

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF JUNE 12, 2019 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSION: Paul Segura (Chairman), Valerie Garrett (Vice-Chairman) Paul A. Guilbeau, Sr. (Secretary/Treasurer), Coy Watson, Lynn Guidry

ABSENT: John Hebert, Bryan Tabor

ADMINISTRATIVE STAFF: Steven L. Picou (Daniel Elsea (Deputy Director), Stephen Oats (Legal Counsel), Rene Cotton (Properties Administrator), Ashley Simon (Environmental Compliance Officer), Cindy McDaniel (Receptionist).

GENERAL AUDIENCE: Tim Murray (CBRE|Heery), Frank Malagarie, Ralph Broussard (KCB Capital Mgmt), Michael Mondragon (RS&H), Mark Stielper (MBSB), Robert Callahan (Sides and Associates), Paula Serrett (CBRE|Heery), Adam Thibodeaux (DSA), Travis Priour (Lemoine-Manhattan), Clayton Jenkins (Lemoine-Manhattan), Christine Dunn (WMDDH, LLC), Sharon Batiste (Republic Parking), Bryan O'Connor (Lemoine-Manhattan), Keely Miller (One Acadiana), Levi LeBourgeois (Royal Engineers).

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

II. PLEDGE OF ALLEGIANCE- Led by Chairman Segura

III. INTRODUCTION/ROLL CALL

IV. APPROVAL of the Minutes of the Regular LAC Commission Meeting of May 8, 2019.

RESOLUTION - 2019-6-R1-01 Approval of the Regular LAC Commission Meeting of May 8, 2019:

MOTION: Commissioner Garrett moved the Lafayette Airport Commission accept minutes of the Regular LAC Commission Meeting of May 8, 2019. Commissioner Guidry seconded this motion and the vote was as follows:

AYES: Garrett, Guilbeau, Watson, Guidry

NAYS: None

ABSENT: Hebert, Tabor

MOTION CARRIES

V. EXECUTIVE DIRECTOR'S REPORT:

1. Audit Presentation – Wright, Moore, DeHart, Dupuis & Hutchinson – *Mrs. Christie Dunn, WMDDH, presented a summary of the audit report. Commissioner Guilbeau stated the report showed an operating loss of \$3.8 million but the airport had depreciation of \$7.9 million. Mrs. Dunn stated the airport is depreciating fixed assets but most of the fixed assets were purchased with grant funds. Mrs. Dunn stated this is an accounting issue but the airport is in the plus in agreement with Commissioner Guilbeau. Mrs. Dunn stated the report will be made public on the Legislative Auditor's website in the next few weeks and the airport will provide a digital copy of the report.*
2. Baby Adalinejane Claire Raedle – *Executive Director Picou stated Security Coordinator John Raedle recently had a baby girl Adalinejane Claire Raedle. Executive Director Picou congratulated Mr. Raedle and his wife.*
3. 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

4. Operations Specialist – *Executive Director Picou stated the airport has had attrition with Mr. Chris Crutch having left the airport to go to Hobby Airport in Houston, TX. Executive Director Picou stated the airport has advertised and is in the interview process for an Operations Specialist. Executive Director Picou stated Ms. Rebecca Schmid mentioned at the April meeting will be on her own soon and this will be helpful to Mr. Giles Menard, Operations Manager and the whole operations staff.*
5. Part 139 Inspection – *Executive Director Picou stated this occurred last week and the airport did receive two discrepancies. Executive Director Picou stated the airport will contest the discrepancies and hopefully get them changed from a discrepancy to a comment or completely removed. Executive Director Picou mentioned going to the FAA at their annual conference and the Lafayette Regional Airport received a first-time award of Financial Excellence. Executive Director Picou stated this was a group effort with the airport's team and the CBRE|Heery team working on finances. Chairman Segura and Commissioner Guilbeau congratulated Executive Director Picou for receiving this award and Executive Director Picou thanked the Commission for helping in the process.*
6. TSA Innovation Task Force – *Executive Director Picou stated Mr. John Raedle met with the task force back in November 2018. Executive Director Picou met with the TSA Task Force on Monday, June 10, 2019 and TSA representative stated once the airport comes up with a plan on how a second lane can be figured into the current plan the TSA staff the checkpoint. Executive Director Picou stated the LAC has no estimate on the cost of to add an additional lane. Any cost associated with this project will come before the Commission for their approval. Chairman Segura stated this is a big deal since this has been a very vocal issue from the passengers and this will hopefully make the issue better.*
7. Grant Update – *Executive Director Picou stated there has been a lot of discussion in the community about grants. Executive Director Picou stated for clarification the airport has received about \$10.4 million for Taxiway Foxtrot came from the Omnibus, which is not part of the discretionary funds or entitlements. Executive Director Picou stated the airport did receive another \$6.5 million grant from the FAA.*
8. Oakwells – May Numbers – *Executive Director Picou stated the May rent due to the airport was \$8,199 and when Executive Director Picou first arrived the restaurant was paying the airport \$12,000/yr. Executive Director Picou stated the airport currently has made \$34,000 from the concessionaire and the alcohol sales are through the roof. In the month of May there were total combined sales of \$120,000.*
9. Automatic Renewals:
 - OAG (FlightView, Inc.) – Mobile Web Site – Automatic Renewal – The contract for the mobile website will automatically renew 6/8/19 – 6/7/20. All terms remain the same. The cost of this service is \$110.00/mo.
 - OAG (FlightView, Inc) – Weather Map Display – Automatic Renewal – The contract for the weather map display will automatically renew 6/13/19 -6/12/20. All terms remain the same. The cost of this service is \$288.00/mo.
10. Financials – *Executive Director Picou stated the April financials were in the Commissioners' packets and there were no questions or comments. Executive Director Picou stated Mrs. Green, Financial Comptroller, was out of the office for a work conference in Phoenix. Executive Director Picou also stated Deputy Director Elsea and Operations Manager Mr. Menard were at the AAE conference in Boston.*
11. Fly Lafayette/Passenger Statistics/Sides & Associates Report - *Mr. Callahan stated in May there were 39,989 passengers. Load factors led with Frontier for the first time since they have been operating here at LFT. Frontier 88.3%, United 86.2%, Delta had 81.4%, and American had 79.5%. The Fly Lafayette Club currently has 10,754 members with 14 winners out of 554 entries. A list of winners is in the Commissioners' packets. Mr. Callahan stated on May 31, 2019 the drawing was held for the free airline ticket contest for the members. There was a pool of members that swiped their card over the last year*

and it was a random drawing. The lady who won will be present at the July meeting. Mr. Callahan stated the next General Aviation Coffee Call will be on Friday, June 14, 2019 at Signature Flight. Mr. Callahan stated the event Eat Lafayette, in which the airport is a sponsor, is scheduled for Tuesday, June 18, 2019 at the Cajundome Convention Center. Commissioner Guilbeau stated the plane Frontier flies is very large and the load factor 88% is a significant number. Commissioner Garrett asked about Frontier's flight schedule only going out to November. Executive Director Picou stated there are flights going on but passengers are only allowed to book to a certain point.

VI. Scheduled Business - Discussion Items

1. GMP Change Order #5 (Project 3, Project 6) – Lemoine-Manhattan – Discussion/Action – Executive Director Picou stated GMP Change Order #05 has been prepared for the Lemoine-Manhattan JV Construction Contract to include work associated with the next phase of Project 3 Terminal Building, preparations to enclose the building and Project 6 Terminal Civil to begin earthwork. Cost associated with this GMP Change Order is \$17,119,384 and will be funded by PFC, DOTD Aviation, LAC, and tax funds. Staff Recommends Approval.

RESOLUTION - 2019-6-R1-02 GMP Change Order #05 (Project 3, Project 6) – Lemoine-Manhattan – Discussion/Action:

MOTION: Commissioner Garrett made a motion to accept GMP Change Order #05. Commissioner Watson seconded this motion and the vote was as follows:

AYES: Garrett, Guilbeau, Watson, Guidry

NAYS: None

ABSENT: Hebert, Tabor

MOTION CARRIES

VII. Scheduled Business – Consensus Items

1. Lafayette GA Development Environmental – Work Order #75 – RS&H – Approval
2. Satellite Phone – Contract – Approval
3. Lafayette Hangar Improvements – Final Acceptance – SBCC – Approval
4. Authorization to Advertise for RFP – Compensation Study – Approval
5. Quick Turn Around Facility – Change Order #02 – Southern Constructors – Approval
6. GMP 1 (Project 2) RTR Facility – Lemoine-Manhattan JV – Substantial Completion – Approval
7. GMP 2 Resident Project Representative – CBRE|Heery – Task Order #26 – Approval
8. Skywalker Utility Project Support – CBRE|Heery – Task Order #27 – Approval
9. Taxiway Juliet Emergency Repair Project – Recommendation to Bid – Approval
10. LFT New Terminal Parking Lot Funding – EDA – Authorization to Accept Grant – Approval
11. Taxiway Foxtrot Phase II Survey and Geotech – Work Order #74 – RS&H – Approval

RESOLUTION - #2019-6-R1-03 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Garrett moved to accept Consensus Items 1 through 11. The motion was seconded by Commissioner Watson and the vote was as follows:

AYES: Garrett, Guilbeau, Watson, Guidry

NAYS: None

ABSENT: Hebert, Tabor

MOTION CARRIES

VIII. Reports

1. DBE Program Report –Mrs. Dangerfield, Metro Source, reported the airport was asked to put together a report to update on where the airport is on commitment and attainment on the new terminal

construction. And to provide a breakdown around location, race, ethnicity, and gender on how funds are being distributed for the project. Mrs. Dangerfield stated currently, again the goal 8.3% there are commitments of 18.2% DBE participation and the attainment, which is the actual payments made to date demonstrated 11.8% of payments to date have been made to DBE firms. As of the end of April, when break down by ethnicity as for payments approximately 94% were paid to African American contractors, 4.5% to contractors owned by non-minority women and just under 2% to contractors owned by persons who identify as Asian Islander Pacific. In terms of location, payments made as of the end of April; about 23% to DBE firms located in Lafayette, another 23% to firms in the surrounding parishes. That is almost 45-46% of the total and then the rest of the funds to DBE firms outside of the region but located in the State of Louisiana. In terms of the commitments: commitments to date indicate 62% of the dollars are to firms owned by African Americans, under 12% to firms owned by Asian Pacific Islanders, Native American firms reported 34%, and firms owned by non-minority women just under 4%. In terms of location in the Lafayette parish, its approximately 8% and the surrounding parishes just over 4%, and the balance of the contracts 88% are for firms located in Louisiana but outside of the region and to mention as a Federally funded project there cannot be a geographical preference to any firm certified in the Louisiana certification program eligible to participate.

Executive Director Picou stated there was one blue card from Mr. Keith Broussard addressing the Commission on the DBE Program concerns. Mr. Broussard, KCB Capital Management, had questions about the report presented by Mrs. Dangerfield. Mr. Broussard stated it was a very well-done report and that is the type of information needed in developing the program as the airport goes along. Mr. Broussard appreciated the effort. Mr. Broussard stated on the 2018 Uniform Report he asked in March for the report and a response to his question about the report. Mr. Broussard asked if the report had been presented to the Commission. Chairman Segura stated he wasn't sure of what Mr. Broussard was asking for. Mr. Broussard stated when he asked in March 2019 for the 2018 Uniform Report it showed a zero participation of Black men and women and the LAC staff stated they would provide the report and an answer. Chairman Segura asked when was this requested and by whom. Mr. Broussard stated it was requested in March and the request came from himself. Chairman Segura asked if this was answered. Mrs. Dangerfield stated the Uniform Report is a snapshot in time of FAA grants of only projects that have closed at the time the report is done when the goal is established. Mrs. Dangerfield stated there were two firms that participated and were not African American. Mrs. Dangerfield stated the report included contracts that were closed during the recording period and she could provide this level of information if needed. Mr. Broussard stated there were four contracts in 2018: white women got majority and there were two Asian and Hispanics that got the other two. Mr. Broussard stated the answer he received stated the contracts were in a lawsuit and that the report was misreported. Mr. Oats, Legal Counsel, stated that was misstated and what Mrs. Dangerfield was explaining was that the report was a snapshot for reporting the projects that have closed and the projects in litigation were not closed and they were not included in the report. Mr. Oats stated the response indicated that to Mr. Broussard. Mr. Broussard stated for 2018 there were no participation for Blacks, male and female and Mr. Oats stated that is not correct. Mr. Broussard asked for an explanation and Mr. Oats stated the Commission would not engage in an explanation and Mr. Broussard could submit his question in writing. Mr. Oats stated the Commission and the LAC staff has answered questions repeatedly and provided detailed information to Mr. Broussard and questions keep being asked and insinuations things that are not true. Mr. Broussard stated that was Mr. Oats' opinion and Mr. Oats stated that was correct. Mr. Broussard stated at the DBE Committee meeting it was announced its one-year anniversary. Mr. Broussard had a suggestion to have DBEs on the committee to provide valuable information. Mr. Broussard's time was up for presenting to the Commission and he left the microphone.

2. Terminal Program Report –Executive Director Picou stated Mr. Chomiack was not present due to flight scheduling and the report would be given by Mr. Chris Groh and Mr. Tim Murray. Mr. Tim Murray, CBRE|Heery gave a presentation on the terminal program. Mr. Chris Groh, Kutchins & Groh/CBRE|Heery, gave the presentation on the terminal funding. Mr. Groh stated the airport had great meetings with the FAA in Dallas/Fort Worth at the annual conference. Mr. Groh stated the airport had received \$20 million in

discretionary funds last year and the FAA was happy to know dollar for dollar where the funds have gone towards the new terminal project. The FAA will award the airport with more money after feeling confident they know where the funds are going. Mr. Groh stated there will be monies in the amount of \$10.5 million for the Taxiway Foxtrot project and another \$6.4 million for the terminal project. Mr. Groh stated the airport is working with DOTD to maybe expedite some funds for the terminal project. Mr. Groh stated the FP&C bill is moving through the legislature and it looks good for the airport to get funding this year as well. Mr. Groh stated the EDA grant was passed earlier in the meeting and it hasn't been awarded yet but once it is received it will expedite the money. Mr. Groh stated TSA grant has not come in as of yet. The airport is constantly working with the airlines to keep them in the know with pricing etc. Mr. Groh stated the QTA is progressing and the rental cars will take a look at the progress soon. Mr. Murray gave an update on the work completed on the airport property. Mr. Murray stated the QTA has been graded down and storm drains have been installed and the electrical will be installed shortly. Mr. Murray went over a breakdown of the program packages on what's been started and completed and what is currently going on. Mr. Murray stated the construction of the structural steel will start in July 2019. There are two 200-foot cranes that will be arriving onsite starting June 24, 2019 and will be put together to start the actual erecting of the steel out of the ground. Mr. Murray went over several pictures from the new terminal project that have been completed and those that are ongoing. Terminal foundations with underground utilities and beams are ongoing. Enabling Parking and the corrective measures are being worked on and the paving is scheduled for June 20, 2019. Mr. Murray stated the project will be substantially complete on July 16, 2019. Commissioner Guilbeau stated after hearing the report from last month's meeting there has not been any work done on the parking lot. Commissioner Guilbeau stated if anyone tries to park currently in either long-term or short-term parking there is no space. Commissioner Guilbeau stated the Commission has approved one extension already for the parking lot and he is strongly recommending to the Commission of not approving any further extensions due to the time not being used wisely to get the parking lot ready for passengers. Commissioner Guilbeau stated this is affecting the taxpayers of Lafayette Parish and this project has gone on long enough. Chairman Segura asked why has no work been done on this project. Mr. Murray stated the contractor had a window to complete the work but we had severe weather that interfered. The next window of availability is June 20, 2019 and Chairman Segura asked how long its supposed to take. Mr. Murray stated it's about a two-day operation.

3. LFT Airport Monthly Fiscal Review (May) — Report available on airport website www.lftairport.com. Executive Director Picou stated Fiscal Review is in the Commissioners' packets for their review.

Commissioner Guilbeau asked Mr. Oats, Legal Counsel, in regards to the lawsuit with Coastal if there was any update he could share with the public. Mr. Oats stated they are trying to work out mediation dates to resolve the issue by mediation between all parties. Mr. Oats stated the airport has received a trial date of March 2020. Mr. Oats stated often times you cannot assume a mediation will resolve itself and some people don't take things seriously without a trial date.

Commissioner Guilbeau asked about the EMAS project with AECOM. Commissioner Guilbeau stated there was an end to contract days as of August 7, 2018 and it is coming up on a year. Executive Director Picou stated the airport is working with Mr. Patrick McIntire, Oats & Marino, on identifying an expert witness on EMAS. There are expert witnesses out there but none want to go up against a large firm like AECOM. Commissioner Guilbeau asked if someone from staff could put some input on the report. Mr. Oats, Legal Counsel, stated they would prefer for someone to call the office instead of putting something in a report that could get in the hands of adversaries.

IX. Executive Session

1. Negotiations – LAC Invoice
Parties: Lafayette Airport Commission and Avis Rent A Car System, Inc.

RESOLUTION - #2019-6-R1-04 – Go into Executive Session

MOTION: Commissioner Guilbeau moved to go into Executive Session The motion was seconded by Commissioner Garrett and the vote was as follows:

AYES: Garrett, Guilbeau, Watson, Guidry

NAYS: None

ABSENT: Hebert, Tabor

MOTION CARRIES

RESOLUTION - #2019-6-R1-05 – Come back out of Executive Session

MOTION: Commissioner Garrett moved to come out of Executive Session. The motion was seconded by Commissioner Watson and the vote was as follows:

AYES: Garrett, Guilbeau, Watson, Guidry

NAYS: None

ABSENT: Hebert, Tabor

MOTION CARRIES

RESOLUTION - #2019-6-R1-06 – Executive Session- LAC Negotiations- LAC and Avis Rent A Car

MOTION: Commissioner Guilbeau moved to accept the offer made by Avis Rent A Car to pay \$101,140.29 in full satisfaction for LAC's April 2016 invoice and that the Chairman be authorized to execute a settlement document approved by Legal Counsel. The motion was seconded by Commissioner Guidry and the vote was as follows:

AYES: Garrett, Guilbeau, Watson, Guidry

NAYS: None

ABSENT: Hebert, Tabor

MOTION CARRIES

X. Other Business: None

XI. Adjourn (6:36:00)

RESOLUTION - #2019-6-R1-07 – Adjourn

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

AYES: Garrett, Guilbeau, Watson, Guidry

NAYS: None

ABSENT: Hebert, Tabor

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.