

# AGENDA

## AIRPORT AUTHORITY – AIRPORT DISTRICT NO. ONE

REGULAR MEETING  
November 1, 2023

1. Call to Order by President Berryhill.
2. Pledge of Allegiance.
3. **Advise that bids were received for the LCH Hangar Number 2 project on October 26, 2023, at 2:00 PM. Take appropriate action to accept the lowest responsive and responsible bidder.**

*Agenda Note: The total budget for this project is \$1,420,072.00 and is being funded by FEMA (\$1,278,064.00) and Insurance Funds (\$142,008.00).*

4. **Advise that bids were received for the Airport Entrance and Access Road Improvements – Phase I project on November 1, 2023, at 3:00 PM. Take appropriate action to accept the lowest responsive and responsible bidder.**

*Agenda Note: The total budget for this Project (Phase I and II) is \$3,115,582.00 and is being funded by State of Louisiana Capital Outlay (\$2,000,000.00), Federal Bipartisan Infrastructure Law (\$1,000,000.00), State of Louisiana Aviation Trust Funds (\$115,582.00).*

5. Consideration of a motion to approve the minutes of the Regular Authority Meeting held October 4, 2023.
6. Consideration of a motion to approve payment of all current invoices.
7. Advise that Mr. Berryhill has provided official notice of his intent to resign from the Airport Authority Board effective November 2, 2023, as he is moving out of Calcasieu Parish which will disqualify him from serving on the Board moving forward.
8. Consideration of a motion to move the regular December meeting of the Authority from December 6, 2023, to December 13, 2023, at 4:00 PM.
9. Advise that the draft of the 2024 Annual Budget is being presented for review. – Heath Allen

*Agenda Note: A public hearing will be held at the Meeting of the Airport Authority in December. Said hearing will be advertised accordingly.*

10. Consideration of a motion to adopt a resolution accepting a grant in the amount of \$1,000,000.00 from the Federal Aviation Administration for the Airport Entrance and Access Road Improvements – Phase I project, and further authorize the President of the Airport Authority or his designee to execute the Sponsor State agreement and all other documents related thereto.

11. Consideration of a motion to adopt a resolution requesting/accepting an approximate \$115,582.00 grant from the LADOTD (10% State Aviation Trust Fund Match) for the Airport Entrance and Access Road Improvements – Phase I project, and further authorize the President of the Airport Authority or his designee to execute the Sponsor State agreement and all other documents related thereto.
12. Consideration of a motion authorizing the Executive Director to advertise a request for qualifications for grant application writing, professional consulting services and design services for the development of an Airport electrical resiliency plan to include an electrical microgrid and solar farm technology.
13. Consideration of a motion to authorize the Airport Administration to file a request to purchase “back” service for affected Airport employees due to those employees not being properly enrolled in the Parochial Employees’ Retirement System when their employment began.
14. Consideration of a motion authorizing the President of the Authority or his designee to execute a professional engineering services agreement with D.W. Jessen and Associates for the design of a Passenger Terminal Overflow Parking Lot project.
15. Consideration of a motion to authorize the Executive Director to execute a letter of engagement with the CPA firm of Steven M. Derouen & Associates to perform the 2023 year-end legislative audit.
16. Consideration of a motion to approve the following recommended change orders:
  - A. PERC Development LLC contract for the Employee and Department of Public Safety parking lot expansion project, Change Order No. 3 and final – Reconciles final quantities.
  - B. John Bean Technologies contract for Passenger Boarding Bridges Gates 2 & 3, Change Order No. 1 – Add additional funds to the access control & security allowance – Total cost of change order: \$8,105.00.
  - C. PERC Development LLC contract for the FBO/Freeman Jet Center, Change Order No. 4 – Fire Wall Assembly/Hangar Corners, Fiber Pull Box, Storage Relocation, Compressed Air Line – Total cost of change order: \$28,210.00.
17. Consideration of a motion declaring the following Airport property as surplus:
  - A. Various Tires and Parts
  - B. Various IT Equipment, Electronics and Peripherals

*Agenda Note: The above Airport property is no longer needed, obsolete, and/or beyond repair. The surplus property will be sold at public auction in accordance with State law following action by the Authority.*

18. Advise that bids will be received in December for the Terminal Parking Expansion Phase II Project with action expected to be taken by the Authority at the regular meeting of the Authority on December 13, 2023.
19. Receive Engineer's Report – Walt Jessen, Jr.
20. Receive the Monthly Airport Report – Heath Allen
21. Receive comments and questions from Board Members.
22. Consideration of a motion to adjourn.

