quotes for the coming year while she will be in Destin for personal reasons.

R. K. Levens made a motion to accept the finance report as presented, 2nd by Dana Keel. No opposition. Motion carried.

IX. Director Report

Airport Director Tim Lafleur reported on the lighting project. Tim said they are still on the north end and have pulled almost all of the wire with the last section over the runway left to be pulled. Tim stated they have had to extend the runway closure on the north end for a week and a half due to rain. Tim stated that the fuel truck should be ready Tuesday. Tim reported there are 9 people signed up for the ACE Camp, and everything is set up to begin June 20th. Tim stated that First Flight has the rooms all ready for the teachers to arrive on the 19th, and they will also be providing all of the meals. Tim went into further detail regarding what all is planned for the camp. Tim invited the Board members and guests to come visit during the camp on June 20th through June 24th, 9:00 a.m.–5:00 p.m.

Chairman Dalton Langford praised Tim Lafleur for the work he does in promoting the Airport with the school field trips. He also thanked Don Chamblee for his help with the field trips. Tim recognized Friend Ships Unlimited for their support in helping watch the kids while at the airport and First Flight for always donating food and providing meals in their cafeteria for the kids during the field trips.

Tim reported they had their pre-construction meeting on Thursday regarding the repairs to Hangar A. Tim said they will begin on the 27th. Tim stated they have a 42-day window, depending on weather, to fully change out everything that needs to be done. There was further discussion regarding the hangar project.

X. New T Hangars

Airport Director Tim LaFleur stated that several Board members have expressed concern about wanting to do something with the new T hangars since things have been changed with the contract with First Flight regarding the T hangars. Chuck Stutes stated the Airport no longer needs roll-up overhead doors, a truck apron, or bigger area for bus maintenance. Chuck stated it will probably look identical to the 2nd T hangar. Chuck said he would think the total project cost would be approximately \$500,000. There was further discussion regarding building the new T hangars. Chairman Langford requested having electrical outlets on both sides of the T hangar. Chuck asked Chairman Langford if he wants 2 in each bay, and Chairman Langford answered yes. There was a brief discussion regarding lighting and faucets in the T hangars.

[At this point, Airport Director Tim LaFleur asked to add something to the Director's Report: Tim stated they had a meeting with First Flight over concerns with the traffic at the airport. Tim said he has seen a couple of vehicles speeding through the main road.

Tim stated one of the security guys clocked someone with their radar going 70 mph and had a talk with them. Tim said there is a guard station at the front parking area off the road, and they are talking about adding several more guard stations at different areas. Tim suggested putting drop gates on the main road at both ends with guard shacks to alleviate people driving through that do not have business at the airport. Chairman Langford said First Flight wanted to put 4 guard shacks up, but the Airport requested just 2. Tim said that First Flight will be paying for all of it, and none will be coming out of the airport budget. Tim suggested getting tags for Board members and employees for easy recognition. There was further discussion regarding the traffic coming in/out of the airport.

Don Chamblee asked how many people are staying at the First Flight village presently. Tim answered there are 850 residents with an average of 30 new ones per day. Tim said he expects within the next couple months it should only be residential parking in the parking lots. There was a brief discussion regarding the infrastructure costs and the billing. Darla stated First Flight is billed quarterly for the head count and then they can offset certain infrastructure costs. Darla said they will not begin paying the Airport for the head count until they go over the infrastructure costs that are being credited. Darla told the Board she has requested a detailed list of infrastructure costs.]

Chairman Langford entertained a motion to accept the Director's Report as presented. Wilmer Dugas made a motion to accept the Director's Report as presented, 2nd by R. K. Levens. No opposition. Motion carried.

XI. Engineer's Report

Chuck Stutes reported the latest projection on the lighting project is that it should be completed by mid July. Chuck stated the tentative notice-to-proceed date on the Hangar A roof is June 27, if all materials are on site at that time. Chuck said once the project begins, it will take 4 to 6 weeks to finish. There was further discussion regarding costs for the T hangar. R. K. Levens made a motion to give the engineering company the authorization to prepare the plans and specifications for the new T hangar, 2nd by Dana Keel. No opposition. Motion carried. Chairman Langford stated that it had been mentioned that the City or the Parish could loan them money for the project. Darla said she will check on it.

XII. Old Business

Chairman Langford stated he spoke with a company out of Eunice regarding the water well and was told it would cost way more than \$40,000 to fix it. Airport Director Tim LaFleur said the attorney that was contacted regarding the water well stated there is a problem with the water well being on Airport property and getting State funding. Attorney Jackson Schrupf said Mr. Gearen told him it would cost \$35,000 to cap the well. Tim stated everyone they have talked to has said the well is not worth fixing. There was further discussion regarding the water well. Wilmer Dugas made a motion to cap the water well, 2nd by R. K. Levens. Don Chamblee opposed the motion to cap the water well. Motion carried by majority.

XIII. New Business

R. K. Levens asked to clear up a rumor. R. K. stated he was approached by someone today telling him he heard there was some criminal activity at the airport with someone pulling a gun on someone. R. K. said Tim LaFleur cleared it up and said the fact was that an incident happened at a plant where someone shot at 2 guys that are staying at the airport. R. K. wanted to make it clear to the Board that nothing criminal has happened at the airport.

Mr. Levens stated that one of the construction workers working at the site took a drink out of a water fountain and the worker said it smelled like sewage. He told Mr. Levens he went to another fountain, and it smelled the same way. The worker said afterwards, he became sick and was in bed for 3 days. Mr. Levens asked which one, and the worker said it's "where they go in." Tim stated First Flight had requirements they had to go through with the Fire Marshall and DEH to inspect it. Mr. Levens told Tim he might want to check with Rhett on it.

Tim LaFleur said that any time anything takes place at the First Flight village, he receives emails and calls about it. Tim announced that he was informed that the Sheriff's Office came out 2 weeks ago regarding an employee that failed a drug test and was fired on the spot. The fired employee was from Alabama and had not received his last check, so he was upset that he was evicted and wanted his money. So the Sheriff's Office was called out to handle the situation, and the issue was resolved by giving the fired employee some money to get home. Darla Perry stated that the Public should be happy that the system worked like it should and that the person that failed the drug test was fired on the spot and taken off the property.

XIV. Public Comments


There were no public comments at this time.

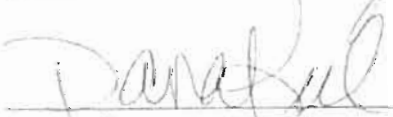
XV. Chairman's Update

There was not Chairman's Update at this time.

XVI. Adjourn

Chairman Langford entertained a motion to adjourn the meeting. Wilmer Dugas made a motion to adjourn the meeting. No opposition. Motion carried. Meeting adjourned at approximately 5:30 p.m.


Chairman


Acting Secretary