

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A SPECIAL MEETING OF JULY 15, 2015 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSION: Matt Cruse – (Chairman); Paul A. Guilbeau – (Vice-Chairman), W. Paul Segura- (Secretary/Treasurer), John Hebert, Carroll B. Robichaux, Timothy L. Skinner.

ABSENT: Valerie Garrett

ADMINISTRATIVE STAFF: Steven Picou (Executive Director), Daniel Elsea (Grants Facilitator/Asst. Project Manager), Rene Cotton (Property Administrator), Mary Green (Financial Officer/Comptroller), (Debbie Amy (Secretary), Todd Swartzendruber (Legal Counsel).

GENERAL AUDIENCE: Richard Speer (AECOM), Doug Burgin (Neel-Schaffer), Adam Thibodeaux (DSA), Warren Caudle (Republic Parking), Mark Hyduke (The Lemoine Company), Chris Pellegein (CSRS), Jeremy Durnam (Architects Southwest), Dustin Hinds (Enterprise Holdings), David Flanders (HNTB), Deanna Lindsey (Hertz), Sheryl Fisher (Avis/Budget), Albert Moliere (ABM), Roland Leleux (Associated Design Group), Rick Lipscomb (WHLC Architecture).

I. CALL TO ORDER:

Chairman Matt Cruse called the Special Commission Meeting of July 15, 2015 to order at 5:30 p.m.

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTION/ROLL CALL

IV. CHAIRMAN’S COMMENTS: None

V. PUBLIC COMMENTS: None

VI. DIRECTOR’S REPORT:

VII. SCHEDULED BUSINESS – DISCUSSION ITEMS:

(1)Rental Car Operations – 2015-2018

There were six companies who requested bid packets for the rental car bid process. Five of the six companies provided bids; Six Car Rental did not bid.

All companies met the requirements as outlined in the bid packet. Bids were received on Monday, July 13th at 12 noon.

Staff recommends award of bids based on ranking order listed above and distribution of spaces be awarded as follow based on the Bidders’ percentage of the previous year’s market share (2014).

1. EAN HOLDINGS, LLC (Alamo & National) – 31 spaces (23%)
2. AVIS BUDGET GROUP (Avis & Zipcar) – 32 spaces (24%)
3. AVIS BUDGET GROUP (Budget & Payless) – 27 spaces (20%)
4. EAN HOLDINGS, LLC (Enterprise) – 22 spaces (16%)
5. HERTZ CORPORATION (Hertz, Dollar & Thrifty) – 24 spaces (18%)

Award of Service Facilities:

- #1 EAN Holdings, LLC (Alamo & National Car Rental) - \$ 65,000.14, with annual CPI adjustments
- #2 Avis Budget Group (Avis & ZipCar) – *Area 1 \$21,242.00, with CPI adjustments annually and Area 2 - \$ 40,126.00, rental to begin once LADEQ issues a No Further Action Notification.

The 18 spaces currently reserved for future demo staging are prime spaces available on an option short term basis (6 month intervals) for rental car use at a rate of \$100.00/space (overall \$200 annual fee). Allocation of spaces to be determined by LAC.

2015-7S-R1-01 –Rental Car Operations – 2015-2018:

There were six companies who requested bid packets for the rental car bid process. Five of the six companies provided bids; Six Car Rental did not bid. All companies met the requirements as outlined in the bid packet. Bids were received on Monday, July 13th at 12 noon.

Staff recommends award of bids based on ranking order listed above and distribution of spaces be awarded as follow based on the Bidders’ percentage of the previous year’s market share (2014).

1. EAN HOLDINGS, LLC (Alamo & National) – 31 spaces (23%)
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Award of Service Facilities:

- #1 EAN Holdings, LLC (Alamo & National Car Rental) - \$ 65,000.14, with annual CPI adjustments
- #2 Avis Budget Group (Avis & ZipCar) – *Area 1 \$21,242.00, with CPI adjustments annually and Area 2 - \$ 40,126.00, rental to begin once LADEQ issues a No Further Action Notification.

MOTION: Commissioner Robichaux moved that the Lafayette Airport Commission accept staff’s recommendation for assignment of award of bids for the rental car companies. The motion was seconded by Commissioner Segura and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Robichaux

NAYS: None

ABSENT: None

MOTION CARRIES

2015-7S-R1-02–Rental Car Operations – 2015-2018: The 18 spaces currently reserved for future demo staging are prime spaces available on an option short term basis (6 month intervals) for rental car use at a rate of \$100.00/space (overall \$200 annual fee). Allocation of spaces to be determined by LAC.

MOTION: Commissioner Guilbeau moved that the Lafayette Airport Commission accept staff’s recommendation for use of the additional 18 spaces. The motion was seconded by Commissioner Segura and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Robichaux
NAYS: None
ABSENT: None
MOTION CARRIES

(2) Home Bank – Proposal

Soft Inquiries were made for exploring interest rates for tax revenue monies to compare with Home Bank's recent proposal.

2015-7S-R1-03 – Home Bank – Proposal:

Soft Inquiries were made for exploring interest rates for tax revenue monies with Iberia Bank and Whitney Bank to compare with Home Bank's recent proposal. Home Bank offered two options for deposition of funds: Option 1 – 0.45% interest rate on the new monies, Option 2 – 0.65% on the new monies with the current Fiscal Agency Agency to with the Lafayette Airport Commission to be extended by one (1) year to mature on June 1, 2018. Staff recommends award of Contract to Home Bank at 0.65 percent to be extended by one (1) year to mature on June 1, 2018.

MOTION: Commissioner Hebert moved that the Lafayette Airport Commission staff assemble the RFP for the advertisement of a Fiscal Agent for LFT. The motion was seconded by Commissioner Skinner and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Robichaux
NAYS: None
ABSENT: None
MOTION CARRIES

(3) Results of the Internal Affairs Meeting – 7/15/15 – Deputy Director Job Description Edits

2015-7S-R1-04 – Results of the Internal Affairs Meeting – 7/15/15 – Deputy Director Job Description Edits:

The job description for the Deputy Director of the Lafayette Airport was edited following the Internal Affairs Meeting of July 15, 2015. It was requested by Staff that these edits be approved to be concurrent with the current pay plan.

MOTION: Commissioner Skinner moved that the Lafayette Airport Commission accept the job description edits as written. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Robichaux
NAYS: None
ABSENT: None
MOTION CARRIES

(4) Passenger Facility Charge (PFC) Application Submission - Taxiway Foxtrot - Discussion/Action

2015-7S-R1-05 – Passenger Facility Charge (PFC) Application Submission - Taxiway Foxtrot - Discussion/Action:

Prior Commission action authorized for the imposition and use of Passenger Facility Charge revenue for the development and construction of Phase I and Phase II of Taxiway Foxtrot improvements. However, the outside agencies financial structure plan did not materialize, which now requires amendment and subsequent authorization to go forward with a PFC application. The amended PFC

application specifies appropriating 1.5 million of PFC monies for the new Taxiway Foxtrot phase I to extend from Taxiway Bravo and connect with Taxiway Mike.

The subsequent phase 2 which would go from Taxiway Mike to Taxiway Juliet would seek monies from the state DOTD priority program. Furthermore, the previous phase II from Taxiway Bravo to Taxiway Lima should be delayed until the presentation of findings from the North GA Phase III Economic Analysis to the Master Plan from Domingue, Szabo and Associates. This application, unlike the previous application is not contingent on outside monies. Future action will be sought in October through the review and approval of the Capital Improvement Plan to approve the new Phase II. No LAC match money is anticipated for Phase I.

Staff recommends authorization for an application to impose and use 1.5 million of PFC revenues for phase 1 of Taxiway Foxtrot with collection end date anticipated for January 2017.

MOTION: Commissioner Robichaux moved that the Lafayette Airport Commission approve staff's recommendation to authorize an application to impose and use 1.5 million of PFC revenues for phase 1 of Taxiway Foxtrot with collection end date anticipated for January 2017. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Robichaux

NAYS: None

ABSENT: None

MOTION CARRIES

(5) Taxiway Echo Access Project - Taxiway Mike- Change Order #5 - Elliott Construction - Discussion/Action –

As per directive from the June meeting reference possible construction impacts to Taxiway Echo airside tenant operations from the Taxiway Mike project, Staff met with associated owners, operators and tenants for discussion and planning. The consensus from those discussions was to consider a temporary side access pavement to allow continued unfettered use to the subject property through the duration of the Taxiway Mike project. Domingue Szabo and Associates has developed cost estimates along with time estimates for an addition to the Elliott Construction contract.

**Mr. Picou requested this item be pulled due to lack of information prior to the meeting.*

(6) Request for Qualifications Solicitation - Program Management- Terminal Program- Discussion/Action

2015-7S-R1-06 – Request for Qualifications Solicitation - Program Management - Terminal Program- Discussion/Action:

In conjunction with actions previously taken toward the development of the new passenger terminal and concurrent with industry standards, staff recommends the authorization for the solicitation of request for proposals for the program management of the terminal design, construction, administration, and other associated tasks necessary for the successful management of the parts and parties for the subject development.

MOTION: Commissioner Segura moved that the Lafayette Airport Commission accept staff's recommendation to approve a Program Management firm for the Terminal Program. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Robichaux
NAYS: None
ABSENT: None
MOTION CARRIES

VIII. Scheduled Business – Consensus Items

(7) Rescind Resolution - 2014-7-R1-08, Item I: Passenger Facility Charge (PFC)
Application Submission - Taxiway Foxtrot – Approval

2015-7S-R1-07 – Rescind Resolution - 2014-7-R1-08, Item I: Passenger Facility Charge (PFC) Application Submission - Taxiway Foxtrot – Approval:

Subject to the authorization of Item Taxiway Foxtrot, Staff recommends rescission of Resolution 2014-7-R1-08 due to a new development in authorization.

MOTION: Commissioner Segura moved that the Lafayette Airport Commission accept staff's recommendation to rescind Resolution 2014-7-R1-08. The motion was seconded by Commissioner Robichaux and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Robichaux
NAYS: None
ABSENT: None
MOTION CARRIES

X. Other Business - None

XI. Adjourn

2015-7S-R1-08 – Adjourn:

MOTION: Commissioner Skinner moved to adjourn the Special Meeting of July 15, 2015 at 6:12. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Robichaux
NAYS: None
ABSENT: None
MOTION CARRIES

A recorded copy of the Minutes of the Meeting can be obtained by contacting the Lafayette Airport Commission, 222 Jet Ranger X Drive, Lafayette, LA 70508. 337.266.4401