

New Orleans Municipal Yacht Harbor Management Corporation

MINUTES OF THE BOARD OF DIRECTORS MEETING

February 16, 2016

6:30 p.m.

Lake Vista Community Center, 6500 Spanish Fort Blvd, New Orleans, Louisiana

The meeting was called to order at 6:30pm and requested a roll call by Ashlyn Graves.

Board of Directors Present:

Ashlyn Graves
Warner Tureaud
Alva See
Reginald Smith
Thomas Forbes
Howard Rodgers
Connie Uddo

Board of Directors Absent:

David Halpern
Shannon Sims

A quorum was present.

There were no amendments to the agenda.

The agenda was approved and adopted on a motion by Ric Smith, seconded by Connie Uddo and the motion was unanimously carried.

On a motion by Ashlyn Graves, seconded by Thomas Forbes, and unanimously carried, the minutes from the regular meeting of January 12, 2016 were approved.

Action Items:

1. Mr. Casey stated that the resolution included in the packet is similar to what the Board passed in prior years. The Compliance Questionnaire is attached to the Resolution, and the questions are similar to the ones that were asked in past years. It will be provided to the audit firm when they come in to perform the audit. Mr. Tureaud asked if there were any major changes to the questionnaire from last year, and Mr. Casey stated that there were several new questions that were not applicable to MYHMC.

On a motion by Ric Smith, seconded by Howard Rodgers, and unanimously carried, the resolution "Adopting the Louisiana Compliance Questionnaire for the 2015 Audit" was approved.

Information and Discussion Items:

1. Boathouse Leases and Supplemental Lease Agreements were discussed by Mr. Casey. No new requests for the extended lease have been received and there are approximately a dozen lessees that have not exercised their option to obtain the lease that expires in 2068. Mr. Tureaud asked how many leases expire in 2019. Mr. Casey responded that there are three (3) leases, and the City Council has approved an Ordinance which allows them to be extended to 2030 so that they can then be extended to 2068. One lessee is currently in the process of providing information in order to go through the process. Two other lessees have expressed interest in ultimately obtaining the 2068 lease, but they have not provided the necessary paperwork. Mr. Tureaud is concerned about the leases that expire in 2019 due to the fact that the lease states that all improvements revert back to City when the lease expires. He suggested that MYHMC send a letter to these lessees. Mr. Casey said that either he or Mr. Bloom have spoken with these lessees and made them aware that they can extend their leases beyond 2019. Mr. Smith asked if someone has a lease that expires in 2019 and they want to exercise their option to extend, do they get a 60 year lease or does their lease expire in 2068? Mr. Tureaud said that it is the same expiration date in 2068 for everyone, but they first have to pay the

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extension fee to obtain the 2030 lease and then have to pay the extension fee for the 2068 extension.

Also, there are no boathouse sales that have closed so far this calendar year, but there are several pending sales which should close in March.

2. The FEMA Update was presented by Mr. Tureaud. The City's Capital Projects Administration (CPA) is making progress in several areas. CPA researched the options for the procurement of professional services for the new marina design and engineering and determined that an RFQ/RFP for these services will need to be issued. They think the procurement process will take about three weeks for the RFQ and another period of two weeks for the RFP with each one having a two (2) week review and selection period. The MYHMC FEMA Claims Committee will meet with CPA prior to the issuance of the RFP. The Committee will be meeting with CPA in several weeks and hopefully will help set the criteria for the issuance of the RFP. The Committee is concerned that a qualified marina engineering design firm will be selected for the project. The Market Feasibility Study was performed by a marine engineering firm that is respected throughout the industry, and hopefully a similarly qualified firm will be selected to perform the design.

There is finally some movement on the MYH Administration Building. The settlement claim has been completed and the City has received the funds from the Surety to complete the project. The Settlement Agreement is going through an Ordinance in order to make the funds available to CPA so they can repackage the work and rebid the project. A question was asked if there was a need for an elevator in the Admin. Bldg. for handicap access? Mr. Casey said that the building has handicap access on the first floor and that NOYC is looking into the possibility of installing an elevator and extending their rear deck of the building such that it would connect to MYHMC's rear deck. Someone asked if this expenditure was eligible for FEMA funds. Mr. Casey said that NOYC will have to pay for the improvements.

The foundation redesign for Boathouse #93 is complete and CPA has been advised that the contractor will be remobilizing very soon to resume construction. Once on site, they will clean up the steel and other materials that have been stored on site. Hopefully they will move quickly from this point forward.

With respect to the fishing pier, the City's Law Department has completed a review of Sizeler's contract separation which is routing and will enable the City to resume the design of this facility. MYHMC is looking forward to this as well.

The Breakwater Drive damages report by All South Engineers is going through revisions with the City and the Department of Public Works (DPW). CPA will discuss this item with the FEMA Claims Committee at the next site meeting.

3. The January Financial Report was presented by Mr. Smith. At the end of January MYHMC has total assets of \$3.5 million dollars of which \$3.495 million are

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current assets primarily in cash in various accounts at Capital One Bank of \$3,394,000. On the liability side, MYHMC has a total of \$983,000 with current liabilities of \$478,000 which is primarily made up of accrued interest on the NOAA bonds of \$215,000 and unearned revenue on leases of \$123,000. Long-term liabilities consist of the NOAA bonds which totals \$505,000. The fund balance is \$2,524,000 of which \$1,435,000 is unrestricted. On the income side for January and for year-to-date, total income is \$53,000 with operating expenses of \$56,000 such that MYHMC had an ordinary loss of (\$3,000). Other income which is the monthly accrued interest expense on the bonds totaled (\$3,000) such that the net loss for the month and year to date was (\$6,000).

4. The Economic Redevelopment Committee Report was presented by Mr. Rodgers. Mr. Casey said that MYHMC had budgeted to do a survey of the old restaurant parking lot site in 2016. Ms. Graveø's office had assisted in obtaining a survey of the entire area that was used for the øright-of-entryö that was granted by the City to the Orleans Levee District (OLD) for the construction of the pumping station. Since a survey of the parking lot has not been located in the files of the Cityø's Office of Real Estate and Records, the next step will be to obtain an exact survey of the site (net of the surrounding roadway) in order to determine the area that the City owns. The surveyor for OLD has already done a survey of the entire area such that it should be cost effective to get a quote for the net area from the same surveyor. Mr. Casey also talked to another surveyor who has done some other work around the Harbor for Sizeler. The next step in the process will be to obtain a detailed survey of the restaurant site. As per Alva See, when ordering a survey of the site, get the surveyor to provide an electronic version of the survey in addition to printed copies. Mr. Tureaud agreed to have it done.

5. Report of the Nominating Committee was presented by Ashlyn Graves.

President: Warner Tureaud

Vice President: Ashlyn Graves

Treasurer: Ric Smith

Secretary: David Halpern

The Election of officers will take place at the March board meeting.

6. The Tier 2.1 Personal Financial Disclosure Statement for 2015 was distributed to the Board by Mr. Casey. Form #417 is required to be filed with the Louisiana Board of Ethics on or before May 15th. It can also be completed online.
7. Mr. Casey presented the Executive Directorø's Report. There were five topics: 1.) The Board of Directors of the Non-Flood Protection Asset Management Authority approved an amendment to the Memorandum of Understanding which will allow MYHMC to continue to use the Lake Vista Community Center for another year;

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2.) MYHMC, the Non Flood Protection Asset Management Authority, and the Orleans Levee District are continuing to work on an interim solution to the dip on West Roadway; 3.) The boat launch repair plans are progressing and All South Consulting Engineers anticipates that plans will be ready to be reviewed in the next several weeks; 4.) The audit contract with Wegmann Dazet has been approved by the law department; and 5.) Introduction of Zach Butterworth Director of Federal Affairs for the Mayor's Office.

Other Comments and Issues from the Board or the Public:

There were comments about the dip on West Roadway. Mr. Forbes mentioned that the crushed rock access connecting West Roadway to the parallel road in front of the boathouses will hopefully serve as an interim stop gap measure especially in the event of medical emergencies when West Roadway is impassable due to flooding. Mr. Casey said that the situation with the vertical curb of the road at the temporary access could possibly be improved. MYHMC will continue working with the Orleans Levee Board and the Non-Flood Protection Asset Management Authority on this issue.

Adjournment:

On a motion by Connie Uddo and seconded by Ric Smith, the meeting was adjourned at approximately 7:25pm.

Date and Time of next meeting:

The next meeting is scheduled for Tuesday, March 8, 2016 at 6:30 p.m. at the Lake Vista Community Center.