

The Airport Authority of Airport District No. One of Calcasieu Parish of Louisiana met in regular session via virtual zoom meeting at 4:00 PM on December 2, 2020 with Mary Kaye Eason, presiding, with the following members present:

Messrs. John Berryhill, J. Rock Palermo III, Hiram DuRousseau II, and Adam Gremillion.

Also present were Messrs. Heath Allen, Mark McMurry, Walt Jessen, Mike Dees, and Jimmy Grigus.

It was moved by Mr. Berryhill, seconded by Mr. DuRousseau and carried unanimously to approve the minutes of the Regular Authority Meeting held November 4, 2020.

Motion was made by Mr. Palermo, seconded by Mr. DuRousseau and carried unanimously to approve payment of all current invoices.

It was moved by Mr. Palermo, seconded by Mr. DuRousseau and carried unanimously to adopt a resolution approving the following relative to the Airport's 2021 annual Operating Budget:

Section 1. The Fiscal Year 2021 Annual Budget of the Airport Authority, as submitted by the Executive Director, is hereby adopted.

Section 2. Certification is hereby given that all actions required by the Local Government budget Act have been completed in compliance with LSA – R.S. 39:1305 et seq.

Section 3. In accordance with LSA – R.S. 39:1305D, the Executive Director is authorized to make changes withing various budget classifications without further approval of the governing authority.

Motion was made by Mr. Gremillion, seconded by Mr. DuRousseau and carried unanimously to adopt a resolution amending the Fiscal year 2020 Annual Budget of the Airport Authority as presented in accordance with LSA – R.S. 39:1310 and 1311.

It was moved by Mr. Palermo, seconded by Mr. DuRousseau, and carried unanimously to adopt a resolution accepting a grant from the Louisiana Department of Transportation and Development Aviation Section in the amount of \$751,598.00

and further authorize the President of the authority or her designee to execute the Sponsor State Agreement and all other documents related thereto.

It was noted that this grant will be used to reimburse the Airport for repair expenses related to storm damage caused by Hurricane Laura to the airfield lighting system, perimeter fence and street signage.

Motion was made by Mr. DuRousseau, seconded by Mr. Palermo and carried unanimously to ratify a thirty – day extension to the professional services agreement between the Airport and CSRS Disaster Recovery Management LLC.

It was noted that this action will extend the current agreement to December 30, 2020 or to a total of 120 days which is the maximum amount of time allowed by FEMA for an initial Disaster Recovery Management Services contract.

Mr. Allen gave a report relative to Hurricanes Laura and Delta regarding insurance coverage and claim reports.

It was moved by Mr. DuRousseau, seconded by Mr. Gremillion and carried unanimously to authorize the Executive Director to advertise a request for proposals from qualified professionals to perform the following work on behalf of the Airport:

- A. Disaster Recovery Management Services – Hurricane Laura and Delta
- B. Design – FBO Improvements and repair, Hangar Repairs, Air Traffic Control Improvements, Office Space.

Motion was made by Mr. DuRousseau, seconded by Mr. Palermo and carried unanimously to accept the following emergency work proposals in response to Hurricane Laura:

- A. Alfred Palma LLC – Terminal building Repairs \$1,058,966.41 (Lowest of 3 Quotes – Insurance)

It was noted that three quotes were obtained by qualified contractors per the Airport’s established emergency procurement procedures and as allowed by emergency declarations by the Airport Authority and Governor of Louisiana.

It was moved by Mr. Palermo, seconded by Mr. DuRousseau to authorize the order and purchase of the following budgeted capital equipment:

- A. 2020 Delivery – John Deer Gator UTV – Approximately \$16,303.00

- B. 2021 Delivery – Bobcat T76 Compact Track Loader – Approximately \$61,151.32
- C. 2021 Delivery – ARFF $\frac{3}{4}$ ton Truck – Approximately \$28,093.00
- D. 2021 Delivery – Administration $\frac{3}{4}$ ton Truck – Approximately \$28,093.00
- E. 2021 Delivery – Maintenance $\frac{3}{4}$ ton Truck - Approximately \$37,595.00
- F. 2021 Delivery – Administration SUV – Approximately \$36,146.00

It was noted that all above equipment will be purchased using State contract procurement procedures. Due to long lead times associated with COVID related factory slowdowns, approval for these purchases is being sought at this time for delivery in 2021 unless otherwise noted.

In his Engineer's report, Mr. Jessen updated that only a few punch list items remain to complete the underground electrical service project. He also noted that Entergy has removed all their power poles and Montgomery Electrical has substantially completed all their work.

Next, Mr. Jessen stated that the Airfield Signage Rehabilitation change order was approved for \$114,851.00, which is being covered by the LADOTD Aviation Grant.

Lastly, he stated that the generators for the generator project have been put into place and that Arcco and Generac are currently working out some control issues.

In his Monthly Airport Activity Report, Mr. Allen stated that the Legislative Luncheon planned for December has been postponed due to COVID-19 related issues.

Next, Mr. Allen announced that the Blue Angels and Toys for Tots are working through the Lieutenant Governors' office to undertake a toy drop into the Airport next Tuesday at 10:00 a.m. Mr. Allen will send out all information once confirmed.

Moving on, Mr. Allen reported that United is continuing with a reduced schedule and he is optimistic that American Airlines will return in January.

Lastly, Mr. Allen reported that numbers are down 63% which matches the national average for November.

There being no further business, it was moved by Mr. Berryhill, seconded by Mr. Palermo and carried unanimously that the meeting be adjourned.

Mary Kaye Eason, President

J. Rock Palermo, III, Secretary