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

NATCHITOCHES AIRPORT COMMISSION
Monday, April 18, 2022
5:00 p.m.

A G E N D A

I. Convene Meeting

II. Minutes for March 21, 2022

III. Old Business
   A. Airport Project Updates
   B. RFQ #0109 Request for Qualifications for Engineering Consulting Resolution
   C. Airport Cessna 180 and 185 Southern Flying Club Fly-in

IV. New Business
   A. Airport Manager’s Fuel Sales Report: March - April 2022

V. Announcements
   The next regular monthly meeting of the Airport Advisory Commission will take place on; Monday, May 16, 2022 at 5:00 p.m. at the Airport Terminal building.

VI. Adjournment

[1]
MEMBERS PRESENT: Bolton, Janice
Gilson, Gil
Maxey, James
McCain, Jack Jr.
Parker, Sam
Salter, Stanley

ALSO PRESENT: Walker, Regina R.

MEMBERS ABSENT: Rice, Cliff

ALSO ABSENT: Cooper, Larry

CONVENE MEETING:

Chair Stanley Salter called the regular monthly meeting of the Natchitoches Regional Airport Advisory Commission to order on Monday, March 21, 2022 at 5:00 p.m.

MINUTES:

Chair Salter called for a motion to accept the minutes as written for February 22, 2022, motion made by Mr. McCain, seconded by Mr. Gilson, motion passed unanimously.
OLD BUSINESS:

**Airport Project Updates:**

Due to Larry Cooper not being present to report the Airport Project Updates, Chair Salter read aloud the following, which was compiled by Jonathan Farmer of KSA and Edd Lee the Airport Director.

- **Runway 7-25 and Taxiway B1 Reconstruction:**
  The contractor completed the displacement of the threshold for Runway 17 to allow work to begin at the intersection of Runway 7-25 and Runway 17-35. The Runway 7-25 work is scheduled for sixty calendar days. At completion of the construction, the contractor will remove the displaced threshold and restore the original markings for both runways. Traffic operations will be restored to both runways at that time while work proceeds to finish taxiway B1 reconstruction.

- **Localizer Equipment Replacement:**
  Pete Talbot has signed the construction agreement to complete installation of the new updated localizer equipment. The equipment has been delivered to the Purchasing Department. Pete Talbot will begin work within two weeks and plans to complete during the period that the Runway 17-35 threshold is displaced.

- **Ag Ramp and Wash Rack Design:**
  Plans are being revised to relocate the facility further south and closer to the existing gate access on Fairground Road. Additional survey work has been ordered and construction funds have been moved to the 2023 CIP LaDOTD Aviation.

- **Drainage Rehabilitation:**
  A clear lien certification has been received from the contractor. Upon completion of punch list items, the project and grant will close out.

In addition, Jonathan Farmer with KSA Engineering reported that the RFQ has been issued for the Runway 17-35, Taxiways, and Apron Rehabilitation. He said the latest Pavement Condition Index data will be reviewed to determine the scope of the work. He anticipates most of the work to be crack sealing and a seal coat for pavement rehabilitation. Some taxiways may need milling and overlay.

Also, Mr. Farmer shared that KSA is monitoring the availability of funds from the Bipartisan Infrastructure Law and expects the addition of Fuel Facility Improvements and airport access road (Wallenberg Drive) rehabilitation to the 2023 CIP.
**Notification of Award of RFP No. 0290 Sale of Hangar at 506 Airport Road, Lot #3:**

Two bids were received and opened at 2:00 p.m. on Thursday, March 10, 2022 at the City of Natchitoches Purchasing Department.

Dean Lemoine bid $28,150.00 and Marc Millican bid $41,003.00, the bid was awarded to Marc Millican. Lot #3 will be leased for a ten-year period and it includes an existing hangar.

**NEW BUSINESS:**

**Airport Manager’s Fuel Sales Report January, February, & March 2022:**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>100 LL</td>
<td>1,677</td>
<td>4,163</td>
<td>1,966</td>
</tr>
<tr>
<td>Jet-A</td>
<td>5,830</td>
<td>9,133</td>
<td>19,416</td>
</tr>
<tr>
<td>Total:</td>
<td>7,507</td>
<td>13,296</td>
<td>21,382</td>
</tr>
</tbody>
</table>

**Notification of RFQ #109 Request for Qualification for Engineering Consulting Services for City of Natchitoches:**

Chair Salter reported that this is a normal item coming up where the Airport’s Engineering Consultant contract will be reaching a point where the firm can be changed if the Airport wishes to do so.

RFQ #109 proposals must be received by 2:00 p.m. on Tuesday, March 22, 2022 at the City of Natchitoches Purchasing Department.

There may be other engineering firms that are interested in submitting a proposal if so, a committee will be assigned and evaluate the proposals.

**ANNOUNCEMENTS:**

Chair Salter reported that Edd Lee apologizes for not being at tonight’s meeting to report the Airport Project Updates; he was assigned by the Mayor to attend the Youth Council meeting-taking place the evening of Monday, March 21.

Edd Lee asked Chair Salter to report that the Airport beacon is out; Mr. Lee has contacted Sunstream to replace the bulb and to keep a spare bulb on hand. The bulbs were to be shipped overnight and the beacon should be back in operation by Monday, March 21 or Tuesday, March 22.

The next regular monthly meeting of the Airport Advisory Commission will take place on; Monday, April 18, 2022 at 5:00 p.m. at the Airport Terminal Building.
Commissioner Janice Bolton announced that she contacted Jill Leo of the City of Natchitoches Programming and Promotion Department concerning the Airport Fly-in taking place the end of April 2022. Mrs. Leo is more than happy to help the Airport and suggested on the first day of the fly-in she and a member of the Tourist Commission could split the day with a meet and greet welcoming table to give out information about Natchitoches.

Commissioner Jack McCain and Gil Gilson were concerned about the concrete debris piled near Chaplin’s Lake. Mr. McCain asked has it been confirmed that it’s in the contract for the contractor, Regional Construction to remove the debris.

Chair Salter answered that he does not have a confirmation at this time but will ask Larry Cooper the Airport Manager tomorrow and will have an answer for next month’s meeting.

Commissioner Gilson announced that the two signs located in the localizer area have been installed.

**ADJOURNMENT:**

Being there were no further announcements, questions, or comments Mr. Parker made the motion to adjourn the Monday, March 21, 2022 meeting, seconded by Mr. Maxey, motion passed unanimously, meeting adjourned.