AIRPORT AUTHORITY OF AIRPORT DISTRICT NO. ONE

CALCASIEU PARISH, LOUISIANA
REGULAR MEETING MINUTES
March 11, 2026 – 4:00 PM
Department of Public Safety Conference Room

1. Call to Order

The Airport Authority of Airport District No. One of Calcasieu Parish, Louisiana, met in regular session at 4:00 P.M. on March 11, 2026, in the Airport Department of Public Safety Conference Room, with Mr. Adam Gremillion, President, presiding.

2. Roll Call

Present:
Mr. Adam Gremillion
Mr. Hiram DuRousseau
Mr. Chris Dickson

Absent:
Mrs. Emily Parker
Mr. John Hixson

Also Present:
Mr. Heath Allen
Mr. Jimmy Grigus
Mr. Cole Thompson
Mrs. Amelia Hebert

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Approval of Minutes

Motion: A motion was made by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to approve the minutes of the Regular Authority Meeting held on February 11, 2026.

5. Approval of Invoices

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

6. Reappointment – Airport Authority Member

It was advised that the Calcasieu Parish Police Jury has reappointed Mr. Adam Gremillion as a member of the Airport Authority. Mr. Gremillion's term will continue through February 2031.

7. April Meeting Date

Motion: A motion was made by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to move the April meeting of the Airport Authority to Thursday, April 2, 2026, at 4:00 P.M.

8. Deferred Agenda Item

Motion: A motion was made by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to defer Agenda Item No. 7 until the April Board meeting.

9. Professional Design Services – Passenger Terminal

Mr. Allen presented a report regarding the Request for Proposals for professional design services related to the rehabilitation and future planning of the Airport's passenger terminal facilities.

Mr. Allen advised that four (4) proposals were received and scored as follows:

A. Crawford, Murphy, & Tilly, Inc. – 16.03
B. Garver – 14.63
C. Harrison Kornberg Architects – 13.96
D. Washer Hill Lipscomb Cabaniss Architecture – 12.69

Motion: A motion was made by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to approve Crawford, Murphy, & Tilly, Inc. for the design services.

10. Resolution – FAA AIP Grant (Entrance Road Phase II)

Motion: A motion was made by Mr. Dickson, seconded by Mr. DuRousseau, and carried unanimously to adopt a resolution accepting a forthcoming Airport Improvement Program (AIP) grant from the FAA for the Airport Entrance Road Phase II project and to authorize the President of the Authority to execute all documents related thereto.

11. Resolution – LADOTD Grant Funding

Motion: A motion was made by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to adopt a resolution requesting and accepting grant offers from the Louisiana Department of Transportation and Development (LADOTD) for 100% and Federal matching funds and to authorize the President of the Authority to execute all documents related thereto.

12. Professional Services Agreements

Motion: A motion was made by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to authorize the Executive Director to execute professional services agreements as follows:

A. Garver USA – Airfield Lighting System Update
B. DW Jessen and Associates – Thermoplastic Airfield Marking Replacement

13. Lease Update – CTV Lake Charles

Mr. Allen provided an update regarding the previously approved application to lease Airport property by CTV Lake Charles (Workers Village).

Mr. Allen advised that negotiations will continue, and he will update the Board accordingly.

14. Change Order No. 1 – Pat Williams Contract

Motion: A motion was made by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to approve Change Order No. 1 related to the Terminal Access Loop Road and General Aviation Area Service Road Phase II project, as follows:

A. 8-inch waterline relocation and revision to 12-inch waterline tie-in
Total Cost: $20,330.66

15. Announcements

It was advised that bids will be received for the Rental Car Ready/Return Parking Lot Canopies, Phase I, on March 25, 2026, at 11:00 A.M.

It was further advised that replacement of the Airport's Runway 15 Instrument Landing System (ILS) by the FAA is scheduled to begin in early April and is anticipated to be completed in June 2026. During this time, the ILS will be unavailable; however, GPS-based RNAV approaches will remain available for equipped aircraft.

16. Engineer's Report

Mr. Cole Thompson reported that only a few warranty items remain before closing out PERC's contract for the terminal parking lot. Mr. Thompson further advised that the final concrete pour for Loop Road Phase I is scheduled for Friday. Mr. Thompson stated that Loop Road Phase II consists of new roadway construction currently underway. Mr. Thompson confirmed that bids for the Entrance Road Project will be received on March 24, 2026. Mr. Allen added that electrical coordination has delayed installation of the new marquee sign included in the project.

17. Monthly Airport Report – Executive Director Heath Allen

Mr. Allen reported that Lake Charles Regional Airport has not been affected by the Government shutdown and that TSA personnel have continued reporting to work. Mr. Allen then introduced Mr. Brad Kutchins of Kutchins & Groh to provide an update on the Airport Master Plan.

18. Adjournment

Motion: There being no further business, a motion was made by Mr. DuRousseau, seconded by Mr. Dickson, and carried unanimously to adjourn the meeting.

Respectfully Submitted,

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Adam Gremillion, 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 11th day of March 2026 and approved by said Authority on the 2nd day of April 2026.

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John Hixon, Secretary