

AGENDA

Finance Committee Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, March 8, 2012
11:00 A.M.

Meeting Called to Order at 1107.

A. Call of Roll

Present: David Campbell and Ti Martin

B. Opportunity for Public Comment (If any)

C. Informational Items

Item 1 **Financial Activity Report**
Ray Anderson, Chief Financial Officer

D. Executive Session

E. Action on Matters from Executive Session (if any)

F. Regular Agenda

Item 2 **Approval of Legal Invoices**
Approved

Item 3 **Director's Credit Card Expense Report**
Approved

Item 4 **Commercial Banking Services - Amendment to Concession Agreement**
Hancock Bank DBA Whitney Bank
New Orleans, Louisiana
Approved

Item 5 **Secret Shopper Services- Recommendation of Selection** \$ 83,556.74
Evaluation Systems for Personnel NTE
Houston, Texas
Not Approved

Item 6 **Amendment to License Agreement** \$ 200,000
Ross Systems, Inc. NTE
Atlanta, Georgia
Approved

Item 7 **Lease of Real Property**

Farbe's Fleet
Kenner, Louisiana

Removed from the Agenda

Item 8 **Host 2013 AAAE/ACC Airport Planning, Design
and Construction Symposium**

\$ 8,000.00

American Association of Airport Executives (AAAE)
Alexandria, Virginia

Not Approved

Item 9 **Placement of Insurance Coverage**

\$1,350,480

- **Property**
 - CAN

Approved

G. Schedule for Next Meeting

April 12, 2012; 11:00 a.m.

H. Adjournment

Meeting Adjourned at 1141.

AGENDA

Finance Committee Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, July 12, 2012
11:00 A.M.

Meeting called to order at 11:10 A.M.

A. Call of Roll

Present: Martin & Campbell

B. Opportunity for Public Comment (If any)

C. Informational Items

Item 1 **Financial Activity Report**
Ray Anderson, Chief Financial Officer

G. Regular Agenda

Item 2 **Director's Credit Card Expense Report**
Approved

Item 3 **In House Legal Services** \$352,441.03
Courtney Courseault Thornton, L.L.C. (CCT)
Operation of Legal Department \$40,000.00
Approved

Item 4 **News, Gifts and Specialty Retail- Master Concession Agreement**
Amendment #6
New Orleans Air Venture
New Orleans, Louisiana
Approved

Item 5 **Terminate Lease Agreement & Institute Eviction Proceeding**
Rush it of Louisiana, L.L.C.
Kenner, Louisiana
Approved

N. Schedule for Next Meetings

August 9, 2012; 11:00 a.m. – Committee Meeting

O. Adjournment

Meeting adjourned at 11:47 A.M.

AGENDA

Finance Committee Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, August 9, 2012
11:00 A.M.

Meeting called to order at 11:00 A.M.

A. Call of Roll

Present: Martin & Campbell

B. Approval of Minutes of Prior Meeting

July 12, 2012 Finance Committee Meeting

Approved

C. Opportunity for Public Comment (If any)

D. Informational Items

Item 1 **Financial Activity Report**
Ray Anderson, Chief Financial Officer

E. Regular Agenda

Item 2 **Approval of Legal Invoices**

Dwyer, Cambre & Suffern, APLC	\$35,919.73
LeBlanc Butler, LLC	\$4,095.00
McGlinchey Stafford	\$15,161.50
Middleberg, Riddle & Gianna	\$64,720.99
Roedel, Parsons, Koch, Blache, Balhoff & McCollister	\$6,345.00
Roedel, Parsons, Koch, Blache, Balhoff & McCollister*	\$7,000.00

Approved

Item 3 **Director's Credit Card Expense Report**

Approved

Item 4 **Airport Business Manager Software- Annual Maintenance** \$24,700.00
GCR, Inc.
New Orleans, Louisiana

Approved

AGENDA

Finance Committee Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, October 11, 2012
11:00 A.M.

Meeting Called to Order at 11:00 a.m.

A. Call of Roll

Present: Martin; Campbell

B. Approval of Minutes of Prior Meeting

August 9, 2012 Finance Committee Meeting

Approved

C. Opportunity for Public Comment (If any)

Amendments to the Agenda

Add Informational Item:

Financial Audit Report
Postellwait & Netterville
Albert Richard, Partner

Update Lease Terms of the following items:

Item 11 **Lease of Space- Provide Skycap and Baggage Handling Services**
Lease Property for ~~Five (5)~~ **One (1) Year with ~~Two (2)~~ **Four (4)** One Year**
Option Terms
Huntleigh USA Corporation
New Orleans, Louisiana

Item 13 **Lease of Space or Cooperative Agreement-**
~~Five (5)~~ **One (1) Year with ~~Two (2)~~ **Four (4)** One Year Option Terms**
Louisiana Tax Free Shopping Commission
New Orleans, Louisiana

Item 15 **Lease of Space- East and West Terminal Lobby Shoe Shine Stands**
~~Five (5)~~ **One (1) Year with ~~Two (2)~~ **Four (4)** One Year Option Terms**
Wayne and Darrel Kendrick

Approved

D. Informational Items

- Item 8 **Award of Annual Flood Insurance Policy** \$31,104.00
American Bankers Insurance Company of Florida
Miami, Florida
- Approved
- Item 9 **Commercial Support Activity Permit –
Aircraft Ground Handling and Passenger Services**
Flight Service and Systems, Inc.
Cleveland, Ohio
- Approved
- Item 10 **Commercial Support Activity Permit-
In-Flight Catering and Provisioning Services**
Gate Safe, Inc.
College Park, Georgia
- Approved
- Item 11 **Lease of Space- Provide Skycap and Baggage Handling Services
Lease Property for ~~Five (5)~~ **One (1)** Year with ~~Two (2)~~ **Four (4)** One Year
Option Terms**
Huntleigh USA Corporation
New Orleans, Louisiana
- Approved
- Item 12 **Commercial Support Activity Permit-
Aircraft Ground Handling and Passenger Services**
Integrated Airline Services
Denver, Colorado
- Approved
- Item 13 **Lease of Space or Cooperative Agreement-
~~Five (5)~~ **One (1)** Year with ~~Two (2)~~ **Four (4)** One Year Option Terms**
Louisiana Tax Free Shopping Commission
New Orleans, Louisiana
- Approved
- Item 14 **Commercial Support Activity Permit-
Aircraft Ground Handling and Passenger Services**
NOLA Aviation, Inc.
Kenner, Louisiana
- Approved
- Item 15 **Lease of Space- East and West Terminal Lobby Shoe Shine Stands
~~Five (5)~~ **One (1)** Year with ~~Two (2)~~ **Four (4)** One Year Option Terms**
Wayne and Darrel Kendrick
- Approved

- Item 16 **Master Lease for Food and Beverage Services
Third Amendment- Add Additional Storage Space**
The Grove
Kenner, Louisiana

Approved

- Item 17 **Resolution Authorizing Equipment License, Terminal Spaces Lease
Agreement, and Reimbursement Agreement with the General Services
Administration on Behalf of the Transportation Security Administration**

Approved

- Item 18 **First Amendment to Use and Lease Agreement-
Include Non-Exclusive Use Cargo Apron**
United Parcel Service (UPS)
Atlanta, Georgia

Approved

- Item 19 **Lease of Terminal Building Space- Post Office Boxes**
United States Postal Service
Washington, D.C.

Approved

F. Schedule for Next Meetings

November 8, 2012; 11:00 a.m. – Finance Committee Meeting

G. Adjournment

Meeting Adjourned at 11:30

AGENDA

Finance Committee Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, November 8, 2012
11:00 A.M.

Meeting called to order at 11:00 a.m.

A. Call of Roll

Present: Campbell, Martin

B. Approval of Minutes of Prior Meeting

October 11, 2012 Finance Committee Meeting

Approved

C. Opportunity for Public Comment (If any)

D. Informational Items

Item 1 **Financial Activity Report**
Ray Anderson, Chief Financial Officer

Item 2 **2013 Budget Report**
Ray Anderson, Chief Financial Officer

E. Regular Agenda

Item 3	Approval of Legal Invoices	
	Adams and Reese	\$70.00
	Dwyer, Cambre & Suffern, APLC	\$44,074.00
	Hailey McNamara	\$5,200.00
	LeBlanc Butler, LLC	\$23,461.30
	McGlinchey Stafford	\$10,094.58
	Middleberg, Riddle & Gianna	\$48,973.93
	Roedel, Parsons, Koch, Blache, Balhoff & McCollister	\$6,300.00

Approved to Move to Full Board

Item 4 **Approval of Director's Credit Card Report**

Approved to Move to Full Board

- Item 5 **Placement of Commercial Automobile Insurance Policy** \$140,333.00
 Travelers Insurance Company
Approved to Move to Full Board
- Item 6 **Lease Agreement- Amendment #2** \$54,685.75
 Federal Express Corporation (FedEx) Est. Annual Revenue
 Memphis, Tennessee
Approved to Move to Full Board
- Item 7 **Limousine Service**
 Enter into Non-Binding Mediation
 A Airport Limousine Service, L.L.C. (A-Airport Limo)
 New Orleans, Louisiana
Approved to Move to Full Board
- Item 8 **Resolution Establishing the 2013 Budget for Airline Rates, Fees, and**
 Charges
Approved to Move to Full Board
- Item 9 **Resolution Defining Terms and Conditions for the Operation of Dunkin**
 Donuts
Approved to Move to Full Board
- Item 10 **Resolution Authorizing the Relocation of U.S. Airways and Authorizing**
 the Execution of Agreements for Those Related Costs and Rent Credits in
 an Amount Not to Exceed \$249,999.99 and Other Matters in Connection
 Therewith.
Approved to Move to Full Board
- F. Schedule for Next Meetings
- January 10, 2013; 11:00 a.m. – Finance Committee Meeting**
- G. Adjournment
- Meeting Adjourned at 11:46 a.m.**