

DOWNTOWN DEVELOPMENT DISTRICT
BOARD OF COMMISSIONERS MEETING

RONALD E. GARDNER BOARD ROOM

Tuesday, April 4, 2023– 3:00 PM
In Person

Roll taken, Quorum present – Meeting called to order at 3:00 p.m.

Members Present: Gregory Curtis, Carla Major, Chris Ross, Eric Jones, Leann Moses, Kristi Taglauer, Coleman Adler, Edwin Murray, Damon Burns

Members Absent: Judy Barrasso, William Bradshaw

Staff/Counsel Present: CEO Davon Barbour, Anthony Carter, Darren Harris, Hunter Hebert, T. Trent Dang, Alexis Kyman, Tyler Correa, Ashley Mills, Scott Whittaker, Counsel, 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:

- i. Approval of Meeting Minutes from March 7, 2023, Board Meeting – **Action Item***
- ii. **Treasurer's Report:**
 - a. Approval of February 2023 Financial Reports – **Action Item***
 - b. Approval of Transfer of Stormwater Escrow Funds – **Action Item***
 - c. Approval of LLA Compliance Questionnaire – **Action Item***
- iii. **Chair's Report:**
 - a. Approval of Stormwater Infrastructure Engineering Services Contract – **Action Item***

i. Approval of Meeting Minutes from March 7, 2023, Board Meeting – Action Item

Motion to approve by Commissioner Kristi Taglauer, seconded by Commissioner Leann Moses.
Motion carried

ii. Treasurer's Report:

Approval of February 2023 Financial Reports – Action Item*

Internal revenues:

- Bank revenue for January received
- Interest on bond proceeds for January received
- RTA transit shelter services discontinued – also note DDD will not have that expense
- City sources collections for February are 6.56% of the amount budgeted, 23.94% amount budgeted year to date and 0.62% total budgeted for 2023

Expenses:

- Expenses are as anticipated. Some invoices are outstanding
- Note police detail a little higher

Motion to approve by Finance Committee, seconded by Commissioner Kristi Taglauer. Motion carried

Approval of Transfer of Stormwater Escrow Funds – Action Item*

- After a review of proposals submitted by financial institutions, the staff recommended the escrow be transferred to JP Chase Morgan, subject to confirmation that there would be no added fees and expenses, documents to be reviewed by legal counsel, also DDD must have city attorney agree to the transfer

Commissioner Moses explained to the new commissioners – Commissioner Eric Jones and Commissioner Edwin Murray:

- DDD entered into an Agreement with the City to partially fund stormwater improvements within the DDD
- The agreement required the establishment of an escrow account
- In preparing 2021 DDD financial audit, the auditor determined that the existing account did not meet state requirements
- To resolve this issue, management sought proposals from financial institutions to serve as a qualified escrow agent

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

Approval of LLA Compliance Questionnaire – Action Item*

As a requirement of submitting its annual audit to the state, DDD must provide the questionnaire to the auditors

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

iv. Chair's Report:

Approval of Stormwater Infrastructure Engineering Services Contract – Action Item*

Commissioner Moses gave an explanation to the new board members Commissioner Eric Jones and Commissioner Edwin Murray:

- Consistent with DDD Procurement Policy, pre-qualified engineering firms were invited to submit proposals to serve as DDD's advisor on the design and implementation of the joint DDD/City funded project
- Due to the city procurement delay with selecting an engineering firm, DDD had to delay execution of an Agreement with its selected firm
- In January 2023, the city executed an agreement with the engineering firm, Wingate Engineers
- It is now necessary for DDD to formally execute the agreement with its stormwater advisor, Meyer Engineering

Motion to approve by Executive Committee, seconded by Commissioner Leann Moses.

Motion carried

President's Report – President & CEO Davon Barbour:

- Harmony Circle CEA executed. DDD received a support letter from City Council President J.P. Morrell
- Brief update on IDA Washington, DC visit - they discussed funding for justice grant, homelessness assistance grant, housing grants. Both CEO Barbour and Alexis Kuman, Public Affairs Liaison met with staff of Congressman Carter and Senators Cassidy and Kennedy
- DDD has ongoing community engagement with GNOHLA, Rotary Club, ULI/Sankofa (CEO Barbour has been asked to be the chair of the Sankofa Community Development Corporation located in the Lower Ninth Ward)
- DDD continues to collaborate with City Council and local businesses regarding homeless intervention in the Calliope Corridor
- DDD continues to work/promote downtown with France Media
- He touched on the Bio District and the BioInnovation Center's work with smaller companies
- He mentioned the donation of 8Mil to Tulane downtown campus by Carol Lavin Bernick

Economic Development: Report included in the board packet

Communications: Report included in the board packet

Operations: Report included in the board packet

Governmental Affairs: Report included in the board packet

Old Business – N/A

New Business:

Commissioner Carla Major made a motion to recommend Chair Gregory Curtis for an appointment to the Historic District Landmarks Commissioner (HDLC). Second by Commissioner Eric Jones. Motion carried

Chair Gregory Curtis asked for a volunteer to be the interim secretary on the Executive Committee Board. Commissioner Kristi Taglauer volunteered. At a later date, Chair Gregory Curtis will also appoint another commissioner to the executive committee

Executive Session – Roll Call, Quorum – Entered Executive Session. Exit Executive Session -Roll Call, Quorum. No action took place during the executive session

Adjournment: Motion to adjourn by Commissioner Carla Major, seconded by Commissioner Kristi Taglauer. Motion carried