

*New Orleans Municipal Yacht Harbor Management Corporation*

**AGENDA**

**Monday, February 14, 2011**

**6:30 PM**

**First Baptist Church**

**5290 Canal Boulevard**

**New Orleans, LA**

**PRELIMINARIES**

1. Call to order. (Mr. Manard)
2. Attendance. (Ms. Graves)
3. Approval of or amendments to this Agenda. (Mr. Manard)
4. Approval of Minutes from previous meeting. (Ms. Graves)

**ACTION ITEMS**

The public will be given an opportunity to speak to each issue that the Board will vote on, subject to rules and restrictions concerning such comment periods as have been adopted or are adopted at that meeting.<sup>1</sup>

1. Resolution: Approval of retention of accounting firm Ericksen, Krentel & LaPorte, LLP to help prepare a rolling five year financial model for MYHMC to utilize in the course of the variety of significant long term financial decisions MYHMC will have to make in the next two to three years. (Mr. Manard)
2. Resolution: Approval of retention of accounting firm to perform annual audit for 2010. (Mr. Cunningham)
3. Resolution: Approval of retention of national executive search firm Brooks Marine Group, Inc. to work with MYHMC in the process of retaining an Executive Director. (Mr. Manard)
4. Resolution: Approval of contract for vessel towing that is a necessary component of the eviction process. (Mr. Tureaud)
5. Resolution: Approval of contract with plumber to (i) separate the NOYC and MYHMC water systems and (ii) install a water spigot for the harbor tenants and an amendment to the Harbor Rules & Regulations to address use of that water. (Mr. Tureaud)
6. Resolution: Approval of the contracts and steps necessary to address the nutria problem in the pond at West End Park. (Mr. Tureaud)

7. Resolution: Approval of scope of work for Sizeler Thompson Brown and the engineering firms it subcontracts with in performance of the FEMA claim work, which will be paid for, subject to any GOHSEP/FEMA reimbursement, by MYHMC. (Mr. Manard)

### **MONTHLY FINANCIAL REPORT**

Review of key information. (Mr. Cunningham)

### **INFORMATION & DISCUSSION ITEMS**

1. Report of the Nominating Committee (Mr. Manard, Ms. Graves, Mr. Bell and Mr. Eshleman) as to officers for the period of March 2011 through February 2012, with the vote to be taken at the March 2011 Board meeting. The Nominating Committee will recommend Warner Tureaud as President, Ashlyn Graves as Vice President, Doug Cunningham as Treasurer and John Manard as Secretary. (Mr. Manard)
2. FEMA claims report. (Mr. Manard)
3. Cooperative endeavor agreement with the City related to the funding of professionals in support of the FEMA claim process. (Mr. Manard)
4. Process to deal with small accounts receivable balances. (Mr. Manard)
5. Revisions to MYHMC Accounting Policy and Procedure Manual. (Mr. Manard)
6. Report on restoration of the Administration Building. (Mr. Liebaert)
7. Status of office space for MYHMC staff. (Mr. Tureaud)
8. Federal taking for the 17<sup>th</sup> Street Canal Permanent Pumping Station. (Mr. Manard)
9. Report on security guard company Invitation for Bids – when it will be posted and when a contract likely will be in place. (Mr. Tureaud)
10. Report on developing an Employee Handbook and Personnel Policies. (Mr. Tureaud)
11. Report on website. (Mr. Manard)
12. Report on status of boathouse rent waiver (Katrina to 12/31/2006). (Mr. Manard)
13. Report on slip leases for March 2011 to March 2012. (Mr. Tureaud)
14. Monthly calls with Assistant City Attorney Bob Rivers. (Mr. Tureaud)
15. Status of Best Practices project. (Mr. Manard)

16. New Board members. (Mr. Manard)
17. Possible cooperative endeavor agreement with the First Baptist Church where MYHMC has been holding Board and committee meetings for two years and will continue to in 2011, in view of the expenses they go to and their generosity in making the space and coffee and occasional overtime available. (Mr. Manard)

#### **ADDITIONAL ISSUES PRESENTED FROM THE AUDIENCE**

#### **DATE & TIME OF NEXT MEETING**

The next meeting will be held at 6:30 p.m. on Monday, March 14, 2011 at the First Baptist Church.

#### **ADJOURNMENT**

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<sup>1</sup> *Prior to a vote being taken on any individual Action Item, or a vote on any other item, public comment will be allowed on the item to be voted on. In the event that the Board member chairing the meeting determines that reasonable rules and restrictions regarding such comment period should be invoked and his or her view in that regard is supported by a vote of a majority of all Board members present at that meeting, then comments shall be limited as follows: (i) to three minutes per speaker; (ii) for a total of twenty minutes per item; and (iii) with the order of speakers to be determined by the Board member chairing the meeting. Any of these three rules and restrictions may be changed for that specific meeting by a majority vote of all Board members present, but the public comment period must be provided and the rules and restrictions made applicable to it must be reasonable.*