

Southland Executive Airport- West Calcasieu Airport

June 30, 2015

MEETING Notice & AGENDA

*Southland Executive Airport
West Calcasieu Airport
Managing Board*

Dalton Langford, Chairman

Members

R. K. Leven

Joe Palermo

Tim Dougherty

Don Chamblee

Dana Keel

The regular meeting of the West Calcasieu Airport Managing Board will be held in the conference room at Southland Executive Airport, 7000 Southland Field Road, Sulphur, La., 70665, on **July 07, 2015**. The meeting will begin at **4:30 PM**. The agenda for the meeting follows:

THE WEST CALCASIEU AIRPORT MANAGING BOARD REQUESTS THAT ALL CELL PHONES BE SET TO VIBRATE OR TURNED OFF FOR THE DURATION OF THE MEETING

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES FROM June 02, 2015 MEETING

ADDITIONS / DELETIONS TO AGENDA

Board Approval of plans for road extension for First Flight Holdings, LLC.

FINANCE REPORT – MRS. DARLA PERRY

DIRECTOR'S REPORT – MR. TIM LAFLEUR

ENGINEER'S REPORT – MR. CHUCK STUTES

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENTS

CHAIRMAN'S UPDATE

ADJOURN

West Calcasieu Airport Managing Board Meeting Minutes

June 2, 2015

I. Call to order

Chairman Dalton Langford called to order the regular meeting of the West Calcasieu Airport Managing Board at approximately 4:36 p.m. on June 2, 2015, 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 Don Chamblee and recited by all board members and guests.

IV. Roll call

The following persons were present:

- ✓ Dalton Langford
- ✓ Tim Dougherty
- ✓ Don Chamblee
- ✓ R. K. Levens
- ✓ Dana Keel

(Joe Palermo was not present at the meeting.)

(Others also present at the meeting were: Tim LaFleur, Chuck Stutes, Darla Perry, Francis Andrepont, Heather White, Mayor Chris Duncan, Jackson Schrupf, Kevin Ashy, Donald Oatley, Jeff Vaccaro, Rhett Phillips and Sheila Burton.)

V. Approval of minutes of the May 5, 2015 regular monthly meeting

Chairman Dalton Langford entertained a motion to approve the minutes of the May 5, 2015 regular monthly meeting. R. K. Levens made a motion to approve the minutes of the May 5, 2015 regular monthly meeting, 2nd by Tim Dougherty. No opposition. Motion carried.

VI. Discussion of First Flight Lease Amendment

Rhett Phillips requested that the item be removed from the agenda. Mr. Phillips stated the extension was no longer needed. Mr. Phillips told the Board that First Flight is under a confidentiality agreement, but within a week there will be a full press release. Mr. Phillips announced that First Flight has entered into a contract with a client for the employee village. Mr. Phillips thanked the Board for their patience. R. K. Levens made a motion to remove from the agenda the discussion of First Flight lease amendment; 2nd by Don Chamblee.

VII. Additions/Deletions to Agenda

Darla Perry requested adding to the agenda to approve the budget for the coming year. Darla also requested adding to the agenda to appoint the auditor for the fiscal year end June 2015.

R. K. Levens made a motion to add to the agenda to approve the budget for the coming year, 2nd by Tim Dougherty. No opposition. Motion carried.

{At this time the representatives of First Flight exited the meeting.}

R. K. Levens made a motion to add to the agenda to appoint the auditor for the fiscal year end June 2015, 2nd by Tim Dougherty. No opposition. Motion carried.

VIII. Finance Report

Darla Perry reminded the Board she had emailed a copy of the monthly financials. Darla reported the Airport is less than 1% variance on the expenses, thanks to Tim LaFleur. Darla reviewed the budget for the coming year. Darla stated the budget is projecting without any additional revenue. Darla reported the Chennault revenue will be going up to \$300,000 in January 2016. Darla projected the Airport will take in \$610,000 with the bottom line being \$26,000. Darla said this budget can be amended if there are variances during the year. R. K. Levens makes a motion to approve the proposed budget, 2nd by Tim Dougherty. No opposition. Motion carries.

Darla said she is waiting to get a bid from McMullen and Mancuso, but last year their price was \$8500 for the audit. Darla said she thinks it should be similar to last year's price. Darla stated she would like to get authority to approve McMullen and Mancuso as the auditor for the fiscal year end June 2015. R. K. Levens made a motion to accept McMullen and Mancuso as the auditor for the fiscal year end June 2015, 2nd by Tim Dougherty.

Darla told the Chairman she is working on insurance and will need Tim LaFleur to stay after the meeting to go over some questions regarding insurance. There was further discussion about the budget.

IX. Director's Report

Director Tim LaFleur announced there will be a field trip on June 11th, and everyone is invited to attend. Tim stated that the fuel sales have changed. The Av gas is approximately 200 gallons less, year to date; but the jet fuel sales are approximately 6700 gallons more, year to date. R. K. Levens asked Tim if Cindy with Boys Village contacted him. Tim said he spoke with her. She was going on vacation and is supposed to get back with him this week. R. K. stated that Boys Village wants to set up a tour.

Chairman Langford asked for an update on the spraying situation. Tim answered he doesn't have anything in writing yet. Tim said he believes it will be somewhere around 4- to 5,000; but he will be getting more quotes on it. Darla asked what the spraying is for. Tim said it is for the wild grass that's growing, that keeps spreading when they bush hog. Tim told the Board the tallow trees are getting bad. Chairman Langford suggested getting poison to spray them.

Tim reminded the Board about All American pulling out and leaving a fairly large bill. Tim said he gave Jackson Schrupf all of the paperwork, and he is starting legal proceedings on it. Chairman Langford asked how much is owed. Tim answered 3500, but they also left some equipment here. There was further discussion about All American. Tim also told the Board there is a tenant that hasn't paid since October of last year. The bill is almost as much as All American's bill. Dana Keel asked what the policy is for collection. Tim answered there is a \$25 late fee. Darla asked if the space could be rented to a paying client, and Tim answered yes. There was further discussion about the tenant and possible options.

X. Engineer's Report

Chuck stated he found out on the drive over to the meeting that FAA and DOTD has released the Airport to go ahead and get bids on the airport lighting and the runway rehabilitation project. Chuck said they will begin advertising and receiving bids, and the Board probably won't need to take action until August. Chuck reminded the Board the total for those 2 projects is approximately \$700,000 in construction costs. That amount is paid 100% between the FAA and the DOTD. Chuck further explained the process of the funding.

Chuck reported he met with the contractor and got pricing for the roof repairs for Hangar A. Chuck said he is also in the process of getting pricing to remove the insulation from all of the rafters. Chuck stated he should be able to give a full report by the next meeting for all of the repairs for Hangar A. There was further discussion about the roof repairs along with the runway rehabilitation repairs.

Chuck stated that he and Tim will be getting with the Board shortly on the outcome of the workshops for ADG. Chuck said he felt they did a good job.

XI. Old Business

There was no old business brought before the Board.

XII. New Business

There was no new business brought before the Board.

XIII. Public Comments

Police Juror Francis Andrepont congratulated the Board for their perseverance and hard work with First Flight.

XIV. Chairman's Update

There was no update given by the Chairman.

XV. Adjourn

Chairman Langford entertained a motion to adjourn the meeting. R. K. Levens made a motion to adjourn the meeting, 2nd by Don Chamblee. No opposition. Meeting adjourned at approximately 5:11 p.m.


Chairman

Acting Secretary