



Monday, April 6, 2020
4:10 pm – 5:10 pm

Via Teleconference:

<https://meetings.ringcentral.com/j/1498652724>

Video:

<https://meetings.ringcentral.com/personallink.html>

Meeting ID:
149 865 2724

Audio:
+1 (469) 445 0100

FINANCE & DEVELOPMENT COMMITTEE			
First Name	Last Name	Present	Absent
Jeremy	DeBlieux	X	
Matthew	Emory	X	
Sue	Klein	X	
Heidi	Raines	X	
Robert	Watters		X

GUESTS		
First Name	Last Name	Role
Leslie	Alley	FMC ED
Gail	Cavett	Commissioner
John	Foard	Accountant
Karley	Frankic	Executive Director
Ann	Kesler	Citizen
Juliet	Laughlin	Commissioner

- A. Call to Order and Introduction of Attendees
The meeting was called to order at 4:15 pm by Ms. Raines. Rollcall of committee members was taken, and guests were introduced.
- B. Executive Director update of financial budgeting
Ms. Frankic reported that New Orleans and Company will be cutting general operating funding in half and she had drafted a new Memorandum of Understanding to expedite that process. New Orleans & Company that the December 2019 and January 2020 assessments and are anticipating receiving the February 2020 assessment. This is the last funding that FQMD expects to receive from New Orleans & Company due to the lack of hotel business resulting from the COVID-19 Stay-at-Home Mandates.
- C. 2019 Annual Report: Revisions for board presentation and vote
Ms. Frankic shared the 2019 Annual Report on the screen, which was in the committee packets. The revisions received since the February Board of Commissioners meeting have been incorporated. Ms. Klein had a couple of typos she will email to Ms. Frankic. Other than those two edits, the committee members discussed the 2019 annual report is ready for Board approval.
- D. Discuss format of monthly Executive Director report
The committee would like to standardize the Executive Director's report to the Board of Commissioners. Suggestions included:
 - 1. Provide the Executive Director report to the commissioners by Friday before the Monday meeting, along with any materials that need to be reviewed, such as the treasurer's report, presentations, etc.
 - 2. Structure the report to align with committee work



3. Include projected meetings that the Executive Director plans to attend with a note that the calendar changes regularly throughout the month
 4. Possibly share Executive Director's calendar with the commissioners
- E. Review of Louisiana Legislative Auditor's "Best Practices – Board Oversight"
- Ms. Raines reviewed the Louisiana Legislative Auditor's "Best Practices – Board Oversight" to assure that the Finance & Development Committee is using this guidance to design the monthly treasurer's reports to the Board of Commissioners meeting and for programmatic decisions to be based on the finance committee review. Ms. Raines discussed that the guidance indicates the when contracts that the board voted to approve are executed, that should be reported back to the board at the following meeting. Mr. DeBlieux agreed that detailing the accounts payable and receivable in the treasurer's report would be an appropriate addition. Mr. Foard will include moving forward. Ms. Klein will attach the treasurer's report to the board meeting minutes. The committee discussed the format of the budget to actual report. Need to work on a strategic/operating plan to meet the guidance. Ms. Frankic will take the committee goals and use them the drive the short term and long term goals. Will postpone the Finance & Development Committee goal to create a full strategic plan until a later time when the financial forecast is clearer. The committee agreed.
- F. New Business
- a. Ms. Klein asked for an update on the French Quarter Improvement Fund. Ms. Frankic reported that New Orleans and Company indicated that there would be no more hotel assessment this year. They have requested that we relook at the 2020 budget for the Improvement Fund to focus on security. Eric Smith, from the City asked FQMD what it would cost to run the SPPP for the remainder of the year at full deployment and Ms. Frankic provided the 2020 SPPP budget to Mr. Smith. Mr. Smith said that they were waiting on figures back from the State for the LA State Troopers before they can provide a revised Improvement Fund budget at the April FQMD board meeting. The improvement fund budget will require a city council ordinance. The City cannot use the improvement fund for general operations. And in order for the City to get the remainder of the funds from New Orleans & Company they need to present and get approval of the new budget from NO&Co. Ms. Klein expressed concern that the Improvement Fund not be spent down to zero as there will not be hotel assessments to be collected and added to the fund due to COVID-19 crisis. Ms. Cavett stressed the importance of keeping the fund allocations on security and infrastructure, as intended by New Orleans & Company in the CEA, and not for other personnel and programming considering the change in the financial outlook for future funding. All efforts should be made to focus the improvement fund on propping up security in the French Quarter.



- b. Ms. Frankic is working to resolve the Civil Service issue to hire a fulltime coordinator for the SPPP.
- c. Mr. Emory discussed opportunities for consolidation of various political entities working in the French Quarter and funding to manage security. He is interested in modeling financial outcomes on consolidating forces. Mr. DeBlieux discussed the legislative challenges with that approach. Ms. Raines indicated that this needs to be defined in order to study it. Mr. Emory said that his contact in the Mayor's office indicated that FQMD needs to decide what we want and how we plan to do it. Ms. Cavett, Mr. DeBlieux, and Ms. Raines encouraged Mr. Emory to work on a proposal with Cm. Palmer's office. Ms. Raines reported that FQMD had looked at consolidating with FMC's security and it was decided FQMD would not pursue it. Ms. Frankic reported that FMC and NO Homeland Security are working on realigning their security to find efficiencies. It would take a legislative change to incorporate the FMC security responsibilities. Ms. Raines asked Mr. Emory to take the FMC report back to Security & Enforcement Committee. Mr. Emory said that his committee will work on the security consolidation plan and as the mayor's appointee he was told by the mayor's office to pursue that conversation with Cm. Palmer's office to recommend consolidation at the beginning of March and the Mayor's office would support. Mr. Emory said he will reach out to NOPD 8th District interim captain to discuss with him.