

AIRPORT AUTHORITY OF AIRPORT DISTRICT NO. ONE

CALCASIEU PARISH, LOUISIANA

REGULAR MEETING MINUTES

July 9, 2025 – 4:00 PM

Department of Public Safety Conference Room

1. Call to Order

The regular meeting of the Airport Authority of Airport District No. One of Calcasieu Parish, Louisiana, was called to order at 4:00 PM on Wednesday, July 9, 2025, in the Department of Public Safety Conference Room by Mr. Chris Dickson, President.

2. Roll Call

Present:

- Mr. Hiram DuRousseau, II
- Mr. John Hixson
- Mrs. Emily Fenet Parker

Absent:

- Mr. Adam Gremillion

Also Present:

- Mrs. Mary Kaye Eason (CPPJ Liaison to the Authority)
- Mr. Heath Allen
- Mr. Walt Jessen Jr.
- Mr. Jimmy Grigus
- Mrs. Amelia Hebert

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Bid Opening and Award

Bids for the Terminal Access Loop Road and General Aviation Area Service Road – Phase II project were received on July 8, 2025, at 3:00 PM:

- Pat Williams Construction, LLC

- Total Base: \$3,585,842.04

- Total Alt 1: \$330,604.74

- Total Alt 2: \$1,284,243.50

- Total Bid: \$5,200,690.28

- Siema Construction, LLC

- Total Base: \$4,440,833.67

- Total Alt 1: \$377,704.62
- Total Alt 2: \$1,447,925.60
- Total Bid: \$6,266,463.89

Motion: It was moved by Mr. Dickson, seconded by Mr. Hixson, and carried unanimously to accept Pat Williams Construction, LLC, as the lowest responsive and responsible bidder.

The total budget for this project is \$5,447,541.76 funded by the Federal Aviation Administration and the State Aviation Trust Fund. Approval of bids is pending contingent upon all funding sources being available.

5. Approval of Minutes

Motion: It was moved by Mr. Hixson, seconded by Mr. Dickson, and carried unanimously to approve the minutes of the Regular Authority Meeting held on June 5, 2025.

6. Approval of Invoices

Motion: It was moved by Mrs. Parker, seconded by Mr. Hixson, and carried unanimously to approve payment of all current invoices.

7. Change of Meeting Date

Motion: It was moved by Mrs. Parker, seconded by Mr. Dickson, and carried unanimously to move the August meeting of the Airport Authority from Wednesday, August 6, 2025, to Wednesday, August 13, 2025, at 4:00 PM.

8. Resolutions – Grant Acceptances

- Motion: It was moved by Mrs. Parker, seconded by Mr. Hixson, and carried unanimously to adopt a resolution accepting a grant from the Federal Aviation Administration for the Terminal Access and Loop Road and General Aviation Area Service Road – Phase II project, and further authorize the President or designee to execute all related documents.

- Motion: It was moved by Mr. Dickson, seconded by Mr. Hixson, and carried unanimously to adopt a resolution accepting a matching funds grant offer from the Louisiana Department of Transportation and Development and further authorize the President or designee to execute all related documents.

- Motion: It was moved by Mr. Dickson, seconded by Mr. Hixson, and carried unanimously to adopt a resolution accepting a \$1,000,000 capital outlay grant from the State of Louisiana Office of Facility Planning and Control for the Airport Entrance and Access Road Improvements Phase II project and further authorize the President or designee to execute all related documents.

9. Fiscal Agent Selection

Mr. Allen presented the results of a request for proposals for a new fiscal agent. After review of five proposals based on fees, services, transition implementation, and experience with public funds, Mr. Allen recommended First Horizon Bank.

Motion: It was moved by Mr. Hixson, seconded by Mrs. Parker, and carried unanimously to accept First Horizon Bank as the new provider of financial services for the Airport Authority.

10. Lease and Service Agreements

- Motion: It was moved by Mrs. Parker, seconded by Mr. Dickson, and carried unanimously to approve a 10-year agreement with the Calcasieu Parish Police Jury for approximately 17.88 acres for the Burton Complex parking lot.

- Motion: It was moved by Mrs. Parker, seconded by Mr. Hixson, and carried unanimously to approve a five-year agreement with Tailwind Hospitality, Inc. for exclusive passenger terminal retail food, beverage, and sundries services.

11. Substantial Completion and Change Orders

- Motion: It was moved by Mrs. Parker, seconded by Mr. Hixson, and carried unanimously to declare the Passenger Parking Lot Phase II project (PERC Development, LLC) substantially complete and authorize advertisement for a 45-day lien period.

- Motion: It was moved by Mr. Dickson, seconded by Mrs. Parker, and carried unanimously to approve Change Order No. 3 for the Pat Williams Construction, LLC contract on the LCH Corporate Hangar A&B project, reconciling 87 days to the contract.

12. Engineer’s Report

Mr. Walt Jessen, Jr. reported that concrete has been placed on the north half of the roundabout for the Loop Road Project. He noted that having the same contractor for both phases will help with project coordination.

13. Monthly Airport Report – Executive Director Heath Allen

Mr. Allen provided the following updates:

- The Loop and Entrance Road project will involve nine phases and is expected to be complex due to traffic flow.

- The rates and charges model has been presented to both airlines, with no changes at this time.

- Discussions are ongoing regarding a lease with the National Weather Service.

- Operational issues with American Airlines are being monitored. Air service consultants are analyzing cancellation patterns for potential improvements.

- All three bays of the recently completed corporate hangars are now leased.

14. Adjournment

There being no further business, it was moved by Mr. Hixson, seconded by Mrs. Parker, and carried unanimously to adjourn the meeting.

Respectfully Submitted.

Hiram DuRousseau, II, 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 9th day of July 2025 and approved by said Authority on the 13th day of August 2025.

Emily Fenet Parker, Secretary