NATCHITOCHES REGIONAL AIRPORT
City of Natchitoches
450 Wallenberg Drive
Natchitoches, LA 71457

NATCHITOCHES AIRPORT COMMISSION
Monday, May 16, 2022
5:00 p.m.

A G E N D A

I. Convene Meeting

II. Minutes for April 18, 2022

III. Old Business
    A. Airport Project Updates
    B. Cessna 180/185 Fly In Update
    C. New Fuel Truck Shed FAA Approved
    D. Aero-Mech Hangar Repairs

IV. New Business
    A. Airport Manager’s Fuel Sales Report: May 2022
    B. FAA/DOTD Annual Inspection Report
    C. Backup Generator

V. Announcements
   The next regular monthly meeting of the Airport Advisory Commission will take place on; Monday, June 20, 2022 at 5:00 p.m. at the Airport Terminal building.

VI. Adjournment
MEMBERS PRESENT: Gilson, Gil  
Maxey, James  
Rice, Cliff  
Salter, Stanley  

ALSO PRESENT: Cooper, Larry  
Walker, Regina R.  

MEMBERS ABSENT: Bolton, Janice  
McCain, Jack Jr.  
Parker, Sam  

CONVENE MEETING:  

Chair Stanley Salter called the regular monthly meeting of the Natchitoches Regional Airport Advisory Commission to order on Monday, April 18, 2022 at 5:00 p.m.  

MINUTES:  

Chair Salter called for a motion to accept the minutes as written for March 21, 2022, motion made by Mr. Gilson, seconded by Mr. Maxey, motion passed unanimously.  

OLD BUSINESS:  

Airport Project Updates:  

Larry Cooper reported that on project Runway 7-25 Regional Construction is currently laying the concrete base and soil, which has to set for fourteen days, and then tests will be performed to see if it meets specs if so, then they will be ready to lay asphalt. Regional Construction should be through with laying the asphalt the first of May 2022.  

Sunstream will come and install the lighting, which may take seven to ten days to complete.  

Once that is complete, Regional Construction will begin construction on Taxiway B-1 around mid-June 2022. Installing the striping will take place at the end of the project.  

Mr. Cooper estimates that the Runway 7-25 project should be complete in August or early September 2022 depending on the weather.
Chair Salter explained that a vote will need to take place on the Resolution that involves funds that became available to the Natchitoches Regional Airport un-expectedly. Therefore, it was not included in the CIP/Master Services Agreement.

The City/Airport is required to go through a bidding process when funds become available as in this case.

The only bid submitted was by our current engineer KSA, that being the case there was no comparison process.

This same situation has effected every Airport in Louisiana, which may be why only one bid was received. All Airport engineers understand and consider the bidding process as a necessary procedural step.

At this time, Chair Salter read aloud the following Resolution:

**Resolution No. 01 of 2022**

**Resolution: Engineering Agreement for the Upcoming Runway 17-35, Taxiways and Apron Rehabilitation Project**

WHEREAS, the RFQ No. 0109 for the Master Service Agreement did not specifically list the Runway 17-35, Taxiways and Apron Rehabilitation project as one of the included projects. As such, RFQ No. 0109 was issued in an effort to select an engineering consultant for this project.

WHEREAS, the City of Natchitoches received one submittal for RFQ No. 0109. The response received from KSA was reviewed by a committee consisting of; Stanley Salter Chairman of Natchitoches Regional Airport Commission, Edd Lee Director of City of Natchitoches Purchasing and Airport, and Clarissa Brown-Smith City of Natchitoches Finance Department.

WHEREAS, the review committee recommends that the Natchitoches Regional Airport Commission award the engineering services agreement for the Runway 17-35, Taxiways and Apron Rehabilitation project to KSA.

BE IT RESOLVED, that the Natchitoches Regional Airport Commission approve awarding the Runway 17-35, Taxiways and Apron Rehabilitation project to KSA.

THUS DONE AND SIGNED, this 18th day of April 2022 per agreement of the members of the Natchitoches Airport Advisory Commission at its regular monthly meeting held on, Monday, April 18, 2022.
Mr. Cooper explained that this a rehabilitation on the following; Runway 17-35, taxiways, and apron will all get a seal coat/rejuvenator and any section we find that needs repair will be dug up and replaced. It’s not a new overlay or a new repaving it’s a rehabilitation.

Commissioner Cliff Rice commented that he would like the Airport Project name to be more definite of descriptive.

Mr. Cooper explained that the wording of the project name came from the La-DOTD.

Chair Salter called for a motion to accept Resolution 01 of 2022 as written, motion made by Mr. Rice, seconded by Mr. Maxey, motion passed unanimously.

Airport Cessna 180 and 185 Southern Flying Club Fly-in:

Mr. Cooper reported that the Cessna 180 and 185 Southern Flying Club Fly-in will take place on; Friday, April 22\textsuperscript{nd}, Saturday, April 23\textsuperscript{rd}, and Sunday, April 24\textsuperscript{th}.

Mr. Cooper estimates twenty planes and forty to fifty people will attend.

Airport will furnish vehicles for them to drive, the use of the FBO and Gazebo, discount on fuel, and hangar space to store their planes if needed.

NEW BUSINESS:

Airport Manager’s Fuel Sales Report March & April 2022:

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<tr>
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<th>2021</th>
<th>March 19, 2022 – April 18, 2022</th>
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<tr>
<td>100 LL</td>
<td>3,054</td>
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<tr>
<td>Jet-A</td>
<td>5,139</td>
<td>17,023</td>
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<td>Total:</td>
<td>8,193</td>
<td>21,073</td>
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ANNOUNCEMENTS:

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ADJOURNMENT:

Being there were no further announcements, questions, or comments Mr. Rice made the motion to adjourn the Monday, April 18, 2022 meeting, seconded by Mr. Maxey, motion passed unanimously, meeting adjourned.