

**MINUTES OF
LAKEFRONT MANAGEMENT AUTHORITY
REGULAR MEETING OF THE AIRPORT COMMITTEE
HELD ON TUESDAY, MARCH 15, 2022**

PRESENT: Chair Renee Lapeyrolerie
Vice-Chair Thomas Fierke
Commissioner Wilma Heaton (Arrived late: 2:48)
Commissioner Patricia Meadowcroft
Commissioner Brian Egana

STAFF: Louis Capo – Executive Director
Winifred Christopher – Assistant to the Executive Director
David Martin– Director of Engineering and Operations
Bruce Martin – Director of Aviation
Chris Henderson – Airport Manager

ALSO

PRESENT: Gerard G. Metzger – Legal Counsel to the LMA
LMA Vice-Chair Esmond Carr

The Airport Committee of the Lakefront Management Authority met on Tuesday, March 15, 2022, at the New Orleans Lakefront Airport at 6001 Stars and Stripes Blvd., New Orleans, LA 70126.

Chair Lapeyrolerie called the meeting to order at 2:32 P.M. and led in the pledge of allegiance. Director Capo called the roll, and a quorum was present.

Opening Comments: None

Motion to Adopt Agenda:

A motion was offered by Vice-Chair Fierke, seconded by Commissioner Meadowcroft, and was unanimously approved to adopt the agenda.

Public Comments:

- Ronald Mays- City Jet Inc. based out of Montgomery, AL
 - Spoke about the benefits of their main hub strategically located in Montgomery, AL
 - Current partnerships with Texas Southern University, Prairie View A&M, Southern University Baton Rouge, and various other SWAC and MEAC schools
 - Established 2022 and currently manages about 65 to 70 aircrafts
 - Market studies show an influx of air traffic in the New Orleans area and expressed his interest in having a City Jet hub here in New Orleans.
 - Commissioner Lapeyrolerie inquired whether City Jet would be working with either of the fixed based operations on site.
 - Mr. Maze stated that City Jets would be working with Signature for fueling and would like to run their flight operations out of the terminal. Their planes hold 30

passengers and would need an area to stage passengers that are waiting on their flights.

- City Jets plan to announce the opening of other locations and would like to include New Orleans Lakefront Airport on the list.

Director's Report:

Executive Director Louis Capo stated that all items requiring discussion will be addressed under the new business items number six.

Airport Director Bruce Martin presented to the committee his strategy on how to The New Orleans Lakefront Airport can benefit from the upcoming 2022 NCAA Men's Final Four being played at the Caesars Superdome April 2, 2022, to April 4, 2022. Mr. Bruce Martin referred to the 2013 NFL Super Bowl held in New Orleans, and presented photos showing that most of the airport grounds, excluding the main runway, had be used for parking aircrafts.

- Noting that close to 400 to 500 planes have been projected to fly into New Orleans Area for the Final Four
- During the Final Four, temporary spots will be used for relocating aircraft and any aircrafts that are oversized would be parked elsewhere on the airport and an overflow plan was noted for the west portion of the airport
- Both FBO's will have a designated space for aircraft parking/ temporary lodging
 - Air Boss's role: Once on the taxiway, they're going to be handed off to the ramp. There will be two other ramp last agents, one will be over in signatures hangar and the other will be in flightlines hanger. Each morning talks with the FBO's will take place to find out what planes they're expecting that day and get an entire list from there. They'll start organizing a plane on how they're going to park the planes to maximize the space that we have out on the airfield. Ramp Boss will then tell the FBO's as the planes are coming in and out where there parking location.
 - Pilots will be told not to start their planes until they are notified to do so, however, they can turn their APU's on, and that's because the ramp boss is going to have a priority list. This process will help reduce idle planes from sitting and burning fuel for an extended period w/o being able to taxi.
 - There will be a \$500.00 special events parking fee charged to the FBO if they need to use any overflow parking areas. The FBOs plan on passing that cost on to the arriving aircraft.
 - Additional security will be hired, along with partnering with the Flood authority to increase patrolling of the area.

Lastly, Mr. Bruce Martin announced that the Golden Eagles hosted an event at the airport that focused on introducing underserved children to the airport and the history of aviation. Each child was given an airport badge, KNEW airport stickers and magnets, and were given the opportunity to explore and board the ARFF fire truck. The airport was also approached by the Golden Eagles requesting to host a pilot training classed for high school juniors twice a week at the terminal.

New Business:

1)Discussion regarding engineering estimate on New Orleans Lakefront Airport terminal generator.

- Mr. Bruce Martin informed the committee that after Hurricane Ida, it was brought to his attention that the airport was not using the terminal generator to its maximum potential, and approximately twenty percent of the terminal is powered. The New Orleans Lakefront Airport will be requesting Infinity Engineering to conduct a study on the current generator's power capacity and provide a report on whether the generator can power the entire terminal, and not just Messina's freezers, refrigerators, and Suite 219.
- The Commissioner Fierke asked if bid present was still active, as it was dated for November 1, 2021.
 - Mr. Martin stated that bid was still active
 - Commissioner Heaton stated that she learned from our FEMA program consultants that Congress has allocated 600 million for Hurricanes Laura and Delta through office community development and they are taking applications right now. We expect similar enough to come down pipe for Hurricane Zeta and Ida. She stated that their recommendation to us was that they want to proceed with whatever agency matches that we need to put in into the federal funds for the projects.
 - Attorney Gerry Metzger advised the committee to amend item number one, Motion to recommend to the board for approval of the engineering estimate on the New Orleans Lakefront Airport Terminal generator.
 - Chair Lapeyrolerie call for a motion to amend the agenda item to include a motion to recommend approval to the full board.
 - A motion was offered by Vice-Chair Fierke, seconded by Commissioner Heaton, and unanimously approved.
 - Item now reads as: Motion to recommend the approval of the engineering estimate on the New Orleans Lakefront Airport Terminal generator.
- A motion was offered by Commissioner Heaton, seconded by Commissioner Fierke, and was unanimously approved to recommend to the board for approval.

2) Discussion regarding recommendation to the board to approve Change Order No.1, Replacement of Williams Hangar Sewerage Pipeline, New Orleans Lakefront Airport in the additional amount of \$29,518.93 due to unforeseen below grade obstructions.

- Director of Engineering and Operations, David Martin explained that a 6 foot or so by 5 feet tunnel constructed of bricks as a steam tunnel that has been abandoned and not serviced probably for decades. He also determined that existing sewer line was not proceeding downhill, or uniformly down to provide proper drainage to the lift station.
- He presented images of the tunnel and the additional work needed by the contractor, and he recommends approval based upon the unforeseen conditions.
- A motion was offered by Commissioner Meadowcroft, seconded by Commissioner Heaton, and was unanimously approved to recommend to the board for approval.
 - Commissioner Egana expressed his concerns about the work being performed prior to the change order being presented and approved by the committee and the board.
 - Commissioner Heaton stated that unfortunately this airport has 80 plus year old infrastructure and that the staff did the best they could, and we have had discussions in the past and she requested an examination of the very tight parameters to let the staff work within the approval of the Chair of the committee to tackle emergency issues.

3)Recommendation to purchase Bearcom/Motorola Emergency communications suite for the ARFF department in accordance with the FY22 Budget.

- Mr. Bruce Martin voiced that is communications that the airport has been to trying setup for the ARFF fire department to streamline emergency communications with the New Orleans Fire Department, New Orleans Police Department, Orleans Levee District, and 911 dispatchers. Currently, the ARFF department has to call on cell phones, radios and other communication devices to try and reach out to these agencies.
 - With board approval to move forward, airport is now looking move on this emergency communication purchase.
 - The vender presented three quotes; however, the three totals will be combined upon purchasing.
 - Chair Lapeyrolerie wanted to clarify that the agency didn't solicit the vendor and that the vendor is on state contract. She also asked why the quotes were broken down into parts.
 - Mr. Bruce Martin stated that the quotes were broken down into three projects, citing communications bays for the airport main office, ARFF fire truck, and ARFF fire station.
- A motion was offered by Commissioner Heaton, seconded by Commissioner Fierke, and was unanimously approved to recommend to the board for approval.

4)Recommendation to approve a new Airport Terminal Cleaning Contract.

- Mr. Bruce Martin stated that the airport staff is requesting approval to contract with a new cleaning service contractor for the airport terminal. The current cleaning contract has expired, and we solicited proposal from three companies.
 - Corvus proposal was the lowest received and airport staff recommends approval.
- Commissioner Egana inquired about the process that the LMA uses to invite potential proposers to bid on our projects.
- Mr. Bruce Martin stated that staff reached out to the bidders to submit proposals on the cleaning contract.
- A motion was offered by Commissioner Egana, seconded by Commissioner Heaton, and opposed by Commissioner Fierke and was adopted to recommend to the board for approval

5)Recommendation to sign a contract with John-Wayne Air Calvary LLC to act as a ramp boss for the upcoming Final Four Weekend.

- Mr. Bruce Martin stressed that this contract was imperative to operate and manage the ramp boss for the Final Four weekend. The contract has all the conditions and a not to exceed amount of \$32,074 Inclusive of hotel and rental car.
 - John -Wayne Air Calvary LLC provided services for the agency in 2013 for the NFL Superbowl under the Air Boss.
 - Duration of contract will be a five-day agreement for ramp boss services
 - Fee for Air boss only services are \$24,500.
 - Mr. Bruce Martin clarified that the proposal from the Air Boss only includes their services and hotel lodging, transportation, air fuel, and other miscellaneous cost are the difference between the \$32,074 and \$24,500.
- A motion was offered by Commissioner Fierke, seconded by Commissioner Egana, and was unanimously approved to recommend to the board for approval.

6)Review and discussion of Fiscal Year 2022-2023 General Operating and Capital Project Budget.

- Director Capo briefly went over the general operating and capital project budget for anyone that missed the last discussion regarding the budget. He addresses the changes made to the budget, requested by the committee.
 - Fuel Flow, which is anticipating an increase \$25,000.
 - Increased funding for lighting and security
 - The Airport's land and hangar leases are fixed by lease terms, and we should reach our projections.
 - The airport terminal revenue is dependent on the restaurant business and Atrium events. We expect both to increase during the next fiscal year

Announcement of next Airport Committee Meeting:

1)Tuesday, April 19, 2022– 2:30 P.M.

Adjourn:

A motion was offered by Commissioner Heaton, seconded by Commissioner Fierke and unanimously adopted, to adjourn. The meeting was adjourned at 3:57PM.