

BOARD OF COMMISSIONERS

Special Meeting of Monday, August 22, 2016

**MINUTES[[1]](#footnote-1)**

(as approved at the September 12, 2016 meeting)

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| **Commissioners Present:** |  |  |
| Steve Caputo  | Nicholas Musso | Robert Watters |
| Jeremy DeBlieux | Jim Oliver |  |
| Brian Furness | Kim Rosenberg |  |
| Duke LoCicero | David Speights |  |

 Absent: Darryl Berger, Al Groos, , Mia Matassa, Ted Young

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| **Committee Co-Chairs and Staff:** |  |  |
| Bob Simms, Security Task Force (STF) | Emily Remington, Executive Director |
| Gail Cavett, Infrastructure Committee |  |  |
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| **Guests[[2]](#footnote-2) (Affiliation if listed)** |  |
| B. McGovern, French Quarter Business Association | Pat Meadowcroft, VCPORA |
| Morris Kahn | Susan Guillot, French Quarter Citizens |
| Albin Guillot, French Quarter Citizens | Beverly Fulk, Resident, Security Task Force |

1. Call to Order, Roll Call, Introduction of Attendees

Chair Jim Oliver called the meeting to order at 2:05 pm. The agenda (Attachment 1) was noted.

The Secretary called the roll and stated that a quorum was present.

1. Public Comment

Chair Oliver reminded members of the public wishing to address particular items to record their interest on the sign-up sheet.

1. Chairman’s Comments
	1. Adoption of Request for Proposals for French Quarter Task Force Administrative Services

Chair Oliver reviewed the timeline for receiving and reviewing responses to the French Quarter Task Force (FQTF) Request for Proposals (RFP). The RFP (Att. 2) was posted on July 19, 2016, a pre-proposal conference held on August 18, and questions received and answers posted (Att. 3). He reported that no responses had been received as yet. He stated that he extended the deadline until August 26 and believed that it should be extended at least until September 2. Commissioner Rosenberg stated that the Board should retroactively approve the extension to August 26 and further approve a further extension. After some discussion, Ms. Rosenberg’s motion (Motion 1) to ratify previous time extensions and further extend the deadline until close-of-business Tuesday, September 6 was approved unanimously.

* 1. Expectations for the Request for Proposals review team

Chair Oliver recalled that Commission had previously approved that responses to the RFP be evaluated by a selection team of five, three from the Board and one each from the City and the New Orleans Police Department (NOPD). He believed Deputy Mayor for External Affairs Ryan Berni would represent the City; Commissioner Caputo indicated his hope that 8th District Commander Jeff Walls would be named by the NOPD.

Commissioner Furness offered a motion that the Board name three commissioners, one each to represent the residential community, local business, and the hospitality/funding sector, and two non-voting advisors who would be charged with evaluating the proposals received and making recommendations to the Board. Commissioner Watters indicated proposed that the team be composed of himself, Commissioner Rosenberg, and Commissioner Caputo. Chair Oliver noted that advisors could include Security Task Force Co-Chair Bob Simms and FQTF App developer and major funder Sidney Torres.

In response to concerns that adding non-voting advisors might not be permitted under City law, the motion was changed to make clear that advisors would be appointed only if advisors met legal requirements. Further noted was the need for advisors, who would not be covered by FQMD Bylaws regarding disclosure, to sign non-disclosure statements.

The Motion (Motion 2), as revised, was approved unanimously.

1. Creation of a Request for Proposals review team

a/b. Nominations and Adoption of Nominees

Commissioner Speights moved that Commissioners Watters, Furness, and Caputo be named to the FQMD Selection Team. Commissioner DeBlieux pointed to Ms. Rosenberg’s expertise and familiarity with the RFP process, and with her designation as a “resident” representative, and suggested that she be appointed. Commissioner Speights stated that the FQTF served primarily the residential portions of the French Quarter and opined that residential groups would prefer that the residential community be represented by a residential group appointee, a position endorsed by members of the residential groups present. Mr. Simms recalled that, in his experience, RFP drafters typically did not serve on selection panels.

The Motion (Motion 3) to approve the appointment of Watters, Furness, and Caputo was approved: 7 yeas, 2 nays.

Regarding the role of advisors, Ms. Rosenberg noted that advice could also be given informally, and wondered if advisors could participate formally or simply be on call as necessary. She noted that FQMD Counsel Sharonda Williams could clarify the issues. Mr. Simms noted that the new App would change the work requirements outlined in the RFP significantly.

Mr. Watters moved that Bob Simms, Sidney Torres (or his designee), Kim Rosenberg, and FQMD Executive Director Emily Remington be appointed as advisors, and that the previous Motion on Selection Team size be amended to provide for not more than four (4) non-voting advisors. Mr. DeBlieux moved that Bob Simms and Emily Remington be appointed non-voting advisors, with the proviso that Commissioner Rosenberg be substituted if Mr. Simms could not legally participate.

Mr. DeBlieux’s motion (Motion 4), taken first, failed: 3 yeas, 6 nays.

Mr. Watters’ motion (Motion 5) was approved unanimously.

Ms. Rosenberg volunteered to explore legal issues regarding advisors and to arrange a meeting with Commissioner Selection Team members with FQMD attorney Sharonda Williams.

1. Future Meetings: September 12, 2016

The Commission saw no reason to change the date of the next meeting, which will be held on Monday, September 12 as scheduled.

VI. Adjournment

Commissioner Watters moved adjournment, which was approved by acclamation at 3:35 pm.

Respectfully submitted

Brian R. Furness

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Brian R. Furness, Secretary

Annex 1: Motions approved at the Meeting of May 2, 2016

Annex 2: List of Attachments

**ANNEX 1: Motions[[3]](#footnote-3) – Special Meeting of August 22, 2016**

1. *RFP Deadline Extensions (Agenda III).* Kim Rosenberg: “… That the Board ratify previous approvals for an extension of time to respond to the Request for Proposals regarding the French Quarter Task Force Administrator and approve a further extension to close-of-business Tuesday, September 6, 2016. Second: Watters. Approved unanimously.
2. *Evaluation Team Composition 1 (Agenda III), as amended per Motion 5).* Brian Furness: …That the Board of Commissioners appoint an Evaluation Team composed of Commissioners representing local business, hospitality/funding source (Convention and Visitors Bureau), and residents and not more than four non-voting advisors; to evaluate and make recommendations to the Board of Commissioners in respect of the selection of a contracting entity to provide management and administrative services in the operation of the French Quarter Task Force, provided that so doing meets all legal requirements.” Second: Caputo. Approved unanimously.
3. *Evaluation Team Nominations 1 (Agenda IV.a/b).* David Speights: “… That the Board appoint Robert Watters, Brian Furness, and Steve Caputo to be on the FQMD RFP Evaluation Team.” Second: Furness. Approved: 7 yeas, 2 nays.
4. *Evaluation Team Nominations 2 (Agenda IV.a/b).* Jeremy DeBlieux: “…That the Board appoint Robert Simms and Emily Remington to be non-voting advisors to the FQMD RFP Evaluation Team, unless Robert Simms’ participation is precluded by law in which case Kimberly Rosenberg would be appointed as a non-voting advisor.” Second: Musso. Failed: 3 yeas, 6 nays.
5. *Evaluation Team Nominations 3 (Agenda IV.a/b).* Robert Watters: “…That the Board amend its Motion to allow for the appointment of four (4) non-voting Evaluation Team members and to appoint Robert Simms, Sydney Torres (or his designee), Kimberly Rosenberg, and Emily Remington to be non-voting advisors to the FQMD RFP Evaluation Team, with the understanding that if the appointment of individuals not directly linked to the FQMD Board is precluded by law, Kimberly Rosenberg and Emily Remington would be appointed as a non-voting advisor.” Second: Caputo. Approved unanimously.
6. *Adjournment.* Robert Watters: “… That the meeting be adjourned.” Approved by acclamation.

**ANNEX 2: Attachments – Special Meeting of August 22, 2016**

1. Agenda — Special Meeting of August 22, 2016
2. Request for Proposals (as posted)
3. RFP Questions and Answers
1. Technical note: The meeting was recorded on an Etekcity USB disk recorder, file2016-04-12-07-04-50.wav. [↑](#footnote-ref-1)
2. From sign-in sheets. Undecipherable names not included. [↑](#footnote-ref-2)
3. “Approved unanimously” means the Motion was approved by all Commissioners present. [↑](#footnote-ref-3)