



***MINUTES OF THE
BOARD OF COMMISSIONERS
REGULAR MEETING
Thursday, January 17, 2019
12:00 noon***

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

ATTENDANCE

Commissioners Present:

Mrs. Denise Rau, Vice President
Mr. Andrew D. Hankins, President
Mr. Rico Guillory, Sr., Secretary/Treasurer
Mr. Charles K. Dagleish, Commissioner
Mr. James G. Gobert, Commissioner
Mr. Bill Hankins, Commissioner

Commissioners Absent:

Mr. Tad Martin, Commissioner

Others Present:

Mr. Kevin Melton, Executive Director
Mr. Gerald Theunissen, Consultant
Mr. Robert Kleinschmidt, Legal Counsel
Ms. Loretta Hanks, Director of Finance
Mr. John McMullen, Director of Maintenance
Ms. Andrea LaFleur, Director of Executive & Airport
Affairs
Mr. Mitch O'Neal, Director of Operations
Ms. Haley Maynor, Administrative Clerk
Mr. Mike Vincent, CIAA
Mr. Vernon Boudreaux, CIAA
Mr. Jay Lucas, Cushman & Wakefield
Mr. Gary Collett, Cushman & Wakefield
Mr. Stuart Helo, CSRS
Mr. Joel Davidson, NAI Latter & Blum
Dr. Neil Aspinwall, SOWELA Technical Community College
Mr. Michael Flatt, Northrop Grumman
Mr. Keith Johnson, Citadel Completions, LLC
Mr. Josh Arnold, Centerra Group
Mr. Peter O'Carroll, O'Carroll Group
Mr. Brett Downer, O'Carroll Group
Mr. Reed Frise, Landlocked Aviation Services
Mr. Tyson Grenzebach, Landlocked Aviation Services
Mr. John Bradford, Stockwell, Sievert Law Firm
Mr. Byron Owens, CI2

CALL TO ORDER

President A. Hankins called the meeting to order at 12:00 noon. Following the Pledge of Allegiance, roll was called and a quorum was established as indicated above.

PROPOSED AGENDA

President A. Hankins requested additions, deletions, and amendments to the proposed agenda and Mr. Melton announced that there were none to report.

ANNOUNCEMENTS/REPORTS

Mr. Melton introduced the Facility's Lead Vernon Boudreaux and Mike Vincent who is also in the Facility Department. Mr. Melton also introduced Reed Frise, Vice President of Operations & Planning with Landlocked Aviation Services. Mr. Melton reported that our big push right now is our marketing effort for the airport. Mr. Melton reported that the self service 2000 gallon gas pump will be ordered by Million Air once all questions from the engineer are answered. Mr. Melton reported that the trees on the south end of the runway have been cut and the fence is being relocated. Mr. Melton reported that Louisiana Wildlife and Fisheries is interested in leasing some property from Chennault. Mr. Melton opened the discussion with no decision to be made today to change the Regular Board meeting from 5:00 p.m. to 12:00 noon on the third Thursday of the month.

Mr. Theunissen reported that he and Mr. Melton will be attending the Washington Mardi Gras with Alliance Southwest Louisiana and McNeese State University group. Mr. Theunissen reported that they will be attending a huge economic development forum and will be visiting all of the Legislators at the Capitol. Mr. Theunissen reported that the Governor will open the airshow on Friday night.

Mr. Downer gave a brief summary about the activities and increased audience on LinkedIn and Facebook.

Mr. Lucas presented the Board with the introduction video for Chennault Park that will be part of the electronic marketing platform. Mr. Lucas stated that the electronic marketing media will be sent to the multiple databases that Cushman & Wakefield and NAI Latter & Blum have access to.

Mr. Collett reported that the CSRS will create a rendering of what an entrance to Chennault can look like.

Mr. Helo gave a brief summary as to requirement for the Infrastructure MasterPlan and gave a brief summary of the findings thus for as the Infrastructure MasterPlan proceeds.

LOUISIANA MILLWORK – LEASE AMENDMENT #3

Mr. Melton stated that Amendment #3 is to add the new Administration/Warehouse Building (building 2) to the lease and to remove Building 1350 and Building 3003 from the lease. Mr. Melton stated that the amendment is currently being reviewed by Louisiana Millwork's legal counsel and the approval of the amendment is contingent on no changes from Louisiana Millwork. **PRESIDENT A. HANKINS 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. GOBERT, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO LEASE AMENDMENT #3 BETWEEN CHENNAULT INTERNATIONAL AIRPORT AUTHORITY AND LOUISIANA MILLWORK (MASONITE CORPORATION), CONTINGENT ON NO CHANGES FROM LOUISIANA MILLWORK'S LEGAL COUNSEL.**

INFRASTRUCTURE MASTERPLAN SUPPLEMENTAL AGREEMENT

Mr. Melton stated that the Infrastructure Master Plan was intended to address transportation and site access only and the supplemental agreement will evaluate existing conditions and capacity and anticipating potential future use scenarios and necessary improvement. Mr. Melton stated that the supplemental agreement will apply methodologies to additional forms of infrastructure in addition to transportation such as drainage and utilities. **PRESIDENT A. HANKINS 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 MR. DALGLEISH AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO**

ENTER INTO THE CHENNAULT INFRASTRUCTURE MASTERPLAN SUPPLEMENTAL AGREEMENT WITH CSRS, INC.

INSURANCE POLICIES

Mr. Melton stated that Todd & Associates and Phyllis Dugar-Thibodeaux submitted renewal proposals for the General Liability, Public Officials Liability, Workers Compensation, Automobile, and Property. Mr. Melton stated that the automobile insurance premium increased by approximately \$4,000.00 and the Public Officials Liability premium increased by approximately \$4,000.00 with the other premiums remaining the same. **PRESIDENT A. HANKINS 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. DALGLEISH, SECONDED BY MRS. RAU AND CARRIED UNANIMOUSLY TO AUTHORIZE THE PURCHASE OF INSURANCE POLICIES FROM TODD & ASSOCIATES AND PHYLLIS DUGAR-THIBODEAUX FOR GENERAL LIABILITY, PUBLIC OFFICIALS LIABILITY, AUTOMOBILE, PROPERTY, AND WORKERS' COMPENSATION COVERAGES FOR THE YEAR COMMENCING MARCH 1, 2019.**

HEALTH INSURANCE COVERAGE

Mr. Melton stated that the anticipated premium will decrease by 4.3%. Mr. Melton also stated that he requests to maintain the current employer and employee contribution ratio. Mr. Melton stated that we will put out a Request for Proposals in four years at the same time frame that we will put out Request for Proposals for other insurance coverages. **PRESIDENT A. HANKINS 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. DALGLEISH, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE RENEWAL OF THE EMPLOYEE GROUP HEALTH INSURANCE AT THE CURRENT COVERAGES FOR THE YEAR COMMENCING MARCH 1, 2019.**

2019 CATERPILLAR TL1055D TELEHANDLER

Mr. Melton stated that we are coming back to the Board due to the price increase for the 2019 Telehandler; the original quote was for a 2018 Telehandler that is no longer available. **PRESIDENT A. HANKINS 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 MR. GOBERT AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO PURCHASE A 2019 CATERPILLAR TL1055D TELEHANDLER FROM THE LOUISIANA STATE CONTRACT.**

EXECUTIVE SESSION

PRESIDENT A. HANKINS 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 ENTER INTO EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION AGAINST CHENNAULT INTERNATIONAL AIRPORT AUTHORITY. The commissioners began the Executive Session at 12:59 p.m.

REGULAR SESSION

PRESIDENT A. HANKINS 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 MR. GOBERT, AND CARRIED UNANIMOUSLY TO RECONVENE THE REGULAR SESSION. The Regular Session was reconvened at 1:09 p.m. with no action taken during the Executive Session.

MINUTE APPROVAL

PRESIDENT A. HANKINS 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 MR. GOBERT, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE DECEMBER 20, 2018 REGULAR MEETING.

ADJOURNMENT

PRESIDENT A. HANKINS 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 ADJOURN THE MEETING. With no further business to come before the Commissioners, President A. Hankins declared the meeting adjourned at 1:10 p.m.

MR. ANDREW D. HANKINS, PRESIDENT

MR. RICO GUILLORY, SECRETARY