

**Minutes of Non-Flood Protection Asset Management Authority  
Airport Committee Meeting  
April 17, 2018 @ 2:30 P.M.**

**Present:**

Chair Wilma Heaton  
Commissioner Thomas Fierke  
Commissioner Dawn Hebert

**Absent:**

Commissioner Carla Major  
Commissioner Pat Meadowcroft

**Staff:**

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

**Also Present:**

Commissioner Roy Arrigo  
Gerry Metzger – Legal Counsel  
Simon Karingithi – Michael Baker International  
Brian Smith – Michael Baker International  
Darren Persick – Kutchins and Groh  
Anthony Marino – GEC

The Airport Committee of the Non-Flood Protection Asset Management Authority met on Tuesday April 17, 2018 at 6001 Stars and Stripes Blvd. in the Lakefront Airport Terminal Building on the second-floor conference center. Chair Heaton called the meeting to order at 2:42 P.M.

**Opening Comments –**

Chair Heaton moved forward with asking for a motion to adopt the agenda.

**Motion to adopt Agenda –**

Motion to adopt agenda was moved by Commissioner Hebert, second by Commissioner Fierke and all were in favor.

**Motion to approve minutes –**

- a) Motion to approve minutes from March 13, 2018 by Commissioner Fierke and second by Commissioner Meadowcroft and all were in favor.

**Public Comments**

- None

**Director's Report**

E.D. Noel gave a status update to the airport committee on the following: budget revenue as of March 31, 2018, a budget expenditure update regarding personnel services, current projects at Lakefront Airport, upcoming projects, monthly traffic count, unleased property at Lakefront Airport, and recent as well as upcoming events happening at the airport.

**Old Business**

**a) Status on Part 139 Certification for Lakefront Airport**

- i. Airport Certification Manual (ACM) – E.D. Noel stated that staff has reviewed the draft of the ACM and it will be circulated to the airport committee for review.

- ii. Airport Emergency Plan (AEP) – E.D. Noel stated that the AEP was still a work in progress and a draft will be distributed to the committee soon.

**b) Status update on Hangar Roof Analysis**

E.D. Noel stated that staff received a draft report from Michael Baker International with recommendations of three different estimates. Site visits were conducted by Michael Baker International regarding roof evaluation and rehabilitation. The estimated value for total reconstruction of both hangars (Williams and Moffett) is at a value of \$12 million. Airport staff will brief FBO's regarding these issues before any decision and action is taken. Commissioner Fierke requested for a copy of the final report of the roof analysis done by Michael Baker International.

**c) Status update on CAF**

Commissioner Fierke updated the airport committee on the cleanup recently done at the Delgado Hangar, which will soon be home to the Big Easy Wing. Commissioner Fierke requested that E.D. Noel share pictures of the cleanup efforts with everyone at the upcoming monthly board meeting.

**New Business**

- a) **Motion to recommend submission of FAA required DBE Program for New Orleans Lakefront Airport including the DBE goals for years 2016-2018 to the FAA for approval by Commissioner Hebert, seconded by Commissioner Fierke**

E.D. Noel stated that the DBE program is mandated by FAA. The airport committee voted for E.D. Noel to submit the DBE program requirements to FAA. All were in favor.

- b) **Motion to recommend Work Authorizations #2 and #3 with Michael Baker International to design and construct repairs on Taxiway Foxtrot and to develop a comprehensive Master Drainage Repair Plan respectively at a cost not to exceed the total authorized grant value. (DOTD funded, current grant value - \$500,000)**

Motion by Commissioner Fierke, seconded by Commissioner Hebert. The airport committee were all in favor of this to go the board for approval.

- c) **Motion to recommend a contract with Rotolo Consultants Inc. as the lowest responsible bidder (total \$190,564.00) for Maintenance Mowing Contract No: NFA-2018-004 Lakefront Airport and South Shore Harbor**

E.D. Noel distributed the bid tabulation to the airport committee, stating that Rotolo Consultants Inc. (RCI) was the lowest responsible bidder for Contract No. 004. Motion by Commissioner Fierke, seconded by Commissioner Hebert and all were in favor.

Chair Heaton made the announcement that the next Airport Committee Meeting will take place on Tuesday May 15, 2018 at 2:30 P.M.

**Adjourn –**

Motion to adjourn meeting was moved by Commissioner Fierke, seconded by Commissioner Hebert, and all were in favor. The meeting was adjourned at 3:16 P.M.