

Livingston Parish Airport District

Regular Meeting Minutes

Date: Monday, October 13, 2025

Time: 5:00 PM Call to Order

Location: 20400 Government Blvd, Livingston LA 70054

Presiding: Chair Delia Taylor

1) Call to Order, Invocation, and Pledge

- Chair Delia Taylor opened the meeting at **5:00 PM**.
- Wayne Mack led the invocation;
- L.J. Relle led the Pledge of Allegiance.

2) Roll Call & Quorum

- Members Present: Delia Taylor (Chair); L.J. Relle; Dana Rushing; Joey Sibley; Wayne Mack; Jerry Bankston.
- Members Absent: Denver Castles; Jamie Felder; Brent Ballard.
- Quorum: Confirmed (“six present”).
- Others Present: Eddie Aydell (Engineer, Alvin Fairburn & Associates).

3) Approval of Minutes — Previous Meeting

- Motion: Approve the minutes of the *previous meeting* as presented.
Moved by: Wayne Mack • Seconded by: Jerry Bankston
- Vote: Approved (no objections).

4) Reports

A. Construction — Richard Price Contracting (AFA oversight)

- Status: Southern pond complete; contractor is working on the **northwest** pond. Recent rain paused work; plan is to remove/store material, dry the pond, install **low-flow channel**, erosion mat, and seed.
- Repairs: A northeast corner pipe with a “belly” was excavated and re-laid; clear view through the pipe now.
- Subcontractor Liens: RIDGID has liens unrelated to LPAD’s payment flow; per the Chair, LPAD will not pay third parties directly. Payments will follow the engineer to vendor chain to keep a clean audit trail; contractors/attorneys are resolving the subcontractor matter.

B. Environmental — DNS Environmental (Aquatic Resources Audit)

- Scope & Cost: Initial review was previously funded (~\$3,500). DNS proposed \$9,900 additional to complete field delineation under new federal guidance (Mar/Apr 2025) and prepare for a new Jurisdictional Determination (JD) and subsequent permitting.
- Timing Note: Anticipated end-of-year federal guidance may further reduce wetlands definitions (continuous standing water standard). DNS will deliver a report by November; board will decide whether to wait for guidance or proceed immediately.
- Motion: Authorize the \$9,900 DNS scope under AFA and proceed.
- Moved by: Joey Sibley, Seconded by: Jerry Bankston
- Vote: Approved.

C. Design & Bid Packages; Advertising Authorization

- Structure: Two bid packages by funding source (Capital Outlay; DOTD), with alternates to fully use DOTD dollars while preserving Capital Outlay flexibility.
- Bond Commission: LPAD’s P2 item is on the October Bond Commission agenda (Thursday); officials have expressed support; alternates included to scale work if more funds are released.
- Action: Authorize the Chair to advertise the bid packages immediately upon State/DOTD clearance and/or no objections (no need to delay until next meeting).
Motion: Moved by: L.J. Relle, Seconded by: Dana Rushing
- Vote: Approved

D. DOTD Aviation — 6-Year Capital Improvement Plan (CIP) Resolution

- Motion: Adopt the annual resolution supporting LPAD’s six-year CIP (DOTD requirement).
Moved by: Dana Rushing, Seconded by: Wayne Mack
- Vote: Approved

E. Preliminary Aviation Forecast (Garver)

- Planner reported conservative, census-based growth assumptions; local interviews are wrapping up. Submittal to DOTD and FAA will proceed upon completion. Parish support

(separate from admin funding) to be requested again in November to accelerate FAA/NPIAS entry.

5) Airport Policies & Minimum Standards Committee

- No formal report. The Chair reiterated that Bankston, Relle, and Mack will compile peer-airport materials (leases, hangar rates, fuel practices, development/security standards) into one working document before the holidays.

6) Budget & Finance

A. FY 2026 Local Budget — Advertise for Nov 10 Hearing

Board agreed to advertise a \$50,000 local budget for hearing at 5:00 PM on Nov 10, 2025. Line items adjusted:

- Travel: from \$1,000 - \$2,000
- Telephone: from \$360 - \$500
- Professional Fees: reduced to keep total at \$50,000

B. Special Projects Budget (State/DOTD)

- Staff will advertise an updated Special Projects budget reflecting expected State/DOTD receipts (\approx \$3.16M), potentially $>$ \$4M if the P2 item is released this week.

C. Financial Report — Budget vs. Actual

- Motion: Approve the financial report (General Fund and Special Projects) as presented.
Moved by: Wayne Mack, Seconded by: Bankston
- Vote: Approved

D. General Fund — Payments

- GoTo Communications (auto-draft): \$45.09 — noted; budget line increased accordingly.
- Lisa Casas (Bookkeeping): \$692.50
- Motion: Approve and pay
Moved by: Jerry Bankston, Seconded by: Joey Sibley
- Vote: Approved

- Chair & Vice-Chair LAMA — reimburse conference/hotel on receipt
- Motion (in globo): Sibley; Second: Bankston
- Vote: Approved

E. Capital Outlay — State-Paid Invoices (received; pay out)

- State deposit (9/25/2025): \$202,552.87. Correlating invoices: Richard Price Contracting \$174,599.77 and AFA \$27,850.00
Motion: Pay the corresponding contractor/engineer invoices.
- Moved by: Wayne Mack, Seconded by: Jerry Bankston
- Vote: Approved

F. Capital Outlay — New Submissions to State

- Motion: Submit the following to the State for review/consideration:
- Richard Price Contracting — Progress Pay Request: \$79,449.75 (Engineer recommends).
- DNS Environmental (via AFA) — Environmental planning/permitting & stabilization/drainage: \$7,500.
- Alvin Fairburn & Associates — Professional services
- Moved by: Dana Rushing, Seconded by: Joey Sibley
- Vote: Approved.

7) Next Meeting

Monday, November 10, 2025 — 5:00 PM Special Budget Hearing; regular meeting to follow. Quorum required.

8) Adjournment

- Motion to adjourn: Wayne Mack, Second: L.J. Relle
- Vote: Approved.