



INTERNATIONAL AIRPORT

**MINUTES OF THE
BOARD OF COMMISSIONERS
REGULAR MEETING
Wednesday, June 15, 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. Bill Hankins, Commissioner
Mr. Jonald J. Walker, III, Commissioner

Commissioners Absents:

Mr. Andrew D. Hankins, Commissioner

Others Present:

Mr. Randy Robb, Executive Director
Mr. Gerald Theunissen, Consultant
Mr. Robert Kleinschmidt, Legal Counsel
Ms. Loretta Hanks, Director of Finance
Ms. Andrea Pelloquin, Executive/Recording Secretary
Mr. Josh Arnold, Centerra Group, LLC
Dr. Neil Aspinwall, SOWELA Technical Community College

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 #14(A)** – Election of CIAA Officers for Fiscal year 2016-2017 (commencing July 1, 2016). **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. B. HANKINS, AND CARRIED UNANIMOUSLY TO APPROVE THE PROPOSED AGENDA AS AMENDED.**

ANNOUNCEMENTS/REPORTS

Mr. Robb reported that the Chennault Board will be considering levying a special tax of 5.45 mills on the dollar of assessed valuation on all property subject to taxation within the limits of Calcasieu Parish, Louisiana, for the tax year 2016 at its Regular Board of Commissioners Meeting, Wednesday, July 20, 2016 at 5:00 p.m. which will be held in the Chennault Board Room, located at 3650 Sen. J. Bennett Johnston Avenue, Lake Charles, Louisiana. Mr. Robb reported that we are upgrading our website to incorporate more pictures and videos. Mr. Robb reported that we have some spectacular drone footage of the airport and the certified sites. Mr. Robb reported that the ongoing projects are on schedule. Mr. Robb reported that a conference call between RYZE Capital Partners, Chennault, LED and Entergy was held on June 3, 2016. Mr. Robb reported that he attended the Social Innovation Summit 2016 in Washington, DC and met with multiple developers. Mr. Robb reported that we received a proposal from CSRS for Development Advisory Services.

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 MR. DALGLEISH, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MAY 18, 2016 REGULAR MEETING.

PUBLIC HEARING

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. DALGLEISH, SECONDED BY MR. B. HANKINS AND CARRIED UNANIMOUSLY TO OPEN THE PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2016 AND ENDING JUNE 30, 2017.

Mr. Robb presented a brief overview of the proposed budget for the Fiscal Year ending June 30, 2016. There were no comments from the public pertaining to the budget.

PRESIDENT NABOURS SOLICITED PUBLIC COMMENTS AND THERE WERE NO COMMENTS FROM THE PUBLIC. MOTION WAS MADE BY MS. DUFRENE, SECONDED BY MR. GOBERT AND CARRIED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2016 AND ENDING JUNE 30, 2017.

PROPOSED BUDGET

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 TO AUTHORIZE THE PRESIDENT TO SIGN A RESOLUTION ADOPTING THE PROPOSED BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2017, 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: KENNETH W. NABOURS
 CHARLES K. DALGLEISH
 JANE DUFRENE
 JAMES GOBERT
 BILL HANKINS
 JONALD J. WALKER, III**

NAYS: NONE

ABSTAINING: NONE

ABSENT: ANDREW D. HANKINS

HANGAR "F" – TWO AIR HANDLER UNITS (EQUIPMENT ONLY)

Mr. Robb stated that the makeup units at Hangar "F" are original to the construction of the hangar and are very costly to maintain. Mr. Robb stated that one bid was received from Engineered Air in the amount of \$332,384.00 and it is the recommendation of the Liprie Engineering LLC to utilize Engineered Air as the supplier for the purchase of the two air handler units. **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. DALGLEISH, SECONDED BY MR. WALKER, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO THE LOW SUCCESSFUL BIDDER, ENGINEERED AIR, IN THE AMOUNT OF \$332,384.00 FOR THE PURCHASE OF TWO AIR HANDLER UNITS (EQUIPMENT ONLY) FOR HANGAR "F".**

FIBER OPTIC INFRASTRUCTURE - INSTALLATION

Mr. Robb stated that the fiber optic infrastructure will be within the airfield facility for the Maintenance Operation Building, Maintenance, Building, Control Tower, and the Fire

Station. Mr. Robb stated that the fiber optics will be more dependable and faster than the current wireless point to point system that is being utilized. **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 PREPARE PLANS AND SPECIFICATIONS FOR AND TO SOLICIT BIDS FOR AND TO OPEN BIDS FOR THE INSTALLATION OF FIBER OPTIC INFRASTRUCTURE.**

***UNITED STATES DEPARTMENT OF AGRICULTURE
FARM SERVICE AGENCY***

Mr. Robb stated that the resolution is necessary to execute all documents required by the United States Department of Agriculture Farm Service Agency for the farm property leased to Robert Leonards. **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 ADOPT A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE DOCUMENTS REQUIRED BY THE UNITED STATES DEPARTMENT OF AGRICULTURE FARM SERVICE AGENCY.**

OFFICIAL JOURNAL

Mr. Robb stated that the only proposal solicited was from the American Press for the designation of the CIAA Official Journal since the American Press purchased the Southwest Daily News. The Lake Charles American Press presented a proposal of \$4.95 per square. The recommendation is to designate the American Press as the Official Journal. **PRESIDENT NABOURS 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 MR. DALGLEISH, AND CARRIED UNANIMOUSLY TO DESIGNATE THE OFFICIAL JOURNAL FOR CIAA TO THE LAKE CHARLES AMERICAN PRESS FOR A ONE YEAR PERIOD COMMENCING JULY 1, 2016 AND ENDING JUNE 30, 2017 (R.S. 43:171).**

AIRSHOW ALCOHOL SELL AUTHORIZATION

Mr. Robb stated that the purpose of this Resolution is to grant permission for alcoholic beverages to be sold at the airshow. Mr. Robb stated that the permission is one of the requirements for the airshow's application for the permit to sell liquor, beer, and wine. **PRESIDENT NABOURS 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 MS. DUFRENE, SECONDED BY MR. WALKER, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE PRESIDENT TO GIVE WRITTEN AUTHORIZATION FOR THE CHENNAULT INTERNATIONAL AIRSHOW, INC. TO SELL OR DISTRIBUTE ALCOHOLIC BEVERAGES OF HIGH AND LOW ALCOHOL CONTENT AT THE AIRSHOW, APRIL 28 – 30, 2017 AT CHENNAULT INTERNATIONAL AIRPORT.**

CENTERRA GROUP LLC – CONTRACT AMENDMENT

Mr. Robb stated the current contract cost is \$1,219,728.00 which begins on July 1, 2016 but we are also recommending increasing the wages by an addition \$28,000.00 not including administration costs (G&A expenses and fees). **PRESIDENT NABOURS 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. WALKER, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO AMEND THE CURRENT CENTERRA CONTRACT STARTING JULY 1, 2016 WITH A 3% INCREASE TO THE HOURLY WAGE RATE FOR ALL EMPLOYEES WITHOUT ANY ADDITIONAL COST TO THE G&A EXPENSE AND FEES.**

ELECTION OF OFFICERS

MR. GOBERT NOMINATED MR. CHARLES DALGLEISH FOR PRESIDENT AND MR. JONALD J. WALKER, III FOR VICE PRESIDENT. MR. DALGLEISH NOMINATED MR. ANDREW D. HANKINS AS SECRETARY TREASURER. PRESIDENT NABOURS 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 MS. DUFRENE, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO NOMINATE THE ELECTION OF MR. CHARLES K. DALGLEISH, PRESIDENT; MR. JONALD J. WALKER, III, VICE PRESIDENT; AND MR. ANDREW D. HANKINS, SECRETARY/TREASURER FOR THE FISCAL YEAR COMMENCING JULY 1, 2007 AND ENDING JUNE 30, 2017.

PRESIDENT NABOURS 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. B. HANKINS, SECONDED BY DR. GOBERT AND CARRIED UNANIMOUSLY TO CLOSE NOMINATIONS FOR THE SLATE OF OFFICERS.

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 MR. DALGLEISH, SECONDED BY MS. DUFRENE, AND CARRIED UNANIMOUSLY TO ADJOURN THE MEETING. With no further business to come before the Commissioners, President Nabours declared the meeting adjourned at 6:07 p.m.

MR. KENNETH W. NABOURS, PRESIDENT

MS. JANE DUFRENE, SECRETARY