

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
FINANCE COMMITTEE MEETING MINUTES
MONDAY, AUGUST 10, 2015 – 11:00 A.M.**

The regular meeting of the Finance Committee of the Non-Flood Protection Asset Management Authority was held on Monday, August 10, 2015 at 11:30 a.m., at New Orleans Lakefront Airport, 6001 Stars and Stripes Boulevard, 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 11:15 a.m. and led in the Pledge of Allegiance.

The roll was called which constituted a quorum.

PRESENT:

Chairman Michael Stack
Vice Chair Wilma Heaton
Comm. Anthony Wayne Richard

STAFF:

Cornelia Ullmann – Chief Operating Officer

ALSO PRESENT:

Comm. Thomas Fierke

Approval of Agenda

Vice Chair Heaton moved to approve the Agenda, seconded by Comm. Richard, motioned passed.

Approval of Minutes

Comm. Richard moved to approve the minutes of March 12, 2015, seconded by Vice Chair Heaton, motioned passed.

Report by Chief Operating Officer

The Authority will continue to experience cash flow concerns until tax revenues are received in January/February. Staff is working closely with auditors sent by the Louisiana Legislative Auditor and to date, the audit has proceeded in an orderly manner.

Old Business

1. Review of YTD budget to actual Fiscal Year 2015-2016

The Finance Chair observed that the Authority ended the last fiscal year in good shape. The COO provided an update regarding the Mardi Gras Fountain. The Chair requested that a report be received from Water Works. Comm. Fierke commented that the board should consider a mechanism to decide how the BP funds are to be utilized. The Finance Chair would like to be certain that there are sufficient funds on hand for operational expenses, considering that the Authority realized budget savings but at the cost of personnel and major maintenance items. The COO remarked that insurance premiums of approximately \$800,000 are due in June of each year and she would like to see funds earmarked for that purpose. In the past the Authority had those funds already on hand and that with the payment of property, casualty and flood insurance in June 2015, that is no longer the case.

New Business

2. Discussion regarding responses to Request for Qualifications-Engineering IDIQ

An overview view of all firms was discussed. All firms are very qualified for the fields in which they submitted for consideration. There were many firms qualified in roads and drainage. The COO commented that she foresaw marina work being needed and the qualifications submitted did not give much consideration to

the varied facilities the Authority manages. Comm. Heaton reminded everyone that the budget for IDIQ work is very small. The COO advised that larger projects would be put out for an RFQ as that is normally required for FAA and FEMA funding. IDIQ services are for the smaller projects the Authority might need as it currently does not have an engineer on staff. The Chair felt all firms were qualified to perform the work the Authority might need. He made a motion to recommend engaging the following five firms for engineering IDIQ work, based on their qualifications and experience: Infinity Engineering, Stuart Consulting Group, Meyer Engineering, DEI and Neel Schaffer; seconded by Comm. Arrigo and unanimously passed.

3. Discussion regarding responses to Request for Qualifications-FEMA grant consultant

The COO commented that a number of firms responded, all of which have relevant experience. She noted that some firms experience came from one person in particular. Considering that almost all of the Authority's PW's from Katrina, Isaac and Gustav are in the close out process, she would recommend remaining with Stuart Consulting. Comm. Heaton agreed. Motion by Chair Stack, second by Comm. Heaton, to recommend to the board to engage Stuart Consulting as FEMA consultant. The motion passed unanimously.

4. Emergency concrete repairs Lakefront Airport (P.A.D.S.)

The COO advised that emergency concrete repairs began at the Airport and were anticipated to be approximately \$23,000 which is within her spending authority. During performance of the repairs, a nearby panel failed and needs repair. The Chair advised the COO to prepare a resolution for the full board.

Announcement of Next meeting:

Chairman Stack announced the next Finance Committee meeting is scheduled for Tuesday, September 8, 2015 at 10:30 a.m.

ADJOURNMENT:

Vice Chair Heaton offered a motion to adjourn, seconded by Comm. Richard, motion passed.