

**PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF JULY 8, 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, Terry Hurd

**ABSENT:** None

**ADMINISTRATIVE STAFF:** Steven L. Picou (Executive Director), Stephen Oats (Legal Counsel), Mary Green (Financial Comptroller), Rene Cotton (Properties Administrator), Jennifer Comeaux (Asst. Property & Accounting), Catina Theriot (Secretary).

**GENERAL AUDIENCE:** Casey Zaunbrecher (CBRE|Heery), Tim Murray (CBRE|Heery), Adam Thibodeaux (DSA), Chris Groh (CBRE|Heery), Michael Mondragon (RS&H), Robert Callahan (Sides & Associates), Shelby Stach (CBRE|Heery), Paula Serrett (CBRE|Heery), Clayton Jenkins (Lemoine-Manhattan), Sharon Batiste (Reef Parking), Frank Malagarie, Ryan Meche (LUS Fiber), Brittany Mahfouz (LUS Fiber), Nic Walts (The Picard Group), Ralph Broussard (KCB Capital Mgmt), Joan Dubuisson (COX Business), Terrence Richard (COX Business), David Cheramie (BVD), Conrad Comeaux (Tax Assessor), Steve Creamer (RS&H), Pat Attaway (PHI, Inc.).

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

**II. INTRODUCTION/ROLL CALL**

**III. PLEDGE OF ALLEGIANCE-** Led by Chairman Paul Segura and recited by all.

**IV. APPROVAL of the Internal Affairs Committee Meeting of June 10, 2020 and the Regular LAC Commission Meeting of June 10, 2020.**

RESOLUTION - 2020-7-R1-01 Approval of the Internal Affairs Committee Meeting of June 10, 2020 and the Regular Meeting of June 10, 2020:

MOTION: Commissioner Edmond moved the Lafayette Airport Commission accept minutes of the Internal Affairs Committee Meeting of June 10, 2020 and the Regular Meeting of June 10, 2020. Commissioner Guilbeau seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Pierre, Edmond, Hurd Commissioner Guidry abstained from voting as he was not present for the meeting.

NAYS: None

ABSENT: None

MOTION CARRIES

**V. EXECUTIVE DIRECTOR'S REPORT:**

1. Recognition of LAC Staff and Commissioner's July Birthdays  
John Raedle – Security Coordinator - 7/14
2. Second Lane at TSA Checkpoint – *Executive Director Picou stated this item has been evolving for many months and is now fully operational.*
3. Coronavirus – *Executive Director Picou stated the LAC offices have locked our front door as to follow the lead of Lafayette Consolidated Government. Executive Director Picou stated there was a second case of Coronavirus at the airport with one of the airlines and when notified arrangements are made for deep cleaning of the area. Executive Director Picou stated the airline clean their leased area(s).*

4. Surplus – Executive Director Picou mentioned as years go by the airport gains items no longer of use which then go to surplus. Executive Director Picou stated the list is small this year and will be going out for Public Notice soon. Any items not claimed by Surplus will be properly disposed.
5. Maintenance Position Advertised – Executive Director Picou mentioned there was a vacant maintenance position and interviews were held on July 8, 2020. A decision should be made soon with an offer given to one of the applicants.
6. July Air Carrier Schedule – Executive Director Picou mentioned the air carrier schedule was provided to the Commissioners and the flight schedules are improving. Executive Director Picou stated Delta Air Lines now has a departure at 7:40a.m. , arrival at 10:38a.m., departure at 11:35a.m., arrival at 2:40p.m., departure at 3:30p.m., and last flight arrives at 9:10p.m. for the first early flight of the following day. Executive Director Picou stated this is far better than previous months, in which was one flight a day. Executive Director Picou stated Envoy and United have also increased their flight numbers.
7. Air Traffic Control Tower New Hours of Operation - Executive Director Picou stated also due to Coronavirus, effective June 24, 2020 the Tower adjusted hours to 7a – 7p. Executive Director Picou stated the hours of operation were 8a – 7p and they opened an hour earlier possibility to address the large amounts of helicopter traffic.
8. BVD – Nature Trail Agreement Cancellation LAC is in receipt of a 30 day notice of cancellation from the Bayou Vermilion District relinquishing its management of the Nature Trail located on Surrey Street. As of July 2, 2020, the LAC will manage the trail and at this time the trail will be closed due to nefarious activity occurring in the area. Sides & Associates will issue a public notice of the closure on the airport’s website. Executive Director Picou stated the Nature Trail will not re-open and there is a post of notice of closure and the gate is locked.
9. BVD – Watershed Project – Update – The LAC has been informed that the BVD has received funding to complete the Watershed Project that was presented to the LAC at the March 14, 2018 meeting. BVD has provided supporting documentation and per the schedule the project should be final in March 2021. Executive Director Picou stated Commissioner Guidry is familiar with this project and Mr. Cheramie was in the audience. Executive Director Picou stated this is an improvement project started a year ago and this is an update. There is still a year left on the project and this will be an improvement to the site and an educational item for individuals that visit the site and learn about the Bayou Vermilion District. Mr. David Cheramie, BVD, stated the LAC is doing a great job of keeping them on track.
10. Part 23/ACDBE FY 2019 Uniform Report – LAC is in receipt of the FAA’s approval of the 2019 annual report submitted for Lafayette Regional Airport. Executive Director Picou stated this approval is great to have and hats off to Mrs. Cotton and her team putting the report together.
11. Award of FAA funds – Terminal Project - Executive Director Picou stated last week the airport received \$7.7 million earmarked for terminal. Executive Director Picou stated hats off to all those individuals that made it happen and this is very close to the closure on the terminal and funding from FAA.
12. Financials – Executive Director Picou stated the financials were in the Commissioners’ packets.
13. Fly Lafayette/Passenger Statistics/Sides & Associates Report - Mr. Callahan stated, in June, there were 10,238 passengers. This was a dip of 79% from June 2019. Mr. Callahan stated the load factors showed improvement with American at 76.4%, United at 63.3%, and Delta at 48.1%. Mr. Callahan stated the airlines are filling the planes they have flying The Fly Lafayette Club has gone from 164 members in 2014 to currently 11,251. Mr. Callahan stated the COVID-19 pandemic caused the program to pause itself. No Drawing have been held the last three months since many of the sponsor businesses were closed. There were twenty-five (25) new members in June. Mr. Callahan stated a letter will be sent to all the sponsors and ask to waive the expiration dates on the gift certificates.

Executive Director Picou stated Oakwells (Acadiana Tap House) had an increase in sales. Executive Director Picou stated in April 2020 \$580.00 was paid to the airport, in May \$1,126, and in June \$1,613. Executive Director Picou stated this is far from what the sales were, but it is increasing.

Commissioner Guilbeau congratulated fellow Commissioner Hebert on receiving a Certificate of Appreciation from Hancock Whitney Bank for thirty (30) years of dedicated service. Commissioner Hebert thanked Commissioner Guilbeau for the congratulatory message.

#### **VI. Scheduled Business - Discussion Items**

Chairman Segura asked for an item be added to the agenda under Discussion items. Chairman Segura stated PHI (Petroleum Helicopters) has their main campus facility lease up for extension. Chairman Segura stated Petroleum Helicopters (PHI) lease on their Main Campus Facility expires July 31, 2021. PHI has multiple five (5) year options to renew this lease agreement. PHI is required to notify the Lafayette Airport Commission (LAC) their intent to exercise their first five (5) year option to renew their lease, one (1) year prior to the expiration of their initial lease term, which is 07/31/2020. Due to the downturn in the oil industry, COVID-19 and the uncertainties in their business market, PHI has requested that the notification to exercise their option to renew the first five (5) year option be reduced from one (1) year to six (6) months, which would be January 31, 2021. Chairman Segura stated this information was provided to the LAC on a letter, in which was in front of the Commission for consideration.

The LAC proposes to extend PHI's initial lease term expiration from July 31, 2021 to January 31, 2022. PHI will be required to notify the LAC its intent to exercise their five (5) year option to renew, one (1) year prior, on January 31, 2021, to the new expiration date of January 31, 2022. The current lease rate will remain unchanged and all other terms, covenants and conditions of their current initial lease will remain in effect, except for the items described above.

Commissioner Pierre asked if there was a representative in the audience from PHI. Executive Director Picou stated Mr. Pat Attaway was representing PHI in the audience for this meeting.

#### RESOLUTION - 2020-7-R1-02 Add PHI item to the Agenda under Discussion Items – Discussion/Action:

MOTION: Commissioner Guilbeau moved the Lafayette Airport Commission approve to add PHI to the agenda under discussion items. Commissioner Hebert seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond, Hurd

NAYS: None

ABSENT: None

MOTION CARRIES

Chairman Segura stated PHI was added to the agenda as Item 3 under discussion with a unanimous vote.

1. Communication Service Provider – Award of Contract – Discussion/Action – *Executive Director Picou stated this was a tough item with many hours of communication with Chairman Segura. Executive Director Picou stated the LAC received proposals on May 26, 2020, for Communication Services Provider for the New Terminal. The scope of work includes local and long-distance phone services, WiFi, dedicated internet services as well as television services for the New Terminal. Two proposals were received with a side by side cost comparison. Contract term will be for three (3) years with two (2) one-year options terms. Executive Director Picou stated normally would have a recommendation, but at the time the documents were compiled and more information was needed. Executive Director Picou stated in front of the Commissioners was a list of “pros” and “cons” between the two proposals. Executive Director Picou stated after communication with Chairman Segura and back and forth the recommendation is for the LAC to go with COX Communications. Executive Director Picou stated the reason the recommendation is for COX Communications is because*
  - *the service for COX is eighteen (18) states, LUS does not*
  - *the time length of business is COX one-hundred twenty-two (122) years, and LUS only has eighteen (18) years*
  - *COX will provide a single point of contact, LUS would not provide one at the time*

*Executive Director Picou stated COX is higher in cost, but this was a Request for Proposals not a Request for bids, therefore, the LAC does not need to go with the lowest cost. Chairman Segura asked how much more expensive COX would be. Executive Director Picou stated at the three (3) year mark it would be \$43,757 more and at the five (5) year mark it would be \$72,928 more, but about \$1200/mth. difference. Executive Director Picou stated COX had unlimited long distance minutes and LUS had a limit of 2,000 minutes per month. Executive Director Picou stated after research the LAC in January 2020 used 1,600 minutes; the new terminal will include the LAC, the airlines, and various tenants. Commissioner Edmond asked what the cost per minute would be past the 2,000 mark and Executive Director Picou stated the information was not provided to the LAC. Executive Director Picou stated COX would provide \$30K a year for in kind advertising for the Lafayette area, Baton Rouge Metropolitan area, and the New Orleans Metropolitan area; LUS would not offer this. Executive Director Picou stated COX provided a Small Business Enterprise (SBE) goal and LUS did not provide an SBE goal. Executive Director Picou stated as it stands the recommendation is for COX Communications to be the airport's internet, television, and phone service in the new terminal.*

*Commissioner Pierre stated a selling point for his decision was COX having an SBE component. Commissioner Pierre asked for a representative of LUS to explain why they did not include an SBE goal and asked for a representative of COX to answer questions.*

*Ryan Meche, LUS Fiber, stated they were not familiar with the SBE component and tried to look at the requirements in the RFP. Mr. Meche stated LUS was not against including an SBE goal, but they were just unfamiliar with the inclusion of the component. Commissioner Pierre asked if LUS reached out to other resources such as LEDA, and the Executive Director. Mr. Meche stated LUS reached out to LEDA but they did not get clear direction. Mr. Meche stated LUS did not reach out to the Executive Director because it was during the bid process and due to the bid laws, they did not reach out. Mr. Meche stated the 2,000 minute quote was given because the initial answer for usage was 1,600 minutes used. The limit for minute usage could be higher with a one cent per minute ratio. Mr. Meche stated LUS would provide one engineer and account rep, and the airport would have direct access 24/7. Mr. Meche stated LUS was willing to have ad insertion in the terminal and had hoped for more back and forth communication on what the airport needed. Chairman Segura stated specifications are put in the Request for Proposals and proposals are submitted; after that is there any negotiation after. Mr. Oats, Legal Counsel, stated the Request for Proposals are received and then a dialogue can occur, which is ethically and legally acceptable.*

*Commissioner Guilbeau asked about LUS being in business for eighteen (18) years. Mr. Meche stated before LUS brought fiber to the homes they offered wholesale to big businesses. Mr. Meche stated LUS hoped their background would speak for them and hoped they could clear up anything and have an opportunity. Commissioner Pierre asked to hear from COX Communications. Commissioner Pierre asked for the SBE goal what would be the specs geographically; if it would be local, statewide, or nationwide.*

*Mrs. Joan Dubuisson, COX, stated they work with a Louisiana based company for Wi-Fi needs and was glad to have the Disadvantaged Business portion included in the proposal.*

**RESOLUTION - 2020-7-R1-03 Communication Service Provider – Award of Contract – Discussion/Action:**

**MOTION:** Commissioner Guidry moved the Lafayette Airport Commission agree with Executive Director Picou's recommendation the LAC grant the contract to COX Communications. Commissioner Guidry also stated the Request for Proposals stated on the last page the proposal MUST contain an SBE goal and his opinion reflects LUS as being disqualified for not providing an SBE goal. Commissioner Pierre seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond, Hurd

NAYS: None

ABSENT: None

MOTION CARRIES

2. O&M Ad Valorem – Airport Millage 2020 – Discussion/Action *Executive Director Picou stated annually, the Lafayette Parish Tax Assessor's office provides information relative to the levied Millage*

*for the current and upcoming year and requires the governing body to vote on its adoption. This information usually comes in June, but given that this is a reassessment year (which occurs every four years), the Lafayette Parish Assessor, Conrad Comeaux, has notified the LAC this information will not be available until early August. Deadlines for the required Public Notices stating the intent of the governing body pertaining to the Millage necessitates the need for the LAC to approve its intent at this July meeting. These O&M funds are necessary to support the LAC's costs for Airfield Maintenance, ARFF, Security, Insurance, Environmental and Utilities among other expenses. The current millage rate approved by the voters for the airport's O&M is 1.71 mils. Staff recommends that the LAC approve all steps that will be necessary based on the outcome of the Re-Assessment, to set the millage at the new maximum to be established by the Legislative Auditor. This approval will then be forwarded to both the Lafayette City Council and Lafayette parish Council for action. Executive Director Picou mentioned Mr. Conrad Comeaux, Lafayette Parish Assessor, was in the audience if there were any questions. Mr. Comeaux stated the re-assessment has not been finalized and he does not have current numbers. Mr. Comeaux stated millages change whenever there is a re-assessment and without knowing what the millage will be, he would recommend setting the millage at the maximum rate. Commissioner Guidry asked if the millage rate changes every year; if so, could the LAC lower the millage rate if they receive too much money. Mr. Comeaux stated yes, the LAC could change the millage rate. Commissioner Hebert asked if the maximum currently is 1.71 and the motion is for the new maximum. Mr. Comeaux stated yes, currently 1.71 mils is the maximum and the new maximum will be established and that is the motion. Commissioner Guilbeau asked if the Ad Valorem tax could go to the voters for more than ten (10) years such as twenty (20) years. Mr. Comeaux stated yes, the vote could go for more years. Commissioner Pierre asked what Mr. Comeaux's recommendation would be if the current maximum is 1.71 mils and the new maximum could be less. Mr. Comeaux stated the new maximum would allow the LAC to receive the same amount of money.*

**RESOLUTION - 2020-7-R1-04 O&M Ad Valorem -Airport Millage 2020 – Discussion/Action:**

**MOTION:** Commissioner Guidry moved the Lafayette Airport Commission approve setting the millage at the maximum established by the Legislative Auditor. . Commissioner Edmond seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond, Hurd

NAYS: None

ABSENT: None

MOTION CARRIES

3. PHI Lease Extension -Discussion/Action Chairman Segura stated PHI (Petroleum Helicopters) has their main campus facility lease up for extension. Chairman Segura stated Petroleum Helicopters (PHI) lease on their Main Campus Facility expires July 31, 2021. PHI has multiple five (5) year options to renew this lease agreement. PHI is required to notify the Lafayette Airport Commission (LAC) their intent to exercise their first five (5) year option to renew their lease, one (1) year prior to the expiration of their initial lease term, which is 07/31/2020. Due to the downturn in the oil industry, COVID-19 and the uncertainties in their business market, PHI has requested that the notification to exercise their option to renew the first five (5) year option be reduced from one (1) year to six (6) months, which would be January 31, 2021. Chairman Segura stated this information was provided to the LAC on a letter, in which was in front of the Commission for consideration. The LAC proposes to extend PHI's initial lease term expiration from July 31, 2021 to January 31, 2022. PHI will be required to notify the LAC its intent to exercise their five (5) year option to renew, one (1) year prior, on January 31, 2021, to the new expiration date of January 31, 2022. The current lease rate will remain unchanged and all other terms, covenants and conditions of their current initial lease will remain in effect, except for the items described above. Commissioner Pierre stated he wanted to hear from a PHI representative.

Mr. Pat Attaway, PHI, stated the sense of urgency is part of the process of due diligence to meet the deadline, COVID-19 hit, and the oilfield went down. Mr. Attaway stated now COVID-19 is something we all learned to live with and this is the time to make the right decision, a big decision, for PHI and the airport. Chairman Segura stated further on the agenda was a consensus item for PHI location on Tower Drive, in which, PHI has exercised the right to continue their lease. Commissioner Pierre questioned the date of the letter from PHI, which was April 20, 2020 and the option for extension was now coming up. Chairman Segura stated it was to clarify what PHI's intent was and what the issues were. Chairman Segura stated the LAC was just made aware of the dire need for PHI to make a decision. Commissioner Hebert asked if PHI was good with the proposal. Commissioner Guilbeau asked if PHI was good with what the Chairman recommended. Mr. Attaway stated yes to both questions. Commissioner Hurd asked if PHI received any stimulus funds such as CARES Act. Mr. Attaway stated PHI is too big of a business. Commissioner Edmond asked if the lease would be completely redone and Chairman Segura and Mr. Oats, Legal Counsel, stated it would just be an addendum/amendment to the lease of primary terms. Commissioner Guidry stated it was clear what the Commission needed to do and he hoped PHI would stay with the airport and if anything would be needed to help their decision the LAC is willing.

RESOLUTION - 2020-7-R1-05 PHI Discussion/Action:

MOTION: Commissioner Edmond moved the Lafayette Airport Commission accept the Chairman's recommendation to extend PHI's lease by six (6) months. Commissioner Guilbeau seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond, Hurd

NAYS: None

ABSENT: None

MOTION CARRIES

**VII. Scheduled Business – Consensus Items**

1. New Terminal Testing – Task Order #16 – Change Order #2 – CBRE|Heery – Approval
2. Facility Planning & Control (FP&C) Package 9 Signage – Contract Award – Approval
3. Guaranteed Maximum Price (GMP) – Change Order #13 – Concessions (Project 3) – Lemoine-Manhattan JV, New Terminal Project – Approval
4. Terminal Concessionaire – 2<sup>nd</sup> Amendment to Agreement – Oakwells Commuter Rail, LLC (Acadiana Tap House) – Approval *Commissioner Pierre asked if this was for the existing terminal and if the proposal for the new terminal would be going out. Executive Director Picou stated this is for the existing terminal and the advertisement for bid for the new terminal would go out on July 9, 2020.*
5. Satellite Phones – Contract Renewal – Universal Security & Communications – Approval
6. Louisiana Technical College (114 Broman Drive) – Lease Agreement – Approval
7. 2020 Cajun Man Triathlon Annual Event – Approval
8. PHI – 200 Tower Drive – Exercise of 1<sup>st</sup> Option Term - Approval

RESOLUTION - #2020-7-R1-06 – Scheduled Business - Consensus Item(s)

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

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond, Hurd

NAYS: None

ABSENT: None

MOTION CARRIES

**VIII. Reports**

1. DBE Program Report - *Mrs. Cotton reported the New Terminal Activity report was sent to the Commission earlier this week. Mrs. Cotton reported the New Terminal DBE Goal is set at 8.30%, Lemoine's Projected DBE Commitment is currently at 9.34%, and the Current DBE Attainment based on reported verified payments is at 15.58%. Mrs. Cotton stated the airport received notice of approval for the 2019 ACDBE*

*Annual report from the FAA. Commissioner Guidry asked if questions like earlier in the meeting about SBE goals could be answered by Mrs. Cotton. Mrs. Cotton stated she is the individual able to answer questions on both SBE and DBE. Commissioner Pierre asked when mentioned earlier in the meeting that LUS was not able to ask questions was that accurate. Executive Director Picou stated there was on-going conversations with both parties on refinement and they could have asked questions. Executive Director Picou stated the LAC did not receive any requests for guidance on SBE from LUS and COX included an SBE goal.*

Mr. Ralph Broussard, KCB Capital Management, stated the airport reports, Annual DBE Uniform Report and Prompt Payment Report, have very good information on the goals and the work between men, women, minority, and non-minority, but he had to ask for these reports. Mr. Broussard requested the reports be posted on the airport's website. Mr. Broussard stated the airport's website has the DBE Program and the goals; it doesn't have anything else.

Mr. Broussard stated the Prompt Payment Report is done monthly and was required because at the time Prime Contractors were using payment to control DBEs. Mr. Broussard stated everyone knows businesses are known for their cash flow and Prime contractors use that to negotiate payments with Sub-contractors. The report has importance of payments. Commissioner Pierre asked if this was legitimate. Executive Director Picou stated, "Chairman Segura and Commissioner Pierre, I recommend calling Mrs. Cotton up for this, as she would have more information on this."

Mr. Broussard mentioned what is currently going on in the country with COVID-19 and racism that are issues right in front of us and will need to be addressed. Mr. Broussard stated, "I wanted to take the Commission back to a comment that was asked by the LAC Commission before 'Why am I doing this and what do I want out of it'." Mr. Broussard stated, "It could be checked and his answer was 'What we are asking for is to take your foot of my neck'." Mr. Broussard stated, "At the time some might have thought he was being graphic, but it came on television live with your knee on my neck." Mr. Broussard stated, "When he said 'I can't breathe'; this is what DBE businesses have gone through of 'We can't breathe'." Mr. Broussard stated, "The graphic is right in front of us and when you go home tonight and look in the mirror; ask yourself 'Am I part of the problem or part of the solution'." Mr. Broussard stated, "This you have to answer for your own self."

Chairman Segura asked Mrs. Cotton to comment on the request for the reports to be put on the airport's website. Mrs. Cotton stated the reports on not on any other airport's websites and deferred it to legal. Chairman Segura asked who the Prompt Payment reported is generated for. Mrs. Cotton stated the report is for knowledge of payments to sub-contractors within seven (7) days of the Prime getting payment. The report is for construction of projects done by Lemoine-Manhattan (contracts). Mrs. Cotton stated the prompt payment report has confidential information. Mr. Oats, Legal Counsel, stated as of July 8, 2020, there were no complaints on payments coming out of the system for reporting. Chairman Segura asked if the report is current or delayed. Mrs. Cotton stated the report is not current to date the reporting is about two months behind. Mr. Oats, Legal Counsel, stated the subs can report non-payment and it could be addressed right away. Commissioner Edmond asked how often the prompt payments are audited and it was answered monthly. Executive Director Picou stated the process is based on self-reporting, but the information must be accurate going into the system to know if payments are current. Commissioner Pierre asked if the report Mr. Broussard was requesting could be posted or one could be posted. Chairman Segura, Executive Director Picou, and Mr. Oats stated the information needed to be looked into if it could be posted on the airport's website by Legal and the FAA.

2. Terminal Program Report –*Ms. Zaunbrecher, CBRE|Heery, gave a non-electronic presentation on the terminal program. Mr. Chris Groh, Kutchins & Groh/CBRE|Heery, gave the non-electronic presentation on the terminal funding. Mr. Groh stated the airport is working aggressively with the FAA to get the previously funded monies from November. Mr. Groh stated last week it was announced by Congressman Higgins' office that \$7million was coming for the terminal project. Mr. Groh stated the airport is continuing to work on the remaining \$8 million in discretionary funding and after that is received there will be no*

outstanding funding requests. Mr. Groh stated no update on DOTD since they are closing out their fiscal year. Mr. Groh stated the airport is awaiting approval on Group 3 packages from FP&C. Mr. Groh stated EDA has no update and the airport received notice that TSA funding is not available at this time. Mr. Groh showed a bar graph showing the outstanding funding, in which the only change is waiting on Capital Outlay and the FAA Discretionary funds. Ms. Zaunbrecher gave an update on the work completed on the airport property. Ms. Zaunbrecher stated the schedule shows no delays on projects and everything is on schedule. Ms. Zaunbrecher showed drone photos on the work on the terminal building. Ms. Zaunbrecher explained interior photos of drywall prep for paint. Ms. Zaunbrecher showed the electrical work and panels, rotunda enclosure, and the canopy opening waiting on the colored glass to be put in. Ms. Zaunbrecher showed apron pavement are, jet bridge foundations, and the apron paved areas. Executive Director Picou stated a few days ago a couple of Commissioners went tour the terminal and the paving wasn't completed and there are changes daily. Commissioner Edmond asked about the escalators. Mr. Tim Murray, CBRE|Heery, stated the escalators have not been tested yet on site and they will be tested upon completion of the elevators. Ms. Zaunbrecher went over the FP&C project packages on their planned start dates. Commissioner Guidry asked about the furniture package being on the agenda before. Ms. Zaunbrecher stated it was not rejected before it was reconfigured with the work being done first. Commissioner Guidry asked how would the furniture package have an SBE goal verses any other package or does all packages have to have the goal. Executive Director Picou stated the airport has an SBE goal on non-federal funding on all aspects of the project. Executive director Picou stated local goals could not be part of the DBE due to federal funds, but can be included in the SBE goal.

3. LFT Airport Monthly Fiscal Review (June) — Report available on airport website [www.lftairport.com](http://www.lftairport.com). Executive Director Picou stated Fiscal Review is in the Commissioners' packets for their review. Commissioner Guidry asked what was the difference between the report of other bill that have been paid verses the financials. Executive Director Picou stated the LFT Airport Monthly Fiscal Review was something Commissioner Guilbeau requested many years ago because these are non-recurring payments. The fiscal report is the standard expenses.

**IX. Other Business:** None

**X. Adjourn** (6:57:00)

RESOLUTION - #2020-6-R1-07 – Adjourn

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

AYES: Guilbeau, Hebert, Guidry, Pierre, Edmond, Hurd

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 Tower Drive, Lafayette, LA 70508. 337.266.4401.**