



Board of Commissioners Meeting Minutes

Monday 10 March 2025

2:00 pm

Via Teleconference:

Video:

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

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

Meeting ID: 204 758 9217

Audio: +1 (469) 445 0100

Commissioners Present: Jane Cooper, Christine Bondio, Alex Fein, Sue Klein, David Bilbe, Frank Zumbo, Glade Bilby, Heidi Raines, Christian Pendleton, Steve Caputo

Commissioners Absent: Mamie Gasperecz

Executive Director: Michelle Courseault

Coordinator: Shelby Ursu

Guests: Alex Dunkenberger, Jasmine Robinson

- I. CALL TO ORDER: ROLL CALL: INTRODUCTION OF ATTENDEES –Chair Ms. Cooper called the French Quarter Management District (FQMD) March 10th, 2025 regular meeting to order at 2:01 pm. Ms. Courseault 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. BOARD CHAIR COMMENTS: Ms. Cooper
Ms. Cooper welcomed the Commissioners and guests. She thanked Ms. Courseault for her hard work and noted that Ms. Courseault did a great job presenting to City Council for the first time. Ms. Cooper reported that the new Commander and new Captain for the Eighth District are Commander Banks and Captain Palumbo.
- IV. FEBRUARY 17TH, 2025, MEETING MINUTES: Mr. Pendleton motioned (**M1**) to “approve the February 17th, 2025 meeting minutes...”, Mr. G. Bilby seconded the motion, and it was approved.
- V. FEBRUARY 2025 TREASURER’S REPORT: Mr. Fein reviewed the Treasurer’s report with the Commissioners stating that the financials are in good standing. Mr. Zumbo asked what the \$0.01 medical insurance charge is on the balance sheet. Ms. Courseault will speak to Mr. Foard for clarity on this. Mr. Pendleton motioned (**M2**) to “approve the February 2025 Treasurer’s reports...”, seconded by Mr. G. Bilby and it was approved. ANNEX I.
- VI. DISCUSSION – UPDATE ON THE 2024 FRENCH QUARTER ECONOMIC DEVELOPMENT DISTRICT STREETLIGHT REPAIRS PROJECT:

Ms. Cooper stated that Mr. Tobler will not be in attendance at today's meeting, and the final installations and report are not yet completed. She noted that this discussion will be deferred to April.

VII. GOVERNMENT AFFAIRS CHAIR REPORT – Mr. G. Bilby

Mr. G. Bilby stated that all Committees have had the chance over the last few months to review and provide feedback on the tax ballot language. He reported that the conclusion was reached across all four Committees that the ballot language should remain as is, aside from updating the dates. Mr. G. Bilby noted that the next steps will be putting together educational information on the FQMD's programs and successes to the public, and reaching out to Councilmembers. Ms. Cooper added that she and Ms. Courseault will be meeting with Councilman King tomorrow to see if he has any feedback to provide. She stated that legal public notice will be released in August, and the vote will be in November. Ms. Courseault noted that she will be working with Ellie Rand Public Relations over the next few months to create a PR outreach proposal to pitch to the Government Affairs Committee, Finance & Development Committee, and the Board.

- a. MOTION – CONSIDER A MOTION TO KEEP ALL COMPONENTS OF THE QUARTER FOR THE QUARTER TAX RENEWAL BALLOT LANGUAGE AS IS, ASIDE FROM UPDATING THE DATES TO JULY 1ST, 2026 TO JUNE 30TH, 2031 – Mr. Pendleton motioned (**M3**) to “keep all components of the Quarter for the Quarter tax renewal ballot language as is, aside from updating the dates to July 1st, 2026 to June 30th, 2031...”, seconded by Mr. Zumbo, and it was approved.

ANNEX II.

VIII. FINANCE AND DEVELOPMENT COMMITTEE CHAIR REPORT – Mr. Fein

Mr. Fein reported that the Committee focused on reviewing all accounts, and discussed adding additional Committee meetings throughout the year. He stated that he worked with Ms. Courseault to create a budget amendment request form for all Committees to utilize when they make any budget requests moving forward. Mr. Dunkenberger will research the unspent FQEDD 2024 trust funds.

IX. LIVABILITY COMMITTEE CHAIR REPORT – Ms. Courseault

Ms. Courseault reported on Ms. Gasperecz's behalf. She stated that the Mardi Gras Bead Recycling Program was a success, with the final number of beads collected landing just under 10,000 pounds. She noted that a full, detailed report will be reviewed at the Committee meeting this Wednesday. Ms. Ursu stated that Keep the Quarter Clean will be hosting its third annual Love the Boot Week cleanup event as part of the affiliate membership with Keep Louisiana Beautiful. She reported that the event will be held on Saturday, April 5th at 10 AM and will be a cleanup of the Moonwalk area. Ms. Ursu noted that she is aiming to have 25-30 volunteers, and asked Commissioners to share this information with their organizations and to share her contact information with anyone interested in registering.

X. SECURITY AND ENFORCEMENT COMMITTEE CHAIR REPORT – Mr. Pendleton

Mr. Pendleton stated that the Committee focused on recapping their thoughts on public safety in the French Quarter during the Super Bowl. He stated that the Committee had hoped that Major Roberts would stay assigned to the Eighth District for continuity, but look forward to meeting and working with the new Eighth District Commander and Captain.

XI. FRENCH QUARTER ECONOMIC DEVELOPMENT DISTRICT (FQEDD) AGREEMENT MONITORS MEETING: Attendees were Ms. Courseault, Ms. Cooper, Mr. Pendleton, Ms. Ursu, Sgt. Castelin, Mr. Toney, Mr. Dunkenberger, Ms. Hernandez.

Ms. Cooper reported that the majority of last month's Agreement Monitors meeting focused on Parking Enforcement and the challenges that the Supplemental Police Patrol Program (SPPP) officers face with ticket writing, including getting ahold of paper ticketing books. She noted that digital ticket readers were listed in the

FQEDD budget, which Mr. Dunkenberger is looking into procuring. Mr. G. Bilby stated that he believes parking enforcement should be addressed by the SPPP, as it does affect public safety, even though it is not included in the SPPP's Cooperative Endeavor Agreement (CEA). Ms. Cooper replied that this could be revisited while the new CEA is being written.

Mr. G. Bilby expressed his frustrations and concerns regarding unpaid invoices to Covenant House and to the SDT app vendor. Mr. Dunkenberger stated that there was an issue with invoices being uploaded to the wrong Purchase Orders in BRASS, leading to outstanding invoices to the City. He noted that he has been working with the City's Budget Director to track and ensure that invoices for the FQEDD are meeting the net 30 day timeframe moving forward so these issues can be avoided.

- XII. EXECUTIVE SESSION – Mr. Pendleton motioned (**M4**) to “adjourn to Executive Session at 2:31 p.m. pursuant to R.S. 42:17 A. (3) to discuss the development of the course of action regarding security matters of the FQMD...”, seconded by Mr. G. Bilby, and unanimously approved.

MOTION TO RECONVENE: Ms. Bondio motioned (**M5**) to “reconvene the March 10th, 2025 FQMD Regular Board Meeting at 2:52 p.m....”, seconded by Mr. Pendleton, and approved. It was noted that no action was taken in the FQMD Executive Session.

Ms. Klein motioned (**M6**) to “authorize the Board Chair to carry forward with any necessary actions regarding the lawsuit with Lloyd's of London, the French Quarter Management District's insurance broker. Mr. Pendleton seconded the motion, and it was approved.

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

Ms. Cooper reported that the country of Spain is willing to pay for new French Quarter street markers in 2026, the 250th anniversary of Spain owning the French Quarter, through a new grant program. Mr. Pendleton stated that he has the contact information if any Commissioner has a sign on their property that they would like replaced, and asked the Commissioners to disseminate this information to their respective organizations so that private property owners can apply for the grant if interested. Ms. Cooper noted that grant applications must be submitted by May 9th. Ms. Raines suggested creating an informative flyer to share with residents and businesses in the neighborhood. Ms. Courseault agreed and stated that she will create a flyer and disseminate it to the Commissioners and Committee members.

Ms. Cooper reported that the emergency Sanitation contract with IV Waste is being challenged, and stated the FQMD has been asked to provide a letter of support for IV Waste which states that the FQMD would like IV Waste to continue on as the sanitation contractor through the remainder of 2025. She added that there is a City Council Public Works Committee meeting tomorrow at 10 AM to discuss the Sanitation contract. Mr. G. Bilby stated that it would be in the FQMD's best interest to support the contract that is currently in place, noting that he has heard positive feedback on the cleanliness of the French Quarter since the emergency contract took effect. Mr. Pendleton agreed, adding that the FQMD should state that the quality of work IV Waste has been executing has been exceptional, with specific details regarding the quality. The Commissioners agreed that a formal letter from the FQMD should be presented at the Public Works Committee meeting tomorrow morning. Mr. Pendleton motioned (**M7**) to “authorize the Board Chair and Executive Director to craft and send a formal letter from the French Quarter Management District through public comment to the City Council's Public Works Committee indicating support of the current sanitation provider's emergency contract...”, seconded by Mr. Caputo, and it was approved. ANNEX III.

- XIV. NEXT SCHEDULED MEETING DATE: 7 April 2025 at the Historic New Orleans Collection
- XV. ADJOURNMENT: Mr. Pendleton motioned (**M8**) to “adjourn the March 10th, 2025 Board of Commissioners meeting...”, Mr. G. Bilby seconded the motion to unanimous approval and the meeting was adjourned at 3:04 pm.

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

ANNEX I – February 2025 Treasurer Reports

ANNEX II – Tax Ballot Language

ANNEX III – FQMD Formal letter to City Council’s Public Works Committee Public Comment

Treasurer's Report

French Quarter Management District
For the period ended February 28, 2025

Prepared on
March 6, 2025

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Balance Sheet

As of February 28, 2025

	Total	
	As of Feb 28, 2025	As of Jan 31, 2025 (PP)
ASSETS		
Current Assets		
Bank Accounts		
Appropriations	1,283,156.44	657,178.72
Bill.com Money Out Clearing	1,210.64	0.00
FQMA	44,548.35	45,928.90
FQMD general operating account	1,532,069.85	2,545,949.89
FQMD Patrol	194,499.48	254,292.54
Total Bank Accounts	3,055,484.76	3,503,350.05
Accounts Receivable		
Contract Receivable	42,210.00	65,394.94
Total Accounts Receivable	42,210.00	65,394.94
Other Current Assets		
Prepaid Expenses	27,003.17	36,908.08
Total Other Current Assets	27,003.17	36,908.08
Total Current Assets	3,124,697.93	3,605,653.07
TOTAL ASSETS	\$3,124,697.93	\$3,605,653.07
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable (A/P)	99,683.89	426,785.48
Total Accounts Payable	99,683.89	426,785.48
Other Current Liabilities		
Accrued payroll & payroll related	0.00	0.00
Medical Ins.	0.01	0.01
Total Accrued payroll & payroll related	0.01	0.01
CEA Membership Dues	35,228.56	35,228.56
Deferred Revenue	12,795.04	14,049.14
Total Other Current Liabilities	48,023.61	49,277.71
Total Current Liabilities	147,707.50	476,063.19
Total Liabilities	147,707.50	476,063.19
Equity		
Retained Earnings	3,630,576.99	3,630,576.99
Net Income	-653,586.56	-500,987.11
Total Equity	2,976,990.43	3,129,589.88
TOTAL LIABILITIES AND EQUITY	\$3,124,697.93	\$3,605,653.07

A/R Aging Summary

As of February 28, 2025

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
City of New Orleans	10,446.00	13,555.00	8,209.00			32,210.00
Herman-Grima Gallier Historic Houses	2,000.00					2,000.00
The Keyes Foundation	2,000.00					2,000.00
The Louisiana Museum Foundation (C)	2,000.00					2,000.00
The Louisiana State Museum	4,000.00					4,000.00
TOTAL	\$20,446.00	\$13,555.00	\$8,209.00	\$0.00	\$0.00	\$42,210.00

A/P Aging Summary

As of February 28, 2025

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
ASE Services, LLC		23,172.00				23,172.00
John Wyatte Foard, LLC	1,795.05					1,795.05
Omni IT Solutions LLC	249.00					249.00
Public Safety Services Corp Expansion	8,771.74	20,456.88				29,228.62
Public Safety Services Corporation	44,023.67					44,023.67
Robert Bejarano	1,215.55					1,215.55
TOTAL	\$56,055.01	\$43,628.88	\$0.00	\$0.00	\$0.00	\$99,683.89

Profit and Loss

February 2025

	Total
INCOME	
Admin. Fees	11,700.10
Contract Revenue	75,000.00
Interest Income	7,665.01
Total Income	94,365.11
GROSS PROFIT	94,365.11
EXPENSES	
Advertising / Marketing	3,506.19
Conference & Meeting Expenses	
Conferences and meetings	226.62
Parking	43.09
Total Conference & Meeting Expenses	269.71
Insurance	5,095.07
Interest Paid	93.20
Legal & Professional Fees	
Accounting Fees	1,776.50
Program / Project Manager	2,019.85
Total Legal & Professional Fees	3,796.35
Office Supplies & Software	5,803.75
Payroll Expenses	
Employee Benefits	1,330.42
Payroll	14,497.28
Processing Fees	269.00
Taxes	1,118.90
Worker's Compensation	70.61
Total Payroll Expenses	17,286.21
Rent	1,600.00
Services Rendered / Programming	
Glass Recycling for Gulf Coast Restoration	
Glass Half Full Recycling Program	8,043.70
Total Glass Recycling for Gulf Coast Restoration	8,043.70
Patrol Expenses	
Mobile Data Charges	398.19
Police Patrols	182,117.09
Security Administration	18,787.97
Total Patrol Expenses	201,303.25
Total Services Rendered / Programming	209,346.95
Utilities	
Telephone	167.13
Total Utilities	167.13

	Total
Total Expenses	246,964.56
NET OPERATING INCOME	-152,599.45
NET INCOME	\$ -152,599.45

Profit and Loss by Location

January - February, 2025

	Appropriation	FQEDD Admin	FQEDD Streetlight	FQMA	FQMD Operating	Patrol	Total
INCOME							
Admin. Fees		26,509.20					26,509.20
Contract Revenue					75,000.00		75,000.00
Interest Income	3,754.09			214.00	11,601.09	1,240.96	16,810.14
Membership Dues				26,000.00			26,000.00
Membership Dues Admin Fee				617.56			617.56
Total Income	3,754.09	26,509.20	0.00	26,831.56	86,601.09	1,240.96	144,936.90
GROSS PROFIT	3,754.09	26,509.20	0.00	26,831.56	86,601.09	1,240.96	144,936.90
EXPENSES							
Advertising / Marketing				3,485.21	30.97		3,516.18
Conference & Meeting Expenses							0.00
Conferences and meetings					379.87		379.87
Parking		0.00			108.83		108.83
Total Conference & Meeting Expenses		0.00			488.70		488.70
Insurance		2,508.20			1,214.22	3,233.86	6,956.28
Interest Paid					93.20		93.20
Legal & Professional Fees							0.00
Accounting Fees	671.50	663.00			1,980.50		3,315.00
Legal Fees			0.00		1,106.00		1,106.00
Program / Project Manager	3,693.89						3,693.89
Security Assessment Fees						2,400.00	2,400.00
Total Legal & Professional Fees	4,365.39	663.00	0.00		3,086.50	2,400.00	10,514.89
Office Supplies & Software	1,041.90	564.00			4,247.30	3,467.30	9,320.50
Payroll Expenses							0.00
Employee Benefits	309.59	1,424.57			926.68		2,660.84
Payroll	3,648.05	18,055.87			5,580.62		27,284.54
Processing Fees	14.33	68.53			362.14		445.00
Taxes	291.85	1,444.47			2,414.12		4,150.44
Worker's Compensation	36.48	180.56			-73.94		143.10
Total Payroll Expenses	4,300.30	21,174.00			9,209.62		34,683.92
Rent		1,600.00			1,600.00		3,200.00
Services Rendered / Programming			421,341.63				421,341.63
Glass Recycling for Gulf Coast Restoration							0.00
Glass Half Full Recycling Program	16,087.40						16,087.40
Total Glass Recycling for Gulf Coast Restoration	16,087.40						16,087.40
Patrol Expenses							0.00
Mobile Data Charges	180.34					627.53	807.87
Police Patrols	57,475.99					210,778.83	268,254.82
Security Administration	9,600.00					13,027.97	22,627.97

	Appropriation	FQEDD Admin	FQEDD Streetlight	FQMA	FQMD Operating	Patrol	Total
Total Patrol Expenses	67,256.33					224,434.33	291,690.66
Total Services Rendered / Programming	83,343.73		421,341.63			224,434.33	729,119.69
Utilities							0.00
Telephone	179.35				450.75		630.10
Total Utilities	179.35				450.75		630.10
Total Expenses	93,230.67	26,509.20	421,341.63	3,485.21	20,421.26	233,535.49	798,523.46
NET OPERATING INCOME	-89,476.58	0.00	-421,341.63	23,346.35	66,179.83	-232,294.53	-653,586.56
NET INCOME	\$ -89,476.58	\$0.00	\$ -421,341.63	\$23,346.35	\$66,179.83	\$ -232,294.53	\$ -653,586.56

French Quarter Management District

Budget vs. Actuals: FQMD 2025 Budget - FY25 P&L Locations

January - February, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Admin. Fees	26,509.20	105,475.00	-78,965.80	25.13 %
Contract Revenue	75,000.00	2,600,000.00	-2,525,000.00	2.88 %
Interest Income	16,810.14	34,200.00	-17,389.86	49.15 %
Membership Dues	26,000.00	0.00	26,000.00	
Membership Dues Admin Fee	617.56	500.00	117.56	123.51 %
Total Income	\$144,936.90	\$2,740,175.00	\$ -2,595,238.10	5.29 %
GROSS PROFIT	\$144,936.90	\$2,740,175.00	\$ -2,595,238.10	5.29 %
Expenses				
Admin Fee - FQMD		25,488.90	-25,488.90	
Advertising / Marketing	3,516.18	61,600.00	-58,083.82	5.71 %
Appropriation Contingency		13,970.00	-13,970.00	
Bank Charges & Fees		200.00	-200.00	
Conference & Meeting Expenses	488.70	7,700.00	-7,211.30	6.35 %
Insurance	6,956.28	29,257.00	-22,300.72	23.78 %
Interest Paid	93.20	0.00	93.20	
Legal & Professional Fees	10,514.89	67,700.00	-57,185.11	15.53 %
Memberships		1,750.00	-1,750.00	
Office Supplies & Software	9,320.50	23,200.00	-13,879.50	40.17 %
Payroll Expenses	34,683.92	203,934.63	-169,250.71	17.01 %
Rent	3,200.00	20,916.00	-17,716.00	15.30 %
Services Rendered / Programming	421,341.63	0.00	421,341.63	
Glass Recycling for Gulf Coast Restoration		0.00	0.00	
Glass Half Full Recycling Program	16,087.40	106,200.00	-90,112.60	15.15 %
Mardi Gras Beads		13,400.00	-13,400.00	
Total Glass Recycling for Gulf Coast Restoration	16,087.40	119,600.00	-103,512.60	13.45 %
Patrol Expenses		0.00	0.00	
Mobile Data Charges	807.87	5,900.00	-5,092.13	13.69 %
Personal Protective Equipment		13,500.00	-13,500.00	
Police Patrols	268,254.82	1,201,979.20	-933,724.38	22.32 %
Security Administration	22,627.97	151,560.00	-128,932.03	14.93 %
Total Patrol Expenses	291,690.66	1,372,939.20	-1,081,248.54	21.25 %
Pedestrian Safety & Signage Program		1,870,764.50	-1,870,764.50	
Total Services Rendered / Programming	729,119.69	3,363,303.70	-2,634,184.01	21.68 %
Utilities	630.10	2,679.38	-2,049.28	23.52 %
Total Expenses	\$798,523.46	\$3,821,699.61	\$ -3,023,176.15	20.89 %
NET OPERATING INCOME	\$ -653,586.56	\$ -1,081,524.61	\$427,938.05	60.43 %
NET INCOME	\$ -653,586.56	\$ -1,081,524.61	\$427,938.05	60.43 %

QUARTER FOR THE QUARTER SALES TAX BALLOT

Shall a .245% increase in the sales tax be levied within the boundaries of the French Quarter Economic Development District ("FQ EDD") to be collected on the sale at retail, the use, the lease or rental, the consumption and storage for use or the consumption of tangible personal property and sales of services within the boundaries of the FQ EDD for a period of five years, beginning July 1, 2021 and ending June 30, 2026 (an estimated \$2.5 million reasonably expected at this time to be collected as a result of the levy per year) for the purpose of funding POST Certified supplemental police patrols and homeless assistance services, with the initial \$2 million collected in any year dedicated to supplemental police patrols and any additional revenue to be divided between additional patrols and public safety programs (including homeless assistance), and administered by the French Quarter Management District for fiscal and operational oversight of the FQ EDD Trust Fund and services provided by such fund and subject to quarterly budget and expenditure reports to the City Council, to facilitate economic development within the FQ EDD?

FOR CONSIDERATION

As Is
Approval -
No Change

Recommended Change, if any.

☐

1. **Rate:**

☐

2. **Boundaries:**

☐

3. **Collection Source:**

☐

4. **Expiration Period:**

☐

5. **Purpose:**

☐

6. **Administered By:**



FQMD Submitted Public Comment to City Council Public Works Committee

March 10, 2025

Chairperson and Members of the Public Works Committee,

The French Quarter Management District (FQMD) is dedicated to strengthening the French Quarter as a vital part of Louisiana's tourism industry and ensuring it remains a great place to live, work, and visit. Through our "Keep The Quarter Clean" program, FQMD actively collaborates with residents, businesses, and contractors to maintain cleanliness and manages sanitation requests at QuarterClean@fqmd.org.

Our thirteen-member Board represents both residential and business stakeholders, including: Vieux Carré Property Owners, Residents and Associates, Inc., Louisiana Restaurant Association, Inc., Greater New Orleans Hotel and Lodging Association, Inc., French Quarter Business Association, French Quarter Business League, French Quarter Citizens, Inc., North Rampart Main Street, Inc., New Orleans & Company, and a Representative from District "C".

The emergency sanitation contractor has provided exceptional service, responding promptly to requests and effectively addressing major events such as the snowstorm, DPW projects, the Super Bowl, and Mardi Gras. Their efforts have been met with great satisfaction from the FQMD Board and their respective organizations, demonstrating the importance of reliable and efficient waste management.

Reliable sanitation services are critical to preserving the Quarter's charm, safety, and economic vitality. We urge the City Council Public Works Committee to ensure the Sanitation Service Provider maintains consistent, high-quality service without disruption. Seamless and dependable sanitation and waste management are essential for public health and the success of our historic French Quarter district.

Sincerely,

French Quarter Management District Board of Commissioners

