

**MINUTES OF
SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY-EAST
FINANCE COMMITTEE MEETING
HELD ON JUNE 17, 2025**

PRESENT: K. Randall Noel, Chair
Roy M. Carubba, Committee Member

The Finance Committee of the Southeast Louisiana Flood Protection Authority-East (FPA or Authority) met on June 17, 2025, in the Joseph Yenni Building, 2nd Floor Council Chambers, 1221 Elmwood Park Blvd., Jefferson, LA. Mr. Noel called the meeting to order at 9:00 a.m.

Opening Comments:

None

Adoption of Agenda: The Committee adopted the agenda as presented.

Approval of Minutes: The Committee approved the minutes of the Finance Committee held on April 17, 2025

Public Comments: None

Regional Finance Director's Report:

Regional Director Denise Williams, provided her report:

- Ms. Williams discussed the impending vote on the East Jefferson Levee District Millage. Advised that the Board will be voting to confirm the current rate of 3.82 mills which will generate the same revenue as previous years which is \$12 million.
- FPA paid 1.6 million to the Army Corp of Engineers last month. That is the FPA's 35% portion of the design phase of the programmatic cost of the armoring project. This was budgeted at 1.3 million but actually came in at 1.6 million.
- Initial meetings with the auctioneers has begun. The auction is planned for November 18, 2025. She is inviting LMA to participate as well, which will help them by saving some of the fees they would have incurred.
- Insurance brokers will visit the office on next Wednesday to discuss the reporting/claims process.

Mr. Noel asked Ms. Williams to give a brief description on the process used to pay the bills.

1. Ms. Williams reported that Finance receives an invoice via email;
2. If the invoice is new, it has to be mapped by accounts payable and if it is not new it is uploaded into the system whereby accounts payable clerks receive it and then send the invoice to the appropriate department head to insure purchase was made and product was received.
3. Once verification is received, approval for payment process begins. Invoice is paid either through check or EFT. We receive two signatures from our check signers (\$5,000 check signers)
4. In response to the question of Mr. Noel, Ms. Williams further reported that requisitions become a purchase order and can be sent through the approval process.
5. Ms. Williams clarified that the verification process used is known as PSA Air. – (invoice is sent to staff and staff verifies the purchase).

Mr. Noel asked whether or not a contract that is perfected through the bid process also goes through a verification process and Ms. Williams advised yes.

Ms. Debbie Settoon asked whether or not we are verifying that we are charging to the proper accounts.

Ms. Williams advised yes. She further indicated that verification of whether or not we are charging to the proper account begins with the Line items. By design, line items are listed by code and the Directors are aware of their codes and if the staff erroneously enters the wrong code, the established internal process will catch it.

New Business

1. Discussion of certification of ad valorem tax millage rates and assessments for the East Jefferson District for Tax Year 2025 and recommendation to the Board.

Ms. Williams informed the board that her recommendation to the Board is to vote to confirm the current rate of 3.82 mills as previously discussed in her Director's report.

2. Ms. Williams reported that the State has a deferred compensation program (457B) which we are currently participating. The rate of return has been between 11 and 15 percent interest over time. She is requesting that the agency match contributions. Currently 37 employees are participating which is 20 more than were participating prior to Mr. Will Parrie's presentation. Total contributions by employees are currently \$6,000 per month. The program is good for morale, employee retention and retirement. Ms. Williams feels that we will not have 100% participation, however, she expects the participation to increase over time. The program has not been budgeted because it has not been approved by the board but, at this time, there is ample space in the current budget to accommodate the agency's contributions due to available space in the budget.

Mr. Carubba put forth the motion to recommend approval of the impending resolution to the Board, Mr. Noel provided the second.

3. Ms. Williams delivered and discussed the third quarter fiscal year budget to actual report. She reported that all revenues collected are not reflected in the report because a lot of revenue received, came in after March. There is a timing gap in receiving revenues. She reiterated that LBBLD is a little behind in their collections, but, due to the fact that they have their own SLIP fund, their cost will be covered by them if the need arises. She further indicated that we are currently under budget for most of the districts and revenue collected covers the expenses for the year.

Mr. Noel questioned a couple of budget items that appeared high and Ms. Williams advised that there had been a budget error in one of the instances and this occurred because Finance erroneously used a number which should have been lower. Mr. Noel also questioned the high cost of subscriptions in East Jefferson. Ms. Williams advised that this may have been caused by the addition of a new subscription for the Police Department which had not been previously allocated. This particular item will now be budgeted.

Ms. Williams gave a brief discussion about high insurance claims. She advised that the LWCC audit discrepancies are based on what LWCC believes our salaries are going to be versus what they are when they audit the agency. Ms. Williams reported that she recently had discussions with the LWCC representatives about an 18 wheeler accident that caused damage to the shoulder and toe of the levee in New Orleans East, more specifically, Irish Bayou.

Ms. Williams asked Mr. Ryan Foster to provide more information and he reported that there was in fact damage however, the removal of the 18 wheeler caused more damage than the actual impact.

Ms. Williams asked about the need to come to the board to get additional approval from the board when a project is already included in the budget. Mr. Kirk Ordoyne, Executive Counsel, advised that the statute requires a 2/3 affirmative vote to proceed on any major projects. He further advised that even if a line item is in the budget, the board needs to be informed on the details and cost associated with that project and is legally required to follow the established law when a vote is required.

Ms. Settoon questioned whether or not there were any line items on the cost to date associated with the East Jefferson Levee District Building located on Plache Court. Ms. Williams guided her through some line items in the report however some of the specific cost Ms. Settoon was seeking was not included in the report. Ms. Williams advised that she will look up the specific numbers Ms. Settoon is requesting and provide them to her.

Mr. Noel asked about the report that was provided by Ms. Williams. She advised that the report is for the fiscal year which begins on July 1, 2025.

LMA and insurance. Ms. Williams advised that she met with Louis Capo and his accounting team and they are currently caught up for the current year. She invited Mr. Capo to attend the next meeting to give his required quarterly report.

Mr. Noel began a brief discussion about the cost of protecting the Lakefront Airport. Mr. Foster advised that consultants looked at the cost and the numbers have been varied.

Ms. Williams advised that LMA is now only required to pay their insurance cost since previous debts were written off.

There was no further business, therefore, the meeting was adjourned at 9:30 a.m.