AIRPORT AUTHORITY OF AIRPORT DISTRICT NO. ONE

CALCASIEU PARISH, LOUISIANA
REGULAR MEETING MINUTES
August 13, 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, August 13, 2025, in the Department of Public Safety Conference Room by Mr. Hiram DuRousseau, II, President.

2. Roll Call

Present:

- Mr. Chris Dickson

- Mr. John Hixson

- Mr. Adam Gremillion

- Mrs. Emily Parker

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. Gremillion, seconded by Mr. Hixson, and carried unanimously to approve the minutes of the Regular Authority Meeting held on July 9, 2025.

5. Approval of Invoices

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

6. Resolution – Financial Authorization

Motion: It was moved by Mr. Gremillion, seconded by Mr. Hixson, and carried unanimously to adopt a resolution authorizing any current President of the Authority and the Airport Executive Director to execute checks and other financial documents through pen and ink signatures or electronic authorization. Two signatures are required on all checks in excess of $5,000, and the Deputy Executive Director is authorized to provide the second signature.

7. Resolution – Freeman Holdings Agreement

Motion: It was moved by Mr. Dickson, seconded by Mr. Hixson, and carried unanimously to adopt a resolution approving an amendment to the Freeman Holdings Group agreement, extending the term by ten years in consideration of their $3,614,186 investment into LCH-owned facilities for the new FBO – Freeman Jet Center.

8. Grant Authorization – ATCT

Motion: It was moved by Mr. Gremillion, seconded by Mr. Hixson, and carried unanimously to authorize the Executive Director to apply for an Infrastructure Investment and Jobs Act – Airport Terminal Program grant for construction of a new air traffic control tower at LCH.

9. Renewal – Picard Group Consulting

Motion: It was made by Mrs. Parker, seconded by Mr. Hixson, and carried unanimously to renew the Federal Governmental Affairs consulting contract with the Picard Group for one year and authorize the Executive Director to execute all related documents.

10. Change Order – Terminal Access Road & GA Service Road Phase I

Motion: It was moved by Mr. Gremillion, seconded by Mr. Dickson, and carried unanimously to approve Change Order No. 2 to the Pat Williams Construction, LLC contract for additional concrete saw cutting. Total cost: $4,341.84.

11. Engineer's Report

Mr. Walt Jessen, Jr. reported:

- Loop Road Phase I is progressing well.

- Contract documents for Phase II are ready for execution.

- Parking Lot Phase II project is nearing completion.

12. Monthly Airport Report – Executive Director Heath Allen

Mr. Allen provided the following updates:

- Capital Expenditure Report: A template has been reviewed with consultants and may be presented at the next meeting.

- Tailwind: Contract signed; press release forthcoming.

- Rules/Regulations Update: Draft revisions under review by staff; awaiting fee proposal from Newhouse & Associates (subs to Kutchins & Groh).

- Passenger Traffic: July 2025 saw a 4% increase, the best month of the year, and the second-best in 25 years (1.5% YoY growth).

- Breeze Airways: Introductory meeting held regarding gaming-related travel if Texas legalizes gaming.

- Southwest Airlines: Monitoring new fee structures and potential transition to a network carrier which could impact LCH's passenger leakage and retainage rates.

- Spirit Airlines: Not meeting revenue targets and may cease operations. As the #2 low-cost carrier in Houston, this may impact LCH's passenger leakage and retention rates.

- Airline Lease Negotiations: Ongoing, with deadline extended to 2026.

- Master Plan: Presentation expected in early fall 2025, with Advisory Committee meetings in late fall, and completion in early 2026.

- ASR-8 Radar: FAA divestment halted; Department of Defense will assume operations. Mr. Allen is working on securing a lease since the radar remains on LCH property but does not serve the airport.

- LAMA Conference: LCH will host the Louisiana Airport Managers Association Conference on October 5–7, 2025, at L'Auberge.

13. Adjournment

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

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 13th day of August 2025 and approved by said Authority on the 3rd day of September 2025.

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Emily Parker, Secretary