

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
MINUTES OF THE AIRPORT COMMITTEE MEETING
TUESDAY SEPTEMBER 19, 2017 – 2:30 P.M.**

The regular meeting of the Airport Committee of the Non-Flood Asset Protection Management Authority was held on Tuesday September 19, 2017 at 2:30 p.m., in the 2nd Floor Conference Center at Lakefront Airport, 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 2:37 p.m. and led in the Pledge of Allegiance. The roll was called which constituted a quorum.

Present:

Chair Wilma Heaton
Comm. Thomas Fierke
Comm. Pat Meadowcroft

Absent:

Comm. Carla Major
Comm. Dawn Hebert

Staff:

Jesse Noel – Executive Director
Sharon Martiny – Administrative Assistant
Chanse Watson – Assistant Airport Director
Dave Howard – Airport Manager

Also Present:

George Groh – Kutchins & Groh
Darren Persick – Kutchins & Groh

Opening Comments

None

Adopt Agenda

Comm. Meadowcroft offered a motion to adopt the Agenda, second by Comm. Fierke. Motion passed.

Approve Minutes

Comm. Fierke offered a motion to approve the August 15, 2017 Airport Committee meeting minutes, second by Comm. Meadowcroft. Motion passed.

Public Comments

None

Director's Report

E.D. Noel advised that the Asset Management Plan (AMP) is underway. Internal staff has been given a draft for comment, and a rough draft will be distributed to the Board within the month for comment. The Lighting Vault, REII, and LED Taxiway Light projects are underway, but the FAA is backlogged with airspace studies. Eutaw (contractor for Lighting Vault) is in the process of procuring items such as the generator and the vault building. The company that produces the LED lights is based out of Texas, and has experienced setbacks due to Hurricane Harvey.

E.D. Noel advised that the Legislative Auditor produced a draft confidential report, which report will be kept confidential pending the Authority's response. Both the report and response will be on the Legislative Auditor's website next week. The only item the auditors reported for all intent and purposes was the Marina collections. Chair Heaton noted that the Authority will have little response because the Auditors stated the facts as they were and also gave the Authority credit for improvement in the Marina collections.

Mr. Noel added that the annual audit with Carr, Riggs, and Ingram is near completion and a report may be issued for the next Airport Committee meeting.

The Lakeshore Landings Sneak Peak concert was a success, and a September concert series will continue throughout the month of September. Admission is free, and parking is \$5.00. Mr. Noel announced that Board Secretary Sharon Martiny accepted a promotion within the Authority and will now do procurement and contracting for the new Operations Director.

Old Business

1) Status on Part 139 certification for Lakefront Airport

E.D. Noel addressed a report by Asst. Airport Director Chane Watson that was based on an informal 139 inspection. There are several outstanding items that need updating such as the firemen's fire gear. Staff will work with the firemen to update the gear and get in compliance with the required certifications. The fire station roll-up doors should roll up in 16 seconds, but currently do not meet that time frame. Staff will review pricing and determine what will get that issue up to code. The Airport Operations Plan and Airport Emergency Plans must also be updated as there are many changes on the airfield since the plans were last updated pre-Katrina.

2) Discussion regarding Lakefront Airport parking fees and Airport owned tie-downs

E.D. Noel noted three items associated with this Agenda item: existing parking fees, proposed tie downs, and a potential violation program with respect to FAA deviations. Staff would like to bundle the three items into one policy. The current parking fees will be investigated to determine the current structure and what the new structure should be. Staff would like to base parking fees going forward on wing span, and move away from single or dual-engine propulsion as parking space is based on ground coverage. Mr. Watson noted that wing span is a fair practice as it is in direct relation to the size of the aircraft and the limited available space at Lakefront Airport.

Comm. Fierke requested an explanation of the violation program. Mr. Noel explained violations would include those who avoid parking fees; Airport staff could charge a violation along with the required parking fee. Also, when an FBO or tenant violate FAA protocol or have a deviation, monetary sanctions can be assessed associated with those deviations. Staff is required to respond to the FAA regarding deviations in a certain amount of time to comply with grant assurances.

Staff is currently in the process of determining the method of installation for Airport owned tie downs. The General Aviation policy is the standard policy that Airports carry, which policy covers tie-downs. In addition to the standard insurance, the Airport Lease Agreement would have a clause that covers tie downs where the lessee would be responsible for tie downs and would be required to carry insurance with the Authority named as additional insured. More information will be provided at the October Airport Committee meeting.

3) Discussion regarding Mosquito Control facilities

E.D. Noel reported that CBI (formerly Shaw) prepared an environmental investigation report for the Mosquito Control facility as pesticides were kept on that site. The report noted underground storage tanks that were removed appropriately and recorded with the DEQ. The general condition of the building shows no apparent spills, which was certified from an environmental technician. The building appears to be in good environmental condition. There is one existing vent coming out of the ground that is not documented, which may be an old water separator vent. Staff is currently investigating that issue and will advise the tenants and Committee of the findings. Current Airport tenants have been advised that the space will be out for lease in the near future, but a strong response is not anticipated as the site is not contiguous to the airfield.

Chair Heaton advised that the larger warehouse is 13,000 s.f., and the smaller office space is 8,000 s.f. The blighted building will require major capital improvement, and the Authority does not have the capital dollars for those repairs. There may be some tenant interest at the Airport or an opportunity for the Commemorative Air Force to explore additional hangar space. Mosquito Control will continue to lease the hangar for future aircraft, but negotiations for funding with the congressional office have been set back due to recent storms.

4) Discussion regarding Change Order #1 to include Add Alternate #1 (or portion thereof) for the Crackfill, Sealcoat, Repaint Runway 18L/36R State Project No. H.012765 at N.O. Lakefront Airport, which was awarded to HASCO, Inc. for a base bid of \$170,117.35

E.D. Noel advised that this project is 100% funded by DOTD. The total grant amount is \$230,000. The project included an Add Alternate for additional surface painting signs and project management as Alternate 1. There were concerns in awarding the Add Alternate as the alternate would not leave sufficient cushion in the event of unforeseen excessive inspection fees. Staff recommends a Change Order to do a portion of the Add Alternate No. 1 to paint the 16 additional surface signs on the west side of the runway. The Change Order will not exceed a value greater than \$32K.

Comm. Fierk offered a motion to recommend Change Order #1 to include Add Alternate #1 (or portion thereof) for the Crackfill, Sealcoat, Repaint Runway 18L/36R State Project No. H.012765 at N.O. Lakefront Airport, which was awarded to HASCO, Inc. for a base bid of \$170,117.35, second by Comm. Meadowcroft. Motion passed.

New Business

1) Motion to recommend a Cooperative Endeavor Agreement (CEA) with N.O. Fire Department for a new multi-year CEA being prepared between NFPAMA and the City for emergency services at the N.O. Lakefront

E.D. Noel advised that the CEA is for supplemental emergency services in the event of a fire that ARFF cannot contain. The CEA will allow NOFD and Emergency Medical Services to respond and provide emergency services on a supplemental basis

Comm. Fierke offered a motion to recommend a Cooperative Endeavor Agreement (CEA) with N.O. Fire Department for a new multi-year CEA being prepared between NFPAMA and the City for emergency services at the N.O. Lakefront, second by Comm. Meadowcroft. Motion Passed.

2) Motion to recommend entering into a Unified Certification Program, as required by 49 CFR Part 26.81

E.D. Noel advised that the FAA grant assurances require the Authority participate in a Unified Certification Program (DBE certification program). The Orleans Levee District formerly approved and participated in the DOTD program, but that Agreement must be updated to reflect current staff now that this Authority is distinct and separate from the Flood Authority. It is prudent this Authority reinstitute that we implement the DBE program with DOTD.

Comm. Meadowcroft offered a motion to recommend entering into a Unified Certification Program, as required by 49 CFR Part 26.81, second by Comm. Fierke. Motion passed.

1) Motion to recommend acceptance of FAA grant for the Rehabilitate runway 18R-36L Design Phase 2 project (AIP 3-22-0038-030-2017) in the amount of \$389,480.00 with a Sate match of \$43,275.00 for a total grant amount of \$432,756.00

E.D. Noel advised that the project "Rehabilitate Runway 18R-36L Design Phase 2" is 100% funded, and no match is required from the Authority. Comm. Fierke reiterated that this motion is to accept FAA grant funding in the amount of \$389,480; the Stat match is \$43,275.

Comm. Meadowcroft offered a motion to recommend acceptance of FAA grant for the Rehabilitate runway 18R-36L Design Phase 2 project (AIP 3-22-0038-030-2017) in the

amount of \$389,480.00 with a State match of \$43,275.00 for a total grant amount of \$432,756.00, second by Comm. Fierke. Motion passed.

1) Motion to recommend approval of the Capital Improvement Plan for Lakefront Airport for 2018-2023

Chair Heaton advised that the Airport is required under FAA regulations to provide a Capital Improvement Plan for the next five years. This item is informational at this point, and will go before the Board for approval in October. There has been discussion with the FAA and DOTD, and staff is comfortable with the draft in its current state. The CIP is an important basis for grants and provides free money to the Airport in the future. Mr. Noel noted that outstanding items include a Master Drainage Plan, an Airport Layout Plan update, drainage on and around the airfield and to rehabilitate runways to ensure they are fully rebuilt. Going forward work in electronics, signage and airfield lighting is needed.

2) Review of Capital Outlay request for NFPAMA for 2017.

E.D. Noel advised that most items will not be carried over from last year. Chair Heaton noted that the Airport is in need of a service elevator for ADA compliance. This is a very expensive item. Even if the State cannot help, this request will be a baseline to receive federal grant funding. This item will be added for the Airport Capital Outlay request.

Chair Heaton addressed the previous request for Interim Airport Flood Protection at New Orleans Lakefront Airport in the amount of \$900,000 and advised that former Comm. Stack was concerned about flood protection. The Authority is presently awaiting the ruling from CPCA. Interim flood protection should go to the Flood Authority as a flood project.

Mr. Noel noted additional items such as updating the ARFF fire truck and fire station, replace utilities along Stars & Stripes Blvd. and throughout the Airport, and to determine basic lighting and sewerage infrastructure at the Marinas, Airport, and Recreational facilities are items that must be addressed. Recommendations will be made to the full Board and ranked. There will be one Resolution listing all Capital Outlay requests which is due on November 1, 2017.

3) Motion to recommend the approval of purchasing A/V equipment for the Lakefront Airport Conference Center

Staff is requesting the purchase for AV equipment for the Conference Center. A proposal was received to equip half of the conference room for approximately \$60,000. That cost includes audio, video and a drop-down video monitor screen. The cost to equip both sides of the room is approximately \$82,000. The equipment will be purchased through the state with FEMA funding that is currently available in the amount of \$127,000. The money will be reimbursed this fiscal year if it is spent.

Comm. Meadowcroft offered a motion to recommend approval of purchasing A/V equipment for the Lakefront Airport Conference Center, second by Comm. Fierke. Motion passed.

Announcement of Next Meeting

Chair Heaton announced that the next Airport Committee meeting is scheduled for Tuesday October 17, 2017 at 2:30 p.m. in the 2nd Floor Conference Center, New Orleans Lakefront Airport.

Adjournment

Comm. Meadowcroft offered a motion to adjourn, second by Comm. Fierke. The meeting ended at 3:20 p.m.