

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF AUGUST 11, 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), Catina Theriot (Secretary).

GENERAL AUDIENCE: Robert Callahan (Sides & Associates), Michael Mondragon (RS&H), Shelby Stach (CBRE|Heery), Paula Serrette (CBRE|Heery), Frank Malagarie, Chris Groh (CBRE|Heery), Tim Murray (CBRE|Heery), Graeme Scott (RS&H), Steve Creamer (RS&H), Travis Priour (Lemoine-Manhattan), Jason Simoneaux (MBSB), Kam Movassaghi, Broutin Sherrill (RS&H), Geoff H (Signature Flight Support), John Harrison (Signature Flight Support), George Groh (CBRE|Heery), Judith Dangerfield (CBRE|Heery-Metro Source), Sharon Batiste (Reef Parking).

I. CALL TO ORDER: (5 : 32 : 00)

II. INTRODUCTION/ROLL CALL

III. PLEDGE OF ALLEGIANCE- Led by Chairman Paul Segura

IV. APPROVAL of the Regular LAC Commission Meeting of July 14, 2021.

RESOLUTION - 2021-8-R1-01 Approval of the Minutes of the Regular Meeting of July 14, 2021:

MOTION: Commissioner Edmond moved the Lafayette Airport Commission accept minutes of the Regular Meeting of July 14, 2021. Commissioner Guidry seconded this motion and the vote was as follows:

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

NAYS: None

ABSENT: None

MOTION CARRIES

Chairman Segura mentioned the arrival of Commissioner Hebert. Commissioner Hebert arrived prior to the vote of the approval of the July Regular Meeting minutes.

V. EXECUTIVE DIRECTOR'S REPORT:

1. Recognition of LAC Staff and Commissioner's August Birthdays
Steven L. Picou – Executive Director – 8/13
Samuel Pierre – Commissioner – 8/16
Rene Cotton – Properties Administrator – 8/20
Lynn Guidry – Commissioner – 8/20
Matt Siebert – ARFF Captain – 8/22
Art Marullo – LPSO Airport Police – 8/26
Kasey Wyman-Young – Operations Specialist – 8/28
2. Coronavirus – Update – *Executive Director Picou stated Coronavirus Delta Variant is here and the airport has taken the measures and protocols with hand sanitizer stations throughout the airport and*

public announcements are advertised on the airport's public address system. Signs are posted in the airport as well reminding passengers and workers to wear their mask. Executive Director Picou stated passengers are asked to wear a mask and if the passenger is not wearing one, they are asked if a mask is needed. Executive Director Picou stated a mask must be worn at the TSA Checkpoint and if not, the passenger will be challenged by the TSA personnel. Executive Director Picou stated a mask must be worn inside the gate holding area and while on the aircraft unless you have a doctor's excuse or consuming food and beverage. Executive Director Picou stated the airport is in continuous contact with the Governor's office, the office of Homeland Security, and Emergency Preparedness (GOHSEP) on the latest information pertaining to COVID 19, all the while working with our airline partners and the sheriff's department.

Executive Director Picou stated unfortunately, there was a death due to COVID in TSA's office.

Executive Director Picou stated there was a positive COVID case in the Air Traffic Control Tower (ATCT). The airport is currently open, but ATCT is unmanned during the time FAA has the facility cleaned.

3. *Cajunman Triathlon – The 2021 Cajunman Triathlon Event is cancelled due to safety concerns with the current COVID-19 situation. Executive Director Picou stated this event is where participants run, swim and bike on airport property.*
4. *Aviation Fun Day – 32nd Anniversary – October 16, 2021 – Executive Director Picou stated as of now, Aviation Fun Day is still planned on taking place. Executive Director Picou stated the airport is watching and waiting to see what will happen with COVID and the event may be cancelled.*
5. *Public Hearing – Budget 2022 (There will be a Public Hearing for the 2022 Budget at the October meeting if anyone has questions).*
6. *Special Budget Meeting – September 8, 2021 (This will occur at 4:30 pm on September 8, 2021 before the Regular Commission meeting). All Commissioners should be present.*
7. *205 Shepard Drive – Update – Executive Director stated the item would be pulled due to legal advice.*
8. *Signature Flight – Update – Executive Director Picou stated Signature Flight was under new ownership as the Commission approved this in February. Geoff Heck, Senior Vice President of North America Latin America Caribbean for Signature Flight Support was in attendance to provide an update on Signature LFT. Mr. Heck stated on June 1st the company went from a publicly traded to a privately held American based company with new owners Blackstone General Infrastructure Partners and Cascade. Mr. Heck stated the new owners come with a wealth of aviation knowledge and experience as well as they are very well funded. Mr. Heck stated the new owners want to grow and build the businesses they serve because they feel they are the front door of the airport community. Mr. Heck stated they look forward to growing the community with working with Executive Director Picou and his team to create a vision for general aviation for the future of Lafayette. Chairman Segura stated the Commission was excited for Signature Flight Support*
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 July there were 43,296 passengers. Mr. Callahan stated the passenger numbers were 100 less than June 2021. Mr. Callahan stated load factors with United at 83.2%, American at 71.5%, and Delta at 69.8%. Mr. Callahan stated the load factors were the highest in the past few months. Mr. Callahan stated enplaned cargo for the month was 686,094 pounds and deplaned cargo was 1,664,502 pounds. The Fly Lafayette Club has gone from 164 members in 2014 to currently 11,519. July's prize drawing had 32 winners out of 196 entries. A list of winners was in the Commissioners' Packets.*

Mr. Callahan presented a timeline of the highlights of the beginning of the airport's time until now. Mr. Callahan stated the airport was dedicated in 1930 as a wooden hangar. Mr. Callahan stated in 1942 during WWII it was commandeered by the United States Army Air Forces where they trained

pilots to be replaced overseas. Mr. Callahan stated in 1945 it was deactivated and returned back to civil control. Mr. Callahan stated in 1948, Eastern air Lines began the first scheduled passenger service. Mr. Callahan stated in the mid-1950s Trans-Texas Airways began serving Lafayette. Mr. Callahan stated between 1950 and 1982 there were many small airlines going to small cities but not like we are used to today. Mr. Callahan stated in 1882 Texas International merged into Continental Air Lines and continued to serve jet flights to Houston. Mr. Callahan stated in 1989 the terminal interior was remodeled and moved the gates from downstairs to upstairs. Mr. Callahan stated in 1990 Delta Air Lines began direct service to Atlanta. Mr. Callahan stated also in the 1990s American Eagle and Delta competed with nonstop flights to Dallas. Mr. Callahan stated American Eagle Air Lines won the service to Dallas and the Delta Connection was shut down. Mr. Callahan stated in 2001 air Force One landed in Lafayette with President George W. Bush. Mr. Callahan stated in 2011 Allegiant Air Lines services LFT for three or four months with flights to Las Vegas. Mr. Callahan stated Las Vegas is one of the top destinations for flights. Mr. Callahan stated in 2014 Delta Air Lines began nonstop flights to Atlanta. Mr. Callahan stated also in 2014 United Air Lines began nonstop flights to Denver, but terminated the flight the following fall. Mr. Callahan stated Frontier Air Lines began in 2018 with flights to Denver and Orlando and terminated its service to Denver in August 2019 and terminated service to Orlando in November 2019. Mr. Callahan stated in 2019 passenger activity set a new all-time record for the number of passengers. Mr. Callahan stated in 2020 COVID-19 pandemic happened and is still around. Mr. Callahan stated the timeline would be added to as new information becomes available and it would be posted on the airport's website under Historical information. Commissioner Edmond asked if the airport only received two upgrades. Mr. Callahan stated that was correct and Chairman Segura stated there were some cosmetic things along the way but theses were the major renovations. Chairman Segura stated in 1992 when Hurricane Andrew hit Louisiana President George W.H. Bush came to Lafayette on Airforce One. Mr. Callahan stated the wife, Laura Bush, of President Bush also landed in Lafayette to comfort families from a hurricane. Commissioner Guidry asked if there was another airport in Lafayette before this one. Mr. Callahan stated no, but it was mentioned of the Lagos Airfield near Carencro and Chairman Segura mentioned the New Iberia Airport being there for a long time. Commissioner Guidry stated it would be interesting to see on the timeline as the years go on how many passengers with population of Lafayette used the airport. Mr. Callahan stated he could add an annual passenger number to the timeline. Executive Director Picou stated there is a timeline on the airport's website and this information will be added to it.

VI. Scheduled Business - Discussion Items

1. LAC Executive Officers Recommendation to Architectural and Engineering Services Committee-Discussion/Action - *Executive Director Picou stated at the June 2021 LAC meeting, authorization was given for advertisement for RFQ for General Architectural and Engineering Consulting Services. The first advertisement was on August 6, 2021. Letters of Interest are due to the LAC on August 18, 2021 with a Pre-submittal Conference to be held on August 26, 2021 at 2 p.m. The Selection Committee to review RFQ's will consist of the following members in accordance with the administrative policy for selection of committee members: Executive Director Steven Picou, LAC Staff member John Raedle, Chairman Paul Segura and Commissioners Guidry and Hebert. Chairman Segura notified Executive Director Picou before the meeting of both commissioners to serve on the committee. The selection of the consultant to serve on the RFQ committee is on the agenda tonight under discussion items. The Administrative Policy for Selection of Committee Members for the Consultant Selection Process requires the selection of a consultant by three LAC Officers and approval by the full Lafayette Airport Commission. The LAC officers recommend Mr. Kam Movassaghi as the consultant to serve on the RFQ for General Architectural and Engineering Services. Executive Director Picou stated Mr. Kam Movassaghi helped for the first time with the process. Executive Director Picou stated Mr. Movassaghi had an impressive resume with a wealth of knowledge and is easy to work with. Executive Director Picou stated he does not volunteer his service and a contract is attached for*

approval. Commissioner Guidry asked where the RFQ was being advertised. Executive Director Picou stated the RFQ was advertised in the local paper, and nationally through ACI (Airport Council International) and AAAE (airport lobby group).

Commissioner Pierre asked for clarification on the process after the committee is being selected. Chairman Segura stated the committee was being selected by this approval by the Commission. Chairman Segura stated the committee as stated by Executive Director Picou to have two staff members, two Commissioners, an outside consultant in the field, and Chairman Segura. Executive Director Picou explained the Commission needs to approve the selection of these people to serve on the committee and then make a selection and bring the selection back to the full Commission for approval of the recommendation. Executive Director Picou stated Mr. Movassaghi would serve on the committee as the expert to help the committee go through the selection process.

RESOLUTION - 2021-8-R1-02 LAC Executive Officers Recommendation to Architectural and Engineering Services Committee - Discussion/Action:

MOTION: Commissioner Guilbeau moved the Lafayette Airport Commission accept the staff's recommendation of item one as stated by Executive Director Picou with the members he mentioned. Commissioner Edmond seconded this motion and the vote was as follows:

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

NAYS: None

ABSENT: None

MOTION CARRIES

2. Consultant Appointment to Request For Qualifications (RFQ) Committee – Discussion/Action – *Executive Director Picou stated the LAC is currently advertising for Request for Qualifications for General Architectural and Engineering Services. The committee to review qualifications received must consist of one Independent Person who is an engineer, airport planner, or other professional knowledgeable of the services required. Mr. Kam Movassaghi has been recommended by the LAC Officers to serve on the committee, a copy of Mr. Movassaghi's contract is provided for your review and approval.*

RESOLUTION - 2021-8-R1-03 Consultant Appointment to Request For Qualifications 9RFQ) Committee - Discussion/Action:

MOTION: Commissioner Guidry moved the Lafayette Airport Commission accept the staff's recommendation of Mr. Movassaghi serving on the committee. Commissioner Guilbeau seconded this motion and the vote was as follows:

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

NAYS: None

ABSENT: None

MOTION CARRIES

VII. Scheduled Business – Consensus Items

1. Office Space Lease – 222 Tower Drive – Ratify Chairman's Action
2. 2022-2024 Disadvantaged Business Enterprise (DBE) Goal – Triennial DBE Goal Setting – Approval
Commissioner Pierre asked why the goal went down. Executive Director Picou stated the goal decrease was anticipated but the airport had someone to explain the goal. Mrs. Judith Dangerfield, CBRE|Heery, reported the DBE goal went down because of the goal based on the number of firms in the market and the number of certified DBEs. Mrs. Dangerfield stated in 2019 there were five (5) projects and about seven hundred (700) firms in the region to work on them and forty (40) were DBEs. Mrs. Dangerfield stated in 2020 there were five (5) projects and about eight hundred (800) firms in the market and forty (40) DBEs. Mrs. Dangerfield stated in 2021 there are twelve (12) projects and about thirteen hundred (1300) firms and forty (40) DBEs. Mrs. Dangerfield stated the goal is dropping because the airport is having more projects, more impact, the region is growing, and the number of

DBE firms is not growing. Executive Director stated these are certified DBE firms and Mrs. Dangerfield agreed. Commissioner Pierre stated the DBEs are not plentiful. Mrs. Dangerfield stated the number of certifications isn't growing at the same pace as the growth in the region. Chairman Segura stated technically you are not a DBE until your business has been certified. Mrs. Dangerfield stated you have to be certified to be compliant with the FAA. Commissioner Pierre asked what could be done about this. Mrs. Dangerfield stated the airport has recommendations from the FAA to increase outreach and the airport has a waiver from the FAA because of COVID. Mrs. Dangerfield stated the airport is not in a position to do a lot of face to face outreaches and there are other programs that could be considered to get more DBEs interested. Mrs. Dangerfield stated she could come up with some recommendations for the airport to consider, but with COVID there are limits on what outreaches could be considered. Mrs. Dangerfield stated Lafayette is not a certifying agency and the closest is the Department of Transportation in Baton Rouge and they have suspended their outreach as well.

3. Authorization to Advertise – Request for Qualifications for Planning Consultant – Approval
Commissioner Guilbeau asked for a breakdown. Executive Director Picou stated this is a planning consultant that is part of the airport master plan, which tells the FAA what the airport will be doing for the next few years. Executive Director Picou stated per the advisory circular it should not be part of the architectural and engineering services selection committee. Executive Director Picou stated there may be a conflict of interest with the one who is telling you where the airport is going in the next few years is also the person building it for you. Executive Director Picou stated the FAA recommends the two be diverse from each other. Executive Director Picou stated the planning consultant would be someone to help with the master plan on how to develop the airport moving forward. Commissioner Guilbeau asked if the airport currently has one and Executive Director Picou stated currently the role is served by CBRE|Heery through Kutchins and Groh.
4. Bid Award – Airport Sweeper – Approval
5. Bid Award – Rental Car Operations 2021-2026 – Approval *Chairman Segura stated this item would be pulled for further information.*
6. Facility Planning & Control (FP&C) Package 10 Technology - Change Order #7 – E.P. Breaux – Approval
7. Facility Planning & Control (FP&C) Package 4A New Passenger Boarding Bridges - Change Order #3 – John Bean Technology – Approval
8. Facility Planning & Control (FP&C) Package 2 Parking Lot Canopies – Substantial Completion – Southern Constructors – Approval
9. New terminal Program – Guaranteed Maximum Price (GMP) – Change Order #16 – Lemoine-Manhattan JV – Approval
10. Door Control Services – Preventative Maintenance Services for Terminal Revolving Doors – Approval
11. LRA Ordinance 77-2 – Amendment – Approval
12. Acceptance of Airport Rescue Grant - Approval

RESOLUTION - #2021-8-R1-04 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Guidry moved to accept Consensus Items 1 through 12 excluding item 5. The motion was seconded by Commissioner Pierre 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 9.39%. Mrs. Cotton reported the current attainment based on reported verified payments was 13.20%. Mrs. Cotton stated the airport's 2022-2024*

Triennial DBE goals were due and submitted to the FAA on August 1, 2021. Mrs. Cotton reported the three year goal is set at 6.10% which is a change from 7.71% in 2020. Mrs. Cotton reported a Public Hearing is set for September 11, 2021 and the public comment period is open until October 11, 2021. Mrs. Cotton reported the RFP for Broker Services will begin advertising on August 20, 2021 under the SBE Program. Mrs. Cotton reported Metro Source is working to complete the goal calculation for this RFP. Mrs. Cotton reported a draft of new terminal preventative maintenance services for RFP's would be forwarded to the LAC later in the week. Mrs. Cotton reported the goal for RFP for Engineering Services is at 5.47%. Mrs. Cotton stated to answer Commissioner Guidry's question on where the RFP was advertised; the placement of advertisement was in The Advertiser, The Advocate, Central Auction House, LAC's website, ACI, and AAAE.

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 next meeting. Mr. Groh stated the money is being spent as the funding agencies don't want the money to sit there not being spent. Executive Director Picou stated the green boxes on the bar graph are funds that are committed and waiting to be funded. Executive Director Picou stated there are letters of commitment and no one should think the airport is not being funded. Ms. Shelby Stach, showed new pictures of the progress of the terminal. Ms. Stach showed pictures of the inside of the terminal and updates in the screening area, the monitors for the ticket area, and Commission desks. Ms. Stach showed detailed pictures of the bag return area, baggage handling and TSA screening equipment, carpet in hold rooms, and monitor stands at gates. Ms. Stach showed pictures of the installed resinous on stairs, exit door lanes, and monitors in the rotunda. Ms. Stach showed concrete installed and the hurricane tie downs. Ms. Stach showed the sidewalk ready return lot, the security booth out front, and irrigation. Ms. Stach stated the jet bridges would begin arriving next week and signage would be arriving in the interior of the terminal next week. Ms. Stach stated furniture would be arriving in September after Labor Day and would be in the airport admin area first then on to the hold rooms. Ms. Stach stated package 5 & 11 were sent to FP&C for review and they should be bid out by the end of the year to start next year once the terminal is open for the existing building demolition and the rest of the airside. Ms. Stach stated there are meetings on coordination on the move and finalizing the soft and grand opening. Commissioner Edmond asked if the jet bridges would be here next week. Ms. Stach stated the jet bridges would start arriving next week in stages.
3. LFT Airport Monthly Fiscal Review (July) — 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 (6:19:00)

RESOLUTION - #2021-7-R1-04 – Adjourn

MOTION: Commissioner Guilbeau made a motion to Adjourn. 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

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.