

The Airport Authority of Airport District No. One of Calcasieu Parish of Louisiana met in regular session at 4:00 PM on November 1, 2023, in the Airport's Department of Public Safety Conference Room with John Berryhill, President, presiding with the following members present:

Messrs. Hiram DuRousseau, II, Chris Dickson, and Adam Gremillion.

Mrs. Mary Kaye Eason.

Also present were Messrs. Heath Allen, Mark McMurry, Jimmy Grigus, and Mrs. Amelia Hebert.

Mr. Mike Dees attended via zoom.

The Pledge of Allegiance was recited.

It was advised that bids were received for the LCH Hangar Number 2 project on October 26, 2023, at 2:00 PM.

It was moved by Mr. DuRousseau, seconded by Mr. Gremillion, and carried unanimously to accept the lowest responsive and responsible bidder for the base bid and alternate 1, K & J Development of Southwest Louisiana, with a base bid of \$830,000 / Alternate #1 \$385,000.

It was noted that 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).

It was advised that bids were received for the Airport Entrance and Access Road Improvements – Phase I project on November 1, 2023, at 3:00 PM.

It was moved by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to accept the lowest responsive and responsible bidder, MPB Construction, with a base bid of \$520,968.00.

It was noted that 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).

Motion was made by Mrs. Eason, seconded by Mr. Dickson, and carried unanimously to approve the minutes of the Regular Authority Meeting held October 4, 2023.

It was moved by Mr. DuRousseau, seconded by Mrs. Eason, and carried unanimously to approve payment of all current invoices.

It was advised 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.

Motion was made by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to move the regular December meeting of the Authority from December 6, 2023, to December 13, 2023, at 4:00 PM.

It was advised that the draft of the 2024 Annual Budget is being presented for review. – Heath Allen

It was noted that a public hearing will be held at the Meeting of the Airport Authority in December, said hearing will be advertised accordingly.

It was moved by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously 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.

Motion was made by Mrs. Eason, seconded by Mr. Gremillion, and carried unanimously 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.

It was moved by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously 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.

It was moved by Mrs. Eason, seconded by Mr. DuRousseau, and carried unanimously authorizing 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.

Motion was made by Mr. Dickson, seconded by Mr. Gremillion, and carried unanimously 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.

It was moved by Mr. Gremillion, seconded by Mr. Dickson, and carried unanimously authorizing 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.

Motion was made by Mr. DuRousseau, seconded by Mrs. Eason, and carried unanimously 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.

It was moved by Mr. Dickson, seconded by Mr. DuRousseau, and carried unanimously to declare the following Airport property as surplus:

- A. Various Tires and Parts
- B. Various IT Equipment, Electronics and Peripherals

It was noted that 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 the State law following action by the Authority.

It was advised 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.

In his Engineer's report, Mr. Jessen stated that the Employee Parking Lot Project is near completion.

In his Monthly Airport Report, Mr. Allen began by thanking Mr. Berryhill for his service as an Authority Member.

Next, Mr. Allen gave a report regarding the issue of stipulated damages related to construction delays on the Hangar 3 Project. Mr. Allen stated that while Alfred Palma, LLC denies any fault, the parties along with their respective legal counsels had been engaged in discussions in an effort to settle the matter amicably.

It was moved by Mr. DuRousseau, seconded by Mr. Gremillion, and carried unanimously authorizing the Executive Director, in concert with the Airport's legal counsel, to take appropriate action to settle the stipulated damages issue.

There being no further business, motion was made by Mr. Gremillion, seconded by Mrs. Eason, and carried unanimously that the meeting be adjourned.

John Berryhill, President

CERTIFICATE

I, the undersigned, do hereby certify that the above is a true and correct copy of the minutes of the Airport Authority of Airport District No. One of Calcasieu

Parish, Louisiana, convened in regular session on the 1st day of November 2023 and approved by said Authority on the 13th day of December 2023.

Hiram DuRousseau, II, Secretary