



**MINUTES OF THE
BOARD OF COMMISSIONERS
REGULAR MEETING
Wednesday, May 17, 2017
5:00 p.m.**

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

ATTENDANCE

Commissioners Present:

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

Others Present:

Mr. Randy Robb, Executive Director
Mr. Gerald Theunissen, Consultant
Mr. Robert Kleinschmidt, Legal Counsel
Ms. Loretta Hanks, Director of Finance
Mr. John McMullen, Director of Maintenance
Mr. Madwight Gallien, Director of Operations
Ms. Andrea LaFleur, Executive/Recording Secretary
Ms. Paulette Moss, IMCAL
Mr. Walter Council, IMCAL

CALL TO ORDER

President Dagleish called the meeting to order at 5:00 p.m. Following the Pledge of Allegiance, roll was called and a quorum was established as indicated above.

PROPOSED AGENDA

President Dagleish requested additions, deletions, and amendments to the proposed agenda and Mr. Robb announced the same; i.e. **ADD: Item #11(A)** – Discuss and take appropriate action to authorize the Executive Director to prepare plans and specifications for and solicit for and open bids for Hangar “A” Annex Flooring Project. **PRESIDENT DALGLEISH 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. NABOURS, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO APPROVE THE PROPOSED AGENDA AS AMENDED.**

ANNOUNCEMENTS/REPORTS

Mr. Robb reported that the Operations Department met with U.S. Coast Guard to review the existing Memorandum of Understanding Agreement between Chennault Airport and the U.S. Coast Guard that is in place for hurricane season and to discuss the possible use of Hangar “G” as a safe haven for their search and rescue boats until they are able to go on a mission after a hurricane. Mr. Robb reported that an airfield drainage assessment is being performed because the airfield is holding water, although it is not a problem now but we don’t want it to become one. Mr. Robb reported that he attended the AAAE Annual Conference in Long Beach, California. Mr. Robb reported that he and Mr. Theunissen attended the “Chamber Day” in Baton Rouge which was sponsored by the SWLA Economic Development Alliance and sat through the committee meeting for the gas tax.

Mr. Theunissen gave a brief summary as to the items being discussed at the State level.

MINUTE APPROVAL

PRESIDENT DALGLEISH 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. NABOURS, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE APRIL 19, 2017 REGULAR MEETING.

PUBLIC HEARING

PRESIDENT DALGLEISH 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. NABOURS, SECONDED BY MR. B. HANKINS AND CARRIED UNANIMOUSLY TO OPEN THE PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018.

Mr. Robb presented a brief overview of the proposed budget for the Fiscal Year ending June 30, 2018. There were no comments from the public pertaining to the budget.

PRESIDENT DALGLEISH SOLICITED PUBLIC COMMENTS AND THERE WERE NO COMMENTS FROM THE PUBLIC. MOTION WAS MADE BY MR. NABOURS, SECONDED BY MR. B. HANKINS AND CARRIED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018.

PROPOSED BUDGET

PRESIDENT DALGLEISH 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. NABOURS, SECONDED BY MR. B. HANKINS TO AUTHORIZE THE PRESIDENT TO SIGN A RESOLUTION ADOPTING THE PROPOSED BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2018, AUTHORIZING TRANSFERS TO CAPITAL PROJECTS FUND AND AUTHORIZING THE EXECUTIVE DIRECTOR TO MAKE CHANGES WITHIN THE DESIGNATED BUDGET CLASSIFICATIONS WITH THE FOLLOWING ROLL CALL VOTE:

**YEAS: CHARLES K. DALGLEISH
JONALD J. WALKER, III
ANDREW D. HANKINS
JAMES G. GOBERT
BILL HANKINS
KENNETH W. NABOURS
DENISE RAU**

NAYS: NONE

ABSTAINING: NONE

ABSENT: NONE

BUSINESS DEVELOPMENT CONSULTING SERVICES

Mr. Robb stated that Mr. Theunissen's current contract expires June 30, 2017 and is recommending renewing the contract at the current hourly rate of \$125.00. **PRESIDENT DALGLEISH 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 AUTHORIZE THE EXECUTIVE DIRECTOR TO RENEW THE CONTRACT WITH GERALD THEUNISSEN FOR A ONE YEAR PERIOD BEGINNING JULY 1, 2017 FOR BUSINESS DEVELOPMENT CONSULTING SERVICES.**

FAA GRANT – RUNWAY 15/33 REHABILITATION

Mr. Robb stated that the Resolution will authorize the Executive Director to accept the grant, submit, reports, and sign reimbursement requests for the Runway 15/33 Rehabilitation. **PRESIDENT DALGLEISH 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. A. HANKINS, SECONDED BY MRS. RAU, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT A GRANT OFFER FROM THE FEDERAL AVIATION ADMINISTRATION FOR THE RUNWAY 15/33 REHABILITATION, AND TO SIGN ALL APPLICATIONS, FORMS, GRANT AGREEMENTS, ASSURANCES, REPORTS AND REIMBURSEMENT REQUESTS ASSOCIATED WITH THE GRANT.**

DOTD GRANT – RUNWAY 15/33 REHABILITATION – PHASE 2

Mr. Robb stated that the Resolution will authorize the Executive Director to accept the grant, submit reports, and sign reimbursement requests for the Runway 15/33 Rehabilitation – Phase 2. **PRESIDENT DALGLEISH 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. NABOURS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT A GRANT OFFER FROM THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT FOR THE RUNWAY 15/33 REHABILITATION – PHASE 2, AND TO SIGN ALL APPLICATIONS, FORMS, GRANT AGREEMENTS, ASSURANCES, REPORTS AND REIMBURSEMENT REQUESTS ASSOCIATED WITH THE GRANT.**

HANGAR “A” ANNEX FLOORING PROJECT

Mr. Robb stated that the Hangar “A” Annex Flooring Project has been revised to a smaller scope than what was previously thought that needed to be done to fix the moisture issue causing the problem with the flooring. **PRESIDENT DALGLEISH ASKED IF THERE WAS ANY INPUT FROM THE PUBLIC. LET THE RECORD SHOW THAT THERE IS NO INPUT FROM THE PUBLIC. MOTION WAS MADE BY MR. GOBERT, SECONDED BY MRS. RAU, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS FOR AND SOLICIT FOR AND OPEN BIDS FOR HANGAR “A” ANNEX FLOORING PROJECT.**

ADJOURNMENT

PRESIDENT DALGLEISH 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. NABOURS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO ADJOURN THE MEETING. With no further business to come before the Commissioners, President Dalgleish declared the meeting adjourned at 5:19 p.m.

MR. CHARLES K. DALGLEISH, PRESIDENT

MR. ANDREW D. HANKINS, SECRETARY