

**Downtown Development District  
Board of Commissioners Meeting  
Tuesday, June 2, 2015**

Board of Commissioners meeting was called to order at 4:55pm.

**Members Present:** Judy Barrasso, Jade Brown Russell, Allison Tiller, Carla Major, Kevin Kelly & Joseph Bruno, Jr.

**Members Absent:** Ron Gardner, Troy Carter, Karyn Kearney, Tod Chambers & Bill Hines

**Staff/Counsel Present:** Kurt Weigle, Richard McCall, Nolan Marshall, Anthony Carter, Devona Dolliole, Leigh Ferguson, Stacey Weaver & Bill Aaron

**Other Staff Present:** John Roussell, Frank Lockett, Nabeela Bibi & Aneesa Bibi

**Staff Absent:** None

**Members of the Public:** Janet Hayes, Mark Landry of Block by Block, Tabitha Bethune of Wild Life Reserve

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

**Action Items**

- Adjourn Previous Board Meeting
- Adoption to Amend Agenda
- Adoption of Amended Agenda
- Adoption of April 14, 2015 Board Meeting Minutes
- Approval of Office Space Lease
- Approval of Auditor Selection
- Approval of Sidewalk Cleaning Contractor
- Approval of March 2015 Financial Statements
- Approval of April 2015 Financial Statements

**Detailed Agenda Items**

**Adjourn Previous Board Meeting** – Chair Barrasso requested a motion to adjourn the previous Board Meeting which took place on April 14, 2015. Moved by Vice-Chair Tiller; supported by Commissioner Major. The motion carried unanimously.

**Adoption to Amend Agenda – Action Item** – Chair Barrasso requested a motion to amend the agenda to rearrange the items. Moved by Commissioner Major; supported by Vice-Chair Tiller. The motion carried unanimously.

**Adoption of Amended Agenda – Action Item** – Chair Barrasso requested a motion to adopt the agenda as amended. Moved by Commissioner Kelly; supported by Commissioner Brown Russell. The motion carried unanimously.

**Adoption of April 14, 2015 Board Meeting Minutes – Action Item** – There being no discussion, Chair Barrasso requested a motion to approve the April 14, 2015 meeting minutes as drafted. Moved by Commissioner Major; supported by Commissioner Tiller. The motion carried unanimously.

**Wild Life Reserve – Introduction** – Informational due to lack of quorum at the time.

**Approval of Sidewalk Cleaning Contractor – Action Item** – Mr. Weigle informed the Board that two proposals were received. He added that this contract is vital to the development of the DDD, attracting new business, etc. Mr. Weigle thanked the other four reviewers Commissioners Barrasso & Kearney as well as Richard McCall and John Roussell for their work. It was determined that Block by Block, the current contractor was the highest scorer in all categories, except pricing. Though the price was lower, Empire Services' weekly hours were lower, which is the opposite of what the DDD needs. Chair Barrasso stated that the Executive Committee approved the Sidewalk Cleaning Contractor and recommends it to the Board for adoption. Mr. Bruno stated that he abstained from voting due to current legal issues with Empire.

Chair Barrasso requested a motion to approve the Sidewalk Cleaning Contractor. Moved by Commissioner Brown Russell; supported by Vice-Chair Tiller. The motion carried unanimously.

**Approval of Office Space Lease – Action Item** – Mr. Weigle noted that 13 Request for Information were received and were narrowed down to five. He stated that Management recommends entering into a new lease with Place St. Charles. Place St. Charles had the lowest cost and excellent location. He added that the lease would be for five years and that extra space will be created. Chair Barrasso stated that the Executive Committee approved the Office Space Lease and recommends it to the Board for adoption.

Chair Barrasso requested a motion to approve the Office Space Lease. Moved by Commissioner Major; supported by Commissioner Brown Russell. The motion carried unanimously.

**Approval of Auditor Selection – Action Item** – Mr. Weigle thanked the reviewers, Anthony Carter, Sabrina Smith & Nolan Marshal, III for their work on scoring the three proposals. He informed the Board that the reviewers recommended continuing business with the current firm, Duplantier, Hrapmann, Hogan & Maher due to their experience with the DDD and ad valorem tax issues regarding the City. Mr. Weigle stated that he didn't feel that was a strong enough reason to override the scoring. Instead, he decided to reject the Selection Committee's recommendation and recommend the highest scoring proposal, Carr Riggs and Ingram, LLC. Chair Barrasso stated that the Executive Committee approved the Auditor Selection and recommends it to the Board for adoption.

Chair Barrasso requested a motion to approve the Auditor Selection. Moved by Commissioner Brown Russell; supported by Commissioner Major. The motion carried unanimously.

**Approval of March 2015 Financial Statements – Action Item** – There being no discussion, Chair Barrasso requested a motion to approve the March 2015 Financial Statements. Moved by Commissioner Major; supported by Commissioner Brown Russell. The motion carried unanimously.

**Approval of April 2015 Financial Statements – Action Item** – Mr. Carter noted the items of importance:

Line 3: City Sources – Collections are 66.65% of the amount budgeted for April and 104.95% of the amount budgeted YTD and 103.19% of the total amount budgeted for 2015. The Board briefly discussed.

Chair Barrasso requested a motion to approve the April 2015 Financial Statements. Moved by Commissioner Brown Russell; supported by Vice-Chair Tiller. The motion carried unanimously.

**President's Report**

Reports were given as informational due to lack of quorum at the time.

**Old Business** – No old business.

**New Business** – No new business.

**Public Comment** – No public comment.

**Adjournment** – Chair Barrasso requested a motion to adjourn the Board Meeting. Moved by Commissioner Brown Russell; supported by Commissioner Major. The motion carried unanimously. The meeting ended at 5:06p.m.