

Non-Flood Protection Asset Management Authority
Minutes of the Finance Committee Meeting
Tuesday, May 15, 2018 – 3:30 P.M.

Present:

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

Absent:

None

Staff:

Executive Director Jesse Noel
Deputy Director Ngoc Ford
Director of Operations and Maintenance Don Robertson
Executive Assistant Kim Vu

Also Present:

Randy Johnson – ML
Terri Dupre – Meyer Engineering
Chris Fenner- Stuart Consulting Group

The Finance Committee of the Non-Flood Protection Asset Management Authority met on Tuesday, May 15, 2018 at 6001 Stars and Stripes Blvd. in the 2nd floor conference center at the Lakefront Airport Terminal Building. Chair Richard called the meeting to order at 3:38 P.M.

Opening Comments:

Chair Richard stated that the finance committee did not meet the previous month. He requested to review the financials, budget update, and contracts with professional services.

Motion to adopt Agenda:

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

Motion to approve minutes –

Motion to approve minutes from March 13, 2018 moved by Commissioner Hebert, 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. E.D. reported that staff recently received proposals for Insurance Agent of Record. He also met with the CAO, Derek Boese, from Flood Authority regarding proposed MOU modifications.

Old Business:

a) Review of year to date financial documents

E.D. Noel reported that the current financials of the authority are overall well accrued on revenues. He discussed in detail the budget update regarding total expenditures at the Lakefront Airport, Lakefront Recreation Parks, Lake Vista Community Center, Orleans Marina, South Shore Harbor, and New Basin Canal.

b) Discussion of proposed MOU modifications

E.D. Noel reported that he recently met with CAO Derek Boese from Flood Authority to discuss the proposed MOU status. E.D. Noel planned to distribute the MOU draft to the commissioners for review and comments.

New Business:

a) Motion to recommend renewal of contract with Employment Development Services (EDS) for trash pick-up services for Lakefront Airport and Lakeshore Drive FY 2019

E.D. Noel stated that this contract was a renewal to continue the services on an annual basis. Motion by Commissioner Bruno, seconded by Commissioner Hebert and all were in favor.

b) Motion to recommend an Official Journal for a term of one year commencing on July 1, 2018, as required under Louisiana Revised Statutes Title 43, Section 171

E.D. Noel stated that the proposals for an Official Journal were due Friday May 18, 2018 but this was an item placed on the finance committee agenda to request this item to be placed on the board agenda for board approval. Motion by Commissioner Arrigo, seconded by Commissioner Bruno and all were in favor of placing this item on the board agenda.

c) Discussion regarding Engineering IDIQ submissions

E.D. Noel stated that staff received a total of 17 responses from engineering companies. E.D. Noel stated the staff was still working on developing scoring sheets and aimed for this agenda item to be placed on the board agenda.

d) Discussion regarding Internal Control Policy (ICP) – Revenues

E.D. Noel stated he has been working with staff to put together a draft revenue policy for revenue control. E.D. Noel stated that the working draft needed more detailed information on each facility. Commissioner Richard requested E.D. Noel to send a final draft for review and feedback from the finance committee.

Chair Richard requested for a possible change of date for the next finance committee meeting to be tentative for Tuesday June 27, 2018 at 3:30 P.M. The meeting may also be scheduled for the original date of Tuesday June 19, 2018 at 3:30 P.M.

Motion to adjourn by Commissioner Bruno, second by Commissioner Hebert, all were in favor, and the meeting was adjourned at 4:30 P.M.