

Downtown Development District Board of Commissioners Meeting
Ronald E. Gardner Board Room
October 1, 2024– 3:00 PM
In Person

Roll taken, Quorum present – Meeting called to order at 3:06 p.m.

Members Present: Chair Chris Ross, Vice-Chair Alex Glaser, Secretary Scott Polakoff (via zoom), Treasurer William Bradshaw, II, Commissioner Gregory Curtis, Commissioner Miles Tully, Jr., Commissioner Ryan King, Commissioner David Piscola, Commissioner Frank Zumbo, Commissioner Edwin Murray,

Members Absent: Commissioner Kenny Rubenstein,

Staff/Counsel Present: President & CEO Davon Barbour, Michael McKnight, CFO, Christopher Kane, Legal Counsel 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:

- Approval of Meeting Minutes from September 4, 2024, Board Meeting – **Action Item***
- Approval of July 2024 Financial Report – **Action Item***
- Approval of August 2024 Financial Report – **Action Item***
- Approval Resolution 24-05 of Check Signing Authority – **Action Item***
- Approval of Resolution 24-04 to Recognize Past DDD Chair Carla Major - **Action Item***
- Approval of Landscaping Maintenance Services Contract - **Action Item***

Presentation by Rick Hathaway, Director of DPW for the City of New Orleans.

- Project involves the installation of permeable pavement in an 18-block area.
- The project has a budget of \$9.1Mil
- The project is expected to start after Mardi Gras with a completion date about a year later
- Mr. Hathaway explained the lifespan of permeable pavers and the maintenance process which will be managed by the city's Office of Resilience and Sustainability.
- Mr. Hathaway addressed the concerns about property owners being notified about CBD projects. Interested parties can sign up to receive email updates.

Approval of Meeting Minutes from September 4, 2024, Board Meeting – **Action Item***

Motion to approve September 4, 2024 Meeting minutes made by Commissioner Curtis. Seconded by Treasurer Bradshaw. Motion carried.

Dr. Michael McKnight was introduced as the new DDD CFO. He gave the following breakdown on July and August Financial Reports.

Approval of July 2024 Financial Report – **Action Item***

Revenue:

- YTD totaled \$9,370,485, and the YTD budget totaled \$5,846,048, reflecting a favorable variance of \$3,524,437. The revenue variance is mainly attributed to the ongoing collection of Ad Valorem Taxes by the City of New Orleans.

Expenses:

- Overall Operating Expenses YTD actual totaled \$5,168,253. YTD's budget totaled \$6,691,113, which reflects a favorable variance of \$1,522,860

Net Operating Income as of July 2024 totaled \$4,202,232.

Balance Sheet Analysis:

- Current Assets, which are mainly comprised of Cash and Investments, totaled \$14,266,693, and Other Assets, which are primarily comprised of Accounts Receivable, Prepaid Expenses, and Fixed Assets, totaled \$2,013,022, with a combined balance of \$16,279,715.

Please note that the Finance committee discussed the July 2024 financials and recommended they be approved.

Motion to approve July 2024 made by Commissioner Piscola. Seconded by Commissioner Curtis. Motion carried.

Approval of August 2024 Financial Report – **Action Item***

Revenue:

- YTD totaled \$9,458,281, and the YTD budget totaled \$6,681,198, reflecting a favorable variance of \$2,777,083. The revenue variance is mainly attributed to the ongoing collection of Ad Valorem Taxes by the City of New Orleans.

Expenses:

- Overall Operating Expenses YTD actual totaled \$6,131,168. YTD's budget totaled \$7,780,320, which reflects a favorable variance of \$1,649,152.

Net Operating Income as of August 2024 totaled \$3,327,113.

Balance Sheet Analysis:

- Current Assets, which are mainly comprised of Cash and Investments, totaled \$13,310,482, and Other Assets, which are primarily comprised of Accounts Receivable, Prepaid Expenses, and Fixed Assets, totaled \$2,355,607, with a combined balance of \$15,666,089.

Please note that the Finance committee discussed the August 2024 financials and recommended they be approved.

Motion to approve August 2024 made by Commissioner Curtis. Seconded by Commissioner Piscola. Motion carried.

Approval Resolution 24-05 of Check Signing Authority – **Action Item***

Resolution was read in full; the roll was called on its adoption, which resulted in the resolution being adopted.

Approval of Resolution 24-04 to Recognize Past DDD Chair Carla Major - **Action Item***

Resolution was read in full; the roll was called on its adoption, which resulted in the resolution being adopted.

Approval of Landscaping Maintenance Services Contract - Action Item*

- Davon Barbour, President & CEO discussed the mission of the DDD, which includes providing an attractive public realm. She highlighted the key contract maintained by the DDD, which involves:
 - grass mowing, mulching, watering plants, tree trimming, and litter control.
 - The contract term is a year with possible four-year extensions, and it includes a cancellation provision for convenience, cause, or mutual agreement.
 - President & CEO also mentioned the RFP process, which received three bids from:
 - RCI
 - Garden Doctors
 - Thrive New Orleans
 - President & CEO recommended accepting the proposal from Garden Doctors due to their competitive financial offer and the need to meet the 35% DBE participation rate. He also mentioned the newly formed Quality of Life Committee that will provide oversight of all operational contracts.
 - President & CEO assured them that the Garden Doctors' work was satisfactory, and that the organization was strengthening oversight of all operational contracts with the assistance of the Quality Assurance Manager
 - Concerns were expressed by the commissioners about escalating costs and the need for a flexible budget to address possible additional areas.

Motion to approve the recommendation by the President & CEO to award the contract to Garden Doctors, by Commissioner Curtis. Seconded by Treasurer Bradshaw. Motion carried.

President's report:

Davon Barbour, President & CEO gave an update on various initiatives undertaken by the DDD:

- Infrastructure work for Super Bowl
- Sidewalk repairs
- Harmony circle design improvements
- Lease agreement with the Crown Astor Hotel, who have provided a Safety Outpost for the DDD
- French Doors project
- Ongoing work on parks & open spaces
- Public safety initiatives
- Revitalization of downtown's Main Street Act
- Focus on Canal Street
- Success of Downtown NOLA Award

Old Business: N/A

New Business: N/A

Executive Session: Motion by Commissioner Curtis to enter executive session for personnel issue. Seconded by Treasurer Bradshaw. Roll Called. Motion carried. Motion to exit executive session by Commissioner Curtis. Seconded by Frank Zumbo. Roll called. Motion carried. No decision, no action taken during the executive session.

Motion by **Treasurer Bradshaw** to authorize the Board Chair to enter into contract negotiations with the President & CEO Davon Barbour over a period of two years with a one-year option. Seconded by Vice-Chair Glaser

Adjournment: Motion to adjourn by Treasurer Bradshaw. Seconded by Commissioner Curtis. Motion carried.