

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF AUGUST 12, 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, Valerie G. Garrett, Carroll B. Robichaux, Timothy L. Skinner.

ABSENT: None

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

GENERAL AUDIENCE: Adam Thibodeaux (DSA), Bobbi Hess (TRG), Chris Groh (Newhouse & Associates), Sam Pierre (3 Frenchmen, Inc.), Bill Mayo (Republic Parking, Inc.), Richard Speer (AECOM), Randy Soulier (Arthur J. Gallagher), Jeremy Durnam (Architects Southwest), Wayne Domingue (Architects Southwest), Warren Caudle (Republic Parking), Jerry Trumps (Neel-Schaffer), Rodney Bishop (RS&H), Gary Logston (RS&H), John Harrison (Landmark), Jack Bourgeois (LPSO), Ian Brown (MBSB), Michael Hixson (Baker International), Karl Rothermel (Volkert), Lauren Ortego (Fenstermaker), Grant Guillette (Capitol One), Albert Moliere (ABM), Rodney Alexander (The Picard Group), David Flanders (HNTB).

I. CALL TO ORDER:

Chairman Matt Cruse called the Regular Commission Meeting of August 12, 2015 to order at 5:30 p.m.

II. PLEDGE OF ADDEGIANCE

III. INTRODUCTION/ROLL CALL

IV. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JULY 8, 2015 AND THE SPECIAL MEETING OF JULY 15, 2015.

#2015-08-R1-01 – Minutes for Regular Meeting of July 8, 2015 and the Special Meeting of July 15, 2015:

Staff requested that the Lafayette Airport Commission waive the reading of the minutes of July 8, 2015 for the Regular LAC Commission Meeting and July 15, 2015 for the Special Commission Meeting.

Accept, approve and authorize publication of the Minutes as presented.

MOTION: Commissioner Segura moved that the Lafayette Airport Commission accept the minutes from the Regular LAC Meeting of July 8, 2015 and the Special LAC Meeting of July 15, 2015. The motion was seconded by Commissioner Robichaux and the Vote was as follows:

AYES: Hebert, Skinner, Robichaux, Segura, Guilbeau

NAYS: None

ABSENT: Garrett

MOTION CARRIES

V. CHAIRMAN'S COMMENTS: None

VI. PUBLIC COMMENTS: None

VII. COMMISSIONER'S COMMENTS: Vice –Chairman Guilbeau referenced his recent conversation with Bob Simpson (tax-collector with Lafayette Parish school board). Guilbeau stated Mr. Simpson told him LFT may get sales tax for the terminal up to Year 2018-19 but LFT will get the bulk by January 2016.

5:35: Valerie Garrett entered the Commission.

VIII. DIRECTOR'S REPORT:

1. Special Meeting – 2016 Budget – September 9, 2015 – 4:00 p.m. – *Picou stated the Budget Meeting will be held before next month's Commission meeting.*
2. Public Hearing – Disadvantage Business Enterprise – Public Hearing – September 9, 2015
3. Terminal RFQ – Update – *Picou stated LAC is in the final stages of the Terminal RFQ and should have something presented to the Commission in the next few days. Picou stated the RFQ is very generic leaving room for changes.*
4. Runway 4R/22L Update – *Picou made a recommendation to move this item to the Strategic Committee to review a letter from AECOM regarding the Runway.*
5. Cargo Facility – Update - *Picou stated the Cargo facility is moving forward. Stated the LAC will meet with FedEx and UPS to acquire a lease agreement to forward to the Commission for final approval. Picou stated the project will be put on "the Street" for bid before the next Commission Meeting. Picou stated the LAC is still holding the move date for FedEx and UPS to be in their new location August, 2016.*
6. Flight School – Update – *(Picou referred to John Harrison of Landmark Aviation for an update.) The Flight School (Acadian Aviation) opened in June and is temporarily operating out of 205 Shepard Drive. They are in the process of making improvements at 123 Grissom Drive for their permanent location. September is the target month for permanent location.*
7. Rental Car Relocation – Update – *Picou stated the Rental Car Relocation took place August 1, 2015.*
8. Concessionaire Transition – Update – *Picou stated OakWell is at LFT cleaning and working with the Department of Health to get their certificate to start serving food.*
9. Fly Lafayette/Passenger Statistics/Sides & Associates Report – *Robert Callahin presented the Fly Lafayette/Passenger Statistics Report.*
10. LAC Financials/Legal Fees

IX. Scheduled Business - Discussion Items:

Item A: Home Bank – Proposal:

After the 7/15/15 Special Meeting, additional information was provided by Legal Counsel which necessitated change on Commission action pertaining to the Fiscal Agent Issue.

Based on information provided by Legal Counsel, these are the following options available to the Commission concerning the tax monies:

1. Deposit the tax monies with Home Bank at 0.45% for the remainder of the second option term, then elect not to exercise the third option term and request bids for a new fiscal agent for all LAC funds beginning June 1, 2016;
 2. Deposit the tax monies with Home Bank at 0.45% for the remainder of the second option term and the third option term, then request bids for a new fiscal agent for all LAC funds beginning June 1, 2017;
- or
3. Request bids for another fiscal agent now, for the tax monies only, for some period (probably a matching period to the current agreement so that all funds later will go up at the same time).

Soft inquiries of interest rates specifically for government funds of approximately \$32-38M for 2-3 years revealed offers of 0.15%, 0.35%, and 0.55% from local banks. The funds collected thus far are receiving

a rate of 0.35% per initial offer until Commission takes action.

Staff recommended Option 2 based on current US and world economic conditions indicating that very little change in interest rates are expected. In addition, (the LAC stated) there have been no negative issues in LAC's financial dealings with Home Bank thus far and in fact has been a very good working relationship.

Commissioner Hebert questioned if the LAC could accept an alternative Proposal from Home Bank without going out for bid.

#2015-8-R1-02 –Item A: Home Bank – Proposal:

MOTION: Commissioner Guilbeau made a motion that the LAC maintain the current contract with Home Bank and authorize Staff to Advertise for Bid on the current sales tax fund. The motion was seconded by Commissioner Hebert and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Garrett, Robichaux

NAYS: None

ABSENT: None

MOTION CARRIES

Item B: North General Aviation Improvements Phase II - Southern Industrial Contractors - Substantial Completion:

Domingue Szabo and Associates recommends substantial completion of the North General Aviation Improvements Phase II Project for Southern Industrial Contractors, dated July 24, 2015.

Total remaining punch list value to be withheld from retainage: \$205,000.00

The Contractor was approved a stoppage of time, December 10, 2015. The contractor did not incur additional days past the allotted time.

Staff recommends authorizing Substantial Completion for the subject project.

Commissioner Guilbeau questioned Mr. Picou if the 205,000.00 was above the retainage. Mr. Picou stated it was (is).

#2015-8-R1-03 – Item B: North General Aviation Improvements Phase II - Southern Industrial Contractors - Substantial Completion:

Domingue Szabo and Associates recommends substantial completion of the North General Aviation Improvements Phase II Project for Southern Industrial Contractors, dated July 24, 2015.

Total remaining punch list value to be withheld from retainage: \$205,000.00

The Contractor was approved a stoppage of time, December 10, 2015. The contractor did not incur additional days past the allotted time.

MOTION: Commissioner Skinner made a motion that the LAC grant substantial completion of North General Aviation Improvements Phase II to Southern Industrial Contractors. The motion was seconded by Commissioner Robichaux and the vote was as follows:

AYES: Segura, Guilbeau, Hebert, Skinner, Garrett, Robichaux

NAYS: None

ABSENT: None

MOTION CARRIES

X. Scheduled Business – Consensus Items

- C. Runway 11-29 Rehabilitation - Phase I of II - Initial Pavement Evaluation - Contract - Michael Baker International – Approval
- D. RTR Cable Relocation - Diamond Electric – DS&A - Final Acceptance – Approval
- E. Vending Placement Agreement – Gannett Satellite Information Network, Inc. (GSINI)

#2015-8-R1-04 – Tab X - Scheduled Business – Consensus Items:

MOTION: Commissioner Guilbeau moved to accept Consensus Items C through E. The motion was seconded by Commissioner Robichaux and the vote was as follows:

AYES: Guilbeau, Segura, Hebert, Skinner, Garrett, Robichaux

NAYS: None

ABSENT: None

MOTION CARRIES

XI. Reports

- F. Bobbi Hess – Grant Facilitator – Monthly Report – *Bobbi Hess was present to present her the Monthly Report for TRG.*
- G. The Picard Group - Monthly Report – *Mr. Rodney Alexander was present to present the monthly report for The Picard Group.*
- H. LFT Airport Monthly Fiscal Review (July)

XII. Project Updates

- I. Taxiway Mike (Parallel Taxiway) - (DSA) – Update
- J. North GA Phase II (DSA) – Update
- K. Master Plan (DSA) – Update
- L. Perimeter Road (DSA) – Update
- M. Taxiway Seal Coat Project (AECOM) – Update
- N. Runway 11-29 RSA Improvements (AECOM) – Update
- O. Cargo Facility (MBSB) – Update
- P. LRA Signage Upgrades (MBSB) – Update
- Q. ARFF Station – 224 Tower Drive - Interior Upgrades 2015 (MBSB) – Update
- R. 118 Shepard Drive - Exterior Upgrades 2015 (MBSB) - Update

XIII. Other Business

XIV. Adjourn

#2015-8-R1-05 – Adjourn

MOTION: Commissioner Segura moved that the Lafayette Airport Commission adjourn the Lafayette Airport Commission meeting of August 12, 2015 at 6:35 pm. The motion was seconded by Commissioner Robichaux and the vote was as follows:

AYES: Guilbeau, Segura, Hebert, Skinner, Robichaux, Garrett

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