

New Orleans Municipal Yacht Harbor Management Corporation

MINUTES OF A REGULAR BOARD OF DIRECTORS MEETING

October 12, 2021

6:30 PM

Virtual Meeting Via Teleconference/Video Conference

The meeting was called to order at 6:38 PM and requested a roll call by David Halpern.

Board of Directors Present:

David Halpern
Howard Rodgers
Thomas Forbes
Ashlyn Graves
Tim McConnell
Connie Uddo

Board of Directors Absent:

Eli Feinstein
Keith Amacker

A quorum was present

Mr. Halpern read the following statement that was posted on the Board Meeting Agenda:

In accordance with R.S. 42:17.1, the New Orleans Municipal Yacht Harbor Management Corporation (MYHMC) will convene a Regular Board Meeting on Tuesday, August 10, 2021, at 6:30 PM virtually via a telephone/video conference call.

The telephone/video conference call is accessible for observation by the public by following the participant instructions as listed above.

Public comments on an agenda item may be submitted in real time during the meeting via email to whbloom@nola.gov from thirty (30) minutes prior to commencement of the meeting and until action on an agenda item upon which a vote is to be taken, in accordance with La. R.S. 42:14(D). Public comment submittals should include the commenter's name and who they represent. All public comments on agenda items will be properly identified and acknowledged during the meeting and are limited to what can be read in two minutes.

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There were no amendments to the agenda.

On a motion by Mr. McConnell, seconded by Mr. Forbes, and unanimously carried, the agenda was approved and adopted.

The agenda was presented by Mr. Halpern.

On a motion by Mr. McConnell, seconded by Mr. Forbes and unanimously carried, the minutes of the August 10th, 2021, Meeting were approved.

ACTION ITEMS

1. Mr. Halpern introduced the resolution to approve and advertise the job description for Executive director. He noted that Taylor Casey retired in August of 2021. This will open the position to anyone seeking that position including but not limited to Bryan Whited the Acting Director. Mr. McConnell asked that the job description include a statement that the Executive Director shall keep the board apprised of all pertinent information or make a policy to that effect. Mr. McConnell asked where the description came from. Bryan Whited stated that it was modified version use when the previous Executive Director was hired. It has been changed to add an operations focus to the position due to the Marina opening.

On a motion by Mr. McConnell, seconded by Mr. McConnell, and unanimously carried, a Resolution was adopted “To approve the Job Description for Executive Director to be advertised by CNO” with the added verbiage that the Executive Director shall keep the board apprised of any pertinent information and anything of significance.

2. Mr. Halpern introduced the motion to approve a salary increase for Mr. Whited and Mr. Bloom due to the retirement of the Executive Director, creating a situation where two people are doing the work of three. Mr. McConnell stated the the accountant position has specific rules for this situation because it is a classified position but wanted to know how it would work for the Deputy director which is an unclassified position. Mr. Whited stated that the civil service manual doesn't provide specifics but does discuss an increase in compensation during the period of increased duties. Mr. Halpern stated that the details do not need to be discussed at this time but would like to see some comparable compensations to determine the amount. Mr. Halpern also stated that he is ok with the language of the resolution but would not take any action without approval by the executive committee.

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On a motion by Mr. McConnell, seconded by Mr. Rodgers, and unanimously carried, a Resolution was adopted “To approve a pay increase for Accountant-Office Manager and Interim Director.”

3. Mr. Rodgers introduced the Resolution to approve the budget; stating: for the 2022 revenue budget for the New Orleans, municipal yacht harbor we are projecting revenues at 1.7Million, total expenses of 1.5Million for net income of \$120,000. This expects a 90% slip occupancy and includes budgeting for an executive director, deputy director, which we just talked about accounting office assistant 1 maintenance employee, and then 2 security guards. It also takes into account the increased insurance premiums. Mr. McConnell asked to view the details of the salaries, and was provided with this information.

On a motion by Mr. Rodgers, seconded by Mr. McConnell, and unanimously carried, a resolution “Approving the 2022 Budget” was adopted.

4. Mr. Halpern introduced the next resolution “approving the Areas shown in attached survey for an additional lease with SYC” and asked Mr. Whited to provide some details. Mr. Whited shared the survey and went over the areas in question. These areas will account for the unleased land currently within the SYC basin or already in partial use. The parcels A-4 and A-5 show these regions and will be used to negotiate a new lease to include these areas.

There was a question of whether some of the board members were still on the call. A roll was taken and all members were still present.

On a motion by Mr. Forbes, and seconded by Ms. Uddo and unanimously carried, a Resolution was adopted “Approving Areas shown in survey for an additional lease with SYC”.

5. Mr. Halpern introduced the resolution to execute a contract with Argote, Derbes, And Tatje, LLC to complete an appraisal of two boathouses, the area in the proposed lease with SYC and another area of interest in the yacht basin. Mr. Halpern states that it is important to get the market rates of these areas and that this firm has a good reputation and we have used them before.

On a motion by Mr. McConnell and seconded by Ms. Uddo with no opposition, a resolution was adopted “Authorizing the execution of a contract with Argote, Derbes, Tatje, LLC.”

6. Mr. Halpern introduced a resolution to approve the roof repairs by New Orleans Yacht club. Bryan Whited stated the the existing awnings and awning frames are often damaged

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by tropical events and Hurricane Ida caused significant damage to the frames. They wish to remove the frames and extend the roof line to match the existing roof line of the building and add an appropriately size sign on top. A simple drawing of the proposed repairs was submitted to the board for review. New Orleans yacht club will pay for these repairs. Mr. Halpern stated that it looks fine to him and will entertain a motion.

On a motion by Mr. Rodgers and seconded by Mr. Forbes with no opposition, a resolution, "Approving the proposed roof repairs by New Orleans Yacht Club to Administration Building" was adopted.

INFORMATION ITEMS

- 1) Mr. Whited reported that there was a transfer of one boathouse since the last board meeting where MYHMC received \$10,200.

- 2) The September 2021 Financial Report was presented by Mr. Rodgers. At the end of September, MYHMC had total assets of \$3,990,600 with current assets of \$2,930,700 and the bulk of which was in the form of cash of \$2,756,300 in two accounts at JPMorgan Chase Bank. On the liability side, MYHMC had total liabilities of \$226,600 all of which are current liabilities (and that consists primarily of Accrued sick and annual leave of 130k). That leaves MYHMC with a total equity of \$3,764,000 of which \$2,633,800 is unrestricted net assets. For the month of September, MYHMC had revenues of \$120,700 and operating expenses of \$87,700 which resulted in net income was \$33,000. Year-to-date gross revenues were \$1,10400, and total expenses were \$731,800 resulting in a year to date profit of \$372,500.

- 3) Mr. Rodgers said that there were no additional items to discuss with respect to the Economic Redevelopment Committee.

- 4) Mr. Forbes stated that there were no reported spills resulting form Hurricane Ida and that can be owed to the quality and construction of the docks.

- 5) Ms. Uddo stated that there seemed to be a bottle-neck regarding the development of the point and has a meeting schedule with Kerry Cuccia and Miguel Viteri to work out a solution.

- 6) There is no update on the Safety and Security committee.

- 7) Assignment of members to the Rules and Standards committee. Tim McConnell volunteered as long as there was an expert involved, Bryan Whited stated that there is an architect hired by MYHMC for this purpose. Mr. Halpern stated that he would meet with Mr. Whited to get a committee together and schedule a meeting ASAP.

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8) The Director's Report was presented by Mr Whited:

Director's Report -

A. Ribbon Cutting

The Mayor held a ribbon cutting ceremony to officially open the Marina. Speakers included the Mayor, Vince Smith with Capital Projects, Myself, Warner Turead, and Councilmembers Joe Giarrusso and Jared Brossett. The event was well attended.

B. Hurricane Ida Update:

The majority of the damage from Hurricane Ida was tree debris from the park. The first pass by the city contractor has occurred and removed most of this debris. Another pass is scheduled to remove the remaining construction and demolition debris.

One of the boat launch piers was damaged. It has been repaired and the ramps have been inspected and sustained no apparent damage. The parking area has been cleaned and swept. The marina entrance gates were damaged in the storm. The East gate was repaired by the fabricator on site. The West gate will need to be removed from the frame and repaired in the fabricator's shop. We are on their schedule to remove the gate and complete the repair. The dock boxes that were damaged have been identified and replacement / repairs are underway.

C. NOYC Chairlift

The construction of the ADA chairlift for New Orleans Yacht Club was completed before the deadline of September 21st.

D. The Point

Construction at the point is still in the planning stage. Miguel Viteri with Capital Projects is working to finalize the plans so that construction can proceed.

E. Boat Launch

The North Electrical Platform has been erected and the Electrical Contractor is currently engineering the equipment needed to power the Boat Launch lights and the Marina pump-out station. The rest of the boat launch has been completed and is operational but has not been officially released by the contractor to be opened.

F. Marina

The Marina is currently at 79% occupancy. MYHMC staff is working the waiting list and hope to be at 90% occupancy by year end. Phase 1 of the security camera installation is proceeding. The contractor hopes to receive there equipment by early November.

G. West End Park

MYH received a quote for approximately \$70,000 to trim the trees in West End Park. This is essential to maintain the health and beauty of the trees and has not been done for many years. Because of this large expense we have reached out to Department of Parks and Parkways to potentially come to an agreement with them to perform this service. We have planned to explore options with Parks and Parkways in November when they are less busy.

Other Comments and Issues from the Board and the Public

Liz McAlpine and Kerry Cuccia asked that MYHMC look into installing waste receptacles along breakwater park and the boat launch parking area. MTHMC staff will

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discuss with Capital projects so that they are on the same page regarding styles and installation methods.

Adjournment

On a motion by Mr. Rodgers and seconded by Mr. McConnell, the meeting was adjourned at approximately 7:35 PM.

Date and Time of Next Meeting

The next Regular Board of Directors Meeting of MYHMC is scheduled to be held on Tuesday, November 9th, 2021, at 6:30 p.m.