

Downtown Development District Board of Commissioners Meeting  
Ronald E. Gardner Board Room  
Tuesday, November 7, 2023– 3:00 PM  
**In Person**

Roll taken, Quorum present – Meeting called to order at 3.04 p.m.

**Members Present:** Gregory Curtis, Chris Ross, Carla Major, Edwin Murray, Alex Glaser, Coleman Adler, Leann Moses (attended via zoom)

**Members Absent:** Kristi Taglauer, William Bradshaw, Damon Burns

**Staff/Counsel Present:** President & CEO Davon Barbour, Bianka Brown, CFO, Stuart Taylor, Legal Counsel Christopher Kane, (Adams & Reese), Erica Sensenbrenner (Adams & Reese)

**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 October 3, 2023, Board Meeting – **Action Item\***
- II. Treasurer’s Report
  - a. Approval of September 2023 Financial Reports – **Action Item\***
  - b. Approval of RFP#2023-10-06 for Financial Statement and Government Compliance Audit Services– **Action Item\***
- III. Chair’s Report
  - a. Approval of DDD Board of Commissioners 2024 Meeting Dates – **Action Item\***

**Notes:**

- Chair Curtis would like to start each meeting with a reading of the Mission and Vision statement of the Downtown Development District
- Chair Curtis would like the Policy & Procedure meeting held before the Board of Commissioners meeting in December
- Chair Curtis encouraged the Board of Commissioners to attend the Holiday Parade on December 2<sup>nd</sup>
- Chair Curtis will share the infrastructure timeline with Commissioner Glaser
- Legal Counsel Kane recommended ethics compliance training to be conducted in small sessions for the Board Commissioners

**Approval of Meeting Minutes from October 3, 2023, Board Meeting – Action Item\***

Motion to approve by Commissioner Glaser. Seconded by Vice-Chair Major. Motion carried.

### **Presentation by Jay Cicero, President & DEO Greater New Orleans Sports Foundation-Super Bowl LIX**

Mr. Cicero gave a brief overview of the GNOSF:

- A non-profit organization organized in August 1998 whose mission is to attract and manage sporting events that have a positive economic impact on the State of Louisiana and Greater New Orleans Area.
- What GNOSF does:
  - BID Specification Evaluation
  - Budget Formation and Assessment
  - BID Presentation Creation
  - Contract Negotiation
  - Host Committee Creation & Staffing
  - Fundraising to fulfill BID obligations
  - Event Operation Execution
- \$3.4B in economic impact for the State of Louisiana
- The organization's Superbowl Host Committee is led by GNOSF and the New Orleans Saints. They are responsible for planning, executing and hosting the 11<sup>th</sup> NFL championship game Super Bowl LIX in 2025
- Budget for New Orleans in 2025 is \$25M
- DDD will collaborate with GNOSF regarding Clean Zones
- Mr. Cicero anticipates the start of inter-agency meetings after Las Vegas Superbowl
- He mentioned that the NFL is interested in the Hard Rock site at Canal and Rampart
- He gave an overview of the Host Committee partners, and the expected return on investment

### **Captain LeJon Roberts – Update:**

- Ongoing meetings with NFL and Sheriff Department in preparation for Super Bowl 2025
- Remove, Lock Signs have helped however auto burglaries (200 guns found in the 8<sup>th</sup> district) continue to be a big problem. There has been an uptick in car thefts
- Violent crime continues to be a priority. The department has a robust plan in place and will continue to be vigilant

### **Update by City of New Orleans Jeff Schwartz, Director of Economic Development, representing CAO Gilbert Montano**

#### **Status of Downtown repairs in Districts B&C**

- 800 Block of Canal St repairs scheduled to begin work within 2 weeks
- 114 Baronne – DPW is waiting for SWB to relocate their utility underground before stone pavers can be placed. Also working to identify an unknown utility next to SWB water line that needs to be moved underground

#### **Canal Street & Poydras Street markings project (crosswalks, street center lines)**

- DPW757 ARPA funded Pavement Marking contract was released for bid on 11/6/23 – with Bid opening schedule for 12/11/23. Canal Street from Claiborne to City Park Ave and Poydras from Convention Center Blvd. to Claiborne Ave. are in this project

**1031 Canal Street Site cleanup and perimeter**

- DPW704 Canal St. (Basin-Burgundy) N. Rampart St. (Iberville-Canal) should be bid in the next couple of weeks

**Lighting Standards Repair Status**

- No update available

**Traffic Signalization Repair Status**

- 2 Traffic Signal Contracts are routing for BID (It has been BID multiple times with no response, so DPW has requested a DBE waiver to encourage potential bidders)
- DPW756 Traffic Mast Arm Requiring has been awarded and the contract is routing

**Treasurer's Report****Approval of September 2023 Financial Report – Action Item\*****Revenue:**

YTD actual totaled \$10,066,496; YTD budget totaled \$8,213,383, that reflects a positive variance of \$1,853,113. The revenue variance is mainly attributed to the collections rate, which is currently at about 124% of the current year to date budget.

**Expenses:**

All expenses reflect a positive variance of the year-to-date budget. (see DDD detailed Financial Status Report included in packet)

Motion to approve by Finance Committee, seconded by Commissioner Glaser. Motion carried.

**Approval of RFP#2023-10-06 for Financial Statement and Government Compliance Audit Services– Action Item\***

- Staff issued RFP 2023-10-06 for Financial Statement and Governmental Compliance Audit Services on September 5, 2023. A proposal to perform such services was received September 19, 2023 from Bruno & Tervalon LLP (only respondent).
- Bruno & Tervalon LLP agreed to a 25% DBE participation rate. The DBE firm will be provided upon award of the contract
- The 2024 Budget Impact for this contract RFP is \$30,200.00. Therefore, funding is available to fulfill the contract obligations.
- Staff recommends the Finance Committee approves the recommendation of Bruno & Tervalon to provide DDD with Financial Statement and Governmental Compliance Audit Services.

Motion to approve by Finance Committee, seconded by Vice-Chair Major. Motion Carried.

**Note: Millage update from Bianka Brown, Chief Financial Officer:** The CAO office has made DDD aware that the DDD will need to adjust the DDD's proposed millage rate of 17.12 to an approved rate issued by the Louisiana Legislative Auditor. This is because 2024 is a Quadrennial Reassessment Year – which requires all property subject to taxation to be reappraised. DDD is not expecting a change in revenue, only an adjustment to the adopted millage rate.

**Chair's Report:**

Approval of DDD Board of Commissioners 2024 Meeting Dates – **Action Item\***

Motion to approve Vice-Chair Major, seconded by Treasurer Ross. Motion carried.

**President's Report:**

- Discussed the key dates of the Workplan & Budget:
  - Tuesday, October 3<sup>rd</sup> - DDD Board of Commissioners Approval
  - Thursday, October 2 – City Planning Commission
  - November 13, 2023 – City Council Budget Hearing
  - December 1, 2023 – City Council Work Plan
- Kudos to Ashley Mills, Chief Marketing & Communications Officer on a successful Downtown NOLA Awards event. DDD received positive feedback on the event
- President & CEO updated the Board on the ICSC New Orleans Local event which took place on October 26<sup>th</sup>
- President & CEO mentioned that Downtown New Orleans will host the ICSC Open Air Centers Conference February 28-March 1, 2024 at the Roosevelt Hotel
- Touched on Workforce Development Job Center
- 11/2 Press conference was held at Kern Studio about the LCMC/DDD sponsored Holiday Parade. Calendar invite will be sent out shortly. Please note there will be additional NOPD presence
- Staff attended IDA Chicago where the President & CEO was moderator on the panel along side the CEOs Downtown Houston and Downtown Philadelphia
- Sidewalk Cleaning & Public Space Maintenance Services RFP was issued. Six proposals were received:
  1. Fulcrum Construction Services, LLC
  2. Block by Block
  3. Ramelli Janitorial Service
  4. Streetplus
  5. Henry Consulting
  6. Clean Force, LLC
- Vendor recommendation will be presented for Board of Commissioner action on December 5, 2023.

**Old Business:** N/A

**New Business:** N/A

**Executive Session:** Roll call. Quorum. No action taken. Roll call. Quorum.

Motion made by Commissioner Murray to authorize Chair Curtis to conduct a review with President & CEO Davon Barbour, second by Vice-Chair Major. Motion carried

**Adjournment:** Motion to adjourn by Vice-Chair Major, seconded by Commissioner Glaser. Motion carried