

**West Calcasieu Airport
Managing Board Meeting Minutes**
7000 Southland Field Road, Sulphur, LA 70665
June 7, 2022

I. Call to Order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at 4:30 p.m. on June 7, 2022 at Southland Field Airport, 7000 Southland Field Road, Sulphur, LA 70665.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

The Pledge of Allegiance was led by Oliver Schrupf and recited by all board members and guests.

IV. Roll Call

The following persons were present:

- ✓ Dalton Langford, Chairman
- ✓ Wilmer Dugas
- ✓ Ted Thompson
- ✓ John Wells

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

V. Approval of minutes from May 3, 2022 regular monthly meeting

Wilmer Dugas offered a motion to approve the minutes of the May 3, 2022 regular monthly meeting, 2nd by Ted Thompson. No opposition. Motion carried.

VI. Additions/Deletions to the Agenda

A motion was made by Ted Thompson to amend the agenda to add Item VIa. Approve the Budget for 6/2023 and VIb. Approve RFQ for the ALP Update, 2nd by John Wells. No opposition. Motion carried.

VIa. Approve the Budget for 6/2023

Dara Perry distributed and reviewed the projected budget for fiscal year end 6/30/2023. Total projected budgeted income is \$723,500, projected total expense is \$532,348. After other income and expenses, due to depreciation and amortization expenses, the projected net income is -\$237,962.

A motion to approve the budget for fiscal year end 6/2023 was made by John Wells, 2nd by Ted Thompson. No opposition. Motion carried.

VIb. Approve RFQ for the ALP Update

Tim LaFleur stated that there was only one submission in response to the REF for the ALP update made by Meyer & Associates.

A motion was made by John Wells to accept the bid by Meyer & Associates for the ALP Update, 2nd by Wilmer Dugas. No opposition. Ted Thompson abstained. Motion carried.

VII. Board approval of additions to airport policies

Darla Perry stated that there were three changes to the policies: addition of sexual harassment reporting clause, data recovery anti-viral policy, and the consent signature for ethics that the board will all complete the one-hour Louisiana Ethics.

John Wells made a motion to approve the additions to the airport policies, 2nd by Ted Thompson. No opposition. Motion carried.

VIII. Finance Report

Darla Perry reported that the July – April budget to actual showed that the revenue has been \$616K, with Fuel Sales at \$155K. Expenditures are \$447K, leaving a new ordinary income of \$52,772.

She also reported FEMA has approved \$56K for contents.

Ms. Perry also reported they applied for DOTD funds for Repair and Maintenance.

Ted Thompson made a motion to approve the Finance Report as presented, 2nd by Wilmer Dugas. No opposition. Motion carried.

IX. Director's Report

Tim Lafleur fence job well underway. Had a preconstruction meeting for T-hangars and gave a date of early July to begin repairs. Bad rain blew the PAPIs and ODELs out. Tim was able to get PAPI's back up. ODELs Will be repaired next week.

Mr. Lafleur also stated that Pete Talbot reported that the Localizer is completed. It will be checked and should be running next week.

Wilmer Dugas made a motion to approve the Director's Report as presented, 2nd by John Wells. No opposition. Motion carried.

X. Engineer's Report

Chuck Stutes reported that the fencing contractor should be through in six weeks if the weather holds out and there are no issues with delivery of materials.

He also reported that the contractor for the T-Hangar should begin repairs in early July.

He also stated that CSRS told them they needed to package Hangars A & C together and B separately, because the replacements are not in-kind on Hangar B.

Mr. Stutes stated that the architect is progressing on the Terminal Building plans and the first preliminary package will be submitted to CSRS in a couple weeks, but it will take an additional 2-3 months to get a formal bid package ready.

Additionally, he reported that, with regard to the rejuvenation of the pavement at the T-Hangar, aprons, and taxi way B that was delayed because of the hurricane, they are still waiting on the contractor to make a final change order request. If everything goes well, they could be working on this project in 30-60 days.

Mr. Stutes also stated that they need a change order request from contractor to submit to the FAA for the apron project.

John Wells offered a motion to accept the Engineer's Reports as presented, 2nd by Wilmer Dugas. No opposition. Motion carried

XI. Old Business/New Business

There was no old or new business at this time.

XII. Public Comments

There were no public comments at this time.

XIII. Chairman's Update

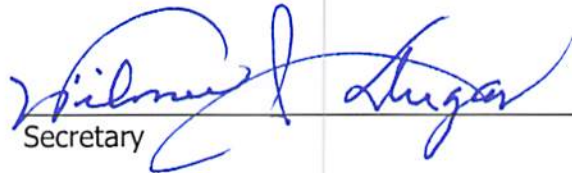
There was no Chairman's update at this time.

XIV. Adjournment

The meeting was adjourned at approximately 5:05 p.m.



President



Secretary