

**MINUTES OF THE  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Wednesday, July 19, 2017**

**5:00 p.m.**

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

**ATTENDANCE**

**Commissioners Present:**

Mr. Charles K. Dalglish, President  
Mr. James G. Gobert, Commissioner  
Mr. Rico Guillory, Sr., Commissioner  
Mr. Bill Hankins, Commissioner  
Mrs. Denise Rau, Commissioner

**Commissioners Absent:**

Mr. Andrew D. Hankins, Secretary/Treasurer  
Mr. Kenneth W. Nabours, Commissioner

**Others Present:**

Mr. Randy Robb, Executive Director  
Mr. Gerald Theunissen, Consultant  
Mr. Robert Kleinschmidt, Legal Counsel  
Ms. Loretta Hanks, Director of Finance  
Mr. Madwight Gallien, Director of Operations  
Mr. John McMullen, Director of Maintenance  
Ms. Andrea LaFleur, Executive/Recording Secretary  
Mr. Peter O'Carroll, O'Carroll Group  
Dr. Neil Aspinwall, SOWELA Technical Community College

**CALL TO ORDER**

President Dalglish 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 Dalglish requested additions, deletions, and amendments to the proposed agenda and Mr. Robb announced the same; i.e. **ADD: Item #12(A)** – Discuss and take appropriate action to authorize the Executive Director to reject the bids received for the Site Preparation West of the Emergency Access Road. **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. B. HANKINS, AND CARRIED UNANIMOUSLY TO APPROVE THE PROPOSED AGENDA AS AMENDED.**

**ANNOUNCEMENTS/REPORTS**

Mr. Robb reported that the Operations Department provided a tour for 35 campers from the Ward 3 Sports Complex. Mr. Robb reported that the Operations Department assisted Darren Sergeant of Pelican Survey with surveying Runway 33 Approach Blast Pad for the purpose of meeting the Federal Aviation Administration Part 139 Standard from 200 ft x 200 ft to 220 x 400 ft. Mr. Robb reported that the ongoing projects are proceeding on schedule. Mr. Robb reported that he, Jerry Theunissen, Bill Hankins, and Chuck Kleckley conducted Washington, DC meetings with the Louisiana Congressional Delegation.

Mr. Theunissen reported that the Bond Commission will be meeting in regards to the Capital Outlay project and Chennault's two Capital Outlay projects will be in the proposed House Bill.

#### ***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 MRS. RAU, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JUNE 14, 2017 REGULAR MEETING.**

#### ***REQUEST FOR PROPOSAL –***

##### ***REAL ESTATE MARKETING & BROKERAGE SERVICES***

Mr. Robb stated that the intent of this Request for Proposals is for the Firm to connect CIAA with those developers and/or tenants interested in establishing new facilities in Lake Charles on the Chennault property. **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 MRS. RAU, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ADVERTISE FOR A REQUEST FOR PROPOSALS FOR REAL ESTATE MARKETING AND BROKERAGE SERVICES FOR CHENNAULT INTERNATIONAL AIRPORT AUTHORITY PROPERTIES.**

##### ***FACILITY CONCRETE REPAIRS***

Mr. Robb stated that the concrete repairs are necessary for aircraft movement areas within the Hangar Facilities. **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. B. HANKINS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO MULTIPLE CONTRACTS FOR CONCRETE REPAIRS THROUGHOUT THE FACILITY.**

##### ***HANGAR “A” ANNEX FLOORING PROJECT***

Mr. Robb stated that Hangar “A” Annex has a moisture problem that causes issues with the flooring. Mr. Robb stated that one bid was received from House of Interiors, Inc. in the amount of \$68,397.00 and recommend awarding the contract to House of Interiors, Inc. **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 MRS. RAU, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH RESPONSIBLE LOW BIDDER, HOUSE OF INTERIORS, INC., IN THE AMOUNT OF \$68,397.00 FOR HANGAR “A” ANNEX FLOORING PROJECT.**

##### ***AIRFIELD LIGHTING REHABILITATION – PHASE 2***

Mr. Robb stated that the project will include conduit, cable and counterpoise installation to support new high intensity runway lights, REILs, directional and distance remaining signs, and PAPI-4s. Mr. Robb stated that DOTD is funding \$1,000,000.00 of this project and Chennault's match is \$700,000 for all phases of this 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. GOBERT, SECONDED BY MRS. RAU, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS FOR AND ADVERTISE FOR AND OPEN BIDS FOR THE AIRFIELD LIGHTING REHABILITATION – PHASE 2.**

##### ***RECONSTRUCTION OF RUNWAY 33 BLAST PAD***

Mr. Robb stated that the existing blast pad will be pulverized and cement stabilized with new asphalt surface added. Mr. Robb stated that DOTD is funding 10% of this 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. B. HANKINS, SECONDED BY MRS. RAU, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PREPARE PLANS AND SPECIFICATIONS FOR AND ADVERTISE FOR AND OPEN BIDS FOR THE RECONSTRUCTION OF RUNWAY 33 BLAST PAD.**

***ELECTION OF OFFICERS***

**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 MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO NOMINATE – ANDREW HANKINS, VICE PRESIDENT; AND DENISE RAU, SECRETARY/TREASURER FOR THE FISCAL YEAR COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018.**

**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. B. HANKINS, SECONDED BY MR. GOBERT AND CARRIED UNANIMOUSLY TO CLOSE NOMINATIONS FOR THE SLATED OF OFFICERS.**

***SITE PREPARATION WEST OF THE EMERGENCY ACCESS ROAD - REJECTION***

Mr. Robb stated that the bids came in over budget and recommends rejecting the bids. Mr. Robb stated that we will re-scope the project to reduce the cost. **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 MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO REJECT THE BIDS RECEIVED FOR THE SITE PREPARATION WEST OF THE EMERGENCY ACCESS ROAD.**

***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 MRS. RAU, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO ADJOURN THE MEETING.** With no further business to come before the Commissioners, President Dalgleish declared the meeting adjourned at 5:27 p.m.

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MR. CHARLES K. DALGLEISH, PRESIDENT

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MRS. DENISE RAU, SECRETARY