

Board Meeting Minutes
Non-Flood Protection Asset Management Authority
Thursday December 21, 2017 – 5:30 P.M.

The regular monthly Board Meeting of the Non-Flood Protection Asset Management Authority was held on Thursday December 21, 2017 at the Lakefront Airport Terminal Building, 2nd floor conference center, 6001 Stars and Stripes Blvd., New Orleans, Louisiana, after due legal notice of the meeting was sent to each Board member and the news media and posted.

Chair Heaton called the meeting to order at 5:34 P.M., and the roll call was called which constituted a quorum.

PRESENT

Chair Wilma Heaton
Vice Chair Eugene Green (arrived 5:37 PM)
Comm. Roy Arrigo
Comm. Sean Bruno
Comm. Stanley Brien
Comm. Greg Ernst
Comm. Tom Fierke
Comm. Dawn Hebert
Comm. Carla Major
Comm. Anthony Richard
Comm. Rodger Wheaton

ABSENT

Comm. Leila Eames
Comm. Pat Meadowcroft
Comm. William Settoon

STAFF

Executive Director Jesse Noel
Director of Operations Don Robertson
Assistant Airport Director Chanse Watson
Airport Manager Dave ‘Howie’ Howard
Executive Assistant Kim Vu

ALSO PRESENT

Gerry Metzger – Legal Counsel
Al Pappalardo – Real Estate
Ray Landeche – Lakeshore Resident
Scott Hedlund – TKTMJ

IV. OPENING COMMENTS – CHAIR HEATON

Chair Heaton announced good news that the Southeast Flood Authority accepted a low bid with Hard Rock Construction to raise West Roadway. Chair Heaton met with the Vice Chancellor of Delgado Community College to bring back flight school. She suggested naming the program after Bessie Coleman and showed a brief video of Bessie Coleman, a legendary female African-American pilot. She also mentioned possibly re-naming a section of the Lakefront Airport after Amelia Earhart, since she did stop at Lakefront Airport and spent one night here.

V. MOTION TO ADOPT AGENDA

Motion to adopt agenda moved by Comm. Major, seconded by Comm. Fierke, and all were in favor.

VI. PUBLIC COMMENTS

- 1) Mr. Scott Hedlund, executive counsel of TKTMJ, extended his introduction on behalf of TKTMJ. He discussed the agreement for TKTMJ to use property (former Naval Reserve site) as lay down yard in the next phase of their project.

VII. COMMITTEE REPORTS

Airport – Chair Heaton asked for E.D. Noel to give a brief airport update. E.D. Noel recapped on part 139 certification that staff is working on improving airport manual and emergency plan. He gave a status update involving design and progress on ongoing projects at Lakefront Airport. He further stated that there was an agenda item on leasing some office space inside of the McDermott hangar to Protac Fitness.

Finance – Chair Richard reported that the finance committee met and went over financials for last month. They also had a discussion regarding the Asset Management Plan, new logo, and Internal Control Policy which are all agenda items for board approval.

Commercial Real Estate – Chair Green reported that the CRE committee has been busy and that there are two Commercial Real Estate agenda items for board approval. He wanted to remind everyone of the deadline date of January 17, 2018 for proposals for the Seabrook Site. He stated that they anticipate a tremendous upcoming year for 2018 based on current and upcoming projects.

Legal – Chair Heaton reported legal committee did not meet. Mr. Metzger reported that the lease was executed for Parcel K. He also reported that Dr. Reuben's case was dismissed for a second time.

Recreation/Subdivision – Chair Wheaton reported that shelters are part of ongoing projects, shelter 3 came online, shelters 1 and 2 in process of continuing to renovate them, some proposals on trash cans and gates will be set up to improve control on the area, hoping to open shelters 1 and 2 by summer 2018, lots of tree trimming going on, will discuss grass cutting, fountains moving forward with renovations, hoping this year will bring more projects

Marina – Chair Arrigo reported that there are no marina items on the board agenda. He reported that many projects have been wrapped up, including the boathouse demolition and pier repairs. He stated that staff is considering adding some enhancements to marinas, including an ice vendor and high-speed internet for marina tenants and offices.

Director's Report – E.D. Noel stated that the Asset Management Plan (AMP) was distributed to all commissioners and discussed at all committee meetings. He will wait for comments and feedback before bringing to the board for approval. He stated that there was a special finance committee meeting to thoroughly review the Internal Control Policy, which is on the agenda for board approval. He gave a detailed update report on each of the committee's continued progress.

VIII. OLD BUSINESS

- None

IX. NEW BUSINESS

- a) Motion to approve a lease with Protac Fitness, LLC for the small suite (665 sq ft) in the McDermott Hangar building

Motion to approve a lease with Protac Fitness LLC for the small suite (665 sq ft) in the McDermott Hangar building moved by Comm. Heaton, seconded by Comm. Fierke.

E.D. Noel explained that Protac Fitness needs airfield access (aviation need) for training and an office space with access to airspace. Protac Fitness has a background with military law enforcement and military training. The lease with Protac Fitness was vetted at the airport committee meeting. The lease includes general standard terms and conditions for an airport lease.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority ("Management Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

WHEREAS, the New Orleans Lakefront Airport is one of the non-flood protection assets of the Orleans Levee District under the management and control of the Management Authority ("Airport");

WHEREAS, Protac Fitness, LLC, a Louisiana limited liability company, operates a business training security personnel, primarily law enforcement and military units of the United States ("Protac");

WHEREAS, in connection with the operation of its security training business, Protac needs to land military aircraft and civilian aircraft near its training facilities;

WHEREAS, Protac has offered to lease Suite 200 in the McDermott Hangar, located at Municipal Address 8408 Lloyd Stearman Drive, New Orleans, LA 70126 at the Airport (the "Hangar"), consisting of approximately 665 square feet, with restroom and kitchenette access, commencing on February 1, 2018, at a rental rate of \$4.21 per square foot, totaling \$2,799.65, per annum, payable in monthly installments of \$233.31, for a term of one (1) year that will automatically renew, unless either party provides notice to terminate the lease no later than thirty (30) days prior to the annual expiration date of the lease, and has offered to pay for all utilities on a pro-rata basis based on the square footage leased in the Hangar;

WHEREAS, Protac also has offered to make leasehold improvements to the leased premises, including but not limited to painting and equipment installation, in consideration of a rent credit for the actual cost of any improvements approved by the Management Authority;

WHEREAS, the Airport Committee at its meeting held on December 21, 2017 reviewed the offer submitted by Protac and voted to recommend approval of the lease with Protac under the terms and conditions set forth above to the Management Authority;

WHEREAS, the Management Authority after considering the offer submitted by Protac resolved that it was in the best interest of the Management Authority and Airport to approve the proposed lease with Protac under the terms and conditions set forth above and the standard provisions for leases at the Airport.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Non-Flood Protection Asset Management Authority approves a lease with Protac Fitness, LLC for Suite 200 in the McDermott Hangar at the New Orleans Lakefront Airport, consisting of approximately 665 square feet, with restroom and kitchenette access, commencing on February 1, 2018, at a rental rate of \$4.21 per square foot, totaling \$2,799.65, per annum, payable in monthly installments of \$233.31, for a term of one (1) year that will automatically renew annually, subject to termination by either party by written notice issued no later than thirty (30) days prior to the annual expiration date of the lease, and under the other terms and conditions set forth above and the standard provisions for leases at the New Orleans Lakefront Airport.

BE IT HEREBY FURTHER RESOLVED, that the Chairman or Executive Director be and is authorized to sign any and all documents necessary to carry out the above.

YEAS: Arrigo, Brien, Bruno, Eames, Ernst, Fierke, Green, Heaton, Hebert, Major, Morvant, Richard, Settoon, Wheaton

NAYS: None

ABSTAIN: None

ABSENT: Meadowcroft, Eames

RESOLUTION ADOPTED: Yes

- b) Motion to approve an amendment of the contract with Rotolo Consultants Inc. (RCI) for the grass cutting services to extend the services to June 30, 2018 and to include contract cancellation with 30 days written notice by the Authority

Motion to approve an amendment of the contract with Rotolo Consultants, Inc. (RCI) for the grass cutting services to extend the services to June 30, 2018 and to include contract cancellation with 30 days written notice by the Authority was moved by Comm. Wheaton and seconded by Comm. Hebert.

E.D. Noel explained to the board that this amendment would be a month to month contract extension with Rotolo Consultants Inc. for grass cutting services. Commissioner Wheaton stated that this amendment of the contract with Rotolo would ensure grass cutting services continue while staff plans for a future bid process for maintenance mowing at all the assets of NFPAMA.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority (“Management Authority”) is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District (“District”);

WHEREAS, the Lakeshore Drive recreational parks and parkways, New Basin Canal Park, the New Orleans Lakefront Airport and Orleans and South Shore Harbor Marinas are non-flood protection assets managed and controlled by the Management Authority;

WHEREAS, these non-flood protection assets require landscape maintenance and grass cutting services;

WHEREAS, the Management Authority issued a Request for Proposal for landscape maintenance and grass cutting services in May of 2013;

WHEREAS, proposals were received and Rotolo Consultants, LLC secured the landscape maintenance and grass cutting services contract by submitting the lowest responsible bid (the “contract”);

WHEREAS, the contract commenced July 1, 2013 with four (4) additional one (1) year options to renew with the 4th option ending on June 20, 2018;

WHEREAS, by Resolution adopted on May 25, 2017, the Management Authority approved amending the contract for landscape maintenance and grass cutting services with Rotolo Consultants, LLC, to extend the term of the contract through December 31, 2017;

WHEREAS, the Staff of the Management Authority recommended that the contract be extended commencing on January 1, 2018 on a month-to-month basis until a Request for Proposals can be prepared and issued and a new contract let for the landscape maintenance and grass cutting services;

WHEREAS, the Recreation/Subdivision Committee of the Management Authority at its meeting held on December 14, 2017 voted to recommend to the Management Authority approval of the Staff’s recommendation that commencing on January 1, 2018 the contract be extended on a month-to-month basis; and,

WHEREAS, the Management Authority resolved that it was in the best interest of the District to approve an amendment of the contract to extend the term of the contract on a month-to-month basis commencing on January 1, 2018.

NOW, THEREFORE, BE IT HEREBY RESOLVED, the Non-Flood Protection Asset Management Authority approves an amendment of the contract with Rotolo Consultants, LLC for landscape maintenance and grass cutting services to extend the term of the contract on a month-to-month basis commencing on January 1, 2018 with all other terms and conditions of the contract to remain the same.

BE IT FURTHER HEREBY RESOLVED, that the Management Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Arrigo, Brien, Bruno, Eames, Ernst, Fierke, Green, Heaton, Hebert, Major, Morvant, Richard, Settoon, Wheaton

NAYS: None

ABSTAIN: None

ABSENT: Eames, Meadowcroft

RESOLUTION ADOPTED: Yes

- c) Motion to approve a lease amendment to correct the suite number for Metro Studio’s LVCC lease by Commissioner Green, seconded by Commissioner Fierke.

Commissioner Green explained that the authority previously approved expansion at Metro Studio. When Metro Studio went to file permits with the city, they noticed the physical number address was changed by the city. This motion was simply to amend the already approved lease to correct the suite number on file.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority (“Management Authority”) is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District (“District”);

WHEREAS, the Lake Vista Community Center (“LVCC”) is one of the non-flood protection assets of the Orleans Levee District under the management and control of the Management Authority;

WHEREAS, the Management Authority entered into a written lease agreement, dated on August 24, 2017, with Metro Studio, L.L.C., (“Metro Studio”) for Municipal Addresses 6501 and 6513 Spanish Fort Boulevard in the Lake Vista Community Center (the “Lease”);

WHEREAS, in connection with securing a permit for renovation work on the leased premises, the City of New Orleans has assigned a new Municipal Address to 6513 Spanish Fort Boulevard which is now Municipal Address 6515 Spanish Fort Boulevard, New Orleans, Louisiana;

WHEREAS, an amendment of the Lease is necessary to accurately identify the Municipal Addresses of the suites in the LVCC leased by Metro Studio as a result of the action taken by the City of New Orleans to change the Municipal Address of Suite 6513 Spanish Fort Boulevard to Municipal Address 6515 Spanish Fort Boulevard, New Orleans, Louisiana;

WHEREAS, the Commercial Real Estate Committee at its meeting held on December 14, 2017 considered an amendment of the Lease to change the Municipal Address of 6513 to 6511 Spanish Fort Boulevard and voted to recommend approval of an amendment of the Lease to change Municipal Address 6513 to Municipal Address 6515 Spanish Fort Boulevard; and,

WHEREAS, the Management Authority resolved that it was in the best interest of the Orleans Levee District to approve an amendment of the Lease to change Municipal Address 6513 to Municipal Address 6515 Spanish Fort Boulevard.

THEREFORE, BE IT HEREBY RESOLVED, that the Non-Flood Asset Management Authority approves an amendment of the Lease with Metro Studio, LLC, dated on August 24, 2017, to change the Municipal Address of 6513 Spanish Fort Boulevard in the Lake Vista Community Center to Municipal Address 6515 Spanish Fort Boulevard, New Orleans, Louisiana.

BE IT FURTHER HEREBY RESOLVED, that the Chairman or Executive Director of the Management Authority be and is hereby authorized to sign any and all documents to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Arrigo, Brien, Bruno, Eames, Ernst, Fierke, Green, Heaton, Hebert, Major, Morvant, Richard, Settoon, Wheaton

NAYS: None

ABSTAIN: None

ABSENT: Eames, Meadowcroft

RESOLUTION PASSED: Yes

- d) Motion to approve the transfer of all previously delegated authority of the Chief Operating Officer to the Executive Director by Commissioner Richard and seconded by Commissioner Wheaton

E.D. Noel explained that he needed the board's approval to act on items which the Chief Operating Officer was authorized to perform.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority ("Management Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

WHEREAS, Louisiana Revised Statutes Title 38, Section 330.12.1(F) provides, in part, that the Management Authority may employ an Executive Director and such other personnel as may be necessary to implement the provisions of that Section;

WHEREAS, effective November 10, 2014, the Management Authority established the position of Chief Operating Officer, which position was approved by the Louisiana Department of State Civil Service, and subsequently employed a Chief Operating Officer of the Management Authority;

WHEREAS, thereafter the Management Authority authorized the Chief Operating Officer to sign on behalf of the Management Authority, among other things, contracts, leases, FAA documents, FEMA reimbursement agreements, location agreements, settlement agreements and Louisiana State Civil Service documents;

WHEREAS, the position of Chief Operating Officer has been vacant since April 1, 2016 and since that time the Management Authority has employed an Executive Director;

WHEREAS, there remain contractual and other matters that only the Chief Operating Officer was authorized to sign for the Management Authority pursuant to resolutions duly adopted by the Management Authority;

WHEREAS, the Management Authority Staff recommended that any authority previously granted to the Chief Operating Officer under any resolutions adopted by the Management Authority should be delegated to the Executive Director of the Management Authority in order to facilitate the completion of any contractual matters that remain unfinished since the position of Chief Operating Officer has been vacant;

WHEREAS, the Executive Director has requested of the Management Authority that any authority previously granted to the Chief Operating Officer under any resolutions adopted by the Management Authority be delegated to the Executive Director of the Management Authority; and,

WHEREAS, the Management Authority after considering this matter resolved that it was in the best interest of the District and the Management Authority to approve the delegation of any authority previously granted to the Chief Operating Officer under any resolutions adopted by the Management Authority to the Executive Director of the Management Authority.

THEREFORE, BE IT HEREBY RESOLVED, that the Non-Flood Protection Asset Management Authority does hereby delegate any authority previously granted to the former Chief Operating Officer of the Management Authority under any resolutions adopted by the Management Authority to the Executive Director of the Management Authority.

BE IT HEREBY FURTHER RESOLVED, that the Chairman or Executive Director of the Non-Flood Protection Asset Management Authority be and is hereby authorized to sign any and all documents necessary to accomplish the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Arrigo, Brien, Bruno, Eames, Ernst, Fierke, Green, Heaton, Hebert, Major, Morvant, Richard, Settoon, Wheaton
NAYS: None
ABSTAIN: None
ABSENT: Eames, Meadowcroft
RESOLUTION PASSED: Yes

- e) Motion to approve adoption of proposed Internal Control Policy by Commissioner Richard and seconded by Commissioner Arrigo

Commissioner Richard explained that the ICP was vetted at a special finance committee meeting. He reported that there were a few minor changes to ICP and that they didn't get any questions or comments from other committees. The finance committee decided to move forward to bring it to board for approval of adoption of the Internal Control Policy.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority ("Management Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

WHEREAS, the Management Authority has not adopted an Internal Control Policy to ensure that appropriate safeguards are in place to ensure that Management Authority funds are expended only by persons with appropriate authority and only as necessary to carry out the Management Authority's mission and statutory obligations;

WHEREAS, the Staff of the Management Authority drafted an Internal Control Policy, Non-Flood Protection Asset Management Authority Policy and Procedure Memorandum #17-1, to establish the procedure for managing accounts, processing electronic fund transfers, allocating personnel expenses, making purchases and emergency purchases, and signing checks, a copy of which is attached to this Resolution ("ICP");

WHEREAS, the Staff presented the ICP to the members of the Finance Committee of the Management Authority at the November 28, 2017 Special Finance Committee meeting and noticed the proposed policy at the November 30, 2017 NFPAMA Board Meeting;

WHEREAS, the Staff recommended adoption of the ICP by the Management Authority; and,

WHEREAS, the Management Authority resolved that it was in the best interest of the District and Management Authority to approve and adopt the ICP.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Non-Flood Protection Asset Management Authority approves and adopts the Internal Control Policy recommended by the Staff of the Management Authority, a copy of which is attached to this Resolution.

BE IT FURTHER HEREBY RESOLVED, that the Management Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents and take any and all actions necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Arrigo, Brien, Bruno, Eames, Fierke, Green, Heaton, Hebert, Major, Morvant, Richard, Settoon, Wheaton
NAYS: None
ABSTAIN: Ernst
ABSENT: Eames, Meadowcroft
RESOLUTION ADOPTED: Yes

- f) Motion to adopt the proposed NFPAMA logo by Commissioner Heaton and seconded by Commissioner Richard

E.D. Noel designed a new logo to represent the authority, NFPAMA. E.D. Noel explained that this logo is for branding purposes to differentiate Non-Flood from the Flood Authority. The commissioners shared their personal input on the new logo.

Chair Heaton explained the name of NFPAMA was created legally by legislative act and the Board cannot change the name legally without a legislative act. She explained that Lakefront Management Authority would be good and shorter name for the new logo but all contracts and legal documents will still read NFPAMA.

An amendment to the motion to add a trademark or service mark was moved by Commissioner Major, seconded by Commissioner Green and all were in favor.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority ("Management Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

WHEREAS, Article II, Section 2 of the By-Laws of the Management Authority authorizes the Management Authority to adopt a logo as a symbol to identify the services provided by the Management Authority;

WHEREAS, the Executive Director of the Management Authority has developed a Logo that consists of the imagery attached to this resolution with or without the addition of any of the following: either the legal name of the Management Authority, "NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY, or other colloquial names associated with the Management Authority such as "NON-FLOOD AUTHORITY," "LAKEFRONT MANAGEMENT AUTHORITY" or "NOLA LAKEFRONT AUTHORITY";

WHEREAS, the Executive Director of the Management Authority recommended that the Management Authority adopt the logo and register it with the Office of the Secretary of State of the State of Louisiana in accordance with the applicable provisions of Louisiana Revised Statutes, Title 51, Section 211, et seq.;

WHEREAS, the Executive Director presented the logo to Committee members at the meetings of the Committees of the Management Authority held in December of 2017; and,

WHEREAS, the Management Authority resolved that it was in the best interest of the District to approve the logo recommended by the Executive Director and to approve the tradename "Lakefront Management Authority".

NOW, THEREFORE, BE IT HEREBY RESOLVED, the Non-Flood Protection Asset Management Authority approves the logo recommended by the Executive Director, a copy of which is attached to this Resolution, and authorizes the registration of the logo with the Office of the Secretary of State of the State of Louisiana in accordance with the applicable provisions of Louisiana Revised Statutes, Title 51, Section 211, et seq. and approves the registration of the tradename "Lakefront Management Authority".

BE IT FURTHER HEREBY RESOLVED, that the Management Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Arrigo, Brien, Bruno, Eames, Ernst, Fierke, Green, Heaton, Hebert, Major, Morvant, Richard, Settoon, Wheaton
NAYS: None
ABSTAIN: None
ABSENT: Eames, Meadowcroft
RESOLUTION ADOPTED: Yes

- g) Motion to approve a lease with TKT MJ to utilize the Former Naval Reserve Site and the parking lot adjacent to the Bayou St. John Bridge as lay down yards by Commissioner Green and seconded by Commissioner Bruno

Commissioner Wheaton expressed concern about TKT MJ taking up lanes on Lakeshore Drive from the public, especially on holidays and the weekends. Commissioner Wheaton asked for good faith from TKT MJ suggesting that if they're not working, that they want all lanes to be open for the public to utilize. TKT MJ explained that their current contract requires to take down all traffic control on holidays and on weekends. An amendment to the lease agreement, to include holidays and weekends, was moved by Commissioner Fierke and seconded by Commissioner Wheaton.

RESOLUTION

WHEREAS, the Non-Flood Protection Asset Management Authority (“Management Authority”) is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District (“District”);

WHEREAS, Lakeshore Drive and adjacent parkways and green spaces are part of the non-flood protection assets owned by the District under the management and control of the Management Authority;

WHEREAS, the Southeast Louisiana Flood Protection Authority - East (“SLFPA-E”) contracted with TKTMJ, INC. (“TKTMJ”) for construction of the Seawall Erosion Control Project on the seawall on Lake Pontchartrain adjacent to Lakeshore Drive (the “Project”);

WHEREAS, TKTMJ has requested to lease the former Naval Reserve Site on Lakeshore Drive as a lay down yard for storage of materials for the Project in connection with the work to be performed between Franklin Avenue and Seabrook Boat Launch to complete the Project and also has requested to lease a parking area next to Bayou St. John;

WHEREAS, the term of the lease will be for six (6) months commencing on January 1, 2018 and expiring on June 30, 2018;

WHEREAS, TKTMJ has agreed to provide in-kind services as rent for the lease of the property consisting of monthly street sweeping of all pavement from Franklin Avenue to the Seabrook Boat Launch;

WHEREAS, the lease will also include a liquidated damages provision of \$1,000.00 per day for each day that TKTMJ occupies the former Naval Reserve Site after the termination date of the lease, provide that the leased property will be returned to pre-use condition or better, will require TKTMJ to maintain four lanes of traffic open on Lakeshore Drive during weekends and Holidays and comply with all other provisions regarding traffic control specified in the contract between the SLFPAE and TKTMJ and will also include the standard terms and conditions for leases of District property by the Management Authority; and,

WHEREAS, the Management Authority after considering the proposed lease resolved that it was in the best interest of the District to approve a lease with TKTMJ under the terms and conditions set forth above.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Non-Flood Protection Asset Management Authority approves a lease with TKTMJ, Inc. of the properties located at the former Naval Reserve Site on Lakeshore Drive for a term of six (6) months, commencing on January 1, 2018 and expiring on June 30, 2018, and parking area next to Bayou St. John for the duration of the project, and under the terms and conditions set forth above in this Resolution.

BE IT HEREBY FURTHER RESOLVED, that the Management Authority Chairman or Executive Director be and is hereby authorized to sign any and all documents and take any and all action necessary to carry out the above. The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: Arrigo, Brien, Bruno, Eames, Ernst, Fierke, Green, Heaton, Hebert, Major, Morvant, Richard, Settoon, Wheaton

NAYS: None

ABSTAIN: None

ABSENT: Eames, Meadowcroft

RESOLUTION ADOPTED: Yes

h) Notice of proposed Asset Management Plan

E.D. Noel distributed a draft of the AMP to all commissioners. Chair Heaton stated that the agency is required to have an AMP, but there has never been one in place. She urged all commissioners to send notice if anyone has comments or edits to the AMP. She stated that she is hoping to post the drafted AMP publicly to circulate comments from the public as well. She further stated the goal is to have the AMP approved at the January board meeting.

i) Notice of proposed board meeting schedule for 2018

A proposed board meeting schedule for 2018 was circulated to all the commissioners. Usually, the board was scheduled to meet every fourth Thursday of every month. E.D. Noel indicated that some of the dates were shifted due to holidays. The commissioners requested that there be a note to indicate the dates shifted. A final copy of the dates was distributed via e-mail circulation and posted on the website as well.

The next regular monthly Board meeting will be held on Thursday January 25, 2018 at 5:30 PM in the Lakefront Airport Terminal Building.

Motion to adjourn the meeting by Commissioner Arrigo, seconded by Commissioner Richard and all were in favor to adjourn at 6:51 PM.