

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A SPECIAL MEETING OF OCTOBER 29, 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), Rene Cotton (Properties Administrator), Mary Green (Financial Comptroller), Catina Theriot (Secretary).

GENERAL AUDIENCE: Robert Callahan (Sides & Associates), Chris Groh (Kutchins & Groh|CBRE), Broutin Sherrill (RS&H), Breat Goetz (RS&H), Lee Bressler (Raymond James), Brennan Black (Foley & Judell), Jerry Osbourne (Foley & Judell).

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

Chairperson Garrett called the Special Meeting of October 29, 2018 to order at 5:30 p.m.

II. Pledge of Allegiance

III. Introduction/Roll Call

IV. Chairperson's Comments – None

V. Public Comments -None

VI. Scheduled Business – Discussion Items

1. Short-Term Financing – Discussion/Action – Executive Director Picou stated this was a meeting to release and RFP for Short-Term Financing to be financed by the PFC Passenger Facility Charge. Mr. Bressler was there to answer any questions and Executive Director Picou stated this would follow the same track as the financing of the CFC Customer Facility Charge. Executive Director Picou stated with lessons learned this RFP would be written slightly different.
Mr. Bressler, Raymond James, stated as Executive Director Picou mentioned this is very similar to what was done last time. In order for the airport terminal project to keep moving there needs to be some funding put in place. In the meantime, until the airport can refinance into a long-term debt, which the airport is a year away from doing, an RFP will be published and sent to the local banks just like the last time. Mr. Bressler will contact all seven (7) proposers from the last time and let them know to be on the lookout for the RFP. The RFP will be for \$10 million and will be backed by the Customer Facility Charge. Mr. Bressler stated Raymond James is working very closely with Foley & Judell to narrow down the responses because last time there were too many variables for comparison. The airport is basing the proposal off of the previous one from Home Bank with a two to two- and half-year period with an additional five years on top of that and the airport gets the full seven to seven and half years of protection in case the long-term financing gets delayed. Mr. Bressler stated Mr. Brennan Black with Foley & Judell has prepared a response

sheet that lays out all the terms and fill in the blanks for interest rate. Mr. Bressler explained the response sheet will help to alleviate any places for speculation of material adverse changes etc. Mr. Bressler stated the newspaper is ready to publish the notice for the RFP, Q&A due at the end of November, and proposals due December 3, 2018. The plan is to have a proposal presented to the Commission for the December 2018 meeting and the funding would not be available until January 2019.

RESOLUTION - #2018-10-SR1-01 – Short-Term Financing – Discussion/Action

MOTION: Commissioner Tabor made a motion to send the RFP out and accept the Bond Resolution attached in the Commissioners’ packet. The motion was seconded by Commissioner Guilbeau. The vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Tabor

NAYS: None

ABSENT: Segura, Watson

MOTION CARRIES

2. Federal Disadvantaged Business Enterprise (DBE) and Airport Concession (ACDBE) Program – Approval – Executive Director Picou stated the DBE and ACDBE programs and Supplemental Policy Manual were provided to the FAA on June 26, 2018 for approval. The programs must also be approved by the LAC. Attached are copies of the programs for review. Staff recommends approval.

Chairperson Garrett asked Mrs. Cotton if the Federal Disadvantage Business Enterprise (DBE) was submitted to the FAA. Mrs. Cotton stated the program was sent to the FAA on June 26, 2018 and there has not been any more communication on changes of the program. Mrs. Cotton stated if there are any changes the LAC can submit addendums to the program but in order to move forward with the current projects the LAC needs to approve the programs placed before the Commission. Chairperson Garrett stated the ACDBE is something new because the airport has not met the financial cap in the past to have such a program. Mrs. Cotton stated the airport now meets the threshold. Chairperson Garrett stated now the airport’s revenue stream meets the threshold to have the requirement of the ACDBE program. Mrs. Cotton stated there will be an amendment to the concessionaire agreement with Oakwells to include the language as well as some other DBEs. Mrs. Cotton stated some other projects that have DBE language will have to be amended as well to include the new DBE language. Chairperson Garrett stated this is a good thing.

RESOLUTION - #2018-10-SR1-02 – Federal Disadvantaged Business Enterprise (DBE) and Airport Concession (ACDBE) Program – Approval

MOTION: Commissioner Guilbeau made a motion to approve the programs. The motion was seconded by Commissioner Hebert. The vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Tabor

NAYS: None

ABSENT: Segura, Watson

MOTION CARRIES

Mr. Brennan Black, Foley & Judell stated he wanted to clarify the motion for item 1. Mr. Black asked if the motion was to approve the RFP to be sent out as well as the resolution that was in the packet. Commissioners stated the resolution was not in the packet. Mr. Black stated the purpose of the meeting was to authorize to make application to the City Parish Council and the Bond Commission both of which

have deadlines of November 9, 2018. Mr. Black stated the intention was to have it encompassed in the agenda item number one. Chairperson Garrett stated it is questionable whether or not the Commission received the documentation not whether or not it can be voted on. Executive Director Picou had a copy of the resolution in front of him.

Chairperson Garrett stated Commissioner Guilbeau was prepared to make a motion to accept the resolution as he has read it prior to this meeting. Commissioner Tabor seconded the motion and this was to be included in the first motion for item one.

VII. Other Business – None

VIII. Adjourn - (5 : 42 : 00)

RESOLUTION - #2018-10-SR1-03– Adjourn

MOTION: Commissioner Skinner 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.