

French Quarter MANAGEMENT DISTRICT

Board of Commissioners Meeting Minutes

Monday 10 April 2023

2:00 pm

Via Teleconference:

<https://meetings.ringcentral.com/j/2047589217>

Meeting ID: 204 758 9217

Video:

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

Audio: +1 (469) 445 0100

Commissioners Present: Sue Klein, Glade Bilby, Christine Bondio, Frank Zumbo, Steve Caputo, Robert Simms, Christian Pendleton, Jack Rizzuto, Matthew Emory, David Bilbe, Jane Cooper

Commissioners Absent:, Mamie Gasperecz, Heidi Raines, Executive Director Frankic

- I. CALL TO ORDER: ROLL CALL: INTRODUCTION OF ATTENDEES – Commissioner Zumbo called the French Quarter Management District (FQMD) April 10, 2023 regular meeting to order at 2:00 pm. Ms. Klein read the agenda as noticed and called the roll.
- II. AMEND THE AGENDA: Ms. Cooper motioned (**M1**) to “suspend the rules and allow a recording of this meeting to promote proper archiving due to a lack of staff present...”, seconded by Mr. Pendleton and it was unanimously approved.
- III. COMMENT: The Public Comment Policy can be found at <https://www.fqmd.org/publiccomment-policy>. Written public comment may be submitted electronically via email to publiccomments@fqmd.org. A public comment was received from Mr. Al Sunseri, President of P&J Oysters. Ms. Klein read his letter into the record. Ms. Klein noted that Mr. Sunseri also spoke to her and noted into the violations listed in his letter there was also a litter problem caused by this operation, parking on the sidewalk and the illegality of the golf cart as a street vehicle with no inspection tag, seat belts, et cetera.
- IV. MARCH, 2023 MEETING MINUTES: Mr. Rizzuto motioned (**M2**) to “approve the April, 2023 meeting minutes...”, seconded by Mr. Pendleton and it was unanimously approved.
- V. MARCH, 2023 TREASURER’S REPORT: Mr. Zumbo presented the April, 2023 financials. All the figures are current and the costs are being controlled properly. The insurance figure must be recorded monthly even though it is paid annually and balances out annually. The LA State auditors approved this recognized GAP accounting method; however, Mr. Zumbo plans to discuss this with the auditors for future reporting to verify the revenue figures are being reported

properly. ANNEX I. Mr. Caputo motioned (**M3**) to “approve the April Treasurer’s reports...”, seconded by Ms. Cooper and it was unanimously approved.

- VI. BOARD CHAIR COMMENTS: Ms. Raines is out of town; her company is receiving an award. Any significant information can be included in the May report.
- VI. FRENCH QUARTER ECONOMIC DEVELOPMENT AGREEMENT MONITORS MEETING
Mr. Caputo noted this information syncs with the Security and Enforcement Committee Report. There was good attendance at the March 20,2023 meeting with the exception of City Council and Department of Public Works representation.
- a. Vehicles – Six vehicles should be sufficient for full coverage. There will be one Ford Explorer, 8 Chevy Sparks, 2 Gators, 2 golf carts (one still to be delivered), 3 Chevy Volts. The Volts are being logo wrapped and prepped for use. However, the City needs to figure out how the Volts will be charged, as there are no City charging stations located within the District.
 - b. Patrol Staffing – the patrols are being better staffed since Mardi Gras however, the weekends continue to be short-staffed. It was suggested that the metrics differentiate between weekdays and weekends. If App calls on the weekends are unanswered, it’s due to lack of staffing. Civil Service has approved officer salary increases to \$25.00 per hour for the weekend shifts, but the mechanism must be set up to facilitate that pay increase. It needs to be verified that the officers will be given increased back pay for shifts being worked from the February approval date.
 - c. Pedestrian Malls and Barricades – Barricade pilot management program has been difficult for NOPD since they are constantly being removed for deliveries, et cetera. Solutions are being sought for dedicated staff to manage the barricades. This will be tackled after French Quarter Fest. It was also noted that the barricades themselves are broken and unsightly.
 - d. Traffic and Parking Enforcement – The enforcement personnel would like an officer to accompany them due to past altercations with violators. This will probably not happen given the current NOPD staff shortages. Other solutions are being investigated.
 - e. iPad and GPS – There is a problem with patrol tracking in our District and others. The problem is that the iPads and the system provider changed, as well as the App being updated. This makes it more difficult to determine the source of the problem. One source was officers not signing off at the end of their shift, so tracking continues on an ended patrol. The robustness of Verizon and T-Mobile varies throughout the French Quarter. Both providers said until 5G is fully implements there will be problems over the next 2 years.
 - f. App Bid – This is still in production by the City.
 - g. Real Time Crime Center – The City will not fill positions at the RTCC until the camera installation is near completion (after Jazz Fest).
 - h. Homeless Assistance – Small successes have begun with the increased social service contact to this population.
 - i. License Plate Reader Program – FQMD was told 15 of 16 readers have been installed, however this has not been verified.
 - j. Street Lighting – There have been no updates from the City for about four months.

- X. SECURITY AND ENFORCEMENT COMMITTEE CHAIR REPORT – Mr. Caputo report was Included in the Agreement Monitors Report.
- XI. LIVABILITY COMMITTEE CHAIR REPORT – Ms. Erin Holmes, Vice-Chair
- a. Keep the Quarter Clean Program – This is now a Keep Louisiana Beautiful affiliate.
 - b. Love the Boot Week – FQMD is partnering with French Quarter Festivals to gather volunteers for this clean-up campaign. Ms. Holmes described the program and the volunteer benefits for the four-hour shifts.
 - c. Street Vending – Councilmember King is considering opening up street vending (not food trucks) opportunities in the French Quarter. The Committee has concerns with the framework and enforcement with regards to quality of life and quality of experience. For various reasons the NOPD & the City’s Safety and Permits, and Health Departments have been unable to regulate and enforce laws currently on the books for unlicensed and unregulated vendors (food & liquor) that operate now. Why should commerce be expanded to new vendors when enforcement agencies cannot take care of what we currently have? The current illegal vendors do not pay tax and create problems with sanitation, possible health ramifications and other quality of life and experience issues as noted by Mr. Sunseri’s public comment letter. His letter noted the illegal “party golf cart” that is currently operating. The Government Committee hopes to get a better understanding of what Councilmember King is trying to achieve before more problems are added to the existing unresolved ones. Apparently, Councilmember King is trying to respond to a single (politically motivated) request for expansion that will have unintended consequences. Everyone believed this would be detrimental, and both residents and business (including the French Quarter Business League) are against this proposal. Another concern was legal pop-ups that partner with existing brick and mortars that cannot be in the public right-of-way. This creates a fire hazard, if more open flames are allowed. The pop-up ordinance passed last October should not be allowed in French Quarter public right-of-ways, especially in front of residences or blocking sidewalks for wheelchair accessibility (ADA regulations). Finally, the State should be notified regarding any illegal alcohol sales that are not from licensed alcohol beverage outlets (ABOs).

The Livability Committee recommended the Government Affairs Committee contact Councilmember King’s office with FQMD’s concerns. Mr. Pendleton motioned (M4) to “approve the FQMD Government Affairs Committee to approach Councilmember King expressing FQMD’s concerns about expansion of food carts into the French Quarter when so many unlicensed and unregulated vendors currently operate...”, seconded by Mr. Rizzuto and unanimously, passed.

- XII. GOVERNMENT AFFAIRS COMMITTEE CHAIR REPORT – Mr. Pendleton
- a. Councilmember King - The Committee shall contact Councilmember King’s office regarding the proposed food cart expansion proposal. Other items of concern for

discussion are the party golf cart(s), pop-up elimination or specific French Quarter regulation and enforcement and removal of all unlicensed food and alcohol vendors.

- b. State Funding – Mr. Pendleton and Mr. Bilby are working with the State legislature to secure funding. Some legislators are very support, especially public safety and livability concerns.
- c. American with Disabilities Act (ADA) – The Chair and Vice-Chair are trying to secure a meeting with the City Council to address getting direct access to residences and businesses for people with ADA issues due to sidewalk blockage and conditions of disrepair. This issue has both business and residential support.
- d. Short Term Rental (STR) – There are some ideas regarding STR's for the French Quarter which would violate the current prohibition is very troubling and the SEC requested this also be addressed. The City Planning Commissions first notice of this was issued today.

XIII. FINANCE AND DEVELOPMENT COMMITTEE CHAIR REPORT – Mr. Zumbo.

- a. Staff Billing Rates – These were reviewed for accuracy and they were.
- b. Financials – The general accounting principle (GAP) relating to the insurance entry was discussed as explained earlier by Mr. Zumbo. The FQMD accountant attended the committee meeting for this review and asked that no changes be made without first speaking to the State auditor.
- c. Budget – The \$150,000.00 budget was compared to actual. Payroll hours are down due to the open staff position.
- d. Annual Report – The Board recommended changes were completed and the committee approved the annual report for distribution.
- e. New Staff – A letter of intent was sent to the selected candidate, but with Ms. Frankic being on vacation, there was no update on this.

XIV. NEW BUSINESS: To consider and take action upon any other matters that may properly come before the French Quarter Management District Board of Commissioners:

- a. Eight District Officer Trevor Abney that was shot in the line of duty has died.
- b. The 8th District Station may be refurbished.
- c. The FQEDD Cooperative Endeavor Agreement (CEA) cannot be located by the City. It was signed by FQMD and the City Council again during Mardi Gras. FQMD has not received a fully executed copy with the Mayor's signature. This should be brought up in the Agreement Monitors meeting.
- d. Parklets should be removed in May.
- e. A parking sweep was done two weeks ago and thirty tickets were issued.
- f. The officers assigned to the 8th District total seventy-three (73) down from ninety-one (91) as of October 2021. This trend does not seem to be changing especially with retention bonuses going away. For perspective, there used to be 140 officers assigned to the 8th District. This situation contributes to the argument for no additional businesses to regulate and enforce.

XV NEXT SCHEDULED MEETING DATE: 8 May 2023 at the Historic New Orleans Collection.

XVI. ADJOURNMENT: Mr. Pendleton motioned (**M5**) to “adjourn the April 10, 2023, Board of Commissioners meeting...”, Mr. Bilbe seconded the motion to unanimous approval and the meeting was adjourned at 3:11pm.

Respectfully submitted,
(Signed original available)
Susan Klein, Secretary
ANNEX I – Treasurer Reports

Treasurer's Report

French Quarter Management District
For the period ended March 31, 2023

Prepared on
April 3, 2023

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Balance Sheet

As of March 31, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
FQMA	18,932.27
FQMD general operating account	191,407.29
FQMD Patrol	318,027.16
Total Bank Accounts	528,366.72
Accounts Receivable	
Contract Receivable	14,464.75
Total Accounts Receivable	14,464.75
Other Current Assets	
Prepaid Expenses	13,063.30
Total Other Current Assets	13,063.30
Total Current Assets	555,894.77
TOTAL ASSETS	\$555,894.77
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	4,991.59
Total Accounts Payable	4,991.59
Other Current Liabilities	
Accrued payroll & payroll related	0.00
Medical Ins.	169.32
Total Accrued payroll & payroll related	169.32
CEA Membership Dues	19,305.72
Total Other Current Liabilities	19,475.04
Total Current Liabilities	24,466.63
Total Liabilities	24,466.63
Equity	
Retained Earnings	436,181.60
Net Income	95,246.54
Total Equity	531,428.14
TOTAL LIABILITIES AND EQUITY	\$555,894.77

A/R Aging Summary

As of March 31, 2023

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
City of New Orleans	9,052.25		5,412.50			14,464.75
TOTAL	\$9,052.25	\$0.00	\$5,412.50	\$0.00	\$0.00	\$14,464.75

A/P Aging Summary

As of March 31, 2023

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Ericksen Krentel		3,750.00				3,750.00
John Wyatte Foard, LLC	1,013.29					1,013.29
LPL Financial	228.30					228.30
TOTAL	\$1,241.59	\$3,750.00	\$0.00	\$0.00	\$0.00	\$4,991.59

Profit and Loss

March 2023

	Total
INCOME	
Admin. Fees	19,052.25
Contract Revenue	100,000.00
Total Income	119,052.25
GROSS PROFIT	
	119,052.25
EXPENSES	
Admin Fee - FQMD	10,000.00
Conference & Meeting Expenses	
Parking	6.35
Total Conference & Meeting Expenses	6.35
Insurance	2,038.79
Legal & Professional Fees	
Accounting Fees	880.00
Audit Fees	3,750.00
Website	95.00
Total Legal & Professional Fees	4,725.00
Office Supplies & Software	-883.47
Patrol Expenses	
Police Patrols	44,069.12
Security Administration	12,960.00
Total Patrol Expenses	57,029.12
Payroll Expenses	
Employee Benefits	1,137.48
Payroll	10,726.71
Processing Fees	63.00
Taxes	810.71
Worker's Compensation	69.01
Total Payroll Expenses	12,806.91
Rent	800.00
Utilities	
Email	25.99
Telephone	99.84
Total Utilities	125.83
Total Expenses	86,648.53
NET OPERATING INCOME	32,403.72
NET INCOME	\$32,403.72

Profit and Loss by Location

January - March, 2023

	FQEDD	FQMD Operating	Patrol	Total
INCOME				
Admin. Fees	24,795.50	30,000.00		54,795.50
Contract Revenue			300,000.00	300,000.00
Total Income	24,795.50	30,000.00	300,000.00	354,795.50
GROSS PROFIT				
	24,795.50	30,000.00	300,000.00	354,795.50
EXPENSES				
Admin Fee - FQMD			30,000.00	30,000.00
Bank Charges & Fees		10.00		10.00
Conference & Meeting Expenses				0.00
Parking	0.00	47.80		47.80
Total Conference & Meeting Expenses	0.00	47.80		47.80
Insurance	3,466.35	1,892.76	1,306.06	6,665.17
Legal & Professional Fees				0.00
Accounting Fees	820.00	2,100.00		2,920.00
Audit Fees		3,750.00		3,750.00
Website		285.00		285.00
Total Legal & Professional Fees	820.00	6,135.00		6,955.00
Office Supplies & Software	909.00	-462.72	1,077.50	1,523.78
Patrol Expenses				0.00
Mobile Data Charges			250.00	250.00
Police Patrols			147,254.44	147,254.44
Security Administration			29,700.00	29,700.00
Total Patrol Expenses			177,204.44	177,204.44
Payroll Expenses				0.00
Employee Benefits	1,324.64	1,329.48		2,654.12
Payroll	19,489.02	10,596.27		30,085.29
Processing Fees	98.81	90.19		189.00
Taxes	1,559.13	1,173.80		2,732.93
Worker's Compensation	194.90	-16.66		178.24
Total Payroll Expenses	22,666.50	13,173.08		35,839.58
Rent	400.00	400.00		800.00
Utilities				0.00
Email		77.97		77.97
Telephone		425.22		425.22
Total Utilities		503.19		503.19
Total Expenses	28,261.85	21,699.11	209,588.00	259,548.96
NET OPERATING INCOME	-3,466.35	8,300.89	90,412.00	95,246.54
NET INCOME	\$ -3,466.35	\$8,300.89	\$90,412.00	\$95,246.54

French Quarter Management District

Budget vs. Actuals: FQMD 2023 Budget - FQEDD

January - March, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Admin. Fees	24,795.50	37,500.00	-12,704.50	66.12 %
Sales	0.00		0.00	
Total Income	\$24,795.50	\$37,500.00	\$ -12,704.50	66.12 %
GROSS PROFIT	\$24,795.50	\$37,500.00	\$ -12,704.50	66.12 %
Expenses				
Conference & Meeting Expenses				
Parking	0.00		0.00	
Total Conference & Meeting Expenses	0.00		0.00	
Insurance	3,466.35	3,677.91	-211.56	94.25 %
Legal & Professional Fees				
Accounting Fees	820.00	1,350.00	-530.00	60.74 %
Website		375.00	-375.00	
Total Legal & Professional Fees	820.00	1,725.00	-905.00	47.54 %
Office Supplies & Software	909.00	332.79	576.21	273.15 %
Payroll Expenses				
Employee Benefits	1,324.64	1,737.48	-412.84	76.24 %
Payroll	19,489.02	22,756.26	-3,267.24	85.64 %
Processing Fees	98.81	99.00	-0.19	99.81 %
Taxes	1,559.13	1,820.49	-261.36	85.64 %
Worker's Compensation	194.90	136.53	58.37	142.75 %
Total Payroll Expenses	22,666.50	26,549.76	-3,883.26	85.37 %
Rent	400.00	1,725.00	-1,325.00	23.19 %
Total Expenses	\$28,261.85	\$34,010.46	\$ -5,748.61	83.10 %
NET OPERATING INCOME	\$ -3,466.35	\$3,489.54	\$ -6,955.89	-99.34 %
NET INCOME	\$ -3,466.35	\$3,489.54	\$ -6,955.89	-99.34 %

French Quarter Management District

Budget vs. Actuals: FQMD 2023 Budget - Operating

January - March, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Admin. Fees	30,000.00	30,000.00	0.00	100.00 %
Contract Revenue		0.00	0.00	
Membership Dues Admin Fee		120.00	-120.00	
Total Income	\$30,000.00	\$30,120.00	\$ -120.00	99.60 %
GROSS PROFIT	\$30,000.00	\$30,120.00	\$ -120.00	99.60 %
Expenses				
Advertising		399.99	-399.99	
Bank Charges & Fees	10.00	50.01	-40.01	20.00 %
Conference & Meeting Expenses				
Conferences and meetings		530.10	-530.10	
Parking	47.80	70.89	-23.09	67.43 %
Travel		1,149.00	-1,149.00	
Total Conference & Meeting Expenses	47.80	1,749.99	-1,702.19	2.73 %
Insurance	1,892.76	2,499.99	-607.23	75.71 %
Legal & Professional Fees				
Accounting Fees	2,100.00	1,650.00	450.00	127.27 %
Audit Fees	3,750.00	3,125.01	624.99	120.00 %
Consultants		2,499.99	-2,499.99	
Legal Fees		399.93	-399.93	
Website	285.00		285.00	
Total Legal & Professional Fees	6,135.00	7,674.93	-1,539.93	79.94 %
Office Supplies & Software	-462.72		-462.72	
Other Business Expenses		1,431.99	-1,431.99	
Payroll Expenses				
Employee Benefits	1,329.48	1,158.30	171.18	114.78 %
Payroll	10,596.27	15,170.85	-4,574.58	69.85 %
Processing Fees	90.19	66.00	24.19	136.65 %
Taxes	1,173.80	1,213.68	-39.88	96.71 %
Worker's Compensation	-16.66	91.02	-107.68	-18.30 %
Total Payroll Expenses	13,173.08	17,699.85	-4,526.77	74.42 %
Rent	400.00	1,725.00	-1,325.00	23.19 %
Utilities				
Email	77.97	81.90	-3.93	95.20 %
Telephone	425.22	179.88	245.34	236.39 %
Total Utilities	503.19	261.78	241.41	192.22 %
Total Expenses	\$21,699.11	\$33,493.53	\$ -11,794.42	64.79 %
NET OPERATING INCOME	\$8,300.89	\$ -3,373.53	\$11,674.42	-246.06 %
NET INCOME	\$8,300.89	\$ -3,373.53	\$11,674.42	-246.06 %

French Quarter Management District

Budget vs. Actuals: FQMD 2023 Budget - Patrol

January - March, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Contract Revenue	300,000.00	300,000.00	0.00	100.00 %
Total Income	\$300,000.00	\$300,000.00	\$0.00	100.00 %
GROSS PROFIT	\$300,000.00	\$300,000.00	\$0.00	100.00 %
Expenses				
Admin Fee - FQMD	30,000.00	30,000.00	0.00	100.00 %
Insurance	1,306.06	1,250.01	56.05	104.48 %
Legal & Professional Fees				
Consultants		1,250.01	-1,250.01	
Total Legal & Professional Fees		1,250.01	-1,250.01	
Office Supplies & Software	1,077.50	1,772.85	-695.35	60.78 %
Patrol Expenses				
Mobile Data Charges	250.00	650.70	-400.70	38.42 %
Police Patrols	147,254.44	207,900.00	-60,645.56	70.83 %
Security Administration	29,700.00	42,120.00	-12,420.00	70.51 %
Total Patrol Expenses	177,204.44	250,670.70	-73,466.26	70.69 %
Total Expenses	\$209,588.00	\$284,943.57	\$ -75,355.57	73.55 %
NET OPERATING INCOME	\$90,412.00	\$15,056.43	\$75,355.57	600.49 %
NET INCOME	\$90,412.00	\$15,056.43	\$75,355.57	600.49 %