

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING OF APRIL 10, 2019 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSION: Paul Segura (Chairman), Valerie Garrett – (Vice Chairman), Paul A. Guilbeau, Sr. (Secretary/Treasurer), John Hebert, Coy Watson, Lynn Guidry

ABSENT: Bryan Tabor

ADMINISTRATIVE STAFF: Steven Picou (Executive Director), Stephen Oats (Legal Counsel), Daniel Elsea (Deputy Director), Rene Cotton (Properties Administrator), Mary Green (Finance Comptroller), John Raedle (Security Coordinator), Rebecca Schmid (Operations Specialist), Catina Theriot (Secretary).

GENERAL AUDIENCE: Tim Murray (CBRE|Heery), Shelby Stach (CBRE|Heery), Frank Malagarie, Broutin Sherrill (RS&H), Chris Groh (CBRE|Heery/Kutchins & Groh), George Groh (CBRE|Heery/Kutchins & Groh), Keith Broussard (KCB Capital Mgmt), Michael Mondragon (RS&H), Mark Stielper (MBSB), Robert Callahan (Sides and Associates), Rob Chomiack (CBRE|Heery), Frank Gratton (RS&H), Dwayne Dailey (Dailey's Landscaping), Theo Frederick (DBi Services), Chief Michael Stropola (ARFF), Bryan O'Connor (Lemoine-Manhattan), Bill Mayo (Republic Parking), Keely Miller (One Acadiana).

I. CALL TO ORDER: (5 : 30 : 00)

II. PLEDGE OF ALLEGIANCE- Led by Chairman Segura

III. INTRODUCTION/ROLL CALL

IV. APPROVAL of the Minutes of the Regular LAC Commission Meeting of March 13, 2019.

RESOLUTION - 2019-4-R1-01 Approval of the Regular LAC Commission Meeting of March 13, 2019:

MOTION: Commissioner Garrett moved the Lafayette Airport Commission accept minutes of the Regular LAC Commission Meeting of March 13, 2019. Commissioner Watson seconded this motion and the vote was as follows:

AYES: Guilbeau, Garrett, Hebert, Watson, Guidry

NAYS: None

ABSENT: Tabor

MOTION CARRIES

V. EXECUTIVE DIRECTOR'S REPORT:

1. Recognition of LAC Staff and Commissioner's April Birthdays
Blaise Venable – Maintenance – 4/3
Chris Groh – Kutchins & Groh/CBRE|Heery – 4/3
Rob Chomiack – CBRE|Heery – 4/7
Cindy McDaniel – Receptionist – 4/21
2. 1st Quarter Safety Meeting – *Executive Director Picou stated the safety meeting will take place on April 26, 2019, at the maintenance facility. The safety meeting is mandatory for*

airport staff and all Commissioners are invited to attend. Lunch will be provided right after the safety meeting.

Executive Director Picou recognized Rebecca Schmid “Becca” from Louisville, Kentucky. Ms. Schmid graduated from Eastern Kentucky University, with a degree in Aerospace Management. Ms. Schmid has prior experience working with Allegiant Air at the Bluegrass Airport in Lexington, Kentucky. Ms. Schmid is the airport’s newest Operations Specialist and this makes the airport fully staffed in the Operations department.

Executive Director Picou brought to the Commissioners’ attention a Flight Schedule Departure Schedule that was in front of them. Executive Director Picou stated there will be some changes and with American Air Lines moving an early morning flight from 0626am to 0600am starting on May 3, 2019. Executive Director Picou stated the airport has spoken with the station manager about the TSA line configuration and he stated all he could do is move the flight by ten to fifteen (10 - 15) minutes. Executive Director Picou stated TSA is aware of this flight change and the airport does not have the authority to make the air line move the flight schedule. Chairman Segura asked where is the airport on the push with TSA by our Congressman. Executive Director Picou stated the airport and Mr. John Raedle, Security Coordinator, reached out to the TSA team to do the evaluation. Mr. Raedle stated he reached out to TSA twice with no response. Executive Director Picou stated the airport will continue to work with the Congressional delegation on the TSA issues. Chairman Segura stated the airport could use this as an urgency with TSA. Commissioner Hebert asked if the airport has done any public outreach on this information. Executive Director Picou stated the airport wanted to notify the Commissioners first and now Sides & Associates will put something out to the public. Executive Director Picou also stated American Air Lines added a flight at 2014 and Delta Air Lines added two additional flights. This is good news for the airport, but this increases pressure on the TSA checkpoint. Executive Director Picou stated there are no changes to United Air Lines schedule and Frontier Air Lines’ changes have already occurred. Commissioner Guilbeau asked if Frontier has had many cancellations. Executive Director Picou stated there have been cancellations and those cancellation numbers are higher than the other airlines. Executive Director Picou stated Chairman Segura sent out information on the worst airlines and Frontier was deemed the worst airline and Delta was the best airline.

Executive Director Picou stated the airport had a team participate in 232Help Trivial Pursuit event and took second place one point behind the Mensa Club. The team consisted of Executive Director Picou, Deputy Director Elsea, Mr. Robert Callahan, Luke, Scott, and Micah of Sides & Associates.

3. Automatic Renewals:

- Terminix – 220 Jet Ranger X Drive (Air Traffic Control Tower) Termite Plan (5/29/19 – 5/28/20). Contract amount is \$293.00 annually.
- Terminix – 113 Borman Drive (Unoccupied Building) (5/29/19 – 5/28/20). Contract amount is \$293.00 annually.
- Terminix – 222 Jet ranger X Drive (LAC Admin) (5/29/19 – 5/28/20). Contract amount is \$293.00 annually.

4. TSA LEO Reimbursement 2019 – *Executive Director Picou stated the airport received notification of reimbursement for the remainder of 2019.*

5. Financials – *Executive Director Picou stated the January and February financials were in the Commissioners’ packets and there were no questions or comments.*

6. Fly Lafayette/Passenger Statistics/Sides & Associates Report - *Mr. Callahan stated in March there were 42,791 passengers. Mr. Callahan stated this puts the airport with 22,408 more*

passengers over the first quarter of 2018. Load factors United 81.3%, American 76.6%, Delta had 71.9%, and Frontier had 62.2%. The Fly Lafayette Club currently has 10,665 members with 14 winners out of 508 entries. A list of winners is in the Commissioners' packets. Commissioner Guilbeau stated Frontier Air Lines average is off of 180 passenger planes and 62% is pretty good. Mr. Callahan stated their numbers were higher than recent months and they are profitable at 55%.

VI. Scheduled Business - Discussion Items

1. Lemoine-Manhattan JV GMP – Change Order #04 (Project 3) – Discussion/Action Executive Director Picou stated GMP Change Order #4 has been prepared to add \$1,130,008 to Project 3 (Terminal Foundation) of the Lemoine-Manhattan JV Construction Contract. This change brings all underground utilities into the current work scope. Accelerating this work into the current bid package will allow the contractor to install the underground utilities in a safe and more efficient manner prior to the foundations work and steel erection. \$1,130,008 will be funded by the FAA under AIO 52 with a DOTD match.

RESOLUTION - 2019-4-R1-02 Lemoine-Manhattan JV – Change Order #04 (Project 3) – Discussion/Action:
MOTION: Commissioner Guidry moved to accept and allow the work from Change Order #04. Commissioner Watson seconded this motion and the vote was as follows:

AYES: Guilbeau, Garrett, Hebert, Watson, Guidry

NAYS: None

ABSENT: Tabor

MOTION CARRIES

2. Lemoine-Manhattan JV GMP 1 (Project 1) – Substantial Completion – Discussion/Action Executive Director Picou stated RS&H has prepared Certificate 002 – Substantial Completion of Project 1 RTR Cable Relocation to the Lemoine-Manhattan JV Construction Contract. The work identified has been reviewed and found, to the architect's best knowledge, information and belief, to be substantially complete within allotted contract time. Punch list items include: providing as-built drawings, final cleanup at manhole 1 and regrading for drainage, final cleaning at Manhole 2 and grass establishment for a total of \$2,250. Staff recommends Approval.

RESOLUTION - 2019-4-R1-03 Lemoine-Manhattan JV GMP1 (Project 1) – Substantial Completion – Discussion/Action:

MOTION: Commissioner Guilbeau moved to accept staff's recommendation. Commissioner Garrett seconded this motion and the vote was as follows:

AYES: Guilbeau, Garrett, Hebert, Watson, Guidry

NAYS: None

ABSENT: Tabor

MOTION CARRIES

3. O&M Ad Valorem – Airport Millage 2019 – Approve Current 1.58 MIL – Discussion/Action Executive Director Picou stated 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. This information usually comes in June, but it is not expected to change since this is not a reassessment year. 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 2019 the approved rate of 1.58 mils and forward to the Lafayette Consolidated Government for action.

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 (November 2012 voters re-approved O&M rate of 1.71 mils)
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
2018	1.58
2019	LAC proposes to maintain 1.58 mils (1 st step) and proposes to roll-up to 1.71 mils rate approved by voters in November 2012.

Chairman Segura stated there was a 1.71 mil approved tax voted on by the voters, but if the tax assessment value increases then the taxes roll back. This had the airport roll back to 1.58. Chairman Segura stated when that happens Lafayette Consolidated Government council has to approve the airport to roll forward to the 1.71 mils. Chairman Segura stated the airport was not approved to roll forward and this is an opportunity to ask again to have the airport be considered to roll forward. Commissioner Guilbeau stated he recommends the Commissioners contact the City Parish Council members. One of the reasons the airport did not get the approval for the roll forward last time was because one Councilwoman was not contacted. This vote will happen with the City Parish Council in August 2019.

RESOLUTION - 2019-4-R1-04 O&M Ad Valorem Airport Millage 2019 – Approve Current 1.58 MIL – Discussion/Action:

MOTION: Commissioner Watson moved to accept staff's recommendation of maintaining the rate of 1.58mils. Commissioner Garrett seconded this motion and the vote was as follows:

AYES: Guilbeau, Garrett, Hebert, Watson, Guidry
 NAYS: None
 ABSENT: Tabor
 MOTION CARRIES

4. O&M Ad Valorem – Airport Millage 2019 – Approve Roll-Up to Voter Approved 1.71 MIL – Discussion/Action Executive Director Picou stated 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. This information usually comes in June, but it is not expected to change since this is not a reassessment year. 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 roll-up to the 1.71 mils (prior voter approved amount) and forward to the Lafayette Consolidated Government for action.

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)
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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 (November 2012 voters re-approved O&M rate of 1.71 mils)
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
2018	1.58
2019	LAC proposes to maintain 1.58 mils (1 st step) and proposes to roll-up to 1.71 mils rate approved by voters in November 2012.

RESOLUTION - 2019-4-R1-05 O&M Ad Valorem Airport Millage 2019 – Approve Roll-Up to Voter Approved 1.71 MIL – Discussion/Action:

MOTION: Commissioner Guilbeau moved to accept staff’s recommendation of rolling up to the rate of

1.71mils. Commissioner Garrett seconded this motion and the vote was as follows:

AYES: Guilbeau, Garrett, Hebert, Watson, Guidry

NAYS: None

ABSENT: Tabor

MOTION CARRIES

VII. Scheduled Business – Consensus Items

1. Lemoine-Manhattan JV – Change Order #03 (Project 1, Project 5) – Approval
2. CBRE|Heery – Task Order #24 – 2019 IFE and Special Services - Approval
3. PMCM – CBRE|Heery – Master Services Agreement – First Year Option Extension – Approval
4. Architectural and Engineering On-Call – RS&H – Master Services Agreement – First Year Option – Approval
5. Seima Construction – Taxiway Foxtrot – Change Order #03 – Approval
6. Taxiway Juliet – Work Order #62 – Amendment #1 – RS&H – Approval
7. Landscape Maintenance Services Request for Proposal (RFP) – Award of Contract – Dailey’s Landscape Management – Approval
8. Small Business Enterprise (SBE) Program for Non-Federal Projects – Approval
9. Transportation Security Administration – Janitorial & Utilities Reimbursement - Approval

Commissioner Garrett left the meeting at 5:54p.m. after all of the Consensus items were read aloud.

RESOLUTION - #2019-4-R1-06 – Scheduled Business - Consensus Item(s)

MOTION: Commissioner Guidry moved to accept Consensus Items 1 through 9. The motion was seconded by Commissioner Guilbeau and the vote was as follows:

AYES: Guilbeau, Hebert, Watson, Guidry

NAYS: None

ABSENT: Tabor, Garrett

MOTION CARRIES

VIII. Reports

1. The Picard Group Monthly Report – *Report is included in Commissioners’ packet.*
2. DBE Program Report – *Mrs. Cotton reported the airport is continuing to work on comments received from the FAA on the 2019-2021 goals submitted in August. Mrs. Cotton reported the airport is collecting the first quarter reports from the concessionaires for the ACDBE Program. Mrs. Cotton report the SBE Program was approved on this meeting’s agenda. The SBE goals for these projects will be set on a per project basis. The upcoming project for the SBE Program is the GA Infrastructural Development which has a 11.26% goal and it will be advertised in may 2019. Mrs. Cotton stated the Title VI Program development is still ongoing.*
Executive Director Picou stated there was one blue card referencing the DBE Program. *Mr. Broussard, KCB Capital Management, stated at the last Commission meeting he requested information about the numbers of DBE participants in the terminal project. Mr. Broussard is requesting what is the percent of DBEs from Acadiana and what percent of the DBEs are of the black population from Acadiana. Chairman Segura asked Mrs. Cotton if she could provide this information. Mrs. Cotton stated the airport is aware of Mr. Broussard’s request and the airport is working on this information. Mrs. Cotton stated there were other items that took precedence over this request, but as soon as the airport has the information it will be presented to the Commission and then to Mr. Broussard. Mr. Broussard stated he also referenced the 2018 Uniform Report which showed a 0% participation for Black DBEs. Mrs. Cotton stated she has*

worked with consultants on the Uniform Report and the report is a snapshot of the year 2018 for the FAA. Mrs. Cotton stated the report is broken out into different sections and the portion Mr. Broussard is referring to is commitments for the year 2018 and not for the whole five years. Mrs. Cotton stated the information Mr. Broussard has requested will be provided in his first request, and the information in the uniform report is specific to one year as a snapshot for the FAA to review. Chairman Segura asked if no one received jobs or dollars through the DBE Program that isn't acceptable. Mr. Broussard said that is correct it isn't acceptable to the black community. Mr. Broussard stated he is asking for a level playing field. Mr. Broussard reported a breakdown of numbers by population and percentages that he stated should go back into the community. Chairman Segura stated that is not how the program works. Mrs. Cotton stated the information Mr. Broussard is looking for cannot be obtained by just looking at the uniform report for 2018. Mrs. Cotton asked the Commission to wait for the report she will present that will show a variety of DBEs and what was covered on the terminal project. Mr. Broussard asked why should the community trust the LAC in what they are doing when the results are obvious. Commissioner Watson stated the airport and Mr. Broussard should wait for the report before speaking of unfairness; don't you think that would be responsible. Mr. Broussard stated he will wait for the report. Mr. Broussard asked the LAC to be proactive in looking at opportunities for the black community to participate in the terminal project since there will be no other opportunity like this.

3. Terminal Program Report –Mr. Rob Chomiack, CBRE|Heery gave a presentation on the terminal program. Mr. Chomiack stated this is a milestone month for the terminal as all the preparation over the past two years has taken place this is when the rise of the terminal will take place. Mr. Chris Groh, Kutchins & Groh/CBRE|Heery, gave the presentation on the terminal funding. Mr. Groh stated the airport is managing its grants and is working on this year's grant. Mr. Groh stated the airport is hoping to get \$10 million or a little bit more and this completion cycle will depend on the completion date of the terminal. Mr. Groh stated the airport is working with FP&C on this year's funding. Mr. Groh stated the airport received \$2 million which will be allocated towards the short-term and long-term parking lots. Mr. Groh stated the airport is working with TSA, the airlines, and the QTA ready return lot is getting kicked off as well. Mr. Chomiack gave an update on the work completed on the airport property. The Enabling Demolition is complete and the airport is waiting on final acceptance. Mr. Chomiack gave an update on the QTA and stated the NTP will be on April 15, 2019 and completed in the first quarter of 2020. Mr. Chomiack went over a breakdown of the program packages on what's been started and completed and what is currently going on. Mr. Chomiack stated the construction of the structural steel will start in July 2019 as the materials get ordered and fabricated. Mr. Chomiack stated package 3 is out for bid and should come to the Commission for approval in May or June 2019. Mr. Chomiack went over several pictures from the projects that have been completed or that are ongoing.

Executive Director Picou stated the airport will be seeking \$20 million instead of \$10 million from the FAA. Executive Director Picou stated working with FP&C and The Picard Group the airport has a request for \$7.5 million and the airport will see if they can extend that to \$10 million. Executive Director Picou stated these additional funds will help Mr. O'Conner with his timeline for completion of the terminal. The Economy lot is going to be getting an extra lot that will be getting a new surface soon and this will add additional parking. Executive Director Picou stated at the end of the project there will be more parking spaces but in the interim, there is some give and take. Executive Director Picou stated the manhole will be seal coated and one uniform color. Executive Director Picou encouraged the Commissioners and everyone to go to the airport's website and check out the videos of the progress of the terminal. Mr. Broutin Sherill, RS&H, stated there is a video presentation of the renderings of the new terminal. Mr. Frank Gratton,

RS&H, went through each view of the new terminal and described the architectural renderings and meanings of the design.

Commissioner Guidry commended the design team on the drawings and the renderings of what the new terminal will look like. Commissioner Guidry stated he is excited about this project and the new terminal will be a building that defines Lafayette. Chairman Segura stated the new terminal looks great.

4. LFT Airport Monthly Fiscal Review (March) — Report available on airport website www.lftairport.com. Executive Director Picou stated Fiscal Review is in the Commissioners' packets and there was an update to two lines pointed out by Commissioner Guilbeau.

IX. Other Business: None

X. Adjourn (6:32:00)

RESOLUTION - #2019-4-R1-07 – Adjourn

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

AYES: Guilbeau, Hebert, Watson, Guidry

NAYS: None

ABSENT: Tabor, Garrett

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.