

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT AN SPECIAL MEETING OF SEPTEMBER 25, 2018 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSIONERS: Valerie Garrett (Chairperson), Paul A. Guilbeau (Vice-Chairman), Tim Skinner, Bryan Tabor, John Hebert

ABSENT: Paul Segura, Coy Watson

ADMINISTRATIVE STAFF: Steven Picou (Executive Director), Stephen Oats (Legal Counsel), Daniel Elsea (Deputy Director), Cindy McDaniel (Receptionist).

GENERAL AUDIENCE: Robert Callahan (Sides & Associates), Lee Bericler (Castille Consolidated), Linda Smith (CBRE|Heery), Kenneth E. Broussard, Allen Garcia (Enterprise-National-Alamo), Warren Caudle (Republic Parking), Keely Miller (One Acadiana), Oziel Gonzales (RS&H), Michael Mondragm (RS&H), Rob Chomiack (CBRE|Heery), Shelby Stach (CBRE|Heery), Taifa St. Julien (Metro-Source), Robino Barnes (Metro Source), Bryan O'Connor (Lemoine|Manhattan), Van Champagne (Lemoine|Manhattan), Broutin Sherrill (RS&H).

I. CALL TO ORDER:

Chairperson Garrett called the Special Meeting of September 25, 2018 to order at 4:31 p.m.

II. Pledge of Allegiance

III. Introduction/Roll Call

IV. Chairperson's Comments – Chairperson Garrett with the help of Mr. Robert Callahan with Sides & Associates had a lovely basket. Mr. Callahan announced Dr. Kenneth Brown was the 10,000th Fly Lafayette Club member. Mr. Callahan stated back in 2014 the Fly Lafayette Club started with 164 members and here is to giving 10,000 members. Applause was given from the audience. Chairperson Garrett stated the airport found out Dr. Brown flies Lafayette a lot and the airport decided to do the presentation at this time due to Dr. Brown attending a committee in New Orleans at the time of the airport's Regular Commission meetings. Chairperson Garrett stated to accommodate Dr. Brown's schedule the airport decided to present him the basket at this Special Meeting for the Commissioners to get to meet him and personally congratulate him. Pictures were taken of this celebration of Dr. Brown being the 10,000th Fly Lafayette Club member. Chairperson Garrett asked if Dr. Brown had any comments. Dr. Brown stated he wanted to thank everyone and it is always a pleasure to fly out of Lafayette. Dr. Brown stated ever since the sixties when his mother allowed his little sister and himself fly for Lafayette to Baton Rouge and that was it. Dr. Brown also took flying lessons with Paul Fournet and he enjoyed that a lot until he told him it was time to fly solo, but that was enough. Chairperson Garrett thanked Dr. Brown for flying Lafayette. Applause was given form the audience.

V. Public Comments -None

VI. Commissioner's Comments - None

VII. Director's Report – Executive Director Picou stated September 25, 2018 was Tavin Botley's last day at Lafayette Regional Airport. Mr. Botley has taken a job in Dallas/Fort Worth/Addison, Texas doing flight instruction and his goal is to become an airline pilot. Executive Director Picou wished Mr. Botley the best of luck and today September 25, 2018 was Mr. Botley's last day of employment. Chairperson Garrett stated Tavin took the children flying that came over from a Special organization and they were happy to see Tavin and he encouraged them to learn to fly. Chairperson Garrett stated Tavin will be missed.

VIII. Scheduled Business – Discussion Items

1. Terminal Program – GMP1 – Lemoine|Manhattan – Discussion/Action – Executive Director Picou asked Mrs. Linda Smith, CBRE|Heery, to come up and speak on this item. Executive Director Picou stated to one of the Commissioners GMP1 is where the rubber meets the road and it is the start of the new terminal project. Mrs. Smith stated the GMP1 includes the temporary relocation of the RTR cable, the construction of the new RTR facility, construction of the new terminal foundations, and construction of the enabling parking. The total of all of those is \$10,005,153. There is an alternate that includes the construction of the civil airside. Mrs. Smith stated the reason this has been included as an alternate is because it will be funded by the Omnibus and it is not a critical path. If for some reason the funding does not come for this it will not delay the project. Mrs. Smith stated the paperwork is in place and once the funding is received the airport can move forward with the alternate. Mrs. Smith stated the basic GMP will be funded by the two FAA grants the airport received. The only thing that cannot be funded by them is the Enabling Parking and the new terminal tax will cover the cost of that. Mrs. Smith stated the DBE participation is 23.96% for GMP1. Chairperson Garrett stated that is wonderful. Commissioner Tabor asked how close to the budget can the airport stay. Mrs. Smith stated the base GMP is within budget and the alternate is a bit over because the original estimate is more than what the FAA requirement was. Commissioner Skinner asked if the Enabling parking was parking for the terminal. Mrs. Smith stated that is the new parking for the terminal. Commissioner Guilbeau asked about the city streets getting patched. Mrs. Smith stated that would be a construction company coming in to patch any damaged streets. Commissioner Guilbeau stated the trucks should not be overloaded and protecting the city streets. Executive Director Picou stated no one is anticipating overloaded trucks and because of zoning the airport has taken possession of the streets out front and will give them back once construction is complete. Commissioner Guilbeau recommended the city streets be monitored for careful loading for responsibility.

RESOLUTION - #2018-9-SR1-01 – Terminal Program – GMP1 – Lemoine|Manhattan – Discussion/Action

MOTION: Mr. Oats, Legal Counsel, stated the motion is to accept and authorize and fully execute GMP1. Commissioner Guilbeau agreed to the motion mentioned by Mr. Oats. The motion was seconded by Commissioner Tabor.

The vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Tabor

NAYS: None

ABSENT: Segura, Watson

MOTION CARRIES

IX. Scheduled Business – Consensus Items

1. Public Emergency – Taxiway Juliet Pavement Failure – Reconstruction Procurement – Approval
2. Terminal Program – GMP1 – Task Order #16 – Testing Services – CBRE|Heery – Approval
3. Terminal Program – GMP1 – Task Order #17 – Resident Project Representative Services – CBRE|Heery – Approval

4. Terminal Program – GMP1 – Work Order #57 – Construction Administration Services – RS&H – Approval *(Item pulled from the agenda due to additional information needed)*

Commissioner Skinner asked if there was a timeframe on the Taxiway Juliet repair. Executive Director Picou asked Mr. Broutin Sherrill if he had any information on this item and he stated during the timeframe there will be back taxiing. Executive Director Picou stated this is a problem that occurred many years ago and water got underneath when widening was going on in the area. This will be a permanent fix and two options were looked at by the airport and the FAA was onboard with the permanent fix. Executive Director Picou stated the FAA will sponsor this fix. Mr. Broutin Sherrill, RS&H, stated the plan is to finalize the full depth repairs for the taxiway and to mill and fill the other portions. This repair will be on the next Commission agenda. Mr. Sherrill stated in December timeframe have a set of plans and coordinate a change order for the contract to start the work. Commissioner Skinner asked about how long the taxiway will be closed and Mr. Sherrill stated the work will be about three (3) months. Commissioner Skinner asked if the problem is from the weight of the aircraft. Mr. Sherrill stated the problem is the wheel path of the aircraft is right at the joint of the new and the old pavement. Mr. Sherrill stated the asphalt joint is failing. Commissioner Skinner asked if the repair will be able to take the weight of the aircraft and Mr. Sherrill stated yes and it will be an asphalt repair. Commissioner Guilbeau asked Mr. Rob Chomiack to talk about item 2 and 3 and give an update from the last presentation. Mr. Chomiack, CBRE | Heery, stated the testing services will be performed by a DBE firm and the Resident Project Services will be performed by Sellers & Associates. Commissioner Guilbeau stated at the last meeting it was mentioned CBRE | Heery would have someone onboard here in Lafayette. Mr. Chomiack stated this is still scheduled to happen and he is hoping to have that person at the next Regular scheduled Commission meeting. Commissioner Guilbeau asked if that person's funding was part of these Task Orders and Mr. Chomiack stated no his funding was approved at one or two past Commission meetings.

RESOLUTION - #2018-9-SR1-02 – Scheduled Business – Consensus Item(s)

MOTION: Commissioner Guilbeau made a motion to approve Consensus items 1 through 3. The motion was seconded by Commissioner Hebert.

The vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Tabor

NAYS: None

ABSENT: Segura, Watson

MOTION CARRIES

X. Other Business – Executive Director Picou stated there is one item for Other Business about tax-exempt status. Executive Director Picou asked Mrs. Linda Smith to come up and talk about this item.

RESOLUTION - #2018-9-SR1-03 – Add item to the Agenda under Other Business

MOTION: Commissioner Hebert agreed to add the item to the agenda under Other Business. The motion was seconded by Commissioner Tabor and the vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Tabor

NAYS: None

ABSENT: Segura, Watson

MOTION CARRIES

Mrs. Smith stated during the preconstruction process Lemoine | Manhattan did work in New Orleans for a hospital service company they saved a considerable amount of money through the use of the district sales

tax exemption status. Mrs. Smith stated this could be an excess of \$3 million. Mrs. Smith referred to Van Champagne on the tax status. Mr. Van Champagne, Lemoine|Manhattan, stated the Lafayette Regional Airport is a tax-exempt entity to the Louisiana Department of Revenue which leads to the City of Lafayette. Mr. Champagne stated how this works is as sub-contractors are signed up the entity (the airport) would issue a tax-exempt authorization of the sub-contractor to purchase on the airport's behalf and to use the airport's tax exemption status. Then the sub-contractor or any lower tier sub-contractors that would be employed by the sub-contractor would use the tax-exempt status to buy any materials tax-exempt that would be permanently incorporated into the project, which meets the requirement for the tax-exemption status. Chairperson Garrett asked who would be monitoring that what they are purchasing would be used on the terminal project. Mr. Champagne stated it would be RS&H's responsibility to monitor the information. Mr. Champagne stated the primary sub would give a list of any lower tier subs and any vendors and this is to track the sales tax and to track lien waivers and releases for them. Chairperson Garrett asked if this information would be kept on a spreadsheet. Mr. Champagne stated this information would be kept on a spreadsheet or some type of format for monitoring the sales tax. The subs will need to turn in copies of the invoices showing materials purchased for this project. Chairperson Garrett asked if this information would go through Executive Director Picou or airport staff and Mr. Champagne stated it is for review at any time and their books are open to any airport staff. Commissioner Guilbeau asked if this applies to the state and federal taxes and Mr. Champagne stated the airport is tax-exempt for both the local and the federal taxes. Commissioner Guilbeau asked at the end of the project will the Commission and the airport know of all the taxes abated. Mr. Champagne stated all the subs will give copies of their invoices with their pay applications and RS&H could give the numbers digitally to the Commission. Mr. Champagne stated he has examples of the forms used in New Orleans if the Commission would like a copy. Mr. Oats, Legal Counsel, asked if the purchaser remains the sub. Mr. Champagne stated the purchaser remains the sub on behalf of the Lafayette Airport. Mr. Oats stated it will not be shifted for the airport to be the purchaser. Mr. Champagne stated no it is authorizing the subs or any entity to purchase on the airport's behalf. Commissioner Skinner asked who is responsible for payment of the materials. Mr. Champagne stated it would be the sub-contractor or the entity that purchases the materials are responsible for payment. Mr. Champagne stated the airport would not be responsible for purchases and lien waivers would be provided monthly with pay applications to release anyone of any liability regarding to liens for any type of purchases. Commissioner Tabor stated he is familiar with the process of giving out tax-exempt status and the tracking of the purchases.

RESOLUTION - #2018-9-SR1-04 – Other Business – Other Business Items (s)

MOTION: Commissioner Guilbeau made a motion to provide the LAC's tax exemption status to Lemoine|Manhattan for administering a sales tax savings plan during the New Terminal construction for procuring materials and equipment that will be incorporated into the project. CBRE|Heery and staff estimate the savings to be roughly \$3 million. The motion was seconded by Commissioner Tabor.

Mr. Oats, Legal Counsel asked if the intention of the motion was to also authorize the Chairman to execute any and all documents necessary to affect that purpose. The Commission stated to facilitate and the motion was also seconded with this intention.

The vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Tabor

NAYS: None

ABSENT: Segura, Watson

MOTION CARRIES

Commissioner Guilbeau gave kudos after review of all the plans the LAC is burying a lot of the utilities. Commissioner Guilbeau stated the Director knows it has been pushed to do just that. Commissioner

Guilbeau stated on the final completion of the terminal he is hoping the LAC can move ahead and get the remainder of the above ground utilities buried. Commissioner Guilbeau complimented everyone on that aspect and stated it will beautify the airport's campus and bury everything except the money. Chairperson Garrett thanked the team especially on the DBE component and for everyone that attends the DBE Advisory committee meetings. The attendance means a lot to the minority community and to the Airport Commission. Chairperson Garrett thanked everyone for diligently working towards the common goal and let's build an airport.

XI. Adjourn

RESOLUTION - #2018-9-SR1-05– Adjourn

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

AYES: Guilbeau, Hebert, Skinner, Tabor

NAYS: None

ABSENT: Segura, Watson

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.