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Subject: Fwd: GA meeting with Mitchell Todman, Director of Aviation Operations - May 24, 2018
Date: Thu, 24 May 2018 20:38:52 +0000

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Begin forwarded message:

From: Daphne Wallace <[REDACTED]>
Subject: GA meeting with Mitchell Todman, Director of Aviation Operations - May 24, 2018
Date: May 24, 2018 at 4:27:00 PM EDT
To: Larry Visoski <[REDACTED]>, Rich Kahn <[REDACTED]>, Cecile de Jongh <[REDACTED]>, brice gordon <[REDACTED]>, Darren Indyke <[REDACTED]>

Greetings to All,

Below are the topics/points discussed at the meeting:

In attendance were Mitchell Todman (VIPA), Chris Curreri (Standard Aviation), Nicholas and Maria (Caribbean Buzz), and me.

Roof Leaks

Standard Aviation has multiple buckets on their secondary level to contain water leaking into their office, Cleo Hodge has complained of roof leaks since he started renting 15 years ago, Caribbean Buzz - leaking through roof vents, TWA - roof patched multiple times, still leaks.

Gutter System

Non-existent - ran out of water, lack of guttering causes the water coming off of the roof to form a swimming pool on the ramp side of Standard Aviation.

Falling Fluorescent Lights

A loose light from the ceiling of the Caribbean Buzz hangar fell, barely missing the 10 million dollar helicopter housed there.

Junk Cars

In the parking area of the GA property (street-side), there are numerous junk cars, some that have been there so long vines and weeds have grown up through them.

VIPA used to put towing notice stickers on those vehicles, but they never followed through with the warning.

The owners came back, removed the stickers and the cars remain.

Chris Curreri suggested that the tenants create their own parking permit system, whether it is stickers or a paper tag in the windshield to identify the legitimate vehicles.

It was also suggested that VIPA paint the parking spaces, and the tenants have assigned parking spaces.

Landscaping Maintenance

VIPA used to mow the area behind the air-crafts on the ramp - this has not been done for a very long time.

Area is extremely overgrown.

VIPA has not been careful when weeding the area on the street-side - Maria's windshield, and more recently a side glass on her vehicle were destroyed by flying stones.

VIPA never responded to her report regarding the windshield, which she replaced herself, and have not gotten back to her on the side glass.

Junk Planes

There are currently 3 hurricane damaged junk air-crafts parked on the ramp in front of Caribbean Buzz - they are taking up space that could be used for landing or parking viable planes.

Service Road

Nonserviceable - a mud pit since the hurricanes.

Hangar Door

Caribbean Buzz lost one of the hangar door panels on the ramp-side - they cannot secure their hangar - VIPA has made no attempts to retrieve the panel from where it landed and rehang it, and will not allow Caribbean Buzz to outsource the repairs.

They have no security, but are still paying rent to the Jet Center (they rent through them).

Permanent Roof Repairs

Standard Aviation and TWA have both offered to make the needed roof repairs but have been told by VIPA they are not allowed due to liability, and more recently after the storm that VIPA was awaiting the insurance settlement before making the repairs. Dates are still pending.

Ramp Sweeping

VIPA has a vacuum truck - this maintenance has not been done in a long time - debris is blown everywhere - safety and health hazard.

Tenants have been removing the debris themselves as part of the hurricane preparation to mitigate damage to their equipment - VIPA has been asked, but has failed to do it. ACOE completed some after the storms but left before it was completed.

Ramp Lighting

Not working - it is pitch black at night.

Tenant Impressions

No follow up - no one talks about the GA side at the VIPA general meetings.

We are ignored over here.

Mr. Mitchell Todman

There is a Tenant meeting every other Thursday, at Gate 9 starting at 10 am. The next scheduled meeting is 5/31/18.

Whether the issue is his (General Aviation) or not, he will point you in the right direction of who to contact - Maintenance or Property Management.

Maintenance works with him, but they do not report to him.

Wants to strengthen the relationships.
Email him with issues directly, and attend the Tenant meetings.

Mitchell Todman
Director of Aviation Operations



Ramp Permitting

New permits were ordered.
Intends to process Company by Company.
Maintenance will come on site to conduct the inspections of the vehicles.

TWA

Mr. Todman reviewed the hangar, he was shown the spots that are marked for past and present leakage.
Mr. Todman will begin review of the vehicle ramp permits when TWA is ready to submit them.
TWA can email Mr. Todman directly a list of TWA concerns and priorities.

Kind regards, Daphne