

**Minutes of Non-Flood Protection Asset Management Authority
Marina Committee Meeting
December 14, 2017 @ 5:30 P.M.**

Present:

Commissioner Roy Arrigo
Commissioner Wilma Heaton
Commissioner Chris Morvant
Commissioner Stan Brien

Staff:

Executive Director Jesse Noel
Deputy Director Ngoc Ford
Executive Assistant Kim Vu

Also Present:

Gerard Metzger – Legal Counsel
Kenneth Gowland – Metro Studio

The Marina Committee of the Non-Flood Protection Asset Management Authority met on Thursday December 14, 2017 at 6001 Stars and Stripes Blvd. in the Lakefront Airport Terminal Building in the first-floor runway café. Commissioner Arrigo called the meeting to order at 5:43 p.m.

Motion to adopt agenda:

Comm. Arrigo offered to accept a motion to adopt the agenda, motion by Comm. Brien and second by Comm. Morvant.

Opening Comments:

Commissioner Arrigo thanked staff for tremendous progress on the marinas for year end, and he wanted to proceed with the agenda items.

Public Comments:

None

Director's Report:

E.D. Noel gave a brief update on projects going on at both South Shore Harbor and Orleans Marinas. E.D. Noel recently met with Premium Parking regarding what services they could offer for account management, which will be further explained in the presentation.

Presentation:

a) **Harbor account management by Premium Parking**

E.D. Noel updated the committee on the need for a professional services company to handle account management for both marinas. He assured the committee that the marina staff would still manage execution of lease agreements and ongoing maintenance concerns. Premium Parking is one of the companies who presented a proposal to manage processing credit card payments for the tenants. The commissioners had more questions for Premium Parking regarding backup capabilities, consumer protection and insurance. The commissioners want to explore more options from different companies to find the right company for Marina Tenant Management and Collection. A representative from Premium Parking plans to attend the next marina meeting for a formal presentation to the marina committee.

b) **Boathouse design standards by Metro Studio**

Mr. Kenneth Gowland gave a presentation on the existing boathouses on West Roadway. He presented different design plans including individual units and condo options that would be possibly used for the redesign boathouse project. The committee provided feedback and requested that an updated presentation be given at a later meeting.

Old Business:

A) Status update for ongoing projects:

E.D. Noel updated the committee that the boathouse demolition project was 100% completed. He also noted that there are ongoing maintenance projects at both marinas.

B) Status update on marina collections and leasing:

E.D. Noel stated that staff continues to improve on getting the outstanding tenants up to date with their payments. The number of tenants with outstanding balances has significantly decreased at both marinas.

New Business:

A) Motion to recommend utilization of Premium Parking for Lease and Payment Processing the Authority's Marinas

The marina committee expressed concern with what Premium Parking proposed, so the commissioners agreed to defer a recommendation.

Motion to defer/postpone recommendation by Comm. Brien, second by Comm. Morvant and all were in favor.

B) Discussion regarding the marina survey performed following Hurricane Nate

A marina survey was performed by Kyle Smith to insure safety of the marinas. The survey showed that the marinas require proper mooring. The marina committee agreed that they will review the survey and bring the issue back to the committee if it needs to be further discussed.

C) Discussion regarding High Speed Internet service via wi-fi for Marina Tenants

E.D. Noel researched getting wi-fi internet service for both marinas upon request from various tenants. E.D. Noel presented a proposal from AT&T for a fiber circuit for both marinas. The marina committee agreed on providing high speed wi-fi internet service for the marina tenants and requested the staff continue to pursue options.

D) Discussion of proposed Asset Management Plan

E.D. Noel stated that a draft of the Asset Management Plan has been redistributed to all the commissioners for review and feedback before it gets placed on the agenda for the next board meeting for board approval.

E) Discussion of proposed NFPAMA Logo

The marina committee approved of the logo presented and designed by E.D. Noel. They agreed that it should be placed on the board meeting's agenda for board approval.

F) Discussion of proposed committee meeting schedule for 2018

The marina committee discussed changing the time of the marina meetings from 5:30 PM to 3:30 PM. The new time for Marina committee meetings will be scheduled for 3:30 PM every month on the third Thursday.

Commissioner Arrigo announced that the next marina committee meeting will be held on Thursday January 18, 2018 at 3:30 PM.

Motion to adjourn by Commissioner Morvant and second by Commissioner Brien, and the meeting adjourned at 7:25 PM.