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 Orc	ler at	1107.
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Call of Roll

Present: David Campbell and Ti Martin

- B. Opportunity for Public Comment (If any)
- **Informational Items** C.
 - **Financial Activity Report** Item 1 Ray Anderson, Chief Financial Officer
- D. **Executive Session**
- E. Action on Matters from Executive Session (if any)
- F. Regular Agenda

Approval of Legal Invoices Item 2 Approved

Director's Credit Card Expense Report Item 3

Approved

Commercial Banking Services - Amendment to Concession Agreement Item 4

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

NTE

Ross Systems, Inc.

Atlanta, Georgia

Item 7 Lease of Real Property

Farbe's Fleet

Kenner, Louisiana

Removed from the Agenda

Item 8 Host 2013 AAAE/ACC Airport Planning, Design

\$8,000.00

and Construction Symposium

American Association of Airport Executives (AAAE) Alexandria, Virginia

Not Approved

Item 9 **Placement of Insurance Coverage**

\$1,350,480

• Property

o CAN

Approved

G. Schedule for Next Meeting

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

H. Adjournment

Meeting Adjourned at 1141.

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 3 In House Legal Services

Courtney Courseault Thornton, L.L.C. (CCT)

Operation of Legal Department

\$40,000.00

\$352,441.03

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

N. Schedule for Next Meetings

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

O. Adjournment

Meeting adjourned at 11:47 A.M.

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 Approved	Director's Credit Card Expense Report	
Item 4	Airport Business Manager Software- Annual Maintenance GCR, Inc.	\$24,700.00
	New Orleans, Louisiana	

Item 5 Master Lease- Development and Concession Agreement

News, Gift and Specialty Retail

Assignment Amendment

New Orleans Air Ventures II New Orleans, Louisiana

Approved

Item 6 Long Term Airport Strategic Development-

\$1,200,000.00 NTE

Land Use and Development Services

Jones Lang LaSalle, Inc. Chicago, Illinois

Approved

Item 7 Interior Terminal Improvements- Phase II

\$6,545.00

Flight Information Display Systems

Change Order #5

International Display Systems, Inc.

Dayton, Ohio

Approved

F. Schedule for Next Meetings

September 13, 2012; 11:00 a.m. - Finance Committee Meeting

G. Adjournment

Meeting adjourned at 11:22 A.M.

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 1 Financial Activity Report

Ray Anderson, Chief Financial Officer

Financial Audit Report Postellwait & Netterville Albert Richard, Partner

E. Regular Agenda

Item 2	Approva	d of Legal	Invoices
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Broussard Baloney	\$7,700.00
Dwyer, Cambre & Suffern, APLC	\$38,787.37
Hailey McNamara	\$22,516.00
McGlinchey Stafford	\$27,216.55
Middleberg, Riddle & Gianna	\$46,036.60
Roedel, Parsons, Koch, Blache, Balhoff & McCollister	\$6,470.00

Approved

Item 3 **Approval of Director's Credit Card Report**

Approved

Item 4 Commercial Support Activity Permit-

Air-to-Air and Air-to-Ground Communication Services

Aeronautical Radio, Inc. Annapolis, Maryland

Approved

Item 5 Current Cellular Telephone Service Antenna Provider Lease Agreement

Amendment- Extend the term of use of Airport property by one year

AT&T

Dallas, Texas

Approved

Item 6 Lease of Space for the FAA Weather Office

Federal Aviation Administration

Fort Worth, Texas

Approved

Item 7 **Long Term Airport Development-**

\$500,000.00

NTE

Financial Feasibility Services-

Approval of Contract & Allocation of Funds

Roger H. Bates Airport Consultant

Palm Desert, California

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

Item 16 Master Lease for Food and Beverage Services
Third Amendment- Add Additional Storage Space

The Grove

Kenner, Louisiana

Atlanta, Georgia

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)

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

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	l of Lega	l Invoices
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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 Est. Annual Revenue

Federal Express Corporation (FedEx) 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.