

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

The Finance & Executive Committee Meeting was called to order at 3:44 p.m.

Finance Members Present: Tod Chambers, Allison Tiller & Judy Barrasso

Executive Members Present: Allison Tiller, Judy Barrasso & Tod Chambers

Members Absent: Karyn Kearney, Troy Carter & Joseph Bruno

Other Commissioners Present: None

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

Staff Absent: None

Public Present: None

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

Action items:

- Adoption of Agenda
- Adoption of August 26, 2015 Joint Finance & Executive Committee Meeting Minutes
- Approval of August 2015 Financial Statements
- Approval of September 2015 Financial Statements
- Approval of Sidewalk Tree Maintenance Contract
- Approval of General Legal Counsel Services Awardee
- Approval of Tax Roll Back & Roll Forward
- Approval to Amend Budget to Include \$200,000 in Capital Funding for Andrew Higgins Design
- Approval of Private Security Enhanced Plan

Agenda Items:

Adoption of Agenda – Action Item – Commissioner Tiller requested a motion to adopt the agenda as drafted. Moved by Commissioner Chambers; supported by Commissioner Barrasso. The motion carried unanimously.

Adoption of August 26, 2015 Joint Finance & Executive Committee Meeting Minutes – Action Item – There being no discussion, Commissioner Tiller requested a motion to adopt the minutes as drafted. Moved by Commissioner Barrasso; supported by Commissioner Chambers. Motion carried unanimously.

Approval of August 2015 Financial Statements – Action Item – There being no discussion,

Commissioner Tiller requested a motion to approve the August 2015 Financials. Moved by Commissioner Chambers; supported by Commissioner Barrasso. The motion carried unanimously.

Approval of September 2015 Financial Statements – Action Item – Mr. Carter briefly highlighted the items of importance.

Line 70: Advalorem Taxes – Collections are 000.00% of the amount budgeted for September and 101.97% of the amount budgeted YTD, and 107.75% of the total amount budgeted for 2015, and 101.68% of the amount reforecast for 2015.

Commissioner Tiller requested a motion to approve the September 2015 Financials. Moved by Commissioner Chambers; supported by Commissioner Barrasso. The motion carried unanimously.

Approval of Sidewalk Tree Maintenance Contract – Action Item – Mr. Weigle informed the Committee that the only proposal received was that of Twin Shores, the DDD's current contractor. Mr. McCall scored the proposal. Management is happy with Twin Shores' work, the price did not increase, so it is recommended that the contract be awarded to them. Mr. Carter added that the company is now a prime DBE.

Commissioner Tiller requested a motion to approve the Sidewalk Tree Maintenance Contract and recommend it be forwarded to the Board for adoption. Moved by Commissioner Barrasso; supported by Commissioner Chambers. The motion carried unanimously.

Approval of General Legal Counsel Services Awardee – Action Item – Mr. Aaron exited the meeting. Mr. Weigle stated that the DDD does a Request for Proposal every few years. He noted that four proposals were received. Management recommends that Aaron & Gianna, PLC be prequalified and be appointed as General Legal Counsel. It is recommended that Butler Snow, LLP and Middleberg Riddle Group be prequalified as Special Counsel on an as needed basis. It is recommended that Foley & Judell, LLP be prequalified in the area of public & private financing.

The Committee briefly discussed.

Commissioner Tiller requested a motion to approve the Awardee for General Legal Counsel Services and recommend it be forwarded to the Board for adoption. Moved by Commissioner Barrasso; supported by Commissioner Chambers. The motion carried unanimously.

Approval of Tax Roll Back & Roll Forward – Action Item – Mr. Carter informed the Committee that the Assessor did a millage reassessment. This resulted in the need to roll back the millage rate. The City estimated a 4.4% increase assessment and requested that the DDD's Board record a vote to roll forward the millage to 14.76 which was the amount initially authorized. A resolution to roll back and then roll forward the millage rate will be submitted to the Board.

The Committee discussed.

Commissioner Tiller requested a motion to approve the Tax Roll Back & Roll Forward and recommend it be forwarded to the Board for adoption. Moved by Commissioner Chambers; supported by Commissioner Barrasso. The motion carried unanimously.

Approval to Amend Budget to Include \$200,000 in Capital Funding for Andrew Higgins Design – Action Item – Mr. Weigle stated that the DDD has been working with the City and Regional Planning Commission to enhance the streetscape of Andrew Higgins that connects the Convention Center with the World War II Museum. The DDD was asked to fund the initial planning. Mr. Weigle stated that he thinks this is a good idea and that would be the DDD’s contribution towards the project. A resolution will be drafted and forwarded to the Board for adoption.

The Committee discussed.

Commissioner Tiller requested a motion to Amend Budget to Include \$200,000 in Capital Funding for Andrew Higgins Design and recommend it be forwarded to the Board for adoption. Moved by Commissioner Barrasso; supported by Commissioner Chambers. The motion carried unanimously.

Approval of Private Security Enhanced Plan – Action Item – Mr. Weigle informed the Committee that Management would like to hire a private security company along with the current NOPD Detail to form a blended system.

The Committee discussed.

Commissioner Tiller requested a motion to approve the Private Security Enhanced Plan and recommend it be forwarded to the Board for adoption. Moved by Commissioner Barrasso; supported by Commissioner Chambers. The motion carried unanimously

Project Updates

Mr. Weigle gave a brief update on the various projects:

Low Barrier Outdoor Shelter – Andy Kopplin will assign a project manager to assist the DDD. Councilmember Cantrell emailed Mr. Weigle regarding setting up a tour for Bill Hammack of the low barrier shelter site in San Antonio. The meeting is tentatively set for November 23rd. Mr. Weigle added that he will get legal advice from Mr. Aaron regarding taking Mr. Hammack’s private jet.

Downtown NOLA Saturday Shopping Spree – The event is coming together nicely. DDD is working with Canal Place & the Riverwalk

Downtown Playground – There is discussion of possibly placing greenspace on the International High School’s parking site. DDD has reengaged in conversations with Mike Wampold.

Public Comments – None

Old Business – No old business.

New Business – December 14th Metairie Business Development District will have its Board Meeting here at the DDD’s office. Mr. Weigle stated that Management will be in attendance and would like to invite the Board, if available.

Mr. Weigle also noted that on the Board Meeting agenda will be an item to discuss name the DDD’s Board Room after the late Ron E. Gardner.

Adjournment – Commissioner Tiller requested a motion to adjourn the Joint Finance & Executive Committee Meeting. Moved by Commissioner Chambers; supported by Commissioner Barrasso. The motion carried unanimously. The meeting adjourned at 4:34 p.m.