

**Minutes of Non-Flood Protection Asset Management Authority
Airport Committee Meeting
December 21, 2017 @ 4:00 p.m.**

Present:

Chair Wilma Heaton
Commissioner Thomas Fierke
Commissioner Dawn Hebert

Absent:

Commissioner Carla Major
Commissioner Pat Meadowcroft

Staff:

Executive Director Jesse Noel
Executive Assistant Kim Vu
Assistant Airport Director Chanse Watson
Airport Manager Dave Howard

Also Present:

Gerry Metzger – Legal Counsel
Canaan Heard – Protac Fitness

The Airport Committee of the Non-Flood Protection Asset Management Authority met on Thursday December 21, 2017 at 6001 Stars and Stripes Blvd. in the Lakefront Airport Terminal Building on the second floor conference room. Chair Heaton called the meeting to order at 4:00 P.M.

Opening Comments – Chair Heaton

Chair Heaton wanted to proceed to getting a motion to adopt the airport agenda for today's meeting.

Motion to Adopt Agenda:

Motion to adopt agenda moved by Commissioner Fierke and second by Commissioner Hebert

Public Comments:

None

Director's Report:

E.D. Noel gave a brief update on the status of the airport's ongoing projects and grants.

Old Business

a) Status on Part 139 certification for Lakefront Airport

E. D. Noel updated the committee on the continued efforts from all staff to achieve Part 139 certification. The airport staff continues to work on updating the airport certification manual and emergency plan.

b) Status on roof repairs (Williams and Moffett hangar buildings)

E.D. Noel updated the airport committee on the status of the roof repairs for the hangar buildings. He explained that the roofs are more of an aged roofing system. Michael Baker, one of the authority's consultants, came out to inspect the extent of the damage and what needs to be done, and staff has requested a report detailing this information.

New Business

a) Motion to recommend a lease of McDermott Hangar Proposal

Mr. Canaan Heard, from Protac Fitness, came to the meeting to request an approval of a lease for the 665 square foot office space inside of the McDermott Hangar. This space will be used for office and training use from Protac Fitness.

Moved by Fierke, second by Hebert and motion to recommend a lease to the board was approved by airport committee.

b) Discussion of proposed Asset Management Plan

E. D. Noel distributed a draft to all of the committees and will be waiting to get comments or feedback from the commissioners. E.D. Noel plans to place the Asset Management Plan on the board agenda for the following month after incorporating revisions into the plan.

c) Discussion of proposed NFPAMA Logo

E.D. Noel designed new logo representing the Lakefront Management Authority. This logo is a display of a piece of everything the management authority represents on a day to day basis. E.D. Noel plans to present the logo to the board for approval.

d) Discussion of proposed committee meeting schedule for 2018

A schedule for all of the 2018 committee meetings and board meetings has been drafted for approval by all the committees and board authority.

Chair Heaton made the announcement of next Airport Committee Meeting to take place on Tuesday January 16, 2018 at 2:30 P.M.

Adjourn

Motion to adjourn moved by Fierke, seconded by Hebert, and meeting was adjourned at 4:48 p.m.