

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY  
MINUTES OF THE AIRPORT COMMITTEE MEETING  
THURSDAY JUNE 18, 2015 – 4:30 P.M.**

The regular meeting of the Airport Committee of the Non-Flood Protection Asset Management Authority was held on Thursday, June 18, 2015 at 4:30 p.m., in the Lake Vista Community Center, 2<sup>nd</sup> Floor, 6500 Spanish Fort Blvd., New Orleans, La 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 4:48 a.m. and led in the Pledge of Allegiance.

The roll was called which did not constitute a quorum and the meeting became informational only.

**PRESENT:**

Chairman Wilma Heaton  
Comm. Michael Stack

**STAFF:**

Cornelia Ullmann - Chief Operating Officer  
Sharon Martiny – Administrative Assistant  
Ben Morris – Interim Airport Director

**ALSO PRESENT:**

Al Pappalardo – Real Estate Consultant  
Steve Nelson – Stuart Consulting Group  
Connie Standige – Neel-Schaffer Engineers  
Brayton Matthews – Flightline First  
Jay Taffet – Pierce Aviation  
Richard Speer - AECOM  
Terri Dupre – Meyer Engineers  
Greg McKnight

**OPENING COMMENTS**

The COO advised that due to recent changes in current membership, the committee does not have a quorum. This will be an informational meeting only. Chair Heaton waived opening comments.

**ADOPT AGENDA**

The Agenda was not adopted due to lack of quorum.

**APPROVAL OF PRIOR MINUTES**

The Airport meeting minutes of May 12, 2015 were not approved due to lack of quorum.

**REPORT ON CURRENT AIRPORT ISSUES**

Ben Morris, Airport Director, reported that Dave Smith is retiring effective June 19, 2015. Three applicants have been interviewed and a decision will be reached soon, which will be passed on to the COO. There is a meeting tomorrow regarding the fire suppression tank which has recently had issues with overflowing. Each time the tank overflows 5,000 gallons of water is released on the ground. The architect and a specialist with ultrasonic systems will examine the tank and more will be known tomorrow morning. The small hole on one side of the runway was patched and cured for 24 hours. It was determined that the patch is unacceptable and will have to be ground down. Allen Taylor, DOTD Aviation representative working with PAPI has been out, and is expected back next week. Mr. Taylor is optimistic that the Authority will get the State to fund the PAPI lights. The DOTD inspection went well and DOTD seemed to be satisfied. A report will be circulated in the next ten days.

## **OLD BUSINESS**

### **1) Update on Status of PAPI lights**

Mr. Morris gave an update of the PAPI lights in his report.

### **2) Update on RFP for interim flood protection at Lakefront Airport (Stuart Consulting)**

Steve Nelson, Stuart Consulting, advised that the RFQ was advertised. Submittals are due July 16<sup>th</sup>, and a pre quote walk through is scheduled next Friday at 10:00 a.m.

### **3) Update on Mosquito Control Board**

The COO advised that she has had contact with staff at Sewerage & Water Board and Mosquito Control. Chair Heaton suggested Cedric Grant be contacted to schedule a meeting regarding the heliport and the agreement. If an agreement is conected it will be sent to the Legal Committee for review.

## **NEW BUSINESS**

### **1) Discussion regarding lease of Room 113, Terminal Building, by Pierce Aviation**

Al Pappalardo, Real Estate Consultant, advised that Jay Taffet, Pierce Aviation, submitted a proposal to lease Room 113 on the ground floor at Lakefront Airport, which contains 946 feet. Mr. Taffet submitted a floor plan that works the space perfectly.

Mr. Taffet advised that Pierce Aviation is based in Hammond, La. This will be the New Orleans office. The interior has been designed and Pierce is ready to move. Chair Heaton advised that the issue will be placed on the Board Agenda because technically, the Airport Committee cannot recommend due to lack of quorum. Mr. Pappalardo and staff are recommending this item move forward.

Chair Heaton advised that a conference center will soon be built out. As a tenant, Pierce Aviation will have access to the conference center at no extra charge. That is an amenity that tenants will appreciate.

### **2) Discussion regarding selection of architect to review airport tenant plans**

Chair Heaton noted that RFQs were received on all professional services. This Committee cannot take action due to lack of quorum. This item will be placed on the next Airport Committee agenda and July Board agenda. Comm. Stack noted that the architect contract expires June 30<sup>th</sup> so there is time to deal with this matter.

### **3) Update on available properties for lease at New Orleans Lakefront airport**

Mr. Pappalardo informed if Pierce Aviation is approved there will be a total of 865 square feet available in the Terminal Building. Room 121 contains 747 square feet and the kiosk (sundry triangle on first floor) contains 118 square feet. Several tenants have expressed a desire for that spot along with various inquiries over the years. Staff recommended an RFP be advertised for 90 days or to put a minimum based with a sealed bid for the kiosk space. A minimum rate would be put on the kiosk, which is in the corner next to the flight school. The first floor of the Terminal Building is 92¼% leased, which is compatible to Class A buildings in the CBD. Chair Heaton requested the item be placed on the July Airport Committee agenda.

Chair Heaton advised that offices on the second floor will be built out and leased, but the conference center will be a separate agreement. The conference center will be available to building tenants at no charge, and can be leased to corporations for meetings. Mr. Pappalardo noted that the conference center will be an amenity to the building. Mr. Pappalardo advised that a conference center in a building such as the Terminal Building can bring people from outside. The conference center is shown as reserved. With the conference center reserved, all space on the second floor is taken.

**4) Discussion regarding Delgado Hangar**

Mr. Pappalardo advised that the Delgado Hangar has been out of commerce since 2010. Chair Heaton stated that an FBO has been asking about the Delgado Hangar and requested Steve Nelson of Stuart Consulting to review the history with FEMA and prepare a chronology for Mr. Morris and the COO to review. Due diligence with FEMA is required prior to leasing the Hangar.

Mr. Pappalardo advised that Ochsner Hospital's flight care program in which patients are transported is located in the Landmark campus. Children's Hospital also has their hospital flight department in Building 101. There are two medical flight departments out of Lakefront Airport: Ochsner Hospital and Children's Hospital. Chair Heaton advised that she received a glowing letter of support on the Hazard Mitigation grant for the flood protection from Dept. of Health and Hospitals.

**ADJOURNMENT**

The meeting ended at 5:08 p.m. No adjournment was necessary due to lack of quorum.

**ANNOUNCEMENT OF NEXT MEETING**

The next Airport Committee meeting is scheduled for Tuesday, July 7, 2015 at 9:30 a.m.