

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
MINUTES OF THE AIRPORT COMMITTEE MEETING
TUESDAY MARCH 14, 2017 – 9:30 A.M.**

The regular meeting of the Airport Committee of the Non-Flood Asset Protection Management Authority was held on Tuesday, March 14, 2017 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.

Chair Heaton called the meeting to order at 9:44 a.m. and led in the Pledge of Allegiance. The roll was called which constituted a quorum.

Present:

Chair Wilma Heaton
Comm. Dawn Hebert
Comm. Anthony Richard
Comm. Pat Meadowcroft

Absent:

Comm. Carla Major

Staff:

Jesse Noel – Executive Director
Ngoc Ford – Deputy Director
Sharon Martiny – Administrative Assistant
Chanse Watson – Assistant Airport Director

Also Present:

Chris Fenner – Stuart Consulting Group
Darren Persick – Kutchins & Groh
Chris Groh – Kutchins & Groh
George Groh – Kutchins & Groh
Brent French – DEI
John Holtgreve – DEI

Opening Comments

Chair Heaton advised that the flood wall arbitration trial starts March 21, 2017 and will last four days. Comm. Richard advised that the Finance Committee meeting has been rescheduled to March 21, 2017 at 10:00 a.m.

Adopt Agenda

E.D. Jesse Noel noted that the Agenda requires an amendment to add an item as follows: Motion to approve DEI as the design engineer to advertise the bid for the state-funded airport lighting vault project. Comm. Meadowcroft offered a motion to amend the agenda by adding the item, second by Comm.

Comm. Hebert offered a motion to adopt the Agenda as amended, second by Comm. Meadowcroft. Motions passed.

Approve Minutes

Deferred until April 2017.

Public Comments

None.

Director's Report

E.D. Jesse Noel recited the proposed mission statement: To responsively manage the assets under its purview for the benefit of all patrons and to maximize revenues with the ultimate goal of having fully developed and maintained facilities and providing surplus funds to O.L.D. when available.

The Asset Management Plan must include a mission statement. The Mission Statement will be used to build the Asset Management Plan, which will take several months to prepare.

Chair Heaton suggested that the word patrons be replaced with citizens and noted that the Airport is owned by the citizens of N.O. through Orleans Levee District.

Mr. Noel advised that the NFPAMA is currently operating under the Rules and Regulations manual from 2005. The Policies and Procedures will be revised and brought before the Human Resources Committee. Chair Heaton noted that some polices used are because that was the way things were done previously. The E.D. is trying to prepare a policy that the H.R. Committee can sign off on.

John Testa is the contractor that provided the low quote to replace the fuel farm roof. There was one change order to pitch the roof toward the back. The airport project update includes the 36-R rehab project. The initial extent of the design did not encompass some of the deficiencies in the runway. AECOM re-evaluated and refined the survey and found the additional dips that affect aircraft. The scope will be re-evaluated to fit the full extent of the deficient runway into the grant. A motion will be recommended for the Lighting Vault and Crack Fill for advertising the projects.

Old Business

1) Status on Part 139 certification for Lakefront Airport

Chair Heaton noted this was a process. Mr. Noel noted that facility features must be increased. The punch list will be reviewed to ensure that the items are put in place for the 139 certification. The Airport must comply with 139 requirements with all grant projects going forward.

New Business

2) Discussion regarding renewing contract for FEMA grant consultant services by Stuart Consulting

Mr. Noel advised that Stuart Consulting has been providing FEMA consulting services for all FEMA grant funding. There are 11 PWs that can be closed out in the near future and there are five open with the floodwall arbitration. There is no reason to change course at this time. The contract expires June 30, 2017. Chair Heaton noted that no action was needed as the contract does not expire until June 30, 2017.

3) Discussion regarding renewing contract for architect for Airport buildout services by RCL Architects

Chair Heaton noted that all airport tenants are required to submit plans to RCL Architecture for approval. That is the role that RCL has at the Airport. There is no action required for this item as the contract does not expire until June 30, 2017. Chair Heaton requested that contracts going forward be for three years and requested a list of all contracts with the expiration date and whether the contract is up for a renewal option or for an extension. RFQs will be issued every three years going forward.

4) Motion to approve AECOM as the design engineer to advertise the bid for the State funded Crackfill, Sealcoat and Repaint Project for Runway 36R/18L

Mr. Noel advised that this project is reimbursable from DOTD. Construction started this summer. Comm. Richard offered a motion to recommend to the Board to approve AECOM as the design engineer to advertise the bid for the State funded Crackfill, Sealcoat and Repaint Project for Runway 36R/18L, second by Comm. Meadowcroft. Motion passed and will be added to the Board Agenda.

5) Discussion regarding Airport landing fees

Mr. Watson stated that landing fees will initially be designed for jet aircraft and signal prop aircraft, not single engine aircraft. Landing fees will be used for intended airfield maintenance projects. Based on discussion with FAA and DOTD Lakefront Airport should have landing fees. The Authority must continue to work with the FBOs regarding how much fuel in lieu of the landing fee would suffice. Chair Heaton requested Mr.

Watson prepare a white paper with pros and cons of landing fees for the April Airport Committee meeting. Comm. Meadowcroft requested a spread sheet on what other airports are charging for landing fees and what incentives are used.

Mr. Watson advised he will continue to work with the FBOs to determine what the best options are regarding landing fees.

6) Discussion of proposed 2017-2018 Airport budget

Mr. Noel advised that there is no draft budget to date. Numbers and benefits have to be defined further. The budget will be put before the Board on March 30, 2017 for approval and the budget can be amended at a later date. Chair Heaton noted that the arbitration skewered the Airport budget numbers.

Public Comments

None.

Executive Session

None.

Announcement of Next Meeting

Chair Heaton announced that the next Airport Committee meeting is scheduled for Tuesday April 11, 2017 at 10:30 a.m. in the 2nd Floor Conference Center, New Orleans Lakefront Airport.

Adjournment

Comm. Hebert offered a motion to adjourn, second by Comm. Richard. The meeting ended at 11:45 a.m.