

AGENDA

AIRPORT AUTHORITY – AIRPORT DISTRICT NO. ONE

REGULAR MEETING
November 6, 2024

1. Call to Order by President Dickson.
2. Pledge of Allegiance.
3. Consideration of a motion to approve the minutes of the Regular Authority Meeting held on October 2, 2024.
4. Consideration of a motion to approve payment of all current invoices.
5. Advise that the draft of the 2025 Annual Budget is being presented for review. – Heath Allen

Agenda Note: A public hearing will be held at the Airport Authority meeting on December 4, 2024, and advertised accordingly.

6. Receive report concerning PFAS chemicals (Per- and polyfluoroalkyl substances) and possible contamination of airport property. Take appropriate action thereon. – Heath Allen
7. Consideration of a motion to authorize the Executive Director to advertise a request for proposal from qualified firms to provide financial and banking services to the Airport Authority.
8. Consideration of a motion to authorize the Executive Director to advertise a request for qualifications from qualified firms to provide professional engineering and design services to the Airport Authority to design canopies in the rental car-ready return parking lot.

Agenda Note: This design and, ultimately, construction will be funded by Rental Car Customer Facility Charges.

9. Advise that Airport Marketing Manager Ameilia Hebert was recently awarded the David Slayter Memorial Aviation Professional of the Year by the Louisiana Department of Transportation and Development at the Annual Meeting of the Louisiana Airport Managers and Associates in Houma, LA.
10. Advise that Airport Executive Director Heath Allen was recently awarded the Allen Taylor Legacy award by the Louisiana Department of Transportation and Development at the Annual Meeting of the Louisiana Airport Managers and Associates in Houma, LA.
11. Advise that the Lake Charles Regional Airport was one of four airports nationwide in the Small Airport Marketing Programs Category to be nominated for a 2024 ACI-NA Airport Marketing and Communications and Customer Experience award.

12. 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 2024 year-end legislative audit of the Airport Authority's financial records.
13. Consideration of a motion to ratify task order number twelve between the Airport and Kutchins and Groh to provide program implementation management services for the Air Traffic Control Tower Phase II project and further authorize the Executive Director to execute all documents related thereto.
14. Consideration of a motion to approve a contract between the Airport and Entergy to remove and bury overhead utilities to facilitate the Airport Entrance Road Improvements Phase II and further authorize the Executive Director to execute all documents related thereto.

Agenda Note: The project is being funded by State Capital Outlay and federal Matching Funds.

15. Consideration of a motion to adopt a resolution to approve a reimbursable agreement between the Airport and the Federal Aviation Administration for the expenses related to the Air Traffic Control Tower Construction Phase II - review and approval of a Siting Analysis and further authorize the President of the Authority or his designee to execute all documents related thereto.

Agenda Note: The project is being funded 100% by Louisiana Aviation Trust Funds.

16. Consideration of a motion to approve recommended Change Order No. 1 relating to the Pat Williams Construction, LLC contract for the South Apron Expansion project:
 - A. Relocate Entergy Transformer: \$1,353.00
 - B. CPPJ "In Lieu of Detention" Fee: \$15,830.00**Total Cost of Change Order: \$17,183.00**

LAKE CHARLES REGIONAL AIRPORT

17. Receive Engineer's Report – Walt Jessen, Jr.
18. Receive Monthly Airport Report – Heath Allen
19. Receive comments and questions from Board Members.
20. Consideration of a motion to adjourn.