



***MINUTES OF THE  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Thursday, May 16, 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  
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  
Mr. Stuart Helo, CSRS, Inc.  
Mr. Joel Davidson, NAI Latter & Blum  
Mr. Josh Arnold, Centerra Group  
Ms. Pam Doucet, O'Carroll Group  
Mr. Keith Johnson, Citadel Completions

***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 reported that the self-serve fuel tank is in service. Mr. Melton reported that Congressman Higgin's office is assisting with the reactivation of the VORTEC for the airport. Mr. Melton reported that FAA is sponsoring a quarterly Fly-In.

Mr. Theunissen reported that he attended the Elephant Stomp and met with Mark Moses, Commissioner Dardenne, and Senator Ronnie Johns pertaining to Chennault Capital Outlay Projects.

Mr. Davidson reported that they had some investors and brokers at the airshow.



**NAYS:**

**NONE**

**ABSTAINING:**

**NONE**

**ABSENT:**

**NONE**

***ORGANIZATIONAL CHART***

Mr. Melton stated that the changes to the organizational chart are position title change, Administrative Clerk to Administrative Specialist/Recording Secretary, and have the Secretary/Receptionist reporting to the Director of Executive & Airport Affairs. **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 ADOPT THE REVISIONS TO THE CIAA ORGANIZATIONAL CHART.**

***LIMITED POWER OF ATTORNEY***

Mr. Melton stated that the purpose of the Power of Attorney allows the City of Lake Charles to act on Chennault International Airport Authority's behalf to authorize servitudes, easements, and right-of-ways on the new golf course property. Mr. Melton stated that this is necessary, since Chennault is listed as the property owner at this time. **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. GOBERT, SECONDED BY MR. B. HANKINS, AND CARRIED UNANIMOUSLY TO ADOPT A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A POWER OF ATTORNEY AUTHORIZING THE CITY OF LAKE CHARLES TO ACT ON BEHALF OF CHENNAULT INTERNATIONAL AIRPORT AUTHORITY IN REGARDS TO SERVITUDES, EASEMENTS AND RIGHTS-OF-WAYS AT THE NEW GOLF COURSE PROPERTY.**

***BUSINESS DEVELOPMENT CONSULTING SERVICES***

Mr. Melton stated the Mr. Theunissen's current contract expires June 30, 2019 and recommend renewing the contract at the current hourly rate of \$125.00 and travel expenses and mileage. **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. MARTIN, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO RENEW THE CONTRACT WITH GERALD THEUNISSEN FOR A ONE YEAR PERIOD BEGINNING JULY 1, 2019 FOR BUSINESS DEVELOPMENT CONSULTING SERVICES.**

***FAA GRANT – TAXIWAY D REALIGNMENT – PHASE 1 (PER)***

Mr. Melton stated that the Resolution will authorize the Executive Director to accept the grant, submit, reports, and sign reimbursement requests for the Taxiway D Realignment – Phase 1 (PER). **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 ADOPT A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT A GRANT OFFER FROM THE FEDERAL AVIATION ADMINISTRATION FOR THE TAXIWAY D REALIGNMENT – PHASE 1 (PER), AND TO SIGN ALL APPLICATIONS, FORMS, GRANT AGREEMENTS, ASSURANCES, REPORTS AND REIMBURSEMENT REQUESTS ASSOCIATED WITH THE GRANT.**

***DOTD GRANT – TAXIWAY D REALIGNMENT – PHASE 1 (PER)***

Mr. Melton stated that the Resolution will authorize the Executive Director to accept the grant, submit reports, and sign reimbursement requests for the Taxiway D Realignment – Phase 1 (PER). **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. GUILLORY, SECONDED BY MR. B. HANKINS 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 TAXIWAY D REALIGNMENT – PHASE 1 (PER), AND TO SIGN ALL APPLICATIONS, FORMS, GRANT AGREEMENTS, ASSURANCES, REPORTS AND REIMBURSEMENT REQUESTS ASSOCIATED WITH THE GRANT.**

***ARFF SERVICES CONTRACT –  
CENTERRA***

Mr. Melton stated that the proposed Aircraft Rescue Firefighting services agreement with Centerra is for a one year period with two one-year options to renew. **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. B. HANKINS, SECONDED BY MR. GOBERT, AND CARRIED UNANIMOUSLY TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH CENTERRA FOR ARFF SERVICES BEGINNING JULY 1, 2019 THROUGH JUNE 2020.**

***INSTRUMENT LANDING SYSTEM (ILS) LOCALIZER REPAIRS***

Mr. Melton stated that the ILS is important to the safe operations of the airport since it provides the precision approach capability during inclement weather. Mr. Melton stated that the repairs to the Localizer System consist of replacement of the sixteen Antennas, Flight Check and labor. Mr. Melton stated that this repair has been declared an emergency purchase and repair due to airport safety. **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. B. HANKINS, SECONDED BY MR. MARTIN, AND CARRIED UNANIMOUSLY TO RATIFY THE EXECUTIVE DIRECTOR'S DECLARATION OF EMERGENCY FOR THE PURCHASE OF THE EQUIPMENT FOR THE INSTRUMENT LANDING SYSTEM (ILS) LOCALIZER REPAIRS AND TO RATIFY THE ISSUANCE OF A WORK AUTHORIZATION TO DBT TRANSPORTATION SERVICES FOR THE INSTRUMENT LANDING SYSTEM (ILS) LOCALIZER REPAIRS.**

***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. GOBERT, SECONDED BY MR. MARTIN, AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE APRIL 17, 2019 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. MARTIN, AND CARRIED UNANIMOUSLY TO ADJOURN THE MEETING.** With no further business to come before the Commissioners, President A. Hankins declared the meeting adjourned at 12:41 p.m.

MR. ANDREW D. HANKINS, PRESIDENT

MR. RICO GUILLORY, SECRETARY