

**MINUTES OF
LAKEFRONT MANAGEMENT AUTHORITY
REGULAR MEETING OF THE AIRPORT COMMITTEE
HELD ON TUESDAY, APRIL 18, 2023**

PRESENT: Commissioner Pat Meadowcroft (Chair)
Commissioner Wilma Heaton
Commissioner Carlos Williams

ABSENT: Commissioner Brian Egana
Commissioner Jennifer Herbert

STAFF: Louis Capo – Executive Director
Vanessa McKee – Assistant to the Executive Director
Bruce Martin – Airport Director
Adam Gulino - Director of Engineering

ALSO

PRESENT: NO PUBLIC SIGNED IN

The Airport Committee of the Lakefront Management Authority met on Tuesday, April 18, 2023, at the New Orleans Lakefront Airport at 6001 Stars and Stripes Blvd., New Orleans, LA 70126.

I. Call to Order

Chair Meadowcroft called the meeting to order at 2:30 P.M.

II. Pledge of Allegiance

Commissioner Heaton led in the pledge of allegiance.

III. Roll Call

Mr. Capo called the roll. A quorum was established with (3) members present.

IV. **Opening Comments** – **Chair Meadowcroft** stated that most of the discussion will be about the goals of the Airport and how we as commissioners can support them.

V. **Motion to Adopt Agenda**

A motion was made by Chair Meadowcroft; second by Commissioner Williams to adopt the agenda.

VI. **Approval of Minutes**

a. **January 17, 2023, Airport Minutes**

Commissioner Heaton stated that she was absent but felt comfortable voting due to Ms. McKee taking her minutes directly from audio recordings.

A motion was made by Chair Heaton; second by Commissioner Williams to adopt the agenda.

Chair Meadowcroft called for questions and comments. Hearing none called for a vote. **All were in favor. The motion passed.**

b. **OCT 18, 2022, Airport Minutes**

A motion was made by Chair Heaton; second by Commissioner Williams to adopt the agenda.

Chair Meadowcroft called for questions and comments. Hearing none called for a vote. **All were in favor. The motion passed.**

VII. **Public Comments** - None

VIII. **Airport Director's Report**

Director Bruce Martin reported the following:

- The Airport has hired another employee to assist Mr. Merrick in the Airport's Maintenance Department. He has experience and is

willing to learn. The airport has been trying to fill this position for some time and we are pleased to welcome him aboard.

- The Airport held a crawfish boil for some employees as a team-building exercise after hours.
- Ms. Van Constantine, who was the manager at Signature FBO has left to take employment in Baton Rouge, LA. Mr. Martin said he would meet the new manager next week.

Chair Meadowcroft asked if the new manager could be invited to the next meeting to meet the committee.

- **NO Film Society** will hold its gala next month on April 22, 2023. We have social media tags for promotions. He was excited to host the event.
- **2023 Hurricane Awareness Tour** will be at the Airport on May 2, 2023. They will have a P3 and a C-130 which is rare to have both. The Coast Guard will bring one of their cutters out on the ramp. Area schools have been invited to participate and it is open to the public. There will be enough security to keep the public within a safe area and prevent risks to the aviation community.
- The comparison report for February is not out yet. He said he was certain that March 2023 will be a big decline in operations compared to March 2022 due to the 2022 Final Four.

In February the Airport was up 3% in total operations. The Military OPS was the only one that saw a decline. However, we are hopeful to see an increase with Signature's new general manager coming aboard.

- Fuel numbers are up from 2021 but down from 2019. Mr. Martin said he was more optimistic about hitting the goal next fiscal year due to the NCAA Playoff games that will be here.

We will be close to hitting the goal because of some of the Zurich traffic but may fall just short of the \$750,000 goal.

- Projects coming up with FAA funds attached to them:
 - o Taxiway Foxtrot sinkholes to be filled.
 - o Runway 927 sinkholes to be filled.
 - o Drainage Project, Phase I, with a base bid of \$19 million which will be for the well and pump station which will tie into the existing drainage system.

Mr. Martin showed slides of the location where the work will take place. The work will take place during the night to prevent runway closures.

Chair Meadowcroft asked if the committee needed to do anything to assist.

Mr. Martin stated that they have applied for several grants and are hopeful that we are programmed to receive funding.

Also, ICE is assisting with identifying additional funding.

The entire work timeframe is estimated at 370 days.

Chair Meadowcroft thanked Mr. Martin for his detailed report and moved to a new business.

IX. New Business

1. Chair Meadowcroft: Discussion on the 2023 Airport committee goals.

Chair Meadowcroft stated that several weeks ago, the commissioners were tasked with developing and implementing goals for their committees.

Chair Meadowcroft and Vice-Chair Jennifer Herbert met with the Airport staff to engage in a robust conversation about the status and needs of the Airport.

The following draft of goals for the Airport was discussed in detail by the Airport Committee:

AIRPORT COMMITTEE

2023 GOALS, ACTION STEPS, INTENDED RESULTS by Commissioner Pat Meadowcroft

A. Goal - Support on Grants

Action Points

- Staff to inform the committee chair when support is needed for critical grants.
- Staff to provide background white paper to the committee
- Committee to engage LMA Board members when necessary to solicit their influential contacts
- Committee to provide to staff recommended names of possible grant supporters

Intended Result

- Critical grants will be approved

B. Goal – Elected Officials Airport Tour

Action Points

- Develop a timing and action calendar for the following action points
- Divide the action points up among Airport commissioners to distribute the workload
- Determine the best date and time for the tour
- Develop a white paper with staff on the importance of the airport
- Develop a compelling invitation
- Develop an invitation list
- Send invitations via email or snail mail to those on the invitation list
- Commissioners to call their elected officials and those they know for attendance commitment
- Commissioners with staff develop a tour itinerary
- Tour transportation to be secured
- Refreshment plan at the gathering point before the tour and the conference room afterward
- In addition to the airport staff and ED determine the two commissioners to attend the event
- Distribute the flyer on the importance of the airport at the recap meeting
- Send thank you notes to all elected influencer attendees

Intended Results

- More informed and supportive elected influencers
- Enhanced relationships

C. Goal – Commissioners to meet with Airport Staff Quarterly

Action Points

- Establish a calendar to meet no less than quarterly
- No more than 2 Airport commissioners to be present at each meeting

Intended Results

- Staff to provide background and request needed support from the airport committee.
- Staff can certainly call the airport Chair or Vice Chair should support be needed before the quarterly meeting.
- Commissioners and staff should be well-informed and unified

D. Support the airport staff

Action

- Have robust and candid committee meetings with questions and resolutions

Intended Results

- Unified recommendations presented to the Board
- Commissioners present to the full Board when needed and staff to provide more details as needed

Chair Meadowcroft asked for input from the commissioners.

Commissioner Heaton felt that the goals presented were commendable and important. However, she felt that the priority should be placed on flood protection of the airport. She suggested that this committee consider recommending the board pass a resolution reemphasizing the need for flood protection.

She talked about the flood protection briefing paper she had done some time ago where the Flood Protection Authority passed a resolution commitment of the local cost share of up to \$75 million.

She will distribute the briefing paper to members of this committee for historical background and consideration of the next steps.

After much discussion among the committee, Commissioner Heaton said she would circulate the FPA's resolution and briefing paper for flood protection and work with Mr. Martin to update and finalize the information for distribution. They all agreed that adding the resolution to the tour would be beneficial.

Commissioner Williams agreed with the goals planned and discussed. He said the airport is like a hidden gem and told a story of his conversation over the weekend with some stakeholders who had never been to this airport.

Mr. Capo added that he had an unrelated meeting with a stakeholder who mentioned that we could meet with the Orleans Delegation which has a meeting every Wednesday in Baton Rouge. However, Chair Richard would prefer them to come to the airport for a better visual of the grounds.

Mrs. McKee let the committee know that Commissioner Gerhart sent a contact to assist with scheduling the tour. She also informed the committee that, after speaking with some of the delegation's

assistants, their general feedback was that it would be better to set the tour on a Friday and to make it a luncheon instead of a breakfast.

Commissioner Lapeyrolerie asked if there are any existing hangars for lease, if is there land to build hangars and what is the process.

Mr. Martin stated that we do have two office spaces but no available hangar space. He said there is land on the master plan to be developed. We would need a proposal to be reviewed and brought through the approval process by the board.

Chair Meadowcroft continued discussing the goals and asked the committee to put their commitment to a task to aid in accomplishing these goals.

Commissioner Heaton asked what was the timeline for the board resolution.

Chair Meadowcroft said that May would give us more time to prepare the necessary information for distribution.

She thanked everyone for their participation in today's discussion and announced the next committee meeting.

- X. **Announcement of the next Airport Committee Meeting**
 - a. Tuesday, May 16, 2023, at 2:30 PM
- XI. **Adjourn:** Meeting Adjourned at **3:04 PM**