

**PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF JULY 11, 2018 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.**

**ATTENDANCE**

**COMMISSION:** Valerie Garrett (Chairperson), Paul A. Guilbeau, Sr. – (Vice Chairman), Paul Segura (secretary/Treasurer), Timothy Skinner, John Hebert, Coy Watson (New Commissioner)

**ABSENT:** Bryan Tabor

**ADMINISTRATIVE STAFF:** Steven Picou (Executive Director), Todd Swartzendruber (Legal Counsel), Daniel Elsea (Deputy Director), Rene Cotton (Properties Administrator), Giles Menard (Operations Mgr), John Raedle (Security Coordinator), Mark Thibodeaux (Facilities Manager), Catina Theriot (Secretary).

**GENERAL AUDIENCE:** Robert Callahan (Sides and Associates), Terry Crownover (MSTC), Broutin Sherrill (RS&H), Frank Malagarie, Brian Smith (Michael Baker International), Rob Chomiack (CBRE|Heery), George Groh (CBRE|Heery-Kutchins&Groh), Ralph Hennessy (Michael Baker Int'l), Art Marullo (LPSO), Nic Walts (Picard Group), Michael Stropola (ARFF), R. Keith Broussard (KCB Capital Mgmt), Bryan O'Connor (Lemoine/Manhattan), Barrett Landry (Lemoine/Manhattan), Rodney Alexander (The Picard Group), Randy Alexander, Chris Groh (CBRE|Heery), T.J. Savoy (CBRE|Heery/Sellers & Associates), Courtney Reynolds (National Black Chamber of Commerce/DBE Committee Member), Tom Carroll (Sellers & Associates), Chuck Vincent (PAHL), Brian Nicholas (PHI), Josh Guillory (Campaign for Congress), Marcus White, Corey Jack (GSLBCC/DBE Committee Member).

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

Chairperson Garrett called the Regular Commission Meeting of July 11, 2018 to order at 5:35 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. INTRODUCTION/ROLL CALL**

**IV. APPROVAL of the Minutes of the Internal Affairs Committee of June 13, 2018, the Regular LAC Commission Meeting of June 13, 2018, and the DBE Advisory Committee of June 26, 2018.**

RESOLUTION - 2018-7-R1-01 Approval of the Minutes of the Internal Affairs Committee of June 13, 2018 and the Regular LAC Commission Meeting of June 13, 2018:

MOTION: Commissioner Segura moved the Lafayette Airport Commission accept minutes of the Internal Affairs Committee of June 13, 2018 and the Regular LAC Commission Meeting of June 13, 2018. Commissioner Skinner seconded this motion and the vote was as follows:

AYES: Guilbeau, Skinner, Segura, Hebert

NAYS: None

ABSENT: Tabor

MOTION CARRIES

**V. CHAIRPERSON'S COMMENTS:** Chairperson Garrett noted to the Commissioners she pulled the summary of the DBE Advisory Committee of June 26, 2018 as it does not require a vote and she will give an update during the Chairperson's comments.

The Commission has a new Commissioner and Chairperson Garrett asked that he come up and get sworn in with an Oath of Office that was recited with Mr. Todd Swartzendruber, Legal Counsel.

Once sworn in Mr. Coy Watson, new Commissioner, took his seat at the table.

Chairperson Garrett stated to the Commissioners the summary of the DBE Advisory Committee was in their packets and there were a couple of committee members in the audience. Chairperson Garrett

recognized two of the DBE Advisory Committee members as Corey Jack, Greater Southwest of Louisiana Black Chamber of Commerce Vice-President and Courtney Reynolds, Past President of the Greater Southwest Louisiana Black Chamber of Commerce and she now serves as Chairwoman of the National Black Chamber of Commerce. Chairperson Garrett states the DBE Advisory Committee has successfully had two meetings and the committee meets on the second Tuesday of the month. Both of these individuals have graciously decided to serve on the committee along with other members listed on the summary in the Commissioners' packets. Corey Jack, Vice-President of Greater Southwest Black Chamber of Commerce, stated the two meetings he has attended were very informative and he was able to pass along information to people that are asking questions in the community. Courtney Reynolds, Past President of the Greater Southwest Black Chamber of Commerce and has moved up the ladder in ten years and serves on the National Chamber in Washington, DC. Mrs. Reynolds owns a couple of businesses and know about the DBEs. Mrs. Reynolds stated her and Mr. Jack have simplified the process of filing out the DBE application. Chairperson Garrett mentioned the rest of the DBE Advisory Committee members. Jimmy Do, Asian Chamber of Commerce of Acadiana; Corey Jack & Courtney Reynolds; Clyde Gabriel, Kiwanis Southwest-Lafayette; Shawn Williams, Lafayette Consolidate Government; a new member of the Lafayette Economic Development Authority; Marlice Dugas, Lafayette commission on the Needs of Women; Jane Kulick, Louisiana Procurement and Technical Assistance Center; Heidi Melancon, Louisiana Small Business Development Center-Lafayette Region; Christopher Mamou, 100 Black Men of Greater Lafayette,; Pastor Daniel Kelly, Pastoral Alliance. Chairperson Garrett thanked Mike Rice, Lemoine Company, for attending the DBE Advisory Committee meetings and for supporting the program.

**VI. PUBLIC COMMENTS:** Josh Guillory, Campaign for Congress, thanked Chairperson Garrett, the Commission, and the people of Lafayette, LA. Mr. Guillory thanked the Commission for their successes and for the work they do. Mr. Guillory is running for Congress mainly because he believes the district deserves a consistent voice in Washington, DC. Mr. Guillory feels there has been good representation in the past and he wants that again. Mr. Guillory lives locally in Youngsville, LA, and he is a small business owner. Mr. Guillory is a family attorney, a football coach, and a US Army veteran. Mr. Guillory feels this district needs to have someone that lives in the district represented in Washington, DC.

**VII. COMMISSIONER'S COMMENTS:** Commissioner Guilbeau congratulated Mr. Watson for accepting the position of Commissioner. Mr. Coy Watson stated he was honored to be on board with the fellow Commissioners and at this moment in time it is appropriate for a quote from Socrates "The beginning of wisdom is knowing that you know nothing". Mr. Watson stated at this point he is feeling very wise. Mr. Watson thanked the Commission and stated he looked forward to working with everyone. Chairperson Garrett welcomed Commissioner Watson and stated his financial background will come in handy on the Commission.

**VIII. DIRECTOR'S REPORT:**

1. Recognition of LAC Staff and Commissioner's July Birthdays
2. Part 139 Inspection - *Executive Director Picou mentioned the airport received zero discrepancies on its annual inspection from the FAA. Executive Director Picou stated in his twenty plus years of doing airports across the nation, this is his third zero discrepancy inspection. One zero discrepancy inspection was in Amarillo and two were her in Lafayette, LA. Executive Director Picou recognized key people in making this happen for the Lafayette Regional Airport: Giles Menard -Operations Manager, Daniel Elsea – Deputy Director, Captain Mike Stropola – ARFF Acting Chief/Captain, and Mark Thibodeaux- Facilities Manager. The process is Giles finds it, Mark fixes it, Daniel oversees it, and ARFF responds if it catches fire. Executive Director Picou congratulated the guys and the whole team for making this happen.*
3. Eat Lafayette – *Executive Director Picou stated he was unable to attend this event but he heard it was well received and the food was very good.*

4. *New LAC Employees – John Raedle and Alec Hauber Executive Director Picou asked for Mr. Raedle to stand up and be recognized. Mr. Raedle, Airport Security Coordinator, comes to Lafayette Regional Airport from San Antonio via Long Beach in which he did the same work. Mr. Raedle has a law enforcement background and was a Police Sergeant in Long Beach. Mr. Raedle started in this position on Monday, July 9, 2018 and he thanked the Commission for having him here. Mr. Raedle stated he brings a wealth of knowledge to this position and he looks forward to working with Deputy Director Elsea on streamlining the processes and get the airport running more efficiently. Executive Director Pic stated Alec Hauber will be starting on Monday, July 16, 2018 as a new Operations Specialist. Mr. Hauber will be in attendance at the August 2018 Commission meeting.*
5. *New Wash Rack – Adjacent Hangar 7 Executive Director Picou stated this is a new wash rack that this closer to the location and it is an added convenience. This has been permitted and opened up July 1, 2018.*
6. *TSA – Early Morning Lines – Executive Director Picou stated every Commissioner is aware of the issues with the early morning TSA lines. Executive Director Picou stated between a seventy (70) minute window there are three to four flights departing Lafayette Regional Airport. Executive Director Picou stated there are passengers arriving later than ninety (90) minutes prior to their departure times. The airport is working with the airlines to tell their passengers to go immediately to the TSA checkpoint. American Air Lines contacts their passengers the night before and tells them to arrive ninety minutes prior to departure time. Delta Air Lines is looking to bring in a larger aircraft to accommodate their second flight with the passengers that may be left from the first flight. Their load factors are running high and Delta Air Lines is looking to try and accommodate their passengers. Executive Director Picou stated the airport on Friday, July 13, 2018 will move the cuing area ropes further out for the long lines. The airport will be playing a video on its webpage stating it is strongly recommended to arrive ninety minutes prior to their flights. Executive Director Picou stated Sides & Associates has been working with various individuals and media outlet to get the word out through PSA's about arriving ninety minutes prior. Commissioner Guilbeau asked if there was a way to tell if the passengers got to the airport prior to ninety minutes as they say they have. Executive Director Picou stated as individuals personally contact the administrative office and through the website there is correspondence with each one of their complaints. Commissioner Segura asked if any of the issues are with the TSA staff. Executive Director Picou stated he had been in communication with TSA and they did an audit of the workers and the verbal report was that TSA is working at the efficiency necessary for this airport. Chairperson Garrett stated the TSA Pre-Check line moves faster and it backs up the regular line. Commissioner Segura stated the airport will only reach a small percentage of people by word of mouth to stress passengers getting to the airport ninety minutes prior to their departure. Commissioner Guilbeau stated maybe encourage people to use TSA Pre-check.*
7. *TSA LEO Reimbursement – Executive Director Picou stated at the beginning of the year under new administration there were concerns of the airport not getting the reimbursement. The airport has been informed by TSA the reimbursement will be in place until the end of 2018. Executive Director Picou stated the airport receives \$20/hr. for the law enforcement officers to be on post at the airport. This doe not cover the airport's cost but it helps. Commissioner Guilbeau asked if the LEO would still be mandated at the airport's cost if the reimbursement is not extended. Executive Director Picou stated yes and the airport will need to wait and see what Congress will decide to do for next year.*
8. *Campus Parking – Executive Director Picou stated campus parking has become more of an issue. The airport has ample room for people to park in designated areas through out the airport, however, there are employees that are parking illegally. LCG gets contacted for the city street and they come out and do what is necessary, but if the vehicle is parked on private property it is the airport's responsibility. There have been some vehicles parked at*

*the old state police building and in that case a tow truck is involved and it is at the owner's expense. There have been communications with the air lines with notices of employees not parking in the correct areas and the employees can see Mrs. Theriot for parking privileges of \$40/yr. for the employee parking lot.*

9. *Crime and Cyber Security Insurance Policies – Executive Director Picou stated the airport has purchased Crime and Cyber Security insurance policies. Executive Director Picou stated if the airport gets malware or things like that the airport is now covered with insurance.*
10. *LCG City Council Selection for Mr. Cruse's Replacement – Update – Executive Director Picou stated Chairperson Garrett already covered this item under Chairperson's comments.*
11. *Surrey Street Bridge Re-Opening – Executive Director Picou stated the bridge is now open. Executive Director Picou was invited by Councilman Boudreaux to attend the re-opening ceremony.*
12. *Air Line Service – Update – Executive Director Picou stated this is the announcement that occurred on Tuesday, July 10, 2018 stating Frontier Air Lines announced service out of Lafayette beginning October 24, 2018 to Orlando and Denver. Chairperson Garrett stated book with Frontier and Fly Lafayette. Executive Director Picou stated Frontier contact Lafayette Regional Airport and it was easy negotiations.*

Executive Director Picou stated 12a item not on the Agenda. As Mr. Guillory indicated the airport has been awarded a notice to Congress of DOTD grant award for the Paul Fernet field for Lafayette, LA of \$10 million.

Commissioner Guilbeau asked for item 12b and stated there was a news release of the credit card parking lot being closed. Executive Director Picou stated the economy lot had been closed prematurely and it has been reopened. The lot will be open until the contractor is ready to start demolition. Executive Director Picou stated the economy lot parking will be reduced in size due to the demolition project.

Executive Director Picou thanked Mr. Callahan with Sides and Associates for all his help with the introduction of Frontier Air Lines coming to Lafayette Regional Airport.
13. *Fly Lafayette/Passenger Statistics/Sides & Associates Report - Mr. Callahan stated in June there were 40,992 passengers. Load factors were higher in recent months with Delta 90.7%, United 79.0%, and American had 77.6%. The next General Aviation Coffee Call will be on July 13, 2018 at 8:30 a.m. at the UL Marine Survival Training Center. Mr. Callahan stated this year the airport's Annual Aviation Fun Day will be held on Saturday, October 20, 2018. Th next DBE Outreach will be on Tuesday, July 31, 2018 at 5:30 p.m. at the Clifton Chenier Center. The Fly Lafayette Club currently has 10,207 members with 14 winners out of 583 entries. A list of winners is in the Commissioners' packets. Chairperson Garrett asked Mr. Callahan for an update on s day for Special Needs children/adults. Mr. Callahan stated he is still working on getting that information to schedule a day. Mr. Callahan stated there is someone he is contact with on the East coast.*
14. *Financials - Executive Director stated the financials will be available at next month's meeting.*

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

1. RS&H Work Order #50 – Runway 22L End Survey Analysis – Discussion/Action – Executive Director Picou stated RS&H presents for consideration the subject Work Order to perform a survey and engineering investigation to evaluate compliance with FAA criteria of the profile at the 22L end of Runway 4R/22L. the services to be provided include review of record documents, surveys, preparation of Letter Report, including one (1) exhibit, and coordination. An Opinion of Probably Construction Cost for any recommended improvements will be part of the scope. These services are to identify profile data for rectifying the dip on Runway 4R-22L associated with the Runway Overlay. Total Costs: \$20,117.00. Costs inclusive of ongoing Runway litigation. Staff Recommends Approval

RESOLUTION - #2018-7-R1-02 – Scheduled Business –Discussion – RS&H work Order #50 – Runway 22L

End Survey Analysis – Discussion/Action

MOTION: Commissioner Skinner moved to accept staff's recommendation. The motion was seconded by Commissioner Hebert and the vote was as follows:

AYES: Guilbeau, Segura, Hebert, Skinner, Watson

NAYS: None

ABSENT: Tabor

MOTION CARRIES

Commissioner Guilbeau mentioned to Executive Director Picou the document does not have a signature on it and he would approve the item for this meeting but in the future, he would like to have the signed documents present for the meeting to be approved. Commissioner Guilbeau does not want the airport to be responsible for anything the contractor has not agreed upon when the Commission approves an item that the contractor has not signed.

2. RS&H Work Order #10 – THangar Improvements – Change Order #2 – Discussion/Action – This item was pulled due to new information available that the Commission has not had the time to review prior to the meeting.
3. Private Aircraft Hangar of Lafayette – Lease Extension – Discussion/Action - This item was pulled due to information coming to the Commissioners the day of the meeting and not enough time for the documents to be reviewed by the Commission or Legal Counsel.

*Mr. Chuck Vincent, Private Aircraft Hangar, asked to address the Commission. Chairperson Garrett stated this item's documents will be reviewed by Legal Counsel and then it will be sent to the Legal Committee for review and Mr. Vincent can address the committee at the time of the future meeting. Commissioner Segura asked what the issue is with this item since it was put on the agenda for consideration and now the item is pulled. Chairperson Garrett stated part of the problem is the Commission not getting the documents in time for proper reviewing. Commissioner Segura stated the item stated the documents needed to be provided by July 23, 2018. Chairperson Garrett asked how the item could be approved at the July 11, 2018 meeting if the documents were not to be provided until after the meeting. Commissioner Segura stated staff put the information together and asked why the Commission couldn't approve the item conditionally. Todd Swartzendruber, Legal Counsel, stated the Commission has questions about the value of the improvements and to what extent of lease extensions can be granted at an adequate value. Mr. Swartzendruber stated it was his understanding it would be premature for the Commission to vote on a lease extension without having the information that was provided prior to the meeting. Commissioner Skinner asked if the invoices were the only extra items that arrived. Chairperson Garret stated there are some nuances of the lease itself that legal need to review. Commissioner Segura asked if it was this particular lease in question or the statue. Mr. Swartzendruber stated it is the state statue that needs to be reviewed and Chairperson Garrett stated it is in the best interest to have Mr. Swartzendruber review the lease some time after the meeting instead of approving the lease extension at the July 11, 2018 meeting. Commissioner Segura asked if Mr. Vincent could address the Commission. Chairperson Garrett stated the item was pulled so it would not be voted on and it will go to the Legal Committee. Mr. Vincent addressed the Commission with the statement of saying he contacted Mr. Picou about the lease and Executive Director Picou mentioned it was sent to legal for review. Mr. Vincent stated it was then sent to the Commissioners and he heard indirectly Commissioner Guilbeau wanted to review the invoices that went with the documentation. Chairperson Garrett stated each Commissioner has the right to ask for further documentation. Chairperson Garrett also stated she was out for some time during this process and she had questions for Legal Counsel about this particular lease and this is why the item will go to the Legal Committee. Chairperson Garrett apologized that Mr. Vincent has been inconvenienced during this time. Mr. Vincent asked for a timeline of this item. Mr. Swartzendruber stated it will take him a couple of weeks to review and Commissioner Guilbeau will review within five days of*

receipt of the lease. Chairperson Garrett stated possibly by the end of the month the documents should be ready for the Legal Committee.

#### **X. Scheduled Business – Consensus Items**

1. 2019-2024 Capital Improvement Plan (CIP) – State LADOTD – Draft – Approval
2. RS&H Work Order #41 – Lafayette Obstruction Analysis – Approval
3. RS&H Work Order #46 – PCI/PCN Integration – Approval
4. RS&H Work Order #54 – GA Development Infrastructure – Approval
5. North GA Phase III Construction – Elliott Construction – Change Order #3 – Approval
6. Runway 29 EMAS Construction – AECOM Work Order #8 – Change Order #2 – Phase III – Runway 29 EMAS Installation – Preliminary/Final Design and Bidding Support - Approval
7. Runway 29 EMAS Construction – Elliott Construction – Change Order #4 – Approval - *Item was pulled for a separate vote.*
8. Runway 29 EMAS Construction – CBRE | Heery – Task Order #7 – Change Order #2 – Continuation of Resident Project Representative Services – Approval -*Item was pulled for a separate vote.*
9. Memorandum of Understanding – TSA – Aviation Rap Back Program – Approval
10. Terminal Revolving Doors – Preventative Maintenance – Contract Approval - Door Controls Services – Approval
11. Vending Machine Placement – 1<sup>st</sup> floor of Terminal – M&M Sales – Approval

#### RESOLUTION - #2018-7-R1-03 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Skinner moved to accept Consensus Items 1 through 11 excluding items 7 & 8.

The motion was seconded by Commissioner Segura and the vote was as follows:

AYES: Guilbeau, Segura, Hebert, Skinner, Watson

NAYS: None

ABSENT: Tabor

MOTION CARRIES

7. Runway 29 EMAS Construction – Elliott Construction – Change Order #4 – Approval – Commissioner Guilbeau stated he has concerns with changing the specifications. Commissioner Guilbeau thought things such as this would come before the Commission for approval. Obviously, the cost will increase due to more contract days and the consultant wants to increase the cost of their supervision. Commissioner Guilbeau feels if the Commission would have stayed with the specs then the airport wouldn't need any additional compensation or added contract days. Commissioner Guilbeau is concerned about this and he will not support the two items. Executive Director Picou stated the contractor was not able to meet the specification for the project. The contractor found another method for the stone and this gives the airport a decrease of \$20,088.45. AECOM's design was not able to be met by Elliott Construction and item 8 indicates CBRE | Heery as the consultant to oversee the project. This has caused more days because of the change in the stone aggregate. Executive Director Picou stated AECOM was removed from that position on the project due to concerns and now it is CBRE | Heery overseeing the project for an additional \$45K. Commissioner Guilbeau asked Mr. Rob Chomiack, CBRE | Heery, about this item and Mr. Chomiack stated the issue with this project is new to him and he is not familiar with the details, but he will get back with the Commission with an answer. Commissioner Guilbeau stated his mind was changed about item 8 but not item 7. Commissioner Segura asked Commissioner Guilbeau if he was ok with item 8 but not item 7. Commissioner Segura asked Commissioner Guilbeau what his wishes with item 7 was. Commissioner Guilbeau stated he feels the contractor should have come before the Commission before changing the specs and be allowed to incur the changes. Commissioner Segura asked Executive Director Picou what he had to say about item 7 and he stated it is not additional. Executive Director Picou stated item 7 by itself is a negative deduct of \$20K but it does cost

additional costs for Royal and CBRE|Heery because of the time extension. Executive Director Picou stated there was a change in the specs and Elliott Construction tried multiple quarries to find the stone and they couldn't get the stone to compact to the specifications. AECOM then told Elliott Construction to go to CTB instead of the stone aggregate. There was discussion back and forth on the change from stone to CTB and it was mentioned AECOM may have to take the additional cost that the airport will have to pay for CBRE|Heery to oversee the change in the amount of \$25K.

RESOLUTION - #2018-7-R1-04 – Runway 29 EMAS Construction – Elliott Construction – Change Order #4 – Approval

MOTION: Commissioner Skinner made a motion to accept and then withdrew his motion.

Commission Guilbeau made a motion to defeat it and don't accept the Change Order. The motion was seconded by Commissioner Segura and the vote was as follows:

AYES: Guilbeau, Segura, Hebert, Skinner, Watson

NAYS: None

ABSENT: Tabor

MOTION CARRIES

8. Runway 29 EMAS Construction – CBRE|Heery – Task Order #7 – Change Order #2 – Continuation of Resident Project Representative Services – Approval

RESOLUTION - #2018-7-R1-05 – Runway 29 EMAS Construction – CBRE|Heery – Task Order #7 – Change Order #2 – Continuation of Resident Project Representative Services – Approval

MOTION: Commissioner Segura made a motion to accept. The motion was seconded by Commissioner Segura and the vote was as follows:

AYES: Guilbeau, Segura, Hebert, Skinner, Watson

NAYS: None

ABSENT: Tabor

MOTION CARRIES

**XI. Reports**

12. The Picard Group – Monthly Report- *Rodney Alexander, Picard Group, spoke about some of the funding that might be available to the airport as the need arises with Executive Director Picou. Mr. Alexander stated the FAA Reauthorization has passed with the House of Representatives. The FAA authorization ceases on September 30<sup>th</sup> and there is no indication of when the Senate will act on it or if the Senate will act on the reauthorization with everything going on. The Appropriations Bill has twelve sections and this is the first time in twenty (20) years the Senate has passed all twelve and the House has passed only passed on ten sections of the Appropriations Bill. There will likely be a Continuing Resolution. The President continues to threaten a shutdown if Congress does not provide adequate funding for the border wall. Nic Walts, Picard Group, gave an update on the third Special session that included sales tax and eliminating current exemptions and exclusions from sales tax. Four bills quickly gained momentum. Mr. Walts stated they have been successful at getting the funding through HB2 and they are currently waiting on the Agenda for the July Bond Commission meeting set to be on July 19, 2018. Report available on airport website.*
13. DBE Program Report – *Mrs. Cotton stated as of June 26, 2018 the airport's DBE and ACDBE goals were submitted to the FAA for their comments. Once the FAA comments are received they will be on the LAC's agenda for approval. Mrs. Cotton stated the 2016-2018 DBE goals, the 2019-2021 DBE goals, and the 2017-2020 ACDBE goals are posted on the airport's website for public view and comments. There will be a Public Hearing on July 19, 2018 in the Main Conference room to receive any comments from the public. Once the comments are received*

*the airport will compile those and the goals along with the comments will go to the FAA. Once those are received back from the FAA they will be put on the LAC's agenda as well. Mrs. Cotton stated as Mr. Callahan mentioned there will be a DBE Outreach scheduled for July 31, 2018 at the Clifton Chenier Center at 5:30 p.m. The agenda has not been finalized yet but some items that will be covered are the update to the DBE goals, there will be a presentation, and there will be a discussion about the certification process.*

14. Terminal Program Report –*Mr. Rob Chomiack, CBRE|Heery gave a presentation on the terminal program with the help of RS&H and The Lemoine Company. Mr. Chomiack, stated the presentation would include a quick terminal update, the program site, RTR update, and cost schedule update. Mr. Chomiack stated the Short-term financing RFP is out on the street now and responses are due back on July 30, 2018. The 60% design costs are in and the design team are going through those. The Enabling Demolition Notice to Proceed should have been issued any day after the meeting. Mr. Chomiack stated on the demolition project Lemoine's DBE participation will be at 12%. Mr. Chomiack stated there are two grant applications that were submitted; one related to the RTR and the other one related to the terminal program roughly at \$12 million. Mr. Broutin Sherril, RS&H, gave an update on the overall program with the slide presentation. There were opportunities to save some money on the taxiway pavements with working with The Lemoine Company. Mr. Sherrill stated the QTA is ready to go once the financing is worked out. There will be some coordination with some rental car agencies and the RTR location has been finalized after a number of meetings with the FAA. Commissioner Guilbeau stated before going further he thought the QTA facility was bided out already and asked what the hold is up. Commissioner Guilbeau stated he though last month's meeting (June) approved the RFP and the bidding for financing. Mr. Sherrill stated the packages are ready to go but one thing that was being looked into is FP&C money for the project. The package was sent to FP&C for their review and eligibility. The FP&C approval is needed prior to the bidding of the QTA. Executive Director Picou stated there is no timeline on getting a response from FP&C. Commissioner Guilbeau stated if there is financing available then the project should go forward. Executive Director Picou stated the project doesn't need to be built until the end of the program. Chairperson Garrett stated the options are to use the airport's money or the state's money. Chairperson Garrett stated if an item comes before the Commission for approval and an alternate route is taken then it wasn't made known to the Commission it becomes an issue. Commissioner Segura asked Mr. Nic Walts on the possible date of knowing if the airport will get the FP&C money. Mr. Walts stated if it doesn't come on the July agenda then it will be after the second week of August 2018. There was some discussion about the RFP being out on the street and the timing of those being valid. Mr. George Groh, Kutchins & Groh/CBRE|Heery, stated there are other parts of the rental car facility that the short-term financing can go towards. Mr. Groh stated the airport would like to have all the available funds before starting a project and FP&C and other agencies all have their own timelines. Mr. Groh also stated they will do a better job of communication on these issues. Commissioner Segura asked if the FP&C monies were only dedicated for the car rental facility. Mr. Groh stated it is dedicated specifically for the care rental facility. Commissioner Segura asked if the airport could bank finance the project and once the approval comes back use the FP&C monies. The airport needs to have the FP&C approval first before using any money for the care rental project. Commissioner Guilbeau asked if it was known about the capital outlay money in June and it concerns him. Mr. Sherrill talked about the RTR cable relocation and it has already been approved by the FAA and The Lemoine Company has secured the cable. Mr. Sherill went over the internal design of the new terminal such as offices, restrooms, meeting rooms, ticket counters, TSA, etc. Commissioner Segura asked if TSA will have more lines for processing especially with the current issues the airport is experiencing. Mr. Sherrill stated the new terminal is designed for two TSA lanes. Executive Director Picou stated there will be two lanes and it will be demand driven if both lanes will be operational all the time. Mr. Sherrill went over the inside design of the terminal in more detail. Mr. Bryan O'Connor, The Lemoine Company/Manhattan, described how he will build this new terminal design. Mr.*



*O'Connor stated the main goal is to minimize disruptions of the current terminal. Mr. O'Connor stated there will be signs showing what is terminal traffic and what is construction traffic. There will be a roadway/pathway for fuel trucks as well as designated parking for construction and VIP area (such as Commissioners wanting to see the progress). Mr. O'Connor stated at some point during construction a new terminal loop road would be constructed prior to the new parking being established for the new terminal area. Mr. O'Connor showed a 3D Model video of the site. Commissioner Segura asked from a design standpoint if it was considered to soften the turns into the terminal entrance coming off of Surrey Street. Mr. Sherrill stated the curve will be addressed later but the city authority liked the sharper turn to slow traffic down upon entering the terminal. Commissioner Watson asked if a roundabout was in the original plan and Commissioner Segura stated it was more of a sweeping turn than a ninety degree turn. Mr. Chomiack stated the budget for the terminal is \$80.3 million and the cost reconciliation drawings are on-going with CMAR. Mr. Chomiack briefly mentioned the master schedule of start dates of the various projects that will take place for the terminal construction. Chairperson Garrett stated we are now at 60% design and asked if there will be full-time staff personnel at Lafayette Regional Airport from here on out. Mr. Chomiack stated yes and a person scheduled as a resident inspector on the hangar demolition. CBRE|Heery received the IFE (Independent Fee Estimate) back on July 10, 2018 and they will have conversations with Executive Director Picou and Deputy Director Elsea to get it all resolved. Mr. Chomiack has a staffing plan that will be available in a few days. Mr. Danny Diez will be the Program Director and he will be on site as needed. Mr. Chomiack stated there will be a full-time staff person but that person has not been selected as of yet but it will be done quickly. Chairperson Garrett asked if there will be a full-time person in August 2018 and Mr. Chomiack stated yes that is the plan. Mr. Chomiack stated there will be a transition period between Linda Smith and Danny Diez as the project moves toward GMP. Chairperson Garrett and Commissioner Guilbeau stated the Lafayette Regional Airport needs a full-time person because airport staff is taking on additional duties.*

15. LFT Airport Monthly Fiscal Review (June) — *Executive Director Picou stated Fiscal Review will be available at the August meeting.*

## **XII. Project Updates**

16. Runway 11-29 Rehabilitation (Michael Baker International) - Update
17. I-49 Support Services (Michael Baker International) - Update
18. Master Plan (DSA) – Update
19. Runway 29 EMAS Installation Work Order 8 (AECOM) – Update
20. Hangar Improvements (RS&H) – Update
21. Noise Program (RS&H) – Update
22. Noise Easement Implementation Program Phase II (RS&H) - Update
23. North GA Phase III (RS&H) – Update
24. QTA Facility (RS&H) – Update
25. Encroachment Analysis (RS&H) – Update
26. New Terminal Schematic Design (RS&H) -Update
27. New Terminal Building (RS&H) – Update
28. Airside Design (RS&H) – Update
29. Landside Design (RS&H) - Update
30. Taxiway J Repair (RS&H) – Update
31. RTR Facility Design (RS&H) – Update
32. Lafayette Enabling Demolition Package (RS&H) - Update

**XIII. Other Business:** Commissioner Guilbeau stated the Commission sits behind the table and they expect when communication is given the Commission acts on it. Commissioner Guilbeau stated the Commission would think the action taken would be carried out and he doesn't see it happening. Commissioner Guilbeau stated the message was given and he thinks the tax payers' dollars should be

spent wisely. Commissioner Guilbeau made note to acknowledge a good friend, Mr. Tom Carroll, who did good things for the airport when he was Public Works Director for the City of Lafayette. Mr. Carroll will be on board for some construction projects on the new terminal.

**XIV. Adjourn (7:37)**

**RESOLUTION - #2018-7-R1-06 – Adjourn**

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

AYES: Guilbeau, Segura, Hebert, Skinner, Watson

NAYS: None

ABSENT: Tabor

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.**