

LPAD Meeting

Monday, July 22, 2024, 5:00 p.m.

The Livingston Parish Airport District Board met Monday, July 22, 2024, 5:00 p.m. at the Delmas Taylor Governmental Annex Building, 20400 Government Blvd., Livingston, Louisiana.

The vice-chair called roll:

Present: Delia Taylor, Chair; Dana Rushing, Vice-Chair; Wayne Mack; Joey Sibley; Denver Cassels; Jerri Bankston

Absent: Jamie Felder; Brent Ballard; James Wascom

Others Present: Lisa Casas, CPA; Eddie Aydel, AFA Engineering.
Having a quorum, Mrs Taylor called the meeting to order.

Invocation was led by Wayne Mack

Pledge of Allegiance was led by Denver Cassels

Chair asked for review and approval of minutes from June 24, 2024, meeting.

LP LPAD 24-0722-1: Motion was offered by Wayne Mack and seconded by Joey Sibley to approve minutes from the June 24, 2024 meeting. All in favor, the motion passed.

Chair requested asked for update on Phase 1 of LEA. Eddie Aydel with Alvin Fairburn & Associates presented a contract with Rigid Constructors, LLC for execution. Some adjustments for final design of dirt work will be made prior to Notice to Proceeds. A change order will be submitted to FP&C to include additional work which was removed prior to receiving bids. Favorable pricing on the initial proposal allows for this additional work.

Additional discussion involved detention areas and the proximity to the runway, as well as the need to submit a new Airport Layout Plan (ALP) to DOTD.

LP LPAD 24-0722-2: Motion was offered by Joey Sibley and seconded by Wayne Mack to authorize the Chair to sign the contract with Rigid Constructors, LLC and to issue the notice to proceed when appropriate. All in favor, the motion passed.

The Chair asked Mr. Aydel to update the board on the status of the sewer project which includes LEA. Bids received were lower than expected. A low bid of \$451,300 was received by Procivil, LLC. This project will be approved and administered by Livingston Parish. The board also discussed including electrical service to the lift station vs extending the tail line, because of the favorable pricing.

The Chair had asked Jamie Felder to review and update the board's Policies and Procedures. Ms. Felder is absent from the meeting and will present at the next meeting.

The Chair asked Rushing to update the board on obtaining a credit card for LPAD. Rushing asked for board approval for him to apply for and obtain a credit card from Hancock Whitney Bank. Rushing will retain possession of the card and will be used for board approved purchases only.

LP LPAD 24-0722-3: Motion was offered by Joey Sibley and seconded by Jerri Bankston to authorize Rushing to apply for and obtain a credit card for LPAD. Only board approved purchases will be allowed. All in favor, the motion passed.

The Chair asked Rushing for an update on the status of a website for LPAD. Rushing has engaged Venessa Lewis to design a website and set up GoDaddy to host the website.

LP LPAD 24-0722-4: Motion was offered by Joey Sibley and seconded by Wayne Mack to authorize Rushing to engage Venessa Lewis Graphic Design to design and arrange hosting for the website. All in favor, the motion passed.

The Chair updated the board on Capital Outlay Funding. Commissioner of Administration has included LPAD in the first round of bond funding.

The Chair asked Lisa Casas to present the financial report for LPAD. As of July 22, 2024, the balance in the General Funds account is \$38,593.10. Outstanding bills total \$1,230.00 for professional fees. The balance in the Special Projects Funds account is \$103.10. Outstanding bills total \$3,052.50 will be presented tonight for submittal to the state. Of the requested \$35,000 from Livingston Parish, none has been received. Regarding the General Fund, remaining budgeted expenses total \$9,916.44. Actual expected expenses will exceed this amount, and an adjustment in the LPAD budget will be required. Expected expenses include \$7,498.00 for professional fees and \$2,516.00 for insurance premiums.

LP LPAD 24-0722-5: Motion was offered by Wayne Mack and seconded by Joey Sibley to accept the report as presented. All in favor, the motion passed.

The Chair presented invoice #8089 from AFA for \$3,052.50 for submission to FP&C for payment.

LP LPAD 24-0722-6: Motion was offered by Jerri Bankston and seconded by Denver Cassels to accept invoice #8089, amount \$3,052.50 for submittal to FP&C for approval. All in favor, the motion passed.

The Chair presented invoices for payment from the General Fund.

LP LPAD 24-0722-7: Motion was offered by Joey Sibley and seconded by Jerri Bankston to accept and pay the invoices from Livingston Parish News for \$240.00. All in favor, the motion passed.

LP LPAD 24-0722-8: Motion was offered by Dana Rushing and seconded by Wayne Mack to accept and pay the invoice #4816 for \$990.00 from Lisa Casas, CPA for . All in favor, the motion passed.

The Chair has requested a “retreat” type meeting to discuss the strategy going forward to complete the steps required to complete LEA. She would like to include GEC, AFA, board members, and consultants in this meeting. Funding, permitting, future phases, and additional approvals are to be discussed.

The board discussed the requirements to produce a functional airport, to “land a plane.” By constructing a runway, one has developed an airport. Expansion of facilities and services enhance an airport’s use.

The Chair plans to have an official groundbreaking once most of Phase 1 is complete.

Future board meetings will be planned on Mondays, with no meetings in the first week of the month. The next board meetings will be:

September 9, 2024

October 14, 2024

November 11, 2024

December 9, 2024

LP LPAD 24-0722-9: Motion was offered by Denver Cassels and seconded by Wayne Mack to adjourn. All in favor, the motion passed.