

**BOARD MEETING MINUTES
OF THE
BOARD OF COMMISSIONERS**

THURSDAY, NOVEMBER 6, 2014 AT 6:30 P. M.

**LOCATION: NORBP Boardroom
13801 Old Gentilly Road
New Orleans LA 70129
Commissioner Kimberly Lavon Wright, Vice-Chairperson**

MINUTES

- I. Call to Order**
- II. Roll Call:**

Absent	Present	Commissioners
	X	K. Lavon Burbank, Chairperson
		Vice-Chairperson
	X	Barbara Hornsby, Secretary/Treasurer
		Parliamentarian/Sergeant-At-Arms
		Dwight A. Barnes
		Jessie Conerly
	X	Robby W. Knecht
		Ann Duplessis
	X	Dwight Jarrett
	6:40	Quorum: Start of Meeting Yes X No
Time:		Quorum: After Meeting Start Yes No

It was determined that since the number of NORBP Board members was 7 that a quorum was met with four members present

Staff Present: Keith A. Thomas

Guest(s) Present: X__ Yes ___ No
Website employee of Spears Consulting

Public:

III. Review and Approval of the NORBP Full Board Agenda (2 Mins)

Motion Commissioner Jarrett to accept the agenda
Second Commissioner Knecht
All Commissioners in favor

IV. Review and Approval of the NORBP Regular Full Board Minutes (2 Mins)

Motion Commissioner Jarrett to accept the minutes with the corrections submitted to
Commissioner Hornsby
Second Commissioner Knecht
All Commissioners in favor

V. Chairperson's Comments (0 Mins)

None

VI. Park Administration Report (2 Mins)

None

A. ACTION ITEMS (50 Mins)

1. NORBP Website Presentation

Presentation done. Motion by Commissioner Jarrett for contractor to continue working on the NORBP website. Board noted concerns toward not viewing the spatial mapping tool to be used on the website. Recommendations for website to be made in writing.

Second Commissioner Hornsby
All Commissioners in favor

2. Enterprise Center Lease Presentations/Negotiations

Motion Commissioner Jarrett to approve legal counsel to begin negotiations and draft agreement with Starlight Ventures to lease office space at a rate not less than \$6PSF base rent with the noted percentage returns in the company's proposal.

Second Commissioner Hornsby
All Commissioners in favor

Motion Commissioner Knecht to approve legal counsel to begin negotiations and draft agreement with Arthur Wittenberg to lease warehouse space and some office space at a rate of \$4.15PSF (warehouse) and a negotiable rate on the office space. No minimum office rate for space set.

Second Commissioner Hornsby
All Commissioners in favor

3. Payroll Policies & Procedures

Motion Commissioner Knecht that required all NORBP personnel to clock in and out in order to receive full payroll check. Also, to authorize the CPA Diaz to pay the balance of payroll for last pay period.

Second Commissioner Jarrett
All Commissioners in favor

4. Enterprise Center Property Maintenance

Exterior Lighting
Interior Warehouse Lighting
Roof Repairs
Fire Marshall Compliance

Motion Commissioner Jarret to authorize the expenditure up to \$700.00 for repairs to bring the NORBP Building up to fire code compliance.

Second Commissioner Knecht
All Commissioners in favor

5. Discount Tree Cutting Garage Space

Motion Commissioner Hornsby for lease to pay \$200.00 deposit and 1st month \$200.00 fee.

Second Commissioner Knecht
All Commissioners in favor

VII. Executive Session (20 Mins)

Enterprise Center RFP Respondent Questions & Answers, Personnel Payroll

Motion Commissioner Knecht to enter Executive Session

Second Commissioner Jarrett
All Commissioners in favor

A. Starlight Ventures

In public setting, Presentation of what the project would be and the anticipated rental fees of the future tenant(s) were discussed. Company focused on the movie industry.

B. Arthur Wittenberg

In public setting, Questions were asked regarding the specific business and projects planned by the company. Company focused on the green industry.

C. Payroll Policies/Procedures Questions & Answers

Motion Commissioner Knecht to exit Executive Session

Second Commissioner Jarrett
All Commissioners in favor

B. DISCUSSION ITEMS (30 Mins.)

1. FEMA Reimbursement Total & Date for Receipt
Not discussed
2. 2015 Budget Planning Date/Invitees
Not discussed
3. 2015 Legislative Agenda
Not discussed

VIII. New Business (2 Mins)

None

IX. Old Business (2 Mins)

None

X. Adjournment (1 Min)

Motion Commissioner Jarrett request adjournment of meeting 8:15 pm
Second Commissioner Knecht
All Commissioners in favor – meeting adjourned