

Lafayette Airport Commission Internal Affairs Committee Meeting August 9, 2017

Internal Affairs Committee:

Chairman:	John Hebert
Vice Chairman:	Paul Segura
Member:	Bryan Tabor
Member:	Matt Cruse (Alternate)
Ex-Officio Member:	Valerie C. Garrett

Absent:
Matt Cruse (Alternate Member)

Also Present:

Steven Picou – Executive Director
Catina Theriot – Secretary
Paul A. Guilbeau – Commissioner
Daniel Elsea – Deputy Director
Warren Caudle – Republic Parking
Terry Crownover – Marine Survival Training Center
Robert Callahan – Sides and Associates
Valerie C. Garrett – Chairperson (entered at 4:52 p.m.)
Timothy L. Skinner – Commissioner (entered at 5:18 p.m.)

This meeting was recorded and is on file and available for review in the Lafayette Airport Commission office.

At 4:40 p.m., with five (5) Commissioners in attendance Commissioner Hebert called the Lafayette Airport Commission Internal Affairs' Committee to order.
The Pledge of Allegiance was recited by all.

Chairman's Comments: None

Public Comments: None

Scheduled Business – Discussion Items

Item 1: Review of Evaluation Revisions & Protocol for Executive Director
Consider new Performance Appraisal Matrix
Policy and Procedures for Implementation of Performance Appraisal
Recommendations to Commission prior to their regularly scheduled
September meeting
Performance Appraisal is from 2/25/2016 – 02/25/2017

[Discussion]

Chairman Hebert stated the evaluation and performance matrix has been revised by Chairperson Garrett and the committee has been asked to review this document versus the old version. Commissioner Hebert stated the information contained in the evaluation has been moved around. Commissioner Segura also stated the evaluation has been consolidated in other areas. The discussion was to decide whether the new matrix would go before the full Commission at the September meeting and have the Executive Director's Performance Evaluation performed in October 2017.

MOTION: Commissioner Segura made a motion to adopt the new Performance Appraisal Matrix that was revised by the Chairperson. Commissioner Tabor seconded the motion and the votes was as follows:

AYES: Segura, Tabor

NAYS: None

ABSENT: None

There was discussion on ways of handling the Policy and Procedures for Implementation of Performance Appraisal. There was no information included in the By-Laws that pertained to the Executive Director's performance evaluation. The Internal Affairs committee will need to meet again to determine the course of action on the direction of scoring the Performance Evaluation after it has been approved by the Commission.

MOTION CARRIES

Other Business-None

Adjourn

Commissioner Segura moved to adjourn the Internal Affairs Meeting of August 9, 2017. Commissioner Tabor seconded the motion.

The meeting Adjourned at 5:28 p.m.

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF AUGUST 9, 2017 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSION: Valerie Garrett (Chairperson), Paul A. Guilbeau, Sr. – (Vice Chairman), John Hebert, (Secretary/Treasurer), Timothy L. Skinner, Paul Segura, Bryan Tabor

ABSENT: Matt Cruse

ADMINISTRATIVE STAFF: Steven Picou (Executive Director), Daniel Elsea (Deputy Director), Steve Oats (Legal Counsel), Rene Cotton (Properties Administrator), Mary Green (Financial Comptroller), Catina Theriot (Secretary).

GENERAL AUDIENCE: Robert Callahan (Sides and Associates), Sgt. Art Marullo (Airport Police), Lt. Thomas J. Hebert (LPSO), Jon Pope (Heery), Keith Broussard (KCB Capital Management), Samuel Pierre (3FJ), Mark Stielper (MBSB), Broutin Sherrill (RS&H), Terry Crownover (MSTC), Phil Swan (United Air Lines), Mark Suire (AOG/western Airways), John Harrison (Signature Flight Support), Jason Henderson (Western Aviation), Warren Caudle (Republic Parking), Greg Ellison (The Lemoine Company), Eric McClanahan (Braun Intertec), Patrick McIntire (Oats & Marino), Todd Swartzendruber (Oats & Marino).

I. CALL TO ORDER:

Chairperson Garrett called the Regular Commission Meeting of August 9, 2017 to order at 5:32 p.m.

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTION/ROLL CALL

IV. APPROVAL of the Minutes of the Regular LAC Commission Meeting of July 12, 2017.

RESOLUTION - 2017-8-R1-01: Approval of the Minutes of the Regular LAC Commission Meeting of July 12, 2017:

MOTION: Commissioner Segura moved the Lafayette Airport Commission accept minutes of the Regular LAC Commission Meeting of July 12, 2017. Commissioner Hebert seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Segura, Tabor

NAYS: None

ABSENT: Cruse

MOTION CARRIES

V. CHAIRMAN'S COMMENTS: Chairperson Garrett thanked all the staff and Mark Thibodeaux and his Maintenance Department for the quick cleanup and presentation of the Cargo Facility ribbon cutting for the governor's visit. Chairperson Garrett commended the staff for their ability to change at a moment's notice to accommodate the governor's changing schedule. Governor Edwards was impressed with the airport, the staff, and with what the Commission is doing. Chairperson Garrett thanked the Commissioners for those that came out to the ribbon cutting Grand Opening and to those that serve on the Commission as it is on a volunteer capacity.

VI. PUBLIC COMMENTS: None

VII. COMMISSIONER'S COMMENTS: None

VIII. DIRECTOR'S REPORT:

1. Recognition of LAC Staff and Commissioner's August Birthdays
Steven L. Picou – Executive Director – 8/13
David McPherson – Security Coordinator – 8/19
Rene Cotton – Properties Administrator – 8/20
2. Tavin Botley- ACE Certification – *Mr. Botley received his Airport Certification Employee accreditation after a four-month long process. The only other employee at LFT with this certification is Executive Director Picou.*
3. LPSO Art Marullo, Sgt. – *Executive Director Picou states Mr. Marullo has several years with the Sheriff's Department and is a great addition with already making some changes with reports etc. There is a new podium at the end of the TSA checkpoint for the officer on duty and it is more presentable.*
4. Governor's Visit - *Executive Director Picou mentioned the governor's visit was Thursday, August 3, 2017, at the Cargo Facility and was a great success. Governor Edwards was impressed with what is going on at Lafayette Regional Airport. Mr. Thibodeaux and his team in maintenance really went above and beyond getting the facility ready for the governor's visit. Chairperson Garrett thanked Commissioner Segura for all of his help with the CMAR process and the governor's visit. Executive Director Picou was impressed with the governor being very approachable.*
5. South East Chapter AAAE – *Executive Director Picou stated this is the chapter LFT airport belongs to and he is on the planning committee for the conference. Chairperson Garrett has approved travel time required to serve on the committee.*
6. GA Outreach/Survey – *Executive Director Picou stated there will be an outreach survey that will be going out. This will be mentioned in the Sides & Associates report.*
7. Ashley High Five – *Executive Director Picou stated Mrs. Ashley Simon came up with this item which entails if you see someone doing something well give them a High Five certificate telling them why. This is a morale booster and it will be implemented for the remainder of the 2017 year. If an employee is going above and beyond give a High Five.*
8. Rene DBE Training – *Executive Director Picou stated Mrs. Cotton just came back from Washington, D.C. where she met with the FAA and attended DBE training. Mrs. Cotton came back with a wealth of knowledge.*
9. RFP Porter Services -*The current five-year contract for Porter Services will expire September 30, 2017. An RFP is currently being advertised, proposals are due on Thursday, August 24, 2017*
10. Classic Business Products – Terminal Administrative Copier – Automatic Renewal - Annual automatic renewal 9/12/17 – 9/11/18 – one-year contract rate \$ 200.00
Executive Director Picou mentioned as a reminder to the Commissioners on September 13, 2017 before the Regular meeting at 4:30 p.m. there will be a Special Meeting to discuss the Budget for 2018.
11. Fly Lafayette/Passenger Statistics/Sides & Associates Report - *Mr. Callahan stated in July there were 35,504 passengers. Load factors were Delta 79.0%, American 63.6%, and United had 53.0%. The Fly Lafayette Club currently has 9,822 members with 14 winners out of 502 entries and the list of winners is in the Commissioners' packets. Mr. Larry Sides and Mr.*

Robert Callahan came up with a General Aviation survey to sit one on one with GA tenants that are at the airport on a regular basis to see what they would like to see as a GA event and to find out if the communication is there between the Commission, staff, and GA tenants. The next GA Outreach "Coffee Call" will be on Thursday, August 17, 2017 at 8:30 a.m. and will be held at Signature Flight. There are two upcoming events the airport is participating in. The top 50 Business Luncheon will be on Wednesday, August 16, 2017 at noon at the Cajundome Convention Center. The airport has a table and the Commissioners arrive stating they are with the airport. 232-HELP is having their annual fundraiser on Thursday, October 5, 2017 at 6pm at RiverOaks off Kaliste Saloom Rd. Chairperson Garrett asked Mr. Callahan to give a brief description of 232-HELP. Mr. Callahan stated it is an organization that provides free assistance to people with healthcare needs, medication needs, free ministry, in times of disaster they step up and help. The organization services an eight-parish area and also has a hotline people can call. Commissioner Guilbeau asked if the airport is a participant in this fundraiser. Mr. Callahan stated no the airport is not a participant and this is a volunteer organization. Commissioner Hebert asked what is the nature of the fundraiser. Mr. Callahan stated it is an annual fundraiser to help fund the running of the business office. The fundraiser consists of door prizes, pasta dishes, food, a little entertainment, and a silent auction to raise money. Chairperson Garrett thanked Mr. Callahan for all his help with the governor's visit as well.

12. Financials - *In the Commissioners' packets for review. Commissioner Skinner asked about the parking revenue having a steady trend of being below budget. The parking lots have not been full to capacity and this is due to people using Uber and Lyft. Times are changing how people commute to and from an airport and this is taken into consideration for the new terminal with not having a parking garage to start out with.*
13. **Added item** – *Executive Director Picou stated the airport was notified on 08/03/2017, the Noise Mitigation measures for residents within the 65/69DNL received a grant for \$1.1mil to further the program into Phase II. The FAA is working with the airport on this and additional funding is coming for this noise mitigation program. This is the purchase of aviation easements over homes that are in the 65/69DNL. The homes have to be in that area to meet the criteria to receive the aviation easement. This is a voluntary program and if the homeowner elects not to be in it then it moves on to the next person inside the 65-69DNL area. Commissioner Skinner asked if the airport has received calls about this program. Executive Director Picou stated the calls are from people outside of the 69DNL and are not eligible. The program is not for the noise you hear over the homes but for the annual operations over the homes. There have been some clarifications from the first letter that was sent out.*

IX. Scheduled Business - Discussion Items

1. Checkpoint Law Enforcement Officer (LEO) – Contract – Discussion/Action - The Lafayette Parish Sheriff Office(LPSO) provides one Checkpoint Law Enforcement Officer for the airport on a daily basis as required by TSA. Checkpoint hours average 19-20 hours per day. Currently, TSA reimburses the airport at the rate of \$20.00/hour, with the airport paying the remaining difference of \$6.00/hour. Effective January 1, 2017 the LPSD's rate increased from \$26.00/hour to \$ 35.00/hour for this position. Several negotiation discussions were held between LAC Staff and LPSO, to try and establish a rate in line with the TSA reimbursement (see attached timeline). The LAC paid the LPSO at the 2016 rate of \$26.00 for the months of January 2017 – June 2017.

At the new contract rate (\$35/hr.) the LAC would be responsible for paying the difference of \$15.00/hour.

The following counter offers are proposed to LAC for discussion:

1) Approve the new contract with a start date of January 1, 2017 at a rate of \$35.00/hour. (includes the retroactive amount due to LPSO; LAC would need a Budget Amendment for Security Services of \$52,000).

Previously there was not contract for the Checkpoint Law Enforcement Officer, this is the first contract received for this position.

The LAC has contracts with LPSO for terminal security at an annual rate of \$ 511,359.00 and inmate services at an annual rate of \$ 55,000.00, both contracts are effective through 12/31/17. *Chairperson Garrett asked if the contract the LPSO is proposing would go to the end of the year 2017. Commissioner Guilbeau stated it is an unfunded mandate but has the airport approached the TSA about providing a person at the checkpoint. There is a national agreement that every airport in the U. S. receives \$20/hr. that participates in having an officer at the TSA checkpoint. Commissioner Segura asked if the airport receives \$20 from TSA for this service and Executive Director Picou stated yes that is correct. Commissioner Segura asked if we have a contract and Executive Director Picou stated there is one in the Commissioners' packets but Legal has not reviewed it yet. If the Commission votes on this it is only for the dollar amount rate per hour and not for a contract. Chairperson Garrett stated the airport has been paying the \$26/hr. that was budgeted for and now the airport would pay \$9 more back retroactive. Executive Director Picou stated the airport has reached out to the Sheriff's office to determine if there will be another increase before January 1, 2018 and there has been no response. Chairperson Garrett stated the Commission informed the Sheriff's office that if there would be an increase it needed to be presented to the Commission prior to the Budget meeting. Commissioner Segura asked if the wishes of the Commission were to have the contracts run concurrently and Executive Director Picou stated yes that was the goal. Chairperson Garrett stated the Sherriff's office did not want the contract for security and TSA checkpoint to coincide with each other. Commissioner Skinner asked if the Lafayette Police Department was looked into for a different rate. Executive Director Picou stated the airport has looked into Lafayette PD, Marshall's office, and the only one not looked into is State Police. Chairperson Garrett stated the Sherriff's office is the better amount. Commissioner Hebert asked if the \$52K is an incremental amount and Chairperson Garrett stated yes, it is the increased amount. Commissioner Guilbeau asked if this will be approved at this meeting.*

RESOLUTION - 2017-8-R1-02: Checkpoint Law Enforcement Officer (LEO) – Contract – Discussion/Action:

MOTION: Commissioner Segura moved the airport increase the contract for the Checkpoint Law Enforcement Officer from the current \$26 to \$35/hr. as requested by the Sherriff and make it retroactive back to January 1, 2017, and also to allow the Chairperson to review and approve the contract. The budget will need to be amended however the staff sees fit to include the Sherriff's increase of \$52,000.00. Commissioner Skinner seconded this motion and the vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Segura, Tabor

NAYS: None

ABSENT: Cruse

MOTION CARRIES

2. O&A Ad Valorem – Airport Millage 2017 – Discussion/Action – Annually, the Lafayette Parish Tax Assessor's Office provides information relative to levied Millages for the current and

upcoming year and requires the governing body to vote on its adoption. While the LAC may in any year prior to 2021 (the next millage renewal vote) request to roll forward to the voter approved 1.71 mils, an earlier timing and different public notice requirements would be needed than what is being applied this year to maintain the millage rate. These O & M funds support LAC's costs for Airfield Maintenance, ARFF, Security, Insurance, Environmental, and Utilities among other expenses. Staff suggests that the LAC maintain for 2018 the approved millage rate of 1.58 mils or the amount determined by the tax assessor to equal previously approved amount and forward to the Lafayette Consolidated Government for action.

1997	1.46	1998	- 1.46	1999-	1.46
2000	1.41 (based on reassessment rate was lowered)				
2001	1.24 (based on special reassessment rate was again lowered) (November 2001 voters approved O&M rate of 1.71 mils)				
2002	1.41				
2003	1.71				
2004	1.59 (based on reassessment taxing agencies were required to roll-back the rate to 1.59)				
2004	1.71 (adjusted back to the prior year's rate of 1.71 as approved by voters)				
2005	1.71				
2006	1.71				
2007	1.71				
2008	1.71				
2009	1.71(based on reassessment taxing agencies were required to roll-back the rate to 1.71)				
2009	1.71 (adjusted back to the prior year's rate of 1.71 as approved by voters)				
2010	1.71				
2011	1.71				
2012	1.71				
2013	1.71				
2014	1.71				
2015	1.71				
2016	1.71 Proposed; Due to Reassessment year, all agencies required first to "roll-back" rate. For LAC, that was to 1.58 and LAC proposed "rolling forward" back to 1.71 rate. LCG Council approved the "roll-back" to 1.58 mils, but failed to approve the "roll forward". (Annual difference between 1.71 mils and 1.58 mils is approximately \$360,000)				
2017	1.58				

Commissioner Guilbeau asked for the "or" statement to be read again for clarification. Executive Director Picou stated it will not have to come back to the Commission again for a separate vote. Mrs. Green stated the LAC has not received an amount from the tax assessor's office. The LAC will go with what amount the tax assessor's office will give and the number will be based on what the values are and then they will know if the 1.58 mils stands or not.

RESOLUTION - 2017-8-R1-03: O & M Ad Valorem – Airport Millage 2017 – Discussion/Action:

MOTION: Commissioner Guilbeau moved that the Lafayette Airport Commission approve the proposed millage Rate of 1.58 or the rate given by the tax assessor and forward to the Lafayette Consolidated Government. The motion was seconded by Commissioner Skinner and the vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Segura, Tabor
NAYS: None
ABSENT: Cruse
MOTION CARRIES

3. Terminal Program – Construction Manager At Risk – Request for Qualifications (RFQ) – Discussion/Action – The LAC is requesting a line of credit for Facility Planning and Control (FP&C) trailing monies. The line of credit will allow the LAC to utilize the CMAR delivery method while utilizing 100% of funds (including trailing monies) allocated by FP&C. If the line of credit is not available, the LAC will carve out a portion of the CMAR RFQ to utilize those funds currently allocated by FP&C. The Chair is requesting authority to release the CMAR RFQ on or about 08/18/2017 whether or not the line of credit is authorized by FP&C.

Chairperson Garrett wanted to make sure it is clear whether or not the line of credit is available the LAC will carve out as needed. Executive Director Picou stated that is correct. Chairperson Garrett stated it has been requested that a date not be given out for the release of the CMAR RFQ but the Chairperson has the authority to send it out when the LAC hears back from FP&C on the line of credit. Chairperson Garrett stated to the Commission the LAC did not want to hold up the CMAR process any longer and to have the availability to move at some point this month (August) without having the benefit of meeting again because CMAR has already been formatted and based on what council and Mr. Pope says it is ready to go. The LAC needs the authority to move forward with the conversations with the governor's office and other parties whether to move it with the line of credit or with just the monies the LAC has available now. Chairperson Garrett stated the LAC wants to get the opportunity to get all of the money if possible.

RESOLUTION - 2017-8-R1-04: Terminal Program – Construction Manager At Risk – Request for Qualifications (RFQ) – Discussion/Action:

MOTION: Commissioner Guilbeau moved that the Lafayette Airport Commission give the Chairperson the approval to release the CMAR at whatever time Chairperson Garrett feels all activities have been cured. The motion was seconded by Commissioner Segura and the vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Segura, Tabor
NAYS: None
ABSENT: Cruse
MOTION CARRIES

X. Scheduled Business – Consensus Items

1. 2017 Surplus Authorization – Approval *Executive Director Picou stated this will go out through the same process as last time with being place don't he surplus website and there will be a handling fee from the auctioneer to pay for the advertisement on the website. There will not be any charges for the LAC to pay for this service. Commissioner Guilbeau asked about the airport purchasing three vehicles this year and Executive Director Picou stated the third vehicle is still in processing and the current one will not be on this listing this time. With the vehicles, a reserve has been set and the bid cannot go any lower than what the reserve amount is set at. Commissioner Guilbeau asked if all vehicles are being used and currently that is the case.*
2. Signature Flight – FBO Maintenance Services – Approval
3. Western Airways, Inc. – 125 Shepard Drive – Lease Renewal – Approval
4. United Parcel Service (UPS) – Lease Amendment (Ratify Action) – Approval *Executive Director Picou stated this is an error and it should read Federal Express(FedEx) and not United Parcel Service (UPS).*

5. Door Control Services Inc. – Preventative Maintenance for Revolving Doors – Approval
6. Janitorial Services (200 Terminal Drive and 222 Jet Ranger X Drive Admin. Office) – Award of Contract – Approval
7. 118 Shepard Drive Flooring Upgrades (VoTech School) – Substantial Complete – Scott Hebert Interiors & RS&H/MBSB Group – Approval
8. 118 Shepard Drive Flooring Upgrades (VoTech School) –Change Order #1 – Scott Hebert Interiors & RS&H/MBSB Group – Approval
9. Air Traffic Control Tower Chiller Upgrades Change Order #3 – Bernhard Mechanical (MBSB)- Approval
10. Air Traffic Control Tower Chiller Upgrades Substantial Completion – Bernhard Mechanical (MBSB)- Approval
11. Air Traffic Control Tower Interior Upgrades Change Order #1 – Acadiane Renovations Ltd (MBSB) – Approval
12. 2018-2023 Capital Improvement Plan- LA DOTD- Draft Submittal-Approval
13. 2017 Terminal Enabling Demolition Package – Bid Authorization – Approval

Commissioner Skinner asked if Mr. John Harrison would speak about the Maintenance Services. Mr. Harrison, Signature Flight, stated a couple months back he received word that AOG would be closing its doors and at that time he reached out to several businesses and Western Airways was the obvious choice. Agreements and contracts are awaiting approval. Western already has an established maintenance facility in Sugarland, TX and that will be brought down here to Lafayette, LA. Western will be able to service larger aircrafts with more modern technology and they will have mobile units to be able to work on aircrafts on the runway if need be. Commissioner Skinner said this will provide more deterrence than what was available before with the size of Western and the equipment available. Mr. Henderson, Western Airways, stated with the FDSO out of Texas this will be pushed to be a 145-repair station also. Commissioner Skinner asked if all the employees were still there and Mr. Henderson stated employment offer letters were offered to all employees that were part of AOG. Western Airways will be leasing one of the bay areas from Mr. Harrison and everything should stay the same.

RESOLUTION - #2017-8-R1-05 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Guilbeau moved to accept Consensus Items 1 through 13 with the correction to item 4, which changed to FedEx in lieu of United Parcel Service. The motion was seconded by Commissioner Skinner and the vote was as follows:

AYES: Guilbeau, Hebert, Skinner Segura, Tabor

NAYS: None

ABSENT: Cruse

MOTION CARRIES

XI. Reports

14. The Picard Group – Monthly Report- *In the Commissioners' packets.* Report available on airport website.
15. DBE Program Report – *Mrs. Cotton stated she attended the FAA National Civil Rights training for airports in Washington, D.C. held August 1– 3, 2017. There was a lot of information given out on the DBE program, Title VI Program, and the ADA programs. While in Washington, D.C. Mrs. Cotton met with FAA staff, Gene Roth, National Team Lead and Delores Leyva, Program Specialist for the Lafayette Regional Airport. The topic was the airport's DBE Program which there are still questions and a phone conference is set up for August 10, 2017. The airport's DBE Program is still under review and Mrs. Leyva has not*

completed her review. A takeaway from the conference was a tool that the FAA is working on is to provide a match making service for Prime and Sub-Contractors to use for ongoing and upcoming projects. This is something that will be forthcoming in the airport's next DBE outreach and it will be available on the FAA's website for contractors to upload their information. Mrs. Cotton stated Heery has submitted to the airport a DBE goal for the Terminal Enabling Demolition project and it will be coming before the Commission soon. Also, in the month of August there will be a stakeholder's focus group meeting that will be consulting small businesses and contracting community advocacy groups to review the DBE/ACDBE goal methodology and discuss local barriers to entry for small businesses. Also, there will be a meeting to discuss the updated 2016-2018 DBE goal and also the ACDBE goals. There has not been a date set for the matchmaking session due to the construction project.

16. Terminal Program Report – Heery Mr. Pope gave updates on all the aspects of the projects that are ongoing with the new terminal program. Mr. Pope stated absent the CMAR Procurement the airport is moving along with the rest of the project. The airport is working closely with the FAA almost on a daily basis of communication to get through the various projects. The airport is very close to wrapping up the Environmental Assessment. The final draft of the EA will be in a public meeting on August 15, 2017 in the Commission meeting room at 5:00 p.m. The final draft of the EA will then be submitted to the FAA and await the final record of decision anticipating no significant impacts. Once granted the airport can move on with construction starting with the Enabling Demolition package that on the Consensus agenda. The new terminal should not impact the RTR signals after discussions with the FAA but if a parking garage should come into construction it might impact the signal and may have to be moved or altered. Mr. Pope stated the airport is ready to move forward with the CMAR Procurement once given the permission to move onward. Some contractors that were interested the first time around are still interested and they understand the stops that the airport has taken throughout this process. Funds through cash or grants is always made available through sourcing agencies before any contracts are issued.
17. LFT Airport Monthly Fiscal Review (July) — Report available on airport website www.lftairport.com. Executive Director Picou stated Fiscal Review is in the packet as well.
18. Legal Report on Pending Litigation – Executive Session
 1. 15th Judicial District Court, Parish of Lafayette, State of Louisiana
Docket Number 2016-3405
Parties: Lafayette Airport Commission, Diamond B Construction, LLC, and URS
 2. 15th Judicial District Court, Parish of Lafayette, State of Louisiana
Docket Number 2016-6858
Parties: Lafayette Airport Commission, Pavement Maintenance Unlimited, LLC, and URS Corporation
 3. 15th Judicial District Court, Parish of Lafayette, State of Louisiana
Docket Number 2017-0258 Parties: Lafayette Airport Commission, Coastal Bridge Company, LLC, and URS Corporation

XII. Project Updates

19. Runway 11-29 Rehabilitation (Michael Baker International)
20. I-49 Support Services (Michael Baker International)
21. Master Plan (DSA) – Update
22. Runway 29 EMAS Installation Work Order 8 (AECOM) – Update

23. Cargo Facility (MBSB) – Update
24. ATCT – Chiller Upgrades (MBSB) - Update
25. LRA, ATCT – Interior Upgrades – 2016 (MBSB) – Update
26. Sterile area Expansion Restaurant/Bar Build Out – Update *Executive Director Picou stated he notified the Commissioners this project has begun and it is slated for forty (40) days. This will incorporate the bar and restaurant to be dual purposed to be able to purchase food and drink on both the secure and non-secure side of the checkpoint. The airport anticipates this will generate more revenues for Oakwells and generate more revenue for the airport.*

Mr. Oats, Legal Counsel, stated the agenda has been reviewed and the request for Executive Session to discuss pending litigation on the three matters discussed and it is the opinion it is appropriate for an Executive Session if the Commission wishes to do so.

RESOLUTION - #2017-8-R1-06 – Executive Session – Go Into

MOTION: Commissioner Segura made a motion to go into Executive Session for the three items. The motion was seconded by Commissioner Skinner and the vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Segura, Tabor

NAYS: None

ABSENT: Cruse

MOTION CARRIES

RESOLUTION - #2017-8-R1-07 – Executive Session – Come out

MOTION: Commissioner Skinner made a motion to come out of Executive Session. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Guilbeau, Hebert, Skinner, Segura, Tabor

NAYS: None

ABSENT: Cruse

MOTION CARRIES

XIII. Other Business: None

XIV. Adjourn

RESOLUTION - #2017-8-R1-08 – Adjourn

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

AYES: Guilbeau, Hebert, Skinner, Segura, Tabor

NAYS: None

ABSENT: Cruse

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.