

**Downtown Development District  
Joint Finance & Executive Committees Meeting Minutes  
Wednesday, January 28, 2015**

The Joint Finance & Executive Committee Meeting was called to order at 3:48 p.m.

**Finance Members Present:** Karyn Kearney, Troy Carter & Joseph Bruno

**Executive Members Present:** Allison Tiller, Joseph Bruno & Troy Carter

**Members Absent:** Judy Barrasso & Tod Chambers

**Other Commissioners Present:** None

**Staff/Counsel Present:** Kurt Weigle, Anthony Carter, Stacey Weaver & Bill Aaron

**Public Present:** Derrick Francis, City of New Orleans

**Notice:** The time, location, and agenda had been adequately and publicly noticed.

**Action items:**

- Amendment of Agenda
- Adoption of Amended Agenda
- Approval of November 2014 Financial Statements
- Approval of December 2014 Financial Statements
- Approval of Accounting Policies & Procedures Revisions
- Approval of Funding for City of New Orleans Traffic & Curb Use Analysis

**Agenda Items:**

**Amendment of Agenda – Action Item** – Commissioner Tiller requested a motion to amend the agenda to include Approval of Funding for City of New Orleans Traffic & Curb Use Analysis. Moved by Commissioner Kearney; supported by Commissioner Carter. The motion carried unanimously.

**Adoption of Amended Agenda – Action Item** – Commissioner Tiller requested a motion to approve the amended agenda. Moved by Commissioner Bruno; supported by Commissioner Carter. The motion carried unanimously.

**Approval of November 2014 Financial Statements – Action Item** – There being no discussion, Commissioner Bruno requested a motion to approve the November 2014 Financial Statements and recommend it be forwarded to the Board for adoption. Moved by Commissioner Carter; supported by Commissioner Kearney. The motion carried unanimously.

**Approval of December 2014 Financial Statements – Action Item** – Mr. Carter briefly reviewed the December 2014 Financial Statements:

Line 67: Total Admin Sources – DDD Event revenue fell short of projections, with the October Leading Minds Breakfast showing a shortfall of \$4,450 and the Holiday events being \$41,880 less than budget, including \$7,500 in revenues posted in January 2015.

Line 70: Advalorem Taxes – Collections are 275.04% of the amount budgeted for December, 131.55% of the amount reforecasted for December, 102.17% of the total amount budgeted for 2014 and 101.25% of the amount reforecasted for 2014. 2014 Collections were at the highest level ever for the DDD.

Commissioner Tiller requested a motion to approve the December 2014 Financial Statements and recommend it be forwarded to the Board for adoption. Moved by Commissioner Kearney; supported by Commissioner Carter. The motion carried unanimously.

**Accounting Policies & Procedures Revisions – Action Item** – Mr. Carter briefed the Committee on the items that were revised within the Accounting Policies & Procedures Manual. He noted that there were edits made to pages 11, 14, 15, 25 & 27. The Committee discussed in detail changes that were added to page 15 regarding the authorization of alcoholic beverages. Mr. Aaron added that this issue is analyzed on a case by case basis. Mr. Carter added that page 25 indicated that only one public hearing would be held when adopting the budget. Commissioner Carter added that the elimination of the meeting is not an attempt to prevent the public from attending but was a good decision due to low public attendance at past public hearings. The Commissioners agreed. Mr. Carter thanked Ms. Smith for her work on updating the manual.

Commissioner Tiller requested a motion to approve the Accounting Policies & Procedures Revisions and recommend it be forwarded to the Board for adoption. Moved by Commissioner Carter; supported by Commissioner Bruno. The motion carried unanimously.

**Status of Discussions with City of New Orleans Regarding Ad Valorem Taxes Used for Pension Funds** – Mr. Aaron informed the Committee that he has spoken to the City's Attorney and she thinks the DDD's position is correct. He went on to state that until the Mayor weighs in, the DDD may not receive a definitive response from the City's Attorney. The Committee briefly discussed.

**Approval of Funding for City of New Orleans Traffic & Curb Use Analysis – Action Item** – Mr. Weigle informed the Committee that DOTD, RPC, the Convention Center and RTA have been asked to participate in the study, most of which have agreed. He added that the DDD's needs are being met with the analysis. The Committee discussed.

Commissioner Tiller requested a motion to approve the Funding for City of New Orleans Traffic & Curb Use Analysis and recommend it be forwarded to the Board for adoption. Moved by Commissioner Carter; supported by Commissioner Bruno. The motion carried unanimously.

**Low Barrier Shelter Status Report** – Mr. Weigle stated that in an effort to address homelessness, the DDD has partnered up with EMS, NOPD, UMC, Metro Human Services District, Charlotte Parent & Barbara Lacen-Keller with the City of New Orleans. The team is currently creating an operating budget for the site that will consist of a crisis sobering center, detox component & medical clearance facility. Mr. Weigle added that multiple locations have been identified and will be narrowed down. Commissioner Carter stated that he is waiting to

hear back from a potential champion. The Committee discussed.

**Parks and Open Space Initiative Status & Discussion** – Mr. Weigle stated that Bill Gilchrist suggested the DDD pitch this initiative to the Mayor. A draft was sent over to Mr. Gilchrist, he returned with a few edits, the DDD addressed and forwarded back to the City. Mr. Weigle is hoping to get a meeting scheduled with the Mayor soon.

**New Office Space Lease Selection Criteria** – Mr. Weigle reminded the Committee that the DDD's current lease was set to end April 2016. Management is getting an early start on the search in the event there is development on a vacant or underutilized property that would be a fit for the DDD.

**Project Reports:**

**Communications:**

Holiday – Ms. Dolliole gave a brief report on the various holiday events: The lighting event will take place on Tuesday, November 25<sup>th</sup> for 5pm at the Astor. All promotions have been taped and radio spots are running. Polar Express and Elf will be showing on Movie on the Mississippi noted that the Astor Crowne Plaza has agreed to host the Holiday Lighting event this year. Float sponsorship is still needed Commissioner Barrasso asked that information on the sponsorships be sent to the board. Commissioner Chambers asked that collateral be given to him so that he can discuss at his next Hotel & Lodging meeting. Parade planning is still going on and float sponsors are still needed. The Committee briefly discussed.

**Public Space & Public Safety Reports:**

Mr. Weigle stated that he, Commissioner Barrasso Mr. Marshall & Mr. McCall met with Chief Harrison late last year regarding the DDD's need for more police coverage, where he was very understanding. Management also had a meeting with Commander Walls where it was stated that officers are being made available to the 8<sup>th</sup> District.

**Updates** – No updates

**Public Comments** – No public comment

**Executive Session** – There was no need for executive session

**Old Business** – There was no old business to discuss.

**New Business** – No new business

**Adjournment** – Commissioner Tiller requested a motion to adjourn the Joint Finance & Executive Committee Meeting. Moved by Commissioner Carter; supported by Commissioner Kearney. The motion carried unanimously by both the Finance & Executive Committee. The meeting adjourned at 4:45p.m.