



Audubon Nature Institute

6500 Magazine Street • New Orleans, LA 70118
AudubonInstitute.org

Minutes of the Audubon Commission Meeting

October 23, 2014

A meeting of the Audubon Commission was called to order on Thursday, October 23, 2014 at 4:00 p.m. in the Presidents' Room at the Audubon Zoo by President Duncan. A quorum was present and acting throughout the meeting.

Attending were: Linda Baum, Boysie Bollinger, Kelly Duncan, Bart Farris, Frances Fayard, Ashley Francis, Deborah Harkins, Bruce Hofer, Catharine Morrell, Peter Moss, Pamela Ryan, Charles Teamer and Carol Wise.

Excused were: Gayle Benson, Storey Charbonnet, Danny Conwill, Angus Cooper, Rashida Ferdinand, Beth Lambert, Olivia Manning, Helena Moreno, Field Ogden, Tom Watson and D. Brent Wood.

Also attending: Robert McClendon, Times-Picayune and Henry Kinney, legal counsel.

The minutes of the May 5, 2014 meeting were unanimously accepted as distributed.

Nominating Report: Mr. Forman, President & CEO of the Audubon Nature Institute (ANI) reported that Wilmer Jacobs, Naaman Stewart and Judy Bajoie appointments were not renewed and that the Mayor's Office has appointed Helena Moreno, Catharine Morrell and Boysie Bollinger. Mr. Forman introduced Ms. Morrell and Mr. Bollinger to the Commission as they were both in attendance. Mr. Forman further reported that the Nominating Committee met to fill the two unexpired seats of Mimi Robinson and Dr. Willard Dumas, who have resigned. The Committee recommends Storey Charbonnet and Angus Cooper. (Committee/Fayard/Unanimous)

Finance Report: Mr. Farris, Treasurer, asked Mr. Rivarde, ANI EVP/Finance and Uptown Facilities, to review the September Operating Statement:

Celebrating the Wonders of Nature

September Operating Budget (in thousands)

	<u>2014 Actual</u>	<u>2014 Budget</u>	<u>2013 Actual</u>
Aquarium/IMAX/Park	5,655	5,440	5,700
Zoo/Park	(2,488)	(1,591)	(1,446)
Insectarium	336	188	334
Research Center	<u>(515)</u>	<u>(534)</u>	<u>(596)</u>
Total Operations	\$1,653	\$1,632	\$2,617

Dr. Farris further reported that the 2015 millage rates for the Zoo and Aquarium need to be determined. 2015 is not an assessment year.

Dr. Farris moved that:

Whereas, the Louisiana Constitution and Article 7, Sections 18, 20 and 23 require that all property located in Orleans Parish be reappraised at least every four years; and

Whereas, in 2014 the millage levied by the Audubon Commission was 0.32 mills for the zoo; and 2.99 mills for the aquarium; and

Whereas, in 2015 there is no millage roll-up or roll-down;

Be it therefore resolved that the millage for Audubon Zoo be maintained at 0.32 mills in 2015, that the millage for the Audubon Aquarium of the Americas be maintained at 2.99 mills in 2015 and that the Council of the City of New Orleans levy these ad valorem taxes on behalf of the Audubon Commission.

Dr. Teamer seconded the motion and it carried unanimously.

Dr. Farris further reported that a motion transferring the millage is also needed.

Dr. Farris moved that:

Up to \$6 million of aquarium tax millage, in excess of that needed to service the bonds, be transferred in 2014 from the Board of Liquidation, City Debt, to the Audubon Commission;

And up to \$1,000,000 of zoo tax millage, in excess of that needed to service the bonds, be transferred in 2014 from the Board of Liquidation, City Debt, to the Audubon Commission.

Be it further resolved that L. Ronald Forman be authorized to act on behalf of the Commission in all matters pertaining to these transfers.

Mr. Moss seconded the motion and it carried unanimously.

Mr. Kurtz, ANI Sr. EVP & COS, reported on several motions that need Commission approval. He reported that a request for proposal went out seeking a company to provide post disaster debris clean up on an as-needed basis.

Ms. Baum moved that:

Be it resolved that The President of the Audubon Commission or the President & CEO of Audubon Nature Institute is authorized to execute a contract with Crowder Gulf, LLC for post disaster debris clean-up and collection services.

Mr. Moss seconded the motion and it carried unanimously.

Mr. Kurtz further reported that golf course maintenance equipment is needed.

Ms. Harkins moved that:

Be it resolved that The President of the Audubon Commission or the President & CEO of Audubon Nature Institute is authorized to execute a lease purchase agreement with PNC Equipment Finance, LLC for golf course maintenance equipment.

Mr. Hoefler seconded the motion and it carried unanimously.

Mr. Kurtz further reported that Hamp's Construction was the lowest qualified bidder in response to a bid advertisement for Nature Center renovations.

Ms. Wise moved that:

Be it resolved that the President of the Audubon Commission or the President & CEO of Audubon Nature Institute is authorized to execute a contract with Hamp's Construction, LLC for Audubon Louisiana Nature Center maintenance center renovations in the amount of \$248,000.

Mr. Bollinger seconded the motion and it carried unanimously.

Mr. Kurtz further reported that two generators were needed for the Zoo and that they were being purchased through a Whitney lease purchase agreement.

Ms. Harkins moved that:

Be it resolved that the President of the Audubon Commission or the President & CEO of Audubon Nature Institute is authorized to execute a lease purchase agreement with Whitney Bank for the purchase of two generators.

Ms. Wise seconded the motion and it carried unanimously.

Mr. Kurtz further reported that a request for proposal for professional services was advertised seeking a company to provide geotechnical engineering and construction materials testing on an as-needed basis.

Dr. Farris moved that:

Be it resolved that the President of the Audubon Commission or the President & CEO of Audubon Nature Institute is authorized to execute a with The Beta Group Engineering and Construction Services, LLC.

Dr. Teamer seconded the motion and it carried unanimously.

Mr. Kurtz further reported that in keeping with best practices a few Audubon Nature Institute policies were updated including the Risk Management Plan Policy, Financial Resource Management Policy and the Executive Expenditures Policy. Mr. Kurtz introduced Mary Wallace Shaver, ANI Compliance and Business Operations Specialist, and she gave a brief description of the policies. Mr. Kurtz then asked for approval of each policy.

Dr. Farris moved that:

The Audubon Commission approve the Risk Management Plan Policy as submitted.

Dr. Teamer seconded the motion and it carried unanimously.

Ms. Harkins moved that:

The Audubon Commission approve the Financial Resource Management Policy as submitted.

Ms. Baum seconded the motion and it carried unanimously.

Ms. Francis moved that:

The Audubon Commission approve the Executive Expenditures Policy as submitted.

Ms. Ryan seconded the motion and it carried unanimously.

Ms. Conkerton, ANI EVP for Development, reported that she had two motions for approval. BloodyDecks, LLC and GCR, Inc. are expanding their contract date and the scope of services with Audubon's Gulf for United Lasting Fisheries program.

Ms. Morrell moved that:

Be it resolved that the President of the Commission or the President & CEO of Audubon Nature Institute is authorized to execute a contract amendment with BloodyDecks, LLC expanding the scope of services and changing the original contract sum from \$410,000 to \$716,000.

Ms. Fayard seconded the motion and it carried unanimously.

Mr. Hoefler moved that:

Be it resolved that the President of the Commission or the President & CEO of Audubon Nature Institute is authorized to execute a contract amendment with GCR, Inc. extending the end contract date to December 31, 2016, expanding the scope of services, adding provision for a task order approval system, and increasing the total amount of the agreement from \$249,000 to \$463,000.

Ms. Wise seconded the motion and it carried unanimously.

Mr. Forman, ANI President & CEO, reported that the Elephant Fountain was pink today in recognition of Breast Cancer awareness. Mr. Forman then asked Ms. Conkerton to give an update on the Wilderness Park and Ms. Conkerton reported that after a thorough clean up, maintenance work and new signage the Wilderness Park located at the Audubon Research for Endangered Species is now open for public use. She further reported that the last installment of Music Under the Oaks will be Friday, October the 24th at 4:30pm in Audubon Park.

Mr. Rivarde gave a brief update on Zoo projects reporting that a new petting zoo and a ropes course are near completion and that the sea lion pool is still undergoing renovations.

Mr. Toth, Acting Managing Director of Downtown Facilities, reported that the fountain at the Aquarium entrance was also pink today for Breast Cancer Awareness. Ms. Harkins asked when the plaza will receive better landscaping and Mr. Toth replied that when construction is completed the Horticulture Department will be ready to spruce it up.

Mr. Hamilton, ANI VP and General Curator introduced Amphibian Keeper Melanie Litton who presented a young False Gharial hatchling, a rare freshwater crocodilian with a very thin and elongated snout.

There being no further business, the meeting adjourned at 5:15 p.m.

Linda G. Baum
Secretary



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MOTIONS October 23, 2014

1. Millage Collection
2. Tax Collection
3. Crowder Gulf, LLC
4. PNC Equipment Finance
5. Hamp's Construction, LLC
6. Whitney Lease Agreement
7. The Beta Group
8. Policies
9. BloodyDecks, LLC
10. GCR, Inc.

Celebrating the Wonders of Nature