

**Downtown Development District
Board of Commissioners Meeting
Tuesday, November 3, 2015**

Board of Commissioners meeting was called to order at 4:15pm.

Members Present: Judy Barrasso, Carla Major, Joseph Bruno, Jr., Allison Tiller, Tod Chambers & Kevin Kelly

Members Absent: Troy Carter, Jade Brown Russell, Bill Hines & Karyn Kearney

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

Other Staff Present: None

Staff Absent: Leigh Ferguson

Members of the Public: Janet Hayes

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

Action Items

- Adoption of Agenda
- Adoption of September 1, 2015 Board Meeting Minutes
- Approval of Sidewalk Tree Maintenance Contract
- Approval of General Legal Counsel Services Awardee
- Approval of Private Security Enhancement Plan
- Proposal to Name DDD Board Room in Honor of Ron E. Gardner
- Approval of August 2015 Financial Statements
- Approval of September 2015 Financial Statements
- Approval of Tax Roll Back & Forward
- Approval to Amend 2016 Budget to Include \$200,000 in Capital Funding for Andrew Higgins Design

Detailed Agenda Items

Adjourn Previous Board Meeting – Chair Tiller requested a motion to adjourn the September 1st Board Meeting. Moved by Commissioner Chambers; supported Commissioner Bruno. The motion carried unanimously.

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

Adoption of September 1, 2015 Board Meeting Minutes – Action Item – There being no discussion, Chair Tiller requested a motion to approve the September 1, 2015 meeting minutes as drafted. Moved by Commissioner Major; supported by Commissioner Barrasso. The motion carried unanimously.

Approval of Sidewalk Tree Maintenance Contract – Action Item – Chair Tiller stated that one bid was received and scored well. The Finance & Executive Committee recommends the Board approve Twin Shores as the DDD's contractor of Sidewalk Tree Maintenance. Mr. Weigle informed the Board that this was the first time ever that Twin Shores will be a prime DBE contractor.

Chair Tiller requested a motion to approve the Sidewalk Tree Maintenance Contract. Moved by Commissioner Major; supported by Commissioner Barrasso. The motion carried unanimously.

Approval of General Legal Counsel Services Awardee – Action Item – Mr. Aaron exited the meeting. Chair Tiller stated that Aaron & Gianna were the highest scoring bidder. The Finance & Executive Committee recommends the Board approve Aaron & Gianna as the DDD's General Legal Counsel. It is also recommended that Butler Snow, LLP and Middleberg Riddle Group be prequalified as Special Counsel for use on an as needed basis and that Foley & Judell, LLC be prequalified only in the area of public and private financing.

Mrs. Weaver read the resolution. Resolution passed unanimously.

Approval of Private Security Enhancement Plan – Action Item – Mr. Weigle noted that Management is looking into other options to expand Downtown public safety. It was recommended that the DDD a private security company along with the current NOPD Detail to form a blended system. Mr. Weigle stated that security officers will be hired that can approach & maintain suspects. He added that an RFP will be put out.

Chair Tiller requested a motion to approve the Private Security Enhancement Plan. Moved by Commissioner Barrasso; supported by Commissioner Major. The motion carried unanimously.

Proposal to Name DDD Board Room in Honor of Ron E. Gardner – Action Item – Chair Tiller stated that it was discussed at the Board Retreat that the DDD honor Mr. Ron Gardner in some form. The Commissioners discussed possibly naming a category of the Downtown Awards, Duncan Plaza or a pocket park of some sort after Mr. Gardner. In the meantime, it was recommended that the DDD's Board Room be named in honor of the late commissioner.

Chair Tiller requested a motion to approve Naming the DDD Board Room in honor of Ron E. Gardner. Moved by Commissioner Major; supported by Commissioner Barrasso. The motion carried unanimously.

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

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

Line 3: City Sources – Collections are 357.78% of the amount budgeted for July and 106.53% of the amount budgeted YTD and 105.88% of the total amount budgeted for 2015.

Chair Tiller requested a motion to approve the July 2015 Financials. Moved by Commissioner Kearney; supported by Treasurer Chambers. The motion carried unanimously.

Approval of Tax Roll Back & Roll Forward – Action Item – Mr. Carter informed the Board 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.

Mrs. Weaver read the resolution. Resolution passed unanimously.

Approval to Amend 2016 Budget to Include \$200,000 in Capital Funding for Andrew Higgins Design – Action Item – The Board discussed the figures within the Feasibility Study.

Mrs. Weaver read the resolution. The roll was called and the resolution passed unanimously.

Operations – Item was discussed as informational.

Communications – Ms. Dolliole discussed the various holiday events. Introducing the Downtown NOLA Saturday Shopping Spree and the DDD/Birdfoot lunchtime concert with Argus Quartet.

Public Affairs – Mr. Marshall stated that he met with Deputy Mayors Kopplin and Grant regarding Low Barrier Outdoor Shelter, Duncan Plaza, etc. He added that there was also a meeting with Representative Walt Leger regarding Duncan Plaza and Civic Complex.

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

Mr. Weigle added that there are seats left for the Stake Out for Justice as well as tickets for the Bayou Classic and the Battle of the Bands.

Old Business – No old business.

New Business – No new business.

Public Comment – No public comment.

Adjournment – Due to a lack in quorum, the meeting could not adjourn. The meeting ended at 5:05pm.