

**DOWNTOWN DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS MEETING
Tuesday, December 6, 2022 – 4:00 PM – 5:00 p.m.
In Person**

Roll taken, Quorum present – Meeting called to order at 4:00 p.m.

Members Present: Gregory Curtis, Carla Major, Chris Ross, Judy Barrasso, Cleveland Spears, Leann Moses, Damon Burns

Members Absent: Kristi Taglauer, Coleman Adler, William Bradshaw, Paul Flower

Staff/Counsel Present: CEO Davon Barbour (via Zoom), Anthony Carter, Darren Harris, Hunter Hebert, T. Trent Dang, Stuart Taylor, Scott Whittaker, Counsel, Stone Pigman, Brittany Carnes (Stone Pigman)

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

Call for Public Input Cards: N/A

Public Comments: N/A.

Action Items:

- Approval of Meeting Minutes from November 1, 2022, Board Meeting – **Action Item***
- Approval of October 2022 Financial Reports – **Action Item***
- Approval of Revised Public Comment Rules – **Action Item***

Approval of Meeting Minutes from November 1, 2022, Board Meeting

Motion by Commissioner Cleveland Spears, seconded by Commissioner Judy Barrasso. Motion carried.

Treasurer's Report –

Approval of October 2022 Financial Reports – Action Item*

- Of significance - Ad Valorem taxes - No collections from the city in October. We were at a 100.84% of the budgeted year to date amount in collections and 96.3% of the total amount budgeted for 2022
- Note: November did not receive any tax collections, the last tax collections received were in September and they covered through August 15th. 96% of budgeted received
- Expenses running as projected

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Motion to approve by Finance Committee, Seconded by Commissioner Leann Moses. Motion carried

Update on Status of 2021 Audit –DDD has an extension to 12/31/2022 to complete the audit. Anthony Carter met with Ms. Smart of the Treasury Department this week. Suppose to have the numbers for 2020 by Friday. DDD auditors did not have the correct information to complete the 2020. Will have to restate 2020 before they can tie in 2021. DDD was made aware last week the State requires proof Sexual Harassment training for both 2021/2022 for the audit. DDD will implement this formal training. There has also been discussion between Chair Curtis and CEO Barbour regarding the need for an HR person

Chair's Report:

- Chair Curtis asked whether Commander Ganthier and CAO Montano were invited to attend the Board Meeting. Chair Curtis was assured invitation was sent. No response from either party. DDD will check back with them.
- CEO assessment committee to consist of Chair, Vice-Chair and Director of Finance. Committee will come up with an assessment tool, person will do the self-assessment, it will go before the committee, then the committee will present it to the board

Approval of Revised Public Comment Rules – Action Item*

- Synopsis of change to section #4 'Standards of Written Public Comments': Written comments should be sent to DDD email address, it must specify the agenda item. The written public comments should be submitted no later than 9:00 a.m. the morning of the meeting. Written comments will be disseminated to the board prior to meetings via email/or included in meeting materials. If any of the commissioners have questions or would like to speak regarding the public comments, or if the person who wrote the public comment is present, they will be permitted to speak at the meeting subject to the length of time allocated. If no commissioner objects, the written comments will be placed in the meeting's minutes without objection

Motion to approve by Commissioner Major, seconded by Commissioner Spears Motion carried

President's Report – President & CEO Davon Barbour

- As part of the Board of Trustees, he is attending the ICSC Annual Meeting of Members & First Meeting of the Board of Trustees in New York
- City Council approved workplan/budget
- CPS approved workplan/budget
- Wisner funds approved – timeline for DDU to receive not known
- Actively recruiting for Director of Public Affairs and Economic Development Specialists- Research. Would like recommendations.
- Poll will be sent out to Board Members for Board Retreat for the week of 1/16/23. DDD will secure three (3) quotes for a facilitator
- December 15th Davon will meet with Patrick Norton, Chief Operating Officer at Tulane, ULI and NOLABA. Focus is on future of downtown

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- An invite will be extended to President Fitts of Tulane University to attend February Board Meeting
- Holiday Parade well attended; however, some concerns from the LGBTQ community, and others re Chick-fil-A being part of the parade. CEO Barbour re-iterated DDD had a sponsorship roll not part of organizing the parade
 - Commissioner Moses observed that Chick-fil-A's float was more of an advertisement for their company as opposed to a Holiday Float.
 - Commissioner Moses suggested DDD should consider having food booths at future parades, encourage more participation from downtown businesses
 - Chair Curtis suggested that the minutes from the special meeting held on 8/10/22 be reviewed/discussed. It did not seem that there was DBE participation. Further discussion about the parade should be held with staff after which a possible meeting with Kern Studios
 - Commissioner Spears wants DDD to reach out to stakeholders/retail for their feedback
 - Note comments/concerns Commissioner Bradshaw received from multiple people will be shared with staff
 - Commissioner Major expressed her concern about the delay in receiving information, the number of floats DDD had, also the revenue stream

UPDATE FROM DPW:

- Stormwater Infrastructure: Meaghan Williams, now with the Office of Resilience and Sustainability, introduced Stuart Seiler, Project Manager with the Department of Public Works and Daniel Lee, Engineer with Wingate Engineering. The contract between DPW and Wingate Engineering is in the execution stage. DDD will be updated once the contract is executed, also, as the design moves through the various phases DPW will continue to keep DDD in the loop. In response to questions from Commissioner Moses, there will be community outreach and the earliest they expect to break ground will be 2024. The work is expected to be conducted in phases

• **Operations:**

- Shared Information re audit/tracking of public assets e.g. trash cans, this data was migrated into the District360 program
- Big belly trash cans are in the process of being replaced with new trash cans
- Strike team continues to remove abandoned traffic control barrier
- Strike team painting project almost completed
- Strike team assisting with tree well planting with liriope
- Landscaping/pressure washing ongoing
- Some of the strike force team want to join the clean team full time
- Chair Curtis proposed that the DDD seek public funding to keep strike force working with the DDD. Chair Curtis communicated that the homeless get a stipend when they are hired
- Commissioner Major would like Workforce Development to present at Board Meeting

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- Anthony Carter assured Chair Curtis the DDD will aggressively seek that funding he also mentioned that he is meeting with John Koch, Block by Block in the coming week
- **Economic Development:**
 - Position posted for Economic Development Specialist-Research
 - Working with workforce development to for a solar training program. Several companies are interested in the city
 - Met with seventy (70) BRE who are interested in in the grant program

Old Business – N/A

New Business – N/A

Executive Session – N/A

Adjournment:

Motion to adjourn by Commissioner Major. Second by Commissioner Spears. Motion carried