

*New Orleans Municipal Yacht Harbor Management Corporation*

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**February 11, 2014**

**6:30 p.m.**

**First Baptist Church, 5290 Canal Boulevard, New Orleans, Louisiana**

The meeting was called to order at 6:41 pm and requested a roll call by Ric Smith .

**Board of Directors Present:**

Ashlyn Graves  
Alva See  
Reginald Smith  
Warner Tureaud  
Howard Rodgers

**Board of Directors Absent:**

David Halpern  
Connie Uddo  
Shannon Sims  
Thomas Forbes

**A quorum was present.**

There were no amendments to the agenda.

The agenda was approved and adopted on a motion by Howard Rodgers, seconded by Ric Smith and unanimously carried.

On a motion by Howard Rodgers, seconded by Alva See, and unanimously carried, the minutes from the regular meeting of January 14, 2014 were approved.

**Action Items:**

1. A Resolution adopting the 2013 Louisiana Compliance Questionnaire was provided to the MYHMC Board of Directors for their review. The Resolution is similar to the one which the Board adopted in prior years. The State Legislative Auditor requires that the Compliance Questionnaire be provided to the audit firm. Mr. Casey has completed the questionnaire which was similar to the form that was provided to the auditors in prior years. The form has not changed from what was required last year, and MYHMC is in compliance and has had its Financial Audit performed in a timely fashion.

On a motion by Ric Smith, seconded by Howard Rodgers, and unanimously carried, the Resolution "Adopting the Louisiana Compliance Questionnaire for the 2013 Audit Year" was approved.

**Information and Discussion Items:**

1. Boathouse Leases and Supplemental Lease Agreements were discussed by Mr. Casey. The initial group of 114 leases has been recorded and most lessees have picked up their copies. An additional lease has been executed and uploaded in the City's electronic system. MYHMC is still working to resolve issues associated with the remaining 17 leases. The \$5,000 lease extension fees for the executed leases have been recognized as income in 2013.
2. The FEMA Update is included in Mr. Casey's report. Capital Projects (CPA) is working with Sizeler, Thompson, Brown Architects to resolve some contract issues with FEMA with respect to the harbor repair plans and the fishing pier/restrooms plans. It is anticipated that this will be resolved in the next several weeks. As per Miguel Viteri, the State is continuing to coordinate and pay for a third party cost estimate in order to support the harbor FEMA claim. For those who are not familiar with the FEMA process, the money that the City receives for FEMA claims comes through the Governor's Office of Homeland Security (GOHSEP).

A crane on a barge is in the harbor working on the demolition of boathouse #93. Although the state DNR has granted an exemption to the need for a Coastal Use Permit, the Corps of Engineers will need to issue a permit for the test pile to be driven at #93. CPA is in the process of resolving this issue. There are several issues associated with the demolition of Boathouse #93 which are impacted by the original construction of Boathouse #94. Mr. Fernandez who is the lessee of #94 has been contacted and additional discussions will be held with him. Capital Projects is also in the process of coordinating a meeting on site at the administration building with the City's law department next week.

3. The Financial Report was presented by Mr. Smith. MYHMC has total assets of about \$3.4 million dollars and most of those are current such that all of the current assets are in cash. In January as a result of the executed boathouse leases, \$570,000 in cash was transferred from restricted funds to unrestricted funds in the operating account which amounts to \$2.4 million out of \$3.3 million of total cash on deposit. On the liability side, total liabilities amount to \$864,000 which has been reduced by \$570,000 which was recognized as income in December 2013. An entry was made to decrease the liability for deposits that were being held and to transfer that amount to income, such that total liabilities dropped significantly. Total liabilities consist of \$505,000 in NOAA bonds, \$120,000 of unearned revenue, and accrued interest of about \$136,000 on the NOAA bonds both of which MYHMC is hoping to receive forgiveness. The bonds are currently in deferral such that payments are not required to be made. So that leaves us with a total fund balance of \$2.6 million of which \$1,514,000 is unrestricted. On the income side, MYHMC had income of about \$51,000 during the month of January and expenses of about \$57,000, so that produced a net ordinary income loss of \$5,000. In addition, other interest expense totaled \$3,000 for the month. In conjunction with the audit, the reserve for some uncollectable accounts which we are aware of has been increased by approximately \$4,000.
4. The report of the Nominating Committee was presented by Ashlyn Graves. The Nominating Committee this year consisted of Ashlyn Graves, Howard Rodgers, Shannon Sims, and Ric Smith. It is an open process where a Board Member can either self-nominate or nominate another Board Member for any of the four officer positions. After discussion, the following officers were unanimously selected for nomination: Warner Tureaud for President, Ashlyn Graves for Vice-President, Ric Smith for Treasurer, and David Halpern for Secretary. The election of officers will take place at the March Board Meeting.
5. The Personal Financial Disclosure Statement was discussed by Mr. Casey. In the packet, Mr. Casey distributed copies to the Board of the Personal Financial Disclosure Statement which is due on May 15, 2014. The disclosure statement is required by the State of Louisiana to be completed by all MYHMC Board Members, and Mr. Casey will distribute packets to the Board Members who were also not present at the meeting.
6. Mr. Casey presented the Executive Director's Report. There were three topics: 1.) Additional interest in the restoration of the Breakwater Drive Boat Launch has been received from the Louisiana Coastal Conservation Association. A meeting has been scheduled for next Wednesday at 10AM with Louisiana Department of Wildlife and Fisheries and CCA; 2.) The City attorney's office is reviewing the proposed write-off policy which hopefully MYHMC will receive some comments next week. It has been suggested that a City Council ordinance will be required to enact the policy; and 3.) The 2013 financial audit is progressing and it is anticipated that Wegmann and Dazet will present their report at the April 8<sup>th</sup> board meeting.

**Other Comments and Issues from the Public**

Several questions were presented from the audience. Mr. Lee Alexander asked if it was a new requirement for a test pile to be performed for boathouse design and construction. Mr. Tureaud answered that it was a FEMA requirement since they were providing the funds for the reconstruction of Boathouse #93. Mr. Julian Richards asked if there was a possibility that floating docks might be reconsidered for the renovation of the harbor. Mr. Tureaud responded that the Harbor Claim is currently considered by FEMA to be a repair claim and it is being designed as a repair to the existing facility. Based on the outcome of the independent construction cost analysis of the harbor repairs by GOHSEP's consultant and the possibility of the receipt of additional mitigation funds from FEMA, the construction cost would have to exceed 50% of the replacement cost in order for FEMA to consider paying for the replacement of the facilities.

**Adjournment:**

On a motion by Ric Smith and seconded by Howard Rodgers, the meeting was adjourned at approximately 7:35pm.

**Date and Time of next meeting:**

The next meeting is scheduled for Tuesday, March 11, 2014 at the First Baptist Church.