

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF AUGUST 14, 2019 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSION: Paul Segura (Chairman), Paul A. Guilbeau, Sr. (Secretary/Treasurer), John Hebert, Bryan Tabor, Lynn Guidry

ABSENT: Valerie Garrett (Vice-Chairman), Coy Watson

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

GENERAL AUDIENCE: Tim Murray (CBRE|Heery), Frank Malagarie, Ralph K. Broussard (KCB Capital Mgmt), Michael Mondragon (RS&H), Mark Stielper (MBSB), Robert Callahan (Sides and Associates), Paula Serrett (CBRE|Heery), Keely Miller (One Acadiana), Art Marullo (LPSO), Rodney Bishop (RS&H), Adam Thibodeaux (DSA), Rob Chomiak (CBRE|Heery), Chris Groh (CBRE|Heery), Ji Daily, Travis Priour (Lemoine-Manhattan), Levi LeBourgeois (Royal), Daniel Champagne (Rudick Company, Inc.), Charlie Buckels (SiteTraxx), Rogee Clark (Clark Construction).

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

II. PLEDGE OF ALLEGIANCE- Led by Chairman Paul Segura

III. INTRODUCTION/ROLL CALL

IV. APPROVAL of the Minutes of the Regular LAC Commission Meeting of July 10, 2019.

RESOLUTION - 2019-8-R1-01 Approval of the Regular LAC Commission Meeting of July 10, 2019:

MOTION: Commissioner Guidry moved the Lafayette Airport Commission accept minutes of the Regular LAC Commission Meeting of July 10, 2019. Commissioner Tabor seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Tabor, Guidry

NAYS: None

ABSENT: Garrett, Watson

MOTION CARRIES

V. EXECUTIVE DIRECTOR'S REPORT:

1. Recognition of LAC Staff and Commissioner's August Birthdays
Ebinesh Vaddi – Operations Specialist – 8/3
Steven L. Picou – Executive Director – 8/13
Rene Cotton – Properties Administrator – 8/20
Lynn Guidry – Commissioner – 8/20
Art Marullo – LPSO Airport Police – 8/26
2. Operations Specialist – *Executive Director Picou stated the airport was conducting Skype interviews for one vacancy in the Operations department. Executive Director Picou stated the airport had a few interviews a few weeks ago; one candidate declined the interview and accepted a position at another airport.*
3. Title VI Program – The newly developed Lafayette Regional Airport Title VI Program was provided to the LAC for review and comments. Having received no comments, the program has been submitted to

the FAA for approval. *Executive Director Picou stated Mrs. Cotton had other information on this as there was correspondence from the FAA as of August 14, 2019.*

4. *Augmented August – Executive Director Picou gave accolades to Deputy Director Elsea for this event and coming up with the activity. The idea was to have Deputy Director Elsea shave his head and have Chief Stropola stop shaving his head for the month of August. Others got involved in various ways of with shaving their head or “sporting” a mullet. The cost to participate was \$25.00 per person and the money will go to American Cancer Society.*
5. *AVIS Funds Recovered – Executive Director Picou stated AVIS has paid over \$100K for loss of revenue to the airport and the check was received.*
6. *Honor Flight – October 17, 2019 – Executive Director Picou stated the airport will host another Honor Air flight on October 17, 2019. This is where Brookshire in cooperation with American Airlines will fly veterans from various wars to see memorials in the Washington, D.C. area.*
7. *Financials – Executive Director Picou stated the June financials were in the Commissioners’ packets. There were no questions or comments.*

Executive Director Picou mentioned a few items that were not on the agenda.

Executive Director Picou mentioned there will be a 2020 Budget meeting before the September 11, 2019 meeting at 4:30 p.m. in the Main conference room of the terminal. Executive Director stated there will be a Public Hearing at the October meeting at 5:30 p.m. for the 2020 Budget. This will go to the public and then to the Commission for approval. Executive Director Picou stated in the news it was stated the airport was awarded \$5.4 million and this is for the terminal project. Executive Director Picou stated as of August 14, 2019 there was another \$2 million from EDA for parking improvements. Executive Director Picou addressed Commissioner Hebert as he asked if these were extra funds. Executive Director Picou stated these were funds that were asked for and accounted for in the airport’s budget.

Executive Director Picou congratulated Alec Hauber, Operations Specialist, for receiving his A.C.E (Airport Certified Employee) certification. Mr. Hauber’s next step would be to get his CM Certified Member and then get his accreditation.

8. *Fly Lafayette/Passenger Statistics/Sides & Associates Report - Mr. Callahan stated in July there were 50,782 passengers. Load factors led with Frontier 90%, Delta 89.3%, United had 75.3%, and American had 72.2%. The Fly Lafayette Club currently has 10,883 members with 14 winners out of 534 entries. A list of winners is in the Commissioners’ packets. Mr. Callahan stated Aviation Fun Day will be held Saturday, October 12, 2019 from 9am until 1pm.*

Commissioner Guilbeau asked how do people engage to register for the Honor Air flights. Executive Director Picou stated it is through Brookshire’s and it is a private event, but he would find out and let the Commission know.

Executive Director Picou stated he would like to bring attention to the Commission Acadiana Tap House and their comparison from 2016 to 2018 and the trend for 2019. Executive Director Picou stated Acadiana Tap House continues to do very well for concessions.

VI. Scheduled Business - Discussion Items

VII. Scheduled Business – Consensus Items

1. Stormwater Permitting and Compliance Support – Work Order #79 – RS&H – Approval
2. Cooperative Endeavor Agreement (CEA) for Debris Removal – Approval
3. Preventative Maintenance Services for Revolving Doors – Door Control Services – Approval
4. Kopter 2nd Amendment to Lease – Approval
5. McGriff, Seibels & Williams of Louisiana, Inc. – Insurance Broker Services – 1st Option Renewal – Approval
6. Renaming of Jet Ranger X Drive back to Tower Drive – Approval

7. GMP Change Order #07 (Project 3 and Project 6) - Lemoine-Manhattan JV – Approval *Item was pulled due to untimely information provided for review.*
8. Authorization to Accept FAA Grant AIP 53 – New Terminal Building Construction, Airfield Apron Construction & Reconstruction – FAA and State DOTD – Approval
9. Authorization to Accept of Grant AIP 54 – New Terminal Building Construction, Airfield Apron Construction & Reconstruction – FAA and State DOTD – Approval
10. Taxiway Juliet Emergency Repair RPR and Testing - CBRE Heery - Task Order #28 – Approval
11. New Terminal RPR (Remainder of 2019) - CBRE Heery - Task Order #29 – Approval
12. Siema Construction – Taxiway Foxtrot Phase I – Change Order #04 – Approval
13. Noise Program Implementation - RS&H - Work Order # 05 – Amendment #1 — Approval
14. Terminal Schematic Design - RS&H - Work Order #27 – Amendment #1 — Approval
15. General Aviation Development Infrastructure Project – Recommendation of Bid – Approval
16. Airport Minimum Standards – Update – Kutchins and Groh, LLC - Approval
17. AT&T – Contract to Remove, Abandon, and Replace Cables – Ratification – Approval *Mr. Oats, Legal Counsel, stated the item states ratification but it is to authorize the Chairman to sign once legal has reviewed it.*
18. Quick Turn Around Facility – Southern Constructors – Change Order #03 – Approval
19. Chairman Authorization to Sign Title VI Lease/Contracts Addendums – Approval

Commissioner Guidry asked Mr. Oats, Legal Counsel, to clarify what item 17 was to include. Mr. Oats, Legal Counsel, stated item 17 states ratification but it is only to have the Chairman authorize the contract once legal has reviewed the information.

RESOLUTION - #2019-8-R1-02 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Tabor moved to accept Consensus Items 1 through 6 and items 8 through 19. The motion was seconded by Commissioner Guidry and the vote was as follows:

AYES: Guilbeau, Hebert, Tabor, Guidry

NAYS: None

ABSENT: Garrett, Watson

MOTION CARRIES

VIII. Reports

1. DBE Program Report –*Mrs. Cotton, DBELO, reported the airport stated at the July meeting the 2019 goals were presented and the goal was set at 7.79. The goal was advertised for thirty (30) days and there was a Public Hearing on July 25, 2019. Mrs. Cotton stated no one was in attendance for the Public Hearing and no comments were presented and the goal was submitted to the FAA on August 1, 2019. Mrs. Cotton clarified from the DBE Advisory meeting on August 13, 2019 on the question that was asked of where the airport advertises for the Public Hearing. Mrs. Cotton stated within the program advertisements go in the local paper which is the Daily Advertiser and on the airport’s webpage. There was not an email blast for this information as it is not a requirement stated in the goal that the airport would do that. Mrs. Cotton stated the Title VI Program has been submitted to the FAA for review. Mrs. Cotton stated one of the requirements for Title VI is to update all of the leases and contracts with the Title VI provisions. Mrs. Cotton stated the airport is working with Legal to get that done and it will be a lengthy process. Mrs. Cotton stated as Executive Director Picou mentioned the LAC requested for the Chairman to be able to sign off on all the addendums once received to keep things moving. Mrs. Cotton stated once the program is approved there will be some training that will need to be completed by Commissioners and staff. Mrs. Cotton reported the Commission received an email last month on the terminal project summary and asked the Commission to review it and ask questions if necessary. Mrs. Cotton stated last week the airport attended the SLCC job fair hosted by Lemoine and SLCC. This was a great job fair with over 100 attendees. Mrs. Cotton stated*

there is one contract opportunity that is being advertised for Taxiway J Emergency Reconstruction with a goal of 3.20% and bids are due on August 29, 2019.

Executive Director Picou stated there was one blue card from Mr. Ralph Broussard addressing the Commission on the DBE committee. Mr. Broussard, KCB Capital Management, recommended the airport become a member of the Airport Minority Advisory Council (AMAC) National Council. Mr. Broussard would like to know the status of this request. Executive Director Picou stated the airport is not a member at this time, but Mrs. Cotton is attending the conference next week. Mr. Broussard stated it would be a win-win for the airport to join the organization. Mr. Broussard stated from the DBE Advisory Committee meeting he was told an email blast was sent out about the Public Hearing and now that has been clarified. Mrs. Cotton clarified at the beginning of her report that the DBE Advisory Committee meeting stated an email blast had gone out but this information was clarified during the Commission meeting within 24 hours of the DBE Advisory Committee meeting to state an email blast was not sent out for the notice of the Public Hearings. Mr. Broussard stated the airport's website also has the Public Hearing information but this is not working since there was zero attendance for the recent Public Hearing. Chairman Segura asked if Mr. Broussard was in attendance for the DBE meetings because the information about the Public Hearing was announced. Mr. Broussard stated also for the Title VI Program there was no Public Hearing for comment. Mr. Broussard stated like last month he is requesting adding actual DBEs to be a part of the DBE Advisory committee. Mr. Broussard stated the committee is made up of organizations of people that may have never run a business. Mr. Broussard also stated the organizations on the committee do not have the experience needed to inform DBEs on how to get certified. Mr. Broussard stated to the Commission he does not want to be on the committee even though he was asked by the FAA over a year ago to be on the committee. Mr. Broussard is recommending a quarterly newsletter to keep the community up to date. Executive Director addressed the Chairman and stated Mrs. Cotton had a response regarding Title VI. Mrs. Cotton stated there was no requirement to have a Public Hearing on the Title VI Program. Mrs. Cotton stated this was a procedure put into place and setup when the FAA came to the airport in November 2018.

2. *Terminal Program Report –Executive Director Picou stated the report would be given by Mr. Rob Chomiak. Mr. Chomiak, 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 received word the FAA would be giving the airport additional discretionary money. Mr. Groh stated up to date the airport has received approximately \$10 million from the FAA in discretionary money. Mr. Groh stated in addition to the entitlements the airport has received approximately \$12 million from the FAA for this fiscal year. Mr. Groh stated the airport is working with DOTD on their contribution with funding. Mr. Groh stated when the program was first kicked off DOTD committed \$12 million over the course of the project, but DOTD has a cap of \$3 million per year out of their own budget. Mr. Groh stated FP&C Capital Outlay program approved \$10.2 million towards terminal construction to be available in the fall. Mr. Groh stated the \$2 million EDA grant is going toward the long and short-term parking lots. Mr. Groh stated the TSA application was not granted this year and the airport is still working for their funding schedule next year. Mr. Groh gave a summary of things up to date as funding goes. Mr. Groh showed a bar graph that showed what moneys were awarded and what is still outstanding for the terminal project. Mr. Chomiak added to Mr. Groh's presentation stating it is a constant dance with the funding; timing of funding and timing of construction and what funding can be used for certain parts of the project. Mr. Chomiak gave an update on the work completed on the airport property. Mr. Chomiak stated the QTA project is moving along and concrete would be poured on Friday, August 16, 2019. Mr. Chomiak went over several pictures from the new terminal project that have been completed and those that are ongoing. Enabling Parking is complete and in use with substantial completion coming. Mr. Chomiak stated RS&H came up with additional packages to make the project work and went over a couple of slides showing the package breakdowns. Commissioner Guilbeau asked about water blasting. Commissioner Guilbeau asked about the columns and what will happen with the rest. Mr. Tim Murray, CBRE|Heery, stated the remaining rebar making the columns was inadvertently not picked up on the drawings. Mr. Chomiak stated he would get check the drawings look into it and get back with the LAC on an answer on these*

columns. Commissioner Guidry asked who from CBRE|Heery is the one to check the drawings. Mr. Chomiak stated CBRE|Heery is not responsible for checking drawings only on the process. Mr. Chomiak stated he will look into this further and deeper before giving an answer. Executive Director Picou asked for a description of who is responsible for the cost. Mr. Tim Murray, CBRE|Heery, stated there will be no cost to come back on the airport or Lemoine-Manhattan, it is all on the subcontractor.

3. LFT Airport Monthly Fiscal Review (July) — 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

X. Adjourn (6:13:00)

RESOLUTION - #2019-8-R1-03 – 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, Tabor, , Guidry

NAYS: None

ABSENT: Garrett, Watson

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.