

Minutes of Non-Flood Protection Asset Management Authority
Finance/Marina Committee Meeting
January 17, 2019 @ 3:30 P.M.

Present

Commissioner Roy Arrigo
Commissioner Chris Morvant
Commissioner Dawn Hebert
Commissioner Wilma Heaton
Commissioner Anthony Richard (arrived 3:43 pm)
Commissioner Stanley Brien (arrived 3:52 pm)

Absent

Commissioner Sean Bruno

Staff

Executive Director Louis Capo
Operations Director Felton Suthon
Executive Assistant Kim Vu
Helaine Millner – Orleans Marina
Melissa Bailey – Accountant III
Lien Pham – Accountant I
Ngoc Ford – Special Projects
Shelly Raborn – HR Analyst

Also Present

Ed Renton – South Shore Harbor Marina
Neil Anderson – GOPARK
Herb Anderson – GOPARK
Tommie Landrum – Gulf Coast Security Enterprises

The Finance and Marina Committees of the Non-Flood Protection Asset Management Authority met as a joint committee on Thursday, January 17, 2019 at 6001 Stars and Stripes Blvd. in the Lakefront Airport Terminal Building in the second-floor conference center. Commissioner Arrigo called the meeting to order at 3:35 P.M.

Opening Comments

Commissioner Arrigo thanked the members of the public for attending the meeting and welcomed everyone to attend the marina meetings monthly. Commissioner Arrigo introduced Dockwa, a marina website for boaters looking for available transient slips. He requested an agenda item with the discussion of Dockwa to be placed on the marina agenda for the following month.

Motion to amend the agenda to conduct new business first before the old business agenda items by Commissioner Arrigo, second by Commissioner Heaton and all were in favor.

Public Comments

- 1) Mr. Tom Long, a longtime tenant of Orleans Marina, stated that contracting with GOPARK was a tremendous step forward for marina management. However, he expressed concern regarding the tracking process of insurance document renewal process for each lease.

Director's Report

Director Capo gave an administrative update and a general update on marina collections and finances. He updated the marina committee on ongoing and future project updates for South Shore Harbor and Orleans Marina.

New Business - Marina

- 1) Motion to recommend authorization of Change Order #1 by Godson Group LLC for the Orleans Marina Parking Lot Repairs

Mr. Suthon, Operations Director, reported on the status of the repair regarding the sink hole in the Orleans Marina parking lot. Due to some pre-existing issues with the water line, Mr. Suthon requested that Godson Group fix the issues with authorization from the board to approve the change order of \$12,000.00.

Motion by?

- 2) Discussion and status update by Gulf Coast Security Enterprises

Mr. Landrum updated the marina committee on the status of the security services from Gulf Coast since they were selected as the security provider for both marinas. He's hoping to form a better line of communication between NFPAMA and Gulf Coast.

- 3) Discussion and status update by GOPARK, LLC

Mr. Neil Anderson, Vice President of GOPARK, reported a status update to the finance and marina committees. GOPARK was selected to oversee account management for the tenants of both marinas. GOPARK created a system where the tenants can sign their leases electronically. The marina committee members expressed concern with tenants providing updated certificates of insurance when signing leases for the protection of the marinas.

Old Business - Finance

- 1) Discussion regarding year-end financial documents for 2017-2018

Mr. Capo reported the agency had a clean audit with no audit findings. The finance committee members thanked all staff for working hard on the audit process.

- 2) Discussion regarding review of year to date financial documents FY 2018-2019

Mr. Capo proposed a full budget hearing for each committee to have a more in-depth review of each line item in preparation of preparing the budget for FY 2019-2020.

- 3) Discussion regarding 2019-2020 Budget

The finance committee members proposed to have a special board meeting on February 21, 2019 at 3:00 PM to review the budget.

Commissioner Arrigo announced that the next Marina committee meeting will be held on Tuesday February 12, 2019, and the Finance committee meeting will be held on Thursday February 14, 2019 at 3:30 P.M at Lakefront Airport Terminal Building.

Motion to adjourn by Commissioner Arrigo, second by Commissioner Richard, and the meeting adjourned at 4:30 P.M.