

**MINUTES OF
LAKEFRONT MANAGEMENT AUTHORITY
FINANCE COMMITTEE MEETING
HELD ON THURSDAY, JUNE 18, 2020**

PRESENT: Vice Chair Anthony Richard
Commissioner Stanley Cohn
Commissioner Bob Romero

ABSENT: Chair Sean Bruno

STAFF: Louis Capo – Executive Director
Daniel Hill – Director of Engineering & Operations
Bruce Martin – Airport Director
Brad Vanhooose – Harbor Master
Madison Bonaventure – Assistant to the Executive Director
Cynthia Grace – Finance Supervisor
Jessica Verrett – Accountant 1

ALSO

PRESENT: Gerry Metzger – Legal Counsel to the LMA
David Jefferson Dye – Legal Counsel to the LMA
Al Pappalardo – Real Estate Consultant to the LMA
Rachel Solino – Jones Walker Law Firm

The Finance Committee of the Lakefront Management Authority met on Thursday, June 18, 2020, in the Lakefront Airport Terminal Building, 2nd Floor Conference Center, 6001 Stars and Stripes Blvd., New Orleans, Louisiana.

Vice Chair Richard called the meeting to order at 3:35 P.M., and Commissioner Cohn led in the pledge of allegiance.

Motion to Adopt Agenda:

A motion was offered by Commissioner Cohn, seconded by Commissioner Romero, and unanimously approved, to adopt the agenda.

Motion to Approve the Minutes:

A motion to approve the minutes from the Finance Committee Meeting dated October 17, 2019 was offered by Commissioner Cohn, seconded by Commissioner Romero, and was unanimously approved.

A motion to approve the minutes from the Finance Committee Meeting dated April 23, 2020 was offered by Commissioner Romero, seconded by Commissioner Cohn, and was unanimously approved.

Director's Report:

Louis Capo, Executive Director, said that the Authority was renewing options as approved by the board for professional services. He said the renewals include contracts for the Authority's legal services, IDIQ and other engineering services. He said that the costs of the contracts are included in next year's budget.

David Jefferson Dye, Legal Counsel to the LMA, clarified that while the Board voted to expand his contracted budget for legal services in February for the current fiscal year, the budget slated for next year is the same figure that was originally approved for FY 2019-2020.

Director Capo said that he would recommend expansion of the monetary limit to Linfield, Hunter and Junius' contract for construction administration services due to the workload required by the South Shore Harbor Dredging Project. Director Capo explained that the Board approved a three-year contract with a \$300,000 cap with the firm. Director Capo said that the firm is nearing the monetary threshold and due to the services required by the scope of the South Shore Harbor Dredging Project, the Board will need to approve additional funds to spend on their services.

Vice Chair Richard asked if the Committee needed to vote on Linfield, Hunter and Junius' contract amendment today. Director Capo indicated that staff was going to determine a figure for the full Board's approval. Director Capo added that the South Shore Harbor Dredging Project budget is inclusive of the budget expansion of Linfield, Hunter and Junius' contract.

Director Capo said that some contract renewals are for time extension only, such as the contract extension for Stuart Consulting Group, which is a firm that assists the Authority with FEMA claims and closeouts. He said this proposed extension would be presented to the Board. Director Capo said that their fees are typically reimbursable by FEMA.

Director Capo said that the audit process would begin the first full week of July.

Old Business:

1) Discussion on security service expenditures

The Finance Committee and Director Capo discussed instances of recent theft and vandalism which would warrant night coverage at the Airport and enhanced coverage at the marinas.

Director Capo said that the Authority currently contracts with Gulf Coast Security to supplement its two security guard employees. He said the Authority spends approximately \$70,000 annually with the firm. He said the Authority also pays the Flood Protection Authority \$45,000 annually as a reimbursement for a liaison officer at the Airport Terminal, and the Authority employs two full time security guards at a total of \$100,000 (inclusive of benefits).

Director Capo said that Gulf Coast Security's contract expired on April 30, 2020, and the Authority was now on a month-to-month basis with the firm.

At the advisement of the Finance Committee, Director Capo said staff will issue an RFQ for more night coverage at the marinas and the Airport. He said that OLDPD rates would be detail at \$40.00/hour for evening coverage at LMA sites, so it may be considered as part of the comprehensive security plan.

The Committee inquired about the terms of the Memorandum of Understanding (MOU) dated 2018 between the LMA and the Flood Protection Authority (FPA) regarding the furnishing of an Orleans Levee District Police Department (OLDPD) liaison officer. Director Capo said the MOU outlines that OLDPD provides an officer for LMA-managed property for a reimbursement rate to OLDPD of \$3,750/month. The Committee expressed concerns about the officer being assigned by OLDPD and not being hired and managed by the Authority.

New Business:

1) Motion to recommend approval of the renewal of the Trash Pick-Up Service contracts for FY2021 for Lakeshore Drive (West End Drive to Seabrook Bridge), South Shore Harbor Marina, Orleans Marina, and New Basin Canal

A motion was offered by Commissioner Cohn, seconded by Commissioner Richard, and unanimously approved, to recommend approval of the renewal of the Trash Pick-Up Service contracts for FY2021 for Lakeshore Drive (West End Drive to Seabrook Bridge), South Shore Harbor Marina, Orleans Marina, and New Basin Canal.

2) Discussion of selection of The New Orleans Advocate as the Official Journal for publications as required under R.S. 43:171 for the Lakefront Management Authority for a one-year term commencing on July 1, 2020

A motion was offered by Commissioner Cohn, seconded by Commissioner Romero, and unanimously approved, to recommend approval of selection of The New Orleans Advocate as the Official Journal for publications as required under R.S. 43:171 for the Lakefront Management Authority for a one-year term commencing on July 1, 2020.

3) Discussion of the approval of the representations made by management in the Louisiana Compliance Questionnaires for the Lakefront Management Authority for the fiscal year ending June 30, 2020

A motion was offered by Commissioner Cohn, seconded by Commissioner Romero, and unanimously approved, to recommend approval of the representations made by management in the Louisiana Compliance Questionnaires for the Lakefront Management Authority for the fiscal year ending June 30, 2020.

Announcement of next Finance Committee Meeting:

1) Thursday, July 16, 2:30 PM

Vice Chair Richard requested that staff strive for a later meeting time.

Adjourn:

A motion was offered by Commissioner Cohn, seconded by Commissioner Romero, and unanimously adopted, to adjourn. The meeting was adjourned at 4:10 PM.