

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY  
FINANCE COMMITTEE MEETING MINUTES  
THURSDAY, APRIL 3, 2014 – 4:30 P.M.**

The regular meeting of the Finance Committee of the Non-Flood Protection Asset Management Authority was held on Thursday, April 3, 2014 at 4:30 p.m., in the Lake Vista Community Center, 2<sup>nd</sup> Floor, 6500 Spanish Fort Blvd., New Orleans, Louisiana after due legal notice of the meeting was sent to each Board member, the news media, and a copy of the call was posted.

Chairman Hoffman called the meeting to order at 4:42 p.m. and led in the Pledge of Allegiance.

The roll was called which constituted a quorum.

**PRESENT:**

Vice Chair Michael Stack  
Commissioner Carlton Dufrechou  
Commissioner Patrick DeRouen

**FURTHERMORE PRESENT:**

Commissioner Robert E. Smith Lupo  
Commissioner Wilma Heaton  
Commissioner Eugene Green  
Commissioner Rodger Wheaton

**ABSENT:**

Chairman William Hoffman

**STAFF:**

Louis Capo - Executive Director  
Sharon Martiny – Non-Flood  
Dawn Wagener - Non-Flood  
Chuck Dixon – Marina Director  
Fred Pruitt – Airport Director

**ALSO PRESENT:**

Gerard Metzger – Legal Counsel  
Al Pappalardo – Real Estate Consultant  
Bonny Schumaker – Flightline First  
Brayton Matthews – Flightline First  
Alicia Plummer – NOEBA  
Dawn Hebert – Resident, New Orleans East

**OPENING COMMENTS**

In the absence of Chairman Hoffman, Commissioner DeRouen chaired the Finance Committee meeting.

**APPROVAL OF AGENDA**

Commissioner Stack offered a motion to adopt the Agenda, seconded by Commissioner Dufrechou and unanimously adopted.

**APPROVAL OF PRIOR MINUTES**

Commissioner Stack offered a motion to approve the Finance Committee meeting minutes from December 5, 2013 and January 9, 2014, seconded by Commissioner Dufrechou and unanimously adopted.

**OLD BUSINESS**

- 1) **Discussion regarding roof repairs on the Fuel Farm Terminal Building in the amount of \$28,000**

Mr. Pruitt advised that due to other expenses and the nature of the building this item will be deferred. A roofing company inspected the building and advised a

cheaper repair could be made to keep the building going. A quote of \$28,000 was given for the full roof repair. The Fuel Farm building is cement and cinder block and the leak does not affect tenants or functionality. There is \$14,000 in the Fuel Farm budget for an air conditioning unit. The present unit is a 1988 unit. Additionally, all desk top computers and the laptop at the Airport are all Windows XP, which may be another expense. Commissioner Stack suggested delaying the roof repair until next fiscal year to see where the Authority stands. If a surplus was generated from any savings, the Authority could move forward with the roof repair at that time.

Chairman DeRouen recommended to table Item No. 1, which was unanimously approved.

**2) Review of Budget to Actual Fiscal Year 2013**

Ms. Wagener reported that no funds were taken from the settlement account. There is \$300,000 in credit card funds and credit cards were run again yesterday so more money will be received into that account. Grass cutting will have to be caught up in June along with some professional service contracts, which will require approximately \$200,000.

Ms. Wagener reported that both Bally's accounts total approximately \$1 million. Currently there is \$872,000 and \$187,000 in both accounts. What is not spent from that \$1 million will go into the budget for next year to help carry the Authority over.

Mr. Capo advised that the Authority is down to 20 employees. Two employees resigned since the budget was put forth and no additional employees will be hired due to budget constraints. Maintenance is a crucial issue, and at the next meeting there will be discussions regarding the Shelter Houses coming on line. One maintenance person will not be adequate to maintain the Shelter Houses and Lakeshore Drive. There are four maintenance positions budgeted for next year. All current maintenance issues will be contracted out and an RFP will be prepared for electrical, plumbing and carpentry work with a not to exceed amount. If there are electrical issues, that firm can be contracted on a per hour basis. There is currently one maintenance person that spends most of his time at Lakefront Airport changing lights and signs. Other properties are being neglected and the Authority does not have anyone readily available to take care of any issues that arise.

The firemen at the Airport have operational jobs inspecting runways, lights, signs and generating reports advising what maintenance work is necessary. The lights and signs are high voltage and take technical expertise. There are currently five firemen. Commissioner Stack suggested hiring a person as a fireman and training that person to do maintenance items at the Airport. Job specifications do not have to be rewritten if the maintenance items are less than a certain percentage for Civil Service. The Authority can work a person out of class for 30 days at a time. Mr. Pruitt advised that a total restructuring of the department is needed and was previously suggested. The Fire Department was larger pre-Katrina with three platoons and three supervisors. There are currently six employees; three supervisors and three platoons, which should be consolidated to one supervisor and five employees. Restructuring takes Civil Service approval. Commissioner Stack agreed that restructuring the Fire Department should be done.

Ms. Wagener advised that the Airport main enterprise fund will possibly be more an expense than was budgeted. Fuel of \$55,000 was collected this month. To break even with what was budgeted, the Airport will have to collect \$50,000 for the next three months. Revenues for the hangars that did not open timely was overstated so the Authority will be approximately \$200,000 short in the budget.

Mr. Metzger addressed the Terminal Building delays and advised that liquidated damages are being withheld from the contractor. Belou-Magner has \$196,000 in liquidated damages which has not been paid. Those liquidated damages have been withheld. Belou-Magner is represented by Terry Brennan at Deutsch who is threatening litigation to resolve the matter. A meeting with Mr. Brennan is scheduled for the end of the month. Liquidated damages are being withheld from payments being made on the James Wedell Hangar, but it is unknown how much is being withheld. The Authority has a liquidated damages claim, not an actual damage claim.

**ANNOUNCEMENT OF NEXT MEETING:**

Chairman Hoffman announced the next Finance Committee meeting is scheduled for Thursday, May 8, 2014 at 4:30 p.m.

**ADJOURNMENT:**

Commissioner Dufrechou offered a motion to adjourn, seconded by Commissioner Stack and unanimously adopted.

The meeting adjourned at 5:13 p.m.