

**Non-Flood Protection Asset Management Authority**  
**Minutes of the Finance Committee Meeting**  
Tuesday, February 6, 2018 – 3:30 P.M.

**Present:**

Commissioner Anthony Richard  
Commissioner Roy Arrigo  
Commissioner Dawn Hebert  
Commissioner Sean Bruno

**Absent:**

None

**Staff:**

Executive Director Jesse Noel  
Executive Assistant Kim Vu

**Also Present:**

Ray Landeche – Lakeshore

The Finance Committee of the Non-Flood Protection Asset Management Authority met on Tuesday, February 6, 2018 at 6001 Stars and Stripes Blvd. in the 2<sup>nd</sup> floor conference center at the Lakefront Airport Terminal Building. Commissioner Richard called the meeting to order at 4:04 P.M.

**Opening Comments:**

Chair Richard stated that he wished to go through the agenda accordingly and that there were no pressing issues.

**Motion to adopt Agenda:**

Motion to adopt agenda moved by Commissioner Bruno, second by Commissioner Arrigo and all were in favor.

**Public Comments:**

None

**Director's Report:**

E.D. Noel gave an administrative and budget update to the finance committee.

**Old Business:**

**a) Discussion regarding financial documents from December 2017**

E.D. Noel updated the budget to actual financials with the finance committee. The authority is tracking well and all of the commissioners were given a copy of the financials to review and they were all in agreement with no questions regarding the current status of the authority's financials.

**New Business:**

**a) Discussion of financial policy procedures manual**

Chair Richard suggested that the finance staff implement a personnel policy procedure manual for all staff. Since E.D. Noel finished the Asset Management Plan, he planned to create a policy

procedure manual for the finance committee to approve of and go into effect for all staff.

**b) Discussion regarding 2018-2019 Budget**

E.D. Noel stated that finance staff has been working on the budget, and a draft will be issued to the finance committee for review for discussion before next month's committee meeting.

**c) Discussion regarding proposed MOU amendment**

E.D. Noel recently met with the Flood Authority to discuss the Memorandum of Understanding 'MOU' between the Flood Authority and the Non-Flood Authority. E.D. Noel plans to meet with some of the commissioners separately to look at all assets in detail and have a draft soon for all of the commissioners to review.

Chair Richard announced that the next finance committee meeting will be held on Tuesday March 13, 2018 at 3:30 p.m.

Motion to adjourn by Comm. Arrigo, second by Comm. Hebert, and the meeting was adjourned at 4:19 P.M.