

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
FINANCE COMMITTEE MEETING MINUTES
THURSDAY, JULY 9, 2015 – 4:30 P.M.**

The regular meeting of the Finance Committee of the Non-Flood Protection Asset Management Authority was held on Thursday, July 9, 2015 at 4:30 p.m., in the Lake Vista Community Center, 2nd 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 Stack called the meeting to order at 4:43 p.m. and led in the Pledge of Allegiance.

The roll was called which did not constitute a quorum, and the meeting became informational only.

PRESENT:

Chairman Michael Stack
Comm. Wilma Heaton

STAFF:

Cornelia Ullmann – Chief Operating Officer
Sharon Martiny – Administrative Assistant
Dawn Wagener - Comptroller

ALSO PRESENT:

Chris Fenner – Stuart Consulting
Jim Martin – DEI
Richard Speer – AE-COM
Alton Davis – RCL
Anthony Evett – Volkert
Roy Hack – Manning Architects
Jeff Bonura – BBEC
Connie Standige – Neel-Schaffer
Cherie Stivers – N.Y. & Associates
Michael Nicoladis – N.Y. & Associates
Jamie Saxon – Eustis Engineering
Sarah Meyer – HDAC
Newell Schindler – Fenstermaker
Bobby Naghavi – ECM
Jennifer Glynn – MCA
Vickie Duffoure –CB&I

Approval of Agenda

Not approved due to lack of quorum. The meeting was informational only.

Approval of Prior Minutes

The minutes were deferred due to lack of quorum.

Old Business

1) Review of YTD budget to actual Fiscal Year 2014-2015

Dawn Wagener, Comptroller, stated that accounting has completed 90% of the year end close out journal entries. The cost allocation of salaries from administration to other enterprise funds has been posted. Posting depreciation muddies the water as it is not real cash. This is a reflection of operations for the year; actual cash coming in and actual cash spent.

General fund salaries were reduced due to cost allocation. Each fund was impacted, some negatively. The Authority showed savings in insurance, General Fund and Lake Vista Community Center. The entire budget was not spent on Lakeshore Dr. as there are no maintenance personnel, but expenses will

increase next year with the addition of maintenance personnel and the expected opening of the shelters. Approximately \$90,000 was saved in legal expenses and Lake Vista Community Center had additional revenues of \$30,000 with several new offices including the hair salon.

Mr. Dixon accomplished many repairs and addressed safety issues at Orleans Marina, but the 10% maintenance fee collected from tenant was \$8,000 short of the budget. Approximately \$224,000 was spent at the Marina for piers and catwalk repairs - \$81,000 over the budget. Quality materials, treated lumber and stainless steel screws were used for these repairs to address long neglected safety issues. Mrs. Wagener informed that the \$45,000 difference between the 10% maintenance fee and what was spent will be taken out of FY2016 budget. There is enough in the Marina budget to cover the expense as the Marina makes one of the largest profits. Revenue streams from Orleans Marina and New Basin Canal are blended, indicating that revenue is Orleans Marina only, but revenues actually include New Basin Canal properties.

South Shore Harbor also showed an increase in revenues as more slips were rented. Budget for Piers and Catwalks (Contractual and Materials & Supplies) were overspent to get the Marina up to par. Part of that expense was electrical inspections previously authorized to address electrical issues. Lighting is upgraded to LED as lights are replaced.

Comm. Heaton informed that the Airport was in the black by \$86,000 for the first time in over 20 years. Next year there will be additional personnel costs, additional rents and possibly additional hangars for rent. Chair Stack noted that the Authority operated approximately \$1 million under the amount budgeted, and no funds were taken from either of the Bally's settlement accounts and that balances remains at slightly over \$1 million. Mrs. Wagener advised that \$800,000 in insurances is due in July, and Bally's money will be used to pay those insurances. Marina tenants are in the process of signing new leases. Bank accounts cannot be drafted or credit cards charged until the tenant signs new lease so revenues will be slow coming in initially.

Comm. Heaton addressed the hazard mitigation grant application (flood protection for Lakefront Airport) and noted that the Authority may want to retain an arbitration lawyer. This expense was not budgeted. She requested a short term loan to cover that expense from the Executive Committee of the Flood Authority as a \$67 million grant should not be jeopardized over legal fees.

New Business

1) For informational purposes only: Payment of invoice for Storm Water Pollution Prevention Plan – Lakefront Airport Sewerage Permit (\$24,721.70). Mandatory permit.

The COO advised that this item was authorized by the former Executive Director and within the By Laws guidelines. Industrial facilities such as the Airport are required to have a separate storm water permit and plan. CBI completed the report in March 2015 and a bill (\$24,721.70) arrived in June.

2) Budget adjustments FY 2014-15

The COO advised of a 2011 AG Opinion stating if money from FEMA grants or FEMA money was received or expended, the final budget should clearly include those FEMA monies both received and spent. That represents the majority of the budget adjustments. The budget is reported to the Legislative Auditor.

Comm. Heaton advised If there is a 10% differential in the budget a formal budget amendment must be submitted. The COO advised that most money received was 2008 or 2009 direct administrative costs from FEMA. The Authority is closing the PWs and money is coming back.

3) Discussion regarding renewing cleaning contract under state contract with EDS

The COO advised that janitorial contract under EDS started long ago and has since renewed. The Authority selected EDS for a three year contract. EDS has the State contract and subcontracts to ARC. The COO advised that EDS also collects trash along Lakeshore Dr. and at the Airport. Comm. Heaton advised of complaints regarding Lakeshore Dr. Trash is collected on Friday along Lakeshore Dr., but should be collected on Mondays when the trash receptacles are overflowing. EDS also cleans the Community Center, Lakeshore Dr., Stars & Stripes Blvd. and the front of the Airport. Chair Stack noted that the Authority should get the best services for the best value, which can be accomplished by soliciting bids for this type of contract.

4) Discussion regarding responses to Request for Qualifications-Engineering IDIQ

Chair Stack advised that the Committee will not make a recommendation due to lack of quorum. Submittals are being reviewed and the decision will be until the August 6, 2015 Finance Committee meeting. A recommendation will be forwarded to the Board at that time.

5) Discussion regarding responses to Request for Qualifications-FEMA grant consultant

Chair Stack advised of the same process for FEMA Grant Consultant. Staff is reviewing those applications, and will proceed with a recommendation August 6, 2015.

Public Comments

Chair Stack noted that Dawn Wagener, Comptroller, is retiring and that she will be hard to replace. He noted his appreciation for her patience with questions as he is not an accountant. The Authority wishes Ms. Wagener all the best in retirement.

Announcement Of Next Meeting:

Chairman Stack announced the next Finance Committee meeting is scheduled for Thursday, August 6, 2015 at 4:30 p.m.

Adjournment:

Due to lack of quorum, there was no motion to adjourn and the meeting ended at 5:16 p.m.