

# **AIRPORT AUTHORITY OF AIRPORT DISTRICT NO. ONE**

## **CALCASIEU PARISH, LOUISIANA**

### **REGULAR MEETING MINUTES**

**June 5, 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, June 5, 2025, in the Department of Public Safety Conference Room by Mr. Adam Gremillion, Vice-President.

#### **2. Roll Call**

Present:

- Mr. Chris Dickson
- Mr. John Hixson
- Mr. Adam Gremillion (Presiding)

Absent:

- Mrs. Emily Parker
- Mr. Hiram DuRousseau II

Also Present:

- Mr. Heath Allen
- Mr. Walt Jessen Jr.
- Mrs. Amelia Hebert

#### **3. Pledge of Allegiance**

The Pledge of Allegiance was recited.

#### **4. 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 May 7, 2025.

## **5. Approval of Invoices**

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

## **6. Audit Presentation**

Mr. Gremillion recognized Mr. Steven DeRouen, CPA of Steven M. DeRouen and Associates, who presented the results of the 2024 Legislative Financial Audit. There being no findings, a motion was made by Mr. Hixson, seconded by Mr. Dickson, and carried unanimously to accept said audit procedures as presented.

## **7. Change of Meeting Date**

Motion: It was moved by Mr. Dickson, seconded by Mr. Hixson, and carried unanimously to move the July meeting of the Airport Authority from Wednesday, July 2, 2025, to Wednesday, July 9, 2025, at 4:00 PM to take action on bids set to be received on July 7, 2025.

## **8. Recognitions and Announcements**

- The American Association of Airport Executives and Digicast have recognized Lake Charles Regional Airport for training excellence in 2024, marking the tenth consecutive year.
- Four LCH public safety officers have qualified as Level 3 and are ranked among the top fifteen airport employees in the U.S. across all airport sizes as of May 2025.
- Mr. Gremillion announced the retirement of morning receptionist Becky Fontenot, effective June 20, 2025, after ten years of service.
- Bids for the Terminal Access and Loop Road – Phase II project will be received on July 7, 2025.

## **9. Engineer's Report**

Mr. Walt Jessen, Jr. reported:

- The last section of concrete was poured in the main parking lot. After joint sealing, cleaning, and striping, all rows will be open.
- One final pour is scheduled for June 14, 2025, after which barriers will be added to redirect traffic.
- The Corporate Hangar project is in the clear lien and punch list phase.
- Terminal Access and Loop Road and General Aviation Area Service Road – Phase I is underway. Phase II will be advertised for bid on July 7, 2025.

## **10. Monthly Airport Report – Executive Director Heath Allen**

Mr. Allen provided the following updates:

- Legislative Update: Updates on various Federal grant funding programs were shared.

- BRIC Grant: The previously clawed-back \$280,000 BRIC grant for microgrid design has been reinstated, and funds are now available for reimbursement.
- United Airlines: Productive meetings were held in Chicago. The third flight will remain through December, and a fourth is under consideration.
- American Airlines: Meetings on rates and charges are ongoing and promising.
- Aviation Day: Attended the state capital to support funding efforts for the Airport's Entrance Road Project.
- Food & Beverage Services: Two viable vendors are under review for secure-side service—one a local casino, and the other, Tailwind, which services many regional airports.

#### 11. Adjournment

There being no further business, the meeting was adjourned.

Respectfully Submitted,

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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 5th day of June 2025 and approved by said Authority on the 9th day of July 2025.

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Emily Fenet Parker, Secretary