

**MEETING MINUTES OF THE BOARD OF DIRECTORS  
NEW ORLEANS PUBLIC FACILITY MANAGEMENT, INC.**

A Meeting of the New Orleans Public Facility Management, Inc. was held on Wednesday, October 25, 2017 in the Board Room at the Ernest N. Morial Convention Center – New Orleans, 900 Convention Center Boulevard, New Orleans, Louisiana.

Chairman Rodrigue called the meeting to order at 2:00 p.m. and asked for a roll call. The results were as follows:

Jay H. Banks	Present
Dottie Belletto	Absent
Ryan F. Berni	Present
Robert Bray	Present
Alfred L. Groos	Absent
Ronald Guidry	Present
Robert Hammond	Present
Eddie Jacobs	Present
Steve Pettus	Present
Bonita Robertson	Present
Melvin J. Rodrigue	Present
Michael Smith	Absent

The total number present at roll call was nine (9).

Chairman Rodrigue requested a motion to approve the NOPFMI Board Meeting Minutes of September 25, 2017. Director Berni moved approval, seconded by Vice Chairman Bray. **Motion approved** with no additions, corrections, deletions or changes noted.

Director Berni moved approval to contract with Automatic Data Processing, Inc. for Payroll and Human Resource Applications. Motion seconded by Director Robertson. **Motion approved.**

Director Berni moved approval to contract with Freeman Decorating Co. for Decorating Services. Motion seconded by Secretary Pettus. **Motion approved.**

**Director Belletto entered the meeting at 2:09 p.m.**

Director Berni moved approval to contract with Gold Star Amusements for Amusement Rides for NOLA Christmas Fest 2017. Motion seconded by Director Banks. **Motion approved.**

Director Jacobs moved approval to contract with Ungerboeck Systems International, Inc. to Furnish and Install Venue Management and Financial Services Software. Motion seconded by Vice Chairman Bray. **Motion approved.**

**Director Berni exited the meeting at 2:11 p.m.**

Vice Chairman Bray moved approval to ratify documents: (1) Space Walk of Greater New Orleans for Inflatables for NOLA Christmas Fest 2017. Motion seconded by Director Hammond. **Motion approved.**

Mr. Tim Hemphill, Vice President of Sales & Marketing, gave the Sales & Marketing and Communications reports.

**Director Berni returned to the meeting at 2:21 p.m.**

Director Guidry moved to suspend the rules to add an item to agenda. **Motion was not approved.**

Director Robertson stated that we are trying to adapt the language to put in place a DBE plan for the Board.

Director Berni stated we could have a consultant to adopt an item from the SEB Committee and have it come to the Board.

Chairman Rodrigue stated wants it to be clear that he's trying to support the SEB Committee on different items that have been brought forward.

Mr. Stephen Kennedy spoke on the DBE program and asked that the Board help to push it forward.

With no other business to come before the Board, Chairman Rodrigue asked for a motion to adjourn. Director Berni moved adjournment, seconded by Treasurer Pettus. **Motion approved** and the meeting adjourned at 2:37 p.m.

**ATTEST:** \_\_\_\_\_  
**STEVE PETTUS, TREASURER**

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**MEETING MINUTES OF THE BOARD OF COMMISSIONERS  
ERNEST N. MORIAL NEW ORLEANS EXHIBITION HALL AUTHORITY**

A Meeting of the Ernest N. Morial New Orleans Exhibition Hall Authority was held on Wednesday, October 25, 2017 in the Board Room at the Ernest N. Morial Convention Center – New Orleans, 900 Convention Center Boulevard, New Orleans, Louisiana.

President Rodrigue called the meeting to order at 2:38 p.m. and asked for a roll call. The results were as follows:

Jay H. Banks	Present
Dottie Belletto	Present
Ryan F. Berni	Present
Robert Bray	Present
Alfred L. Groos	Absent
Ronald Guidry	Present
Robert Hammond	Present
Eddie Jacobs	Present
Steve Pettus	Present
Bonita Robertson	Present
Melvin J. Rodrigue	Present
Michael Smith	Absent

The total number present at roll call was ten (10).

President Rodrigue requested a motion to approve the ENMNOEHA Board Meeting Minutes of September 25, 2017. Commissioner Jacobs moved approval, seconded by Commissioner Banks. **Motion approved** with no additions, corrections, deletions or changes noted.

The PFM Financial Advisors Lisa Daniel spoke on the Financial Analysis potential projects for the model of debt and capital report.

**Commissioner Ryan Berni exited the meeting at 2:50 p.m.**

Commissioner Belletto moved approval to contract with Pyramid Audio Productions, Inc. for Portable Power Speakers. Motion seconded by Commissioner Hammond. **Motion approved.**

Commissioner Belletto moved approval to contract with Snap Drape Brands, LLC for Table Skirts. Motion seconded by Commissioner Jacobs. **Motion approved.**

Commissioner Guidry moved approval to ratify the Surplus Declaration document. Motion seconded by Commissioner Banks. **Motion approved.**

Ms. Alita Caparotta, Vice President of Finance & Administration reviewed the August 2017 Financial Statements and the 2013-2017 Tax Statements.

President Rodrigue stated that he and the chairman of LSED meet regularly. We are actually ahead of them on the interviews portion.

The SEB video was shown to the Board. It will be shown on our website. Tim Hemphill stated it will be mainly on our website but will be socialized on our social media as well. Alita Caparotta stated that a plan is already in place for phone calls for the campaign.

Commissioner Guidry asked that in regards to purchases or contracts to have all those that responded to bids are put in the board book and not just the winning bid. Alita stated that she can definitely put something together for the board book.

Commissioner Guidry asked what is the process to engage our local legislative delegation to look at the bidding laws to see how to tweet them to give some type of favoritism to Louisiana? President Rodrigue stated that he can ask the question but he thinks more in line is to have a personal request into the member of the local delegation. Commissioner Guidry asked how we can do this as a Board. President Rodrigue stated that he feels Commissioner Guidry make the request if he feels this is something we would like to do. President Rodrigue stated that he can definitely ask our lobbyist and report back to the Board.

President Rodrigue stated that an RFP was done for the hotel. The RFQ was done and a request was made for us to send a copy of the RFQ out for us as a group to be able to give input. That email was sent out and different things came back as input and some of the things that came out of that are particularly in Mr. Kennedy's request. Some SEB goals were set for 30% on construction and 25% on material purchases so that language is in the RFP. President Rodrigue stated that he's glad that we were able to answer this for Mr. Kennedy and others that requested about it.

President Rodrigue stated the other items that came forward by Commissioner Hammond was his request to put a living wage component into the RFP. That came back in the legal memo that we visited at the Board

meeting last month. There are specific legislation guidelines that states when you are sending out an RFP you cannot mandate a wage. Due this these legislation guidelines we were not able to honor Commissioner Hammond's request. President Rodrigue stated that he spoke with Commissioner Hammond in regards to this matter. He told Commissioner Hammond that he would make sure that he let everyone know that he requested it but we could not do it based on how the bid law works.

President Rodrigue stated that we are prepared to release the RFP for the hotel project this coming Monday, October 30, 2017 with a turnaround day of January 30, 2018. This gives them about 90 days to truly put their components into paper including the difficult part which is the financial component and come back to us with their proposals. We are making progress and it is our intent to have the RFQ, which is the first phase because the hotel was put into two phases. The first phase of the residential and retail component we hope to have drafted about mid-month and get a copy of that draft to the Board. President Rodrigue stated that we would like to do it exactly the same way where the Board gets it and will have a week or so to give some input where we can adjust off that input. President Rodrigue stated that it's our goal before the next Board meeting to be prepared to release the FRQ for the residential and retail component. President Rodrigue asked the Board to be on the lookout for the draft and if they have any input please be aware of the timelines so we can keep the ball moving.

President Rodrigue stated that we are in priority 5 with capital outlay with the State of Louisiana. Our deadline to resubmit our capital outlay request is November 1, 2017. We are aware that the state doesn't have a ton of capital outlay to give but it's important that we continue to make our submission. Three years ago we made an early payment of our go zones bonds that came out of Hurricane Katrina which we prepaid \$27 million in bonds. We are in a cooperative endeavor agreement with the State of Louisiana that they will give us back the \$27 million in the way of capital outlay. On October 31, 2017 we will resubmit our capital outlay request for the \$27 million tied to the cooperative endeavor agreement we have with the State of Louisiana which will be tied to the same projects as previous years. President Rodrigue stated that it's important to make that request because we are in a binding contract with them even in the event we don't get it this year we want to keep it there and hold them to it because we made payment to them and we expect them to live up to their side of it.

President Rodrigue stated we currently signed a contract with Search Wide and they plan to come back to us in a few weeks with a list of candidates for the committee to review which will be a conference call.

They have a long list of candidates and they will narrow it down to 4-5 candidates that will then come in for a face to face interview. The committee will made a recommendation to the Board.

President Rodrigue stated that we will research and see if we want to have a management firm do this and the responses came back and only one firm responded to the RFQ which is SMG. They are in a holding pattern and is prepared to make a presentation. President Rodrigue asked Alita to mail the Board who is on the committee and the timeline for the selection. He stated that we should have someone in the GM position by the end of the year.

Commissioner Belletto suggested that they have at least three candidates for the Board to interview. She asked President Rodrigue to reconsider the committee selection and include one of the women that sit on the Board.

Commissioner Robertson stated she would like to make sure that there is diversity on the committee.

President Rodrigue stated that he has met with the V.P.s and he's very happy with how everything is running.

**Commissioner Jacobs exited the meeting at 3:35 p.m.**

President Rodrigue stated that Diedra gave out the 2018 Board Meeting schedule to all the Commissioners.

President Rodrigue stated that we have a rate lock but if we open it up to bids we may lose the rate lock for the insurance rates. He stated that we will have to decide if we want to stick with the rate lock or go the RFQ. He thanked Alita for seeing this and bringing it to his attention. Commissioner Guidry stated that the property insurance rates increase is on a state by state basis. Commissioner Banks stated that the Insurance Committee will meet some time in November and this will be discussed and brought back to the November Board meeting.

With no other business to come before the Board, President Rodrigue asked for a motion to adjourn. Commissioner Guidry moved adjournment, seconded by Commissioner Hammond. **Motion approved** and the meeting adjourned at 3:45 p.m.

**ATTEST:** \_\_\_\_\_  
**STEVE PETTUS, TREASURER**

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