

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF JULY 10, 2019 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

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

ABSENT: Paul Segura (Chairman)

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

GENERAL AUDIENCE: Tim Murray (CBRE|Heery), Frank Malagarie, Keith Broussard (KCB Capital Mgmt), Michael Mondragon (RS&H), Mark Stielper (MBSB), Robert Callahan (Sides and Associates), Paula Serrett (CBRE|Heery), Bryan O'Connor (Lemoine-Manhattan), Keely Miller (One Acadiana), Art Marullo (LPSO), Nic Walts (The Picard Group), George Groh (Kutchins & Groh/CBRE Heery), Shelby Stach (CBRE|Heery), Rodney Bishop (RS&H), Ralph Hennessy (Michael Baker Int'l), Terry Hurd (LCG/LTS), Nancy Brennerman (Fly Lafayette Club Winner of FREE airline tickets).

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

II. PLEDGE OF ALLEGIANCE- Led by Commissioner Paul Guilbeau

III. INTRODUCTION/ROLL CALL

IV. APPROVAL of the Minutes of the Regular LAC Commission Meeting of June 12, 2019.

RESOLUTION - 2019-7-R1-01 Approval of the Regular LAC Commission Meeting of June 12, 2019:

MOTION: Commissioner Tabor moved the Lafayette Airport Commission accept minutes of the Regular LAC Commission Meeting of June 12, 2019. Commissioner Guidry seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Tabor, Watson, Guidry

NAYS: None

ABSENT: Segura

MOTION CARRIES

V. EXECUTIVE DIRECTOR'S REPORT:

1. Recognition of LAC Staff and Commissioner's July Birthdays
John Raedle – Security Coordinator - 7/14
Executive Director Picou stated in June Commissioner Guidry celebrated 50th wedding anniversary and gave congratulations.
2. Operations Specialist – *Executive Director Picou stated the airport is one short due to attrition with one employee left to go work at Hobby Airport in Texas. An interview was scheduled on Friday, July 14, 2019 but due to impending weather it was rescheduled.*
3. Eat Lafayette – *Executive Director Picou stated there were some Commissioners in attendance on June 18, 2019 at Eat Lafayette. The event was held in a different fashion and it was better and more efficient with the amount of people. Executive Director Picou stated the airport is a sponsor of the Eat Lafayette event through the Fly Lafayette Club.*

4. Washington DC Visit – *Executive Director Picou stated himself and Chairman Segura had an impromptu visit to Washington DC and met with the Acadiana delegation as well as the TSA. The TSA talked about adding a second line to the current Lafayette Regional Airport. Executive Director Picou stated the airport has renderings of a second line being added but is waiting on funding and estimated costs. The second TSA line could be available by the end of 2019. Executive Director Picou stated they met with Senator Cassidy’s office and Congressman Graves’ office. Everyone is still onboard with the airport’s endeavors to build the new terminal.*
Executive Director Picou stated an item not on the agenda is Frontier Air Lines will stop the Orlando flight in mid-August and it will resume in November.
5. Automatic Renewals:
 - ANTN Digicast – 1 year (8/1/19 – 7/31/20). Training software for all areas of airport operations. Annual cost after 5% discount \$1,710.00.
6. Financials – *Executive Director Picou stated the May financials were in the Commissioners’ packets and there were no questions or comments.*
Commissioner Guilbeau stated to Executive Director Picou to go back to the TSA deal; it is the most negative issue the airport has had in a long time. Commissioner Guilbeau stated the airport had very little control over TSA but now the airport has a positive signal and he encourages architects and engineers to proceed forward at a fast pace.
7. Fly Lafayette/Passenger Statistics/Sides & Associates Report - *Mr. Callahan stated in June there were 49,377 passengers. Load factors led with Frontier 90.1%, Delta 88.9%, United had 79.1%, and American had 70.3%. The Fly Lafayette Club currently has 10,803 members with 14 winners out of 569 entries. A list of winners is in the Commissioners’ packets. Mr. Callahan stated they had been running a promotion for free airline tickets to anywhere in the Continental United States. The promotion was for anyone who flew between June 2018 and May 2019 and they were all put into a random drawing. Mrs. Nancy Brennan of Lafayette was selected as the winner. Mrs. Brennan is a frequent flyer of the Lafayette Regional Airport and there were over 8,000 entries into the drawing. Mrs. Brennan stated she felt really lucky and she has been participating in the Fly Lafayette Club since it started. She has been flying often to see her mother in Florida with Alzheimer’s and it might have added odds in her favor, but she will use the tickets she won to go see her sister in Washington State. Vice Chairman Garrett congratulated Mrs. Brennan and thanked her for flying Lafayette. Pictures were taken at this time with Vice Chairman Garrett, Executive Director Picou, Mrs. Brennan, and Mr. Callahan. Commissioner Guilbeau was concerned about the size of the Frontier aircrafts being full and high load factors. Executive Director Picou stated the Orlando flight will return and the Denver flight is being used often.*

VI. Scheduled Business - Discussion Items

1. Lemoine-Manhattan JV, GMP Change Order #06 (Project 3) – Discussion/Action – Executive Director Picou stated GMP Change Order #06 is prepared for the Lemoine-Manhattan JV Construction Contract to include work associated with the next phase of Project 3 Terminal Building for portions of the metal canopy system, mechanical, plumbing, and electrical work. Cost associated with this GMP Change Order is \$2,967,392 and will be funded by FAA Entitlements, DOTD funds, LAC, and tax funds. Staff Recommends Approval.
Executive Director Picou stated he wanted the Commission to have the best answer as to why a Change Order when some might ask about the project being Guaranteed Maximum Price and why is there a change order. Mr. Mark Stielper, MBSB Group, stated Change Order is a bad word for the situation. Mr. Stielper stated it isn’t a change order of scope and Vice Chairman asked if it could be and adjustment. Mr. Oats, Legal Counsel, stated it is how it is written in the GMP. Vice Chairman asked if there could be some wording in the packet to the Commissioners that it is a notation and not a true change order. Executive Director Picou stated it could be noted in the agenda packet.

RESOLUTION - 2019-7-R1-02 Lemoine-Manhattan JV, GMP Change Order #06 (Project 3) – Discussion/Action:

MOTION: Commissioner Guidry made a motion to accept GMP Change Order #06 (Project 3). Commissioner Watson seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Tabor, Watson, Guidry

NAYS: None

ABSENT: Segura

MOTION CARRIES

VII. Scheduled Business – Consensus Items

1. Lemoine-Manhattan JV, Change Order #05 (Project 5) – Approval
2. The Lemoine Company – Enabling Demolition – Final Acceptance – Approval
3. Lemoine-Manhattan JV – GMP 1 – Project 1 RTR Cable Relocation – Final Acceptance – Approval
4. CBRE|Heery – Task Order #27 – Change Order #01 – General Aviation Utility Project – Approval
5. 2025 – 2025 Capital Improvement Plan (CIP) – State LADOTD – Draft – Approval
6. FP&C Packages 1-10 – Work Order #73 – RS&H – Approval
7. GA Development Infrastructure CA Services – Work Order #74 – RS&H – Approval
8. Taxiway F Phase II Design, Bid, and CA Services – Work Order #77 – RS&H – Approval
9. New Terminal Program 2019 CA Services – Work Order #78 – RS&H – Approval
10. Lemoine-Manhattan JV, GMP 1 (Project 5) Enabling Parking – Substantial Completion – Approval
Item was pulled for separate vote.
11. 2019-2021 Disadvantages Business Enterprise (DBE) Goal – 2019 Annual Update - Approval

RESOLUTION - #2019-7-R1-03 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Tabor moved to accept Consensus Items 1 through 9. And Item 11 The motion was seconded by Commissioner Watson and the vote was as follows:

AYES: Guilbeau, Hebert, Tabor, Watson, Guidry

NAYS: None

ABSENT: Segura

MOTION CARRIES

Commissioner Guilbeau stated with item 10 he voiced his opposition at the last meeting and this needs to be considered very seriously because of the project running over. Commissioner Guilbeau stated it is a revenue producing parking lot and the airport lost revenues. There are liquidated damages and Commissioner Guilbeau stated the liquidated damages should be between the contractors involved. Mr. Tim Murray, CBRE|Heery, stated Commissioner Guilbeau might be referring to item 1 for the Change Order #05 instead of the Substantial Completion.

Commissioner Tabor asked what was the extension of time for and Mr. Murray stated there were weather impacts and scheduling impacts to get the contractor out there. Commissioner Tabor stated this should be the sub-contractor's problem not the airport for the scheduling issues. Mr. Murray stated it was a compilation of issues that contributed to the extension. Mr. Stielper, MBSB Group, stated there was a letter from the Lemoine Company with specific dates referencing the delays. Commissioner Tabor asked how many days over and Mr. Stielper gave dates which amount to fourteen days.

Vice-Chairman Garrett brought up to the Commission they already voted on this item they are discussing which is item 1. Commissioner Guilbeau asked if he could change his vote for item 1. Mr. Oats, Legal Counsel stated a vote needed to be made to reconsider item 1.

According to Vice-Chairman Garrett explaining the items on the table, item 10 got deferred to reconsider item 1.

RESOLUTION - #2019-7-R1-04 – Scheduled Business - Consensus Item(s) 1 Lemoine-Manhattan JV - Change Order #05 (Project 5) - Approval

MOTION: Commissioner Guilbeau moved to reconsider item 1. The motion was seconded by Commissioner Guidry and the vote was as follows:

AYES: Guilbeau, Hebert, Tabor, Watson, Guidry

NAYS: None

ABSENT: Segura

MOTION CARRIES

Vice-Chairman Garrett asked if there was any more discussion on item 1. Commissioner Tabor asked Commissioner Guilbeau about the project taking revenue away from the airport and asked if he had a number on this amount of lost revenue. Commissioner Guilbeau did not have a number for lost revenue. Vice-Chairman Garrett asked if the reason of the delay was because of the soft spot or because of rain. Mr. Bryan O'Connor, Lemoine-Manhattan LLC, stated the soil was unsuitable conditions. Vice-Chairman Garrett asked what was the solution to correct this. Mr. O'Connor stated they went back to the design team and the corrective action was to remove the asphalt that was laid and remove the baseline of limestone and replace it with asphalt. Mr. O'Connor stated the rain was the reason the soils were unsuitable conditions.

Executive Director Picou stated the engineer on the project should speak. Mr. Michael Mondragon, RS&H, stated there were issues with the soil back in January and wait for dry weather and to let the soil dry out. Mr. Mondragon went through the explanation of the digging out of the wet soil and the negotiation for the repair. Commissioner Guidry stated it was mentioned it was an unforeseen issue and asked if soil testing was completed. Mr. Mondragon stated the existing parking is laid on those soils and unfortunately there was a lot of wet weather days that contributed to it. Commissioner Guidry asked if the contract was given a certain amount of rain days. Mr. Mondragon stated yes and those rain days were exceeded. Mrs. Shelby Stach, CBRE|Heery, stated when the delay letter went out rain days were all inclusive in the delay letter. Mrs. Stach stated when the issues came up in January the contractor stated it was going to cost \$80K to get the soil mixed with soil cement and this saved the airport terminal project that amount of \$80K by doing that. Commissioner Guilbeau asked if the \$80K amount was in a change order and it was mentioned the airport did not take that option and that is the savings mentioned. Commissioner Guidry asked how much did the change order add to the project. Mrs. Stach stated the project used construction contingency. It was about \$45K but it came out of construction contingency. Commissioner Guidry stated he agreed with Commissioner Guilbeau that the airport saved \$80K but spent \$40K to fix the problem and lost revenue during the whole project time and this is a lesson learned.

RESOLUTION - #2019-7-R1-05 – Scheduled Business - Consensus Item(s) 1 Lemoine-Manhattan JV - Change Order #05 (Project 5) - Approval

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

AYES: Hebert, Tabor, Watson, Guidry

NAYS: Guilbeau

ABSENT: Segura

MOTION CARRIES

RESOLUTION - #2019-7-R1-06 – Scheduled Business - Consensus Item(s) 10 GMP 1 (Project 5) Enabling Parking – Lemoine-Manhattan JV – Substantial Completion - Approval

MOTION: Commissioner Guidry moved to accept Consensus Items 10. The motion was seconded by Commissioner Tabor and the vote was as follows:

AYES: Hebert, Tabor, Watson, Guidry
NAYS: Guilbeau
ABSENT: Segura
MOTION CARRIES

VIII. Reports

1. DBE Program Report –*Mrs. Cotton, DBELO, reported the airport is required to view its DBE goals annually and provide an update to the FAA. In front of the Commissioners in their packets was the report for the 2019 goals update. The goals reported are 7.79% which is up from the 6.90% which was reported in August 2018. Mrs. Cotton stated the goals will be advertised for thirty (30) days starting July 13, 2019. There is a Public Hearing scheduled for July 25, 2019 at 5:00 p.m. in the Main conference room. Mrs. Cotton stated there are two projects that are currently being advertised: Taxiway J Emergency Construction Project that has a DBE goal of 3.20% and General Aviation Development Infrastructure Project that has an SBE goal of 11.26%. Mrs. Cotton stated the General Aviation Development Infrastructure Project is the second SBE project advertised. Mrs. Cotton stated the Title VI Program continues to engage conversations with the FAA for this to be developed. Mrs. Cotton was scheduled to go to Washington, D.C. the week of July 15, 2019 for the FAA conference. Mrs. Cotton stated the New terminal Project Summary was a new report placed in front of the Commissioners after discussion from Mrs. Dangerfield at last month's meeting. The report is broken down by ethnicity and location and will be provided on a monthly basis. Mrs. Cotton stated the LAC'S DBE Outreach was scheduled for Thursday, August 8, 2019, which will be in conjunction with SLCC's Industrial Trades Job Fair and Lemoine's outreach. Mrs. Cotton stated the details are still being worked out and the only information right now is the date and as more information is available it will be sent via email. Vice-Chairman Garrett stated to the Commissioners the report provided is broken down by region, ethnicity, and it gives a list of all the participants. Vice-Chairman Garrett stated Mrs. Cotton and Metro Source have worked hard on putting this report together and DBE outreaches. Mrs. Cotton stated out of the DBE Advisory Committee meeting it was decided the list of participants on the new terminal be put on the airport's webpage under new terminal updates. Vice-Chairman Garrett stated this will show the public there are people actually working on the terminal project.*
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, recommended the airport become a member of the Airport Minority Advisory Council (AMAC) National Council. This council is Washington, D.C. and provides training and works on legislation. Mr. Broussard's second recommendation is to have DBEs a part of the DBE Advisory Committee. Mr. Broussard stated as the committee evolves to have some DBEs have some input on the committee. Vice-Chairman Garrett stated Mr. Broussard brought up his second recommendation at the DBE Advisory Committee and if the Commission remembers upon the creation of the committee is was requested to not include DBEs for the fairness of all organizations involved on the committee. The creation of the committee was to have the organizations funnel information back and to not have DBEs serve to not have an advantage over others.
Mr. Oats, Legal Counsel, left the meeting before the terminal report was given.
2. Terminal Program Report –*Executive Director Picou stated the report would be given by Mr. George Groh and Ms. Shelby Stach. Mrs. Shelby Stach, CBRE|Heery gave a presentation on the terminal program. Mr. George Groh, Kutchins & Groh/CBRE|Heery, gave the presentation on the terminal funding. Mr. Groh stated the FAA is driving a lot of the project with funding. Mr. Groh stated the airport is waiting of different grants as funding sources. Mr. Groh stated up to date the airport has received approximately \$15 million from the FAA, but \$10.5 million of that money was for Taxiway Foxtrot and nothing to do with the terminal project. Mr. Groh stated the \$4.5 million received was for the terminal program geared towards the airfield. Mr. Groh stated the airport is coming up with creative ways to come up with funding for the terminal program. Mr. Groh stated FP&C Capital Outlay approved \$10.2 million towards terminal*

construction. Commissioner Guilbeau asked how soon the airport would need to spend the money and Mr. Groh stated they will need to see what the money is being spent on. Mrs. Stach gave an update on the work completed on the airport property. Mrs. Stach went over a breakdown of the program packages on what's been started and completed and what is currently going on. Mrs. Stach 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 is complete and in use and turned out the way it was supposed to be. Commissioner Guilbeau asked if the contractors are coordinating the specs with testing. Mr. Tim Murray, CBRE|Heery, stated there are daily tests completed. Vice-Chairman Garrett requested Executive Director Picou and Mrs. Cotton to get the information over to her that Mr. Broussard requested of the DBE Advisory Committee. Executive Director Picou stated in reference to that; Mrs. Cotton would be attending the AMCA conference. Executive Director Picou stated Mr. Broussard would like the airport to join the council and the airport has reviewed this and will discuss with the Chairman and Vice-Chairman.

Vice-Chairman Garrett stated she would allow The Picard Group to give a short report.

Mr. Nic Walts, The Picard Group apologized for not being on the agenda as he was supposed to be in New Orleans but the weather had other plans. Mr. Walts gave a quick report on the update of the legislative session and funding. Mr. Walts stated there was an Uber and Lyft expansion and this is already being used in Lafayette. There needs to be bond approval before the funds can be spent on the project. Mr. Walts stated there are some components that cannot but used by CMAR and there are some components requiring design, bid, build aspects.

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

IX. Other Business: None

Executive Director updated the Commission on the pending storm and stated a letter will go out to tenants to let them know to close hangar doors, etc. Executive Director Picou stated he would keep the airport and Commission informed on any plans for the airport during the pending storm.

X. Adjourn (6:42:00)

RESOLUTION - #2019-6-R1-07 – Adjourn

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

AYES: Hebert, Tabor, Watson, Guidry

NAYS: Guilbeau

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.