

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF SEPTEMBER 12, 2018 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSION: Valerie Garrett (Chairperson), Paul A. Guilbeau, Sr. – (Vice Chairman), Paul Segura (Secretary/Treasurer), Timothy Skinner, John Hebert, Bryan Tabor, Coy Watson

ABSENT: None

ADMINISTRATIVE STAFF: Steven Picou (Executive Director), Todd Swartzendruber (Legal Counsel), Daniel Elsea (Deputy Director), Rene Cotton (Properties Administrator), Mary Green (Financial Comptroller), Catina Theriot (Secretary).

GENERAL AUDIENCE: Robert Callahan (Sides and Associates), Frank Malagarie, Rob Chomiack (CBRE|Heery), George Groh (CBRE|Heery-Kutchins&Groh), Ralph Hennessy (Michael Baker Int'l), Art Marullo (LPSO), Michael Stropola (ARFF), R. Keith Broussard (KCB Capital Mgmt), Linda Smith (CBRE|Heery), Brennan Black (Foley & Judell), Jerry Osbourne (Foley & Judell), Lynn Guidry (Lynn Guidry Architect), Terry Crownover (MSTC), Daniel Diez (CBRE|Heery), Gregory Trahan (AECOM), Kurt Hanson (Envoy/AA), warren Caudle (Republic Parking), June Picard (Home Bank), Cherie Lecompte (Sellers & Associates), Keely Miller (One Acadiana), Tyler Emert (Lemoine|Manhattan).

I. CALL TO ORDER: (5 : 30 : 00)

Chairperson Garrett called the Regular Commission Meeting of September 12, 2018 to order at 5:30 p.m.

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTION/ROLL CALL

IV. APPROVAL of the Minutes of the Regular LAC Commission Meeting of August 8, 2018, and the Internal Affairs Committee Meeting of August 22, 2018.

RESOLUTION - 2018-9-R1-01 Approval of the Minutes of the Regular LAC Commission Meeting of August 8, 2018, and the Internal Affairs Meeting of August 22, 2018:

MOTION: Commissioner Segura moved the Lafayette Airport Commission accept minutes of the Regular LAC Commission Meeting of August 8, 2018 and the Internal Affairs Meeting of August 22, 2018. Commissioner Hebert seconded this motion and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Hebert, Tabor, Watson

NAYS: None

ABSENT: None

MOTION CARRIES

V. CHAIRPERSON'S COMMENTS: Chairperson Garrett stated the DBE Advisory Committee meeting was held on September 11, 2018 and it was very productive. The committee members gave some very important information and it was well received. Chairperson Garrett stated the Lemoine Company and CBRE|Heery have a representative attend the committee meetings and it is appreciated by the Commission that these individuals; the committee members, Mr. Mike Rice, and Mrs. Linda Smith attend these meetings and make them informative. Chairperson Garrett stated for those that were not aware the Commission approved a DBE Advisory Committee made up of minority organizations to make sure everyone is all inclusive with the new terminal project. Chairperson Garrett stated on September 13, 2018 the airport will have a Special Needs tour at 9:00 a.m. at the terminal. Chairperson Garrett thanked Mr. Callahan, Executive Director Picou, Mrs. Theriot and the Commission for the support on this effort and for

putting this tour together. Chairperson Garrett stated the airport has had several items that have been going on moving towards the groundbreaking of the new terminal, in which, a date has not been set. The airport had its Enabling Demolition take place and it was eventful and quite exciting. Chairperson Garrett stated the groundbreaking will probably take place in mid- October or early November 2018.

VI. PUBLIC COMMENTS: None

VII. COMMISSIONER'S COMMENTS: None

VIII. DIRECTOR'S REPORT:

Executive Director Picou asked for a little latitude for his report with giving a presentation. Executive Director Picou stated as Chairperson Garrett indicated the airport had its Enabling Demolition of Hangar 9 and with Sides and Associates the airport presented each Commissioner with a plaque and a brick that came off of the building. Executive Director Picou stated each Commissioner would go to the front of the Commission table and receive a plaque and take individual pictures. Executive Director Picou stated Hangar 9 was built in the year 1939. Once completed a group picture was also taken and applause was given by the audience.

1. Recognition of LAC Staff and Commissioner's September Birthdays
Daniel Elsea – Deputy Director – 9/9
Danny Richter – Maintenance Worker – 9/23
Bryan Tabor – Commissioner – 9/26
2. 3rd Quarter Safety Meeting – August 17, 2018 – *Executive Director Picou stated the 3rd Quarter Safety Meeting was held at the fire station on August 17th and thanked the Commissioners that attended. The safety topic was the new way of doing CPR with just chest compressions to the rhythm of "Staying Alive". Executive Director Picou thanked the ARFF staff for hosting the Safety Meeting and presenting the safety topic. Executive Director also thanked Deputy Director Elsea for cooking the pulled pork for lunch.*
3. Airport Badging – Audit – *Executive Director Picou stated an audit will be taking place and Mr. John Raedle, Security Coordinator, may be contacting the Commissioners to see their airport badge.*
4. Cajunman Triathlon – *Executive Director Picou stated this event took place on Sunday, September 9, 2018 and everything went well.*
5. Public Hearing – Budget 2019 – *Executive Director Picou stated part of the Budget was heard this evening on September 12, 2018 and the next part will be heard when it goes before the full Commission at the October meeting.*
6. Aviation Fun Day – October 20, 2018 – *Executive Director Picou stated the airport opens its doors for approximately 300 kids and learn more about the airport. The children get out on the runway and win several prizes.*
7. Surplus Update – *Executive Director Picou stated the airport is continuing to work on the surplus process and the airport cannot give anything away. The airport is working through this process.*
8. Frontier Air Lines – *Executive Director Picou stated as many are aware Frontier Air Lines will be coming to the Lafayette Regional Airport in October and other good news is that they have added flights. Frontier Air Lines will run on a Wednesday/Saturday and Monday/Friday flight schedule.*
9. Request For Proposal – Record Retention – Advertisement *The advertisement for Record Retention is currently advertising with proposals due October 2, 2018 at 10:00 a.m.*
10. Request For Proposal – Tree Trimming – Advertisement *the advertisement for Tree Removal and Trimming Services will first advertise on Wednesday, September 12, 2018, with proposals due by October 9, 2018 at 10:00 a.m. Executive Director Picou stated this proposal is for the airport to go off property and go onto people's property with proper documentation to trim tree tops or remove trees. Executive Director Picou stated the airport*

is working with Oats & Marino and the zoning ordinance to be able to go onto people's property.

11. *Bell Helicopter – Executive Director Picou stated the airport has had meeting with Bell Helicopter and they are getting their next actions together. Executive Director Picou stated nothing has been provided to the airport in a way of a concrete plan. Executive Director Picou stated they have started marketing the building and Bell Helicopter does plan on being out of the building late 2018 or very beginning of 2019.*
12. *TSA Security Checkpoint – Executive Director Picou stated the airport is continuing to have complaints but not at the level or frequency the airport was having. Executive Director Picou stated he requested a representative of TSA be at the meeting and Mr. Derrick Self, TSA Manager, is not allowed to speak on behalf of the TSA. Executive Director Picou stated someone with clearance from the Public Information office with TSA are the only ones allowed to speak on TSA's behalf and there is not a representative in the audience. Executive Director Picou stated the Commission requested the airlines be in attendance as well and Mr. Kurt Hanson, Envoy/American Air Lines, was in attendance. Mr. Hanson, Envoy/American, stated the TSA issue is ongoing and it started earlier in the summer and has continued to be a challenge for the first week it started. Mr. Hanson stated not knowing what to expect Envoy has left as many as thirty (30) passengers behind. Mr. Hanson stated they moved from that scenario to taking delays on the airplane. Mr. Hanson stated his right start percentage for the year which is a big metric for Envoy because they feed in a big hub of Dallas currently sits at 53% which is the lowest for his division. Mr. Hanson stated it isn't for a lack of trying; it is more of similar issues and Executive Director Picou and Mr. Self were very proactive in meeting every week and daily for quite some time. Mr. Hanson stated now that the summer rush is over with he is planning on the schedule getting back to normal and getting everyone in on time on the airplanes. Chairperson Garrett asked about the flight schedules staying the same and Mr. Hanson stated there were too many airplanes leaving at the same time and with Lafayette Regional being a smaller airport people are used to getting here in a small amount of time and getting on the aircraft but this isn't the case with the enhanced TSA screening. There is too much congestion with a single TSA screening checkpoint for everyone to get processed. Mr. Hanson stated with the help of TSA, the airport's signage, announcements, we seem to be seeing the ability to get everyone on the airplanes right now and it is a daily challenge. Commissioner Guilbeau stated Executive Director mentioned one of the airlines would be moving their departure schedule. Executive Director Picou stated the airline being mentioned is Mr. Hanson's airline and Mr. Hanson stated there would only be a difference of two minutes. Executive Director Picou asked Mr. Hanson if Envoy would be moving to a Fall/Winter schedule and Mr. Hanson stated he got his flight schedule up until December and it is currently what is being run now. Chairperson Garrett asked when it was mentioned the delays are the connecting flight being delayed as well and Mr. Hanson stated no they are not being delayed. Mr. Hanson stated they try to get the airplanes out but Envoy was leaving too much revenue behind and then they were filing up the airplanes behind them and it was too much and many cases they made the decision to take the delay.*

Executive Director Picou stated he had another deviation and asked Mr. Mike Stropola to stand in the audience. Executive Director Picou mentioned an email was sent out but Mr. Stropola is now Chief Stropola and no longer Captain and he takes Chief Harper place who left on medical. Executive Director Picou welcomed aboard Chief Stropola and congratulated him. Applause in the audience at this time.

13. *Fly Lafayette/Passenger Statistics/Sides & Associates Report - Mr. Callahan stated in August there were 35,326 passengers. Mr. Callahan stated the airport is up by 25% over last year. Load factors were Delta 83.5%, American 71%, and United had 70.9%. There was information on Aviation Fun Day in the Commissioners' packets and on the tour happening*

on September 13, 2018. The Fly Lafayette Club currently has 10,330 members with 14 winners out of 570 entries. A list of winners is in the Commissioners' packets.

Executive Director Picou stated he had another deviation. Executive Director Picou stated in American Way magazine on the pull out insert seen by every American Airlines passenger in their fleet worldwide and it is about Louisiana and Lafayette as well. Each Commissioner received a copy of American Way magazine.

14. Financials - Executive Director stated August 2018 financials are in the Commissioners' packets for review and there were no questions or comments.

IX. Scheduled Business - Discussion Items

1. Quick Turn Around (QTA) Facility – RFP Short Term Finance – Internal Affairs Action Discussion/Action – Executive Director Picou stated Internal Affairs met to review proposals received for the Short- Term Financing of the Quick Turn Around Facility. Direction was provided to start negotiations with Home Bank to finalize the line of credit before the next Commission meeting and if those negotiations were not able to be successfully completed on a timely basis, then start negotiations with Iberia Bank. Following negotiations provided by Raymond James with Home Bank, the following resolution is offered for consideration: "IN CONSIDERATION OF A RESOLUTION PROVIDING FOR THE INCURRING OF DEBT AND ISSUANCE OF TEN MILLION DOLLAR (\$10,000,000) OF TAXABLE CUSTOMER FACILITY CHARGE REVENUE BONDS, SERIES 2018, OF THE LAFAYETTE AIRPORT COMMISSION; PRESCRIBING THE FORM, TERMS AND CONDITIONS OF SAID BONDS; DESIGNATING THE DATE, DENOMINATION AND PLACE OF PAYMENT OF SAID BONDS; PROVIDING FOR THE PAYMENT THEREOF IN PRINCIPAL AND INTEREST; AUTHORIZING AN AGREEMENT WITH THE PAYING AGENT; PROVIDING FOR THE ACCEPTANCE OF AN OFFER FOR THE PURCHASE OF SAID BONDS; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH." Additional information is offered by Raymond James for discussion. Bond Resolution included for review and approval. Staff recommends approving the resolution and go forward with Raymond James' recommendation to approve the agreement for Short Term Financing with Home Bank.

Mr. Lee Bressler, Raymond James, stated over the last month they worked hard with Jerry Osbourne and Brennan Black from Foley & Judell to get to this point. Mr. Bressler stated Mrs. June Picard, Home Bank, was in the audience and negotiated an attractive financing for the Commission. Mr. Bressler briefly explained the thick documented resolution placed in front of each Commissioner. Mr. Bressler stated there is a line of credit so the airport does not start paying interest until they start drawing down the funds. Mr. Bressler stated there is a 3.85% interest rate and there are no required deposits other than the CFC revenues. There is a two-year term and there is six month of an extension and if the airport isn't ready at that point there is a five-year beyond that term out. It is pre-payable at any time with no penalty and the hope is to have the proposal locked in and the funding would not start until November 2018 when the rental car agreements are in place and the guaranteed maximum price is set to go. Chairperson Garrett asked what happens with the time delays if the car rentals are not ready to go. Mr. Bressler stated the airport will not pay interest until the funding has started. Commissioner Guilbeau asked what would be the next step for the airport. Mr. Bressler turned this over to Mr. Brennan Black, Foley & Judell, and Mr. Black stated the resolution before the Commission authorizes the issuance of the bonds. Mr. Black stated the next step is to close when it comes time to do so. This resolution is the last step before the airport gets to the point of closing.

RESOLUTION - #2018-9-R1-02 – Scheduled Business – Discussion – Quick Turn Around (QTA) Facility – RFP Short Term Finance – Internal Affairs Action - Discussion/Action

Commissioner Guilbeau asked if the Commission is accepting both the Resolution and what Mr. Bressler presented and Mr. Black stated the resolution includes the acceptance of Home Bank's offer.

MOTION: Commissioner Segura moved to accept the Short Term Financing with Home Bank. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Hebert, Tabor, Watson

NAYS: None

ABSENT: None

MOTION CARRIES

X. Scheduled Business – Consensus Items

1. Lafayette Hangar Improvements – RS&H – Work Order #10 – Change Order #3 – Approval
2. Runway 29 EMAS Construction – Elliott Construction – Change Order #5 – Approval
3. Runway 29 EMAS Construction – Elliott Construction – Change Order #6 – Approval
4. Enabling Demolition Terminal Project – The Lemoine Company – Change Order #1 – Ratify Chairperson Action – Approval
5. Enabling Demolition Terminal Project – The Lemoine Company – Change Order #2 – Approval
6. Terminal Project – Capital Outlay Request – Fund Allocation – Approval
7. Acceptance of Grant – LFT Terminal Program & RTR Relocation – FAA and State DOTD – Approval
8. Acceptance of Grant – LFT Terminal Program: Terminal Construction – FAA and State DOTD – Approval
9. Fee Proposal for DBE Policy Development for Non-FAA Projects – CBRE|Heery – Task Order #18 – Approval
10. Fee Proposal for DBE Site Monitoring Federal Program – CBRE|Heery – Task Order #19 – Approval
11. Terminal Project – FAA Non-Federal Reimbursable Agreement – MOA – AJW-FN-CSA-18-SW-002426 – Ratify Chairperson Action – Approval
12. Marine Survival Training Center – Appraisal Report Acceptance – Approval
13. Airside Property (Adjacent to Hangar 11) – Appraisal Report Acceptance - Approval

RESOLUTION - #2018-9-R1-03 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Guilbeau moved to accept Consensus Items 1 through 13. The motion was seconded by Commissioner Tabor and the vote was as follows:

AYES: Guilbeau, Segura, Hebert, Skinner, Tabor, Watson

NAYS: None

ABSENT: None

MOTION CARRIES

XI. Reports

1. The Picard Group – Monthly Report- *Executive Director Picou stated the report is in the Commissioners' packets. Report available on airport website.*
2. DBE Program Report – *Mrs. Cotton stated as Chairperson Garrett mentioned the DBE Advisory Committee met on September 11, 2018 and there was good feedback from the advisory committee on comments from the community. Some of the things brought to the committee were about the certification process and it appears the committee is going back into the community and doing a good job of explaining to the companies the process of being DBE certified. Also, there was talk about the availability of work after getting certified. There was some discussion on the next outreach and things that could be put on the agenda success stories of people that have gone through the process of being certified and maybe talking about bonding and insurance. Mrs. Cotton Stated with the new projects starting the airport is reviewing contracts and other post bid documents for compliance with the DBE policy. Mrs. Cotton stated with the approval of CBRE|Heery's Task Order #18 on the agenda on September*

12, 2018 the airport can start working on the development of the Non-Federal DBE Program and once the draft is complete it will be presented to the LAC for review and approval. Chairperson Garrett stated that is one of the things explained to the Advisory Committee was the wishes of the Commission to utilize the funding the airport had across the board and not just for the FAA projects. Chairperson Garrett stated the new Non-Federal Program was going to mirror the Federal one but not be exactly like it.

3. Terminal Program Report –Mr. Rob Chomiack, CBRE|Heery gave a presentation on the terminal program with the help of RS&H and Kutchins & Groh. Mr. Groh, Kutchins & Groh, stated last month the FAA came up with \$10 million and an additional \$10 million was issued and the grant offer was in the agenda packet. The 2018 Federal grant amount is \$21.7 million and the additional \$10 million was going to be asked for next year but the airport is getting it early and it helps push the program along. Mr. Groh went over the funding details of the terminal project and the various funding sources. The airport has applied for supplemental funding and it may be forthcoming in late 2018. Mr. Groh stated the PFC application is under review with the FAA. Mr. Chomiack stated the QTA plan for construction with Notice to Proceed in December. There are several things that need to happen to allow this and the first step is the approval of the Short Term Financing. Mr. Groh stated both federal and state require a CIP and they have both approved the draft document. Mr. Groh stated the FP&C Capital Outlay money was approved for the car rental facility. EDA Grant and the TSA Grant application are being worked on for the airport to receive funds. Ongoing discussions with the airlines on the design and negotiating rates for the new terminal will happen shortly. Mr. Groh stated funding overall is moving well and there are a few hurdles but everything is on course with funding. Chairperson Garrett stated good job on finding money.
Mr. Chomiack, CBRE|Heery stated the QTA timeline flows with the Commission approving the updated CFC and the Short-Term Financing. Mr. Chomiack stated construction bids are due in November and there could be a notice to proceed in December 2018. Hopefully the QTA construction could be complete a little bit later than this time next year 2019. Mr. Chomiack stated last month there was talk about putting up a perimeter fence around the hangar to start demolition and asbestos abatement. Mr. Chomiack stated all of this has happened and on August 30, 2018 there was an Enabling Demolition Kickoff event. The abatement is complete and the roof is completely off now. The progress is further along and things are moving fast when tearing down a building. Mr. Chomiack stated the GMP1 sub contractor bidding is in and The Lemoine Company is evaluating those. Mr. Chomiack stated a meeting is scheduled next week to finalize the GMP1 and hopefully later in the month they could come before the Commission for approval at a Special Meeting. The RTR relocation will be in October, the RTR Facility construction in November, and the terminal foundation construction in January 2019. Mr. Chomiack stated the GMP2 will be structural steel construction and that will be approved in December 2018. Mr. Chomiack stated GMP3 will be 100% design and is on schedule in January 2019 and scheduled for April 2019 approval for balance of the terminal.
Chairperson Garrett asked if there would be a team here in Lafayette working on the terminal project. Mr. Chomiack introduced Mr. Danny Diez and he will be transitioning in to replace Mrs. Linda Smith as the Program Director role. Mr. Chomiack stated the CM on site person will be hired on within the next few weeks and Mrs. Shelby Stach will be returning to work next week. Mr. Chomiack stated the onsite full time CM will be onboard in early October. Once the airport gets to GMP3 CBRE|Heery will propose to have a second person on site with the volume of construction. Commissioner Guilbeau asked the person that will be hired is he/she local or will be moving to Lafayette and Mr. Chomiack stated yes they will be here in Lafayette and it was a requirement with the hiring process.
4. LFT Airport Monthly Fiscal Review (August) — Report available on airport website www.lftairport.com. Executive Director Picou stated Fiscal Review is in the Commissioners' packets.

XII. Project Updates

1. Runway 11-29 Rehabilitation (Michael Baker International) - Update
2. I-49 Support Services (Michael Baker International) - Update
3. Master Plan (DSA) – Update
4. North GA Apron – Phase III (DSA) – Update
5. Taxiway Foxtrot – Phase I (DSA) - Update
6. Runway 29 EMAS Installation Work Order 8 (AECOM) – Update
7. Hangar Improvements/112B Borman & T-Hangars (RS&H) – Update
8. GA Infrastructure Development (RS&H) - Update
9. Noise Program (RS&H) – Update
10. Noise Easement Implementation Program Phase II (RS&H) - Update
11. QTA Facility (RS&H) – Update
12. New Terminal Schematic Design (RS&H) -Update
13. New Terminal Building (RS&H) – Update
14. Airside Design (RS&H) – Update
15. Landside Design (RS&H) - Update
16. Taxiway J Repair (RS&H) – Update
17. RTR Facility Design (RS&H) – Update
18. Obstruction Mitigation (RS&H) – Update
19. PCI Integration (RS&H) – Update

Commissioner Guilbeau asked if there could be any information given on item 1 and Executive Director Picou and Chairperson Garrett stated since this item is in legal review it cannot be discussed at this time but it is being worked on.

Executive Director Picou stated Commissioner Skinner had a question about Runway 11-29 being opened by the end of the year and Executive Director Picou stated that it will not be open by the end of 2018.

XIII. Other Business: None

XIV. Adjourn (7:31)

RESOLUTION - #2018-9-R1-04 – Adjourn

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

AYES: Guilbeau, Segura, Hebert, Skinner, Tabor, Watson

NAYS: None

ABSENT: None

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.