

The Airport Authority of Airport District No. One of Calcasieu Parish of Louisiana met in regular session at 4:00 PM on November 6, 2024, in the Airport's Department of Public Safety Conference room with Chris Dickson, President, presiding, with the following members present:

Messrs. Hiram DuRousseau, Adam Gremillion, and John Hixson.

Mrs. Emily Parker.

Also present were Messrs. Heath Allen, Jimmy Grigus, and Walt Jessen Jr.

The Pledge of Allegiance was recited.

It was moved by Mrs. Emily Parker, seconded by Mr. Gremillion, and carried unanimously to approve the minutes of the Regular Authority Meeting held on October 2, 2024.

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

It was advised that the draft of the 2025 Annual Budget is being presented to the board for review.

It was noted that a public hearing will be held at the Airport Authority meeting on December 4, 2024, and advertised accordingly.

Next, Mr. Allen gave a report and answered the Board's questions concerning PFAS chemicals (Per- and poly-fluoroalkyl substances) and possible contamination of airport property.

Motion was made by Mrs. Parker, seconded by Mr. DuRousseau, and carried unanimously to authorize the Executive Director to advertise a request for proposals from qualified firms to provide financial and banking services to the Airport Authority.

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

It was noted that this design and, ultimately, construction will be funded by Rental Car Customer Facility Charges.

It was advised that Marketing Manager Amelia 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.

It was advised 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.

It was advised that the Lake Charles Regional Airport was one of four airports nationwide to be nominated for a 2024 ACI-NA Airport Marketing and Communications and Customer Experience Award in the Small Airport Marketing Programs Category.

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

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

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

It was noted that the project is being funded by State Capital Outlay and federal matching funds.

It was moved by Mr. Hixson, seconded by Mr. Gremillion, and carried unanimously to adopt a resolution to approve a sponsor state agreement relating to the 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.

It was noted that the project is being funded 100% by Louisiana Aviation Trust Funds.

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

In his Engineer's Report, Mr. Walt Jessen, Jr stated that the concrete pours on several projects were halted due to inclement weather, and the corporate hangar project is going well.

In his Monthly Airport Report, Mr. Allen reported that in September, there were 7,800 passengers, the best September since 1998. Mr. Allen added that United will be cutting a flight during the Holidays, meaning fewer seats to fill. However, the third flight will return in early 2025.

Next, Mr. Allen reported that load factors have been around 80%.

Next, Mr. Allen reported that he attended the Take-Off Air Service Development Conference and met with United, American, Sky West, and had an informal meeting with Delta.

Lastly, Mr. Allen reported that with the Federal elections last night, there are already legislative committee updates happening, and since the House and Senate committees have an impact on transportation, he will keep the Board updated on all upcoming legislative matters.

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

---

Chris Dickson, 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 6th day of November 2024 and approved by said Authority on the 4th day of December 2024.

---

Adam Gremillion, Secretary