

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF DECEMBER 13, 2017 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSION: Valerie Garrett (Chairperson), Paul A. Guilbeau, Sr. – (Vice Chairman), Timothy L. Skinner, Paul Segura, Bryan Tabor

ABSENT: John Hebert (Secretary/Treasurer), Matt Cruse

ADMINISTRATIVE STAFF: Steven Picou (Executive Director), Daniel Elsea (Deputy Director), Steve Oats (Legal Counsel), Rene Cotton (Properties Administrator), Mary Green (Financial Comptroller), Ashley Simon (Environmental Compliance Officer), Catina Theriot (Secretary).

GENERAL AUDIENCE: Robert Callahan (Sides and Associates), Jon Pope (Heery), Adam Thibodeaux (Domingue Szabo & Associates), Art Marullo (LPSO), Shelby Stach (Heery), Broutin Sherrill (RS&H), Mark Attalies (Sides and Associates), Joey Calandra (Avionics Solutions), Ashley Calandra (Avionics Solutions), William Lemoine (The Lemoine Co.), Randy Smith (Royal Engineers).

I. CALL TO ORDER:

Chairperson Garrett called the Regular Commission Meeting of December 13, 2017 to order at 5:30 p.m.

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTION/ROLL CALL

IV. APPROVAL of the Minutes of the Regular Meeting of October 11, 2017.

RESOLUTION - 2017-12-R1-01: Approval of the Minutes of the Executive Committee Meeting of November 8, 2017, the Regular Meeting of November 8, 2017, and the Special Meeting of November 15, 2017.:

MOTION: Commissioner Segura moved the Lafayette Airport Commission accept minutes of the Executive Committee Meeting of November 8, 2017, the Regular meeting of November 8, 2017, and the Special Meeting of November 15, 2017. Commissioner Skinner seconded this motion and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

V. Election of Officers

Chairperson Garrett stated it is that time of year again for Election of Officers. Chairperson Garrett stated it has been her pleasure to serve as the Chair for the past year. Commissioner Guilbeau nominated Commissioner Garrett as Chairperson. Chairperson Garrett thanked the Commission and stated she appreciated being nominated again. Commissioner Garrett was nominated and elected as Chairperson.

RESOLUTION - #2017-12-R1-02: Election of Chairman

MOTION: Commissioner Guilbeau made a motion for Commissioner Garrett for Chairman of the Lafayette Airport Commission by acclamation for the 2018 Administrative Year. The motion was seconded by Commissioner Tabor and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

Chairperson Garrett stated the commission would move on for the position of Vice-Chairman. Commissioner Guilbeau was nominated and elected as Vice Chairman.

RESOLUTION - #2017-12-R1-03: Election of Vice Chairman

MOTION: Commissioner Segura nominated Commissioner Guilbeau for Vice Chairman of the Lafayette Airport Commission by acclamation for the 2018 Administrative Year. The vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

Chairperson Garrett stated the commission would move on for Secretary/Treasurer nominations. Commissioner Segura was nominated and elected as Secretary/Treasurer.

RESOLUTION - #2017-12-R1-04: Election of Secretary/Treasurer

MOTION: Commissioner Tabor nominated Commissioner Segura for Secretary/Treasurer of the Lafayette Airport Commission by acclamation for the 2018 Administrative Year. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

Chairperson Garrett stated now that officers have been elected she recommends the group picture be scheduled for the first meeting in January 2018. Mrs. Theriot will send a reminder to Commissioners to wear their blue blazers with the crest on it.

VI. CHAIRMAN'S COMMENTS: Chairperson Garrett stated it has been a pleasure to serve as the Chair and the airport has been busy. Chairperson Garrett stated this is the year the airport has had the most Special meetings and has had some uphill battles to get the new terminal moving. The airport has selected its construction team of Lemoine/Manhattan. Chairperson Garrett stated the airport has made progress with the SHPO, the FAA, and cleared other hurdles. Chairperson Garrett is excited about the year 2018 because the airport should be moving forward with the airport terminal. The airport has started Coffee Calls with General Aviation and the feedback is great. Chairperson Garrett thanked Robert Callahan for the coffee calls. Chairperson Garrett stated the airport is bridging many gaps and she appreciates it. Chairperson Garrett stated she would like to pull discussion item 2 Lafayette Airport PMCM Services through 2018, consensus item 16 Lafayette Airport Rates and Charges Study, and consensus item 18 Avionics Solutions Lease Renewal. Commissioner Skinner stated Mr. Calandra was present to speak before the Commission. Chairperson Garrett stated he could speak after the business was finished up. Chairperson Garrett stated the airport is at a point where several leases are coming up and after discussions with Commissioners and the Executive Director she asked the Legal Committee to meet. The committee will review current and upcoming appraisals the airport reference leases along with the lease policy that is currently in place. Commissioner Skinner asked if the other lease needed to be pulled and Chairperson Garrett stated those would stay on the Agenda to be approved since the airport has tenants that want to sign leases and move forward.

Chairperson Garrett has pulled some leases and appraisals for review and has instructed Executive Director Picou to forward all leases, appraisals and lease policies to all Commissioners for review.

Commissioner Skinner asked if the Environmental Policy which is a lease policy would be looked at as well. Chairperson Garrett stated she had not taken a look at that one but if it needs to be pulled for review it will be included. Chairperson Garrett stated the purpose of doing this is because so much is going on at the airport that there are some things that need the committee's attention. The current 2017 Legal committee will meet before the next Commission meeting and the Chair of that committee is Commissioner Guilbeau.

Chairperson Garrett stated the 2018 LAC calendar needs approval.

RESOLUTION - #2017-12-R1-05: 2018 LAC Calendar – Review/Approval

MOTION: Commissioner Segura made a motion to approve the 2018 LAC Calendar. The motion was seconded by Commissioner Tabor and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

VII. COMMISSIONER'S COMMENTS: Commissioner Guilbeau stated on Tuesday, December 5, 2017, Chairperson Garrett, Executive Director Picou, and Commissioner Guilbeau attended the Lafayette Parish City Council meeting where they approved the resolution to go forward to the Bond Commission. Commissioner Guilbeau extended his sincere appreciation to all that was involved especially Mr. Jerry Osbourne, Bond Attorney, and the airport's Fiscal Agent Mr. Lee Bressler for their untiring effort in leading the Commission in this endeavor. Before things could move forward there needs to be Commission approval. Commissioner Guilbeau thanked City Parish Councilwoman Mrs. Nanette Cook for making sure all is in order for the City Parish council meeting. The airport did make a presentation on the status of the development before the vote and it was all well received. A couple council members mentioned the airport presenting on a quarterly basis to the City Parish Council. The airport is currently a prize as there is a friendly discussion as to who's district the airport resides in. Commissioner Guilbeau wished his fellow Commissioners and their families, the staff and their families, and all the vendors and their families that you can enjoy the Christmas season. Chairperson Garrett thanked Commissioner Guilbeau for the reminder of this in which it was important and monumental for the airport. Chairperson Garrett congratulated Mason Picou on getting his Eagle Scout and she stated she felt like the commission participated in helping him earn that award. Chairperson Garrett stated the Commission allowed Mr. Picou to use a lift to clean up the church in order to complete his project to earn his Eagle Scout award. Mr. Picou wrote a thank you note for the Commission allowing him to utilize the piece of equipment. Chairperson Garrett also wished everyone a Merry Christmas and thanked the staff. Chairperson Garrett stated the staff has done some untiring things and there are certain things the staff went above and beyond.

VIII. PUBLIC COMMENTS: Mr. Joey Calandra, Avionics Solutions, thanked the Commission for allowing him to speak. Mr. Calandra stated he employs eleven (11) full-time employees, 2 part-time members, along with six (6) maintenance technicians at three (3) other offices along the Florida panhandle. Mr. Calandra went into a synopsis of the timeline in which he started leasing the location at 113 Borman Drive and what was entailed in the amount of his monthly lease payments. Mr. Calandra asked the Commission to delay the lease terms for 90 days which would allow him to evaluate what has presented to him and have him make a decision. Chairperson Garrett stated she has taken care of this for now by pulling the Consensus item for it not to go for a vote by the Commission. Chairperson Garrett also stated for the review of how the airport handles leases etc. has been taken care of by sending it to the Legal Committee for review. Chairperson Garrett stated the things Mr. Calandra was asking were already addressed by the commission and she thanked him for the information. Commissioner Guilbeau asked for a copy of Mr. Calandra's notes to have for the Legal Committee members for their special meeting.

VIII. DIRECTOR'S REPORT:

1. Recognition of LAC Staff and Commissioner's December Birthdays
Timothy Skinner - Commissioner - 12/15
Kevin Leblanc - Maintenance Worker - 12/17
Valerie Garrett - Commissioner - 12/21
2. State Aviation Letter – *Executive Director Picou stated a copy of this letter shows support for the terminal building and funding.*
3. Coffee Call – November 9, 2017 - *Executive Director Picou stated the event was well attended and there was some positive feedback provided. Executive Director Picou thanked each of the Commissioners that attended the event and thanked Mr. Callahan for helping put this event together. Executive Director Picou also thanked Signature flight for the use of their facilities for this event.*
4. Wildlife – Update - *Executive Director Picou stated a bit of good news for the airport. There was a report of an owl sitting in the safety area with signs of trauma and the FAA considers that a strike. The airport contacted a rehabilitation center for raptors, the owl (now named Runway), is rehabilitating and doing well.*
5. Avis – Update - *Executive Director Picou stated Avis leases the area off of Chaplin has received a no further action letter from the state. This area will be the detention pond for the new terminal and the area needs to be clean and all the state requirements are met. At the time, Commissioner Guilbeau was Chairman and stated an invoice be created for the time the area could not be used by the airport. An invoice will be created and will be provided to Commissioners as soon as the airport is assured all laws are being followed.*
6. Bell Helicopter Upgrades - *Executive Director Picou stated Bell Helicopter wants to make some upgrades to their current building. Upgrades include upgrading rooftop units with added dehumidifiers, the other is to level floors to increase manufacturing square footage, and enclose a lean to for storage. This is informational purposes only and this will come back for Commission approval once the upgrades are reviewed.*
7. LPSO Arrest - *Executive Director Picou stated there is an "at-a-boy" for the LPSO. Last month a passenger crossed one of the airline ticket counters and got on the PA system and made senseless comments. The police officers intercepted the guy and they did a great job. There was a warrant out for this individual and he went to jail.*
8. TSA LEO Reimbursement Update - Effective January 1, 2018, the LEO Reimbursement Program is proposed for elimination in the FY 2018 President's Budget. The funding period for the agreement will end on December 31, 2017. All cost incurred prior to January 1, 2018 are reimbursable. LAC anticipates a termination letter within the next week. *Executive Director Picou stated this is for informational purpose until the airport hears back on the reimbursement ending. The cost of having the officers at the checkpoint will be approximately \$189,000/yr. Commissioner Guilbeau asked if the airport needs to have the officers at the checkpoint and Executive Director Picou stated under the mandate yes officers are needed. The airport is looking into other services but it is limited at this time. Chairperson Garrett stated there will need to be a budget adjustment if the reimbursement ends.*
9. Blue Mountain Air - *Executive Director Picou stated (formerly Olivia Rae Farms) a malfunction occurred on their hangar door. The door buckled and damaged the door that it cannot be opened. The repair company is going through the badge process and the door will be taken down using forklifts. The hangar will be without a door for a several weeks and then they will come back and install the new door. Commissioner Skinner stated they are having a new door manufactured with hydraulic lifts and getting away from motors and cables.*
10. FP Mailing Solutions – Postage Machine – Contract Renewal - FP Mailing Solutions has provided a renewal contract for one year (1/1/18 – 12/31/18). The fee remains the same at \$64.00/month.

11. Positions Open:
 - a. Operations Specialist - *Executive Director Picou stated Kipp Swannie decided to move on to the FAA to be a controller. This leaves a vacant position.*
 - b. Maintenance Worker - *Executive Director Picou stated this was left by Stephan Comeaux when he decided to seek other avenues of employment. Executive Director Picou stated these two positions are out on the street and operations skype interviews start Thursday, December 14, Friday, December 15, and Monday, December 18, 2017. Executive Director Picou stated maintenance is going through their process as well.*
12. 112B Borman Drive Hangar (Avionics Solutions) and 123 Grissom Drive T Hangar Project - Included in the 2017/2018 budget are upgrades to 112B Borman Drive and 123 Grissom Drive - T Hangars. Scope of the project at 112B Borman Drive Hangar -to include the overlay of existing metal roof, exterior wall panel painting/and or replacement and removal of obsolete HVAC equipment and ducting in addition to remove of one of the lean-to's. Scope of the T-Hangar portion – to include exterior metal panel replacement and structural repairs to both pedestrian and hangar doors. 100% Submittal has been received and is currently being reviewed by staff with first advertisement mid-December and bids due mid-January. Contract time on the project is 135 calendar days.
Executive Director Picou wished the Commission and his staff/team a Merry Christmas and Happy New Year. Deputy Director Elsea and his wife are expecting a baby around Christmas or anytime now. Executive Director Picou thanked the Commission for recognizing his son Mason Picou for earning his Eagle Scout award, which is the highest rank.
13. Fly Lafayette/Passenger Statistics/Sides & Associates Report - *Mr. Callahan stated in November there were 37,278 passengers. Load factors were Delta 83.9%, American 63.7%, and United had 61.9%. This year 2017 will probably end up close to last year's numbers meaning the economy has turned for the better and people will start flying more. The Fly Lafayette Club currently has 9,857 members with 14 winners out of 520 entries. A list of winners is in the Commissioners' packets. Mr. Callahan has completed interviews and surveys with corporate and private pilots. Mr. Callahan and Mr. Sides will put together the report and present it to the Commission at the January meeting. Chairperson Garrett asked Mr. Callahan if during the holidays if there was a way to get people information. Most people think the airport controls every aspect of the airport including TSA and the airlines. Mr. Callahan stated they have been posting things on the airport's Facebook page and a video will be displayed after the first of the year in the terminal with information on where to go or what to do in different situations. Commissioner Skinner asked about the story written by Rob Kirkpatrick from KPEL. Mr. Callahan stated Executive Director Picou is trying to get in touch with him to have a one on one meeting.*
14. Financials - *In the Commissioners' packets for review.*

IX. Scheduled Business - Discussion Items

1. Lafayette Airport PMCM Services through 12/31/17 – Heery Task Order #9 – Discussion/Action - *Executive Director Picou stated Heery International presents for consideration Task Order #9 for PMCM services to be performed in conjunction with the New Terminal Program as well as certain other projects currently under way at Lafayette Regional Airport, for the period from July 1, 2017 through December 31, 2017. The fees associated with this effort were vetted through an Independent Fee estimate and were found to be in line with industry standards. The costs associated with this Task Order will be allocated to current and future grants as associated with the scope of work being managed. Total cost is \$410,474 Lump Sum. Staff recommends approval.*

RESOLUTION - #2017-12-R1-06: Lafayette Airport PMCM Services through 12/31/17 – Heery Task Order #9 – Discussion/Action -

MOTION: Commissioner Segura made a motion to approve the Lafayette Airport PMCM Services through 12/31/17 – Heery Task Order #9. The motion was seconded by Commissioner Skinner and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

2. Lafayette Airport PMCM Services for 2018 – Heery Task Order #11 – Discussion/Action - *Executive Director Picou stated this item was pulled as per the Chairperson’s request.*
3. Lafayette New Terminal Program Construction Manager at Risk (CMAR) Contract Award – Lemoine/Manhattan Joint Venture – Discussion/Action – *Executive Director Picou stated the airport has been working with The Lemoine/Manhattan through this process and with Legal Counsel. Executive Director Picou stated they have come to a final agreement and Mr. Pope can explain some of the items that were being negotiated. Executive Director Picou stated Heery International presents for approval the contract for Construction Manager at Risk (CMAR) services. As authorized at the April 12, 2017 Lafayette Airport Commission, a CMAR procurement process was undertaken per the prescriptions of Louisiana Public Law, specifically Louisiana Revised Statute 38:2225.2.4. Through the stated evaluation criteria, the selection committee recommended The Lemoine Company/Manhattan Construction Joint Venture (LMJV) as the top-rated responder. This recommendation was adopted by the Lafayette Airport Commission at the November 15, 2017 Special Meeting. Per the provisions of the attached contract the CMAR will collaborate during the design development of the Terminal Program. As design nears completion a Guaranteed Maximum Price Change Order (GMP), or series of GMP Change Orders, will be negotiated with LMJV for the construction of the facility. Should such negotiations prove unsuccessful some or all of the remaining construction work will be publicly bid using low-bid methodology. Cost obligations within the contract are \$180,000 Lump Sum for the Preconstruction phase of the contract, to be paid from the Airport New Terminal Program funds. Staff recommends approval of the Lemoine/Manhattan Joint Venture Contract. Mr. Pope stated through the advice of the council when the SOQ qualifications or the Request for Qualifications packet was put together a form of the contract was part of the documents for consideration. Therefore, it made these deliberations and negotiations very simple because Mr. Lemoine and his team had plenty time to look at and include comments to the contract. One of the key parts was the liquidated damages portion of the contract. A three-tier liquidated damage portion of the contract was created with 1. \$8750 per day for the delivery of the terminal and associated work to make sure the terminal is operational on the date that is agreed upon as the airport negotiates the guaranteed maximum price, 2. Addresses the amount of parking spaces available for public parking 3. Other aspects of the terminal such as demolition of the terminal building and landscaping that have no impact on the opening of the new terminal will have their own liquidated damages clause. The finalized wording of the contract was finished on Wednesday, December 13, 2017 with a discussion with Mr. Oats, Legal Counsel and Mr. William Lemoine. Mr. Oats, Legal Counsel, stated it has been a pleasure working with Mr. Pope, his team, Heery, and Mr. Edwin Williams. Mr. Oats stated they were all very organized and methodical and it was an advantage of having the contract in the RFQ which made it very efficient to get through the contract. Mr. Lemoine stated they are happy to accept the role to work at every turn and corner to save the airport money to develop this terminal. Mr. Lemoine thanked the team for professionalism and for expediting this process of the contract.*

RESOLUTION - #2017-12-R1-07: Lafayette New Terminal Program Construction Manager at Risk (CMAR) Contract Award – Lemoine/Manhattan Joint Venture – Discussion/Action -

MOTION: Commissioner Segura made a motion to approve the Lafayette New Terminal Program Construction Manager at Risk (CMAR) Contract Award – Lemoine/Manhattan Joint Venture. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

X. Scheduled Business – Consensus Items

1. RS&H - Work Order #43 - 2018 General Environmental Services - Approval
2. RS&H - Work Order #44 - 2018 Semi Annual Groundwater Monitoring – Approval
3. Environmental Policy Lafayette Regional Airport – Approval - *Commissioner Skinner pulled this item for a separate discussion and vote.*
4. 112 Chaplin Drive – Larry Broussard Ins. & Financial Services, LLC - Approval
5. Rochester Midland-Restroom Sanitizing Units (State Contract) – Renewal – Approval
6. Sheriff Mark Garber – Lafayette Parish Sheriff’s Department – Contract Renewal Approval
7. Siemens Security PM – Contract Extension - Approval
8. Terminal Development Transfer of Funds – Approval
9. Air Traffic Control Tower Interior Upgrades – Final Acceptance – Acadiane Renovations Ltd (MBSB) – Approval
10. Jet Bridge Preventative Maintenance – Award of Contract – Approval
11. Lafayette Terminal Program Final Design – RS&H Work Order #33 – Approval
12. Lafayette Terminal Program Airside Design – RS&H Work Order #39 – Approval
13. Taxiway J Rehabilitation – RS&H Work Order #40 – Approval
14. North GA Ramp Phase III – Elliott Construction Change Order #1 – Approval
15. Runway 11/29 Rehabilitation – Coastal Construction Change Order #3 – Approval
16. Lafayette Airport Rates and Charges Study – Heery Task Order #10 – Approval - *Chairperson Garrett pulled this item.*
17. 125 Shepard Drive - Western Airways – Lease Renewal – Approval - *Commissioner Skinner pulled this items for a separate discussion and vote.*
18. 113 Borman Drive – Avionic Solutions – Lease Renewal – Approval - *Chairperson Garrett pulled this item.*
19. Cellphone Policy – Update - Approval
20. Drug Free Workplace Policy - Approval
21. Ethics Policy – Approval

RESOLUTION - #2017-12-R1-08 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Guilbeau moved to accept Consensus Items 1, 2, 4 through 15, and items 19 through 21. The motion was seconded by Commissioner Skinner and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

Environmental Policy Lafayette Regional Airport – Approval *Commissioner Skinner had a question about a part of the policy on page 3 of the policy under General Requirements; LESSEE shall comply with the Requirements regardless of whether compliance (a) results from any condition, event or circumstance existing on or after the commencement of the Lease term; (b) interferes with LESSEE's use or enjoyment of*

the Premises; or (c) requires structural or non-structural repairs or replacements. Commissioner Skinner stated his concern is the tenant accepting environmental responsibility if there was something in the building beforehand. Commissioner Skinner stated he reads the policy as the tenant is responsible for anything whatsoever including replacing structural components of the building. Chairperson Garrett stated they would need to negotiate that with their lawyers. Executive Director Picou stated there is an inspection before any lease. Ashley Simon, Environmental Compliance Officer, stated there is a full Phase I and Phase II Environmental Site Assessment as leases come up and get renewed for facilities. Commissioner Skinner asked if it could be included stating the airport has done an assessment. Mrs. Simon stated it is included in the lease as an attachment. Chairperson Garrett and other Commissioners went through a brief discussion of whether or not the statement in the policy refers to the tenant being held responsible. An inspection could be done and dated and the tenant can prove they did not have the contaminate there at any specific time. The policy was not intended to refer to the tenant as being responsible for things before their time of accepting the lease. Chairperson Garrett and Mrs. Simon agree it is on a case by case basis on who the responsible party would be for the contaminate. Chairperson Garrett stated she didn't send it to get looked at by the committee because it is the responsibility of the tenant and the airport to look at the cases in which Environmental issues come up.

RESOLUTION - #2017-12-R1-09 - Scheduled Business - Consensus Item Environmental Policy Lafayette Regional Airport - Approval

MOTION: Commissioner Guilbeau moved to accept the Environmental Policy Lafayette Regional Airport. The motion was seconded by Commissioner Tabor and the vote was as follows:

AYES: Guilbeau, Segura, Tabor

NAYS: Skinner

ABSENT: Hebert, Cruse

MOTION CARRIES

125 Shepard Drive – Western Airways – Lease Renewal – Approval - Commissioner Skinner stated he is fine with the lease. Commissioner Skinner stated he thought if the Environmental Policy would be pulled it would affect this lease for Western Airways.

RESOLUTION - #2017-12-R1-10 - Scheduled Business - Consensus Item 125 Shepard Drive – Western Airways – Lease Renewal - Approval

MOTION: Commissioner Skinner moved to accept the 125 Shepard Drive – Western Airways – Lease Renewal. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

XI. Reports

22. The Picard Group – Monthly Report- *In the Commissioners' packets.* Report available on airport website. *Executive Director Picou stated the airport is still working with The Picard Group on the SHPO (State Historian Preservation Office) and the Bond Commission. Executive Director Picou will be traveling to Dallas/Fort Worth with George Groh on Thursday, December 14, 2017 to meet with the FAA to discuss several outstanding items. Chairperson Garrett stated the FAA has moved since the Washington DC visit. Executive Director Picou stated the FAA has moved in a positive direction.*
23. DBE Program Report – *Mrs. Cotton stated the airport is working through comments received from the FAA on the airports updated DBE goals & methodology for 2016-2018. Mrs. Cotton stated the DBE Annual Report of the airport's accomplishments for 2016 was submitted to the FAA on November 30, 2017. The airport is awaiting comments back from the FAA on that report. Earlier this month the airport conducted a coordination meeting*

with the proposed DBE consultant for the CMAR contract and discussed the expectations and requirements for the DBE performance and strategies to notify DBE firms of upcoming opportunities. Chairperson Garrett asked how is the Lemoine/Manhattan Joint Venture team going to facilitate further the DBE portion of it. Chairperson Garrett how will this be facilitated in the future toward the DBEs. Mr. Lemoine stated after the kick-off meeting on December 21, 2017 the pieces of work will be laid out for the whole scope of the project. The DBE team already started developing their strategy for the outreach. Chairperson Garrett does not want to see the airport go silent after all the efforts were made in 2017 for DBE participation. Chairperson Garrett asked that a plan be made to keep the momentum going for the airport to be in front of the DBE portion of the terminal project. Mr. Pope stated a phone conversation with Mr. Livers, DBE consultant for the Lemoine/Manhattan team consisted of informing him of everything the airport has been doing for DBE outreaches, quarterly meetings, etc. Mr. Livers was in alignment with what the airport has in mind moving forward to keep the education sessions to keep informing DBEs. Chairperson Garrett stated maybe after the new year have a meeting for the DBEs to come and meet the Lemoine/Manhattan team and see what is going on.

24. Terminal Program Report – Heery Mr. Pope, Heery Program Manager, thanked the Commission because of the meeting in Washington DC on November 1, 2017 it has started the forward momentum with the FAA with bringing the Construction Manager on board. The airport has seen the language on SHPO that will go in the Environmental Assessment. The airport could get the Record of Decision as soon as before the end of the 2017 year. The Record of Decision is something Executive Director Picou will be talking about with the FAA on his visit on December 14, 2017. The regulatory updates will less controversial going forward with good news coming from the FAA. The airport now is waiting on when they will get the funding and not if they will get the funds. With Mrs. Green’s help, Mr. Jerry Osbourne put in his application with the State Bonding Commission this week. The CMAR Procurement dates have all been met and the CMAR Kick-Off meeting is scheduled for December 21, 2017 for everyone to meet and see the key players and what the initial steps are for the preconstruction process. The award of the contract on December 13, 2017 hands the program over to the CMAR team to review the 30% design review. The Record of Decision will enable the demolition package of the old hangar for construction to start.
25. LFT Airport Monthly Fiscal Review (November) — Report available on airport website www.lftairport.com. Executive Director Picou stated Fiscal Review is in the packet as well.

XII. Project Updates

26. Runway 11-29 Rehabilitation (Michael Baker International)
27. I-49 Support Services (Michael Baker International)
28. Master Plan (DSA) – Update
29. Runway 29 EMAS Installation Work Order 8 (AECOM) – Update
30. Cargo Facility (MBSB) – Update
31. LRA, ATCT – Interior Upgrades – 2016 (MBSB) – Update

XIII. Other Business: None

XIV. Adjourn

RESOLUTION - #2017-12-R1-11 – Adjourn

MOTION: Commissioner Guilbeau made a motion to Adjourn. The motion was seconded by Commissioner Segura and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Tabor

NAYS: None

ABSENT: Hebert, Cruse

MOTION CARRIES

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