

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY  
MINUTES OF THE AIRPORT COMMITTEE MEETING  
TUESDAY JULY 7, 2015 – 9:30 A.M.**

The regular meeting of the Airport Committee of the Non-Flood Protection Asset Management Authority was held on Thursday, July 7, 2015 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 9:34 a.m. and led in the Pledge of Allegiance.

The roll was called which constituted a quorum.

**PRESENT:**

Chair Wilma Heaton  
Comm. Michael Stack  
Comm. Roy Arrigo

**ABSENT:**

Comm. Anthony Richard

**FURTHERMORE PRESENT:**

Comm. Thomas Fierke

**STAFF:**

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

**ALSO PRESENT:**

Al Pappalardo – Real Estate Consultant  
Steve Nelson – Stuart Consulting Group  
Thad Manning – Yeates & Yeates Architects  
Joe Crowley – Perez Architects  
Jim Martin - DEI  
Carlos Giron – MCA  
Paul Dimitrios – RCL Architects  
Emily Castro – CLS Architects  
Guy Williams – ECM Architects  
Jennifer Glynn – MCA  
Michael Cajski – Volume Zero, LLC  
Chris Gros – Kutchins & Groh  
Richard Speer - AECOM

**OPENING COMMENTS**

Chair Heaton welcomed new Commissioner and Board member Roy Arrigo. The Authority is on track for the hazard mitigation grant, and Steve Nelson (Stuart Consulting) will give an update. Many thanks to Airport Director, Ben Morris, for tackling an extreme amount of deferred maintenance with very little money. The location agreement for the September 2015 music festival has been signed and Mr. von Kurnatowski is very excited to negotiate a long-term lease for the old Bally's site. Restoration of the murals at Lakefront Airport by Elise Grenier will be underway shortly and a fence will be erected around the Four Winds Fountain.

Comm. Fierke's arrival is noted for the record.

**REPORT ON CURRENT AIRPORT ISSUES**

Mr. Morris introduced Chance Watson (Assistant Airport Director) who replaces Dave Smith. Mr. Watson graduated from La. Tech in Aviation Management, and has been flying out of Lakefront Airport since the age of 13. After graduating in 2010, Mr. Watson was employed at Armstrong Airport in Airport Operations.

Mr. Morris noted that any non-functional PAPI lights on the airfield must be decommissioned per FAA requirements, and a letter sent to the FAA to that effect. The Authority can then accept responsibility of the PAPI lights. Staff is will recommend the use of quick disconnect PAPI lights, which can be unplugged and stored in the event of a storm.

DOTD is reviewing the proposed RFQ for the airfield lighting vault to ensure wording is correct and will be acceptable to the FAA. The initial estimate for the vault that controls all airfield lighting is \$600,000. DOTD has the money and it is being allocated. The plan is to place the new elevated structure on top of the current lighting vault structure and utilize some of the existing wiring.

### **ADOPT AGENDA**

Comm. Arrigo moved to adopt the Agenda, seconded by Comm. Stack and unanimously adopted.

### **APPROVAL OF PRIOR MINUTES**

Comm. Arrigo advised that he reviewed the minutes, however he was not in attendance to either of the meetings and would not be in a position to offer a motion.

Comm. Stack moved to approve the minutes of May 12, 2015, seconded by Comm. Richard, motioned passed. Comm. Arrigo abstained.

Comm. Stack moved to approve the Airport Committee meeting minutes of June 18, 2015, seconded by Comm. Richard, motion passed. Comm. Arrigo abstained.

### **OLD BUSINESS**

#### **1) Discussion regarding sponsorship of LAMA event at Lakefront Airport on 7/15/15 attended by Charles Lindberg's grandson.**

Chair Heaton advised that Charles Lindbergh's grandson will give a presentation at the LAMA event at Lakefront Airport. The event includes 70 publicly owned airports and 200 privately owned airports that gather for the LAMA conference. A LAMA sponsorship is \$10,000. Through her efforts, she had found co-sponsors and raised \$8,500. She requested that the Finance Chair approve the remaining \$1500.

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

Steve Nelson (Stuart Consulting) advised that three proposers and one supplier were present at a pre-proposal walk through on June 26, 2015. Proposals are due July 14, 2015 and the intent is to have a response and a decision within 30 days. The Authority is not encumbered by accepting a proposal and has no financial risk until the contractor is provided with a Notice to Proceed. The contractor will be under a Master Services Agreement stating that services are in place, but will not be authorized to proceed unless a Notice to Proceed is issued. Comm. Stack noted final approval could be given at the August Board meeting and in the event of a storm a special Board meeting could be called.

#### **3) Discussion regarding selection of respondent to RFQ for a licensed architect for Airport tenant build-out in the New Orleans Lakefront Airport**

Chair Heaton noted that by board resolution, all professional services contracts are put out to bid every two years. Seven proposals were received and staff had one recommendation as far as scoring. The COO advised that the remaining space in the Terminal Building is going to SLFPA-E, the final entity that owns Orleans Levee District and Lakefront Airport. The mechanical/electrical is an important yet complicated aspect of tenant build out. Staff recommendation is to return to RCL for this one remaining large build out. The Authority must have someone accountable to ensure code compliance.

The Committee will make a recommendation to the Board and normally, the Board would defer to the respective committee that vetted the issue and placed the matter on the board agenda. All firms were qualified, but no one's experience matched RCL because they have done so much work on the building. That was the deciding factor for staff.

Comm. Stack moved to proceed with staff's recommendation of RCL, seconded by Comm. Arrigo and unanimously adopted. Chair Heaton noted that the engagement will go to the Board for approval. The Committee is not selecting today, just recommending to the full Board.

**4) Discussion regarding FAA grant 03-22-0038-027-2014 Airport pavement and marking rehabilitation for Taxiways C, D, E, F and H**

The COO advised of a series of grants in 2011, 2013 and 2014, and this particular grant file did not contain a copy of an executed contract. There were FAA deadlines on many grant, for example, the wildlife study. The Board voted to accept the grant, but the COO did not locate a resolution for engaging the particular contractor, after a public selection and scoring process. Chair Heaton clarified that the contract is with AECOM (formerly URS).

Comm. Stack moved to execute a contract with AECOM for FAA grant 03-22-0038-027-2014 Airport pavement and marking rehabilitation for Taxiways C, D, E, F and H, seconded by Comm. Arrigo and unanimously adopted.

**5) Update on status of PAPI lights**

Chair Heaton advised that Mr. Morris gave this update earlier in the meeting.

**NEW BUSINESS**

**6) Discussion regarding RFQ for engagement of attorney in the event arbitration or appeal is appropriate with regards to FEMA application for enhancement of flood protection at Lakefront Airport**

Chair Heaton addressed the hazard mitigation application and noted that the Authority is awaiting a final decision from FEMA on a \$67.7 million application for an enhanced flood wall at Lakefront Airport. The need for arbitration or appeal may arise as this is a specialized field. If the application is turned down the Authority could elect to go straight into arbitration. In that case, the Authority only has 30-days to prepare its case for arbitration. A three judge panel rules on the application.

Comm. Fierke advised that local firms previously vetted do not have arbitration/appeal expertise for this particular matter. A national firm with local presence (to understand Lakefront Airport) and a D.C. office (ties into federal aspect) is needed. As the Authority does not have sufficient time to prepare an RFQ, names were provided for vetting by the Legal Committee. Comm. Fierke advised that the Legal Committee would make a recommendation to the Board on Thursday.

**7) Discussion regarding issuing an RFP for rental of the kiosk space in the Lakefront Airport Terminal Building consisting of 118 square feet**

Chair Heaton noted that the 118 square foot kiosk space in the Terminal Building will be advertised. It is the last vacant space in the Airport Terminal Building. Al Pappalardo, the Authority's real estate consultant, added that an RFP would determine the intended use of the kiosk whether it be a static, retail or office use. The metrics used in office building sundry stands will not work due to the size of the Airport. The kiosk was used as a bar for special events in the past. Existing tenants have requested to rent that space and that space off has been kept off the market.

Comm. Arrigo moved to authorize staff to issue an RFP for rental of the kiosk in the Lakefront Airport Terminal Building consisting of 118 square feet, seconded by Comm. Stack and unanimously adopted.

**8) Discussion regarding issuing an RFQ for structural engineering, location and cost study for Airport Lighting Vault for New Orleans Lakefront Airport**

Comm. Heaton stated that the Airport would like to move forward expeditiously on the replacement lighting vault. There is a contract with URS (now AECOM) with certain tasks that may allow the Authority to utilize URS/AECOM for the engineering without going through the RFQ process. If the FAA and the contractual agreement allows the Authority to utilize that contract, she believes the Committee should recommend and the Board should engage URS/AECOM under that contract. If not, her thoughts are that the Board should authorize the COO to issue the RFQ without returning to the committee and the Board. LaDOTD/Aviation is currently reviewing the RFQ to ensure the correct wording is used so the FAA approves the RFQ if it needs to be issued. The Finance Chair can review the RFQ to be certain a funding stream exists. The COO advised that this 2015 project is funded by 90% FAA grant and 10% DOTD Aviation grant.

Comm. Arrigo moved to authorize the issuance of an RFQ for structural engineering, location and cost study for Airport Lighting Vault for New Orleans Lakefront Airport in the event the FAA and/or the current contract with URS/AECOM does not permit URS/AECOM to perform the engineering, seconded by Comm. Stack and unanimously adopted.

**ADJOURNMENT**

Comm. Stack offered a motion to adjourn, seconded by Comm. Arrigo and unanimously adopted.

**ANNOUNCEMENT OF NEXT MEETING**

The next Airport Committee meeting is scheduled for Tuesday, August 4, 2015 at 9:30 a.m. The meeting adjourned at 10:18 a.m.