



Board of Commissioners Meeting Minutes

Monday 9 October 2023

2:00 pm

Via Teleconference:

Video:

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

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

Meeting ID: 204 758 9217

Audio: +1 (469) 445 0100

Commissioners Present: Heidi Raines, Mamie Gasperecz, Steve Caputo, Glade Bilby, Christine Bondio, Sue Klein, Robert Simms, Christian Pendleton, Alex Fein

Commissioners Absent: Jane Cooper, David Bilbe, Mathew Emory, Frank Zumbo

Executive Director: Karley Frankic

Coordinator: Shelby Ursu

Guests: Erin Holmes, Gretchen Byers, Antonio Carbone

- I. CALL TO ORDER: ROLL CALL: INTRODUCTION OF ATTENDEES – Chair Ms. Raines called the French Quarter Management District (FQMD) October 9th, 2023 regular meeting to order at 2:03 pm. Ms. Frankic read the agenda as noticed and Ms. Klein called the roll.
- II. PUBLIC 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. *No written public comment was received at the conclusion of the reading of the agenda.*
- III. SEPTEMBER 11TH, 2023, MEETING MINUTES: Mr. Pendleton motioned (**M1**) to “approve the September 11th, 2023 meeting minutes...”, Mr. Bilby seconded the motion, and it was approved.
- IV. SEPTEMBER TREASURER’S REPORT: Ms. Frankic presented the September 2023 financials and noted that Mr. Zumbo stated that the balance is clean, the Accounts Payable and Accounts Receivable are current, and the Operating and Patrol accounts are underbudget. Ms. Klein motioned (**M2**) to “approve the September Treasurer’s reports...”, seconded by Mr. Pendleton and it was unanimously approved. ANNEX I.
- V. BOARD CHAIR COMMENTS: Ms. Raines
ARTICLE VI - OFFICERS OF THE BOARD OF COMMISSIONERS
E. The duties of the Chair shall include:
 - *At the beginning of the fourth quarter, selecting two (2) Board Members not currently serving as an officer to work with the Chair to canvas all Board Members for nominations to propose a slate of prospective officers for the following year during the October meeting*

Mr. Pendleton, Mr. Caputo, and Mr. Bilby all volunteered to work with Ms. Raines to canvas all Board Members for nominations to propose a slate of prospective officers for the following year. Ms. Raines thanked the Commissioners for volunteering.

1. FRENCH QUARTER ECONOMIC DEVELOPMENT DISTRICT (FQEDD) AGREEMENT MONITORS MEETING AND 2024 BUDGET STATUS REPORT: Attendees were Ms. Raines, Ms. Cooper, Ms. Frankic, Ms. Ursu of FQMD, Mr. Dunkenberger and Mr. Smith of the CAO Office, Lt. Ward and Sgt. Boudreau of NOPD, Mr. Toney, Councilmember King's office, Mr. Bourgeois of the Real Time Crime Center (RTCC), Ms. Owczarek of Traveler's Aid Society of Greater New Orleans (TASGNO).
 - a. FQEDD Trust Fund Financials- Ms. Raines reviewed the financials with the Commissioners and noted that from January to August the year-to-date revenue was approximately \$2,140,000.00. Ms. Raines stated that if this number is annualized, the end of year revenue will be around \$3,100,000.00.
 - b. 2023 Program Updates and Key Performance Indices-
 - i. Homelessness Assistance Program: During the month of August, TASGNO saw 22 new clients with a total of 129 individuals. Ten individuals have moved into housing so far this year, while others are waiting with housing vouchers in hand. Ms. Owczarek stated that there have been challenges with getting unhoused individuals benefits such as expedited SNAP benefits and added that Legal Aid has been working with TASGNO to try to help with this situation. Transportation continues to be a challenge for TASGNO.
 - c. Supplemental Police Patrol Program-
 - i. SPPP Staffing Incentive Pay: Sgt. Boudreau reported that 90% of weekend shifts have been filled as a direct result of the incentive pay, with 75% of total shifts being filled; this is a huge increase compared to 2023's previous months. Sgt. Boudreau projects that 90% of the total shifts will be filled in 2024.
 - ii. SPPP App Request for Proposal (RFP): Ms. Raines reported that the RFP is back out to bid and she will have more information on this by next month's Board meeting.
 - d. Real Time Crime Center-
 - i. Crime Camera Installations: Ms. Raines reported that 18 of the crime cameras are now live on North Rampart Street. Mr. Bourgeois stated that Convergent installed three cameras on Canal Street and are waiting on All Star for the required electrical power. Mr. Bourgeois noted that the RTCC is now tracking the number of times that the crime cameras are being used and stated that during the first week of having the 18 cameras live on Rampart Street, they have been utilized eight times. Ms. Frankic suggested having these figures added into the monthly KPI report. Ms. Raines encouraged the Board to attend the October Security and Enforcement Committee meeting if they would like to put forward any ideas for new KPIs related to the crime cameras in 2024.
 - e. Code Enforcement- Ms. Raines reported that there is still confusion with Civil Service around the language and the specifics of this position. Ms. Frankic added that Civil Service is under the impression that this is a new job description entirely and is requesting a detailed list of job responsibilities. Mr. Dunkenberger will provide updates at this month's Agreement Monitors meeting.
 - f. Street Lighting- Ms. Raines reported that there have been no new updates with street lighting, and the contact information of the new Director with the Department of Public Works (DPW) has yet to be provided to the FQMD.
 - g. FQEDD 2024 Budget- Ms. Raines suggested that if the Commissioners would like to participate in the 2024 budget discussions to attend the upcoming Finance and Development and Security and Enforcement Committee meetings where the budget will be further discussed and finalized. Ms. Raines stated that one of the goals with the budget is to balance the funding of the reoccurring expenses versus the one-time expenses. Ms. Raines reported that one of the motions discussed today will be to retain the current SPPP supervisor, Sgt. Boudreau, who is up for a promotion to Lieutenant. This motion would retain Sgt. Boudreau in the Lieutenant level position with the Lieutenant level pay but within the SPPP program so that continuity of the program's progress can be monitored. Ms. Raines noted that the annual 5% cost-of-living adjustments have been granted for both the SPPP supervisor and the program assistant. The Board continued to review

the draft budget workbook and discussed the budget for vehicle maintenance, the SPPP app, and general supplies. Ms. Raines noted that Mr. Bourgeois requested two employees for the RTCC. She reported that one employee will be granted to the RTCC to start with, along with new KPIs to track the progress of the program, and this could potentially lead to a second employee being hired in the future. Both the Finance and Development Committee and the Security and Enforcement Committee have approved of the hiring of an additional TASGNO case manager for 2024. A stipend towards transportation for TASGNO has also been approved in the 2024 budget. An idea that the Security and Enforcement Committee has been discussing is creating an email service for TASGNO that is similar to the Keep the Quarter Clean email service that residents can use to notify TASGNO case managers of unhoused individuals who may benefit from their services. Ms. Raines stated that three mobile light units for NOPD officers are also approved budget items for 2024, as well as leased items such as speed radars, license plate readers, and DigiTicket machines. The possibility of the FQEDD purchasing a tow truck for the SPPP officers is a discussion that Cpt. Roberts will provide more information on at the upcoming Agreement Monitors meeting.

2. MOTION- Mr. Caputo motioned (**M3**) to “recommend that the current Supplemental Police Patrol Supervisor be retained for the continued consistency and effectiveness of the French Quarter Economic Development District’s Supplemental Police Patrol Program and that the Chairperson of the French Quarter Management District is authorized to draft and send a formal letter to the New Orleans Police Department, conveying the sentiment and recommendation of this Board Motion...”, seconded by Mr. Pendleton and Ms. Gasperecz, and it was unanimously approved.
3. EXECUTIVE DIRECTOR’S REPORT: Ms. Frankic
 - a. Administration- Ms. Frankic reported that the Finance and Development Committee approved an RFP for Information Technology (IT) services for FQMD staff and asked that if any Commissioners have recommendations for potential IT vendors, to email their suggestions to Ms. Ursu.
 - b. Quality of Life- FQMD has been asked for the second year in a row to participate for Keep the Quarter Clean during the National Night Out Against Crime on October 17th from 5pm to 8pm and will be passing out brochures with the Sanitation laws and services and information on how to report to quarterclean@fqmd.org. Ms. Frankic asked the Commissioners to email Ms. Ursu if they are interested in volunteering for this event. FQMD staff will be attending the Keep Louisiana Beautiful Convention in Baton Rouge on October 10th and 11th and will be recognized with a 2023 New Affiliate Member award.
 - c. Public Safety- Ms. Frankic reported that she met Interim NOPD Chief Superintendent Kirkpatrick at the Cops 8 Coffee for Cops event last week and discussed FQMD’s role with programs such as the Upper Quarter Patrol (UQP) and the SPPP.
 - i. 5G Small Cell and Streetlight Survey Results: Ms. Frankic reported that FQMD staff, with the help of staff from VCPORA, have walked the entire neighborhood to field verify asset IDs and 5G small cell permits and have finished conducting the streetlight fieldwork that began this spring. Ms. Frankic reviewed the results with the Commissioners and reported that 156 5G small cell tower permits were issued, with 136 5G poles installed that have been field verified, nine poles with no permits that have been installed, and 20 that have been issued a permit, but not field verified for installation. She noted that of the permitted 136 installed 5G poles, the exact locations are documented, and of the nine installed poles without permits, closest addresses have been identified. She stated that the streetlight Asset IDs and 5G vendors have been ascertained and the next step is to present the data to the DPW so that the information can be incorporated into a 311-call system. Ms. Frankic added that a light functionality survey will take place once the weather is cooler. ANNEX II.
 - d. Meetings Attended

9/12	FQBA - Quality of Life Committee Meeting
9/12	Mtg w/ CNO Office of Resilience and Sustainability re: N. Rampart Safety

9/13 Mtg with RTA & Nighttime Economy re: Ridership survey
 9/14 New Orleans & Co. NOLHA meeting
 9/14 FQMD SEC Mid-Month check in meeting
 9/15 Livability Committee Traffic Calming Efforts Meeting
 9/18 FQMD Security & Enforcement Committee Meeting
 9/18 FQEDD Agreement Monitors Meeting
 9/18 NOPD 8th District MAX Meeting
 9/18 FQMD Livability Committee Meeting
 9/19 DDD Meeting re: programming opportunities
 9/20 Mtg with RTA & Nighttime Economy re: Ridership survey
 9/20 Livability Committee N. Rampart Survey Launch meeting
 9/21 Keep Louisiana Beautiful Bi-Monthly Affiliate Meeting
 9/25 French Quarter Safety Meeting with District C, CNO Administration, and Businesses
 9/26 Mtg re: Possible UQP expansion
 9/27 BGR Breakfast Briefing re: Infrastructure
 9/27 FQMD Livability Committee Midmonth check in meeting
 9/27 Mtg with RTA & Nighttime Economy re: Ridership survey
 9/28 FQMD Finance & Development Committee check in meeting
 9/28 FQMD Security & Enforcement Committee check in meeting
 9/28 Livability Committee N. Rampart Survey meeting
 10/2 NOPD 8th District MAX Meeting
 10/2 FQMD Livability Committee Meeting
 10/3 FQMD Finance & Development Committee Meeting
 10/4 Cops 8 Coffee w/ Cops – Chief Superintendent introduction
 10/4 Meeting with Mike Ince re: shared initiatives with the Office of Nighttime Economy
 10/5 Livability Committee N. Rampart Survey presentation drafting meeting
 10/6 New Commissioner onboarding meeting with Alex Fein
 10/6 Livability Committee KLB Beautification Grant prep meeting with Rene Franson

4. SECURITY AND ENFORCEMENT COMMITTEE CHAIR REPORT – Mr. Caputo

Mr. Caputo reported that the Security and Enforcement Committee discussed many of the topics covered in the Agreement Monitors meeting last month. Mr. Pendleton inquired if a secondary contract could be made with All Star in which All Star would report directly to the FQMD to ensure timelier repair of streetlights. Mr. Caputo agreed that this could be a more effective route. Mr. Bilby asked if there was anything in the enabling legislation that would allow for this. Ms. Raines replied yes and stated that this will be discussed further at the October Security and Enforcement Committee meeting. She added that the possibility of matching funds with the State for streetlight repairs and maintenance is an idea that is also being explored.

5. MOTION – Mr. Pendleton motioned (**M4**) to “recommend approval to move the budget forward, from the General Operating account, for the repairs of the New Orleans Police Department Eighth District Supplemental Police Patrol Program office and require that all receipts for expenses are submitted to the French Quarter Management District...”, seconded by Ms. Gasperecz and it was unanimously approved. ANNEX III.

6. LIVABILITY COMMITTEE CHAIR REPORT - Ms. Gasperecz

Ms. Gasperecz thanked the Livability Committee for their hard work and turned the floor over to Committee members Vice Chair Erin Holmes and Antonio Carbone.

a. PRESENTATION – Presentation of North Rampart Safety and Infrastructure Survey Results: Erin Holmes and Antonio Carbone

Ms. Holmes began the presentation by speaking to the Commissioners about the number of accidents that she has witnessed on North Rampart Street due to the lack of protective measures for cyclists and pedestrians. Mr. Carbone added that with the 2017 completion of the streetcar line on North Rampart Street, foot traffic is dramatically increasing, and more businesses are opening which makes improved infrastructure and safety paramount for this street. Ms. Holmes and Mr. Carbone have launched a safety survey for stakeholders, residents, and commuters who use N. Rampart Street on a regular basis to see what infrastructure improvements locals would like to see implemented. Mr. Carbone reported that they have received 292 responses. Of the responses, 206 respondents were residents of the French Quarter. He reported that the survey responses show consistent results that residents do not feel safe driving, walking, or biking on North Rampart Street. Mr. Carbone reported that 63% of respondents said that they cannot see oncoming traffic. Over 80% of respondents said that the signage at the intersection of Toulouse and Rampart Street is unclear and unsafe. With the DPW's Project 735 coming up, Mr. Carbone stated that this intersection should be a priority for new signage and restriping. Reviewing the results with the Committee, Mr. Carbone broke down the percentages of approval ratings. Curb extensions to widen sidewalks and shorten pedestrian time out in the road received a 62.8% approval rating and the addition of speed humps received a 63.9% approval rating with respondents. Mr. Carbone noted that curb extensions can help with storm water retention. The improvement of a protected bike lane has received a 69.8% approval rating, while the reinstallation of a stop light on St. Ann Street has received a 70% approval rating. Ms. Holmes pointed out that this is a crucial intersection which is not only the entrance to Armstrong Park, but also a bus stop on both sides of the street, and a streetcar stop. High visibility crosswalks, with vertical elements such as State Law pedestrian crossing signs, received an 84% approval rating, while fewer left turn opportunities received a 28.8% approval rating. Mr. Carbone stressed the importance of the community's feedback and stated that it is urgent and imperative that these survey results be taken into the DPW's consideration. Ms. Holmes noted that the DPW has the restriping for higher visibility crosswalks and the addition of flex posts in their interim solution, which is already planned, and these are funded by the City. Mr. Carbone added that this interim project will set the groundwork for longer-term permanent solutions and will begin implementation next week. The Livability Committee's next steps are to share the survey results and community feedback with the DPW and continue working on a budget for this project. Ultimately, the Livability Committee will return to the Board with an ask for consideration of allocating funds toward long-term safety and infrastructure improvements for North Rampart Street.

7. GOVERNMENT AFFAIRS COMMITTEE CHAIR REPORT – Mr. Pendleton

Mr. Pendleton reported that he recently had conversations with Councilmembers Freddie King, Helena Moreno, and Joe Giarrusso regarding the Eighth District Commander's comments on the benefits of acquiring two tow trucks for the NOPD, noting that this could help reduce 85% of crime in the French Quarter. Mr. Pendleton stated that he also spoke with Councilmember King on further empowering the UQP to be more proactive and extend their abilities for enforcement.

8. FINANCE AND DEVELOPMENT COMMITTEE CHAIR REPORT– Ms. Raines

Ms. Raines reported that the Finance and Development Committee has been reviewing the State Cooperative Endeavor Agreement (CEA) and the Committee is in the process of passing the State appropriation budget through the individual Committees for further feedback. The language of the CEA has been reviewed by the FQMD legal staff. The Committee also reviewed the amendments in the CEA and proposed some changes. Ms. Raines anticipates that the CEA language will be tightened up by the time the budget is ready to be paired with it. The Committee also reviewed the 2024 FQEDD budget, as discussed earlier, and this will also be going through each Committee for further discussion. The budget will be presented to the Board for final approval at the November Board meeting. Ms. Raines reported that the main topics that the Finance and Development Committee discussed at their October meeting included funding the NOPD Eighth District SPPP office repairs for up to \$7,000, the proposal

from FQMD staff to hire IT support services, a Keep Louisiana Beautiful beautification grant that FQMD will be applying for, and the FQMD accountant John Wyatt Foard's service agreement renewal.

9. DISCUSSION – Presentation and discussion by Commissioners of an annual budget providing an Operating Budget of Revenues and Expenditures for the French Quarter Management District for the Year 2024 – Ms. Frankic reported that no motion will be taken at this point but stated that the budget will need to be approved by the end of the year. Ms. Frankic reviewed the 2024 FQMD budget summary with the Commissioners and discussed the FQEDD reimbursable expenses, the Operating account and Patrol account income and expenses, and the reimbursable State appropriation. Ms. Frankic encouraged the Commissioners to attend the November 1st Finance and Development Committee meeting if they would like to provide feedback. ANNEX IV.
10. MOTION –Mr. Pendleton motioned (**M5**) to “approve Amendment #1 to the John Wyatt Foard LLC service agreement...”, Ms. Gasperecz seconded the motion to unanimous approval. ANNEX V.
11. NEW BUSINESS: To consider and take action upon any other matters that may properly come before the French Quarter Management District Board of Commissioners.
Mr. Pendleton stated that it is important for the Board to be transparent with all stakeholders regarding the State appropriation so that everyone feels that they have a voice in the matter. Mr. Pendleton recommended that the Board hold a special meeting this month to discuss the State funding specifically, which would allow stakeholders an opportunity to share their thoughts. The Commissioners unanimously agreed that this would be beneficial and tentatively scheduled the meeting for October 23rd at 5:30 pm. Ms. Klein suggested following the public meeting protocol and supplying public comment cards. Ms. Gasperecz suggested allowing a two minute time slot per verbal public comment. Ms. Frankic noted that 24 hours' notice to the public must be given, but suggested giving no less than a weeks' notice so that all appointing entities can send notifications to their stakeholders. Ms. Frankic will look into possible locations for the meeting and report back to the Board Members.
12. NEXT SCHEDULED MEETING DATE: 13 November 2023 at the Historic New Orleans Collection
13. ADJOURNMENT: Mr. Pendleton motioned (**M6**) to “adjourn the October 9th, 2023 Board of Commissioners meeting...”, Ms. Gasperecz seconded the motion to unanimous approval and the meeting was adjourned at 3:37 pm.

Respectfully submitted,
(Signed original available)
Susan Klein, Secretary

ANNEX I – Treasurer Reports

ANNEX II – 2023 5G Small Cell Street Light Survey Results

ANNEX III – Finance and Development Committee Report-Supplemental Police Patrol Program
Office Repairs Appropriation

ANNEX IV – FQMD 2024 Budget Workbook Draft

ANNEX V – John Wyatt Ford Professional Services Contract Agreement Amendment #1