

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF JUNE 9, 2021 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

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

ABSENT: None

ADMINISTRATIVE STAFF: Steven L. Picou (Executive Director), Todd Swartzendruber (Legal Counsel), Rene Cotton (Properties Administrator), Mary Green (Financial Comptroller), John Raedle (Security Coordinator), Catina Theriot (Secretary).

GENERAL AUDIENCE: Robert Callahan (Sides & Associates), Michael Mondragon (RS&H), Shelby Stach (CBRE|Heery), Paula Serrett (CBRE|Heery), Frank Malagarie, Mark Stielper (MBSB), Chris Groh (CBRE|Heery), John Harrison (Signature Flight), Adam Thibodeaux (DSA), Crystal Savoy (Empire), Rob Chomiak (CBRE|Heery), Michael Stropola (ARFF), Tim Murray (CBRE|Heery), Graeme Scott (RS&H), Ralph Hennessy (MBI), Rodney Alexander (The Picard Group), Jerry Beas (LPSO).

I. CALL TO ORDER: (5 : 35 : 00)

II. INTRODUCTION/ROLL CALL

III. PLEDGE OF ALLEGIANCE- Led by Chairman Paul Segura

IV. APPROVAL of the Regular LAC Commission Meeting of May 12, 2021.

RESOLUTION - 2021-6-R1-01 Approval of the Minutes of the Regular Meeting of May 12, 2021:

MOTION: Commissioner Pierre moved the Lafayette Airport Commission accept minutes of the Regular Meeting of May 12, 2021. Commissioner Edmond seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Edmond, Pierre, Hurd

NAYS: None

ABSENT: None

MOTION CARRIES

Commissioner Guidry abstained himself from voting as he was not in attendance for the May meeting.

V. EXECUTIVE DIRECTOR'S REPORT:

Executive Director went straight to item 6. Accolades due to the fact that one of the persons getting recognized was on shift.

1. Recognition of LAC Staff and Commissioner's May Birthdays
Mark Thibodeaux – Maintenance Supervisor – 6/14
Paul Segura – Chairman – 6/15
Terry Hurd – Commissioner – 6/20
Robert Callahan – Sides & Associates – 6/30
2. Operations Specialist – Kasey Wyman Young -*Executive Director Picou stated Mrs. Wyman Young is the airport's newest hire and comes from North Dakota working at an airport right on the US/Canadian border. Executive Director Picou stated Mrs. Wyman Young has several years of experience and ARFF certified as well. Executive Director Picou stated Mrs. Wyman Young would replace Ebinesh Vaddi, who went to Houston Hobby Airport. Mrs. Wyman Young starts later in the*

month and will be present for the July Commission meeting.

3. *Skilled Maintenance Worker – Update -Executive Director Picou stated Mr. Mark Thibodeaux, Facilities Manager, had an individual, in which an offer was made, but the individual chose to stay with his current employer. Executive Director Picou stated the airport and Mr. Thibodeaux will advertise again for a potential new hire.*
4. *Nicholas Sinanan – Instrument Rated Pilot -Executive Director Picou stated Mr. Nicholas Sinanan received his Instrument Rated Pilot just a few weeks ago. Executive Director Picou stated this is a milestone for any pilot and Mr. Sinanan can fly in inclement weather. Congratulations to Mr. Nicholas Sinanan.*
5. *Media Day – Executive Director Picou wanted to let the Commission know there will be a media day for them to tour the new facility. Executive Director Picou and Mr. Robert Callahan, Sides and Associates, are working through this and when a date is selected the Commission will be notified.*
6. *Accolades – Executive Director Picou mentioned accolades first on his Director’s Report. Executive Director Picou called up Ms./Mrs. Crystal Savoy, with Empire Janitorial Services, she found \$200.00 in the airport and turned the found money into airport police. Executive Director Picou stated with working with Legal Counsel it was cleared the money could be given and Ms. Savoy was presented with \$200.00 for doing the right things and turning the money in and reporting it when she found it. Executive Director Picou stated there was one more accolade; the airport received positive feedback for the money exchange from an individual who sent a message to Mr. John Raedle. The message stated both the receptionist and the lady who processed my application were so friendly and speedily processed my employee parking application thank you so much. Executive Director Picou stated the individuals were Cindy McDaniel and Mary/Catina. Executive Director Picou thanked the staff members who interacted with this individual and it is always nice when someone takes time out of their busy schedule to write an email to tell you about their experience at the airport. Executive Director Picou thanked any individual that interacted with the lady for the parking application.*
7. *Hurricane Season – Executive Director Picou stated there was a depression South of the Yucatan Peninsula, but it should not affect Louisiana. Executive Director Picou stated the airport and Louisiana was headed into Hurricane season.*
8. *Part 139 FAA Inspection – Update – Executive Director Picou stated the Part 139 Inspection wrapped up on Wednesday, June 12, 2021 and the inspector was on airport grounds Monday through Wednesday. Executive Director Picou stated all indications is LFT will receive zero discrepancies Executive Director stated once the final report would be received the results will be shared with the Commission.*
9. *Financials - Executive Director Picou stated the financials were in the Commissioners’ packets for their review.*
10. *Fly Lafayette/Passenger Statistics/Sides & Associates Report - Mr. Callahan stated in May there were 39,911 passengers, which were pre-Covid level. Mr. Callahan stated load factors for all three airlines increased with Delta at 88.3%, United at 69.7%, and American at 60.0%. Mr. Callahan stated enplaned cargo for the month was 860,818 pounds and deplaned cargo was 1,676,209 pounds. The Fly Lafayette Club has gone from 164 members in 2014 to currently 11,459. May’s prize drawing had 34 winners out of 188 entries. A list of winners was in the Commissioners’ Packets. Mr. Callahan stated the 39,000 passengers were about 7,000 more passengers than last month.*

Executive Director Picou stated the Acadiana Tap House sales report for May 2021 as pointed out by Mrs. Mary Green showed alcohol sales to be \$26,382.81, which is well past the rest of the year since January. Executive Director Picou stated the highest previous was in 2019 at \$24,000. Executive Director Picou stated the alcohol sales were the highest ever and this gives the airport revenue of \$8,816.16. Executive Director Picou stated this is a far cry from where sales were when he first arrived at LFT with sales in one year being \$10,000.

VI. Scheduled Business - Discussion Items

VII. Scheduled Business – Consensus Items

1. Taxiway Foxtrot Phase I – Change Order #8 – Siema Construction – Approval
2. Taxiway Foxtrot Phase II Enabling Project – Change Order #1 – The Lemoine Company - Approval
3. Facility Planning and Control (FP&C) Package 10 Technology – Change Order #5 – E. P. Breaux – Approval
4. Facility Planning and Control (FP&C) Package 9 Signage – Change Order #2 – The Solomon Group – Approval Executive Director Picou stated Commissioner Edmond asked what the change was and it is the restroom sign changed form unisex to just “restroom”.
5. RTR Facility Demolition – Final Acceptance – Lemoine-Manhattan JV – Approval
6. Approval to Accept Grant AIP 60: Construct New Terminal – FAA – Approval
7. PHI Aviation – 119 Shepard Drive – Lease agreement – Approval
8. Authorization to Bid (Diesel Powered High Speed Airport Runway Sweeper) – Approval
9. Authorization to Advertise – Request for Qualifications for General Architectural and Engineering Consulting Services – Approval
10. Master Services Program Management Agreement – Amendment - Approval

RESOLUTION - #2021-6-R1-02 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Guilbeau moved to accept Consensus Items 1 through 10. The motion was seconded by Commissioner Hurd and the vote was as follows:

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

NAYS: None

ABSENT: None

MOTION CARRIES

VIII. Reports

1. DBE Program Report –*Mrs. Cotton, DBELO, reported new terminal activity report was sent out to the Commissioners via email. Mrs. Cotton reported the New Terminal DBE Goal was 8.30%. Mrs. Cotton reported Lemoine-Manhattan was operating under a goal of 9.05%. Mrs. Cotton reported the current attainment based on reported verified payments was 13.17%. Mrs. Cotton stated the airport continued to work with the Heery team on O & M’s for new terminal contracts and goals for upcoming RFPs. Mrs. Cotton reported Heery advised the O&M’s were ready and RFPs would begin appearing on the agendas in the upcoming months. Mrs. Cotton reported rental car bid was scheduled to advertise on Friday, June 11, 2021 with a 3.04% ACDBE goal, which is the airport’s triennial goal set for the program. Mrs. Cotton reported the pre-bid would be on June 23, 2021 at 10:00a.m.*
2. Terminal Program Report –*Ms. Stach, CBRE/Heery, gave a presentation on the terminal program. Mr. Chris Groh, Kutchins & Groh/CBRE/Heery, gave the presentation on the terminal funding. Groh stated the airport is continuing to work with the FAA on the last entitlement grant dedicated to the terminal building. Mr. Groh stated the bar graph slide shows where the airport is on funding. Mr. Groh stated the outstanding funding should be received by the end of the summer or August time frame. Mr. Groh stated the money was shown on what was spent and what is waiting to be spent. Ms. Stach showed new pictures of the progress of the terminal. Ms. Stach showed pictures of the inside of the terminal and updates on floors ; also boarding gates panels and the baggage handling area. Ms. Stach stated the airside stone wall was complete along with work on the storm drain and laying cement treated base. Ms. Stach stated the new jet bridges would arrive next month. Ms. Stach stated all the canopies are almost finished and the signage work. Ms. Stach stated the airport was working on the ongoing airport transition and coordination for the planned move and soft and grand openings. Ms. Stach stated there was a meeting with Security to plan on when the new terminal area becomes SIDA area.*

3. LFT Airport Monthly Fiscal Review (May) — Report available on airport website. *Executive Director Picou stated Fiscal Review is in the Commissioners’ packets for their review.*
4. Automatic Monthly Renewals – Executive Director Picou stated Automatic Monthly Renewals were in the packet for Commissioners’ review.

IX. Other Business: None

X. Adjourn (5 : 55 : 00)

RESOLUTION - #2021-6-R1-03 – 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, Pierre, Guidry, 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 Jet Ranger X Drive, Lafayette, LA 70508. 337.266.4401.