

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF FEBRUARY 12, 2020 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSION: Paul Segura (Chairman), Paul A. Guilbeau, Sr. (Vice – Chairman), John Hebert (Secretary/Treasurer), Lynn Guidry, Samuel Pierre, Patrick Edmond

ABSENT: None

ADMINISTRATIVE STAFF: Steven L. Picou (Executive Director), Stephen Oats (Legal Counsel), Rene Cotton (Properties Administrator), Mary Green (Financial Comptroller), Kevin LeBlanc (Maintenance Foreman), Catina Theriot (Secretary).

GENERAL AUDIENCE: Tim Murray (CBRE|Heery), Paula Serrett (CBRE|Heery), Adam Thibodeaux (DSA), Chris Groh (CBRE|Heery), Michael Mondragon (RS&H), Casey Zaunbrecher (CBRE|Heery), Clayton Jenkins (Lemoine-Manhattan), Travis Priour (Lemoine-Manhattan), Mark Stielper (MBSB), George Groh (CBRE|Heery), Art Marullo (LPSO), Bill McGrew (RS&H), Ryan Owens (Owens Flight Training), Broutin Sherrill (RS&H), Cheryl Campbell (Unlimited Cleaners), Raja Gharazeddine (Acadian Flight School), Gary Broussard (Home Bank), Ralph Hennessy (Michael Baker), Rob Chomiak (CBRE|Heery), Sharon Batiste (Republic Parking), Ralph Broussard (KCB Capital Mgmt.), Mah Jeffy.

I. CALL TO ORDER: (5 : 36 : 00)

II. INTRODUCTION/ROLL CALL

III. PLEDGE OF ALLEGIANCE- Led by Chairman Paul Segura

IV. APPROVAL of the Regular LAC Commission Meeting of January 8, 2020.

RESOLUTION - 2020-2-R1-01 Approval of the Regular Meeting of January 8, 2020:

MOTION: Commissioner Pierre moved the Lafayette Airport Commission accept minutes of the Regular Meeting of January 8, 2020. Commissioner Edmond seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond

NAYS: None

ABSENT: None

MOTION CARRIES

V. EXECUTIVE DIRECTOR'S REPORT:

1. Recognition of LAC Staff and Commissioner's February Birthdays
Rebecca Schmid – Operations Specialist – 2/11
2. Kevin LeBlanc – Maintenance Foreman *Executive Director Picou mentioned Mr. LeBlanc was recently promoted to the position of Maintenance Foreman; Mr. LeBlanc replaces Mr. Danny Richter which recently retired. Mr. Picou stated Mr. LeBlanc has been with the airport twenty-six(26) years and is a great asset to the airport.*
3. Audit – April 6th through April 10th – Wright, Moore, DeHart, Dupuis & Hutchinson etal. *Executive Director Picou stated these dates the external audit of the airport would be taking place.*
4. Open Position – Deputy Director/Operations Specialist – *Executive Director Picou stated the Deputy Director position was open for a month with advertisements on AAE and thirteen applicants*

- responded. Executive Director Picou will be going ahead with three of those applicants for interviews. Executive Director Picou is working with Chairman Segura on setting up interviews. Executive Director Picou stated Operations Specialists interviews will be conducted next week with one vacancy.*
5. *Washington DC Visit – Executive Director Picou stated he traveled with Chairman Segura. Executive Director Picou stated the airport is still pursuing the \$13.2 million from the Federal Aviation Administration (FAA). Executive Director Picou stated the Congressional delegation is pleased with the Lafayette Regional Airport’s progress in getting the work done. Chairman Segura stated the meeting with the Congressional delegation was to update on what the airport had been doing, but also to help with the funding to extend the ramp. Executive Director Picou stated the way the FAA allocated previous funds left the airside ramp unfunded. Executive Director Picou stated the \$13.2 million is for the ramp expansion. The FAA came back with a different plan for the way the funding would be used and now the airport and the FAA are in negotiations for the funding.*
 6. *Airport Industry Day – January 30, 2020 - Executive Director Picou stated the Airport Industry Day was conducted at the Lite Center and approximately 30 individuals showed up for the knowledge of and for any opportunities for future projects at the airport.*
 7. *Career Conference – February 18, 2020 - Executive Director Picou stated Mrs. Theriot, Secretary, will be representing the airport in the various jobs available at an airport along with Chief Stropola focusing on being a firefighter for the airport. Executive Director Picou stated this is an opportunity to have 10th graders see the multiple facets of jobs available for their future job or career path. Commissioner Pierre asked where would this event be held. Mrs. Theriot stated it would be held at the Cajundome Convention Center starting at 9am ending at 1pm with an influx of 10th graders throughout the day.*
 8. *31st Annual Aviation Fun Day – October 17, 2020, Executive Director Picou stated the annual fun day is scheduled with no other competing events in the Lafayette area.*
 9. *Parking in Front of terminal - Executive Director Picou stated no parking/active loading and unloading in front of the terminal is a Transportation Security Administration (TSA) rule. Executive Director Picou stated this is a rule that was not enforced here at LFT, but it will be enforced now to comply with TSA regulation and lessen the LAC’s opportunity to be fined by TSA. Executive Director Picou stated three (3) options to pick up or drop off are to keep circling, park in short-term parking for free 30-minute parking, or to use the cellphone parking across the street at Beaver Park. Executive Director Picou stated active loading and unloading means you need to be at the curbside when your party is actively loading and unloading bags. Executive Director Picou stated signage will be placed in the areas for safety. Chairman Segura stated the current terminal design is tight and only allows a few vehicles for pickup and drop-off, which causes vehicle to back up. Commissioner Segura stated there is a security guard outside of the terminal. Executive Director Picou stated yes there is an armed Hub Security officer outside at all times.*

Executive Director Picou stated he received from a William and Mary Mouton a 1959 Airport Building Dedication brochure. This was a brochure for building dedication on May 31, 1959. This was presented to the airport as a keepsake by the family and will be put into the airport’s archives. Executive Director Picou thanked Chairman Segura for his attendance during the mediation of last week. Executive Director Picou stated the airport was unable to reach a settlement, but made headway. Executive Director Picou stated on Monday, February 10, 2020, he was in court with Mr. Swartzendruber, Mr. Oats, and Mr. McIntire from Legal Counsel on a summary judgement, in which, AECOM wanted to be removed from the lawsuit. Executive Director Picou stated the judge overruled and stated they will be included in the lawsuit and there will be a court date on March, 16, 2020. Chairman Segura stated AECOM had some factors that makes them part of the lawsuit.
 10. *Financials – Executive Director Picou stated the December financials were in the Commissioners’ packets.*
 11. *Fly Lafayette/Passenger Statistics/Sides & Associates Report - Mr. Picou gave report due to Mr. Callahan being out. Mr. Picou stated in January there were 37,708 passengers. Mr. Picou stated the load factors*

remained high with Delta at 84.2%, United at 72.3%, and American at 66.9%. Mr. Picou stated Mr. Chomiak, Heery, stated he came in on a larger aircraft that had First Class, Delta Comfort, and Economy Coach. Mr. Picou stated this was good news with larger aircrafts entering the market and continuing with high load factors. Mr. Picou stated the airport participated in an Industry Day on January 30, 2020, at the Lite Center. A presentation was made regarding upcoming projects at the airport and about thirty local contractors attended. Mr. Picou stated the next General Aviation (GA) Coffee Call will be on February 28, 2020, at 8:30 a.m. at a location to be determined. All Commissioners are invited to attend as the staff will take questions about things happening at the airport and provide an update on the terminal project. Mr. Picou stated it is possible the event will be located at the FBO (Fixed Base Operator) Signature Flight. The Fly Lafayette Club has gone from 164 members in 2014 to currently 11,184. February's prize drawing had 18 winners out of 484 entries. A list of winners was in the Commissioners' Packets. Mr. Picou stated Mr. Don Green, Director of Abilene, Texas asked about the Fly Lafayette Club. Mr. Picou will get Mr. Green in touch with Sides and Associates to have them help get Abilene's version of the Fly Lafayette Club with more members in their database.

VI. Scheduled Business - Discussion Items

1. HomeBank – Fiscal Agent – 2nd Option Term – Discussion/Action – Executive Director Picou stated the LAC is in receipt of correspondence from HomeBank requesting to exercise their second one-year option term as the LAC's Fiscal Agent. The term of this contract is two years (6/1/17 – 5/31/19) with three (3) one year option terms. Two options have been provided for review by HomeBank in the attached letter. The LAC will need to select and approve one from the options provided. Mr. Picou stated in the past staff has always recommended going with a fixed rate due to the fact it is public money, but the LAC will do the will of the Commission. Commissioner Guilbeau asked if this was a one year option or an approval for two- year with options. Executive Director Picou stated it was a one year option. Chairman Segura read option one as a fixed rate of 1.53% with an annual percentage yield(APY) of 1.54% and option two as a variable rate based on the 91-day T-Bill plus .15 basis points, with a base or floor rate of 0.65%. Today, January 29, 2020 the T-Bill rate is 1.56%. The interest rate will be updated quarterly. Home Bank will use the 91-day T-Bill rate index established on the last day of each fiscal quarter to calculate the interest for the current quarter.

RESOLUTION - 2020-2-R1-02 HomeBank – Fiscal Agent – 2nd Option Term – Discussion/Action:

MOTION: Commissioner Guilbeau moved the Lafayette Airport Commission go with the fixed rated listed in Home Bank's letter. Commissioner Pierre seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond

NAYS: None

ABSENT: None

MOTION CARRIES

2. Stewart and Stevenson Power Products, LLC – FP&C Package 3 Generator Contract – Discussion/Action – Executive Director Picou stated this item is under discussion because the LAC recently received the updated contract from Stewart and Stevenson. Executive Director Picou stated Mr. Swartzendruber, Legal Counsel, worked on getting this contract to an amenable position because SSS was stating they weren't going to sign the contract. Executive Director Picou stated this is for the new generator in the new terminal and utilizing FP&C money to pay for it. Commissioner Guilbeau asked what was staff's position and Executive Director Picou stated it is recommended for approval.

RESOLUTION - 2020-2-R1-03 Stewart and Stevenson Power Products, LLC – FP&C Package 3 Generator Contract – Discussion/Action

MOTION: Commissioner Guidry moved the Lafayette Airport Commission approve staff's recommendation for the new generator contract. Commissioner Edmond seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond
NAYS: None
ABSENT: None
MOTION CARRIES

3. Mark T. Garber, Sheriff, Parish of Lafayette – Security Services – Contract Renewal – Discussion/Action – Executive Director Picou thanked Chairman Segura for helping through this process. Executive Director Picou stated the contract for security services being provided in the Aviation Communications Room (Avcom)/ Dispatch Room and in the terminal ended on 12/31/19; 2019 amount of the contract was \$536,927.00. The Lafayette Parish Sheriff was contacted in August 2019 to provided a draft copy of the contract for 2020 services. The draft agreement received was a renewal of current services with a 5% increase (\$563,773.00/annually). Staffing remained unchanged with Two Armed Deputies (One Avcom, One Rover, and One Supervisor). After numerous meetings with the sheriff regarding the proposed 5% increase, on January 8, 2020, the Sheriff advised he felt there were several security deficiencies and provided two options to better protect his officers. Options provided by Sheriff: Option 1: \$855,000 annual contract – adds one additional deputy each shift and continue working in the Avcom; Avcom and two deputies staffed 24/7. Option 2: \$563,773 annual contract includes 5% annual increase, removes Avcom deputy but keeps in place one deputy and one supervisor; deputy staffed 24/7. LAC Management and staff researched other options to provide armed security services in the terminal. If option 2 from above is selected, and a separate contract with a security service agency is obtained for the Avcom deputy, it will result in a cost savings to the LAC for security services. Contract for Avcom services is outlined in the next item. Staff Recommends Option 2 with regards to the Sheriff renewal. Chairman Segura stated currently the contract provides a Sergeant and two Deputies and an additional Deputy that works TSA. One solely works in the security room (Avcom room) and in renewing the contract the Lafayette sheriff's office looked into the security and gave options to the LAC. Chairman Segura went into some detail of the options presented to the LAC. Chairman Segura asked when would the action take place of adding a deputy or security officer. Executive Director Picou stated Mr. Swartzendruber added the federal language to the contract and in March 2020, a deputy should be added with a two week training period in the Avcom room. Commissioner Guidry asked for clarification on the different options. Executive Director Picou gave a more descriptive explanation of the options with including a security officer verses another deputy for less money. Commissioner Guidry asked for more of an explanation of the cost and the 5% increase. Chairman Segura talked a little bit more about the options the Lafayette Parish Sheriff's office gave for the contract renewal with the increase and the additional deputy verses adding a security officer. Commissioner Guidry asked if the Sheriff felt his officers were not safe by stating to better protect his officers. Executive Director Picou stated the phrase is referencing a layer of protection for the officers on duty and when more coverage is needed then a deputy would be added. Executive Director Picou stated with the next agenda item there would be a savings for the airport going with a security officer instead of an additional deputy. Commissioner Pierre stated since this is a security issue, is the airport doing a study on what security will be needed in the new terminal and the cost for a larger area and more people. Executive Director Picou stated that is being considered on multiple facets. Executive Director Picou stated with the configuration in the new terminal TSA should be maintaining the exit lane. Commissioner Guidry asked if the security officer will have the same authority as a deputy. Executive Director Picou stated the security person will not have the authority to arrest but they will be armed. There will not be a need to have an authority to arrest anyone if they will be in the Avcom room or in front of the terminal as a security guard.

RESOLUTION - 2020-2-R1-04 Mark T. Garber, Sheriff, Parish of Lafayette – Security Services – Contract Renewal – Discussion/Action

MOTION: Commissioner Edmond moved the Lafayette Airport Commission approve option 2 for the Sheriff's contract renewal as per staff's recommendation. Commissioner Guilbeau seconded this motion and the vote was

as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond

NAYS: None

ABSENT: None

MOTION CARRIES

4. HUB Enterprises, Inc. – Security Landside Terminal services – Contract Modification – Discussion/Action – Executive Director Picou stated LAC management and staff met with HUB Enterprises, Inc., to discuss armed personnel and possible services provided at the airport. HUB Enterprises currently has a month to month contract with the LAC to provide security services by one (1) officer in front of the terminal at an hourly rate of \$15.63 (approx. \$135,043.20/annually). The proposal submitted by HUB Enterprises would take the place of the current agreement with HUB and would be two (2) armed security personnel in place twenty-four (24) hours a day, seven days a week. One armed personnel would remain in front of the terminal, taking the place of the current HUB officer, and one armed security personnel would be placed in the Avcom room. Both of the armed security personnel would be cross trained in their position and provide relief for each other, in addition to a supervisor that makes several unannounced site visits per shift. These armed security personnel, have countless training, are 911 call center trained for dispatch in addition to trained on monitoring closed circuit televisions. The proposal would remain on a month to month agreement at an hourly rate of \$20.41 per hour – per armed security personnel (\$358,562.88/annually). This amount does not include the seven (7) holidays per year that the hourly rate would increase to \$30.61 and based on a 30 day billing cycle. It is recommended to accept the proposal on a month to month basis submitted by HUB Enterprises, Inc. to provide two (2) armed security personnel at the terminal. Commissioner Guilbeau asked with the airport having HUB Enterprises, Inc on month to month can they leave the airport hanging. Executive Director Picou stated he will research this and Mr. Oats, Legal Counsel, stated they will want to stay at Lafayette Regional Airport. Mr. Oats, Legal Counsel, stated with time as Commissioner Pierre was saying with the new terminal you study all your needs and the airport will want something long term. Mr. Oats, Legal Counsel, stated with month to month agreements the company must give notice before the new month starts. Mr. Oats, Legal Counsel, stated it is unlikely HUB Enterprises, Inc would leave when they would like a long term contract with the airport for the new terminal. Commissioner Guilbeau asked if the LAC would be preparing to put out a Request For Proposals (RFP) for security services. Executive Director Picou stated other companies have asked about an RFP and it will be moved up in the timeline of other Requests for Proposals.

RESOLUTION - 2020-2-R1-05 HUB Enterprises, Inc. – Security Landside Terminal services – Contract Modification – Discussion/Action

MOTION: Commissioner Pierre moved the Lafayette Airport Commission approve the staff’s recommendation for adding an additional security personnel. Commissioner Guilbeau seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond

NAYS: None

ABSENT: None

MOTION CARRIES

5. PM/CM Services 2020 – Task Order #30 – CBRE|Heery – Discussion/Action Executive Director Picou stated this item would be pulled from the agenda.
6. DBE Services for 2020 – Task Order #31 – CBRE|Heery – Discussion/Action Executive Director Picou stated this item would be pulled from the agenda.

VII. Scheduled Business – Consensus Items

1. Louisiana Compliance Questionnaire – LAC FY 2019 Audit – Approval
2. Purchasing Procedure Policy – Update – Approval Executive Director Picou stated the policy was changed to align with the State of Louisiana.
3. HomeBank ATM Agreement – 2nd Option Term – Approval
4. Elevator Technical Services – Third Party Inspections for Escalator/Elevators – Contract Renewal – Approval Executive Director Picou stated the language was corrected on this item as it is not an annual contract but only for ten months.
5. GSA Lease Modification/Renewal (200 Terminal Drive Space) – Approval Executive Director Picou stated this is the TSA office space at the terminal.
6. Second Amendment to Lease (Rental Cars) – Approval
7. 114 Chaplain Drive (EAN Holdings, LLC) and 200 Chaplain Drive (Avis Budget Car Rental LLC)– Lease Termination Notices – Approval Executive Director Picou stated Hertz is not included due to Hertz not having leased property on airport property.
8. RFP – Runway 4R/22L Rubber Removal and Pavement Markings Executive Director Picou stated this was a budget item.
9. GA Development – Change Order #3 – Rudick Company – Approval
10. QTA – Change Order #5 – Southern Constructors – Approval
11. FP&C Package 4a New Passenger Boarding Bridge Contract – John Bean Technologies Corp. – Approval
12. FP&C Package 01 Audio Visual Contract – Ernest P. Breaux Electrical, LLC – Approval
13. FP&C Package 10 Technology Contract – Ernest P. Breaux Electrical, LLC – Approval
14. FP&C Package 8 Baggage System Contract – G&S Mechanical USA, Inc. – Approval
15. New Terminal Program Change Order #8 (Project 3 and 6) – Lemoine-Manhattan JV – Approval
16. Taxiway Foxtrot Phase II – Work Order #77 Amendment 1 – RS&H – Approval
17. TSA Second Lane Expansion Contract – Southern Constructors – Ratify Chairman’s Action - Approval
18. TSA Checkpoint Expansion Equipment Moving Contract – K2 Construction Consultants, Inc. – Ratify Chairman’s Action - Approval
19. FP&C Bid Packages 9 Signage – Rejection of Bid – Approval Executive Director Picou stated the engineer’s estimate bid came out three times higher than the engineer’s estimate. Commissioner Pierre stated there was only one bidder and were other bidders rejected. Executive Director Picou stated they were the only bidder and maybe the airport did not put out a proposal that was clear or others did not understand the work. The estimate was a little over \$4000,000 and the bid came in at over \$1 million.
20. Terminal Program CA Services – Task Order #78 Amendment #2 - RS&H – Approval

RESOLUTION - #2020-2-R1-02 06– Scheduled Business - Consensus Item(s)

MOTION: Commissioner Guilbeau moved to accept Consensus Items 1 through 20. The motion was seconded by Commissioner Guidry and the vote was as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond

NAYS: None

ABSENT: None

MOTION CARRIES

IX. Reports

1. DBE Program Report –*Mrs. Cotton, DBELO, reported it was mentioned earlier in the meeting about the Industry Day/DBE Outreach. Mrs. Cotton stated this event was hosted by Heery and the LAC and a lot of great information was shared on upcoming airport projects. Mrs. Cotton stated this was a good event for the airport with one individual getting the paperwork to become a Disadvantaged Business Enterprise (DBE). Mrs. Cotton stated the airport is continuing to work on the Annual ACDBE report that is due on march 1, 2020. Mrs. Cotton stated the new terminal project summary report was sent to all the*

Commissioners on Friday, February 7, 2020 and it consisted of a DBE goal of 8.30%, a projected DBE commitment or goal of 13.63%, and a current DBE attainment of 16.92%.

Mr. Keith Broussard, KCB Capital Management, stated with conversations with the FAA they advised him to provide written info to the Commission (Mr. Broussard handed out a letter to all commissioners). Mr. Broussard stated he was requesting the following information from the Commission: 1. Previously, Dec 2018, Mr. Broussard requested information on the Airport's staff in reference to black employees. At the time Mr. Broussard was told the airport did not keep records of the information requested. Since then, the FAA, through Mr. Broussard's inquiries, required the Commission to establish its Title VI Program. Title VI of the 1964 Civil Rights Act prohibits discrimination on the basis of race, color, national origin in programs and activities receiving Federal financial assistance. Mr. Broussard requested the following information under Title VI and the Freedom of Information Act. A. How many employees have been hired under Mr. Picou's administration? B. How many blacks are currently employed by Lafayette Regional Airport? C. Please identify the positions and the departments in which blacks are employed at Lafayette Regional Airport. Mr. Broussard was also requesting information on prompt payment of DBE's. Mr. Broussard read the contractor is required to pay all subcontractors for satisfactory performance of their contracts no later than 7 days after the Contractor has received a partial payment from LAC. Mr. Broussard gave background stating that when it comes to cash flow, for a small business cash flow, it is important that they get paid promptly to make sure their bills are paid on time. So that's why the prompt payment clause is included in all DBE programs. Mr. Broussard stated the DBELO will monitor prompt payment to subcontractors via review of cancelled checks and/or accounts payable ledgers submitted with the monthly reports. The DBELO will verify checks payable to subcontractors are dated within the 7 day prompt payment period. Mr. Broussard stated since the prompt payment is required by all DBE Programs. Mr. Broussard is requesting the results of the reviews to see if things are operating as they should. Commissioner Guilbeau clarified Mr. Broussard's request of the employees of the airport Commission and not the whole airport. Mr. Broussard concurred that its airport staff only. Mr. Oats, Legal Counsel, stated it seems as though this is a public information request and it will be treated as such.

2. *Terminal Program Report –Ms. Zaunbrecher, 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 Executive Director Picou mentioned he went to DC and requested the funds for the terminal program. Mr. Groh stated the airport is continuing to work with the FAA to close the gap on funding Mr. Groh stated the airport is working with DOTD and the Director of State Aviation came out to see the new facility. Mr. Groh stated earlier in the meeting some FP&C packages were approved and the airport is working on developing the remaining packages to use money received last year. Mr. Groh stated the EDA grant was received and the airport is waiting on the notice to proceed. Mr. Groh stated the EDA has never worked on a CMAR project and will use the Lafayette Regional Airport as a way to help revise some of their proceedings with other CMAR projects. Mr. Groh stated they are still working with the airlines for coordination over leasable space. Mr. Groh stated the QTA is moving along nicely and will be moved in shortly. Mr. Groh stated the bar graph slide shows where the airport is on funding. Mr. Groh went over the bar graph showing the monies awarded and still outstanding. Commissioner Guilbeau stated the QTA was scheduled to be complete by the 28th. Executive Director Picou stated the date has been moved back to March 15th due to the weather. Executive Director Picou stated all airport projects are having weather delays. Ms. Zaunbrecher gave an update on the work completed on the airport property. Ms. Zaunbrecher stated the QTA project is almost complete and it should be ready to open March 15, 2020. Ms. Zaunbrecher showed new pictures of the progress of the QTA Facility. Chairman Segura asked Executive Director Picou to give an explanation of the QTA process. Executive Director gave a brief description of the process in which the rental cars will be cleaned and vacuumed to get back in the line of available cars. Executive Director Picou stated the rental car will be available right outside of the new terminal building and upon return it will go to the QTA facility to get cleaned and fueled up for the next queuing. Executive Director Picou stated this will allow all rental cars to be on airport property. Chairman Segura stated the cars will be parked at the old Western Airways parking area. Commissioner Guilbeau asked how the fuel*

would be calculated. Executive Director Picou and Mr. Groh stated there will be contract and the airport will up the charge per gallon for fuel. Ms. Zaunbrecher stated they can provide a map and detail for next month on the operation of the QTA. Executive Director Picou stated weather dependent on March 20, 2020 the airport will be directing traffic in front of the new terminal building. Executive Director Picou stated this will be in the commercial lane and not under the canopy of the new terminal. Passengers and cars will go on the outer lane. Ms. Zaunbrecher stated they are coordinating with everyone to make sure the road goes into effect for the warranty at the right time. Commissioner Guidry asked if there would be substantial completion on the road. Mr. Chomiak, Heery, stated the information was just brought up and there are unanswered questions. Mr. Chomiak stated they will be working with Lemoine on how the roadway will be handled and how to work details out. Mr. Broutin Sherrill, RS&H, stated if the wearing course is not laid down the water on the sides would have no place to go. Commissioner Guidry asked why is the road being moved and Mr. Sherrill stated there are many phases of the terminal to not lose parking spots. Chairman Segura stated the road is being moved for parking to be constructed for short-term parking as per Mr. Sherrill, RS&H. Commissioner Guilbeau asked what is the base for the road in front of the new terminal. Mr. Adam Thibodeaux, Domingue, Szabo, gave an explanation of the details of the road with the concrete work and then the wearing will be put down with less damage of surface repair. Ms. Zaunbrecher stated the schedule shows projects that are complete and the progress of some projects. Ms. Zaunbrecher stated Airside Improvements do not have a date because as of right now it depends on funding. Ms. Zaunbrecher showed a 30-day mark on the work on the terminal building, which shows the different angle of the web cam for a different overview. Ms. Zaunbrecher stated the terminal program update shows different packages and their start dates. Commissioner Guidry asked about the signage package and was this for signage for the external of the terminal building. Ms. Zaunbrecher stated it is all the wayfinding signage in front of the terminal and through the inside of the terminal. Ms. Zaunbrecher stated there were some aspects of the package that may not have been included in the signage package. Mr. Mark Stielper, MBSB, stated the signage package was bigger than anticipated and they are reaching out to others for this signage package. Executive Director Picou stated the packages are advertised in the local paper under legal notices and on Central Auction House.

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

Commissioner Guidry asked about the DBE Report which was given was verbal report but the report in the agenda packet doesn't match. Mrs. Cotton stated the report in the packet is a breakdown of everything done by Metro Source through the month. Commissioner Guidry asked if it was Heery's responsibility to go over the work done for the terminal. Executive Director Picou stated there is a quality control person/consultant works on all projects on the terminal not just new projects for the terminal. Executive Director Picou stated the consultant is the quality control on all projects for every company making sure they are complying with the DBE components and program. Commissioner Guidry asked for a meeting to discuss the DBE report, the program, and to better understand. Commissioner Pierre asked to be a part of that meeting as well. Chairman Segura stated he wanted to be aware of the meetings and information passed on.

Chairman Segura asked Executive Director Picou to give an update on the second TSA line. Executive Director Picou stated Don Calhoun with TSA approved all the drops for the new machine. Executive Director Picou stated there was a new door installed near the bar area for the new exit lane. Executive Director Picou stated the area should be finished on February 27, 2020, and the TSA will move their equipment on February 28, 2020. Chairman Segura asked about the new exit door and Mr. Stielper stated the new glass door for the exit is standard. Commissioner Guilbeau asked how many flights the airport has coming in per day and what size for the number of passengers. Commissioner Guidry would like to know how the terminal all started and how did it all come together with the estimates for cost etc.

X. Other Business: None

XI. Adjourn (7:40:00)

RESOLUTION - #2020-2-R1-07 – Adjourn

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

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond

NAYS: None

ABSENT: None

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.