



**MINUTES OF THE  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Wednesday, February 17, 2016  
5:30 p.m.**

**CIAA Board Room/ 3650 Sen. J. Bennett Johnston Avenue/Lake Charles, LA 70615**

***ATTENDANCE***

**Commissioners Present:**

Mr. Kenneth W. Nabours, President  
Mr. Charles K. Dagleish, Vice President  
Ms. Jane Dufrene, Secretary/Treasurer  
Mr. James G. Gobert, Commissioner  
Mr. Andrew D. Hankins, Commissioner  
Mr. Bill Hankins, Commissioner  
Mr. Jonald J. Walker, III, Commissioner

**Others Present:**

Mr. Randy Robb, Executive Director  
Mr. Bob Kleinschmidt, Legal Counsel  
Ms. Loretta Hanks, Director of Finance  
Mr. Madwight Gallien, Director of Operations  
Mr. Wallace M. Nelson, Director of Maintenance  
Ms. Andrea Pelloquin, Executive/Recording Secretary  
Mr. Josh Arnold, Centerra  
Mr. Dennis Scott, CPPJ  
Mr. Jackson Schrumpf, Attorney at Law

***CALL TO ORDER***

President Nabours called the meeting to order at 5:30 p.m. Following the Pledge of Allegiance, roll was called and a quorum was established as indicated above.

***PROPOSED AGENDA***

President Nabours requested additions, deletions, and amendments to the proposed agenda and Mr. Robb announced the same; i.e. **ADD: Item #9(A)** – Discuss and take appropriate action to authorize the President to enter into and to sign the Memorandum of Understanding clarifying the language and payment schedule of the October 2012 Joint Services Agreement between Chennault International Airport Authority and West Calcasieu Airport Managing Board. **PRESIDENT NABOURS ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. GOBERT, SECONDED BY MR. A. HANKINS, AND CARRIED UNANIMOUSLY TO APPROVE THE PROPOSED AGENDA AS AMENDED.**

***ANNOUNCEMENTS/REPORTS***

Mr. Robb reported that Mr. Theunissen has provided a copy of the State of Louisiana Office of the Governor Proclamation No. 10 JBD 2016 showing all the items that can be discussed during the special session. Mr. Robb reported that the Operations Department provided a mandatory airfield driver's training course for the contractors working on the Taxiway "A" Widening project. Mr. Robb reported that the Operations Department provided a tour of Million Air and the Control Tower to United Flight Operations Representative and AAR Representatives. Mr. Robb reported that all departments are making preparations for the March FAA Part 139 Inspection. Mr. Robb reported that he met with AAR management concerning the renovations of areas of Building 3009 for a wellness center and food service locations.

Chief Arnold reported that Centerra (Chennault Fire Department) will be having their 20<sup>th</sup> Anniversary Celebration at the Fire Department March 18<sup>th</sup> at 1:00 p.m. Chief Arnold thanked the Board and Chennault for the 20 years of service.

***MINUTE APPROVAL***

**PRESIDENT NABOURS ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MS. DUFRENE, SECONDED BY MR. WALKER, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JANUARY 20, 2016 REGULAR MEETING.**

***LUKE'S RV SALES & SERVICE LEASE***

Mr. Robb stated that Luke's RV Sales & Service is leasing the concrete slab at Site 1 and up to 100,000 square feet of surrounding grass area and would like to renew the lease for a one year period. Mr. Robb also stated that the National Guard is amenable to the non-military use of the property since there is an out clause written in the lease. **PRESIDENT NABOURS ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MS. DUFRENE, SECONDED BY MR. DALGLEISH, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE PRESIDENT TO ENTER INTO A LEASE AGREEMENT BETWEEN CHENNAULT INTERNATIONAL AIRPORT AUTHORITY AND LUKE'S RV SALES & SERVICE.**

***LETTER OF INTENT – KINGDOM LOGISTICS, LLC***

Mr. Robb stated that the lease of the property is for a proposed man camp and could be leased for up to 5 years. **PRESIDENT NABOURS ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. GOBERT, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A LETTER OF INTENT WITH KINGDOM LOGISTICS, LLC FOR THE LEASE OF SITE 5.**

***HANGAR "E" – LIGHT FIXTURES UPGRADE***

Mr. Robb stated that the light fixture upgrade is a request from the tenant to improve the lighting in the hangar. Mr. Robb stated that the current fixtures will be replaced with LED lighting which is more energy efficient. Mr. Robb also stated that the fixtures will be installed by the Chennault Facilities Department. **PRESIDENT NABOURS ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. WALKER, SECONDED BY MR. DALGLEISH, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE SPECIFICATIONS FOR AND ADVERTISE FOR AND OPEN BIDS FOR THE PURCHASE OF LIGHT FIXTURES FOR HANGAR "E".**

***CALCASIEU AIRPORT MANAGING BOARD –  
MEMORANDUM OF UNDERSTANDING***

Mr. Robb stated that the October 2012 Joint Services Agreement has some vague wording that has caused conflicting interpretations in regards to the commencement date of the increased payment. Mr. Robb stated that Chennault Staff met with representatives from the West Calcasieu Airport Managing Board to resolve the conflicting interpretations. Mr. Robb stated that it was the intent of the West Calcasieu Airport Managing Board to start receiving the increased payment in 2016 and suspect that the increase has been budgeted. Mr. Robb stated that we don't receive the 2016 tax collections until 2017. Mr. Robb stated that we don't have the increase payment budgeted for the current budget but we could include the increase (\$100,000) in the budget beginning July 1, 2016. Mr. Robb stated that it is our recommendation to budget the \$100,000 increase in the July 1, 2016 budget and pay the increase prior to collection of the 2016 property tax. **PRESIDENT NABOURS ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. GOBERT, SECONDED BY MR. B. HANKINS, AND CARRIED WITH A MAJORITY VOTE TO AUTHORIZE THE PRESIDENT TO ENTER INTO AND TO SIGN THE MEMORANDUM OF UNDERSTANDING CLARIFYING THE**

**LANGUAGE AND PAYMENT SCHEDULE OF THE OCTOBER 2012 JOINT SERVICES AGREEMENT BETWEEN CHENNAULT INTERNATIONAL AIRPORT AUTHORITY AND WEST CALCASIEU AIRPORT MANAGING BOARD WITH MS. DUFRENE AND MR. WALKER VOTING AGAINST.**

***ADJOURNMENT***

**PRESIDENT NABOURS ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MS. DUFRENE, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO ADJOURN THE MEETING.** With no further business to come before the Commissioners, President Nabours declared the meeting adjourned at 6:00 p.m.

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MR. KENNETH W. NABOURS, PRESIDENT

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MS. JANE DUFRENE, SECRETARY