

NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
MINUTES OF THE AIRPORT COMMITTEE MEETING
TUESDAY MAY 1, 2012 – 9:30 A.M.

The regular monthly meeting of the Airport Committee of the Non-Flood Protection Asset Management Authority was held on Tuesday, May 1, 2012 at 9:30 A.M., in the Lake Vista Community Center, 2nd Floor, 6500 Spanish Fort Blvd., New Orleans, Louisiana after due legal notice of the meeting was sent to each Board member, the news media, and a copy of the call was posted.

Chairman Saizan called the meeting to order at 9:47 a.m. and led in the Pledge of Allegiance.

The roll called was which constituted a quorum.

PRESENT:

Chairman Darrel Saizan
Commissioner Wilma Heaton
Commissioner Pearl Cantrelle
Commissioner Romona Baudy

FURTHERMORE PRESENT:

Authority Chairman Robert E. Smith Lupo

ABSENT:

Commissioner William Hoffman

STAFF:

Louis Capo - Executive Director
Sharon Martiny - Non-Flood
Chuck Dixon - Marina Manager

ALSO PRESENT:

Gerard Metzger – Legal Counsel
Albert Pappalardo – Real Estate Consultant
Alton Davis – Richard C. Lambert Consultants
Chris Fenner – Stuart Consulting
David Bacci – Stuart Consulting
Wade Trauth – Asst. Aviation Director, State of Louisiana

APPROVAL OF AGENDA

Commissioner Cantrelle offered a motion to adopt the Agenda, seconded by Commissioner Baudy and unanimously adopted.

APPROVAL OF PRIOR MINUTES

Commissioner Baudy offered a motion to approve the minutes for February 7, March 6, and April 3, 2012, seconded by Commissioner Cantrelle and unanimously adopted.

REPORT ON CURRENT AIRPORT ISSUES

Mr. Capo informed that Mr. Pruitt remains in the hospital due to surgery and is waiting on word from the doctors on how they will proceed going forward. With Mr. Pruitt being hospitalized, there are no personnel to run the Airport. Charles Dixon, Marina Director, worked at the Airport prior to moving to the Marina and will step up and take on the duties at the Airport. Phil Jones, Undersecretary for Intermodal Operations for the State of Louisiana, was contacted and recommended Wade Trauth, Assistant Aviation Director for the State of Louisiana, to be an advisor to Mr. Dixon until an interim person is selected in Mr. Pruitt's absence.

Chairman Saizan informed that Mr. Trauth knows of several programs within LADOTD that the Authority can strap onto for Lakefront Airport.

Mr. Trauth stated that there are programs at LADOTD Aviation which include the General Aviation Maintenance Program where maintenance performed airside is reimbursable by the State at 50%. There is a certain amount of funds allocated to each airport. If an airport does not use the funds they are reallocated to airports showing enough demand. There are also two Capital Improvement Plans being put together. One CIP is to show the FAA how this Authority can fund items from the FAA. The second CIP is to produce to the State so the Authority can submit projects. Between the two CIP submittals the Authority can get several projects going at Lakefront Airport.

Chairman Saizan noted that Michael Stack with DOTD is on the Authority Board. The issue of repaving the roadway in front of the Airport was addressed. FAA money cannot be used for the repaving. The DOTD on the intermodal side has flex funds available for public improvements to public facilities. Mr. Stack is working on that issue and has assured that the Authority would be eligible for these funds. The repair will be attached to the concept of making Downman Rd. an intermodal connector which will be funded through Intermodal Funding at 80%. That would be the best way to get the repaving done prior to the Airport opening.

Mr. Capo noted that in 2010 the Airport Director's office was in a trailer that came into disrepair. The Director's office was then moved to one of Odyssey's offices at which time Odyssey owed the Authority \$33,500. Over an 18 month period the rent of \$1,764 was deducted from the amount owed by Odyssey. The deductions expired at the end of last year. Until the Terminal Building is complete and the Director's office is moved into the Terminal Building, the Authority will rent that space for \$1,764 per month. When the Terminal Building is complete in September the space will revert back to Landmark. Space will be built out in the Terminal Building for Airport staff.

Mr. Capo advised of a sewer lift station problem in which a pump in the center of the horseshoe area, the sewer line running from Flightline to the lift station and two pumps were not replaced after Katrina as the Authority was advised they were not damaged. The pumps have now failed and are in disrepair. Quotes to replace the two lift station pumps are being taken and the cost will be approximately \$12,000.

Chairman Saizan advised that the Authority will have to set a mandatory percentage for DBE involvement. The percentage should be less aggressive than 35% and should be a number that is reachable. Mr. Capo added a number cannot arbitrarily be assigned. There is a formula that is used to calculate what the DBE goal should be. Mr. Davis informed that for FAA funding there is a formula that is required to guarantee DBE participation. The Orleans Levee District set up voluntary participation, there is no mandatory participation. FEMA funding and the Authority's funding is different as there is nothing stating that the Authority has to participate in DBE compliance as it is voluntary. Armstrong's percentage is 35% which is high. It is hard to get 35% participation in New Orleans so DBE participation comes from people outside the state which defeats the purpose of having DBE because it is not local. Chairman Saizan requested that Mr. Davis, Mr. Capo and Mrs. Marchand discuss this issue and estimate a number the Authority can reasonably work with. The Authority should set a realistic goal that we can reach which will help in the future with the FAA. The Airport is being rebuilt with FEMA money and the regulations are not the same. Since the recovery began in this City, there has not been enough minority involvement on FEMA related projects.

Mr. Davis addressed the need for a landscape architect at the Airport. To get an idea of the cost to prepare the plan and install the landscaping, Mr. Davis contacted one person that is not a DBE to get a quote. Preparation of the plan is in the range of \$5,000 and installation of the landscaping is approximately \$40,000-\$50,000, so there is no need to go to public bid. Mr. Davis suggested hiring a landscape architect to prepare the plan and to get quotes from three recommended landscapers to do the installation.

Mr. Davis recommended Trinity Design Group to prepare the landscape plan at a cost of \$4,600 which is a fixed fee that includes a color plan. A presentation will be made to the Board and Airport Committee showing the proposed types of plants that will be planted. If all is acceptable, three quotes from three landscape installation firms of the Authority's choice will be gathered. DBE participants can be included in that process.

Commissioner Heaton made a motion to authorize the Executive Director to move forward with securing a contract with Trinity Design Group to prepare the landscape plan at a cost of \$5,000, seconded by Commissioner Baudy and unanimously adopted.

Mr. Dixon advised that Andy Velayos requested and received via e-mail a DBE submittal for the marking and signage project at the Airport. To date, no reply has been received from the FAA DBE coordinator. The Authority has engaged URS and an air space study is underway. Chairman Saizan informed the Committee of a seminar in Dallas-Fort Worth in which Mr. Capo and Chairman Lupo will meet with Mr. Velayos and other FAA officials along with URS to discuss moving forward with that project. Chairman Lupo informed that a check list was prepared by Mr. Velayos advising of things to be addressed in preparation of the 139 certification. The list will be reviewed at the meeting with the airport principals and this Authority's staff. It is important to attend the meeting in Dallas to show the FAA that this Authority is incredibly dedicated to getting this Airport to its highest and best use.

Chairman Saizan informed that Andy Velayos is not only detailed to Lakefront Airport, he is also the Super Bowl coordinator for this region. The Super Bowl is a national event and the government designates one person within each mode of transportation to be the Super Bowl coordinator for that particular region. Mr. Velayos is the Super Bowl coordinator for this region and Mr. Velayos has stated that the FAA wants to help this Authority get Lakefront Airport ready for the Super Bowl. Chairman Lupo informed that the Authority has approximately \$750,000 built up with the FAA that can be released when a program is detailed and put in place. The State also has \$30 million in which this Authority could qualify to receive.

Mr. Trauth stated that Andy Velayos is the coordinator on the FAA side for the Super Bowl. The host committee liaison will perform a site specific visit to get familiarized with the airfield and to determine the capabilities of the airfield at Lakefront Airport. The liaison will also meet with the fixed base operators and fuel providers to assess their capabilities. The Super Bowl is a week-long event. The past two years of Super Bowl are reviewed to determine the amount of aircraft arriving. Aircraft operations for the week of Super Bowl were between 900-1,100. Of the 900-1,100 approximately half of those aircraft need to be parked. The airports that will be most heavily impacted are also reviewed and contingency plans are required for each airport. Lakefront and New Orleans Airports will have the largest aircraft arrivals as the runways are able to handle larger aircraft. The Super Bowl will affect approximately 16 airports, including airports in Mississippi.

Mr. Dixon noted that the FAA is requesting parking capacity for G4 aircraft. For the Super Bowl the Airport will be closing 927 and using it as a parking lot and

Fox Trot will be used for ramp area. The FAA has approved substandard safety area on 18R 36L as long as the declared distances are reviewed. Gerry Gillen has advised that 18R 36L has 24 inches of asphalt on it and could possibly be milled down. Core sampling and ground penetrating radar is needed to determine what is underneath.

Mr. Capo informed that the RFQ for the signage and marking was received. Mr. Velayos requested that the two projects be merged. The RFQ's will be reviewed and scored by a selection committee and the two projects will be merged so the markings going down under the contract are 139 compliant.

Chairman Lupo addressed the issue of slotting and informed that Mr. Velayos advised the Authority to request this from Congress as it is not a call made by the FAA. Chairman Lupo requested that a letter be drafted for the Board's signature to distribute to all congressmen and senators expressing how important slotting is. Chairman Saizan suggested that slotting be put in place for all future high profile events.

Mr. Trauth prepared and distributed a chart of operations for airports in Louisiana. Lakefront Airport had more operations than Shreveport, but less than Houma/Terrebonne because Houma Terrebonne has tremendous offshore activity. The chart emphasizes that Lakefront Airport tower counts are taken within 10 hours of operation and Shreveport's tower counts are taken within 15 hours of operation. Lakefront Airport has more operations in less hours than Shreveport making Lakefront Airport busier than half of the airports on the chart.

Mr. Dixon noted that Jose Hernandez, NFL Transportation Head, will be inspecting all airports affected by the Super Bowl. Mr. Hernandez will be at Lakefront Airport on May 7 at 1:00 p.m. to tour the Airport and inspect the facilities.

Mr. Dixon advised the ID maker at the Airport has broken and the cost to replace it is approximately \$7,700 which includes one year of maintenance. That is the state contract price and can be purchased without going for three quotes.

OLD BUSINESS

1) Update on Airport Terminal Interior Restoration

Mr. Davis informed that construction crews are working full force at the Terminal Building. The scheduled completion date is the end of October. A meeting is scheduled for Thursday to discuss and review change orders. There are issues that need to be addressed and resolved with the contractor regarding the schedule and if the October completion date will be met. The meeting on Thursday should bring it to a point that Mr. Davis is comfortable that the October completion date will be met.

Chairman Saizan noted that the Resolution of Support for the documentary that Bess Carrick is producing has been very helpful. The documentary will track the development of the rebirth of the Lakefront Airport Terminal Building.

2) Update on construction of the Bastian-Mitchell Hanger and James Wedell Hangar

Mr. Davis informed that concrete is being poured at the Bastian-Mitchell Hangar. The steel erection will be underway next week with much activity during the next month. Mr. Perkins is assisting with laying out tie downs correctly as concrete will soon be poured. The project is going well and is on schedule for completion at the end of the year. Mr. Davis is confident that the Bastian-Mitchell facility will be available for the Super Bowl.

Ground breaking and demolition of the tarmac is currently underway at the James Wedell Hangar. There are issues with a high powered underground line that is shallower than it should be. We are devising an alternate to surface drain water from the tarmac to avoid underground piping over the line. There is an engineer in the field reviewing that. The submittal and shop drawing process has started and the trailer is on site. Project meetings are currently held every other week with weekly meetings beginning after the site work demo is complete. The project is on schedule and should be completed in time for the Super Bowl.

3) Review of RFQ for Airport Consultant

Chairman Saizan addressed the RFQ for the Airport Consultant which has been discussed for several months. Chairman Lupo informed that the consultant will give advice on what should be done for long term management at Lakefront Airport. The recommendation to the full Board should reference the fact that this matter has been discussed in previous Airport Committee meetings and has been an ongoing issue. Chairman Saizan noted that a Master Plan was prepared by URS but has not been finalized. Chairman Lupo informed that as discussions go forward with the FAA, URS will be brought in and the Master Plan will be reviewed by the FAA to see if anything is missing and Mr. Velayos will make any suggestions he may have. Mr. Capo advised that URS presented the Master Plan last year so some of the data is outdated at this point. Chairman Lupo added that whoever is selected as a result of the RFQ should not be contracted to prepare a second Master Plan, but review the current Master Plan and make recommendations. There may be some additions, corrections or recommendations to the RFQ made at the full Board meeting. Once the consultant is selected a time frame will be entered in the contract along with a dollar amount and the scope of work to be performed.

Commissioner Cantrelle offered a motion to recommend issuing an RFQ for an Airport Consultant to the Board, seconded by Commissioner Heaton and unanimously adopted.

NEW BUSINESS

1) Discussion and recommendation to enter a contract with Wallace C. Drennen, Inc. in the amount of \$14,800 for repair of a broken sewer line at Lakefront Airport.

Mr. Capo advised of a sinkhole that is developing on the road recently repaired with new asphalt in February. Stuart Consulting issued an RFP and three bids were received with the lowest bidder being Wallace C. Drennen, Inc. for \$14,800 to repair the broken sewer line causing the sinkhole. David Bacci, Stuart Consulting, advised that the line has collapsed. Chairman Lupo advised that the water on the Airport as a result of the storm did damage to the sub-surface. The sewer line was damaged and when heavy equipment went over it the line failed.

Mr. Davis advised that the infrastructure at the Moffett Hangar, the Terminal and the Williams-Taylor Hangar was installed in 1934 and the infrastructure lasted longer than expected. There are no existing infrastructure plans for the Airport because infrastructure plans never existed in that day. As pipes are discovered, they are scoped or flushed out to ensure they are not compromised because it is industry standard that pipes are checked before the area is closed. This pipe was sub-surface below the roadway and was probably compromised before but the asphalt was so well set it never collapsed. The only reason this pipe is coming into play is because of the sinkhole. The only subsurface records for the Airport were prepared as work progressed on the project. Infrastructure plans are being created because when we get asked for drawings we know where things are. There is plenty of abandoned infrastructure and so much very old infrastructure still being used. We use the best judgment, but hidden pipes are discovered that we didn't know existed.

Commissioner Heaton moved that the Committee recommend to the Board entering into a contract with Wallace C. Drennen, Inc. in the amount of \$14,800 for repair of the sewer line at Lakefront Airport, seconded by Commissioner Cantrelle and unanimously adopted. Mr. Metzger informed that a motion can be made to authorize the Executive Director to enter into the contract by the Committee under the By-Laws.

Commissioner Heaton amended the motion to authorize the Executive Director to enter into a contract with Wallace C. Drennen, Inc. in the amount of \$14,800 for repair of the sewer line at Lakefront Airport, seconded by Commissioner Cantrelle and unanimously adopted.

ADJOURNMENT

Commissioner Saizan offered a motion to adjourn, seconded by Commissioner Heaton and unanimously adopted.

ANNOUNCEMENT OF NEXT MEETING

The next Airport Committee meeting is scheduled for Tuesday, June 5, 2012 at 9:30 a.m.

The meeting adjourned at 11:02 a.m.