

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY  
MINUTES OF THE AIRPORT COMMITTEE MEETING  
TUESDAY JUNE 3, 2014 – 9:30 A.M.**

The regular meeting of the Airport Committee of the Non-Flood Protection Asset Management Authority was held on Tuesday, June 3, 2014 at 9:30 a.m., in the Lake Vista Community Center, 2<sup>nd</sup> 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 Heaton called the meeting to order at 9:43 a.m. and led in the Pledge of Allegiance.

The roll was called which constituted a quorum.

**PRESENT:**

Chairman Wilma Heaton  
Commissioner Romona Baudy  
Commissioner Pearl Cantrelle  
Commissioner Michael Stack

**STAFF:**

Louis Capo - Executive Director  
Sharon Martiny – Non-Flood  
Fred Pruitt – Airport Director  
Dawn Wagener – Non-Flood

**ALSO PRESENT:**

Gerard Metzger – Legal Counsel  
Al Pappalardo – Real Estate Consultant  
Chris Fenner – Stuart Consulting Group  
Alton Davis – Richard C. Lambert  
Brayton Matthews – Flightline First  
Addy Fanguy – Landmark Aviation  
Dale Campo – Air Tower  
George Messina – Messina's  
Kristen Casey – Messina's  
Brent Roussell – Hawthorne  
Dodie Smith – CSIII Enterprises  
Clay Spencer – CSIII Enterprises  
Ray Landeche – Lakeshore Subdivision

**OPENING COMMENTS**

Chairman Heaton informed the Committee that the legislative session ended. The final version of House Bill 2 included monies requested for Stars and Stripes Boulevard.

**APPROVAL OF AGENDA**

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

**APPROVAL OF PRIOR MINUTES**

Commissioner Baudy offered a motion to approve the minutes of the April 1, 2014 Airport Committee meeting, seconded by Commissioner Cantrelle and unanimously adopted.

**REPORT ON CURRENT AIRPORT ISSUES**

Mr. Pruitt reported that the keys were turned over to Hawthorne on the James Wedell Hangar. The main chiller in the Terminal Building is not functioning. Guthens advised that there are codes showing the compressor failed and oil is on the floor. The chiller should be under warranty.

Kristen Casey, Messina's, reported that Messina's will be hosting a three day cocktail event on Wednesday, July 16<sup>th</sup>. The Airport will see a lot of out-of-town traffic. The parking lot has been rented for three days. The client would like to have a band and themed event in the parking lot with licensed food trucks. Space has been rented in the Terminal and additional unfinished offices have been requested. The event is a drink maker's event that will detail the history of the cocktail. The City will host the invite only high profile event. There are several events during the summer with the real impact starting in October when every weekend is booked. Messina's is also booking out for 2015.

George Messina, Messina's Lakefront Airport, addressed the parking and advised that day one of the event will not require use of the entire parking lot. Day two will require use of the front parking lot. The three day event is scheduled for July 15<sup>th</sup> through July 17<sup>th</sup>. These events drive business for the Airport and for Messina's. Tenants in the Terminal Building work together with Messina's during scheduled events and there have been no issues with other tenants. Messina's keeps up the Atrium and the gardens outside of the Terminal Building.

Addie Fanguy, Landmark Aviation, stated that the event is great for the Airport. There have been times that the public uses Landmark's parking lot, which is fine if the parking lot is not in use. Landmark's parking is unmarked. However, Landmark is paying the rent and some compensation should be given to Landmark for use of the parking lot. There have been discussions regarding installing chains so the public does not have access to that area.

Mr. Messina suggested "private parking for Landmark" signage be erected along with a sign on Stars & Stripes Blvd. directing patrons to the Runway Café and the flight school as signage would be a great help. Chairman Heaton advised that the Board adopted a Signage Master Plan and requested staff prepare recommendations regarding signage for the tenants in the Terminal Building. Alton Davis, RCL, informed that the Signage Master Plan does not include individual tenant signs on the main sign. A tenant sign could be placed in the Terminal Building directing visitors to the various suites, which is more typical of an office building.

## **OLD BUSINESS**

### **1) Update by Stuart Consulting Group on Airport projects**

Chris Fenner, Stuart Consulting, reported that GM&R achieved substantial completion for the James Wedell Hangar on May 15, 2014 and a punch list is underway. There is approximately \$80,000 worth of punch list items and GM&R will invoice for half of the retainage, which RCL and Stuart Consulting supports so GM&R can complete the project. There are enough liquidated damages to cover the cost.

Mr. Fenner advised that the FEMA reimbursements for the airport projects have been submitted. A PW is currently obligated for the Bastian-Mitchell Hangar. The PW was approved by the NFA four weeks ago and Stuart Consulting has requested FEMA management get that obligated as soon as possible. A DAC PW and a James Wedell PW are also in the works. The only major PW left is the Walter Wedell PW. If Walter Wedell is included the Authority will receive approximately \$4 million. The Walter Wedell had several insurance deductions. A spreadsheet will be prepared which shows all information regarding FEMA reimbursements, what is coming in, what was submitted and the status. A timeline is hard to determine with FEMA reimbursements.

Chairman Heaton noted that it is imperative this Committee obtain information regarding policy issues for money turned over to the Authority to do other projects and capital improvements. Funds should be set aside to get staff situated at the Airport and for build out of ceilings in the Terminal Building so additional spaces could be rented. The Airport Committee has minor spending

before the money goes to the Authority as this would make a big difference in payback for the Airport. No money will be requested that will not produce dollars for the Airport. Approximately \$250,000 is needed to get staff situated at the Airport and for some build outs to get the Terminal Building offices rented.

**2) Discussion regarding the status of the PAPI lights at Lakefront Airport**

Fred Pruitt, Airport Director, reported no changes in the PAPI light issue. Chairman Heaton advised of a meeting in DC with officials. There is \$50,000 to use for refurbished parts for the PAPI lights with no guarantee how long the lights will work. A simple rain event over the Airport will destroy the minor repair problem. Staff suggested removable light apparatus that could be removed in the event of a major event, which cost is approximately \$2 million. The FAA has been advised that this is a safety issue that has to be addressed. Commissioner Stack suggested the possibility of hazard mitigation money for flood protection features at the Airport. Monies that FEMA and other federal agencies invested in the Airport may qualify some things for hazard mitigation monies. A new flood protection system for the Terminal Building would not be difficult from an engineering standpoint. Chairman Heaton advised that the FAA will not put any money down for PAPI lights until the Authority addresses flood protection at the Airport.

**NEW BUSINESS**

**1) Motion to recommend approval of a lease with Messina Lakefront Airport, LLC for Suite 121B in the Lakefront Airport Terminal Building**

Messina's has requested to lease Room 121-B in the Terminal Building as an Administrative Office. Messina's would like a one year lease with a one year option at a total rent of \$945.00 per month. Staff recommends approval of this lease. Mr. Messina will erect a wall between 121-A and 121-B and install the ceiling, lights and flooring.

Commissioner Baudy recommended approval to the Board, seconded by Commissioner Cantrelle and unanimously adopted.

**2) Motion to recommend approval of a lease with CSIII Enterprises for Suite 202 in the Lakefront Airport Terminal Building Review**

This is a request from CSIII, an organization owned by Clay Spencer, III, to rent Suite 202 in the Terminal Building. CSIII will install the ceiling, lights and floor. The potential tenant is Jarod Spencer and the space will also house other family owned enterprises. The lease is a five year lease with one five year option and a monthly rental rate of \$802.00.

Commissioner Baudy offered a motion for approval to the Full Board, seconded by Commissioner Cantrelle and unanimously adopted.

**3) Motion to recommend approval of a lease with Senator J.P. Morrell for Suite 221 in the Lakefront Airport Terminal Building**

Senator J.P. Morrell requested to lease Suite 221, which is excess space within the Airport Director's facility. A Letter of Intent will be provided for the file. The Airport will accommodate a DBE office within the Airport, which is very important. Rent is \$900 per month. This is a state office which requires fair market rental rates. Normal cancellation does not apply as this is a state facility. The rental rate of \$36.00 per square foot is higher as the space is finished.

Commissioner Baudy offered a motion to recommend approval to the full Board, seconded by Commissioner Cantrelle and unanimously adopted.

**Motion to recommend approval of an ID/IQ contract with Richard C. Lambert Consultants, LLC to provide plan review of build out requests in Lakefront Airport Terminal Building**

This is a recommendation for approval of an ID/IQ contract with Richard Lambert Consultants who provides plan reviews and build-out requests for Lakefront Airport. RCL provides the Authority with building standards and other services when called upon. Staff recommends a \$50,000 ID/IQ contract beginning July 1, 2014 through the fiscal year.

Commissioner Baudy offered a motion to recommend to the full Board, seconded by Commissioner Cantrelle and unanimously adopted approval of the contract.

**4) Discussion regarding lease of the McDermott Hangar to Hawthorne New Orleans, LLC**

Brent Roussel, General Manager of Hawthorne, informed that Hawthorne requested deferral last month for the Agenda item addressing the McDermott Hangar. The item was to defer a lease, renew a lease or negotiate a lease for the McDermott Hangar. Renewal of the McDermott lease would void out a 2008 settlement agreement containing 22 items. Hawthorne did not want those items to go away and requested the deferral.

Chairman Heaton requested this item be placed on the Legal Committee Agenda and agreed with a month-to-month lease. There will be no action on this Agenda Item.

**ANNOUNCEMENT OF NEXT MEETING**

The next Airport Committee meeting is scheduled for Tuesday, July 8, 2014 at 9:30 a.m.

**ADJOURNMENT**

Commissioner Cantrelle offered a motion to Adjourn, seconded by Commissioner Stack and unanimously adopted.

The meeting adjourned at 10:29 a.m.