

**Lafayette Airport Commission
Internal Affairs Committee Meeting
June 13, 2018**

Internal Affairs Committee: **Chairman:** **Bryan Tabor**
 Vice Chairman: **John Hebert**
 Member: **Paul Guilbeau**
 Member: **Paul Segura (Alternate)**
 Ex-Officio Member: **Valerie G. Garrett**

Absent: Paul Segura (Alternate)
 Valerie G. Garrett

Also Present:

Steven Picou – Executive Director
Stephen Oats – Legal Counsel
Catina Theriot – Secretary
Lee Bressler – Raymond James
George Groh – CBRE|Heery
Rob Chomiack – CBRE|Heery
Linda Smith – CBRE|Heery
David Henderson – Foley & Judell, L.L.P.
Robert Callahan – Sides and Associates
Mary Green – LAC
Tim Skinner – Commissioner

This meeting was recorded and is on file and available for review in the Lafayette Airport Commission office.

At 4:00 p.m., with three (3) Committee Members in attendance Chairman Tabor called the Lafayette Airport Commission Internal Affairs' Committee to order.
The Pledge of Allegiance was recited by all.

Scheduled Business – Discussion Items

Item 1: Funding Schedule – Discussion/Action

[Discussion]

Executive Director Picou stated per Commission direction and moving forward with the terminal program; in front of the

committee members today is a possible RFP for short-term financing. Mr. George Groh, Kutchins & Groh, spoke about funding for the airport and some of the challenges facing the airport. Mr. Bressler, Raymond James, spoke about the RFP and the "pros" and "cons" of why the airport is looking for funding outside of the airport self-financing.

(Mary Green, Finance Comptroller, entered the meeting at this time.)

Mr. Groh, stated now that the Environmental is completed the first project is the Enabling Demo that is out for bid. Mr. Groh stated the airport had a meeting with the FAA to discuss funding. Phasing packages are slated to start late summer 2018/winter 2018. The airport and the Commission only has about one-third of the money needed for the whole terminal project. The other monies will be coming from the FAA, the State, the PFC, and the rental cars. Executive Director Picou has met with Congressional delegation and discussed terminal funding with the FAA. Last fall, there was zero money available and after the visits to the FAA by Chairperson Garrett and Executive Director Picou the FAA is stating there will be twelve (12) million a year set aside to complete the program. Mr. Groh stated there are three types of state funds and the state has to match Federal grants and that is up to \$5million. Mr. Groh stated there are discretionary funds adding up to \$3million a year for the next four years and there are capital outlay funds. The airport has selected a contractor that is working with the architects to develop a schedule to move the program along.

(Commissioner Skinner entered the meeting at this time.)

The contractor's aggressive schedule is moving faster than the money is flowing. There are self-funding funds including PFC (Passenger Facility Charge), CFC (Customer Facility Charge), rental cars, which are separate revenue streams. The federal funds include the terminal funds. Mr. Groh mentioned some of the funding sources obligated to the terminal project and they all have different time frames for the monies reaching the airport. Executive Director Picou received a letter to circulate with the FAA delegation to get an Omnibus bill. This Omnibus is to get funded \$1billion for airports our size and it would be divided up over years. Chairman Tabor asked if this is on top of what the airport already has. Mr. Groh stated the hope is to get all FAA funds next year and not over the next five years. Executive Director Picou stated with the Omnibus allows the airport to maintain pace with the CMAR's current schedule. Commissioner Hebert asked how big the lump sum of money would be and Executive Director Picou stated \$36 million if the airport is given the \$10

million now. Chairman Tabor asked if the airport would have the money available and Executive Director Picou stated a percentage of it happening would be 90%. Executive Director Picou stated if the airport were to get the Omnibus now it would be a total of \$46 million. Commissioner Guilbeau asked when expected to get this and Executive Director Picou stated the FAA is on board when they receive the letter with the airport asking to be considered. The Omnibus is on the Federal register and the FAA is asking for comments. A letter has been sent to Mr. Flores with the FAA and if the letter was prematurely sent another will be sent to comply. Commissioner Guilbeau asked if the airport would receive the Omnibus this Federal fiscal year. Executive Director Picou stated the only concern is if the airport will be shovel ready. Chairman Tabor asked if there are any stipulations out there and Executive Director Picou stated there are guidelines but are we truly shovel ready. Executive Director Picou stated no airport that he is aware of has not stopped receiving federal funds after funding has started. Mr. Groh stated federal will not pull funding once a project has started. Commissioner Hebert asked if the stigma is to match dollar for dollar. Executive director Picou stated with the Omnibus is 100% but in the airport's case it is 90% and 10% from the state. Mr. Groh stated the state has about \$30 million a year they match grants with and discretionary funds.

Mr. Groh went back to discussing the funding schedule. There is about \$34 million of work between Phase I & Phase II. The next sheets of the handout explained and discussed were about the cash flow with commitments and with what is in the bank. Mr. Groh explained if the QTA package gets spread out this will help with funding. Mr. Groh stated the airport cannot finish the project without having long-term bonds. The question is when does the airport get the long-term bonds (in the beginning of the project, in the middle, or at the end of the project). Mr. Groh stated August 2019 when the big packages start the airport will need the money.

Mr. Bressler, Raymond James, stated the airport the money received which is \$30 million includes the \$10 million to pay back the short-term loan.

Commissioner Hebert stated the airport may have money that isn't being accounted for and he feels the airport may not need to borrow so much. Commissioner Guilbeau asked what is the response time for proposals. Mr. Bressler stated all banks are going to be contacted and the airport may get five proposals back.

Commissioner Skinner asked when the airport will know they will need the money to send out commitment letters. Mr. Robert Callahan entered the meeting at this time.

Mr. Bressler stated it is a line of credit and the airport would get a proposal they like work out the details and then it would be a few weeks before anything else happens.

All committee members agreed to have proposals and commitment letters good for ninety (90) days and had a discussion about the \$10 million funding for the terminal project.

Resolution 2018-6-R1-01: Funding Schedule – Discussion/Action –

MOTION: Commissioner Guilbeau made a motion to recommend to the full Commission under Other Business at the June 13, 2018 regular meeting a submittal of a RFP and for staff to immediately go out and solicit for bids on the Rental Car Facility. Commissioner Hebert seconded this motion.

The vote was as follows:

AYES: Tabor, Guilbeau, Hebert

NAYS: None

ABSENT: None

MOTION CARRIES

Item 2: Monies on Deposit – Discussion/Action

[Discussion]

Executive director Picou stated Commissioner Hebert asked for this item to be added to the Agenda with agreement from Chairperson Garrett. Commissioner Hebert stated one year ago Fiscal agent Home Bank gave an interest rate of 1.05% and the next highest rate proposed was the 91-day Treasury Bill rate plus fifteen basis points. Commissioner Hebert feels the airport isn't earning as much interest it should be and asked the committee to authorize staff to approach Home Bank to ask them to graciously increase the interest rate, and for staff to work on developing a RFP to seek proposals on investment of excess funds that the airport does not need to operate on a day to day basis. Commissioner Hebert stated the airport has \$70 million in the bank and Chairman Tabor asked if this includes the tax money. Commissioner Hebert stated this includes the terminal fund, operating fund, tax money, and money for projects. Chairman Tabor stated Commissioner Hebert is asking that two items be proposed. Commissioner Guilbeau questioned Mr. Oats, Legal Counsel; on the existing contract can the airport ask this of the rates. Mr. Oats, Legal Counsel, stated the airport just needs to look at the contract to see if there is an early termination provision and Executive Director Picou stated there is one that allows early termination. Commissioner Guilbeau asked about a 120-day window in which the fiscal agent can come to the airport to approach the Commission for an increase or a decrease. Executive Director Picou stated the Fiscal Agent could come to the airport on May 25, 2018 for either increase or decrease. Commissioner Hebert stated back in January he brought this request to the attention of the Executive Committee to be addressed but nothing went any further. Commissioner Skinner stated until the airport sees what the source of the funds is this isn't a good idea to tie up the

airport's funds. Commissioner Guilbeau agreed with Chairman Tabor to make staff request more interest.

Resolution 2018-6-R1-02: Monies on Deposit

MOTION: Commissioner Guilbeau made a motion to task staff to approach Home Bank to see what the results are of a 120-day gauge adjustment of interest rate within five working days. The motion was seconded by Commissioner Hebert.

The vote was as follows:

AYES: Tabor, Guilbeau, Hebert

NAYS: None

ABSENT: None

MOTION CARRIES

Resolution 2018-6-R1-03: Adjourn

MOTION: Commissioner Guilbeau moved to adjourn the Internal Affairs Meeting of June 13, 2018. Commissioner Hebert seconded the motion.

AYES: Tabor, Guilbeau, Hebert

NAYS: None

ABSENT: None

MOTION CARRIES

The meeting Adjourned at 5:00 p.m.

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF JUNE 13, 2018 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

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

ABSENT: Paul Segura

ADMINISTRATIVE STAFF: Steven Picou (Executive Director), Stephen Oats (Legal Counsel), Daniel Elsea (Deputy Director), Rene Cotton (Properties Administrator), Giles Menard (Operations Mgr), Mary Green (Financial Comptroller), Cindy McDaniel (Receptionist), Catina Theriot (Secretary).

GENERAL AUDIENCE: Robert Callahan (Sides and Associates), Terry Crownover (MSTC), Broutin Sherrill (RS&H), Linda Smith (CBRE|Heery), Frank Malagarie, Brian Smith (Michael Baker International), Mitch Andrus (Royal), Rob Chomiack (CBRE|Heery), George Groh (CBRE|Heery-Kutchins&Groh), WM. O. “Bill” Walker (Honor Air Flight Attendee), Ralph Hennessy (Michael Baker Int’l), Donald Hobdy (w&G Construction), Marcus Wait, Art Marulla (LPSO), Nic Walts (Picard Group), Christine Dunn (WMDDH), Krystal Degenhardt (ARFF), Michael Stropola (ARFF), R.Ketih Broussard (KCB Capital Mgmt), Kurt Hanson (Envoy/American), Claudia Boutte (Claudia’s Cleaning Corp, LLC/3FJ), Lee Bressler (Raymond James), David Henderson (Foley & Judell), Patrick McIntire (Oats & Marino), Susan B. Riley Joseph (Joseph Development and Contracting).

I. CALL TO ORDER: (5 : 31 : 00)

Chairperson Garrett called the Regular Commission Meeting of June 13, 2018 to order at 5:31 p.m.

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTION/ROLL CALL

IV. APPROVAL of the Minutes of the Regular LAC Commission Meeting of May 9, 2018.

RESOLUTION - 2018-6-R1-01: Approval of the Minutes of the Regular LAC Commission Meeting of May 9, 2018:

MOTION: Commissioner Skinner moved the Lafayette Airport Commission accept minutes of the Regular LAC Commission Meeting of May 9, 2018. Commissioner Tabor seconded this motion and the vote was as follows:

AYES: Guilbeau, Skinner, Tabor, Hebert

NAYS: None

ABSENT: Segura

MOTION CARRIES

V. CHAIRMAN’S COMMENTS: Chairperson Garrett announced the most exciting thing she has seen yet is the Honor Flight and she mentioned there was a gentleman in the audience that addressed the Commission.

Chairperson Garrett stated she was contacted by a resident of Lafayette who has a special needs child.

With the busy summer travel and the problems Lafayette Regional is experiencing with TSA, Chairperson Garrett has asked Mr. Callahan, Sides & Associates, and staff to have a day for Special Needs adult/children to come and tour the airport in preparation of flying in the next few weeks. The goal is to acclimate those people with the airport and procedures required to board an aircraft. Mr. Callahan is working on this and New Orleans International Airport already does something like this. Chairperson Garrett asked for the Commission to support this and it was asked for the Lafayette Regional Airport participates in an event/day like this on an annual or bi-annual basis.

The Lafayette Airport Commission passed on its last meeting on creating a DBE Advisory Committee. This Advisory committee was selected from the organizations that serve the communities of minority groups as well as some other organizations collective comes to twelve (12) people. The DBE Advisory Committee meetings will be held the second Tuesday of each month at 5:30 p.m. in the Sub Conference Room of the terminal.

VI. PUBLIC COMMENTS: Mr. William "Bill" Walker, Honor Flight attendee and World War II veteran, thanked the Commission on behalf of fellow veterans that flew to Washington, D.C. and operated by American Air Lines on Memorial Day, Monday, May 28, 2018. Mr. Walker stated the volunteers that attended were so helpful to all of the veteran's needs. On this trip the veterans visited various monuments, Arlington Cemetery, and other places. Mr. Walker thanked the flight crew and stated the flight was guided by Richard Wilson, Vice President of American Air Lines. Mr. Walker stated this was a meaningful demonstration of public support from Executive Director Picou and the Lafayette Airport Commission. The Lafayette Regional Fire Department (ARFF) arranged a water cannon salute just like at Reagan National Airport and this touched the hearts of the twenty-four (24) veterans on this flight. Again, Mr. Walker thanked the Commission as a veteran and Brookshire Grocery Co. for funding this venture. Mr. Walker received a round of applause in appreciation of his services. This was Brookshire Grocery Company's 16th Annual WWII Heroes Flight.

Chairperson Garrett stated she was able to watch this Honor Air flight take place from the ground and Executive Director Picou and staff did a wonderful job. Chairperson Garrett stated she had never seen a water cannon salute and it was amazing to see. Chairperson Garrett thanked Mr. Walker for his service and she stated Commissioner Guilbeau was also present on Memorial Day for the Honor Air Flight. Chairperson Garrett was truly moved by all the young men that served our country during WWII. Commissioner Guilbeau thanked Mr. Walker for serving our country and he knows it was not an easy task.

Chairperson Garrett announced there was another speaker for Public comments. Executive Director Picou stated Mr. Keith Broussard wanted to speak about Item #17 on subject of DBE.

Mr. Keith Broussard, KCB Capital Management, asked for the status of the DBE goal methodology that the FAA stated needed to be re-evaluated by the airport. Chairperson Garrett stated this information will need to be addressed by Mrs. Cotton. Mr. Broussard stated there is an African American appointee seat on the board and if a qualified minority wishes to apply for the position other than the African American appointee position is there any policy or procedure that would prevent them from applying. Commissioner Guilbeau stated when he was up for reappointment there was an African American and instead of two positions there was only one and that person didn't apply. Currently, there is subject to an appointed position of the unincorporated areas of Lafayette Parish, so it is open to anyone.

VII. COMMISSIONER'S COMMENTS: None

VIII. DIRECTOR'S REPORT:

1. Audit Presentation – Wright, Moore, DeHart, Dupuis & Hutchinson - Mrs. Christie Dunn, WMDDH, presented a summary of the audit report. Commissioner Guilbeau questioned security deposits and asked what is entailed with these funds. Mrs. Green, Finance Comptroller, stated this is roof maintenance funds. Executive director Picou stated the airport is not collecting these funds anymore and the only ones collecting are the ones with this as part of their lease agreement. Chairperson Garrett stated the Commission started a conversation but never got back to deciding on what to do with the roof maintenance funds. Commissioner Guilbeau asked for Mrs. Dunn to elaborate on the airport's operating loss. Mrs. Dunn explained the operating loss is generated because the airport has \$7.6 million in depreciation. This depreciation is on assets the airport owns however, some of those assets were covered under terminal state and grant funds.
2. Recognition of LAC Staff and Commissioner's June Birthdays
Mark Thibodeaux – Facilities Manager – 6/14
Paul Segura – Commissioner – 6/15
Robert Callahan – Sides & Associates – 6/30
3. Honor Flight – Executive Director Picou stated just as Mr. Walker mentioned this was a very successful flight. The average person on this flight is ninety-three (93) years young. Executive Director Picou gave thanks to Mr. Kurt Hanson with Envoy/American Air Lines Manager, Captain Mike Stropola with ARFF, and Sergeant Art Marullo with LPSO. Executive Director Picou stated this was a team effort and everyone came together. This was a public event and received a lot of positive attention. Executive Director Picou also thanked TSA for getting all the veterans and their chaperones through the line efficiently. Executive Director Picou thanked the staff for all efforts on making this event successful.
4. Airport 101 Video – Executive Director Picou stated this is an informational video put together by Sides & Associates explaining the things the airport is responsible for compared to items the airport is not responsible for. This video will be ready next week and it will be available on the airport's website and playing on the terminal monitors.
5. Tavin Botley – CFI and Dual Major – Executive Director Picou stated Mr. Botley is one of the Airport's Operation Specialist and he just recently finished becoming a Certified Flight Instructor (CFI). Mr. Botley has been working with Acadian Flight School and now he is eligible for a dual major at Louisiana Tech in Professional Aviation Management or Professional Aviation Science. Congratulations to Mr. Botley.
6. Upgrades to Oakwells' Kiosk – Executive Director Picou encouraged the Commissioners to see the upgrades Oakwells' has done to their kiosk on the secure side of the terminal. This adds a level of class in the area providing passengers access to additional items on the secure side).
7. FAA Visit – Executive Director Picou stated last week there was a visit from Ignacio Flores, Airport District Office Manager, Lacey Spriggs, FAA Manager, and Noemi Cuevas, Program Manager. This was a very good visit and the FAA wanted to see where the airport was in the terminal program including funding and a discussion of the Omnibus bill for \$1 billion that Congress has approved. This is something the airport is seeking to help with the terminal program and it was discussed in Internal Affairs meeting on June 13, 2018.
8. Part 139 Inspection - Executive Director Picou mentioned the inspection started on June 13, 2017 and this occurs every year. Deputy Director Elsea went out on the airfield with the inspector with Operations and thus far there were no discrepancies. On June 13, 2018 there was an overnight inspection of the airfield and on June 14, 2018 the areas of Maintenance, ARFF, and Fuel Farm are scheduled to be inspected. Executive Director Picou stated ARFF

exercise scenarios were put in place and ARFF has exceeded time requirements on completing the tasks.

9. Sugarland Exterminating Co. – (LAC Maintenance Shop B - 103 POW MIA) Termite Program - Automatic Renewal - One-year automatic renewal 6/24/18 – 6/23/19. Annual Charge is \$200.00/bldg.
10. ANTN Digicast - Automatic Renewal - 1 year (8/1/18 – 7/31/19) –Training software for all areas of airport operations. Annual cost after 5% discount - \$1,710.00.
11. Department of the Navy – Automatic Renewal- LAC is in receipt of the Department of the Navy’s automatic renewal letter for government lease NOY®-41738 for the one-year extension 7/1/18– 6/30/19. Renewals are not to exceed 2038.
12. Fly Lafayette/Passenger Statistics/Sides & Associates Report - *Mr. Callahan stated in May there were 42,196 passengers. Load factors were higher in recent months with United 95.2%, American 82.4%, and Delta had 82.1%. The next General Aviation Coffee Call will be on July 13, 2018 at 8:30 a.m. at the UL Marine Survival Training Center. Mr. Callahan stated Chairperson Garrett asked him to look into the Special Needs tour information. Mr. Callahan mentioned Charlotte Douglas Airport does something similar to this. The tour consists of touring the airport at a slower pace and allowing the child(ren) or individual(s) see the airport, the airplane, and the process of getting on the airplane. Mr. Callahan reminded the Commissioners of the Eat Lafayette event to be held on June 19, 2018 at 5:30 p.m. at the Cajundome Convention Center. The Fly Lafayette Club currently has 10,146 members with 14 winners out of 614 entries. A list of winners is in the Commissioners’ packets.*
Executive Director Picou mentioned the airport is already in practice of helping anyone with special needs and the airlines are more than willing to help anyone in that situation. If anyone would like to schedule a tour etc. they can contact the airport or Catina Theriot to set that up.
13. Financials - *Executive Director stated the May 2018 financials are in the Commissioners’ packets for review and there were no questions or comments.*

Chairperson Garrett mentioned under scheduled Business the Items for executive Session would be moved to the end of the Agenda prior to Other Business.

IX. Scheduled Business - Discussion Items

1. Enabling Demolition Recommendation of Bid – Discussion/Action – Executive Director Picou stated the Lafayette Airport Commission received and reviewed four bids for the Enabling Demolition projects. One of the four bids were identified as incomplete so the two lowest bids were contacted to provide additional information per the contract documents. After review of all the documents it is RS&H/MBSB’s recommendation to approve the bid recommendation. Cost to be provided by Architect and will be funded by LAC funds and a Brownsfield Grant. Enabling Demolition Recommendation of Bid – Approval. Staff recommends approval of the recommendation of bid. Executive Director Picou stated the bid recommendation was in the Commissioners’ packets.

RESOLUTION - #2018-6-R1-02 – Scheduled Business –Discussion - Enabling Demolition Recommendation of Bid – Discussion/Action

MOTION: Commissioner Guilbeau moved to accept staff’s recommendation of the lower bid for the Enabling Demolition. The motion was seconded by Commissioner Skinner and the vote was as follows:

AYES: Guilbeau, Tabor, Hebert, Skinner

NAYS: None

ABSENT: Segura

MOTION CARRIES

Chairperson Garrett requested before the contracts are finalized to make sure whomever is in charge of compliance make sure the DBE portion is verified prior to contract being signed. Executive Director Picou stated this is part of the process when it is stated the additional contract forms will be reviewed this is specific to DBE. Everything will be reviewed and verified by CBRE|Heery and then Rene Cotton prior to any contract documents being signed.

2. Pending/Potential Litigation (Executive Session)
 - a. 15th Judicial District Court, Parish of Lafayette, State of Louisiana
Docket Number 2016-3405
Parties: Lafayette Airport Commission, Diamond B Construction, LLC, and URS Corporation
 - b. 15th Judicial District Court, Parish of Lafayette, State of Louisiana
Docket Number 2016-6858
Parties: Lafayette Airport Commission, Pavement Maintenance Unlimited, LLC, and URS Corporation
 - c. 15th Judicial District Court, Parish of Lafayette, State of Louisiana
Docket Number 2017-0258
Parties: Lafayette Airport Commission, Coastal Bridge Company, LLC, and URS Corporation

X. Scheduled Business – Consensus Items

3. CBRE|Heery Task Order #12 – Terminal Enabling Demolition Resident Project Representative Services – Approval
4. CBRE|Heery Task Order #13 – Terminal Enabling Demolition Resident Materials Testing Services – Approval
5. RS&H Work Order #51 – Documented Category X for Hangar Development – Ratify Action
6. RS&H Work Order #52 – Miscellaneous Engineering – Approval
7. RS&H Work Order #55 – GA Development Standards – Approval – *Commissioner Skinner stated Mr. Rusty Bellard should be contacted about this development. Executive director Picou mentioned Mr. Bellard has been contacted and the airport has communication with him with the Skywalker Aviation development.*
8. AECOM Work Order #9 – Change Order #1 – Materials Testing Phase II Runway 11-29 Safety Area (RSA) Improvements – Runway 29 EMAS – Approval
9. AECOM Work Order #11 – Change Order #1 – Construction Management for Phase III Runway 11-29 RSA Improvements – Runway 29 EMAS - Approval
10. Utilities Servitude along Hwy 90 near Cargo Facility – Atmos Energy – Approval
11. Work Order #10 – Lafayette Hangar Improvements – Change Order #1 - RS&H/MBSB – Approval
12. Private Aircraft Hangar of Lafayette – 5th Amendment - Managing Partner Assignment – Approval
13. OAG Net FIDS Website – Contract Adjustment – Approval
14. LAC Lease Policy – Amendment – Approval
15. Satellite Phone – Contract - Approval

RESOLUTION - #2018-6-R1-03 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Skinner moved to accept Consensus Items 3 through 15. The motion was seconded by Commissioner Tabor and the vote was as follows:

AYES: Guilbeau, Tabor, Hebert, Skinner

NAYS: None

ABSENT: Segura

MOTION CARRIES

XI. Reports

16. The Picard Group – Monthly Report- *Nic Walts, Picard Group, spoke about the results of the Special and Regular session from the state capital which ended May 18th & May 22, 2018. Mr. Walts stated HB2 was passed across the Governor’s desk and it has not received any action since. The new terminal was able to get \$3million in Priority 1 and \$10 million in Priority 5. This brings the project total to \$13.2 Million. In the Commissioners’ packets. Report available on airport website.*
17. DBE Program Report – *Mrs. Cotton stated the Lemoine/Manhattan DBE Matchmaking session was held on June 7, 2018 at the Heymann Center. There were 80 companies that attended the event and there were over 150 total participants for this event. The airport is in the final stages in finishing past performance accomplishments. These were revised and are for 2016-2018 goals. There will be a Public Notice published once finalized and there will be a Public Comment period. The airport is working on the 2019-2021 overall DBE Goal development and it is due to the FAA by August 1, 2018. Mrs. Cotton stated Chairperson Garrett touched on the DBE Advisory Committee. Chairperson Garrett asked if DBE outreaches were still going on. Mrs. Cotton stated DBE outreaches are still ongoing.*
18. Terminal Program Report –*Mrs. Linda Smith, Program Manager CBRE|Heery gave a presentation on the terminal program. Mr. Rob Chomiack, CBRE|Heery was in attendance to help guide the slide presentation. Mrs. Smith stated RS&H met with the FAA on June 8, 2018 to discuss the RTR design and questions were answered about the RTR. There has been clarification to finalize plans. There has been a large scale Reimbursable Agreement draft received on June 12, 2018 and it is under review. The Omnibus participation letter was sent to the FAA and Ignacio Flores stated he is in agreement on this. Kutchins & Groh has stated the submittal of a \$10million grant. Mr. George Groh, Kutchins & Groh-Heery, stated with the LaDOTD Priority Program the airport has been working with the state department to get \$3million a year for the next three years. Mr. Groh mentioned the airport continues to pursue different grants for funding sources for the terminal program. Mrs. Smith stated with CMAR it is still in the logistics planning and the schedule development/construction phasing. The design is in review/input stage. The terminal design development interior layout of the concessionaire is under review with TSA. RS&H have phased the parking layout. The airport is waiting on the city for permitting for the different packages. The 60% design package is with the project team and they are providing comments. The QTA is under financing discussion and funding participation. With the demo package the bid has closed and contractor recommended. Commiisoner Guilbeau asked what the anticipated date on the demolition is and Mrs. Smith stated two weeks. The airport is waiting on making sure all paperwork is correct.*
19. LFT Airport Monthly Fiscal Review (April) — Report available on airport website www.lftairport.com. Executive Director Picou stated Fiscal Review is in the Commissioners’ packets.

XII. Project Updates

20. Runway 11-29 Rehabilitation (Michael Baker International) - Update
21. I-49 Support Services (Michael Baker International) - Update
22. Master Plan (DSA) – Update
23. Runway 29 EMAS Installation Work Order 8 (AECOM) – Update
24. Hangar Improvements (RS&H) – Update
25. Lafayette Terminal Environmental Services (EA) (RS&H) – Update
26. Noise Program (RS&H) – Update
27. Noise Easement Implementation Program Phase II (RS&H) - Update
28. North GA Phase III (RS&H) – Update – Commissioner Guilbeau asked for an update on the anticipated date of completion since this is approaching the end of contract days. Mr. Broutin Sherrill, RS&H, stated there were issues with weather. The submission of time is currently under review. Commissioner Guilbeau asked if Mr. Sherrill feels confident they will stick to the contract days. Mr. Sherrill stated they should stick to the contract with them being on track. Commissioner Guilbeau asked for a monthly report on keeping track of weather days etc. for easier tracking. Mr. Sherrill stated on the weekly meeting the delays and updates are given. There has been one change order on this project and this is a process in the weekly meetings monitoring the progress.
29. Groundwater Monitoring (RS&H) – Update
30. QTA Facility (RS&H) – Update
31. Encroachment Analysis (RS&H) – Update
32. New Terminal Schematic Design (RS&H) -Update
33. New Terminal Building (RS&H) – Update
34. Airside Design (RS&H) – Update
35. Landside Design (RS&H) - Update
36. Taxiway J Repair (RS&H) – Update
37. RTR Facility Design (RS&H) – Update

XIII. Other Business: Commissioner Tabor asked to add an item to the agenda.

RESOLUTION - #2018-6-R1-04 – Add item to the Agenda of Submittal of RFP

MOTION: Commissioner Tabor moved to add item to the Agenda for the submittal of a RFP. The motion was seconded by Commissioner Skinner and the vote was as follows:

AYES: Guilbeau, Tabor, Hebert, Skinner

NAYS: None

ABSENT: Segura

MOTION CARRIES

RESOLUTION - #2018-6-R1-05 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Tabor recommended from the Internal Affairs Committee to the Full Commission for a submittal of a RFP and for staff to immediately go out and solicit for bids to finance the rental car facility. The motion was seconded by Commissioner Tabor and the vote was as follows:

AYES: Guilbeau, Tabor, Hebert, Skinner

NAYS: None

ABSENT: Segura

MOTION CARRIES

RESOLUTION - #2018-6-R1-06 – Go into Executive Session

MOTION: Commissioner Hebert made a motion to go into Executive Session. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Guilbeau, Tabor, Hebert, Skinner

NAYS: None

ABSENT: Segura

MOTION CARRIES

RESOLUTION - #2018-6-R1-07 – Come out of Executive Session

MOTION: Commissioner Guilbeau made a motion to come out of Executive Session. The motion was seconded by Commissioner Tabor and the vote was as follows:

AYES: Guilbeau, Tabor, Hebert, Skinner

NAYS: None

ABSENT: Segura

MOTION CARRIES

XIV. Adjourn (6:43:33)

RESOLUTION - #2018-5-R1-08 – Adjourn

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

AYES: Guilbeau, Tabor, Hebert, Skinner

NAYS: None

ABSENT: Segura

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.