

New Orleans Municipal Yacht Harbor Management Corporation

MINUTES OF THE BOARD OF DIRECTORS MEETING

July 19, 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
Alva See
Reginald Smith
Warner Tureaud
Thomas Forbes
Howard Rodgers

Board of Directors Absent:

David Halpern
Connie Uddo
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 Howard Rodgers and the motion was unanimously carried.

On a motion by Ashlyn Graves, seconded by Ric Smith, and unanimously carried, the minutes from the regular meeting of June 7, 2016 were approved.

Action Items:

1. Mr. Casey said that the City has gone through a RFP process to select a marine engineering firm to design the improvements to the Municipal Yacht Harbor. The Bureau of Purchasing held a RFP Evaluation Committee Meeting on June 2nd ranking the firm of Moffatt and Nichol (M&N) in the first position and the City has awarded a Professional Services Contract to M&N. Moffatt and Nichol was selected by the City last year through a RFP process to perform the Marina Market Feasibility Study (Study). The City is currently going through the process to execute the contract with M&N. In the interim, there are several items that the Capital Projects Administration (CPA), as the City's representative, needed from Moffatt and Nichol to present to FEMA in order to resolve the Claim. MYHMC has had several discussions with respect to the recommendations in the Marina Market Feasibility Study relative to the slip sizes and the slip mix along with the conceptual layout of the Harbor. Although CPA has submitted the Study to FEMA, they have requested a conceptual layout of the Harbor from CPA. CPA's deadline to submit the additional material to FEMA is the end of July. The Resolution states that MYHMC supports Moffatt and Nichol's recommendations and Marina Layout Plan that they submitted to the Capital Projects Administration and the Harbor will be designed as a "state-of-the-art" floating marina as recommended in the Study.

There was a question from Mr. See about the finalization of the City's contract with Moffatt and Nichol. Mr. Tureaud said that according to CPA, the City's Bureau of Purchasing has selected and awarded the Engineering Professional Services Contract to Moffatt and Nichol which is in the process of being executed. As per CPA, M&N has been designated as the "Engineer of Record". Mr. Casey stated that M&N previously had a contract with the City to perform the Feasibility Study and they are familiar with the City's contracting process. Mr. See was concerned that the Board was being asked to vote on a Resolution supporting M&N's recommendations to CPA prior to receiving their executed contract. Mr. Tureaud added that M&N was assisting CPA by providing the requested information prior to receiving the executed contract from the City due to FEMA's time constraint imposed on CPA. Mr. See also asked if input concerning M&N's conceptual plan had been received from both yacht clubs in the area. Mr. Tureaud stated that although the conceptual plan may not be the final proposal, both yacht clubs along with a number of other organizations in the West End Area had the opportunity to offer input into the process when M&N performed the Feasibility Study which was used as the basis for the plan. Although some adjustments may be made, CPA has to submit a conceptual plan to FEMA in order to finalize the Claim. Mr. See said that he understands CPA's time constraint with FEMA, but he did not know the status of the process.

On a motion by Mr. Smith and seconded by Mr. Rodgers, Ms. Graves, Mr. Smith, Mr. Tureaud, Mr. Rodgers, and Mr. Forbes voted in favor, with Mr. See

abstaining. The resolution "Supporting Moffatt and Nichols' Recommendations to the Capital Projects Administration" was approved.

Information and Discussion Items:

1. Boathouse Leases and Supplemental Lease Agreements were discussed by Mr. Casey. Boathouse #78 has been acquired by Ken Kuebel. He has paid the back rent and the transfer fee which will be recognized in July. Staff is working with the law department to provide the extended lease to Mr. Kuebel. At this time, Ms. Graves will give an update of boathouses that transferred in June. Boathouse #46 transferred in June, and an \$8,970 transfer fee was paid to MYHMC.
2. The FEMA Update was presented by Mr. Tureaud. In addition to the Action Item that was discussed previously, Mr. Casey reported that construction of Boathouse #93 is moving along with the installation of structural steel framing.
3. The June Financial Report was presented by Mr. Smith. For the month of June, MYHMC has total assets of \$3,476,000 of which \$3,466,000 are current assets, and the majority was in cash totaling \$3,310,000 in Capital One Bank accounts. On the liability side, MYHMC has total liabilities of \$946,000 of which \$505,000 are long-term liabilities consisting of the NOAA Bonds and current liabilities of \$441,000. The bulk of that being \$232,000 of accrued interest on the NOAA Bonds which are still in deferment. That leaves MYHMC with an equity position (fund balance) of \$2,530,000 of which \$1,422,000 is unrestricted net assets. For the month of June, total income was \$62,000 with ordinary expenses of \$68,000 yielding a net operating loss of (\$6,000). There was an additional (\$3,000) in net other income (monthly interest accrual on the bonds) such that the total loss for June was (\$9,000). For the year-to-date through the end of June, total revenues were \$381,000 and operating expenses were \$350,000 which amounts to net ordinary income of \$31,000. Net other income was an expense of (\$19,000) such that the total net income was \$12,000 for the year-to-date.
4. The Economic Redevelopment Committee Report was presented by Mr. Rodgers. A meeting was held at the Regional Planning Commission Office on Friday, June 24th to discuss the redevelopment of West End and the continued Master Planning process offered by the RPC. In Addition to Walter Brooks and members of the RPC staff, representatives of Orleans and Jefferson Parishes along with representatives of the Corps of Engineers, the State Lands Office, and MYHMC were in attendance. The meeting was very informative and was helpful in the discussion of the continuation of the West End Master Planning Process.

5. Mr. Casey presented the Executive Director's Report. There were four topics: 1.) The temporary repairs for the dip on West Roadway are progressing. The Orleans Levee District has ordered the sump pump and basin and will be receiving construction bids on July 27th and planning to start construction in mid-August; 2.) The Boat Launch plans and specs have been submitted to the Louisiana Department of Wildlife and Fisheries and the State Parks Office for their review and approval; 3.) The RFP for banking services has been submitted to the Bureau of Purchasing for their review, posting, and advertising; and 4.) On Friday, July 15th the City Planning Commission held a public hearing on MYHMC's 2017-2021 Capital Budget which is a similar process that has been conducted in past years.

Other Comments and Issues from the Public:

There was a question about modifying the first page of the MYHMC website in order to create a direct link to the Boathouse design information. As Boathouse Lessees design their buildings, their design teams would be able to access the information directly and the process might go quicker and easier. Mr. Casey said there is currently a link in the drop down menu to the boathouse design information. Although there are limitations with respect to the capacity of MYHMC's website, Mr. Casey said that staff will attempt to create a direct link to the information.

There was another comment about receiving permission to post the Feasibility Study on the MYHMC's website. Mr. Casey said that approval has been received from Capital Projects and it is in process of being included in the updated FEMA Claim information.

Now that the old fishing pier has been removed, is there an effort to extend the rip rap berm on the West side of Breakwater Dr. to the area of the Boat Launch? Mr. Tureaud said that Capital Projects is working on a FEMA Project Worksheet (PW) that addresses the shoreline restoration on the North and West side of Breakwater Dr. Mr. Casey spoke with Miguel Viteri with CPA and has shown him the area where rip rap was missing toward the Boat Launch. Hopefully, FEMA will approve the funding of the shoreline restoration PW.

Adjournment:

On a motion by Alva See and seconded by Howard Rodgers, the meeting was adjourned at approximately 7:15pm.

Date and Time of next meeting:

The next meeting is scheduled for Tuesday, August 9, 2016 at 6:30 p.m. at the Lake Vista Community Center.