



Board of Commissioners Meeting Minutes

Monday 11 December 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: Frank Zumbo, Jane Cooper, Glade Bilby, Sue Klein, Robert Simms, Christine Bondio, Steve Caputo, Heidi Raines, Mamie Gasperecz, Christian Pendleton, Alex Fein

Commissioners Absent: David Bilbe, Matthew Emory

Executive Director: Karley Frankic

Coordinator: Shelby Ursu, Absent

Guests: Maddie Charleston, Eric Smith, Antonio Carbone

- I. CALL TO ORDER: ROLL CALL: INTRODUCTION OF ATTENDEES – Chair Ms. Raines called the French Quarter Management District (FQMD) December 11th, 2023 regular meeting to order at 2:01pm. 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. NOVEMBER 13, 2023 MINUTES: Mr. Pendleton motioned (**M1**) to “approve the November 13th, 2023 meeting minutes...”, Mr. G. Bilby seconded the motion, and it was approved.
- IV. NOVEMBER 2023 TREASURER’S REPORT: Mr. Zumbo presented the November 2023 financials and stated that all accounts are in order. Mr. Pendleton motioned (**M2**) to “approve November Treasurer’s reports...”, seconded by Ms. Cooper and it was unanimously approved. ANNEX I.
- V. BOARD CHAIR COMMENTS: Ms. Raines stated that most of the organizational work is done in committee and reports shall be given by those chairs. She reported on the following:
 - a. Call for 2024 Committee Work Plans - These should be presented at the Board of Commissioners Meeting on Monday, January 8, 2024.
 - b. Transition in Board Leadership – The FQMD 2024 Officers shall be Chair Ms. Jane Cooper, Vice-Chair Ms. Mamie Gasperecz, Treasurer Mr. Frank Zumbo, and Secretary Ms. Susan Klein.

- VI. FRENCH QUARTER ECONOMIC DEVELOPMENT DISTRICT (FQEDD) AGREEMENT MONITORS (AM) MEETING REPORT: Attendees were Ms. Raines, Ms. Cooper, Ms. Frankic, Ms. Ursu of FQMD, Mr. Dunkenberger, NOPD 8th District Lt. Cuck Ward, Mr. Ross Bourgeois, RTCC Administrator, City Council District “C” Designee Charles Toney, Administration CAO Office Eric Smith. Ms. Cooper led the meeting with the main agenda item being to work collaboratively through the final details of the 2024 French Quarter Economic Development District (FQEDD) budget.
- a. 2024 Budget
 - i. Rapid Rehousing Program Flex Fund - Mr. Smith will revise the budget to include the \$365,000 for the Rapid Rehousing program as well as the budget for Covenant House and send the updated information to Ms. Frankic, Ms. Raines, and Ms. Cooper. Mr. Smith confirmed that the funds will be allocated only to the unhoused in the French Quarter, even if they are placed in housing in other neighborhoods.
 - This is a one-time funding allocation for this gap program.
 - One case worker was removed from the budget.
 - It shall support services as designated for 20 of 67 identified homeless individuals within the FQMD footprint.
 - The next Agreement Monitors Meetings shall assign KPI’s to track the services and funding.
 - Travelers Aid Society of Greater New Orleans (TASGNO) shall track and report monthly on services, KPI’s and the project financials.
 - ii. Covenant House Outreach Proposal - Ms. Cooper reported that the Covenant House Outreach proposal was approved by the Board of Commissioners at the November 13th, 2023 Board Meeting and noted was it not added into the approved 2024 FQEDD budget yet, but the Board is aware that this budget will be amended to include the Covenant House funding. In Committee,
 - iii. Presentation to City Council for FQEDD 2024 Budget – Scheduled for January 18th.
 - b. Mr. Smith’s Monthly Financial Key Performance Indices Report -
 - i. FQEDD Trust Fund Financials – Mr. Smith shall provide the projections for 2024, 2025, and 2026 at the next AM meeting. Mr. Smith will get specific numbers from Civil Service for the 2024-2026 projections and report back to Ms. Cooper, Ms. Raines, and Ms. Frankic.
 - ii. Meeting Rescheduling - The feasibility of moving the AM meeting to the last Monday of the month is being investigated.
 - c. 2023 Program Updates and Key Performance Indices
 - i. Homelessness Assistance Program – There was no report at this time as the KPI’s are in development. Ms. Owczarek (TASGNO) shall provide the Street Outreach Case Management information to the Committee for future Board reports.
 - ii. Supplemental Police Patrol Program – 75% of shifts were filled for the month and one vehicle is currently out of commission. NOPD is currently going through the procurement process.
 - iii. Real Time Crime Center – The Department of Public Safety – Mr. Ross Bourgeois noted over 50% of the crime camera installations have been completed and believes a substantial amount of the installations should be completed by the end of the year.
 - iv. Streetlights – No update given, this is an ongoing concern stemming from City and contractor issues.
 - v. Sweeps for Illegal Vending – Although reduced, the Louisiana Office of Alcohol and Tobacco Control (ATC) continues to perform two sweeps a month, sending 12-15 agents for each sweep. Illegal vending sweeps are still a major part of the Eighth District’s crime reduction plan.
 - vi. Supplemental Police Patrol Program App - The RPF deadline is December 18th.
 - vii. Parking Enforcement Pilot Program – No enforcement was reported.
 - viii. Code Enforcement – Dedicated French Quarter Officer – Mr. Anthony Davis is the new Code Enforcement Director. His training is in process. It was questioned why this position is for the daytime when most violations are at night.

Ms. Raines requested that for the December 18th Agreement Monitors meeting, the Monitors create and discuss the 2024 KPIs together. Ms. Ursu, Ms. Raines, and Mr. Dunkenberger will be out of town for the December 18th Agreement Monitors meeting.

VII. 2024 SUPPLEMENTAL 2024 FRENCH QUARTER ECONOMIC DEVELOPMENT DISTRICT BUDGET:

Mr. Pendleton noted the City has been unable to complete funded infrastructure, while FQMD is being asked for additional funding. Commissioners G. Bilby and Simms noted the citizens voted for this new tax to fund more public safety. While homelessness is mentioned in the legislation, many people believe having a major part of the budget assigned to this issue is not in keeping with the intent of what they were asked to vote on. Ms. Klein felt there should be a specific designation on the SPPP app to record homelessness in the FQMD footprint.

Ms. Gasperecz motioned (**M3**) to “approve the 2024 Supplemental French Quarter Economic Development District Budget...”, seconded by Mr. Caputo and unanimously approved.

VIII. SECURITY & ENFORCEMENT COMMITTEE CHAIR REPORT – Ms. Cooper noted most of the work of the Committee was discussed in the Agreement Monitors report.

IX. GOVERNMENT AFFAIRS COMMITTEE CHAIR REPORT – Mr. G. Bilby

- a. Esplanade Cultural Landmarks Corridor Project - It was noted how this project evolved with a short history of the corridor which involved the slave trade. There are currently 36 historic markers in place. This project shall include lighting, landscaping and protective bollards following an approved design from North Rampart Street to Decatur Street. Lt. Governor Nungesser and the LSU Agricultural Center (Master Gardner project) have shown interest and he is investigating additional sources of funding. It also fulfills some Keep Louisiana Beautiful campaign and Louisiana Grant requirements.
- b. State Allocation – see Finance and Development Committee report below.

X. LIVABILITY COMMITTEE CHAIR REPORT – Ms. Gasperecz

- a. Pedestrian Safety and Signage Program – North Rampart Street: Committee Members Mr. Antonio Carbone and Ms. Erin Holmes have been working with the Department of Public Works (DPW) and The City decided they will not replace the traffic light at the St. Ann corner. However, the traffic calming measures are in place from Toulouse to St. Philip Streets. They were complemented on how seamless this process has been. They are also working with the New Orleans Fire Department (NOFD) to improve protection of the corner “sevens” to prohibit parking which allows the fire trucks to make the necessary turns. Without this protection, detours create increased response time and damage to property and individuals. It is a serious public safety problem.
- b. Supplemental Sanitation:
 - i. Glass Recycling from Gulf Coast Restoration: This program reduces the cost of solid waste hauling. It was noted drop-off and/or collection must be time efficient for businesses and residents alike to be successful.
 - ii. Additional Trash Receptacles with City Servicing – Ms. Gasperecz thanked Ms. Holmes for working with the City’s Department of Sanitation to remove the “big belly” trash receptacles which have not been successful in reducing waste content or odors. FQMD shall purchase 100 additional current design black sidewalk receptacles and the City contractor shall be responsible for their emptying and maintenance.

XI. FINANCE & DEVELOPMENT COMMITTEE CHAIR REPORT – Mr. Zumbo

- a. State Cooperative Endeavor Agreement and Budget Recommendations – The CEA and budget for the \$1,500,000.00 appropriation was presented. Mr. Pendleton motioned (**M4**) “motion to approve the Board of Commissioners Chair to execute a Cooperative Endeavor Agreement and the Budget

recommendations with the State of Louisiana for Appropriation from Legislative Act 447....”, seconded by Ms. Gasperez and unanimously approved.

- b. French Quarter Museum Association – Ms. Cooper motioned (**M5**) to “approve of the French Quarter Museum Association Cooperative Endeavor Agreement Fourth Amendment to extend the Agreement Term through December 31, 2024...”, seconded by Mr. Pendleton and unanimously approved.
- c. New Orleans & Company 2024 General Operating Memorandum of Understanding – The terms of this MOU remain the same but required approval for 2024. Mr. Pendleton motioned (**M6**) to “approve the New Orleans & Company 2024 General Operating Memorandum of Understanding...”, seconded by Mr. Caputo and unanimously approved.
- d. New Orleans & Company and Upper Quarter Patrol Cooperative Endeavor Agreement Third Amendment to extend the Agreement Term to December 31, 2024 – The terms of this CEA remain the same but required approval for 2024. Mr. Pendleton motioned (**M7**) to “approve the New Orleans & Company Upper Quarter Patrol Cooperative Endeavor Agreement Third Amendment to extend the Agreement Term to December 31, 2024...”, seconded by Ms. Cooper and unanimously approved.
- e. Request for Proposal for Information Technology Support Services for French Quarter Management District Staff – Additional staff is required due to program expansion and complexity. Mr. Pendleton motioned (**M8**) to “approve the Request for Proposal for Information Technology Support Services for French Quarter Management District Staff...”, seconded by Ms. Gasperez and unanimously approved.
- f. Public Meeting Policy for Accommodating Members of the Public Who Have a Disability Recognized by the Americans with Disabilities Act (ADA), or Their Caretakers - This would allow qualifying individuals electronic public access to all of FQMD’s public meetings. This does not allow Commissioner electronic attendance unless that Commissioner qualifies under ADA guidelines. Ms. Klein motioned (**M9**) to “approve a Public Meeting Policy for accommodating members of the public who have a disability recognized by the Americans with Disabilities Act, or their caretakers...”, seconded by Mr. Pendleton and unanimously approved.

XII. EXECUTIVE DIRECTOR’S REPORT – Ms. Frankic

- a. Administration - Ms. Ursu, FQMD Coordinator will be on leave for one week.
- b. Quality of Life - Nothing to report.
- c. Public Safety – Mr. Mott MacDonald, City’s contract engineer, has identified four possible Bourbon Street bollard replacement alternatives. To complete the assessment, Mr. MacDonald noted the option of completing a bollard scoring matrix. Subsequently, Ms. Frankic attended a meeting with DPW to develop this scoring matrix. The selected bollard design is planned to be scalable for other locations, such as Royal Street. The scoring metrics will include ranking the bollard weight in relation to its operational deployment, usability, maintenance, material cost, and anticipated parts and materials for ongoing servicing reflective of the uniquely challenging location of the French Quarter pedestrian malls. Issues include minimum clearance measurements under ADA guidance, vehicular turning radius, obstructions that could impede NOFD response vehicles, and minimizing separable parts that could be damaged by rough behavior. Mr. McDonald will be refining the rating and DPW will be working towards an RFP. Their goal is to have the Bourbon Street bollards replaced before Super Bowl 2025.
- d. Meetings Attended:
 - 11/14 French Quarter Business Association Quality of Life Committee Meeting
 - 11/15 Glass Half Full Proposal Meeting w/ Cmsrs Raines and Cooper
 - 11/15 Rampart Cost Estimating Meeting
 - 11/16 NOLA Coalition Meeting with NOPD Superintendent Kirkpatrick

11/17 FQMD | City Call re: TASGNO Rapid Rehousing w/ Cmsrs. Raines and Cooper
11/20 FQEDD Agreement Monitors Meeting
11/20 FQMD Security & Enforcement Committee Check in w/ Cmsr. Cooper
11/20 NOPD 8th District MAX Meeting
11/27 Finance & Development Agenda Prep Call w/ Cmsrs. Zumbo and Raines
11/27 Security & Enforcement Committee Meeting
11/28 Livability Committee Agenda Prep Call
11/30 Rampart Cost Estimating Meeting
12/04 State Appropriation Check In w/ Cmsrs. Cooper and Raines
12/04 NOPD 8th District MAX Meeting
12/05 FQMD Finance & Development Committee Meeting
12/06 FQMD Livability Committee Meeting
12/07 French Quarter Museum Association Meeting
12/08 Bourbon Bollards Stakeholder Meeting
12/11 FQMD Government Affairs Committee Meeting

XIII. 2024 HOLIDAY CLOSURE AND PUBLIC MEETING CALENDAR – ANNEX II

Ms. Gasperecz motioned (**M10**) to “approve the 2024 Holiday Closure and Public Meeting Calendar as presented...”, seconded by Mr. Pendleton and unanimously approved.

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. Ms. Raines thanked everyone for serving with her during her tenure as FQMD Chair and for Mr. Pendleton’s leadership as previous Chair. The Board thanked Ms. Raines for her organizational and administrative skills which contributed to a more efficient and effective operation.
- b. After serving for twelve years for FQMD, Mr. Simms resigned from the Commission. He has been invaluable in establishing the original “blue light” security patrol and setting standards for its continuance. Everyone recognized his contributions and thanked him for his service.
- c. Mr. Fein was nominated to serve on the Security and Enforcement Committee. Ms. Cooper motioned (**M11**) to “approve Mr. Alex Fein as a member of the Security and Enforcement Committee...”, seconded by Mr. Simms and unanimously approved.

XV. NEXT SCHEDULED MEETING DATE - 8 January 2024

XVI. ADJOURNMENT – Mr. Pendleton motioned (**M12**) to adjourn the December 11, 2024 FQMD Regular Board Meeting at 3:37 pm...”, seconded by Ms. Cooper and unanimously approved.

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

ANNEX I – Treasurer Reports
ANNEX II – 2024 Calendar

Treasurer's Report

French Quarter Management District

For the period ended November 30, 2023

Prepared on

December 5, 2023

Table of Contents

Balance Sheet 3

A/R Aging Summary 4

A/P Aging Summary..... 5

Profit and Loss..... 6

Profit and Loss by Location..... 7

Balance Sheet

As of November 30, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
FQMA	12,031.06
FQMD general operating account	327,008.11
FQMD Patrol	350,544.14
Total Bank Accounts	689,583.31
Accounts Receivable	
Contract Receivable	41,970.28
Total Accounts Receivable	41,970.28
Other Current Assets	
Prepaid Expenses	21,986.26
Total Other Current Assets	21,986.26
Total Current Assets	753,539.85
TOTAL ASSETS	\$753,539.85
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	35,319.82
Total Accounts Payable	35,319.82
Other Current Liabilities	
CEA Membership Dues	16,194.51
Deferred Revenue	13,795.13
Total Other Current Liabilities	29,989.64
Total Current Liabilities	65,309.46
Total Liabilities	65,309.46
Equity	
Retained Earnings	435,406.60
Net Income	252,823.79
Total Equity	688,230.39
TOTAL LIABILITIES AND EQUITY	\$753,539.85

A/R Aging Summary

As of November 30, 2023

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
City of New Orleans	9,672.75	28,507.53				38,180.28
Historic New Orleans Collection				3,790.00		3,790.00
TOTAL	\$9,672.75	\$28,507.53	\$0.00	\$3,790.00	\$0.00	\$41,970.28

A/P Aging Summary

As of November 30, 2023

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
John Wyatte Foard, LLC	589.90					589.90
Karley D. Frankic	97.44					97.44
Public Safety Services Corporation		34,632.48				34,632.48
TOTAL	\$687.34	\$34,632.48	\$0.00	\$0.00	\$0.00	\$35,319.82

Profit and Loss

November 2023

	Total
INCOME	
Admin. Fees	20,926.85
Contract Revenue	100,000.00
Total Income	120,926.85
GROSS PROFIT	
	120,926.85
EXPENSES	
Admin Fee - FQMD	10,000.00
Conference & Meeting Expenses	
Parking	12.70
Travel	379.54
Total Conference & Meeting Expenses	392.24
Insurance	2,113.63
Legal & Professional Fees	
Accounting Fees	408.00
Website	87.08
Total Legal & Professional Fees	495.08
Office Supplies & Software	1,173.84
Patrol Expenses	
Mobile Data Charges	211.86
Police Patrols	57,162.86
Security Administration	13,499.36
Total Patrol Expenses	70,874.08
Payroll Expenses	
Employee Benefits	955.38
Payroll	11,551.24
Processing Fees	83.20
Taxes	859.76
Worker's Compensation	56.65
Total Payroll Expenses	13,506.23
Rent	800.00
Utilities	
Email	25.99
Telephone	96.01
Total Utilities	122.00
Total Expenses	99,477.10
NET OPERATING INCOME	21,449.75
NET INCOME	\$21,449.75

Profit and Loss by Location

January - November, 2023

	FQEDD	FQMD Operating	Patrol	Total
INCOME				
Admin. Fees	112,461.80	110,000.00		222,461.80
Charitable Donations		100.00		100.00
Contract Revenue		150,000.00	1,100,000.00	1,250,000.00
Total Income	112,461.80	260,100.00	1,100,000.00	1,472,561.80
GROSS PROFIT	112,461.80	260,100.00	1,100,000.00	1,472,561.80
EXPENSES				
Admin Fee - FQMD			110,000.00	110,000.00
Advertising		493.88	3,063.70	3,557.58
Bank Charges & Fees		44.20		44.20
Conference & Meeting Expenses				0.00
Conferences and meetings		1,504.58		1,504.58
Parking	36.10	169.34		205.44
Travel	93.38	379.54		472.92
Total Conference & Meeting Expenses	129.48	2,053.46		2,182.94
Insurance	12,808.60	6,766.31	3,577.84	23,152.75
Interest Paid		7.98		7.98
Legal & Professional Fees				0.00
Accounting Fees	3,052.00	6,716.00		9,768.00
Audit Fees		15,550.00		15,550.00
Legal Fees		711.00		711.00
Website		957.91		957.91
Total Legal & Professional Fees	3,052.00	23,934.91		26,986.91
Office Supplies & Software	2,916.00	2,149.80	4,937.50	10,003.30
Patrol Expenses				0.00
Mobile Data Charges			2,341.77	2,341.77
Police Patrols			751,467.03	751,467.03
Security Administration			139,379.36	139,379.36
Total Patrol Expenses			893,188.16	893,188.16
Payroll Expenses				0.00
Employee Benefits	6,411.48	4,257.68		10,669.16
Payroll	86,923.06	31,515.32		118,438.38
Processing Fees	403.67	305.73		709.40
Taxes	6,954.32	4,523.47		11,477.79
Worker's Compensation	817.78	-196.51		621.27
Total Payroll Expenses	101,510.31	40,405.69		141,916.00

	FQEDD	FQMD Operating	Patrol	Total
Rent	3,600.00	3,600.00		7,200.00
Utilities				0.00
Email		285.89		285.89
Telephone		1,212.30		1,212.30
Total Utilities		1,498.19		1,498.19
Total Expenses	124,016.39	80,954.42	1,014,767.20	1,219,738.01
NET OPERATING INCOME	-11,554.59	179,145.58	85,232.80	252,823.79
NET INCOME	\$ -11,554.59	\$179,145.58	\$85,232.80	\$252,823.79

French Quarter Management District

Budget vs. Actuals: FQMD 2023 Budget - FQEDD

January - November, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Admin. Fees	112,461.80	137,500.00	-25,038.20	81.79 %
Sales	0.00		0.00	
Total Income	\$112,461.80	\$137,500.00	\$ -25,038.20	81.79 %
GROSS PROFIT	\$112,461.80	\$137,500.00	\$ -25,038.20	81.79 %
Expenses				
Conference & Meeting Expenses				
Parking	36.10		36.10	
Travel	93.38		93.38	
Total Conference & Meeting Expenses	129.48		129.48	
Insurance	12,808.60	13,485.67	-677.07	94.98 %
Legal & Professional Fees				
Accounting Fees	3,052.00	4,950.00	-1,898.00	61.66 %
Website		1,375.00	-1,375.00	
Total Legal & Professional Fees	3,052.00	6,325.00	-3,273.00	48.25 %
Office Supplies & Software	2,916.00	1,220.23	1,695.77	238.97 %
Payroll Expenses				
Employee Benefits	6,411.48	6,370.76	40.72	100.64 %
Payroll	86,923.06	83,439.62	3,483.44	104.17 %
Processing Fees	403.67	363.00	40.67	111.20 %
Taxes	6,954.32	6,675.13	279.19	104.18 %
Worker's Compensation	817.78	500.61	317.17	163.36 %
Total Payroll Expenses	101,510.31	97,349.12	4,161.19	104.27 %
Rent	3,600.00	6,325.00	-2,725.00	56.92 %
Total Expenses	\$124,016.39	\$124,705.02	\$ -688.63	99.45 %
NET OPERATING INCOME	\$ -11,554.59	\$12,794.98	\$ -24,349.57	-90.31 %
NET INCOME	\$ -11,554.59	\$12,794.98	\$ -24,349.57	-90.31 %

French Quarter Management District

Budget vs. Actuals: FQMD 2023 Budget - Operating

January - November, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Admin. Fees	110,000.00	110,000.00	0.00	100.00 %
Charitable Donations	100.00		100.00	
Contract Revenue	150,000.00	150,000.00	0.00	100.00 %
Membership Dues Admin Fee		440.00	-440.00	
Total Income	\$260,100.00	\$260,440.00	\$ -340.00	99.87 %
GROSS PROFIT	\$260,100.00	\$260,440.00	\$ -340.00	99.87 %
Expenses				
Advertising	493.88	1,466.63	-972.75	33.67 %
Bank Charges & Fees	44.20	183.37	-139.17	24.10 %
Conference & Meeting Expenses				
Conferences and meetings	1,504.58	1,943.70	-439.12	77.41 %
Parking	169.34	259.93	-90.59	65.15 %
Travel	379.54	4,213.00	-3,833.46	9.01 %
Total Conference & Meeting Expenses	2,053.46	6,416.63	-4,363.17	32.00 %
Insurance	6,766.31	9,166.63	-2,400.32	73.81 %
Interest Paid	7.98		7.98	
Legal & Professional Fees				
Accounting Fees	6,716.00	6,050.00	666.00	111.01 %
Audit Fees	15,550.00	11,458.37	4,091.63	135.71 %
Consultants		0.00	0.00	
Legal Fees	711.00	9,166.67	-8,455.67	7.76 %
Website	957.91	1,466.69	-508.78	65.31 %
Total Legal & Professional Fees	23,934.91	28,141.73	-4,206.82	85.05 %
Office Supplies & Software	2,149.80		2,149.80	
Other Business Expenses		5,250.62	-5,250.62	
Payroll Expenses				
Employee Benefits	4,257.68	4,247.10	10.58	100.25 %
Payroll	31,515.32	55,626.45	-24,111.13	56.66 %
Processing Fees	305.73	242.00	63.73	126.33 %
Taxes	4,523.47	4,450.16	73.31	101.65 %
Worker's Compensation	-196.51	333.74	-530.25	-58.88 %
Total Payroll Expenses	40,405.69	64,899.45	-24,493.76	62.26 %
Rent	3,600.00	6,325.00	-2,725.00	56.92 %
Utilities				
Email	285.89	300.30	-14.41	95.20 %
Telephone	1,212.30	659.56	552.74	183.80 %
Total Utilities	1,498.19	959.86	538.33	156.08 %
Total Expenses	\$80,954.42	\$122,809.92	\$ -41,855.50	65.92 %
NET OPERATING INCOME	\$179,145.58	\$137,630.08	\$41,515.50	130.16 %
NET INCOME	\$179,145.58	\$137,630.08	\$41,515.50	130.16 %

French Quarter Management District

Budget vs. Actuals: FQMD 2023 Budget - Patrol

January - November, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Contract Revenue	1,100,000.00	1,100,000.00	0.00	100.00 %
Uncategorized Income	0.00		0.00	
Total Income	\$1,100,000.00	\$1,100,000.00	\$0.00	100.00 %
GROSS PROFIT	\$1,100,000.00	\$1,100,000.00	\$0.00	100.00 %
Expenses				
Admin Fee - FQMD	110,000.00	110,000.00	0.00	100.00 %
Advertising	3,063.70		3,063.70	
Insurance	3,577.84	4,583.33	-1,005.49	78.06 %
Legal & Professional Fees				
Consultants		0.00	0.00	
Legal Fees		4,583.33	-4,583.33	
Total Legal & Professional Fees		4,583.33	-4,583.33	
Office Supplies & Software	4,937.50	6,500.45	-1,562.95	75.96 %
Patrol Expenses				
Mobile Data Charges	2,341.77	2,385.90	-44.13	98.15 %
Police Patrols	751,467.03	762,300.00	-10,832.97	98.58 %
Security Administration	139,379.36	154,440.00	-15,060.64	90.25 %
Total Patrol Expenses	893,188.16	919,125.90	-25,937.74	97.18 %
Total Expenses	\$1,014,767.20	\$1,044,793.01	\$ -30,025.81	97.13 %
NET OPERATING INCOME	\$85,232.80	\$55,206.99	\$30,025.81	154.39 %
NET INCOME	\$85,232.80	\$55,206.99	\$30,025.81	154.39 %

Contact Sheet

Act 447 2023 Regular Legislative Session

Please complete all sections:

Legal Name of Entity: French Quarter Management District

Authorized Person: Heidi Raines, Board Chair

Contact Person, if different: Karley D. Frankic, Executive Director

Telephone Number: (504) 323-5801

Fax Number: [\(504\) 323-5780](tel:5043235780)

Email Address: kfrankic@fqmd.org

Fed Tax ID#: 26-2092304

Physical Address: 400 N. Peters Street, Suite 206, New Orleans, LA 70130

Mailing Address: 400 N. Peters Street, Suite 206, New Orleans, LA 70130

Parish: Orleans

Legal Status of Entity *: Local Governmental Authority

* The legal status of the entity may be any of the following:

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Municipality
- Local Governmental Authority
- Corporation
- Non-profit Corporation
- Non-Profit Religious Corporation

STATE OF LOUISIANA
COOPERATIVE ENDEAVOR AGREEMENT
(Line Item Appropriation)

THIS COOPERATIVE ENDEAVOR, is made and entered into by and between the Louisiana Department of the Treasury and the State of Louisiana, hereinafter referred to as “State” and/or “Agency” and **French Quarter Management District** officially domiciled at **400 N. Peters Street, Suite 206, New Orleans, LA 70130**, hereinafter referred to as “Contracting Party”.

ARTICLE I

WITNESSETH:

1.1 WHEREAS, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that “for a public purpose, the state and its political subdivisions...may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;” and

1.2 WHEREAS, Acts of the 2023 Regular Legislative Session of the Louisiana Legislature, which were adopted in accordance with Article VII, Section 10, of the Constitution of the State of Louisiana, is the appropriation for the expenditure of State funds, and said Act **447** contains a line item appropriation within the Agency’s budget for the benefit of **French Quarter Management District** of which the sum of **One Million, Five Hundred THOUSAND & NO/100 (\$1,500,000) DOLLARS** has been allocated for this program/project, as set forth in the Attachment A Plan, which is attached to this Agreement and made a part hereof;

1.3 WHEREAS, the Agency desires to cooperate with the Contracting Party in the implementation of the project as hereinafter provided;

1.4 WHEREAS, the public purpose is described as: Strengthen the District as a vital component of Louisiana’s tourism industry; aid in the preservation of the District’s architecture, quaint charm and tout ensemble; beautify the District’s appearance; improve public safety, foster quality experiences and quality of life within the District; and improve commercial and residential vitality.

1.5 WHEREAS, the Contracting Party has provided all required information in accordance with said Act of the 2023 Regular Legislative Session, if applicable and the Governor’s Executive Order JBE 2016 - 38 on accountability for line item appropriations; and is attached to this agreement and made part hereof by reference as “Attachment E.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

ARTICLE II
SCOPE OF SERVICES

2.1 The Contracting Party shall:

1. Strengthen the District as a vital component of Louisiana's tourism industry; aid in the preservation of the District's architecture, quaint charm and tout ensemble; beautify the District's appearance; improve public safety, foster quality experiences and quality of life within the District; and improve commercial and residential vitality.
2. Enhance public safety and sanitation within the district by financing supplemental safety and sanitation services as its board deems appropriate.
3. Provide supplemental resources for the enforcement of laws and regulations that relate to the quality of life for tourists, residents, and businesses within the district as its board deems appropriate.
4. Engage in strategic planning, business and commercial development activities, administering capital improvement funds, and administering programs.
5. Take such actions as may be advisable to enhance commercial, civic, and cultural activity within the district, to promote and aid in the conservation and preservation of the district's quaint historic nature, character, qualities, and architecture, to foster quality events and quality of life in the district, to restore regional character to the district, to attract locals and tourists to visit the district, to facilitate and promote the development and improvement of public infrastructure within the district, and to encourage new residents to live in the district.

(Narrative should identify what the contracting agency will do, i.e. the program goal(s) and objectives as well as the expected outcomes and results as more specifically detailed in the Attachment A Plan)

2.2 Deliverables: Specifically included, though not limited hereby, under the purposes, objects, and powers of the district are the following :

1. Financing supplemental safety and sanitation services
2. Aid in the improvement on public safety through supplemental law enforcement
3. Enhancing the district's walkability and pedestrian-friendly environment.
4. Revitalizing and nurturing cultural and historical features, preservation, and cultural tourism.
5. Facilitating parking and mobility planning, strategies, and management.
6. Improving commercial and residential vitality and developing and implementing commercial planning, marketing, and recruiting strategies.
7. Facilitating lighting and signage upgrades, repairs, and replacements.
8. Recruiting public amenities and services.

(Narrative should identify the actual services that are to be provided, the relevant activities and anticipated outcomes and performance measures as specifically detailed on the Attachment A Plan)

The Contracting Party will provide to the State written quarterly **Progress Reports (Attachment C)** outlining the Contracting Party's resources, initiatives, activities, services and performance consistent with the provisions, goals and objectives of this Agreement and quarterly **Cost Reports (Attachment D)** which provide detailed cost information outlining the use of the above referenced appropriated funds. **Attachment C, Progress Report** and **Attachment D, Cost Report** are attached to this agreement and made part thereof by reference. Adequate supporting documentation (including copies of invoices, checks and other appropriate records reflecting expenses incurred) shall be attached to the reports. All original documentation supporting the reports shall be maintained by the Contracting Party, and shall be subject to audit, as hereinafter stated. These reports that are to be provided quarterly shall be due and delivered to the Agency on or before the 31st of October for the quarter ending September 30, the 31st day of January for the quarter ending December 31, the 30th day of April for the quarter ending March 31, and the 15th day July for the quarter ending June 30, there being no exceptions or waivers of this July reporting due date.

2.3 Budget: The **Budget** for this project is incorporated herein as **Attachment B** which is attached

hereto and made a part hereof by reference and shows all anticipated revenues and expenditures provided by this cooperative endeavor. The **Budget** for this project shall not exceed the total sum of **One Million, Five Hundred THOUSAND & NO/100 (\$1,500,000) DOLLARS** which sum shall be inclusive of all costs or expenses to be paid by the State in connection with the services to be provided under this agreement. This is the total sum that has been appropriated by the State for this program/project. No state funds shall be paid for any one phase of this Agreement that exceeds the **Budget** attached as “Attachment B”, without the **prior** approval of the State. **Attachment B Page 2 - Staffing Chart** and **Attachment B Page 3 - Schedule of Professional and Other Contracting Services** are also attached hereto and made a part hereof by reference, and shall be fully completed by the Contracting Party for attachment to and inclusion as a part of this Agreement.

2.4 Disclosure and Certification Statement(s): **Attachment E - Disclosure and Certification Statement** to this Agreement must be fully completed, dated and executed by a duly authorized representative of the Contracting Party. Additionally, the Contracting Party shall attach to this **Attachment E**, where applicable, the following: a) a copy of the board resolution authorizing execution of this Agreement on behalf of the Contracting Party, or other written authorization for such execution that may be appropriate, as the case may be; and, b) a copy of a Certificate of “Good Standing” from the Secretary of State. Additionally, as to all sub-contracting, sub-recipient parties shown and identified in **Attachment B Page 3** and any attachments thereto, **Attachment E-1 - Disclosure and Certification Statement** to this Agreement must be fully completed, dated and executed by a duly authorized representative of each such sub-contracting, sub-recipient party, and shall have attached thereto, where applicable, the same attachments required for the Contracting Party in a) and b) of this paragraph. For public or quasi-public entities which are recipients under Acts of the 2023 Regular Legislative Session and which are not budget units of the State, no funds shall be transferred unless said Contracting Party submits to the Legislative Auditor for approval a copy of this Agreement and Budget showing all anticipated use of the appropriation, an estimate of the duration of the project and a plan showing specific goal and objectives for the use of such funds, including measures of performance. This requirement will be met by Department of Treasury’s submission of the approved budget (Attachment A and Attachment B) to the Legislative Auditor. The Contracting Party shall provide written reports every quarter to the funding agency concerning the use of the funds and the specific goals and objectives for the use thereof.

2.5 The recipient assures that elected officials or their family members will not receive (directly or indirectly) any part of the funds awarded through this appropriation. State law defines “immediate family” as the term related to a public servant to mean children, the spouses of children, brothers and their spouses, sisters and their spouses, parents, spouse and the parents of a spouse. See R.S. 42:1101 et seq.

ARTICLE III **CONTRACT MONITOR**

3.1 The Contract Monitor for this Agreement is the Local Government Fund Management Division of the Department of the Treasury.

3.2 **Monitoring Plan:** During the term of this Agreement, the Contracting Party shall discuss with the State’s Contract Monitor the progress and results of the project, ongoing plans for the continuation of the project, any deficiencies noted, and other matters relating to the project. The Contract Monitor shall review and analyze the Contracting Party’s Plan to ensure the Contracting Party’s compliance with the requirements of the Agreement.

The Contract Monitor shall also review and analyze the Contracting Party’s written, **Attachment C-**

Progress Report and **Attachment D-Cost Report** and any work product for compliance with the Scope of Services; and shall

1. Compare the Reports to Goals/Results and Performance Measures outlined in this Agreement to determine the progress made;
2. Contact the Contracting Party to secure any missing deliverables;
3. Maintain telephone and/or e-mail contact with the Contracting Party on Agreement activity and, if necessary, make visits to the Contracting Party's site in order to review the progress and completion of the Contracting Party's services, to assure that performance goals are being achieved, and to verify information when needed.
4. Assure that expenditures or reimbursements requested in **Attachment D-Cost Report** are in compliance with the approved **Goals** in **Attachment A Plan**. The Contract Monitor shall coordinate with the Agency's fiscal office for reimbursements to Contracting Party and shall contact the Contracting Party for further details, information for documentation when necessary.

Between required performance reporting dates, the Contracting Party shall inform the Contract Monitor of any problems, delays or adverse conditions which will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project results by established time schedules and goals. The Contracting Party's disclosure shall be accompanied by a statement describing the action taken or contemplated by the Contracting Party, and any assistance which may be needed to resolve the situation.

ARTICLE IV **PAYMENT TERMS**

4.1 Payment shall be made to the Contracting Party under the terms and conditions of one of the following plans (*Please check one*):

_____ **PLAN A:** Provided the Contracting Party's progress and/or completion of the Contracting Party's services are to the reasonable satisfaction of the State, payments to the Contracting Party shall be made by the State on a reimbursement basis, after receipt from the Contracting Party and approval by the State of quarterly Attachment C-Progress Reports and Attachment D-Cost Reports requesting reimbursement, and certifying that such expenses have been incurred. Adequate supporting documentation (including copies of invoices, checks and other appropriate records reflecting expenses incurred) shall be attached to the reports. All original documentation supporting the reports shall be maintained by the Contracting Party, and shall be subject to audit, as hereinafter stated.

_____ **PLAN B:** One initial payment limited to no more than 50% of the total line item appropriation shall be made to the Contracting Party in advance of services being performed **only** with sufficient justification provided on Attachment A, Attachment B and Attachment B-Supplement (collectively termed the business plan), and the Cooperative Endeavor Agreement is approved by the Office of State Procurement or other delegated authority. The balance of the appropriation will be paid provided the Contracting Party's progress and/or completion of the Contracting Party's services are to the reasonable satisfaction of the State, payments to the Contracting Party shall be made by the State on a reimbursement basis, after receipt from the Contracting Party and approval by the State of quarterly Attachment C-Progress Reports and Attachment D-Cost Reports requesting reimbursement, and certifying that such expenses have been incurred. Adequate supporting documentation (including copies of invoices, checks and other appropriate records reflecting expenses incurred) shall be attached to the

reports. All original documentation supporting the reports shall be maintained by the Contracting Party, and shall be subject to audit, as hereinafter stated. **Upon receipt of the 1st Quarter Progress and Cost Reports and approval thereof, the initial 50% payment will be applied and if such approved expenses exceed the initial payment, the difference will be forthcoming.**

□ _____ **PLAN C:** Payment of 100% of the line item appropriation shall be made to the Contracting Party in advance of purchasing equipment or other similar expenditures **only** with sufficient justification provided on Attachment A, Attachment B and Attachment B-Supplement (collectively termed the business plan) indicating that there is no other source of funding available to make the purchase to satisfy the goals and objectives of the project, and the Cooperative Endeavor Agreement is approved by the Office of State Procurement or other delegated authority.

4.2 Travel expenses, if any, shall be reimbursed only in the event that this Agreement provides for such reimbursement, such travel expenses are included in the Contracting Party's approved compensation, budget or allocated amount, and then only in accordance with Division of Administration Policy and Procedure Memorandum No. 49. Invoices and/or receipts for any pre-approved reimbursable expenses or travel expenses must be provided or attached to periodic invoices for reimbursement. If reimbursement is sought for meals, which under Memorandum No. 49 are based upon departure and return times and dates that are properly set forth on the State Travel Expense Report, the Contracting Party shall fully complete and submit such Travel Expense Report, attached hereto as **Attachment F**, in addition to all other required submissions, for such reimbursement.

4.3 Payments by the State under this Agreement will be allowed only for expenditures occurring between and including the dates of July 1, 2023 and June 30, 2024, and this project and all of the Contracting Party's services shall be completed by that date. Payment is contingent upon the availability of sufficient collection of state sales tax revenues credited to the appropriate Fund and upon the approval of this Agreement by the Office of State Procurement or other delegated authority. Notwithstanding any provision hereof to the contrary, the Attachment C-Progress Report and Attachment D-Cost Report for any reporting period ending June 30, 2024, **MUST**, under all circumstances, be received by the Agency no later than July 15, 2024, in order for the Contracting Party to receive payment for reimbursement of expenses incurred and set forth herein.

Payments by the State under this Agreement will not be released or provided to the Contracting Party if, when, and long as, the Contracting Party fails or refuses to comply with the provisions of R.S. 24:513. No Contracting Party shall be considered to fail or refuse to comply with the provisions of R.S. 24:513 during any extension of time to comply granted by the legislative auditor to the Contracting Party.

4.4 The Contract Monitor shall monitor disbursements on a monthly basis. Under circumstances such that the recipient entity has not demonstrated substantial progress towards goals and objectives, based on established measures of performance, further disbursements shall be discontinued until substantial progress is demonstrated or the entity has justified, to the satisfaction of the Agency, reasons for the lack of progress. If the Agency determines that the recipient failed to use the Line Item Appropriation within the estimated duration of the project or failed to reasonably achieve its specific goals and objectives, without sufficient justification, the Agency shall demand that any unexpended funds be returned to the state treasury within 45 days of the demand unless approval to retain the funds is obtained from the Division of Administration and the Joint Legislative Committee on the Budget.

Likewise, if the Contracting Party defaults on the Agreement, breaches the terms of the Agreement, ceases to do business, or ceases to do business in Louisiana it shall be required to repay the State within 45 days of the demand, unless approval to retain the funds is obtained from the Division of Administration and the Joint Legislative Committee on the Budget. For public or quasi-public entities which are recipients under said Act of the 2023 Regular Legislative Session, the transferring Agency shall

forward to the Legislative Auditor, the Division of Administration and the Joint Legislative Committee on the Budget a report showing specific data regarding compliance with this Section and collection of any unexpended funds. This report shall be submitted not later than May 1, 2024.

If the Contracting Party defaults on the agreement, breaches the terms of the agreement, or ceases to do business in Louisiana and does not return unexpended funds upon demand, the agreement shall be turned over to the Louisiana Department of Revenue, Office of Debt Recovery for collection purposes.

4.5 Taxes: The Contracting Party hereby agrees that the responsibility for payment of taxes from the funds thus received under this Agreement and/or legislative appropriation shall be the Contracting Party's obligation and identified under Federal tax identification number 26-2092304.

ARTICLE V **TERMINATION FOR CAUSE**

5.1 The State may terminate this agreement for cause based upon the failure of the Contracting Party to comply with the terms and/or conditions of the Agreement; provided that the State shall give the Contracting Party written notice specifying the Contracting Party's failure. If within thirty (30) days after receipt of such notice, the Contracting Party shall not have either corrected such failure or, in the case which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place the Contracting Party in default and the Agreement shall terminate on the date specified in such notice. The Contracting Party may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of this agreement; provided that the Contracting Party shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

ARTICLE VI **TERMINATION FOR CONVENIENCE**

6.1 The State may terminate the agreement at any time by giving thirty (30) days written notice to the Contracting Party. Upon receipt of notice, the Contracting Party shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders for materials, facilities, services and supplies in connection with the performance of this agreement. The Contracting Party shall be entitled to payment for deliverables in progress, to the extent work has been performed satisfactorily.

ARTICLE VII

OWNERSHIP

7.1 All records, reports, documents and other material delivered or transmitted to the Contracting Party by the State shall remain the property of the State, and shall be returned by Contracting Party to the State, at the Contracting Party's expense, at termination or expiration of this Agreement. All records, reports, documents, or other material related to this agreement and/or obtained or prepared by the Contracting Party in connection with performance of the services contracted for herein shall become the property of the State, and shall, upon request, be returned by Contracting Party to the State at Contracting Party's expense at termination or expiration of this agreement.

ARTICLE VIII ASSIGNMENT

8.1 The Contracting Party shall not assign any interest in this agreement and shall not transfer any interest in same (whether by assignment or novation), without prior written consent of the State, provided however, that claims for money due or to become due to the Contracting Party from the State may be assigned to a bank, trust company, or other financial institution without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

ARTICLE IX FINANCIAL DISCLOSURE

9.1 Each recipient shall be audited in accordance with R.S. 24:513. If the amount of public funds received by the Contracting Party is below the amount for which an audit is required under R.S. 24:513, the transferring agency shall monitor and evaluate the use of the funds to ensure effective achievement of the goals and objectives. This evaluation shall be based upon the progress reports and cost reports as provided and certified by the Contracting Party under the requirements of this agreement, as well as any site visits that may be made under the provisions this agreement, to ensure effective achievement of the goals and objectives.

ARTICLE X AUDITOR'S CLAUSE

10.1 It is hereby agreed that the Legislative Auditor of the State of Louisiana and/or the Office of the Governor, Division of Administration auditors shall have the option of auditing all records and accounts of the Contracting Party which relate to this Agreement.

10.2 The Contracting Party and any subcontractors paid under this Agreement shall maintain all books and records pertaining to this agreement for a period of three years after the date of Treasury's acceptance of the final Cost and Progress Reports and documentation as required to be filed under Section 2.2 of the Agreement.

ARTICLE XI
AMENDMENTS IN WRITING

11.1 Any alteration, variation, modification, or waiver of provisions of this agreement shall be valid only when it has been reduced to writing, executed by all parties and approved by the Director of the Office of State Procurement, Division of Administration, or other delegated authority **prior to the alteration, variation, modification or waiver of any provision of this Agreement**. This agreement may not be amended after the expiration date.

ARTICLE XII
FISCAL FUNDING CLAUSE

12.1 The continuation of this agreement is contingent upon the appropriation of funds to fulfill the requirements of the agreement by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the agreement, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the agreement, the agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

ARTICLE XIII
TERM OF CONTRACT

13.1 This Agreement shall begin on July 1, 2023 and shall terminate on June 30, 2024. Every effort should be made to complete the objectives of the agreement and incur approved expenses by June 30, 2024. There is no extension of the June 30, 2024 deadline without legislative action and approval.

ARTICLE XIV
DISCRIMINATION CLAUSE

14.1 The Contracting Party agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contracting Party agrees to abide by the requirements of the Americans with Disabilities Act of 1990. Contracting Party agrees not to discriminate in its employment practices, and will render services under this contract without regard to age, race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by the Contracting Party, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this agreement.

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the ____ day of _____, 20____

WITNESSES:

DEPARTMENT OF THE TREASURY
STATE OF LOUISIANA

Agency Head or designee

Print Name and Title

THUS DONE AND SIGNED AT _____, Louisiana on the _____ day, of _____, 20____.

WITNESSES:

Contracting Party

Authorized Person

Print Name and Title

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ATTACHMENT A - PLAN
2023 Regular Legislative Session Schedule 20

NAME OF CONTRACTING PARTY:
 French Quarter Management District

NAME AND BRIEF NARRATIVE OF PROGRAM:
 French Quarter Public Safety and Quality of Life Initiatives

Program Goals, Objectives, Expected Outcomes/Results Activities and Related Performance Measures (Duplicate pages as needed for each goal identified). What are the goals, objective(s), expected outcomes/results for this program: Indicate the goals/objectives for this program. Indicate the expected outcomes/results for each goal. Explain how each goal, objective, outcome/result is measured. Identify activities that will be implemented to achieve expected outcomes, the person(s) responsible for implementing the activity, and the expected completion date.

1. Program Goal (*Goals are the intended broad, long-term results. Goals are clear statements of the general end purposes toward which efforts are directed.*)

Strengthen the District as a vital component of Louisiana’s tourism industry; aid in the preservation of the District’s architecture, quaint charm and tout ensemble; beautify the District’s appearance; improve public safety, foster quality experiences and quality of life within the District; and improve commercial and residential vitality

2. Program Objective(s) (*Objectives are intermediate outcomes--specific, measurable steps towards accomplishing the goal, that identify the expected outcomes and results. **The program objective must include a percentage, a specific dollar amount or a number***).

1. Enhancing public safety and sanitation within the district
 Providing supplemental resources for the enforcement of laws and regulations that relate to the quality of life for tourists, residents, and businesses within the district as the board deems appropriate. (50%)

2. Engaging in strategic planning, business and commercial development activities, administering capital improvement funds, and administering programs. (20%)

3. Taking such actions as may be advisable to enhance commercial, civic, and cultural activity within the district, to promote and aid in the conservation and preservation of the district's quaint historic nature, character, qualities, and architecture, to foster quality events and quality of life in the district, to restore regional character to the district, to attract locals and tourists to visit the district, to facilitate and promote the development and improvement of public infrastructure within the district, and to encourage new residents to live in the district. (30%)

4. 3. Relevant Activity (Activities) (*An activity is a distinct subset of functions or services within a program to meet the Program Objective.*)

9. Financing supplemental safety and sanitation services

10. Aid in the improvement on public safety through supplemental law enforcement

11. Enhancing the district's walkability and pedestrian-friendly environment.

12. Revitalizing and nurturing cultural and historical features, preservation, and cultural tourism.

13. Facilitating parking and mobility planning, strategies, and management.

14. Improving commercial and residential vitality and developing and implementing commercial planning, marketing, and recruiting strategies.

15. Facilitating lighting and signage upgrades, repairs, and replacements.

16. Recruiting public amenities and services.

4. Performance Measure(s) (*Measure the amount of products or services provided or number of customers served. Specific quantifiable measures of progress, results actually achieved and assess program impact and effectiveness. A Performance Measure must be designated as a percentage, a specific dollar amount or a number.*)

1. Percentage of patrol shifts filled
2. Weight of glass recycled for coastal restoration
3. Number of signs and crosswalk improvements
4. Number of sidewalk impediments removed
5. Number of supplemental sanitation activities completed

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ATTACHMENT B

Page 1

Project Budget (2023-2024)

2023 Regular Legislative Session

Schedule 20

Type Name of Contracting Party

Anticipated Income or Revenue

Sources *(list all sources of revenue)*

Amounts

1.		\$
2.		\$
3.		\$
Total all sources		\$

Anticipated Expenses

Expense Categories

Total Amount

**Amount Line Item
Appropriation**

(see Footnote 1 below)

(see Footnote 2 below)

Gross Salaries(See Attachment B, Page 2)	\$	\$
Related Benefits (Employer share)	\$	\$
Travel	\$	\$
Operating Services:		
Advertising	\$	\$
Printing	\$	\$
Insurance	\$	\$
Maintenance of Equipment	\$	\$
Maintenance of Office and Grounds	\$	\$
Rentals	\$	\$
Software licensing	\$	\$
Dues and Subscriptions	\$	\$
Telephones and Internet Service	\$	\$
Postage	\$	\$
Utilities	\$	\$
Other	\$	\$
Office Supplies	\$	\$
Professional & Contract Services (See Attachment B, Page 3)	\$	\$
Other Charges (See Attachment B, Page 4)	\$	\$
Acquisitions & Major Repairs	\$	\$
Total Use of the Appropriation	\$	\$

(Budget categories listed above reflect a typical budget and may be adjusted by the recipient, with prior agency approval, to reflect actual categories necessary for each individual program. Salaries and Professional & Other Contract Services and Other Charges shall be detailed using Pages 2, 3 and 4 of Attachment B).

All numbers must be rounded to the nearest dollar.

Footnote (1) This column represents expenditures by category and **MUST** equal total sources listed above.

Footnote (2) This column represents the portion of expenditures by category funded by the state appropriation provided by this Cooperative Endeavor Agreement.

ATTACHMENT B

Page 3

Schedule of Professional and Other Contract Services

2023 Regular Legislative Session

Schedule 20

Name of Contracting Party: French Quarter Management District

Name of Program: French Quarter Public Safety and Quality of Life Initiatives

Name and Address of Individual and/or Firm	Nature of Work Performed and Justification for Services	Total Contract Amount	Total Paid by Appropriation
Totals		\$	\$

ATTACHMENT B
 Page 4
Schedule of Other Charges
 2023 Regular Legislative Session

Schedule 20

Name of Contracting Party: French Quarter Management District

Name of Program: French Quarter Public Safety and Quality of Life Initiatives

Provide a description of the intended use of the funds listed in Other Charges and the dollar amount. Each use should be listed separately. Do not budget funds in Other Charges that can be placed in another expenditure category.	List dollar Amount for each use
1.	
	Total – Should agree with Attachment B, Page 1 \$

ATTACHMENT B-SUPPLEMENT

Business Plan

Narrative Justification for Plan B or Plan C
2023 Regular Legislative Session

Schedule 20

French Quarter Management District

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ATTACHMENT C

Progress Report for the Period of _____ to _____

2023 Regular Legislative Session

Schedule 20

(To be submitted quarterly showing progress achieved. Duplicate pages as needed.)

Name of Contracting Party: _____

Contact Name: _____

Telephone: (____) _____

Goal:	
Objective(s): 1. 2. 3.	
Activity(Activities) Performed:	
Performance Measure(s): 1. 2. 3.	%, \$ amt. or number complete 1. 2. 3.

I hereby certify that I have reviewed the above information, it is true and correct to the best of my knowledge, and I am the duly authorized representative of the organization.

Signature of Authorized Person

Print Name and Title

Date

ATTACHMENT D

Cost Report for the Period of _____ to _____

(Expense categories & dollar amounts must reflect those listed in "Attachment B" project budget.)

2023 Regular Legislative Session

Schedule 20

Name of Contracting Party: _____

Name of Program: _____

Expense Category	Amount of Line Item Appropriation from Attachment B Page 1	Quarterly Expenditures	Total Cumulative Year to Date Expenditures	Balance Remaining
Gross Salaries				
Related Benefits (employer share				
Travel				
Operating Services:				
Advertising				
Printing				
Insurance				
Maintenance of Equipment				
Maintenance of Office and Grounds				
Rentals				
Software licensing				
Dues and Subscriptions				
Telephones and Internet Service				
Postage				
Utilities				
Other				
Office Supplies				
Professional Services				
Other Charges				
Acquisitions & Major Repairs				
Totals	\$	\$	\$	\$

NOTE: A copy of the check and invoice/receipt for each expense must be submitted with this report.

I hereby certify that I have reviewed the above information, it is true and correct to the best of my knowledge, and I am the duly authorized representative of the organization.

Signature of Authorized Person

ATTACHMENT D-1

**Cost Report for the Period of _____ to _____
2023 Regular Legislative Session**

Schedule 20

Name of Contracting Party: _____

Name of Program: _____

Instructions: List each individual and/or Firm and approved budget amount as listed on Page 3 of Attachment B.

Name of Sub-contractor	Amount of Line Item Appropriation from Attachment B	Quarterly Expenditures to be paid by the State (must equal invoices etc.)	Total Cumulative Year to Date Expenditures including this quarter's expenditures	Balance Remaining
Professional Services:				
Totals	\$	\$	\$	\$

NOTE: An Attachment E-1 must be submitted for any sub-contractor listed on this attachment. If the sub-contractor has not been determined, indicate "To Be Determined" in the appropriate column. No expenses will be allowed for a sub-contractor until an Attachment E-1 is completed.

I hereby certify that I have reviewed the above information, it is true and correct to the best of my knowledge, and I am the duly authorized representative of the organization.

Signature of Authorized Person

Print Name and Title

Date

DRAFT

ATTACHMENT E
Disclosure and Certification Statement
2023 Regular Legislative Session

Schedule 20

Contracting Party Name:

Contractor's Mailing Address:

Name of Program:

Organization Type: (Example: local government, non-profit, corporation, LLP, etc.)

Private entities required to register with the Secretary of State's office must be in good standing with that office.

Names and Addresses of all officers and directors, including Executive Director, Chief Executive Officer or any person responsible for the daily operations of the entity:

Names and Addresses of all key personnel responsible for the program or functions funded through this agreement:

List any person receiving anything of economic value from this agreement if that person is a state elected or appointed official or member of the immediate family of a person who is a state elected or appointed official. Include the amount of anything of economic value received and the position held within the organization. Identify the official and the public position held.

- I hereby certify that this organization has no outstanding audit issues or findings.
- I hereby certify that this organization has outstanding audit issues or findings and is currently working with the state to resolve such issues or findings. (ATTACH COPY OF AUDIT FINDINGS)

Attach a completed Federal Form W-9 (Request for Taxpayer Identification Number and Certification)

I hereby certify that I have reviewed the above information, it is true and correct to the best of my knowledge, and I am the duly authorized representative of the organization.

Signature of Authorized Person

Print Name and Title

Date

ATTACHMENT E-1
Disclosure and Certification Statement
2023 Regular Legislative Session

Schedule 20

Contracting Party Name:

Name of Program:

Sub-Contractor's Name:

Sub-Contractor's Mailing Address:

Organization Type: (Example: local government, non-profit, corporation, LLP, etc.)

Private entities required to register with the Secretary of State's office must be in good standing with that office.

Names and Addresses of all officers and directors, including Executive Director, Chief Executive Officer or any person responsible for the daily operations of the entity:

Names and Addresses of all key personnel responsible for the program or functions funded through this agreement:

List any person receiving anything of economic value from this agreement if that person is a state elected or appointed official or member of the immediate family of a person who is a state elected or appointed official. Include the amount of anything of economic value received and the position held within the organization. Identify the official and the public position held.

- I hereby certify that this organization has no outstanding audit issues or findings.
- I hereby certify that this organization has outstanding audit issues or findings and is currently working with the state to resolve such issues or findings. (ATTACH COPY OF AUDIT FINDINGS)

I hereby certify that I have reviewed the above information, it is true and correct to the best of my knowledge, and I am the duly authorized representative of the organization.

Signature of Subcontractor (*Authorized person*)

Print Name and Title

Date

Print Name and Title

Date

DRAFT

MEMORANDUM OF UNDERSTANDING
between the
NEW ORLEANS & COMPANY
and the
FRENCH QUARTER MANAGEMENT DISTRICT

GENERAL OPERATIONS FUNDING

THIS MEMORANDUM OF UNDERSTANDING ("Agreement") is made and entered into on this _____ day of _____, 2023 (the "Effective Date"), by and between the New Orleans & Company (the "Company"), a Louisiana nonprofit corporation, herein represented by Walter J. Leger III, Executive Vice-President & General Counsel, and the French Quarter Management District (the "FQMD"), a political subdivision of the state of Louisiana, represented by its Chair, Heidi Raines (sometimes collectively referred to herein as the "Parties");

WHEREAS, the Company has levied an assessment against its hotel and motel members as percentage of room revenues collected from the sale and use of hotel or motel rooms in Orleans Parish (the "Assessment") pursuant to La. R.S. 21:201 through 208 (the "Act") which took effect on April 1, 2014 following (1) the affirmative vote by such members in favor of the Assessment in a referendum as contemplated by the Act and (2) a final resolution imposing such assessment by the Board of Directors of the Company;

WHEREAS, contingent on the continuation of the Company's levying and collection of the Assessment, the Company has agreed to provide the FQMD with funding for one year from the effective date of this Agreement for the purpose of supporting the general operations of the FQMD;

WHEREAS, the FQMD has hired an Executive Director and a Coordinator, obtained office space, and purchased insurance;

NOWHEREFORE, the Company and the FQMD, each having authority to do so, hereby agree as follows:

I. OBLIGATIONS OF THE PARTIES

- A. Obligation of the Company. Contingent on the continuation of the Company's levying and collection of the Assessment, the Company hereby agrees to provide the FQMD SEVENTY-FIVE THOUSAND DOLLARS (\$75,000.00) for 2024 on or before December 27, 2023, and a second SEVENTY-FIVE THOUSAND DOLLARS (\$75,000.00) for 2024, on or before June 23, 2024 ("Funding"). For the purpose of providing funding for FQMD to: pay the salary(ies) and employee benefits for an Executive Director and/or a Coordinator ("Staff"); pay taxes, bookkeeping, and accountant fees related to such Staff ("Taxes and Fees"); provide Staff with office resources such as, but not limited to, computer(s), phone(s), printing machine(s), and other office equipment, utilities, and/or

supplies ("Resources"); and obtain insurance related to having a Staff and an office ("Insurance").

- B. Obligation of the FQMD. In return for the Funding, the FQMD hereby agrees to use the Funding solely to pay the salary and employee benefits of Staff, pay Taxes and Fees, purchase and/or rent Resources for Staff, and/or pay Insurance for the Staff and the office.

II. DURATION

The term of this Agreement shall be one (1) year from the Effective Date ("Term").

The Funding shall end the date the first of the following occurs: 1) The discontinuation of the Company's levying and collection of the Assessment, 2) the Term of this Agreement ends, or 3) the FQMD uses the Funding it receives under this Agreement inconsistent with FQMD's Obligation set forth in Section B of Article I of this Agreement.

III. BREACH

The Company may suspend any Funding due to the FQMD under this Agreement if the FQMD uses any Funding it receives under this Agreement inconsistent with FQMD's Obligation set forth in Section B of Article I of this Agreement.

In the event of a breach and/or the termination of this Agreement, the Company shall not be entitled to the return of any Funding disbursed and/or used for the purposes set forth in Article I of this Agreement; nonetheless, the Company shall be entitled to the return of any Funding that the FQMD has not expended and/or has expended in breach of this Agreement.

IV. NOTICES

Except for any routine communication, any notice, demand, communication, or request required or permitted under this Agreement shall be given in writing by email and hand-delivered letter, as follows:

1. To the Company:

Walter J. Leger III
Executive Vice-President & General Counsel
New Orleans & Company
2020 St. Charles Ave.
New Orleans, LA 70130
walt@neworleans.com

&

Tammie Boteler
Vice President of Finance
New Orleans & Company
2020 St. Charles Ave.
New Orleans, LA 70130

tboteler@neworleans.com

2. To the FQMD:

Heidi Raines
Chair, Board of Commissioners of the French Quarter Management District
400 N. Peters Street, Suite 206
New Orleans, LA 70130

&

Karley Frankic
Executive Director, French Quarter Management District
400 N. Peters Street, Suite 206
New Orleans, LA 70130
Kfrankic@fqmd.org

Notices are effective when received, except any notice that is not received due to the intended recipient's refusal or avoidance of delivery is deemed received as of the date of the first attempted delivery. Each Party is responsible for notifying the other in writing that references this Agreement of any changes in an address set forth above.

V. MISCELLANEOUS PROVISIONS

- A. Prohibition Against Financial Interest in Agreement. Except as expressly stated in Article I of this Agreement, no elected official, appointed official or employee of the FQMD shall have a financial interest, direct or indirect, in this Agreement, including through any financial interest held by the spouse, child, or parent. Any willful violation of this provision, with the expressed or implied knowledge of the FQMD, will render this Agreement voidable by the Company.
- B. Audit and Other Oversight. The Legislative Auditor of the state of Louisiana shall have the option of auditing all records and accounts which relate to this Agreement. The Parties shall retain all documents and records pertaining to this Agreement for five (5) years.
- C. Jurisdiction. The Parties consent and yield to the jurisdiction of the Civil District Court of the Parish of Orleans.
- D. Governing Law. Any dispute arising from or relating to this Agreement or the performance of any obligations under this Agreement shall be resolved in accordance with the laws of the state of Louisiana.
- E. Rules of Construction. This Agreement has been reviewed by all Parties and shall be construed and interpreted according to the ordinary meaning of the words used so as to fairly accomplish the purposes and intentions of all Parties. The headings and captions of this Agreement are provided for convenience only and are not intended to have effect in the construction or interpretation of this Agreement. The singular number includes the plural, where appropriate. Neither this Agreement, nor any uncertainty or ambiguity herein, shall be construed or resolved in favor of, or against, either Party on the basis of which Party drafted the language.
- F. Severability. The Parties intend all provisions of this Agreement to be enforced to the fullest

extent permitted by law. Accordingly, if a court of competent jurisdiction finds any provision to be unenforceable as written, the court should reform the provision so that it is enforceable to the maximum extent permitted by law. If a court finds any provision is not subject to reformation, that provision shall be fully severable and the remaining provisions of this Agreement shall remain in full force and effect and shall be construed and enforced as if such illegal, invalid, or unenforceable provision was never included, and the remaining provisions of this Agreement shall remain in full force and effect.

- G. Survival of Provisions. All representations and warranties and all responsibilities regarding record retention, access, and ownership, and cooperation with investigations of the Office of Inspector General or the Legislative Auditor of the state of Louisiana, shall survive the termination of this Agreement and continue in full force and effect.
- H. No Third-Party Beneficiaries. This Agreement is entered into for a public purpose for the benefit of the public within the Area, and the Parties expressly disclaim any intent to benefit any particular person except as expressly stated in Article I of this Agreement.
- I. Non-Waiver. The failure of either Party to insist upon strict compliance with any provision of this Agreement, to enforce any right, or to seek any remedy upon discovery of any default or breach of the other Party shall not affect or be deemed a waiver of any Party's right to insist upon compliance with the terms and conditions of the Agreement, to exercise any rights, or to seek any available remedy with respect to any default, breach, or defective performance.
- J. Agreement Binding. This Agreement is not assignable by either Party.
- K. Modifications. This Agreement shall be modified only by written amendment executed by authorized representatives of the Parties.
- L. Complete Agreement. This Agreement supersedes and replaces any and all prior agreements, negotiations, and discussions between the Parties with regard to the terms, obligations, and conditions of this Agreement.

IN WITNESS WHEREOF, on this _____ day of _____ 2023, the Company and the FQMD, through their duly authorized representatives, execute this Agreement.

FRENCH QUARTER
MANAGEMENT DISTRICT

NEW ORLEANS & COMPANY

BY: _____
HEIDI RAINES,
CHAIR

BY: _____
WALTER J. LEGER III,
EXECUTIVE VICE-PRESIDENT & GENERAL COUNSEL

Upper Quarter Patrol, formerly known as Royal Street Patrol, Cooperative Endeavor Agreement

Amendment-Extension #3

This amendment by and between the New Orleans & Company and French Quarter Management District shall be effective as of the date this Amendment is fully executed.

Cooperative Endeavor Agreement Date: 02/01/2022

Current Agreement Term: 02/01/2022 – 12/31/2023

BACKGROUND AND PURPOSE. The Agreement is in effect through the Current Agreement Term provided above. The parties hereto now desire to amend the Agreement to extend for an additional term of twelve (12) months.

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

1. AGREEMENT EXTENSION. The parties hereby agree that the Agreement will be extended for an additional period of time as follows:

Beginning Date of New Agreement Term: 01/01/2024

End Date of New Agreement Term: 12/31/2024

The parties agree the Agreement will expire at midnight on the date defined as the "End Date of the New Agreement Term" unless the parties agree to extend the Agreement for an additional period of time.

2. SUCCESSORS AND ASSIGNS. This Amendment shall be binding upon and inure to the benefit of the successors and permitted assigns of the parties hereto.
3. ENTIRE AGREEMENT. Except as expressly modified by this Amendment, the Agreement shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding and enforceable obligations to the parties. This Amendment and the Agreement (including any written amendments thereto), collectively, are the complete Agreement of the parties and supersede any prior Agreements or representations, whether oral or written, with respect thereto.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

_____ Date: _____
Walter J. Leger III, Executive Vice-President & General Counsel
New Orleans & Company

_____ Date: _____
Heidi Raines, Board Chair
French Quarter Management District

AGREEMENT AMENDMENT
EXTENSION # 4

This amendment by and between the French Quarter Museum Association and French Quarter Management District shall be effective as of the date this Amendment is fully executed.

Cooperative Endeavor Agreement Date: 06/28/2019

Current Agreement Term: 07/01/2022 – 12/31/2023

BACKGROUND AND PURPOSE. The Agreement is in effect through the Current Agreement Term provided above. The parties hereto now desire to amend the Agreement to extend for an additional term of twelve (12) months.

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

1. AGREEMENT EXTENSION. The parties hereby agree that the Agreement will be extended for an additional period of time as follows:

Beginning Date of New Agreement Term: 01/01/2024

End Date of New Agreement Term: 12/31/2024

The parties agree the Agreement will expire at midnight on the date defined as the “End Date of the New Agreement Term” unless the parties agree to extend the Agreement for an additional period of time.

2. SUCCESSORS AND ASSIGNS. This Amendment shall be binding upon and inure to the benefit of the successors and permitted assigns of the parties hereto.
3. ENTIRE AGREEMENT. Except as expressly modified by this Amendment, the Agreement shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding and enforceable obligations to the parties. This Amendment and the Agreement (including any written amendments thereto), collectively, are the complete Agreement of the parties and supersede any prior Agreements or representations, whether oral or written, with respect thereto.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

_____ Date: _____
Daniel Hammer, President and CEO
The Historic New Orleans Collection

_____ Date: _____
Heidi Raines, Board Chair
French Quarter Management District

Request for Professional Services Proposals

Information Technology Services

December 12, 2023

The French Quarter Management District is a state political subdivision created by the Louisiana Legislature as a means for the residential and business communities to work together to protect, preserve, and maintain the world-famous French Quarter as a safe, clean, vibrant and friendly neighborhood for residents, businesses, and visitors.

I. REQUEST FOR PROPOSALS

Notice is hereby given that the Board of Commissioners of the French Quarter Management District ("FQMD") is seeking proposals from one or more qualified professional technology vendors ("Respondents") for a full range of Information Technology ("IT") Support Services. The qualified vendor will provide necessary technical services that will enable FQMD to:

- Serve as the outsourced IT and network consultant for an organization with two full-time staff and a thirteen-person board of commissioners.
- Ensure the efficient procurement and operation of its computer systems, internet network, and key applications used by staff and executive board members.
- Minimize spending and maximize the ROI for expenditures on technology support.
- Consult on the security and operability of FQMD's computer system and IT infrastructure.
- Provide technical assistance when requested by FQMD staff. The ideal vendor will resolve computer systems and network issues in accordance with standard and acceptable maintenance and support benchmarks. The successful vendor will be expected to implement and maintain a help desk service that efficiently and consistently responds to the needs of FQMD staff and ensure that there is no significant computer downtime during working hours in the New Orleans office. The ideal vendor will provide support by an engineer on an as needed. The vendor is expected to report on the status of technology issues and communicate effectively with FQMD staff.

FQMD contemplates award of a time and materials contract for one base year with an option for additional years of service contingent upon performance during the first year.

FQMD is NOT required to award any Agreement based solely on proposal pricing and may cancel this Request For Proposals ("RFP") and not award an Agreement in its sole discretion for any reason.

FQMD is subject to the Louisiana Public Records Law, La. R.S. 441:1, *et seq.*, which governs the public disclosure of certain records maintained by the FQMD. Proposal submission materials will generally be made available for inspection and copying upon written request, except when exempted from disclosure by law.

Costs of preparation or any other costs incurred to respond to the RFP and any costs associated with any administrative or judicial proceedings resulting from the solicitation process are the sole responsibility of the Respondent.

II. SCOPE OF SERVICES

This section summarizes the services to be provided to FQMD. FQMD is looking for a firm that will provide a consistently high level of IT customer service, maintenance, and support. FQMD expects the vendor proposal to define, in detail, the approach to be used to service and improve its existing computer system infrastructure and meet future requirements in a cost-effective manner. Each proposal should take into consideration the following key requirement areas (See A thru H of this section); and each firm must be equipped to meet each requirement area.

- A. Initial Assessment: Review of inventory, update network diagram, assessment of system architecture and equipment for efficiency, life expectancy, capacity, speed, and current processes, and make recommendations for improving routine support criteria and eliminating emergency maintenance situations. A report of this initial assessment shall be submitted by March 15, 2024, and each September 1st as long as the contract is in force. This is to allow for necessary budget planning for the upcoming year.
- B. Convert FQMD office operating and hosting software and applications from Google to Microsoft utilizing Government Plan from Microsoft, assure secure backup of all data and functionality during transition, and provide training to staff on new operating platform, programs, and applications associated with the transition.
- C. Desktop Application Support: Performance of basic support functions, including the installation of PC's, laptops, mobile devices, printers, peripherals, and office software; diagnosis and correction of desktop application problems, configuring of PC's, laptops and mobile devices for standard applications; identification and correction of user hardware problems, with advanced troubleshooting as needed; maintenance of an updated inventory of all related computer-related hardware, to be available to designated FQMD personnel upon request.
- D. Workstation Administrative Services: Management of networks and computer systems, including SaaS applications, Saas databases, messaging, associated hardware, software, communications, and operating systems necessary for performance, security, reliability, and recoverability of the systems.

Scheduling of preventive maintenance for equipment in the areas of coverage is properly and promptly performed; maintenance of records for on-site visits, remote support, and telephone support is available; development of operations and quality assurance for backup plans and procedures are being followed.

Configuration management, including changes, upgrades, patches, etc. is maintained; management and security of user login credentials are documented, and support of software products relating workstations; timely response to repair and maintenance work for the user.

- E. Network Administration Services: Maintenance and support of network equipment, including switches, firewalls, routers, and other security devices are included. Installation and maintenance of printers, scanners, network devices et al; analysis, routine configuration

changes, and installation of patches and upgrades; minor cabling as needed; alert notifications in case of failure of equipment. Proactive monitoring of network equipment, including performance indicators to report on threshold limitations; network performance and capacity management services; continuous troubleshooting is required.

Maintenance of network documentation for daily, weekly, and monthly services is required.

F. Email, Security and Backup Efforts: Maintenance of organizational email accounts using the FQMD domain and Microsoft Government Account, adding, changing, and/or deleting FQMD employee accounts as requested; maintenance of virus-detection programs on the FQMD servers and user computers and laptops; performance of periodic security audits, including notification of suspected breaches of security to designated FQMD point of contact are required. Voice of Internet Phone: Setup and maintain functionality of systems and hardware for VoIP telephone network and software.

G. Other General Requirements:

In addition to the requirements outlined in sections A-F of this RFP, the successful firm will reflect a demonstrated ability to respond to staff requirements in the following areas:

1. an ability to research and identify software solutions that meet the needs of FQMD staff;
2. identification and resolution of redundancies in FQMD's current computer system environment;
3. effective communication with staff to keep them updated on the progress of troubleshooting issues.

H. Not Included: The contract to be awarded does not obligate FQMD to purchase computer equipment, hardware devices, cabling, licenses, software et al from the successful vendor. Replacement parts are not part of this contract. The scope also does not include computer equipment and networks not owned by FQMD.

III. PROPOSAL REQUIREMENTS

A. Written Proposals

The following shall be included in the bound submission:

1. Minimum Qualifications Summary (16-page limit): Respondents should provide a summary stating how they meet the evaluation criteria set forth in Section III A through F.
2. Resumes & List of Referrals: Respondents should include detailed resumes or curricula vitae for the principals performing the Services and a list of referrals in accordance with Section III B.
3. Price Proposal: Respondents should provide the hourly flat rate and annual maximum fee it proposes to charge FQMD to provide the Services in a separate sealed envelope, marked with the Respondent's name and "Request for Proposals – Information Technology Support Services."
4. Authorized Signatory: Respondents should provide the name of the individual who will be authorized

to sign an Agreement on its behalf if the event that its proposal is accepted; including his/her contact information.

By responding to this RFP, Respondent agrees to FQMD's Agreement, which is attached hereto, and therefore waives any future right to contest the provisions set forth therein.

B. Additional/Optional Information

The following may be included in Respondents' bound submissions:

1. Professional reference letters, limited to three (3), preferably directly related to work/services that are similar to the Services to be performed under this procurement.

C. Submission Instructions

Written proposals, required forms, and additional/optional information shall be submitted in a sealed box/envelope and contain the following: A complete electronic copy of the proposal on emailed to coordinator@fqmd.org

In the event of any inconsistencies between the bound proposal and the electronic copy, FQMD reserves the right to accept the version with the terms most favorable to FQMD.

Proposals shall be delivered to the Coordinator, Board of Commissioners of the French Quarter Management District, 400 N. Peters Street, Suite 206, New Orleans, LA 70130, no later than 11:00 a.m. (CST) on Friday, February 2, 2024. FQMD will not accept proposals after this deadline or allow any Respondent to change or submit additional information after the deadline.

Proposals will only be accepted Monday through Friday, excluding holidays, from 8:30 a.m. to 4:30 p.m.

Any Respondent failing to submit any material information (as determined by Coordinator) will be considered non-responsive.

IV. BOARD CONTACT

All questions, correspondence, inquiries, and other communications regarding this procurement shall be directed to Board of Commissioners of the French Quarter Management District, Coordinator, 400 N. Peters Street, Suite 206, New Orleans, LA 70130 or coordinator@fqmd.org no later than 5:00 p.m. (CST) on Tuesday, January 2, 2024. All questions will be answered via addenda and will be posted on the FQMD's website at: <https://fqmd.org/opportunities>

V. TENTATIVE SCHEDULE

Anticipated Proposal Timetable:

RFP Release	Tuesday, December 21, 2023
Respondents' Questions Due	Tuesday, January 2, 2024
Proposal Submissions Due	Friday, February 2, 2024

FQMD will make every effort to administer the proposal process in accordance with the terms and dates outlined in the request for proposals, but FQMD reserves the right to modify the proposal process and dates as deemed necessary.

VI. ETHICS

FQMD calls the attention of all potential Respondents to the Louisiana Ethics Code, La. R.S. 42:1101, *et seq.* Those laws prohibit FQMD from doing business with any of its current directors or those who have served on the FQMD within the past two (2) years or from doing business with certain companies with which the following persons are connected.

2023 Commissioners:	Commissioners Serving in the Past Two Years:
David Bilbe Glade Bilby Christine Bondio Steve Caputo Jane Cooper Matthew Emory Jerome A. "Alex" Fein Mamie Gasperecz Susan "Sue" Klein Christian Pendleton Heidi Raines Robert "Bob" Simms Frank Zumbo	Gail Cavett Brittany Mulla McGovern Jack Rizzuto Robert Watters

VII. INSURANCE

Before an Agreement is executed, the selected Respondent must provide its current certificate(s) of insurance for the types and amounts of coverage as indicated in the Agreement.

FRENCH QUARTER MANAGEMENT DISTRICT

Request for Professional Services Proposals: Information Technology Services

FORM KPI

KEY PERSONNEL INFORMATION

Include Key Personnel Employed by Prime and any Sub-Consultants

Complete Chart as Applicable Specifically to this Proposal

Prime Consultant Name: _____

Lead Personnel	Name	Years of Applicable Experience	Professional Registration and/or Certification (if applicable)	Area of Expertise for this Contract (refer to minimum personnel requirements in RFQ)	Firm Employed By for This Contract	Percent of Time Dedicated to This Contract	Primary Office Location (CITY, STATE)
Project Manager							

1 of 1

RFP
 KPI – Key Personnel Information
 KeyPersonneInformation.doc



French Quarter Economic Development District Proposed Budget FY 2024 12.07.23

Revenue	
Sales Tax Collection	\$3,000,000.00
Expected 2021-2023 SPPP Balance (roll-over)	\$1,422,453.00
Expected 2021-2023 Other Safety Programs Balance (roll-over)	\$1,321,804.48
(Total Surplus EOY 2023)	\$2,744,257.48
SPPP Total to Budget for FY 2024	\$3,422,453.00
Other Total to Budget for FY 2024	\$2,321,804.48
Total	\$5,744,257.48

Supplemental Police Patrol Program		
SPPP Personnel	Funding	Notes
Overtime for SPPP Officers	\$ 1,965,600.00	
Special-rate for SPPP Differential	\$ 356,438.00	
Weekday Special-rate Differential (anticipated for 2024)	\$ 314,404.00	
NOPD Overtime for RTCC Assignments	\$ 13,000.00	
Full-time NOPD Supervisor	\$ 119,872.00	
Full-time Program Assistance	\$ 57,943	
Subtotal	\$ 2,827,257.00	

SPPP Operating Expenses		
One-Time		
SPPP Application Marketing/Public Training	\$ 7,500.00	
General Office Maintenance	\$ 15,000.00	
NOPD Training for Radar	\$ 4,000.00	
Mobile Light Units (3)	\$ 36,818.55	
Subtotal	\$ 63,318.55	
Recurring		
Vehicle Maintenance	\$ 15,000.00	
SPPP Application Licensing	\$ 50,000.00	
General Office Supplies	\$ 3,000.00	
Radar	\$ 5,000.00	
DigiTicket Lease	\$ 8,000.00	
Mobile Internet	\$ 3,000.00	
Subtotal	\$ 84,000.00	
SPPP Support Subtotal	\$ 147,318.55	

Other Public Safety Programs		
TASGNO Case Management	\$ 205,635.75	
TASGNO Transportation Van Purchase	\$ 29,625.00	
TASGNO Transportation Recurring Costs (Insurance/Fuel)	\$ 7,725.00	
Dedicated Code Enforcement	\$ 82,000.00	
FQ Camera Replacement Stock	\$ 14,688.44	
Royal St. Sleeves	\$ 2,500.00	
License Plate Readers	\$ 47,665.60	
FQ Camera Maintenance Agreement	\$ 56,600.00	
Covenant House	\$ 55,748.60	
Rapid Rehousing Support		
Landlord Incentives (20)	\$ 17,468.24	
Move-in Kits (20)	\$ 30,000.00	
Rental Subsidies (for 20 individuals)	\$ 318,139.20	
Sub-total for RRS	\$ 365,607.44	
Other Public Safety Programs Subtotal	\$ 867,795.83	

Other Public Safety Programs		
FQMD Administration	\$ 150,000.00	
Total SPPP (100) Personnel	\$ 2,827,257.00	
Total SPPP (200) Other Operating	\$ 147,318.55	
Total Other Public Safety Programs	\$ 867,795.83	
Total FQEDD Request for 2024	\$ 3,842,371.38	

Total Estimated Surplus \$1,901,886.10

OPEN MEETINGS VIA ELECTRONIC MEANS POLICY

AGENCY INELIGIBILITY

The French Quarter Management District does not meet the criteria pursuant to Act 393 to be eligible to conduct open public meetings via electronic means, because it has powers, duties, or functions that are limited in scope to a particular political subdivision or region.

DISABILITY ACCOMMODATIONS

A. Despite ineligibility to conduct open meetings via electronic means, nonetheless the French Quarter Management District is obligated to provide for participation via electronic means on an individualized basis by people with disabilities.

B. People with disabilities are defined as any of the following:

1. A member of the public with a disability recognized by the Americans with Disabilities Act (ADA);
2. A designated caregiver of such a person; or
3. A participant member of the agency with an ADA-qualifying disability.

C. The French Quarter Management District shall ensure that the written public notice for an open meeting, as required by R.S. 42:19, includes the name, telephone number and email address of the agency representative to whom a disability accommodation may be submitted.

D. Upon receipt of an accommodation request, the designated agency representative is only permitted to ask if the requestor has an ADA-qualifying disability or is a caregiver of such a person (yes or no). The requestor shall not be required to complete a medical inquiry form or disclose the actual impairment or medical condition to support a disability accommodation request.

E. The designated agency representative shall provide the requestor with the accommodation, including the teleconference and/or video conference link, for participation via electronic means as soon as possible following receipt of the request, but no later than the start of the scheduled meeting.

F. Participation via electronic means shall count for purposes of establishing quorum and voting.

12/7/2023					DRAFT
	COST	QUANTITY	UNIT	TOTAL	NOTES
PROGRAMMING					
Supplemental Security					
Upper Quarter Patrol Expansion	79,392		6 month	476,352	Recommended by SEC 11/27
Public Awareness Campaign				15,000	
Supplemental Sanitation					
Supplemetnal Trash Recepticals w/ City Servicing	860	100	receptical	86,000	Recommended by Livability 12/6
Glass Recycling for Gulf Coast Restoration				212,730	Recommended by Livability 12/6
Glass Half Full Recycling Program	96,524				
Mardi Gras Beads	18,706				
Pick-Up Service					
Commercial	30,000				
Residential	67,500				
Public Awareness Campaign				15,000	
Pedestrain Safety & Signage Program					
N. Rampart High Vis. Crosswalk Signage	85,000				
N. Rampart - Enhanced Flex-post or Bollard Protecti	15,000	0	unit	-	
N. Ramaprt - Bike Lane and Curb Extension "Paint"	100,000				
Esplanade Cultural Landmarks Cooridor Project			elctrical & lighti	250,000	
Public Awareness Campaign				15,000	
PROGRAM SUBTOTAL				1,270,082	
OVERHEAD					
Program Manager 1099 Contract Staff	75,000	0.5	annual	37,500	State Civil Service needs a job titl
FQMD Admin Staff Overhead	15,254	15%	month	13,729	
Computer	1,000	1	unit	1,000	
Office Rent	800	0.5	annual	400	
Phone					
RingCentral	50	6	month	300	
Mobile	100	6	month	600	
Office Supplies	1,000	1		1,000	
OVERHEAD SUBTOTAL				54,529	
SUBTOTAL				1,324,611	
Contingency		10%		132,461	
TOTAL				1,457,072	

Upper Quarter Patrol Expansion Plan

After evaluating problematic areas within the patrol perimeter, it has been determined that 700 Canal St. continues to be an area that warrants additional law enforcement presence. It is strongly encouraged to position officers in vehicles with active emergency lights for the entirety of the shift. These supplemental assignments will be scheduled from (7pm-8pm) - (3am-4am) on Thursday, Friday, Saturday & Sunday. Deployment strategy will consist of 2 single manned vehicles in the 700 block positioned in the right travel lane of Canal St. for maximum visibility.

A 2nd problematic area outside of the existing patrol perimeter has been identified in the 100, 200 and 300 blocks of Decatur. This area has experienced increasing of criminal activity, most notably in the late night and early morning hours of the day. It is proposed that a similar deployment as outlined above in the 700 Canal St. plan. Officers will provide visibility utilizing vehicles with active lights in static positions. These positions within the zone can be modified situationally. For example, if there is a greater need for a presence at the intersection of Decatur and Iberville, on duty personnel can mobilize and respond accordingly. In consideration of scheduling.

In order to attract Post Certified Officers with vehicles to this assignment, an hourly rate of \$58 will be recommended. Given the shift time, days of the week and location of the assignments, this will be a positive starting point in identifying personnel.

Upper Quarter Patrol

FQMD - Upper Quarter Patrol



FQMD Boundary

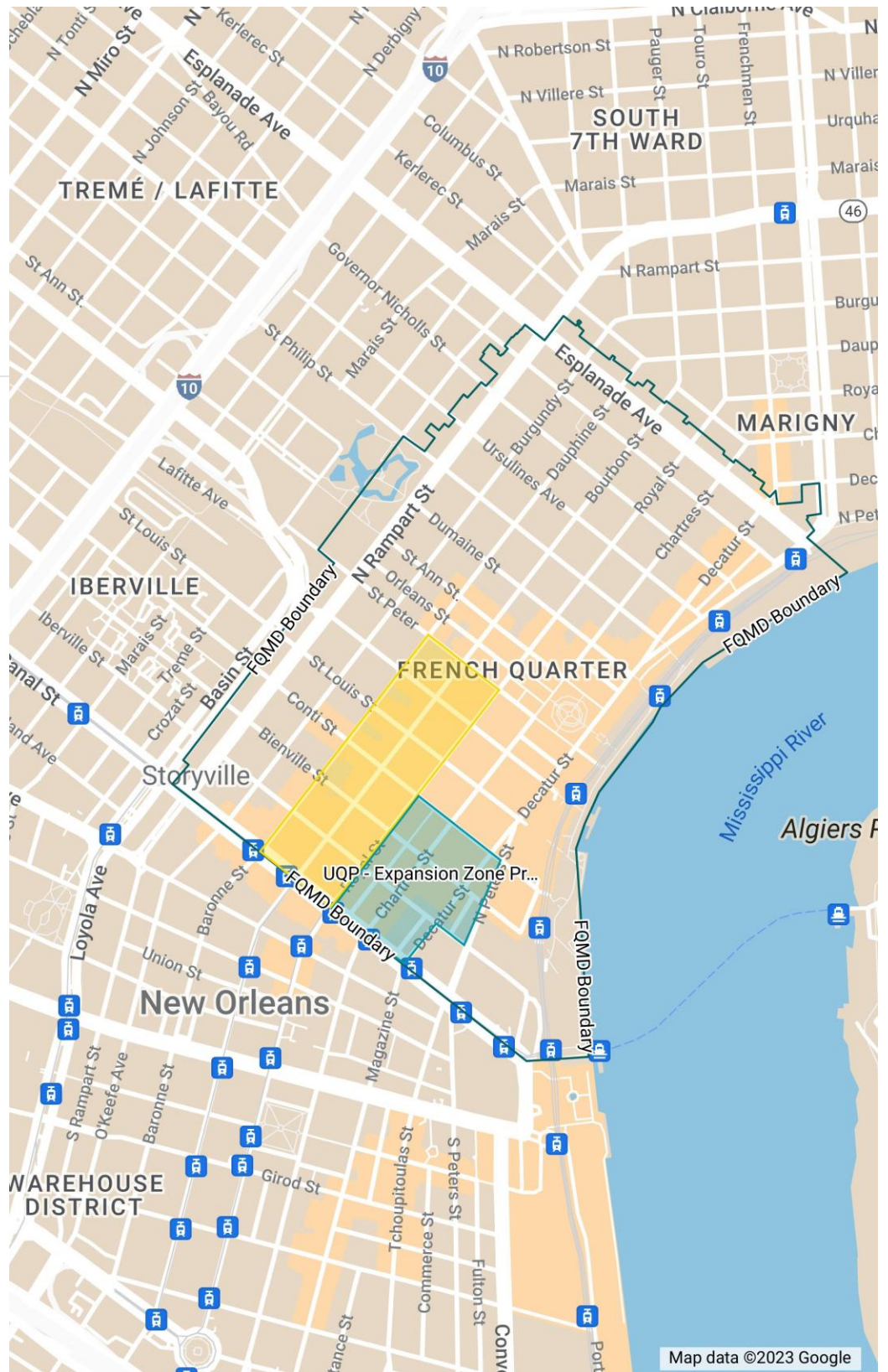


UQP - Expansion Zone

Proposed



UQP - Patrol Zone Area



BUDGET	ANNUAL	6 MONTH	1 MONTH
Patrol Expenses			
Personnel	921,001	460,500	76,750
Police Patrols	870,947	435,473	72,579
Supervisory Administration	50,054	25,027	4,171
Operations	14,100	7,850	2,642
Office Supplies & Software	4,500	2,250	375
Smartphone purchase	1,600	1,600	1,600
Mobile Data Charges	3,000	1,500	250
Insurance	5,000	2,500	417
Total Patrol Expenses	935,101	468,350	79,392

North Rampart Pedestrian Safety Initiatives

Goal

To further Louisiana's Goal of eliminating traffic accidents under [Destination Zero Deaths](#), and providing [Safe Routes to Public Places](#). The French Quarter Management District ("FQMD") should consider implementing several proven pedestrian safety projects along the Rampart St. Corridor near Armstrong Park:

1. Enhanced Crosswalk Signage: [Rectangular Rapid Flashing Beacons \(RRFB\) | FHWA](#)
2. Enhanced Flex-post or Bollard Protection for Curb Extensions
3. Methyl Methacrylate (MMA) resin coloring for Bike Lanes and Curb Extensions: [New Study Shows Streets Are Safer with Asphalt Art | Bloomberg Philanthropies](#)

Scope



Rectangular Rapid Flashing Beacons & Stop for Pedestrian Signage



Flashing beacons should be installed at St. Ann and St. Philip. Two beacons need to be placed facing each direction of traffic, so a total of four beacons are needed at each intersection. Signs are linked so that when one button is pressed, all signals will flash to warn vehicle traffic of pedestrians attempting to cross. Per New Orleans Department of Public Works ("DPW") recommendations, new installations should be hard-wired rather than relying on solar power. Previous installation costs to install across the city have ranged from \$7,000-10,000 based on location. Additional signage requires DPW permitting, but should be contracted and installed by the FQMD. Stop for Pedestrian signage can also be installed and maintained by the FQMD with DPW permit.

Enhanced Flex-post or Bollard Protection for Curb Extensions



To prevent illegal parking at newly painted curb extensions, more substantial flex posts or bollards are needed to prevent vehicles from simply driving over or parking on top of them. Options to enhance the flex-post include sturdier materials (powder coated steel or thicker polyurethane) or enhanced anchoring methods (set in concrete rather than bolted on top). Between Toulouse and St. Philip, 21 flex posts should be upgraded at a cost between \$150-500 per post, depending on which option is selected.

Asphalt "Paint" Project



[Color-Safe® Bike Lanes | Transpo Industries](#)

In addition to posted street signage, pedestrian and bike spaces along N. Rampart St. should be in-filled with brighter Methyl Methacrylate (MMA) resin coloring. The coloring acts as an additional warning system to vehicle traffic of places on the street where pedestrians and bikers are likely to be present.

Budget

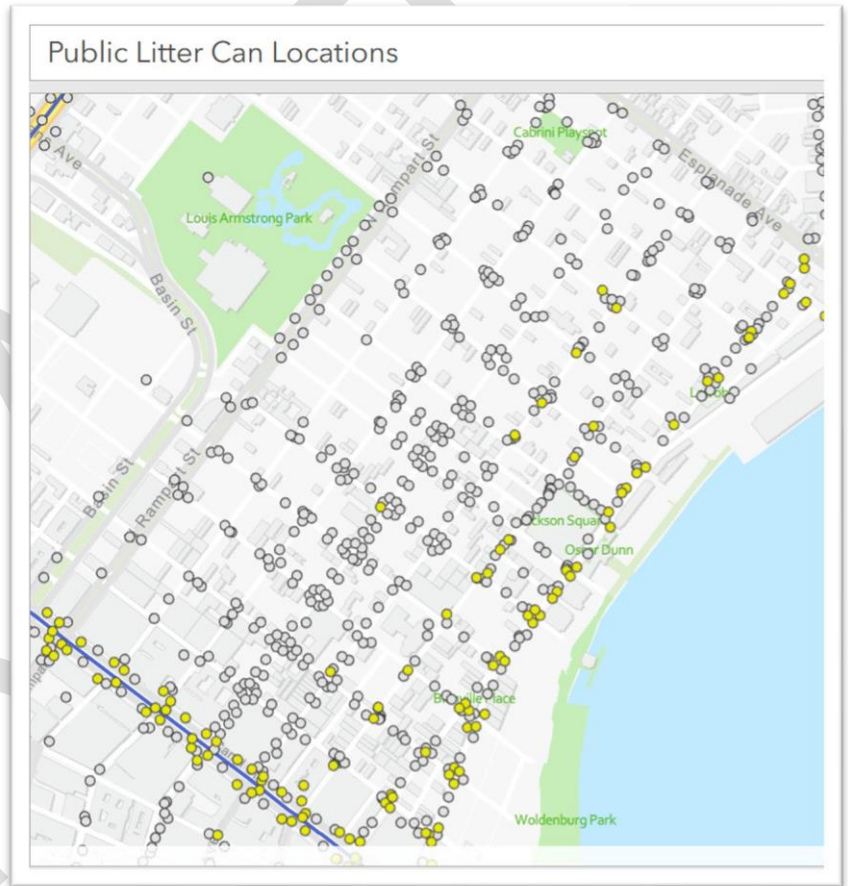
Priority	Implementation Idea	Approx. Cost	Assumptions
1	Crosswalk Signage	\$85,000	8 flashing beacons for pedestrian crossings, smaller signage affixed at curb extensions
2	Enhanced Flex-post or Bollard Protection for Curb Extensions	\$15,000	Enhanced curb extension protection using steel markers or thicker polyurethane
3	Bike Lane and Curb Extension "Paint"	\$100,000	Methyl Methacrylate (MMA) resin coloring for bike lane, curb extension, and crosswalks
	TOTAL	\$200,000	

Trash Receptacle Acquisition

Louisiana State Appropriation Program Funding Request



The French Quarter Management District's Keep the Quarter Clean initiative is an affiliate member of Keep Louisiana Beautiful. This is a statewide effort to prevent litter, reduce waste, increase recycling, and protect the natural resources of the State's communities.



The Department of Sanitation at the City of New Orleans has installed/replaced 127 litter cans in the French Quarter. Matt Torri, Director of Sanitation, provided that the City's last cost from Petersen Manufacturing Co was \$860 per unit. There would be a nominal increase in service cost for KBS as the City pays KBS \$1.50 per unit per month to service the litter cans. If FQMD purchased additional litter cans, the City will cover the cost to service them.

11/30/2023

DRAFT

PROGRAMMING	COST	QUANTITY	UNIT	TOTAL
Trash can purchase	860	100	receptacle	86,000

GLASS HALF FULL, L3CFRENCH QUARTER RECYCLING AND ENVIRONMENTAL PROGRAMSMAX@G

LASSHALFFULL.CO

Program #1	
Community Recycling Drop-off	
Weekly recycling drop-off in FQ at 3 sub-sites.	
material dropped-off and picked-up/removed upon dropoff completion.	
Staff also educates public on-site.	
Offer glass, cardboard/paper, metal, plastics #1 & #2.	
Seperated on site (multi-stream recycling) to increase recycling rates.	
Projected Expenses	
Assumptions:	
Avg. billed hourly rate per hour (wages) CDL	\$35.50
Avg. cost per hour (wages) non-CDL	\$26.00
Avg. # of CDL personnel required	1
Avg. # of non-CDL personnel required	3
Avg. tot. billed hourly rate	\$113.50
Drop-off duration (in hours)	6
Drop-off transport, load/unload duration (in hours)	2
Total drop-off duration per week (in hours)	8
Vehicle and transport rate (per day) (incl. comprehensive insurance, fuel)	\$245.00
Frequency of drop-off (per week)	1
Drop-off events per year	52
Projected wages billed price per week	\$908.00
Projected wages billed price per year	\$47,216.00
Projected vehicle and transport billed price per year	\$12,740.00
Cumualitive price per year	\$59,956.00
Indirect cost rate	15%
Cumulative price per year	\$8,993.40

TOTAL programming rate per year	\$68,949.40
Initial set-up costs:	
100 x 64-gallon receptacles (incl. shipping (landed))	\$11,250.00
Signage and educational materials	\$4,325.00
Public awareness and education campaign	\$12,000.00
TOTAL initial set-up costs:	\$27,575.00
OTAL programming rate for one (1) year and initial set-up and costs:	\$96,524.40

Program #3	
Program	
Provide funding for local businesses and households to incentivize local recycling	
Receptacles and initial set-up fees funded/subsidized	
Commercial	
Number of receptacles per business	3
Number of businesses	100
Total receptacles	300
Cost per receptacle (shipped, landed)	\$100.00
TOTAL program cost	\$30,000.00
Residential	
Number of households	500
GHF discount rate	\$10.00
Assistance rate	\$10.00
Customer/household rate	\$5.00
Initial set-up and receptacles cost	\$7,500.00
Total program cost (per year)	\$60,000.00
Total program cost (per year) and initial setup cost	\$67,500.00

Program #2						
Mardi Gras Bead Recycling Sites						
Comprehensive Mardi-Gras Beads recycling options throughout the FQ						
throughout Mardi-Gras weeks						
Daily pickup and recycling servicing throughout the season						
Number of sites	5					
Service per week	7					
Program duration (in weeks)	5.5					
Hours per site servicing	4					
Total labor hours required	192.5					
Total wages billed rate	\$6,834					
Total vehicle and transport billed rate	\$9,432.50					
Total wages and transport billed rate:	\$16,266					
Indirect cost billed rate:	\$2,440					
TOTAL Program Billed Rate	\$18,706					

Esplanade Cultural Landmarks Corridor Project

Phase 1-3 Introduction Brief

About: WHEREAS, the public purpose is described as: Strengthen the District as a vital component of Louisiana’s tourism industry; aid in the preservation of the District’s architecture, quaint charm and tout ensemble; beautify the District’s appearance; improve public safety, foster quality experiences and quality of life within the District; and improve commercial and residential vitality.

Objective: To submit a proposal and obtain funding for the **Esplanade Cultural Landmarks Corridor Project**. The purpose of this part of the project is secure funding to strengthen the District by lighting, landscaping, and protective measures aimed at improving the neutral grounds, commencing with the 400 – 1000 blocks of Esplanade Avenue.

1. **Provide safety and security** for improved economic benefits for the back section of the French Quarter bordering the Faubourg Marigny.
2. **Preserve the historical and cultural significance** for one of the original boundaries of the city.
3. **Significant environmental impact** in saving our Live Oaks and native plant species to Louisiana while contributing to the City’s priority list for Louisiana’s [Net Zero by 2050 Climate Action Plan](#).
 - According to the City’s [Plan for the 21st Century New Orleans 2030](#), we realize that our tree canopy is a critical link in New Orleans’ resilience and sustainability.
4. **Provide historical educational benefits:** From N. Peters to City Park Esplanade Avenue possesses more than 38 historical markers and properties on the [National Register of Historic Places](#). We establish an educational “trail” that begins at the New Orleans Jazz Museum, runs along Tremé past the Degas House, and ends at the New Orleans Museum of Art.
5. **Architectural education** of the properties on the Avenue through historic relevance.
6. **Honor the cultural significance** of Esplanade Avenue to the population of our city.
7. **Long-Term Goal:** Revive, beautify and preserve the neutral grounds of Esplanade Avenue from the upper ridge of N. Peters to the lower ridge at City Park (400 to 3500 blocks).

Phase 1: Installation of Lighting (400 – 1000 blocks)

Phase 2: Installation of Bollards (400 – 1000 blocks)

Phase 3: Installation of Landscaping (400 – 1000 blocks)

Support: This proposal is made with the support and cooperation of: New Orleans Department Parks and Parkways, French Quarter Citizens, The Degas House, the New Orleans Jazz Museum, the French Market District and residents of Esplanade Avenue. Also included in this proposal are a number of other pertinent partners: Faubourg Marigny Improvement Association, Hotel de la Monnaie.

The LSU Agricultural Center has declared the Esplanade Cultural Corridor will be a Master Gardener-supported Project, providing additional resources once approved.

Esplanade Cultural Landmarks Corridor Project

Phase 1-3 Introduction Brief

Project Individuals involved:

- **Charlotte Conerly**, French Quarter Citizens, Director, U.S. Commercial Service
- **Agymah Busch**, Landscape Management, New Orleans Jazz Museum
- **Allan Johnson**, Faubourg Marigny Improvement Association
- **Cathryn Giff**, LSU AgCenter Certified Gardener, GM, Hotel de la Monnaie
- **David Villarubia**, Owner, Edgar Degas House Home & Museum
- **Glade Bilby**, French Quarter Citizens, French Quarter Management District
- **Greg Lambousy**, Director, New Orleans Jazz Museum
- **Mark Ripple**, AIA, LEED AP BD+C, Principal, Eskew+Dumez+Ripple
- **Michael Karam**, Director, New Orleans Department of Parks & Parkways
- **René J.L. Fransen**, FASLA, Fransen Mills LLC, Louisiana Landmarks Society
- **Tanner Perrin**, RLA, ASLA, Associate, SCAPE Landscape Architecture



ESPLANADE AVENUE | HISTORY

Long considered one of the grand boulevards of New Orleans, Esplanade Avenue runs from the Mississippi River on its east end, 3.2 miles straight to the grand entrance of City Park and the New Orleans Museum of Art. This important street defines the unique neighborhoods of the Vieux Carré, the Faubourg Marigny, and the Tremé.

This Avenue is a journey through the history of New Orleans - from the origins of the city at a bend in the Mississippi River, the fascinating story of the Faubourg neighborhoods, the history of the architecture through the families that built these beautiful buildings and the important story of the Creoles upon which this city owes so much.

During the 18th-century, Esplanade Avenue was an important trade route that linked the historic core of the city with Lake Pontchartrain and the River by way of the New Basin Canal and Bayou St. John. Many

Esplanade Cultural Landmarks Corridor Project

Phase 1-3 Introduction Brief

grand 19th-century mansions and plantations fronted on this important thoroughfare, as it became a "millionaire's row" for the Tremé section of the city.

At the "back end" of the French Quarter, Esplanade is the dividing line between the original city, established over 300 years ago, and the Faubourg Marigny. At the foot of this intersection stands the Old U.S. Mint built in 1839. It produced currency for both the United States and the Confederate States. It was originally Fort St. Charles, the eastern end of a Spanish military esplanade that ran to Fort St. John. The maps of the original city indicate "ramparts" at each of its corners, one at the intersection of the current Rampart St. and Barracks St. on the western boundary of the French Quarter. Being described as "a storehouse of 19th Century architecture," Esplanade is a narrative taken from the dreams of the affluent business families whose inspiration was to live in a grand house on the oak-lined Avenue.

New Orleans from 1840 to 1862 before the Civil War, was perhaps the largest slave trading market in the Americas. The riverfront in the French Quarter, and Congo Square in the Tremé were the most notable. Beginning in 1829, slaves not sold upon arrival were housed on the Quarter's edge due to health concerns. The Afro-Louisiana Historical and Genealogical Society memorialized these events with a plaque at the corner of Esplanade and Chartres. The 1853 memoir *Twelve Years a Slave*, that inspired the movie, was written by Simon Northup, the free African-American who was held in one of these pens. Each year prior to Essence Fest, the Ashé Cultural Arts Center hosts the [MAAFA Commemoration](#), an event of healing, testimony, and celebration of our ancestors, existence, and survival at historically-significant locations of New Orleans' own history as a major slave market, including the historical marker at Esplanade and Chartres.

Farther down Esplanade is the oldest street in the city. Bayou Road stretches from the banks of Bayou St. John to the edge of the French Quarter and was once an Indian trade route. As many residents are acutely aware after the disastrous flooding from Hurricane Katrina in 2005, the Indians were right. They established the original city and trade routes on land that was geographically higher. As a result of centuries of sediment and land was built up by the Mississippi River, and it became a topographical feature known as the Esplanade ridge, safely above sea level.

Approaching St. Louis cemetery No. 3 and the western end of Esplanade Avenue is City Park and identified by what was once a circle featuring the equestrian statue of Civil War general Pierre Gustave Toutant Beauregard. The statue, by the famous American sculptor Alexander Doyle, was created in the early 20th century, long after the end of the Civil War. However, the statue was removed by the city in order to inform the world that New Orleans was not considered a Confederate city any longer.

For now, we are left to plan for our future and reflect upon the recent past as to how best to deal with the way we will remember history. Like much of the untold stories from the River to the Park, the empty pedestal that remains is a reminder to its citizens that New Orleans has a remarkable and complex history that continues to move forward. Beginning our 4th century as a great American city, we adapt and progress, and that evolution is reflected in the history and culture as told by one of its grand streets – Esplanade Avenue.

More Information, Contact:

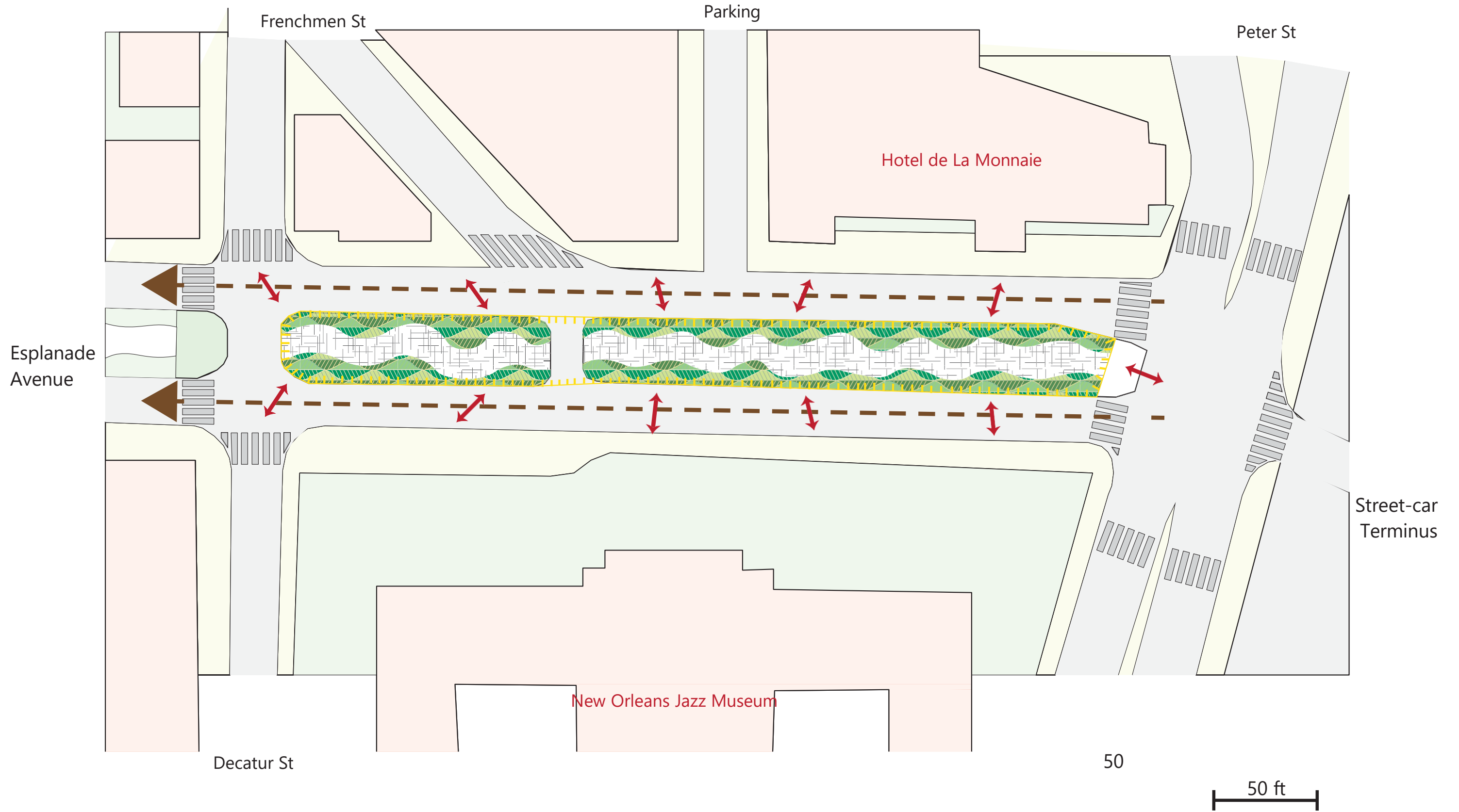
Glade Bilby

gbilby@gmail.com

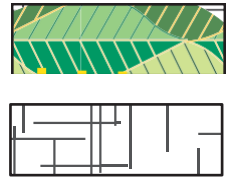
P: 504-669-4073

The Neutral Ground on Esplanade Avenue

A new garden to reconnect with its environment



Caption :



- Planted area

- Soil/grass



- Reconnection to the surroundings

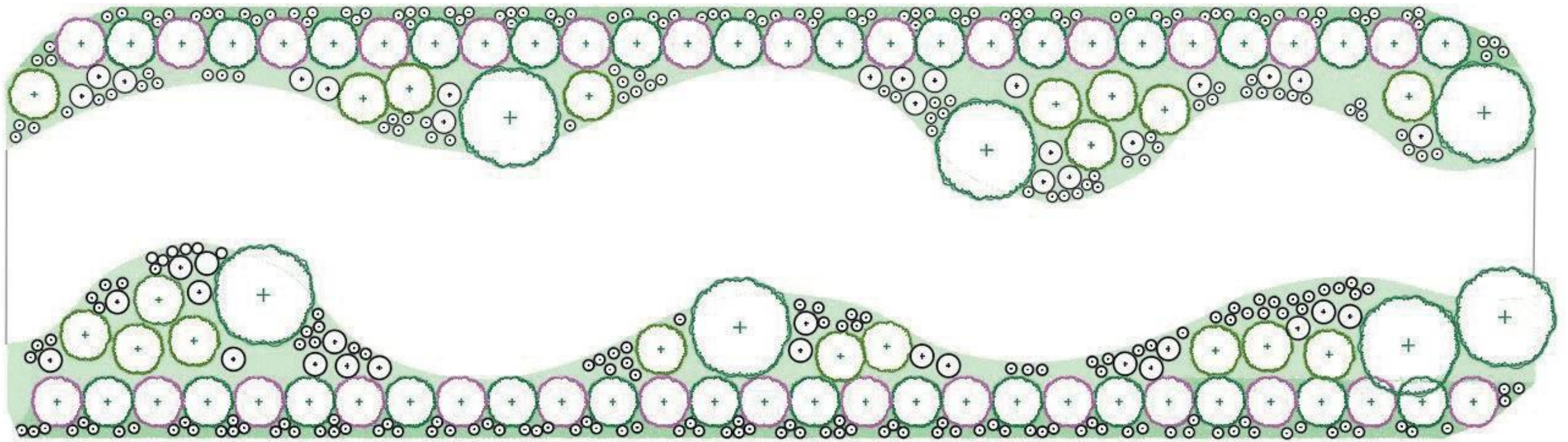


- Creation of a rhythm and extension of the Neutral Ground on the avenue

- Creation of a garden within the Neutral Ground

The Neutral Ground on Esplanade Avenue

A double reading garden



10 ft



The Neutral Ground on Esplanade Avenue

Plant composition, indigenous and independent

Rudbeckia 'Lion Cub'
June to october



Athyrium filix-femina



Salvia azurea
July to november



Eryngium yuccifolium
Jun to september



Andropogon ternarius
June to october



Ophiopogon japonicus



Sambucus nigra ssp. canadensis
May to july



Echinacea 'Tomato Soup'
June to october



Trachelospermum jasminoides
June to october



Amsonia tabernaemontana
Mars, april and may



Aspidistra elatior



Agave americana



Dwarf palmetto
May and june



12/5/23

Proposed Budget for the Esplanade Cultural Landmarks Corridor

The project will be divided into three phases:

- 1) Electrical and lighting -
 - labor \$140,000
 - wiring supplies \$52,500
 - fixtures \$45,000
 - Support materials \$12,500
 - \$250,000

- 2) Bollards and planters – will be in collaboration with Parks and Parkways

- 3) Landscaping – coordinate with Louisiana Agricultural Center and Parks and Parkways

Since this project is a combination of the improvement of hard assets within the boundaries of FQMD on Esplanade Ave. from the river to Rampart St., and a cultural learning experience about the historic and architectural significance of the Avenue from the river to City Park, there are a number of additional possible sources of funding. A few of them include:

National Historic Trust
La. Office of Tourism
Louisiana Department of Natural Resources
Economic cultural overlay district funding that includes Esplanade Ave.
NOMA
Audubon Institute
HNOG

Office of the Lieutenant Governor
State of Louisiana

BILLY NUNGESSER
LIEUTENANT GOVERNOR



P.O. Box 44243
BATON ROUGE, LOUISIANA 70804-4243
(225) 342-7009

December 5, 2023

Ms. Heidi Raines
Chairperson
French Quarter Management District
400 North Peters St., Suite 206
New Orleans, LA 70130

Dear Ms. Raines:

I am writing to express support for the Esplanade Cultural Landmarks Corridor Project.

This project serves as part of an overarching mission of beautification and improving public safety in the French Quarter Management District (FQMD) by providing lighting, landscaping, and protective upgrades to the Esplanade neutral grounds while also being a starting point to honor the cultural significance of Esplanade Avenue. It will also make a significant environmental impact by saving historic oak trees in this area.

This project will aid in the preservation of the FQMD's architecture and appearance and provide a better experience for the millions of people who come to the French Quarter each year. This project benefits residents and visitors alike, and I will support it in anyway that I can.

If my office can be of assistance to you in any way, please don't hesitate to call.

Billy Nungesser
Lieutenant Governor

WHN/hh



November 9, 2023

As the General Manager of the Hotel de la Monnaie, I am writing on behalf of the Hotel de la Monnaie Owner's Association, which comprises over 1,700 active owners and thousands of hotel guests, to express our support for the Esplanade Avenue neutral ground project. This is a crucial project for the city of New Orleans as it focuses on various pillars that are essential to improving the quality of life for residents and visitors alike. These pillars include safety and security, economic impact, preservation of history through educational opportunities and culturally significant historical landmarks, beautification of the iconic boulevard and major entry point into the French Quarter, critical environmental impacts through the installation of historic, native, and pollinator plantings, as well as preservation of the beautiful and historic live oaks.

Apart from the support of a significant business tenant on the 400 block of Esplanade (Hotel de la Monnaie), as a certified Master Gardener and active member of both the Master Gardeners of Greater New Orleans and Pato Planters of the Vieux Carre, I personally support this project. Therefore, this project will be an approved MGGNO project through the LSU AgCenter to plant and maintain the green-scape.

Warm regards,

Cathryn Giff

Cathryn Giff
General Manager, Hotel de la Monnaie
Certified Louisiana Master Gardener



November 07, 2023

This letter is written in support of the Esplanade Avenue neutral ground project proposed by Cathryn Giff at Hotel de la Monnaie in collaboration with French Quarter Citizens, New Orleans Jazz Museum, French Market Corp, Faubourg Marigny Improvement Association, etc. The LSU AgCenter has been in discussions regarding this project that seeks to beautify the French Quarter (particularly Esplanade Avenue), reduce parking issues, and improving the overall value, safety, and health of this area of New Orleans. The goal of installing raised beds that will be planted with appropriate plants for the area will involve volunteers from the Louisiana Master Gardeners, provide educational experiences for visitors, provide a pleasant area of green-scaping, and function as parking barriers among the many possible benefits. Careful selection of plant materials will provide a low maintenance high impact landscape that is environmentally beneficial to people and our native pollinators.

This is the type of project that can benefit not just that area but all of New Orleans. LSU AgCenter fully supports this project.

With regards,

A handwritten signature in black ink, appearing to read 'Joe W. Willis'. The signature is written in a cursive, flowing style.

Dr. Joe W. Willis

LSU AgCenter ANR Agent, Orleans Parish

(504)258-3392

JWillis@AgCenter.LSU.edu

THE
NEW
ORLEANS
Z
MUSEUM

November 10, 2023

Dear French Quarter Management District,

I am writing this letter in support of the Esplanade Cultural Landmarks Corridor Project that will strengthen the District as a vital component of Louisiana's tourism industry; aid in the preservation of the District's architecture, quaint charm and tout ensemble; beautify the District's appearance; improve public safety, foster quality experiences and quality of life within the District; and improve commercial and residential vitality.

The New Orleans Jazz Museum sits at 400 Esplanade Avenue and draws over 200,000 national and international visitors a year to this part of the French Quarter. This Corridor project will enhance their experience and encourage increased visitation to this part of the city. The purpose of this part of the project is secure funding to strengthen the District by lighting, landscaping, and protective measures aimed at improving the neutral grounds of the 400 - 7000 blocks of Esplanade Avenue. Specifically, this project will

- 1) Preserve the historical and cultural significance for one of the original boundaries of the city
- 2) Make a significant environmental impact: saving trees, carbon capture

According to the City of New Orleans' Plan for the 21st Century New Orleans 2030, we realize that our tree canopy is a critical link in New Orleans' resilience and sustainability.

Co-op with the Louisiana Ag Center - Master Gardener Program

- 3) Provide historical educational benefits

With 36 existing markers on Esplanade, we establish an educational "trail" that begins at the New Orleans Jazz Museum, runs along Treme past the Degas House, and ends at the New Orleans Museum of Art

- 4) Architectural education of the properties on the Avenue through historic relevance

- 5) Honor the cultural significance of Esplanade Avenue to the population of our city.

Please support this project and help make the Esplanade corridor a safe and protected part of the French Quarter.

Thank you,



Greg Lamb
Executive Director

French Quarter MANAGEMENT DISTRICT

2024	Board of Commissioners	Finance & Dev Cmte	Gov Affairs Cmte	Livability Cmte	Security & Enforcement Cmte
SCHEDULE	2nd Monday of the Month, no August mtn	Quarterly on the 1st Tuesday of the Month until August then Monthly	Meetings on an as needed basis	1st Monday of the Month	4th Monday of the Month
	except holidays, then 3rd Monday	except holidays, then 2nd Tuesday		Except holidays, then the 1st Wednesday	except holidays, then 3rd Monday
LOCATION	The Historic New Orleans Collection (Williams Research Center)	FQMD Office 400 N. Peters Suite 206	FQMD Office 400 N. Peters Suite 206	Covenant House of New Orleans	Bienville House
		14:00	15:00	14:00	15:00
CHAIR	Cooper	Zumbo	Bilby	Gasperecz	Pendleton
VICE-CHAIR	Gasperecz	Raines	Pendleton	Holmes	Dietz
January	1/8/2024		1/3/2024		1/22/2024
February	2/19/2024	2/6/2024		2/5/2024	2/26/2024
March	3/11/2024		3/6/2024	3/4/2024	3/25/2024
April	4/8/2024	4/2/2024		4/1/2024	4/22/2024
May	5/13/2024		5/8/2024	5/6/2024	5/20/2024
June	6/10/2024	6/4/2024		6/3/2024	6/24/2024
July	7/8/2024		7/3/2024	7/1/2024	7/22/2024
August	-	8/6/2024		8/5/2024	8/26/2024
September	9/9/2024	9/3/2024		9/4/2024	9/23/2024
October	10/14/2024	10/1/2024		10/7/2024	10/28/2024
November	11/12/2024	11/5/2024	11/6/2024	11/4/2024	11/25/2024
December	12/9/2024	12/3/2024		12/2/2024	12/16/2024

Date	Description
Jan. 1st	New Year's Day
Jan. 15th	Martin Luther King Jr. Day
Feb. 13th	Mardi Gras Day
Mar. 29th	**Good Friday
May 27th	Memorial Day
Jun. 19th	Juneteenth
Jul. 4th	Independence Day
Sept. 2nd	Labor Day
Nov. 11th	Veteran's Day
Nov. 28th	Thanksgiving Day
Nov. 29th	**Day After Thanksgiving
Dec. 25th	Christmas

FQMD Office is closed on these holidays.

** Floater Holiday: The FQMD office may be open depending on staff availability