

SOUTHEAST REGIONAL AIRPORT AUTHORITY MEETING

Monday, December 16, 2008

5:00 pm.

Minutes Approved

BOARD MEMBERS: Arnold Baker, Carl Cantrelle, Jr., Scott Cowen, Greg St. Etienne, Glenn Hayes, James Hudson, Daniel Schexnayder (absent), Debbie Settoon, Daniel Songy

1. Mr. Cowen called the meeting to order at 5:10 pm in the Airport Hilton Hotel. Mrs. Settoon called roll and eight of the nine members were present. The minutes were approved (Jim Hudson made the motion/Carl Cantrelle seconded). Mr. Hayes noted that the meeting was being recorded and the new website name is www.seraala.org.
2. Mr. Cowen noted that our expected speaker, Mr. Stephen Moret, Secretary of Economic Development, would not be available by phone until 5:45pm and suggested we consider the other agenda items.
3. Mr. Cowen reported that on the matter of legal counsel, that the Speakers' office has sent their staff attorney Clifford Williams from the House of Representatives to help us in legal matters until an attorney from the Attorney General's office can be appointed to us. Mr. Hudson asked if there would be a charge from the Attorney General's office for this legal service, but it was unclear as to what would be charged. The board voted to table the RFQ process for legal services for now (Songy/Settoon).
4. Mr. Cowen asked for comments on the RFQ for aviation consulting. Mrs. Settoon suggested adding a requirement for analyzing the strategic plans with respect to the intermodal (highway, river, airport, train) aspects of economic development. A discussion of the proposed bidders list prompted Mr. Williams to remind the board that all proposals must be done by public advertisement, i.e. open to all bidders. Mr. Hayes suggested adding the ability for a firm to subcontract or partner with a second party. Mrs. Settoon suggested adding a minimum of relevant aviation consulting experience as a qualification and the board approved a minimum of 5 years. Mr. Howard Daigle in the audience also suggested that the board check with FAA rules in case there are any FAA requirements for qualifying consultants to prevent that from becoming an issue with acceptance of work later in the process. Mr. Cowen will have Ms. Conwell find an FAA contact through the New Orleans Aviation Board (NOAB) and get that issue addressed. The board approved the RFQ with all of the above additions—5-year minimum experience, subcontracting allowed, FAA check for requirements, and intermodal transportation analysis. The objective and scope of the study will include governance models and alignment with the airlines' future strategies (Mrs. Settoon/Mr. Songy).

Summary of changes to the RFQ:

1. We are supportive of firms forming a partnership to respond to the RFQ
 2. Firm(s) considered qualified must have at least 5 years of relevant experience with projects similar to this engagement.
 3. We want to make sure the consultant aligns our vision for the airport with the expectations of current or possible future carriers
 4. We would like to explore what governance models fit best with our vision for the airport
 5. We should include an exploration of how and in what way intermodal transportation can help create a world class airport
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5. Mr. Hudson reported that he had discussions with Mr. Michael Hecht (GNO Inc.) and Mr. Stephen Moret re the funding of our estimated \$500,000 budget. Mr. Hecht indicated that the funding is available and the timeline should not be a problem. Mr. Cowen suggested a meeting in January with the Speaker Jim Tucker and Mr. Ron Forman (Business Council).
 6. At 5:45 pm, Mr. Moret was not available so Mr. Cowen suggested we temporarily adjourn into Executive Session. The session lasted until 6:15 pm.
 7. Due to schedule conflicts, the January 8th meeting will be set up tentatively as an airport tour by NOAB. The January 20th meeting will be held near the airport and the speakers will be Mr. Robert Poole who will address the pros and cons of privatization, and Mr. John Spain with the Baton Rouge Area Chamber (BRAC). The February 4th meeting will be in St. Charles and will include a pre-bid conference for consultants responding to the study RFQ. The next meeting date will be February 17th in Orleans Parish. Ms. Conwell will try to get the required timing of the public bid process so we can plan our future meetings accordingly.
 8. Public Comments: Mr. Cowen called for any public comments, but there were none. Mrs. Settoon noted that she had received several documents including a listing of international banks in New Orleans from Mr. Joe Hunter, who spoke at the last SERAA meeting and they are available for anyone to review
 9. Mr. Moret was still unavailable by phone due to other business, so the meeting was adjourned at 7:20p.m. (Cantrelle/Hudson).