

**From:** [info@neogov.com](mailto:info@neogov.com)  
**To:** [Gilbert A. Montano](mailto:Gilbert.A.Montano)  
**Subject:** Message From NEOGOV Insight: Requisition Approval Action Required  
**Date:** Thursday, September 10, 2020 2:21:30 PM

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\*\*\* NOTE: This email was sent from NEOGOV \*\*\*  
 \*\_\*\*

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 If you reply to this email, your reply will *\*NOT\** be read. Instead, please contact the individual(s) listed at the bottom of this email if you have questions.  
 \*\_\*\*

Hi Gilbert,

Requisition# 2020-01872 requires your approval now.

- Class Title: LIBRARY BUREAU CHIEF (CLASS CODE 6535)
- Working Title: LIBRARY BUREAU CHIEF (CLASS CODE 6535)
- Desired Start Date:
- Department: New Orleans Public Library
- Division:
- Hiring Manager(s):
- Donise White-Smith [dwhitesm@nolalibrary.org](mailto:dwhitesm@nolalibrary.org)
- Ross Matthews [RMatthews@nolalibrary.org](mailto:RMatthews@nolalibrary.org)
- Kiana Lunkins [klunkins@nolalibrary.org](mailto:klunkins@nolalibrary.org)

To view the details of this requisition, please go to <https://secure.neogov.com/insight/login.cfm>  
 If you have any questions regarding this recruitment, please contact:

Donise White-Smith (HR Liaison)  
[dwhitesm@nolalibrary.org](mailto:dwhitesm@nolalibrary.org)

**From:** [Employee Information](#)  
**Subject:** September 2020 Newsletter: Mayor's Neighborhood Engagement Office  
**Date:** Wednesday, September 9, 2020 2:09:08 PM

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To: All City Employees  
From: Mayor's Neighborhood Engagement Office  
Date: 9/9/2020

**SEPTEMBER 2020 NEWSLETTER: MAYOR'S NEIGHBORHOOD ENGAGEMENT OFFICE**

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neighborhood header



**September 2020 Updates from the  
Mayor's Neighborhood Engagement Office**

**CDC Issues Eviction**

**Upcoming Events**

# Moratorium Through End of Year

CDC Eviction Mor



The Centers for Disease Control and Prevention (CDC) has issued a residential eviction moratorium through Dec. 31, 2020, to keep people safe and in their homes during the COVID-19 pandemic. Under this order, a landlord shall not evict any "covered" person from any residential property.

Unless the CDC order is extended, changed, or ended, the order prevents tenants from being evicted or removed from where they are living through Dec. 31, 2020. Tenants are still required to pay rent and follow all the other terms of their lease and rules of the place where they live. Tenants may also still be evicted for reasons other than not paying rent or making a housing payment.

To be eligible for the eviction protection, each adult member of the household must print and complete [THIS FORM](#) and submit it to their property manager, landlord, or owner.

[Click this link for more details](#)

**Wednesday, Sept. 9th**

[5th District Police  
Community Advisory Board](#)

**Thursday, Sept. 10th**

[Treme-Lafitte Group B Pre-  
Construction Community  
Teleconference](#)

[Marlyville-Fontainebleau  
Group C, RR118 Pre-  
Construction Community  
Information Meeting](#)

**Tuesday, Sept. 15th**

[Lakeview North Group C  
RR085 Pre-Construction  
Community Information  
Meeting](#)

**Thursday, Sept. 17th**

[Filmore South Group B Pre-  
Construction Community  
Meeting](#)

**Tuesday, Sept. 22nd**

[Pontchartrain Park Group A  
Pre-Construction Community  
Teleconference](#)

**Thursday, Sept. 24th**

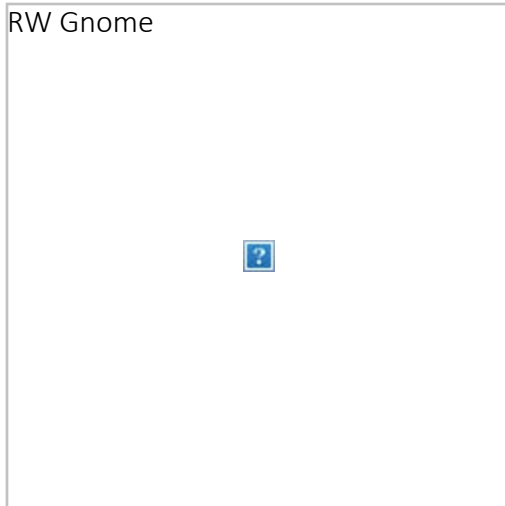
[DPW Navarre Pre-  
Construction Community  
Information Meeting](#)

**Please visit  
nola.gov/neoevents for  
more details for each  
meeting.**

**The Mayor's Neighborhood  
Engagement Office Facilitates**

**Save The Date for the 2020  
Virtual Neighborhood Summit:**

## Quarterly Neighborhood Leaders' Roundtable



Thursday, August 27th, the Mayor's Neighborhood Engagement Office hosted a Virtual Neighborhood Leaders' Roundtable on Infrastructure.

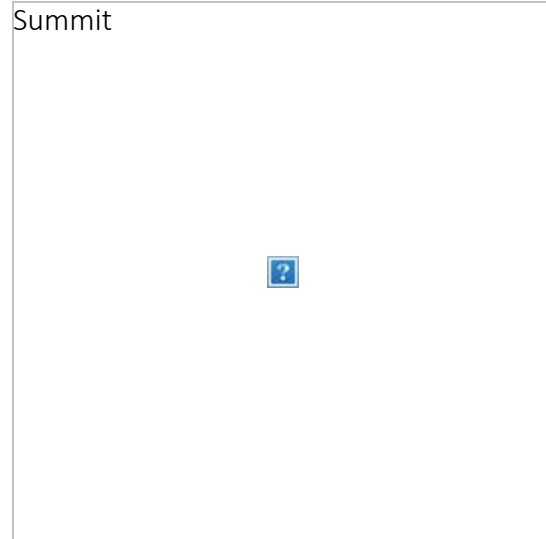
Speakers included: Ramsey Green, Deputy CAO of Infrastructure, Sarah McLaughlin Porteous, Director of RoadWork, Keith LaGrange, Director of The Department of Public Works, and Ghassan Korban, Executive Director of The Sewerage and Water Board.

For more info on current and upcoming Roadwork projects in your area, [visit roadwork.nola.gov!](http://roadwork.nola.gov)

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**This July Mayor Cantrell Kicked Off the 'Neighborhood Navigators' Program to Help Connect Residents to Resources**

## November 12th, 13th, and 14th



The annual Neighborhood Summit celebrates the strength, history, and diversity of our city's neighborhoods, bringing together community leaders, non-profit agencies, and city government.

At the Summit, neighborhood leaders and residents share information across communities, develop new skills to bring home, and build relationships old and new.

**Due to COVID-19, this year's summit will be conducted virtually. More details will come soon!**

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**The City of New Orleans Continues to Operate a Resource Center for Hurricane Laura Evacuees**

NN

This summer, **Mayor Cantrell** kicked off the 'Neighborhood Navigators' Program to help connect residents to resources.

The Neighborhood Engagement Office will empower and train neighborhood association presidents, executive boards and nonprofits to become Neighborhood Navigators for residents, in order to better assist them in responding to the COVID-19 pandemic. Navigators will connect residents to resources such as, housing, payroll protection and unemployment.

Residents interested in connecting with a Neighborhood Navigator can **call 3-1-1 or visit online at [nola311.org/navigator](https://nola311.org/navigator)**. Once the call or online form is processed, a Navigator will be assigned according to the City Council district.

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## **NORD Hosts Drive Thru School Supplies Giveaway**

Mayor

The best way to help in the immediate aftermath of Hurricane Laura is to donate directly to response organizations on the ground in Southwest Louisiana.

[Visit ready.nola.gov](https://ready.nola.gov) or [click here for more information on where to bring donations!](#)

If you have any friends or family from the affected area who need shelter, please have them call 2-1-1 for assistance. If you need transportation to medical appointments please contact the DCFS staff at your hotel.

[Click HERE for the full resource guide!](#)

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## **NOLA-PS Continues Basic Necessities Drive**

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NORD



NORD will host its' Drive Thru School Supplies Giveaway **Saturday, September 12, 2020** from 10am-12pm at three locations across the City. **\*FREE\*** and open to all while supplies last.

- Behrman Park, 2529 General Meyers Ave. (WESTBANK)
- Joe W. Brown Park, 5601 Read Blvd. (NOLA EAST)
- Milne Rec Center, 5420 Franklin Ave. (GENTILLY)

For more information and a list of our generous sponsors, please visit <https://nordc.org/schoolsupply2020/>

Coghill

Mary D Coghill School and NOLA Public Schools has partnered with the Pontchartrain Park Neighborhood Association to support those who are impacted by Hurricane Laura. Now is a great opportunity to give back and support!

**Please bring donations of toiletries such as toothpaste, toothbrushes, deodorant, toilet paper, soap, etc and non perishables** to Mary D Coghill School (4617 Mirabeau Ave, NOLA 70126) Monday thru Friday between 9 AM - 3 PM. For more information contact Mr. Cravens at 504-766-0299.

Greg Ravy



## Neighborhood Spotlight

Let us introduce you to Mr. Greg Ravy, Executive Director of Heroes of New Orleans

[Click this link to read more about Mr. Ravy!](#)

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## Census Deadline Moved Up to September 30th

Census



The deadline for completing the census has been moved up by one month to **September 30th!** We are asking all residents to complete their census ASAP so as not to miss this deadline.

The census is an important tool used by

Sarah B

## City Hall Spotlight

Meet Ms. Sarah Babcock, Director of Policy and Communications in the New Orleans Health Department.

[Click this link to read more about Ms. Babcock!](#)

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## Request a Free Smoke Alarm from NOFD!

NOFD Free



The New Orleans Fire Department (NOFD) would like to remind all New Orleans residents that we supply and install "10 year" smoke alarms, **FREE OF CHARGE**. This service is also available to the deaf through bed shaker and strobe light components that we also supply and install FREE OF CHARGE. If you or any Orleans Parish resident you know are in

government to determine political representation, inform business development and investment, and allocate government funds to communities, particularly the ones in need. Make sure they count YOU! It only takes about 10 minutes! Visit [MY2020census.gov](https://my2020census.gov) or call 844.330.2020 to get started.

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## Contactless Pickup



While the city continues to cope with the COVID-19 Pandemic, the New Orleans Public Library is offering a Contactless Materials Pick-up and Drop-off service. Place a hold on your desired items and schedule your pickup by calling any Library location or go online to [catalog.nolalibrary.org](https://catalog.nolalibrary.org).

**Link:** [contactless.nolalibrary.org](https://contactless.nolalibrary.org)

need of this FREE and potentially life saving service please call the NOFD at 504-658-4714 or you can make your request online at [www.nola.gov/nofd](https://www.nola.gov/nofd). Help us saves lives!

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## In-Library Sessions



A limited number of 45-Minute In-Library Sessions are also available at all Library locations, with the exception of Alvar Library and Dr. Martin Luther King, Jr. Library. To ensure the safety of Library staff and the public, reservations are required for each session, and face coverings/masks must be worn while inside the Library.

**Link:** <http://nolalibrary.org/page/407/in-library-sessions>

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## New Orleans City Council Forms City Council Street Renaming Commission

The New Orleans City Council established the **City Council Street Renaming Commission**, an advisory committee to consider renaming certain streets, parks, and public places in New Orleans that honor white supremacists.

The 9-member Commission will recommend a list of streets, parks, and places that should be renamed; a proposed list of replacement names for each recommendation; and a process to facilitate both educating residents and



receiving public feedback on the proposed changes.

The Commission will submit a final report incorporating public feedback to the Council by October, which will serve as the basis for district Councilmembers to begin the renaming process. The public is invited to submit comment forms at [www.nolaccsrc.org](http://www.nolaccsrc.org).

Conf call



### Need Assistance Setting Up a Community Conference Call? NEO is Here to Help!

If any **neighborhood association** needs assistance setting up a conference call, please email us at [neighborhoods@nola.gov](mailto:neighborhoods@nola.gov). We will be glad to walk you through the setup process!

shovel



### Held a Community Clean Up Day Recently? We Want to Hear About It!

Visit [cleanup.nola.gov](http://cleanup.nola.gov) or [click this link](#) to tell us about your clean up day. You can also visit the website for more information on how to organize a clean up!

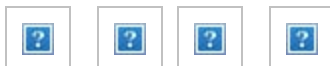
check



### Neighborhood Association Info Update

Neighborhood associations can update their information on the Neighborhood Engagement Office website [by clicking this link](#). If you have any questions or need assistance, please email [neighborhoods@nola.gov](mailto:neighborhoods@nola.gov).

Stay Connected with the Office of the Mayor:



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###



**From:** [Wendy T. Baquet](#)  
**To:** [Gilbert A. Montañó](#); [Chad J. Brown](#)  
**Cc:** [Joycelyn E. Christopher](#)  
**Subject:** Fall Millage Task Force Meeting  
**Date:** Wednesday, September 9, 2020 12:54:25 PM

---

Good Afternoon,

Beginning next Monday at 2:00pm , John Pourciau will host a weekly meeting to discuss the strategy and education around the millage before the upcoming election. Please find the list of attendees below. You will receive a calendar invite shortly. If you are unable to participate on the call, please delegate someone from your department.

- Gilbert
- Liana
- Cliff
- Art
- Chad
- Law – Sunni AND/OR Delegate
- Neighborhood Engagement – Ray AND/OR Delegate
- Comms- Beau AND/OR Delegate
- Council Relations - Tara Richard
- Housing - Ellen AND/OR Delegate
- IGR - Monika
- Infrastructure - Ramsey AND/OR Delegate
- OYF (library/early childhood ed) – Emily AND/OR Delegate

Thanks,

**Wendy T. Baquet**

**Office of Mayor LaToya Cantrell**

**City of New Orleans | 1300 Perdido St. | Suite 2E04 | New Orleans, LA 70112**

**(504) 658.4913**





**From:** [LaTonya Norton](#)  
**To:** [Gilbert A. Montano](#)  
**Subject:** Fw: Immediate Montano interview request  
**Date:** Wednesday, September 9, 2020 10:41:12 AM

---

LaTonya Norton  
Press Secretary  
City of New Orleans | Mayor LaToya Cantrell  
1300 Perdido St. | New Orleans, LA 70112  
Office: 504.658.4962  
[latonya.norton@nola.gov](mailto:latonya.norton@nola.gov)

---

**From:** Michael Stein <[mstein@thelensnola.org](mailto:mstein@thelensnola.org)>  
**Sent:** Wednesday, September 9, 2020 10:26 AM  
**To:** LaTonya Norton <[Latonya.Norton@nola.gov](mailto:Latonya.Norton@nola.gov)>; David L. Simmons <[David.Simmons@nola.gov](mailto:David.Simmons@nola.gov)>;  
Michael G. Tidwell <[Mgtidwell@nola.gov](mailto:Mgtidwell@nola.gov)>  
**Subject:** Immediate Montano interview request

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Hi,

I'm listening to the Library board meeting from last night and I will be writing up a story shortly after that. There are parts of Mr. Montano's presentation that still don't fully add up to me. I would love to get him on the phone to clear some of it up if that's possible. Sorry for the short notice but I have to publish this today before noon. We can add a statement to the story after publication if this request doesn't reach y'all in time.

Thanks,  
Michael Isaac Stein  
Reporter, The Lens | [www.TheLensNola.org](http://www.TheLensNola.org)  
914-450-6011  
[@misaacstein](https://twitter.com/misaacstein)

**From:** [Emily F. Wolff](#)  
**To:** [Chad J. Brown](#); [Gilbert A. Montañó](#)  
**Subject:** Re: Library Board Meeting on Tuesday, September 8th  
**Date:** Tuesday, September 8, 2020 12:58:49 PM

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Hi Chad and Gilbert:

A couple things--

I will join for the meeting tonight and can speak about the early childhood component of this as much or as little as you'd like. I can also have a few slides on that if you want? *\*The main piece that I think it's important for them to know is that there is a large coalition of early childhood groups that are going to be driving a campaign for this and since the measures share a ballot, it would be ideal to have NOPL board partnership on that front.*

Also-- Phala called earlier and suggested a 30 minute time slot for your presentation and Q&A to limit questions from drawing out too long. Does that sound good to you?

Thanks,  
Emily

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

---

**From:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>  
**Sent:** Tuesday, September 8, 2020 12:27 PM  
**To:** Gabriel Morley <[gabriel.morley@nola.gov](mailto:gabriel.morley@nola.gov)>

**Cc:** Gilbert A. Montaña <Gilbert.Montano@nola.gov>; pkmire@wbecsouth.org <pkmire@wbecsouth.org>; Emily F. Wolff <Emily.Wolff@nola.gov>

**Subject:** RE: Library Board Meeting on Tuesday, September 8th

Director Morley:

Attached please find the slides for the CAO's presentation today.

As mentioned, our team can drive the slides. Since it is a Zoom meeting, you should be able to use the "share my screen" feature (which the host can allow) and we can drive the slides.

Please note that Courtney Story (in CAO) will be driving the slides.

Thanks.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans

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**From:** Gabriel Morley <GMorley@nolalibrary.org>

**Sent:** Friday, September 4, 2020 8:52 PM

**To:** Gilbert A. Montaña <Gilbert.Montano@nola.gov>; pkmire@wbecsouth.org

**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>; Emily F. Wolff <Emily.Wolff@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>

**Subject:** Re: Library Board Meeting on Tuesday, September 8th

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Hi everyone,

We just had a two-hour finance committee meeting.

Based on our discussions, I'm hopeful the meeting Tuesday will be beneficial. I think the board members want to understand the need for the city to reduce the millage so talking about it holistically, as you suggest, will be a good starting point.

I have tried to float the idea of a "reset" where we can make that paradigm shift, but understand there is some resistance to that thinking, which is why I think a full understanding of the overall city's financial situation could be helpful to place the reduction in context. For example, I suggested eliminating 21 current vacancies and reducing our operating costs in order to save \$2M in 2021. There was some pushback to that approach in the finance committee meeting.

I'm attaching the spreadsheet I put together that shows how the fund balance could be spent down over three years with no noticeable cuts. I have not shared this with the board, only Phala. I'm not sure the full board will agree with any of them, but when we approach them with the information we want them to understand the library will not be decimated by the millage and has some options for the future.

Just FYI...the board has hired a strategic planning facilitator to help envision the future. That strategic planning process is upcoming in the next few months so we do have some time to think about how we can reset and offer our services in different ways.

I think logging in around 4:45 might be OK. The beginning of the meeting usually goes pretty fast.

You can send me the slides. We use one account for Zoom meetings so I have the host log in.

Have a good weekend.

**Dr. Gabriel Morley | Executive Director - City Librarian**  
Phone: 504.596.2600 | **219 Loyola Ave**, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

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**From:** Gilbert A. Montañó <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>

**Sent:** Friday, September 4, 2020 6:28 PM

**To:** [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org) <[pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)>; Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>

**Cc:** LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Chad J.



Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>

**Subject:** Library Board Meeting on Tuesday, September 8th

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Board Chair Mire and Director Morley:

I hope this email finds you well.

Based on our last productive discussion on August 27<sup>th</sup>, my team has been finalizing the presentation that was requested for the NOPL Board Meeting next Tuesday, September 8th.

For the presentation, I plan on speaking to the current fiscal landscape and financial health of the City of New Orleans in order to relay the wholistic and comprehensive perspective that I discussed at our last meeting. I will also explain the rigorous analysis my team conducted to arrive at the proposed millage rate and how the recommendation incorporates both long and short term needs for the entire city.

As discussed and requested I would like to include the your budget scenarios that highlight the actual expenditures as well as the opportunity for new vision and management through these times. The details relative to the use of the fund balance, which I am told has surpassed the \$11.5 million since I last presented and any associated talking points that can reassure both the public and the staff that these millage rate proposals will not cause layoffs or closures from a financial perspective. Specifically in regards to the short-term, but the motivation and willingness to embrace a paradigm shift will be vital for the level of service that the public currently receives. This information is important and without this discussion there could potentially be more questions than answers.

From my perspective and based on our previous meetings the goal is to facilitate a unified and comprehensive discussion with the full board which the Administration is committed to.

On a side note related to the meeting logistics, I am aware that the board meeting starts at 4:30PM and my presentation is slated towards the end of the meeting. Is there a particular time that I should log-in to the meeting? I understand that I will be allotted 10 minutes for the presentation. Also, do I need to submit my slides in advance so that they can be available during the Zoom meeting?

Please let me our my staff know if you have any questions and we look forward to receiving the requested information as soon as possible.

Gilbert A. Montaña  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** [Michel Thompson](#)  
**To:** [Andrea Neighbours](#); [James Chassee](#); [Laurence Eustis](#); [Mary Moran](#); [Phala Kimbrough Mire](#); [Vonda Flentroy-Rice](#); [William Settoon](#); [Daniel Tapia](#)  
**Cc:** [Andrea Neighbours](#); [James K. Chassee](#); [Laurance Eustis III](#); [Mary Moran](#); [Phala Kimbrough Mire](#); [Raquel Dufauchard](#); [Vonda Flentroy-Rice](#); [William A. Settoon](#); [Daniel Tapia](#); [Gabriel Morley](#); [JMSharpe](#); [Sheila Prevost](#); [Tammy Hanson](#); [Gilbert A. Montañó](#); [Emily F. Wolff](#); ["Dixon Stetler"](#); [Barbara Waiters](#); [jennifer.kitner@gmail.com](mailto:jennifer.kitner@gmail.com)  
**Subject:** FINANCE REPORT for September 8th - Regular Board Meeting Packet/Zoom Information  
**Date:** Tuesday, September 8, 2020 9:13:11 AM  
**Attachments:** [09 Finance Reports.pdf](#)

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Good morning,

Attached are the following as a result of our Finance Committee meeting held on September 4, 2020 at 5:30pm.

- Financial Dashboard as of August 30, 2020
- Finance Committee Meeting Summary
- 4 year Budget Analysis

Please include with Board Packet sent last week and insert where there was a placeholder on page 12 for the Finance Report.

Thank you,

Michel

**Michel N. Thompson** | **Business Manager/Fiscal Officer/Capital Projects**  
Phone: 504.596.2603 | 219 Loyola Avenue, New Orleans, LA 70112  
[mthompson@nolalibrary.org](mailto:mthompson@nolalibrary.org)

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

Stay Connected:  |  |  |  | 

**From:** [Michel Thompson](#)  
**To:** [Andrea Neighbours](#); [James Chassee](#); [Laurence Eustis](#); [Mary Moran](#); [Phala Kimbrough Mire](#); [Vonda Flentroy-Rice](#); [William Settoon](#); [Daniel Tapia](#)  
**Cc:** [Andrea Neighbours](#); [James K. Chassee](#); [Laurance Eustis III](#); [Mary Moran](#); [Phala Kimbrough Mire](#); [Raquel Dufauchard](#); [Vonda Flentroy-Rice](#); [William A. Settoon](#); [Daniel Tapia](#); [Gabriel Morley](#); [JMSharpe](#); [Sheila Prevost](#); [Tammy Hanson](#); [Gilbert A. Montañó](#); [Emily F. Wolff](#); ["Dixon Stetler"](#); [Barbara Waiters](#); [jennifer.kitner@gmail.com](mailto:jennifer.kitner@gmail.com)  
**Subject:** RE: Tuesday September 8th - Regular Board Meeting Packet/Zoom Information  
**Date:** Tuesday, September 8, 2020 9:09:17 AM  
**Attachments:** [09 Finance Reports.pdf](#)

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Good morning,

Attached are the following as a result of our Finance Committee meeting held on September 4, 2020 at 5:30pm.

- Financial Dashboard as of August 30, 2020
- Finance Committee Meeting Summary
- 4 year Budget Analysis

Thank you,

Michel

---

**From:** Michel Thompson  
**Sent:** Friday, September 4, 2020 11:54 AM  
**To:** Andrea Neighbours <[ANeighbours@nolalibrary.org](mailto:ANeighbours@nolalibrary.org)>; James Chassee <[JChassee@nolalibrary.org](mailto:JChassee@nolalibrary.org)>; Laurence Eustis <[LEustis@nolalibrary.org](mailto:LEustis@nolalibrary.org)>; Mary Moran <[MMoran@nolalibrary.org](mailto:MMoran@nolalibrary.org)>; Phala Kimbrough Mire <[PKimbroughMire@nolalibrary.org](mailto:PKimbroughMire@nolalibrary.org)>; Vonda Flentroy-Rice <[VFlentroy-Rice@nolalibrary.org](mailto:VFlentroy-Rice@nolalibrary.org)>; William Settoon <[WSettoon@nolalibrary.org](mailto:WSettoon@nolalibrary.org)>; Daniel Tapia <[DTapia@nolalibrary.org](mailto:DTapia@nolalibrary.org)>  
**Cc:** Andrea Neighbours <[adneighbours@gmail.com](mailto:adneighbours@gmail.com)>; James K. Chassee <[jchassee@gmail.com](mailto:jchassee@gmail.com)>; Laurance Eustis III <[leustis@uptownnola.net](mailto:leustis@uptownnola.net)>; Mary Moran <[marydeemoran@gmail.com](mailto:marydeemoran@gmail.com)>; Phala Kimbrough Mire <[pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)>; Raquel Dufauchard <[rdufauchard@neworleanscvb.com](mailto:rdufauchard@neworleanscvb.com)>; Vonda Flentroy-Rice <[vonda.rice@icloud.com](mailto:vonda.rice@icloud.com)>; William A. Settoon <[bsettoon@outlook.com](mailto:bsettoon@outlook.com)>; Daniel Tapia <[DTapia@nolalibrary.org](mailto:DTapia@nolalibrary.org)>; Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>; John Marc Sharpe <[JMSharpe@nolalibrary.org](mailto:JMSharpe@nolalibrary.org)>; Sheila Prevost <[sprevost@nolalibrary.org](mailto:sprevost@nolalibrary.org)>; Tammy Hanson <[THanson@nolalibrary.org](mailto:THanson@nolalibrary.org)>;

Gilbert.Montano@nola.gov; Emily F. Wolff <Emily.Wolff@nola.gov>; 'Dixon Stetler'  
<jdixonstetler@gmail.com>; Barbara Waiters <bawaiters11@gmail.com>; jennifer.kitner@gmail.com  
**Subject:** RE: Tuesday September 8th - Regular Board Meeting Packet/Zoom Information  
**Importance:** High

REVISED Board Packet attached.

Thank you,

Michel

---

**From:** Michel Thompson  
**Sent:** Friday, September 4, 2020 11:39 AM  
**To:** Andrea Neighbours <[ANeighbours@nolalibrary.org](mailto:ANeighbours@nolalibrary.org)>; James Chassee <[JChassee@nolalibrary.org](mailto:JChassee@nolalibrary.org)>; Laurence Eustis <[LEustis@nolalibrary.org](mailto:LEustis@nolalibrary.org)>; Mary Moran <[MMoran@nolalibrary.org](mailto:MMoran@nolalibrary.org)>; Phala Kimbrough Mire <[PKimbroughMire@nolalibrary.org](mailto:PKimbroughMire@nolalibrary.org)>; Vonda Flentroy-Rice <[VFlentroy-Rice@nolalibrary.org](mailto:VFlentroy-Rice@nolalibrary.org)>; William Settoon <[WSettoon@nolalibrary.org](mailto:WSettoon@nolalibrary.org)>; Daniel Tapia <[DTapia@nolalibrary.org](mailto:DTapia@nolalibrary.org)>  
**Cc:** Andrea Neighbours <[adneighbours@gmail.com](mailto:adneighbours@gmail.com)>; James K. Chassee <[jchassee@gmail.com](mailto:jchassee@gmail.com)>; Laurance Eustis III <[leustis@uptownnola.net](mailto:leustis@uptownnola.net)>; Mary Moran <[marydeemoran@gmail.com](mailto:marydeemoran@gmail.com)>; Phala Kimbrough Mire <[pkmire@wbcsouth.org](mailto:pkmire@wbcsouth.org)>; Raquel Dufauchard <[rdufauchard@neworleanscvb.com](mailto:rdufauchard@neworleanscvb.com)>; Vonda Flentroy-Rice <[vonda.rice@icloud.com](mailto:vonda.rice@icloud.com)>; William A. Settoon <[bsettoon@outlook.com](mailto:bsettoon@outlook.com)>; Daniel Tapia <[DTapia@nolalibrary.org](mailto:DTapia@nolalibrary.org)>; Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>; John Marc Sharpe <[JMSharpe@nolalibrary.org](mailto:JMSharpe@nolalibrary.org)>; Sheila Prevost <[sprevost@nolalibrary.org](mailto:sprevost@nolalibrary.org)>; Tammy Hanson <[THanson@nolalibrary.org](mailto:THanson@nolalibrary.org)>; [Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov); Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; 'Dixon Stetler' <[jdixonstetler@gmail.com](mailto:jdixonstetler@gmail.com)>; Barbara Waiters <[bawaiters11@gmail.com](mailto:bawaiters11@gmail.com)>; [jennifer.kitner@gmail.com](mailto:jennifer.kitner@gmail.com)  
**Subject:** Tuesday September 8th - Regular Board Meeting Packet/Zoom Information  
**Importance:** High

Good morning,

Please find attached the packet for the next Board Meeting on Tuesday, September 8, 2020.

The Finance Report is forthcoming and will be emailed prior to the board meeting.

Here are the ZOOM credentials for the Board Meeting:

This meeting will be held via Zoom teleconference:

Join from PC, Mac, Linux, iOS or Android: <https://nopl.zoom.us/j/94899577969?pwd=ZW5lVVNBcXhLeU9yWk5TTzlhbXdzQT09> Password: 625596

Or

Telephone Dial:

USA 602 333 2017

USA 8882045987 (US Toll Free)

Conference code: 115181

Thank you,

Michel

**Michel N. Thompson | Business Manager/Fiscal Officer/Capital Projects**

Phone: 504.596.2603 | 219 Loyola Avenue, New Orleans, LA 70112

[mthompson@nolalibrary.org](mailto:mthompson@nolalibrary.org)

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

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**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montano](#)  
**Subject:** FW: draft email for the library (Gabe, Phala, and Emily)  
**Date:** Friday, September 4, 2020 4:27:24 PM

---

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Chad J. Brown  
**Sent:** Friday, September 4, 2020 1:58 PM  
**To:** Gilbert A. Montano <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Subject:** draft email for the library (Gabe, Phala, and Emily)  
**Importance:** High

Hi GAM, please see draft email below regarding the library presentation.

Please send the email to Gabe, Emily, and Phala. Please cc the Mayor, me and Courtney

Email Subject: Follow up and Prep for the NOPL Board Meeting

\*\*\*\*\*

Hi Phala and Gabe:

I hope this email finds you well.

Based on our last productive discussion, my team has started finalizing the presentation that was requested for the NOPL Board Meeting on next Tuesday.

For the presentation, I will to speak to the current fiscal landscape and financial health of the organization. I will also explain the rigorous analysis my team conducted to arrive at the proposed millage rate. As discussed, I would like to include (in the presentation) the requested budget reduction scenarios and associated talking points. If possible, please provide this information by COB today for incorporation into the presentation.

From my perspective, the goal is to facilitate a unified and comprehensive discussion with the full board.

On a side note related to the meeting logistics, I am aware that the board meeting starts at 4:30PM and my presentation is slated towards the end of the meeting. Is there a particular time that I should log-in to the meeting? I understand that I will be allotted 10 minutes for the presentation. Also, do I need to submit my slides in advance so that they can be available during the Zoom meeting?

Please let my staff know if you have any questions and we look forward to receiving the requested information as soon as possible.

Gilbert A. Montano  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** [Tammy Hanson](#)  
**To:** [Andrea Neighbours](#); [James Chassee](#); [Laurence Eustis](#); [Mary Moran](#); [Phala Kimbrough Mire](#); [Vonda Flentroy-Rice](#); [William Settoon](#); [Daniel Tapia](#); [MThompson](#)  
**Cc:** [Andrea Neighbours](#); [James K. Chassee](#); [Laurance Eustis III](#); [Mary Moran](#); [Phala Kimbrough Mire](#); [Raquel Dufauchard](#); [Vonda Flentroy-Rice](#); [William A. Settoon](#); [Daniel Tapia](#); [Gabriel Morley](#); [JMSharpe](#); [Sheila Prevost](#); [Gilbert A. Montano](#); [Emily F. Wolff](#); "Dixon Stetler"; [Barbara Waiters](#); [jennifer.kitner@gmail.com](mailto:jennifer.kitner@gmail.com)  
**Subject:** Re: Tuesday September 8th - Regular Board Meeting Packet/Zoom Information  
**Date:** Friday, September 4, 2020 12:51:14 PM

---

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Greetings,

I just want to add that CAO Gilbert Montano will be addressing the board at this meeting. Considering our recent budget challenges, it is vital that you all attend.

Thank you all for everything you do to support the NOPL!!!

Let me know if you will be in attendance.

Tammy

Sent from my Verizon, Samsung Galaxy smartphone

Get [Outlook for Android](#)

---

**From:** Michel Thompson <MThompson@nolalibrary.org>

**Sent:** Friday, September 4, 2020 12:47:01 PM

**To:** Andrea Neighbours <ANeighbours@nolalibrary.org>; James Chassee <JChassee@nolalibrary.org>; Laurence Eustis <LEustis@nolalibrary.org>; Mary Moran <MMoran@nolalibrary.org>; Phala Kimbrough Mire <PKimbroughMire@nolalibrary.org>; Vonda Flentroy-Rice <VFlentroy-Rice@nolalibrary.org>; William Settoon <WSettoon@nolalibrary.org>; Daniel Tapia <DTapia@nolalibrary.org>

**Cc:** Andrea Neighbours <adneighbours@gmail.com>; James K. Chassee <jchassee@gmail.com>; Laurance Eustis III <leustis@uptownnola.net>; Mary Moran <marydeemoran@gmail.com>; Phala Kimbrough Mire <pkmire@wbecsouth.org>; Raquel Dufauchard <rdufauchard@neworleanscvb.com>; Vonda Flentroy-Rice <vonda.rice@icloud.com>; William A. Settoon <bsettoon@outlook.com>; Daniel Tapia <DTapia@nolalibrary.org>; Gabriel Morley <GMorley@nolalibrary.org>; John Marc Sharpe <JMSharpe@nolalibrary.org>; Sheila Prevost <SPrevost@nolalibrary.org>; Tammy Hanson <THanson@nolalibrary.org>; Gilbert.Montano@nola.gov <Gilbert.Montano@nola.gov>; Emily F. Wolff <Emily.Wolff@nola.gov>; 'Dixon Stetler' <jdixonstetler@gmail.com>; Barbara Waiters <bawaiters11@gmail.com>; [jennifer.kitner@gmail.com](mailto:jennifer.kitner@gmail.com) <[jennifer.kitner@gmail.com](mailto:jennifer.kitner@gmail.com)>

**Subject:** RE: Tuesday September 8th - Regular Board Meeting Packet/Zoom Information



Board Meeting begins at [4:30pm](#)

Tuesday, September 8, 2020

---

**From:** Michel Thompson

**Sent:** Friday, September 4, 2020 11:54 AM

**To:** Andrea Neighbours <[ANeighbours@nolalibrary.org](mailto:ANeighbours@nolalibrary.org)>; James Chassee <[JChassee@nolalibrary.org](mailto:JChassee@nolalibrary.org)>; Laurence Eustis <[LEustis@nolalibrary.org](mailto:LEustis@nolalibrary.org)>; Mary Moran <[MMoran@nolalibrary.org](mailto:MMoran@nolalibrary.org)>; Phala Kimbrough Mire <[PKimbroughMire@nolalibrary.org](mailto:PKimbroughMire@nolalibrary.org)>; Vonda Flentroy-Rice <[VFlentroy-Rice@nolalibrary.org](mailto:VFlentroy-Rice@nolalibrary.org)>; William Settoon <[WSettoon@nolalibrary.org](mailto:WSettoon@nolalibrary.org)>; Daniel Tapia <[DTapia@nolalibrary.org](mailto:DTapia@nolalibrary.org)>

**Cc:** Andrea Neighbours <[adneighbours@gmail.com](mailto:adneighbours@gmail.com)>; James K. Chassee <[jchassee@gmail.com](mailto:jchassee@gmail.com)>; Laurance Eustis III <[leustis@uptownnola.net](mailto:leustis@uptownnola.net)>; Mary Moran <[marydeemoran@gmail.com](mailto:marydeemoran@gmail.com)>; Phala Kimbrough Mire <[pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)>; Raquel Dufauchard <[rdufauchard@neworleanscvb.com](mailto:rdufauchard@neworleanscvb.com)>; Vonda Flentroy-Rice <[vonda.rice@icloud.com](mailto:vonda.rice@icloud.com)>; William A. Settoon <[bsettoon@outlook.com](mailto:bsettoon@outlook.com)>; Daniel Tapia <[DTapia@nolalibrary.org](mailto:DTapia@nolalibrary.org)>; Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>; John Marc Sharpe <[JMSharpe@nolalibrary.org](mailto:JMSharpe@nolalibrary.org)>; Sheila Prevost <[sprevost@nolalibrary.org](mailto:sprevost@nolalibrary.org)>; Tammy Hanson <[THanson@nolalibrary.org](mailto:THanson@nolalibrary.org)>; Gilbert.Montano@nola.gov; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; 'Dixon Stetler' <[jdixonstetler@gmail.com](mailto:jdixonstetler@gmail.com)>; Barbara Waiters <[bawaiters11@gmail.com](mailto:bawaiters11@gmail.com)>; jennifer.kitner@gmail.com

**Subject:** RE: Tuesday September 8th - Regular Board Meeting Packet/Zoom Information

**Importance:** High

REVISED Board Packet attached.

Thank you,

Michel

---

**From:** Michel Thompson

**Sent:** Friday, September 4, 2020 11:39 AM

**To:** Andrea Neighbours <[ANeighbours@nolalibrary.org](mailto:ANeighbours@nolalibrary.org)>; James Chassee <[JChassee@nolalibrary.org](mailto:JChassee@nolalibrary.org)>; Laurence Eustis <[LEustis@nolalibrary.org](mailto:LEustis@nolalibrary.org)>; Mary Moran <[MMoran@nolalibrary.org](mailto:MMoran@nolalibrary.org)>; Phala Kimbrough Mire <[PKimbroughMire@nolalibrary.org](mailto:PKimbroughMire@nolalibrary.org)>; Vonda Flentroy-Rice <[VFlentroy-Rice@nolalibrary.org](mailto:VFlentroy-Rice@nolalibrary.org)>; William Settoon <[WSettoon@nolalibrary.org](mailto:WSettoon@nolalibrary.org)>; Daniel Tapia <[DTapia@nolalibrary.org](mailto:DTapia@nolalibrary.org)>

**Cc:** Andrea Neighbours <[adneighbours@gmail.com](mailto:adneighbours@gmail.com)>; James K. Chassee <[jchassee@gmail.com](mailto:jchassee@gmail.com)>; Laurance Eustis III <[leustis@uptownnola.net](mailto:leustis@uptownnola.net)>; Mary Moran <[marydeemoran@gmail.com](mailto:marydeemoran@gmail.com)>; Phala Kimbrough Mire <[pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)>; Raquel Dufauchard <[rdufauchard@neworleanscvb.com](mailto:rdufauchard@neworleanscvb.com)>; Vonda Flentroy-Rice <[vonda.rice@icloud.com](mailto:vonda.rice@icloud.com)>; William A. Settoon <[bsettoon@outlook.com](mailto:bsettoon@outlook.com)>; Daniel Tapia <[DTapia@nolalibrary.org](mailto:DTapia@nolalibrary.org)>; Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>; John Marc Sharpe <[JMSharpe@nolalibrary.org](mailto:JMSharpe@nolalibrary.org)>; Sheila Prevost <[sprevost@nolalibrary.org](mailto:sprevost@nolalibrary.org)>; Tammy Hanson <[THanson@nolalibrary.org](mailto:THanson@nolalibrary.org)>; [Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov); Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; 'Dixon Stetler'

<[jdixonstetler@gmail.com](mailto:jdixonstetler@gmail.com)>; Barbara Waiters <[bawaiters11@gmail.com](mailto:bawaiters11@gmail.com)>; [jennifer.kitner@gmail.com](mailto:jennifer.kitner@gmail.com)

**Subject:** Tuesday September 8th - Regular Board Meeting Packet/Zoom Information

**Importance:** High

Good morning,

Please find attached the packet for the next Board Meeting on Tuesday, September 8, 2020.

The Finance Report is forthcoming and will be emailed prior to the board meeting.

Here are the ZOOM credentials for the Board Meeting:

This meeting will be held via Zoom teleconference:

Join from PC, Mac, Linux, iOS or Android: <https://nopl.zoom.us/j/94899577969?pwd=ZWs1VVNBcXhLeU9yWk5TTzlhbXdzQT09> Password: 625596

Or

Telephone Dial:

USA 602 333 2017

USA 8882045987 (US Toll Free)

Conference code: 115181

Thank you,

Michel

**Michel N. Thompson | Business Manager/Fiscal Officer/Capital Projects**

Phone: 504.596.2603 | 219 Loyola Avenue, New Orleans, LA 70112

[mthompson@nolalibrary.org](mailto:mthompson@nolalibrary.org)

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**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montañó](#)  
**Subject:** FW: Revenue Generation for the Library  
**Date:** Thursday, September 3, 2020 2:02:03 PM  
**Attachments:** [image001.png](#)

---

fyi

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans

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---

**From:** Jeffrey E. Schwartz <[Jeschwartz@nola.gov](mailto:Jeschwartz@nola.gov)>  
**Sent:** Thursday, September 3, 2020 1:49 PM  
**To:** Courtney W. Story <[Courtney.Story@nola.gov](mailto:Courtney.Story@nola.gov)>; Peter Bowen <[Peter.Bowen@nola.gov](mailto:Peter.Bowen@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Gabriel Morley <[gmorley@nolalibrary.org](mailto:gmorley@nolalibrary.org)>  
**Cc:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>  
**Subject:** RE: Revenue Generation for the Library

Thanks Courtney! Happy to explore some of the revenue generation, business incubation, and services that can happen at libraries. This will dovetail nicely with OBES' current efforts to have more City services deployed at library locations that Peter, Gabe, and I have been working on. Happy to discuss further.

Jeff

**Jeffrey Schwartz**

*Director of Economic Development*  
City of New Orleans | Mayor LaToya Cantrell  
1340 Poydras Street | Suite 1800  
O (504) 658-4954 | M (504) 249-9593 | E [jeschwartz@nola.gov](mailto:jeschwartz@nola.gov)

---

**From:** Courtney W. Story <[Courtney.Story@nola.gov](mailto:Courtney.Story@nola.gov)>  
**Sent:** Thursday, September 3, 2020 1:47 PM  
**To:** Jeffrey E. Schwartz <[Jeschwartz@nola.gov](mailto:Jeschwartz@nola.gov)>; Peter Bowen <[Peter.Bowen@nola.gov](mailto:Peter.Bowen@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Gabriel Morley <[gmorley@nolalibrary.org](mailto:gmorley@nolalibrary.org)>  
**Cc:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>  
**Subject:** Revenue Generation for the Library

Hi all –

Councilor Palmer has reached out and mentioned that the way that many library branches were designed included the option to have a retail space at the front of the branch. She is interested in each branch looking at the best way to activate that space.

Some ideas include:

- Coffee shops
- Fresh foods small retail markets
- “We-work” type co-working spaces that can be rented on a daily/weekly/monthly basis

We wanted to put this on everyone’s radar as something to explore as we re-imagine library services in the coming years.

Please let me know if you have any other questions or need any additional information from our team.

Thanks,

Courtney

--

Courtney Werpy Story  
Innovation Manager  
City of New Orleans  
(c) 504-444-7012 | (o) 504-658-7674



9 questions: 10 minutes  
Approximately \$2,291 in federal funding  
from YOUR response  
[Census New Orleans](#)

**From:** [Chad J. Brown](#)  
**To:** [Gabriel Morley](#)  
**Cc:** [Gilbert A. Montaño](#); [Emily F. Wolff](#)  
**Subject:** RE: Library Board Meeting  
**Date:** Thursday, September 3, 2020 7:01:19 AM

---

Hi Gabe,

Will the CAO need to participate in the entire meeting? Or should he dial in at a certain time?

Also, will you still be sending over scenarios (as discussed)? The CAO would like to review this information before the meeting and include it in his presentation (as applicable).

Thanks.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans

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-----Original Appointment-----

**From:** Gabriel Morley <GMorley@nolalibrary.org>  
**Sent:** Wednesday, September 2, 2020 3:42 PM  
**To:** Chad J. Brown; Joycelyn E. Christopher; Stephanie M. Hennings; Catherine Garcia  
**Subject:** Library Board Meeting  
**When:** Tuesday, September 8, 2020 4:30 PM-6:00 PM (UTC-06:00) Central Time (US & Canada).  
**Where:** Zoom

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Hi everyone,

The agenda for the library board meeting is attached.

This meeting will be held via Zoom teleconference: ZOOM log in credentials below:

Join from PC, Mac, Linux, iOS or Android:

<https://nopl.zoom.us/j/94899577969?pwd=ZWs1VVNBcXhLeU9yWk5TTzlhbXdzQT09>

Password: 625596

Or Telephone:

Dial:

USA 602 333 2017

USA 8882045987 (US Toll Free)

Conference code: 115181

**From:** [Concordia](#)  
**To:** [Gilbert A. Montaña](#)  
**Subject:** Congratulations to Bobbie Hill  
**Date:** Wednesday, September 2, 2020 1:29:39 PM

---

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**New Orleans City Council forms Commission**

**to rename Confederate, white supremacist streets.**

**Concordia principal Bobbie Hill to participate.**

Concordia Principal Bobbie Hill has been invited by the New Orleans City Planning Commission to be a member of the newly formed **Street Renaming Commission**. At least 25 roads and three parks are being considered for names that will fit the city's current values and are acceptable to the residents who live near them.

The Commission will review research from the New Orleans Public Library and discuss alternative names. New names chosen will be with significant neighborhood input.

Bobbie brings to the commission more than 25 years' experience with planning and community engagement.

Others appointed to serve on the City Council's Street Renaming Commission are Kimberly Jones-Williams by Mayor LaToya Cantrell; Richard Westmoreland by Cm. Jason R. Williams; Mark Raymond, Jr. by Cm. Helen Moreno; Paul Sterbcow by Cm. Joseph Giarrusso III; Karl J. Connor by Cm. Jay H. Banks; Gia M. Hamilton by Cm. Kristen G. Palmer; Kevin Jackson by Cm. Jared C. Brossett; Galethea Baham by Cm. Cindi Nguyen.



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Susan Benedict, Communications  
[communications@concordia.com](mailto:communications@concordia.com)  
704.626.8086

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**From:** [Emily F. Wolff](#)  
**To:** [Chad J. Brown](#); [Gabriel Morley](#)  
**Cc:** [Gilbert A. Montaño](#); [Courtney W. Story](#); [Phala Mire](#)  
**Subject:** Re: Library Board Meeting  
**Date:** Wednesday, September 2, 2020 8:09:41 AM

---

Looping in Phala as well. I asked her yesterday if she could send the invite for the board mtg on the 8th to Gilbert and me and she mentioned Tammy would send something.

--

Emily Wolff

Director, Youth and Families

Office of Mayor LaToya Cantrell | City of New Orleans

1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112

(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
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---

**From:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>  
**Sent:** Tuesday, September 1, 2020 9:19 PM  
**To:** Gabriel Morley <[gmorley@nolalibrary.org](mailto:gmorley@nolalibrary.org)>  
**Cc:** Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Gilbert A. Montaño <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Courtney W. Story <[Courtney.Story@nola.gov](mailto:Courtney.Story@nola.gov)>  
**Subject:** Re: Library Board Meeting

Thanks.

We look forward to receiving the scenarios as well.

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---

**From:** Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>  
**Sent:** Tuesday, September 1, 2020 6:38 PM  
**To:** Chad J. Brown  
**Cc:** Emily F. Wolff; Gilbert A. Montaño  
**Subject:** Re: Library Board Meeting

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Hi

We had the executive committee meeting tonight to finalize agenda. Should have it out tomorrow.

On Sep 1, 2020 6:36 PM, "Chad J. Brown" <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)> wrote:

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Emily and Gabe,

I just wanted to follow up. Is there still Library Board meeting next week?

I'm not sure we have received any information or details.

Please advise so that we can plan accordingly.

Thanks.

Chad J. Brown

Chief of Staff to the Chief Administrative Officer | City of New Orleans

(o) 504.658.8605 | (e) [cjbrown@nola.gov](mailto:cjbrown@nola.gov)

**From:** [Catherine Garcia](#)  
**To:** [Gilbert A. Montaña](#)  
**Subject:** Library Responses  
**Date:** Tuesday, September 1, 2020 2:36:33 PM

---

Gilbert,

I figured it would be better to email you so I don't run the risk of interrupting the meeting... Would you be able to send me the library responses that you forwarded to Chad so I can include it in your take-home binder for quick reference?

Thanks

Meg Garcia  
Office Assistant | Chief Administrative Office  
(o) 504.658.8908 | [catherine.garcia@nola.gov](mailto:catherine.garcia@nola.gov)

**From:** [Emily F. Wolff](#)  
**To:** [Michael G. Tidwell](#); [John D. Pourciau](#); [Gilbert A. Montaña](#)  
**Cc:** [LaTonya Norton](#)  
**Subject:** Re: Library docs  
**Date:** Monday, August 31, 2020 3:21:43 PM

---

Those responses look great to me.

--

Emily Wolff

Director, Youth and Families

Office of Mayor LaToya Cantrell | City of New Orleans

1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112

(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
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[Census New Orleans](#)

---

**From:** Michael G. Tidwell <[Mgtidwell@nola.gov](mailto:Mgtidwell@nola.gov)>  
**Sent:** Monday, August 31, 2020 11:56 AM  
**To:** John D. Pourciau <[John.Pourciau@nola.gov](mailto:John.Pourciau@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Cc:** LaTonya Norton <[Latonya.Norton@nola.gov](mailto:Latonya.Norton@nola.gov)>  
**Subject:** Re: Library docs

Team --- adding LaTonya, who is working with Hammer on this. She spoke with the library board chair, prior to Hammer contacting them, and we believe we're all on the same page.

As to his specific follow-ups for us, I've revised the initial draft after speaking with John. Please take a look and let me know if you are comfortable with these:

--

*When I did "Stacks of Trouble" in 2014, Mayor Cantrell was squarely behind the need for the 2.5-mill increase, but it looks like they only utilized about 1.5 mills of it each year. So, why did she back that big of a tax hike when she was on the Council?*

**The Mayor was then and is now a strong friend to the libraries. Both her vote for the 2014 millage and our current drive for reallocation stem from her support for their mission, and for the vital role they serve in our community.**

**The millage change which the Mayor supported as a Council member in 2014 was drafted in response to the perceived need at that time. As you note in your question, in the years since then the Library has under-spent relative to their budget --- so now (six years later) it's an appropriate time to take another look at their needs and right-size the allocation from taxpayers.**

*And once she was mayor, why couldn't the library use the taxpayer surplus it had to pay for the broken HVAC at Nix or these other \$5 million in expenses you mention, rather than tapping capital projects?*

**This question is better directed to the Library Board, as they have the discretion to direct the spending of their surplus.**

--



9 questions: 10 minutes  
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---

**From:** Michael G. Tidwell <Mgtidwell@nola.gov>  
**Sent:** Monday, August 31, 2020 8:35 AM  
**To:** John D. Pourciau <John.Pourciau@nola.gov>; Emily F. Wolff <Emily.Wolff@nola.gov>  
**Cc:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Subject:** Fw: Library docs

Team --- circling back on this. Hammer wants to interview the library board chair, which we can facilitate if needed. I'm ambivalent about that, and welcome any input.

He has two specific follow-ups for us. I'm flagging here for input from John and Gilbert, respectively. The first question deals with Mayor's time on the council, and the second with specific spending on broken AC units at the facilities. Questions in ital, draft responses in bold. I welcome any input. Emily please take a look as well, let me know if I'm correct about the Library Board's discretion to use their surplus.

--

*When I did "Stacks of Trouble" in 2014, Mayor Cantrell was squarely behind the need for the 2.5-mill increase, but it looks like they only utilized about 1.5 mills of it each year. So, why did she back that big of a tax hike when she was on the Council?*

**The millage change which the Mayor supported as a Council member in 2014 was drafted in response to the perceived need at that time. As you note in your question, in the years since then the Library has under-spent relative to their budget --- so now (six years later) it's an appropriate time to take another look at their needs and right-size the allocation from taxpayers.**

And once she was mayor, why couldn't the library use the taxpayer surplus it had to pay for the broken HVAC at Nix or these other \$5 million in expenses you mention, rather than tapping capital projects?

**This question is better directed to the Library Board, as they have the discretion to direct the spending of their surplus.**

--

Thanks, team.

-B.



9 questions: 10 minutes  
Approximately \$2,291 in federal funding  
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---

**From:** Hammer, David <dhammer@wwltv.com>  
**Sent:** Friday, August 28, 2020 3:50 PM  
**To:** Michael G. Tidwell <Mgtidwell@nola.gov>  
**Cc:** LaTonya Norton <Latonya.Norton@nola.gov>  
**Subject:** RE: Library docs

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Thanks, Beau. I'm looking to air something Monday.

I already have what I need from Gilbert, but I think I need an interview with Ms. Mire. My big question is, where was the library board on this? They haven't had a board meeting since July 14 and I see no indication of a restructuring of the millage. The closest thing was this statement at the 7/14 board meeting: "The Finance Committee met on July 13th to discuss incorporating flexibility into the operating budget and allocating funds. The goal is having more Board involvement NOPL finances. Due to increased property values, the City has dropped the millage from 5.6 mills to a net 4.9 mills to become revenue neutral."

If they wanted to get the board more involved in finances, shouldn't they have met to discuss the millage proposal at some point? I'd like to interview the chair about that please.

2 other questions:

When I did "Stacks of Trouble" in 2014, Mayor Cantrell was squarely behind the need for the 2.5-mill increase, but it looks like they only utilized about 1.5 mills of it each year. So, why did she back that big of a tax hike when she was on the Council?

And once she was mayor, why couldn't the library use the taxpayer surplus it had to pay for the broken HVAC at Nix or these other \$5 million in expenses you mention, rather than tapping capital projects?

David

---

**From:** Michael G. Tidwell <Mgtidwell@nola.gov>  
**Sent:** Friday, August 28, 2020 2:57 PM  
**To:** Hammer, David <dhammer@wwltv.com>  
**Cc:** LaTonya Norton <Latonya.Norton@nola.gov>  
**Subject:** Library docs

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David --- apologies for the delay. Prep and response for Laura took over briefly.

Please find attached the documents you discussed with Gilbert on Tuesday morning, detailing the library budget and the numbers we are using.

Slide 7 on library millage deck shows an additional 1.7 million in their special fund. Also, capital projects is dedicating 2.75 million for roof work at libraries and 2.2 million for archives--- so almost an additional 5 million.

Let me know what your timeline is on this. We'd be happy to make the CAO available for a more formal interview.



-B.



9 questions: 10 minutes

Approximately \$2,291 in federal funding

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**From:** [Michael G. Tidwell](#)  
**To:** [Gilbert A. Montañó](#); [Emily G. Wcislo](#)  
**Cc:** [John D. Pourciau](#); [LaTonya Norton](#)  
**Subject:** Library follow-ups  
**Date:** Friday, August 28, 2020 4:15:03 PM

---

Team -- we circled back with Hammer with the provided docs. He has a couple of follow-up questions, but is asking for an interview with the Library board chair (rather than more from CAO).

Emily, would that be facilitated through us or would you rather it go through Gabe's office?

Adding John for visibility, and input on the questions in bold.  
I let Hammer know we'd get back to him on Monday.

-B.



9 questions: 10 minutes  
Approximately \$2,291 in federal funding  
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---

**From:** Hammer, David <dhammer@wwltv.com>  
**Sent:** Friday, August 28, 2020 3:50 PM  
**To:** Michael G. Tidwell <Mgtidwell@nola.gov>  
**Cc:** LaTonya Norton <Latonya.Norton@nola.gov>  
**Subject:** RE: Library docs

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Thanks, Beau. I'm looking to air something Monday.

I already have what I need from Gilbert, but I think I need an interview with Ms. Mire. My big

question is, where was the library board on this? They haven't had a board meeting since July 14 and I see no indication of a restructuring of the millage. The closest thing was this statement at the 7/14 board meeting: "The Finance Committee met on July 13th to discuss incorporating flexibility into the operating budget and allocating funds. The goal is having more Board involvement NOPL finances. Due to increased property values, the City has dropped the millage from 5.6 mills to a net 4.9 mills to become revenue neutral."

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**And once she was mayor, why couldn't the library use the taxpayer surplus it had to pay for the broken HVAC at Nix or these other \$5 million in expenses you mention, rather than tapping capital projects?**

David

---

**From:** Michael G. Tidwell <Mgtidwell@nola.gov>  
**Sent:** Friday, August 28, 2020 2:57 PM  
**To:** Hammer, David <dhammer@wwltv.com>  
**Cc:** LaTonya Norton <Latonya.Norton@nola.gov>  
**Subject:** Library docs

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David --- apologies for the delay. Prep and response for Laura took over briefly.

Please find attached the documents you discussed with Gilbert on Tuesday morning, detailing the library budget and the numbers we are using.

Slide 7 on library millage deck shows an additional 1.7 million in their special fund. Also, capital projects is dedicating 2.75 million for roof work at libraries and 2.2 million for archives--- so almost an additional 5 million.

Let me know what your timeline is on this. We'd be happy to make the CAO available for a more formal interview.

-B.



9 questions: 10 minutes

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**From:** [Gilbert A. Montañó](#)  
**To:** [Michael G. Tidwell](#); [LaTonya Norton](#)  
**Subject:** Fw: Library Deck  
**Date:** Friday, August 28, 2020 2:42:40 PM  
**Attachments:** [Library Budget Presentation\\_D11.pptx](#)  
[ExpiringMillages.Final.pptx](#)  
[image001.png](#)

---

I meant to send previously for David Hammer, whom is working on a story on the millage. To note and articulate to David, slide 7 on library millage deck shows and additional 1.7 million in their special fund. Also, capital projects is dedicating 2.75 million for roof work at libraries and 2.2 million for archives so almost an additional 5 million. Can you provide to him, he asked for it last week.

Gilbert A. Montañó  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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**From:** Courtney W. Story <Courtney.Story@nola.gov>  
**Sent:** Friday, August 28, 2020 2:34 PM  
**To:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Subject:** Library Deck

Attached is both the library deck and the expiring millages deck.

--

Courtney Werpy Story  
Innovation Manager  
City of New Orleans  
(c) 504-444-7012 | (o) 504-658-7674



9 questions: 10 minutes  
Approximately \$2,291 in federal funding  
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**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montaña](#)  
**Subject:** RE: 11:30 am Millage Messaging Call with Emily Wolff  
**Date:** Thursday, August 27, 2020 11:11:45 AM

---

Received.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans

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**From:** Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Sent:** Thursday, August 27, 2020 11:00 AM  
**To:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Courtney W. Story <[Courtney.Story@nola.gov](mailto:Courtney.Story@nola.gov)>  
**Subject:** Fw: 11:30 am Millage Messaging Call with Emily Wolff

Please be prepared to address questions. Thanks.

Gilbert A. Montaña  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** Joycelyn E. Christopher <[Jechristopher@nola.gov](mailto:Jechristopher@nola.gov)>  
**Sent:** Thursday, August 27, 2020 10:36 AM  
**To:** Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Cc:** Joycelyn E. Christopher <[Jechristopher@nola.gov](mailto:Jechristopher@nola.gov)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>

**Subject:** 11:30 am Millage Messaging Call with Emily Wolff

11:30 Call Agenda:

1. Clear up any questions NOPL may have regarding the numbers and message that conveyed last week at Council meeting plus any additional questions NOPL is receiving from the public
2. Discuss and clarify shared message to staff, public and the media about the NOPL millage
3. Discuss NOPL's vision for CAO and Mayor's Office of Youth and Families' participation in upcoming NOPL Board meeting

Key clarifying messages:

- NOPL has underspent its actual collected millage revenue by an average of 11% since 2016
- NOPL's reserve balance sits at over \$11.5 million dollars, over five times the amount necessary based on rating agencies criteria and financial best practices
- The City is committed to ensuring that NOPL operations are not impacted by this reduction in dedicated revenue. The goal is efficiency and significantly better financial and operational management within NOPL
- NOPL will need to spend the next 1 to 2.5 years re-evaluating service models, identifying efficiencies and economies of scale, and identifying and remedying duplication of services and overall efficient financial management. This will allow NOPL to maintain current levels of service within new funding parameters

--

Emily Wolff

Director, Youth and Families

Office of Mayor LaToya Cantrell | City of New Orleans

1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112

(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)

Joycelyn Christopher

Executive Assistant to CAO Gilbert Montaña

1300 Perdido Street, 9<sup>th</sup> Floor, Suite 9E06

New Orleans, LA 70112

(504) 658-8610 (office) | (504) 799-7190 (mobile)

[jchristopher@nola.gov](mailto:jchristopher@nola.gov)

**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** FW: Discussion- NOPL millage messaging  
**Date:** Wednesday, August 26, 2020 2:00:48 PM

---

FYI. This is how I asked the team to communicate and close the loop when scheduling for you.

Thanks.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Chad J. Brown  
**Sent:** Wednesday, August 26, 2020 1:59 PM  
**To:** Joycelyn E. Christopher <[Jechristopher@nola.gov](mailto:Jechristopher@nola.gov)>; Catherine Garcia <[catherine.garcia@nola.gov](mailto:catherine.garcia@nola.gov)>  
**Subject:** RE: Discussion- NOPL millage messaging

The meeting has been scheduled. Emily sent he invite (for virtual meeting).

The meeting is scheduled for this Thursday at 11:30AM.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Joycelyn E. Christopher <[Jechristopher@nola.gov](mailto:Jechristopher@nola.gov)>  
**Sent:** Wednesday, August 26, 2020 12:04 PM  
**To:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Catherine Garcia <[catherine.garcia@nola.gov](mailto:catherine.garcia@nola.gov)>  
**Subject:** RE: Discussion- NOPL millage messaging

Thanks for the update

Joycelyn Christopher  
Executive Assistant to CAO Gilbert Montaño  
1300 Perdido Street, 9<sup>th</sup> Floor, Suite 9E06  
New Orleans, LA 70112  
(504) 658-8610 (office) | (504) 799-7190 (mobile)  
[jechristopher@nola.gov](mailto:jechristopher@nola.gov)

---

**From:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>  
**Sent:** Wednesday, August 26, 2020 12:02 PM  
**To:** Catherine Garcia <[catherine.garcia@nola.gov](mailto:catherine.garcia@nola.gov)>; Joycelyn E. Christopher <[Jechristopher@nola.gov](mailto:Jechristopher@nola.gov)>



**Subject:** RE: Discussion- NOPL millage messaging

All,

I am working with Gilbert to schedule.

I'll take this one.

Chad J. Brown

Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Catherine Garcia <[catherine.garcia@nola.gov](mailto:catherine.garcia@nola.gov)>

**Sent:** Wednesday, August 26, 2020 9:15 AM

**To:** Joycelyn E. Christopher <[jchristopher@nola.gov](mailto:jchristopher@nola.gov)>

**Cc:** Chad J. Brown <[cjbrown@nola.gov](mailto:cjbrown@nola.gov)>

**Subject:** Fw: Discussion- NOPL millage messaging

Emily called yesterday asking for a meeting with GAM (I think I left the post on my desk with the times I offered her).... would you mind checking with GAM about this time? If it's easier, I can send him a message about this too..

let me know what works best for you.

Meg

---

**From:** Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>

**Sent:** Tuesday, August 25, 2020 4:22 PM

**To:** Catherine Garcia <[catherine.garcia@nola.gov](mailto:catherine.garcia@nola.gov)>

**Subject:** Discussion- NOPL millage messaging

Hi Catherine- Can we lock in a call for Thursday AM at 10:30 to discuss the NOPL millage messaging?

Other participants will include Phala Mire— board chair and her email is [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org) and Gabe Morley— [gmorley@nolalibrary.org](mailto:gmorley@nolalibrary.org).

Will you send the invite or should I create one?

Thanks!

Emily

—

Emily Wolff

Director, Youth & Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)

**From:** [Gilbert A. Montañó](#)  
**To:** [Jay H. Banks](#)  
**Subject:** Re: In response to my conversation with Councilmember Banks yesterday  
**Date:** Wednesday, August 26, 2020 12:11:00 PM  
**Attachments:** [Outlook-vnqszvar.png](#)

---

Hi Councilor:

Since she originally wrote to you, I would be most comfortable with you forwarding our responses if you are comfortable with them and understand our perspective may not be exactly as she or others see it and that does not mean it's spin. I tried to explain that with the airplane analogy to the Mayor. Lastly, I am completely comfortable with any dissemination of this information and happy to help where you would like.

Thanks, Gilbert

Gilbert A. Montañó  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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---

**From:** Jay H. Banks <Jay.H.Banks@nola.gov>  
**Sent:** Wednesday, August 26, 2020 10:39 AM  
**To:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Subject:** Re: In response to my conversation with Councilmember Banks yesterday

I'm good if you forward the response to her and cc me or I can send it directly to her.

I do think we should disseminate this broadly though, she was not the only one with questions.

Let me know which path you prefer.

Thanks,

Jay

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---

**From:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Sent:** Tuesday, August 25, 2020 1:01:27 PM  
**To:** Jay H. Banks <Jay.H.Banks@nola.gov>  
**Subject:** Fw: In response to my conversation with Councilmember Banks yesterday

Hi Councilor:

Hope all is well, I have drafted the responses (attached) for Dr. Kearney and discussed them with the Mayor, how would you like me to proceed?

Gilbert A. Montañó  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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---

**From:** LaToya Cantrell <MayorCantrell@nola.gov>  
**Sent:** Tuesday, August 25, 2020 12:38 PM  
**To:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Subject:** Re: In response to my conversation with Councilmember Banks yesterday

Perfect! Thank you very much Gilbert! All good to me.

LaToya



Mayor LaToya Cantrell  
City of New Orleans  
1300 Perdido St., Room 2E04  
New Orleans, LA 70112  
Tel: 504-658-4900  
Email: [mayorcantrell@nola.gov](mailto:mayorcantrell@nola.gov)  
Website: [2020Census.nola.gov](http://2020Census.nola.gov)

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**From:** Gilbert A. Montañó <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>

**Sent:** Tuesday, August 25, 2020 12:27 PM

**To:** LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>

**Subject:** Fw: In response to my conversation with Councilmember Banks yesterday

Hi Mayor:

Attached please find responses to Dr. Kearney's questions for your approval. Important to note is the one-dimensional narrative of the questions. I answered based on the totality of the information that we have researched and compiled and not through the misleading lens that we have been having to correct.

Simply put from an analogy perspective, we are flying the airplane and they (library advocates) are asking for one piece of isolated information, for example, speed. We do not have the luxury of only looking at our speed gauge. We have to look at the altitude, the compass, wind speed, weather, landing equipment etc. that's how I tried to answer the questions from a more holistic comprehensive perspective.

Happy to discuss whenever you're free.

Gilbert A. Montañó  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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expressed in this email are those of the sender.

---

**From:** LaToya Cantrell <MayorCantrell@nola.gov>  
**Sent:** Friday, August 21, 2020 3:51 PM  
**To:** Jay H. Banks <Jay.H.Banks@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Subject:** Re: In response to my conversation with Councilmember Banks yesterday

CM Banks, thank you for your email. We will develop responses for the public based on the presentation made to council and supporting documentation provided on the ballot initiatives as move through the process. I will respond to Dr. Kearney in the meantime. Thanks!

LaToya

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---

**From:** Jay H. Banks <Jay.H.Banks@nola.gov>  
**Sent:** Friday, August 21, 2020 4:30:00 PM  
**To:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>  
**Subject:** Fwd: In response to my conversation with Councilmember Banks yesterday

Gilbert,

Please answer these questions resulting from the discussion yesterday. You can send the responses directly to Ms. Kearney or to me but either way, I want to be able to respond to her as soon as possible.

Thanks.

Jay  
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**From:** Courtney Kearney <[REDACTED]>  
**Sent:** Friday, August 21, 2020 3:20 PM  
**To:** Jay H. Banks  
**Cc:** Sonya A. Armstrong  
**Subject:** In response to my conversation with Councilmember Banks yesterday

**EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password. If you believe that this is a phishing attempt please forward this message to [phishing@nola.gov](mailto:phishing@nola.gov)**

Thank you Councilmember Banks for taking the time to speak with me yesterday concerning R-20-266 and the effects of this millage on the New Orleans Public Library. Please pass on the questions below to Mayor Cantrell and Gilbert Montano. These questions are essential in making sure the public understands what they have been tasked with deciding in December. As it stands, over 900 people

submitted a public comment within a 48 hour period in opposition to this measure. If they all misunderstood this proposal, then you, the council, and the mayor, all have a messaging problem. This is an opportunity to provide the transparency and clarity the public needs to make an informed decision.

Best,  
Dr. Courtney Kearney

Questions for the Mayor and Gilbert Montano:

1. Please provide the predicted 2021 NOPL income should the proposed millage pass in December - not including the reserves.
2. Please provide a total percent difference between the library 2021 budget based on the 2019 income (\$19.4 million) and the predicted 2021 income (from #1) should the proposed millage pass in December. Do not include the reserves in the 2021 income.
3. Please show the predicted annual expenditures vs income for the NOPL over the next 20 years for the following scenarios. This is a basic model and assumes no inflation or increase in property assessments (we should not see the unnatural rises of the past 5 years anytime soon). According to Councilman Banks, the library will not cut services, hours, or staff under your proposed millage. Therefore, expenditures should stay the same from 2019 forward.
  - a. Expenditures stay the same for the 20 yrs (approx. \$19.4 million/yr) and they use their reserves (approx \$11.5 million in total) to meet those needs each year.
  - b. Expenditures drop by 20% for 2021 due to COVID-19 city requested cuts (\$19.4 million - 0,2\*19.4) and then returns to pre-Covid expense levels (\$19.4 million) in 2022. Again they use their reserves each year until they run out.
4. Once the reserve runs down, where will the money come from to cover the \$7.5 million lost due to the proposed millage?
5. If the people say NO to this resolution in December and voice this NO as support for the NOPL, will the Mayor call a second special election to renew the expiring millage before it expires next year?

**From:** [LaToya Cantrell](#)  
**To:** [Jared C. Brossett](#); [Gilbert A. Montaño](#); [Jason R. Williams](#); [Helena N. Moreno](#); [Kristin G. Palmer](#); [Cyndi Nguyen](#); [Jay H. Banks](#); [Joseph I. Giarrusso](#)  
**Cc:** [Domonique C. Dickerson](#); [Andrew V. Tuozzolo](#); [Keith D. Lampkin](#); [Amanda B. Rizzo](#); [Jarvis A. Lewis](#); [Andrew J. Sullivan](#); [Terrie C. Guerin](#); [Paul Harang](#); [Michael J. McKnight Sr.](#); [Calvin J. Aguillard](#); [Norman L. White](#); [Yulbritton D. Shy](#); [Cary M. Grant](#); [Clarence Lymon](#); [Chad J. Brown](#); [Tara G. Richard](#); [John D. Pourciau](#)  
**Subject:** Re: 2021 Budget Preparations Schedule Request  
**Date:** Tuesday, August 25, 2020 8:27:14 PM

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Thank you Mr. Chairman.

LaToya

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**From:** Jared C. Brossett <Jcbrossett@nola.gov>  
**Sent:** Tuesday, August 25, 2020 7:49:54 PM  
**To:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Jason R. Williams <jason.williams@nola.gov>; Helena N. Moreno <Helena.Moreno@nola.gov>; Kristin G. Palmer <Kristin.Palmer@nola.gov>; Cyndi Nguyen <Cyndi.Nguyen@nola.gov>; Jay H. Banks <Jay.H.Banks@nola.gov>; Joseph I. Giarrusso <Joseph.Giarrusso@nola.gov>  
**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>; Domonique C. Dickerson <Dcdickerson@nola.gov>; Andrew V. Tuozzolo <Avtuozzolo@nola.gov>; Keith D. Lampkin <Kdlampkin@nola.gov>; Amanda B. Rizzo <Amanda.Rizzo@nola.gov>; Jarvis A. Lewis <Jarvis.Lewis@nola.gov>; Andrew J. Sullivan <Andrew.Sullivan@nola.gov>; Terrie C. Guerin <Tguerin@nola.gov>; Paul Harang <Paul.Harang@nola.gov>; Michael J. McKnight Sr. <Michael.McKnight@nola.gov>; Calvin J. Aguillard <cjaguillard@nola.gov>; Norman L. White <Norman.White@nola.gov>; Yulbritton D. Shy <ydshy@nola.gov>; Cary M. Grant <Cmgrant@nola.gov>; Clarence Lymon <clarence.lymon@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Tara G. Richard <Tgrichard@nola.gov>; John D. Pourciau <John.Pourciau@nola.gov>  
**Subject:** Re: 2021 Budget Preparations Schedule Request

Gilbert,

Thank you for your email. My office is preparing for upcoming Board of Review and budget hearings. We will share the schedule with you once complete.

Jared

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**From:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Sent:** Tuesday, August 25, 2020 5:09 PM  
**To:** Jared C. Brossett; Jason R. Williams; Helena N. Moreno; Kristin G. Palmer; Cyndi Nguyen; Jay H. Banks; Joseph I. Giarrusso  
**Cc:** LaToya Cantrell; Domonique C. Dickerson; Andrew V. Tuozzolo; Keith D. Lampkin; Amanda B. Rizzo; Jarvis A. Lewis; Andrew J. Sullivan; Terrie C. Guerin; Paul Harang; Michael J. McKnight Sr.; Calvin J. Aguillard; Norman L. White; Yulbritton D. Shy; Cary M. Grant; Clarence Lymon;



Chad J. Brown; Tara G. Richard; John D. Pourciau

**Subject:** 2021 Budget Preparations Schedule Request

Chairman Brossett, President Williams, Vice-President Moreno and members of the City Council:

As we approach the 2021 budget season, the financial implications the City of New Orleans faces due to COVID-19 are far reaching and not yet fully realized. Information has been limited during this pandemic, but we are now beginning to see trends. The bottom has dropped – and we must manage our financial position accordingly, both now and in the future. The upcoming budget year will be unlike any other we have seen before.

The COVID-19 crisis has impacted New Orleans' economic and fiscal statuses. It is evident that the economic structure of New Orleans, particularly its reliance on the tourism and hospitality industries, differs from most cities in important ways that must be intentionally and thoroughly understood. The two areas most impacted as a result of COVID-19 closures are sales taxes and fines and forfeits revenue items. These two areas represent over 96% of our estimated losses.

Right now, we have managed through the crisis and I foresee us being able to remain fiscally steady at least through the end of the year – however nothing in these unprecedented times is guaranteed. We must continue to diligently manage our spending while re-imagining and re-thinking how we deliver services. I am proud of the work our team has accomplished to keep the City afloat in 2020 without implementing lay-offs and furloughs – however difficult decisions will continue to be made by City leaders in the coming months.

Currently, the Administration is anticipating a \$100M to \$140M decrease in revenue in FY/20 alone. In order to address this severe projected revenue shortfall, the City has implemented multiple cost reduction measures to mitigate impacts on critical operations and services. These measures have included both a hiring and spending freeze, the evaluation of non-essential contractual obligations, and the request for departments to submit cost reduction and reorganization plans.

While we do not yet know what 2021 holds, we must be prepared to address further revenue shortfalls without the guarantee of help from the State or Federal Government. We have asked each Mayoral Department to propose a 20% reduction to their 2021 budget. During these difficult times, we all must rise to the challenge of doing more with less.

As we begin the budget cycle for 2021, the situation we find ourselves in is a perfect storm – we did not choose this time, but we must carve a new path forward. As we have presented to you, in 2021 five millages that provide the City with \$25M in revenue annually are set to expire. This re-dedication package is critical to the future of the City and will provide dedicated funding for Infrastructure and Maintenance, Library and Early Childhood Education, Housing, and Economic Development.

As we prepare ourselves and our Departments for an unprecedented budget season, my office anticipates facilitating in-depth discussions with all agencies and departments receiving general fund appropriations. The ultimate goal is to prepare budgets that are reflective of our resource

constraints, but that also meet the needs and priorities of our citizens.

Know that our team is working diligently to prepare for 2021. For reference, I have enclosed the 2021 Operating Budget Timeline. To finalize the planning process, we are requesting that Council share with us the following supportive information within the next week if possible:

- Schedule for the 2021 Operating and Capital Improvement Budget Presentations
- Schedule for Council Budget Hearings

Note that this information will be vital to ensuring that the 2021 budget planning process is comprehensive, efficient, and on schedule.

Finally, thank you all for your continued dedication to our City and for the significant efforts that you and your staff have made to serve our community as we work under these unprecedented conditions.

Please contact me directly if you have any specific questions or concerns.

Gilbert A. Montañó  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** [LaToya Cantrell](#)  
**To:** [Gilbert A. Montaño](#); [Jared C. Brossett](#); [Jason R. Williams](#); [Helena N. Moreno](#); [Kristin G. Palmer](#); [Cyndi Nguyen](#); [Jay H. Banks](#); [Joseph I. Giarrusso](#)  
**Cc:** [Domonique C. Dickerson](#); [Andrew V. Tuozzolo](#); [Keith D. Lampkin](#); [Amanda B. Rizzo](#); [Jarvis A. Lewis](#); [Andrew J. Sullivan](#); [Terrie C. Guerin](#); [Paul Harang](#); [Michael J. McKnight Sr.](#); [Calvin J. Aguillard](#); [Norman L. White](#); [Yulbritton D. Shy](#); [Cary M. Grant](#); [Clarence Lymon](#); [Chad J. Brown](#); [Tara G. Richard](#); [John D. Pourciau](#)  
**Subject:** Re: 2021 Budget Preparations Schedule Request  
**Date:** Tuesday, August 25, 2020 7:02:56 PM

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Greatly appreciated, Gilbert! Thank you.

LaToya

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**From:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Sent:** Tuesday, August 25, 2020 5:09:42 PM  
**To:** Jared C. Brossett <Jcbrossett@nola.gov>; Jason R. Williams <jason.williams@nola.gov>; Helena N. Moreno <Helena.Moreno@nola.gov>; Kristin G. Palmer <Kristin.Palmer@nola.gov>; Cyndi Nguyen <Cyndi.Nguyen@nola.gov>; Jay H. Banks <Jay.H.Banks@nola.gov>; Joseph I. Giarrusso <Joseph.Giarrusso@nola.gov>  
**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>; Domonique C. Dickerson <Dcdickerson@nola.gov>; Andrew V. Tuozzolo <Avtuozzolo@nola.gov>; Keith D. Lampkin <Kdlampkin@nola.gov>; Amanda B. Rizzo <Amanda.Rizzo@nola.gov>; Jarvis A. Lewis <Jarvis.Lewis@nola.gov>; Andrew J. Sullivan <Andrew.Sullivan@nola.gov>; Terrie C. Guerin <Tguerin@nola.gov>; Paul Harang <Paul.Harang@nola.gov>; Michael J. McKnight Sr. <Michael.McKnight@nola.gov>; Calvin J. Aguillard <cjaguillard@nola.gov>; Norman L. White <Norman.White@nola.gov>; Yulbritton D. Shy <ydshy@nola.gov>; Cary M. Grant <Cmgrant@nola.gov>; Clarence Lymon <clarence.lymon@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Tara G. Richard <Tgrichard@nola.gov>; John D. Pourciau <John.Pourciau@nola.gov>  
**Subject:** 2021 Budget Preparations Schedule Request

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Gilbert A. Montañó  
Chief Administrative Officer  
City of New Orleans

1300 Perdido St., Suite 9E06

(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** [Joseph I. Giarrusso](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** Re: 2021 Budget Preparations Schedule Request  
**Date:** Tuesday, August 25, 2020 5:15:24 PM

---

Thanks, Gilbert.

Joe

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**From:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Sent:** Tuesday, August 25, 2020 5:09:42 PM  
**To:** Jared C. Brossett <Jcbrossett@nola.gov>; Jason R. Williams <jason.williams@nola.gov>; Helena N. Moreno <Helena.Moreno@nola.gov>; Kristin G. Palmer <Kristin.Palmer@nola.gov>; Cyndi Nguyen <Cyndi.Nguyen@nola.gov>; Jay H. Banks <Jay.H.Banks@nola.gov>; Joseph I. Giarrusso <Joseph.Giarrusso@nola.gov>  
**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>; Domonique C. Dickerson <Dcdickerson@nola.gov>; Andrew V. Tuozzolo <Avtuozzolo@nola.gov>; Keith D. Lampkin <Kdlampkin@nola.gov>; Amanda B. Rizzo <Amanda.Rizzo@nola.gov>; Jarvis A. Lewis <Jarvis.Lewis@nola.gov>; Andrew J. Sullivan <Andrew.Sullivan@nola.gov>; Terrie C. Guerin <Tguerin@nola.gov>; Paul Harang <Paul.Harang@nola.gov>; Michael J. McKnight Sr. <Michael.McKnight@nola.gov>; Calvin J. Aguillard <cjaguillard@nola.gov>; Norman L. White <Norman.White@nola.gov>; Yulbritton D. Shy <ydshy@nola.gov>; Cary M. Grant <Cmgrant@nola.gov>; Clarence Lymon <clarence.lymon@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Tara G. Richard <Tgrichard@nola.gov>; John D. Pourciau <John.Pourciau@nola.gov>  
**Subject:** 2021 Budget Preparations Schedule Request

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Gilbert A. Montañó  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** [Helena N. Moreno](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** Re: In response to my conversation with Councilmember Banks yesterday  
**Date:** Tuesday, August 25, 2020 4:50:49 PM  
**Attachments:** [Outlook-vnqszvar.png](#)

---

Thanks Gilbert!

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**From:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Sent:** Tuesday, August 25, 2020 3:56 PM  
**To:** Helena N. Moreno <Helena.Moreno@nola.gov>  
**Subject:** Fw: In response to my conversation with Councilmember Banks yesterday

I thought I'd keep you in the loop on our NOPL responses in case you are getting the same questions. Thanks.

Gilbert A. Montaño  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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**From:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Sent:** Tuesday, August 25, 2020 1:01 PM  
**To:** Jay H. Banks <Jay.H.Banks@nola.gov>  
**Subject:** Fw: In response to my conversation with Councilmember Banks yesterday

Hi Councilor:

Hope all is well, I have drafted the responses (attached) for Dr. Kearney and discussed them with the Mayor, how would you like me to proceed?

Gilbert A. Montaño  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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---

**From:** LaToya Cantrell <MayorCantrell@nola.gov>  
**Sent:** Tuesday, August 25, 2020 12:38 PM  
**To:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Subject:** Re: In response to my conversation with Councilmember Banks yesterday

Perfect! Thank you very much Gilbert! All good to me.

LaToya



Mayor LaToya Cantrell  
City of New Orleans  
1300 Perdido St., Room 2E04  
New Orleans, LA 70112  
Tel: 504-658-4900  
Email: [mayorcantrell@nola.gov](mailto:mayorcantrell@nola.gov)  
Website: [2020Census.nola.gov](http://2020Census.nola.gov)

---

**From:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Sent:** Tuesday, August 25, 2020 12:27 PM  
**To:** LaToya Cantrell <MayorCantrell@nola.gov>  
**Subject:** Fw: In response to my conversation with Councilmember Banks yesterday

Hi Mayor:

Attached please find responses to Dr. Kearney's questions for your approval. Important to note is the one-dimensional narrative of the questions. I answered based on the totality of the information that we have researched and compiled and not through the misleading lens that we have been having to correct.

Simply put from an analogy perspective, we are flying the airplane and they (library advocates) are asking for one piece of isolated information, for example, speed. We do not have the luxury of only looking at our speed gauge. We have to look at the altitude, the compass, wind speed, weather, landing equipment etc. that's how I tried to answer the questions from a more holistic comprehensive perspective.

Happy to discuss whenever you're free.

Gilbert A. Montaña  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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**From:** LaToya Cantrell <MayorCantrell@nola.gov>  
**Sent:** Friday, August 21, 2020 3:51 PM  
**To:** Jay H. Banks <Jay.H.Banks@nola.gov>; Gilbert A. Montaña <Gilbert.Montano@nola.gov>  
**Subject:** Re: In response to my conversation with Councilmember Banks yesterday

CM Banks, thank you for your email. We will develop responses for the public based on the presentation made to council and supporting documentation provided on the ballot initiatives as move through the process. I will respond to Dr. Kearney in the meantime. Thanks!

LaToya

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---

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**Sent:** Friday, August 21, 2020 4:30:00 PM

**To:** Gilbert A. Montaña <Gilbert.Montano@nola.gov>

**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>

**Subject:** Fwd: In response to my conversation with Councilmember Banks yesterday

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Thanks.

Jay

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---

**From:** Courtney Kearney <[REDACTED]>

**Sent:** Friday, August 21, 2020 3:20 PM

**To:** Jay H. Banks

**Cc:** Sonya A. Armstrong

**Subject:** In response to my conversation with Councilmember Banks yesterday

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Best,

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4. Once the reserve runs down, where will the money come from to cover the \$7.5 million lost due to the proposed millage?
5. If the people say NO to this resolution in December and voice this NO as support for the NOPL, will the Mayor call a second special election to renew the expiring millage before it expires next year?

**From:** [Gilbert A. Montano](#)  
**To:** [Chad J. Brown](#)  
**Subject:** Re: 2021 Budget Preparations (email to councilors)  
**Date:** Tuesday, August 25, 2020 4:23:38 PM

perfect

Gilbert A. Montano  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** Chad J. Brown <[cjbrown@nola.gov](mailto:cjbrown@nola.gov)>  
**Sent:** Tuesday, August 25, 2020 4:03 PM  
**To:** Gilbert A. Montano <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Subject:** 2021 Budget Preparations (email to councilors)

Hi Gilbert,

Below is the updated message. Note that I also attached the council email list. The list includes the chiefs of staff and central staff in case you want to cc them.

Email Subject: 2021 Budget Preparations

.....  
Councilors of the City of New Orleans:

As we approach the 2021 budget season, the financial implications the City of New Orleans faces due to COVID-19 are far reaching and not yet fully realized. Information has been limited during this pandemic, but we are now beginning to see trends. The bottom has dropped – and we must manage our financial position accordingly, both now and in the future. The upcoming budget year will be unlike any other we have seen before.

The COVID-19 crisis has impacted New Orleans' economic and fiscal statuses. It is evident that the economic structure of New Orleans, particularly its reliance on the tourism and hospitality industries, differs from most cities in important ways that must be intentionally and thoroughly understood. The two areas most impacted as a result of COVID-19 closures are sales taxes and fines and forfeits revenue items. These two areas represent over 96% of our estimated losses.

Right now, we have managed through the crisis and I foresee us being able to remain fiscally steady at least through the end of the year – however nothing in these unprecedented times is guaranteed. We must continue to diligently manage our spending while re-imagining and re-thinking how we deliver services. I am proud of the work our team has accomplished to keep the City afloat in 2020 without implementing lay-offs and furloughs – however difficult decisions will continue to be made by City leaders in the coming months.

Currently, the Administration is anticipating a **\$100M to \$140M** decrease in revenue in FY20 alone. In order to address this severe projected revenue shortfall, the City has implemented multiple cost reduction measures to mitigate impacts on critical operations and services. These measures have included both a hiring and spending freeze, the evaluation of non-essential contractual obligations, and the request for departments to submit cost reduction and reorganization plans. While we do not yet know what 2021 holds, we must be prepared to address further revenue shortfalls without the guarantee of help from the State or Federal Government. We have asked each Mayor Department to propose a 20% reduction to their 2021 budget. During these difficult times, we all must rise to the challenge of doing more with less.

As we begin the budget cycle for 2021, the situation we find ourselves in is a perfect storm – we did not choose this time, but we must carve a new path forward. As we have presented to you, in 2021 five millages that provide the City with \$25M in revenue annually are set to expire. This re-dedication package is critical to the future of the City and will provide dedicated funding for Infrastructure and Maintenance, Library and Early Childhood Education, Housing, and Economic Development.

As we prepare ourselves and our Departments for an unprecedented budget season, my office anticipates facilitating in-depth discussions with all agencies and departments receiving general fund appropriations. The ultimate goal is to prepare budgets that are reflective of our resource constraints, but that also meet the needs and priorities of our citizens.

Know that our team is working diligently to prepare for 2021. For reference, I have enclosed the 2021 Operating Budget Timeline. To finalize the planning process, we are requesting that Council share with us the following supportive information within the next week if possible:

- Schedule for the 2021 Operating and Capital Improvement Budget Presentations
- Schedule for Council Budget Hearings

Note that this information will be vital to ensuring that the 2021 budget planning process is comprehensive, efficient, and on schedule.

Finally, thank you all for your continued dedication to our City and for the significant efforts that you and your staff have made to serve our community as we work under these unprecedented conditions.

Please contact me directly if you have any specific questions or concerns.

Gilbert A. Montano  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** [Emily F. Wolff](#)  
**To:** [Gilbert A. Montaña](#)  
**Subject:** Re: In response to my conversation with Councilmember Banks yesterday  
**Date:** Tuesday, August 25, 2020 2:28:02 PM  
**Attachments:** [Outlook-vnqszvar.png](#)

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Got it. Thanks for keeping me in the loop.

I am working with Meg to get a few minutes Thurs or Friday for us to speak directly with Phala and Gabe about syncing up our messaging on this. Will hopefully have that locked in by end of day.

Emily

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

---

**From:** Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Sent:** Tuesday, August 25, 2020 1:01 PM  
**To:** Jay H. Banks <[Jay.H.Banks@nola.gov](mailto:Jay.H.Banks@nola.gov)>  
**Subject:** Fw: In response to my conversation with Councilmember Banks yesterday

Hi Councilor:

Hope all is well, I have drafted the responses (attached) for Dr. Kearney and discussed them with the Mayor, how would you like me to proceed?

Gilbert A. Montaña  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**To:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
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Mayor LaToya Cantrell  
City of New Orleans  
1300 Perdido St., Room 2E04  
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Tel: 504-658-4900  
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**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>

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Jay

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---

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**Sent:** Friday, August 21, 2020 3:20 PM

**To:** Jay H. Banks

**Cc:** Sonya A. Armstrong

**Subject:** In response to my conversation with Councilmember Banks yesterday

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**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montaño](#)  
**Cc:** [Courtney W. Story](#)  
**Subject:** RE: In response to my conversation with Councilmember Banks yesterday  
**Date:** Friday, August 21, 2020 5:21:27 PM  
**Attachments:** [ResponsesNOPLv1.docx](#)

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Hi Gilbert,

Please see attached.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans

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**From:** Gilbert A. Montaño <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Sent:** Friday, August 21, 2020 3:36 PM  
**To:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Courtney W. Story <[Courtney.Story@nola.gov](mailto:Courtney.Story@nola.gov)>  
**Subject:** Fwd: In response to my conversation with Councilmember Banks yesterday

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**Sent:** Friday, August 21, 2020 3:30:00 PM  
**To:** Gilbert A. Montaño <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Cc:** LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>  
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---

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**Sent:** Friday, August 21, 2020 3:20 PM  
**To:** Jay H. Banks  
**Cc:** Sonya A. Armstrong  
**Subject:** In response to my conversation with Councilmember Banks yesterday

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**To:** [Gilbert A. Montañó](#)  
**Cc:** [Courtney W. Story](#)  
**Subject:** Re: In response to my conversation with Councilmember Banks yesterday  
**Date:** Friday, August 21, 2020 3:42:58 PM

---

Received. We are working on responses.

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**From:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Sent:** Friday, August 21, 2020 3:36:14 PM  
**To:** Chad J. Brown <Cjbrown@nola.gov>; Courtney W. Story <Courtney.Story@nola.gov>  
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**From:** [Emily F. Wolff](#)  
**To:** [Chad J. Brown](#); [Courtney W. Story](#)  
**Cc:** [Gilbert A. Montano](#)  
**Subject:** Re: % cut for libraries  
**Date:** Friday, August 21, 2020 3:29:27 PM  
**Attachments:** [image001.png](#)

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Okay-- I will pass it along. Thank you,  
Emily

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

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**From:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>  
**Sent:** Friday, August 21, 2020 2:08 PM  
**To:** Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Courtney W. Story <[Courtney.Story@nola.gov](mailto:Courtney.Story@nola.gov)>  
**Cc:** Gilbert A. Montano <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Subject:** RE: % cut for libraries

Emily –

As shown in the table below, the Library has underspent its actual collected millage revenue by an average of 11% since 2016. The 37.5% represents the total decrease in revenue but does not include a comparison with actual expenditures.

HISTORICAL ACTUAL REVENUE AND EXPENDITURE DETAIL			
YEAR	COLLECTED MILLAGE REVENUE	ACTUAL EXPENDITURES	VARIANCE
2016	\$19,143,091	\$15,777,444	-17.58%
2017	\$21,190,082	\$16,611,206	-21.61%
2018	\$18,855,504	\$18,459,676	-2.10%
2019	\$20,050,158	\$19,408,210	-3.20%
2020	\$19,610,436	-	-
<b>AVERAGE</b>	<b>\$19,769,854</b>	<b>\$17,564,134</b>	<b>-11.16%</b>



Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans

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---

**From:** Emily F. Wolff <Emily.Wolff@nola.gov>  
**Sent:** Friday, August 21, 2020 1:45 PM  
**To:** Chad J. Brown <Cjbrown@nola.gov>; Courtney W. Story <Courtney.Story@nola.gov>  
**Subject:** % cut for libraries

Chad & Courtney,

The NOPL board reached out and is looking for clarification on Gilbert's comment yesterday during the council meeting regarding the reductions totaling 11.6% vs. the ~40%.

Can you provide an explanation of that so that I can send it to them?

Thanks,  
Emily

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

**From:** [Gilbert A. Montaña](#)  
**To:** [Jenna D. Burke](#); [Chad J. Brown](#); [Tara G. Richard](#); [Jay H. Banks](#)  
**Cc:** [M. Tyler Russell](#)  
**Subject:** Re: Information about the Library Millage  
**Date:** Thursday, August 20, 2020 2:46:19 PM  
**Attachments:** [image001.png](#)

---

There is no reason or plans for the hours of the libraries to decrease (outside of the covid circumstance). Does that answer?

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---

**From:** Jenna D. Burke <Jenna.Burke@nola.gov>  
**Sent:** Thursday, August 20, 2020 2:39 PM  
**To:** Chad J. Brown; Tara G. Richard; Jay H. Banks; Gilbert A. Montaña  
**Cc:** M. Tyler Russell  
**Subject:** Re: Information about the Library Millage

Thanks!

Are we able to specify that the hours the libraries are open/available will not decrease?

**Jenna D. Burke**  
**Director of Land Use**  
Councilmember Jay H. Banks, District B  
1300 Perdido St. | Suite 2W10  
New Orleans, LA, 70112  
Office: (504) 658-1020  
Direct: (504) 658-1021



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**From:** Chad J. Brown <Cjbrown@nola.gov>  
**Sent:** Thursday, August 20, 2020 2:35 PM  
**To:** Jenna D. Burke <Jenna.Burke@nola.gov>; Tara G. Richard <Tgrichard@nola.gov>; Jay H. Banks <Jay.H.Banks@nola.gov>; Gilbert A. Montaña <Gilbert.Montano@nola.gov>  
**Cc:** M. Tyler Russell <mrussell@nola.gov>  
**Subject:** RE: Information about the Library Millage

Hi Jenna, and here is the information related to the collaboration between OBES and the library:

- OBES and NOPL have begun work to launch a pilot “Front Door” program at 3 New Orleans Public Library sites across the City.
  - Site selection is still in progress
- This pilot project will involve both hard and soft infrastructure, including building out collaborative space, adding scanners and computers on-site, and having trained personnel available to support businesses and community members to access OBES services.

Chad J. Brown

Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Jenna D. Burke <Jenna.Burke@nola.gov>

**Sent:** Thursday, August 20, 2020 2:33 PM

**To:** Tara G. Richard <Tgrichard@nola.gov>; Jay H. Banks <Jay.H.Banks@nola.gov>; Gilbert A. Montaña <Gilbert.Montano@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>

**Cc:** M. Tyler Russell <mrussell@nola.gov>

**Subject:** Re: Information about the Library Millage

Thank you so much for this, Tara. And for looking into this, Chad.

CM Banks has a very specific point he'd like to clarify before speaking to this matter.

Would it be accurate for him to say, "The libraries will not close one hour earlier, or be able to buy one less book."

Many thanks for this information. And if there's anything additional related to COVID adjustments (expanding access to computers or internet services), please give us whatever specifics you can.

Appreciate it!

**Jenna D. Burke**

**Director of Land Use**

Councilmember Jay H. Banks, District B

1300 Perdido St. | Suite 2W10

New Orleans, LA, 70112

Office: (504) 658-1020

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---

**From:** Tara G. Richard <[Tgrichard@nola.gov](mailto:Tgrichard@nola.gov)>

**Sent:** Thursday, August 20, 2020 12:11 PM

**To:** Jay H. Banks <[Jay.H.Banks@nola.gov](mailto:Jay.H.Banks@nola.gov)>; Jenna D. Burke <[Jenna.Burke@nola.gov](mailto:Jenna.Burke@nola.gov)>

**Cc:** M. Tyler Russell <[mrussell@nola.gov](mailto:mrussell@nola.gov)>

**Subject:** Information about the Library Millage

Please see the attached information about the library millage.

Please call Gilbert or me with any questions.

Thanks.

Tara

**From:** [Gilbert A. Montañó](#)  
**To:** [Jenna D. Burke](#); [Tara G. Richard](#); [Jay H. Banks](#); [Chad J. Brown](#)  
**Cc:** [M. Tyler Russell](#)  
**Subject:** Re: Information about the Library Millage  
**Date:** Thursday, August 20, 2020 2:33:38 PM  
**Attachments:** [Outlook-hyrygbk3.png](#)

---

Absolutely.

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---

**From:** Jenna D. Burke <Jenna.Burke@nola.gov>  
**Sent:** Thursday, August 20, 2020 2:32:57 PM  
**To:** Tara G. Richard <Tgrichard@nola.gov>; Jay H. Banks <Jay.H.Banks@nola.gov>; Gilbert A. Montañó <Gilbert.Montano@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>  
**Cc:** M. Tyler Russell <mrussell@nola.gov>  
**Subject:** Re: Information about the Library Millage

Thank you so much for this, Tara. And for looking into this, Chad.

CM Banks has a very specific point he'd like to clarify before speaking to this matter.

Would it be accurate for him to say, "The libraries will not close one hour earlier, or be able to buy one less book."

Many thanks for this information. And if there's anything additional related to COVID adjustments (expanding access to computers or internet services), please give us whatever specifics you can.

Appreciate it!

**Jenna D. Burke**  
**Director of Land Use**  
Councilmember Jay H. Banks, District B  
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---

**From:** Tara G. Richard <Tgrichard@nola.gov>

**Sent:** Thursday, August 20, 2020 12:11 PM

**To:** Jay H. Banks <Jay.H.Banks@nola.gov>; Jenna D. Burke <Jenna.Burke@nola.gov>

**Cc:** M. Tyler Russell <mrussell@nola.gov>

**Subject:** Information about the Library Millage

Please see the attached information about the library millage.

Please call Gilbert or me with any questions.

Thanks.

Tara

**From:** [Gilbert A. Montaña](#)  
**To:** [Chad J. Brown](#)  
**Subject:** Re: Library millage  
**Date:** Thursday, August 20, 2020 11:37:30 AM

---

Yes.

Gilbert A. Montaña  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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---

**From:** Chad J. Brown <Cjbrown@nola.gov>  
**Sent:** Thursday, August 20, 2020 11:36 AM  
**To:** Gilbert A. Montaña <Gilbert.Montano@nola.gov>  
**Subject:** FW: Library millage

Hi Gilbert,

See below. Should we send something to Tara?

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Tara G. Richard <Tgrichard@nola.gov>  
**Sent:** Thursday, August 20, 2020 11:32 AM  
**To:** Chad J. Brown <Cjbrown@nola.gov>; Courtney W. Story <Courtney.Story@nola.gov>  
**Subject:** Library millage

Can you please share talking points about the library millage with me ASAP?

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**From:** [Tara G. Richard](#)  
**To:** [John D. Pourciau](#); [Gilbert A. Montaño](#); [Chad J. Brown](#)  
**Cc:** [M. Tyler Russell](#); [Liana Elliott](#); [Arthur C. Walton](#); [Clifton M. Davis](#)  
**Subject:** Re: Amendments to R-266 (Election Call - Ad Valorem)  
**Date:** Wednesday, August 19, 2020 4:33:54 PM  
**Attachments:** [Outlook-wlr00x0.png](#)  
[Outlook-43fzsyuz.png](#)  
[Outlook-kkuhmoas.png](#)  
[Outlook-ynytuhfk.png](#)

---

"After discussions with the administration, will not be filing this amendment. HM"

-----  
The amendment will not be filed.

Tara

---

**From:** Tara G. Richard <Tgrichard@nola.gov>  
**Sent:** Wednesday, August 19, 2020 4:09 PM  
**To:** John D. Pourciau <John.Pourciau@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>  
**Cc:** M. Tyler Russell <mrussell@nola.gov>; Liana Elliott <Liana.Elliott@nola.gov>; Arthur C. Walton <Arthur.Walton@nola.gov>; Clifton M. Davis <Clifton.Davis@nola.gov>  
**Subject:** Re: Amendments to R-266 (Election Call - Ad Valorem)

---

**From:** Tara G. Richard <Tgrichard@nola.gov>  
**Sent:** Wednesday, August 19, 2020 4:03 PM  
**To:** John D. Pourciau <John.Pourciau@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>  
**Cc:** M. Tyler Russell <mrussell@nola.gov>; Liana Elliott <Liana.Elliott@nola.gov>; Arthur C. Walton <Arthur.Walton@nola.gov>; Clifton M. Davis <Clifton.Davis@nola.gov>  
**Subject:** Re: Amendments to R-266 (Election Call - Ad Valorem)

Please see the attachment with the non-technical amendments to the ballot language.

Tara

**From:** Sayde F. Finkel <Sayde.Finkel@nola.gov>  
**Sent:** Wednesday, August 19, 2020 3:57 PM  
**To:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Helena N. Moreno <Helena.Moreno@nola.gov>; Jason R. Williams <jason.williams@nola.gov>; Joseph I. Giarrusso <Joseph.Giarrusso@nola.gov>; Kristin G. Palmer <Kristin.Palmer@nola.gov>  
**Cc:** Andrew V. Tuozzolo <Avtuozzolo@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Micah R. Ince <Mrince@nola.gov>; Keith D. Lampkin <Kdlampkin@nola.gov>; Amanda B. Rizzo



<Amanda.Rizzo@nola.gov>; Andrew J. Sullivan <Andrew.Sullivan@nola.gov>; Theresa R. Becher <trbecher@nola.gov>; Adam J. Swensek <adam.swensek@nola.gov>; Ronald J. Pursell <rjpursell@nola.gov>; M. Tyler Russell <mrussell@nola.gov>  
**Subject:** Amendments to R-266 (Election Call - Ad Valorem)

Good Afternoon CAO Montaño and Councilmembers:

For [Item 61 \(R-266\)](#), please find the attached amendments. Jason Akers has reviewed and from a legal perspective, has told me that the amendments do not disrupt the statutory process.

The intention here would be to reduce Econ Dev by .2 mills and add it to Early Childhood/Library. That would leave Econ Dev with .964 and Early Childhood/Library with 1.187 mills.

There was also a missing period in Section 2 on page 3 at the end of the paragraph. Normally, this would be a technical correction but the Law Dep't asked me to handle here since we are executing other amendments.

Please let our office know ASAP if you have any questions or concerns.

Sayde Faraday Finkel, JD  
Legislative & Public Policy Director  
Office of City Council Vice President Helena Moreno  
1300 Perdido Street | Suite 2W40  
New Orleans, Louisiana 70112  
sayde.finkel@nola.gov  
o: (504) 658.1063



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**From:** [Helena N. Moreno](#)  
**To:** [Sayde F. Finkel](#); [Gilbert A. Montaño](#); [Jason R. Williams](#); [Joseph I. Giarrusso](#); [Kristin G. Palmer](#)  
**Cc:** [Andrew V. Tuozzolo](#); [Chad J. Brown](#); [Micah R. Ince](#); [Keith D. Lampkin](#); [Amanda B. Rizzo](#); [Andrew J. Sullivan](#); [Theresa R. Becher](#); [Adam J. Swensek](#); [Ronald J. Pursell](#); [M. Tyler Russell](#); [Tara G. Richard](#)  
**Subject:** Re: Amendments to R-266 (Election Call - Ad Valorem)  
**Date:** Wednesday, August 19, 2020 4:32:24 PM  
**Attachments:** [Outlook-wljr00x0.png](#)  
[Outlook-43fzsyuz.png](#)  
[Outlook-kkuhmoas.png](#)  
[Outlook-vnytuahk.png](#)  
[Outlook-h5eaiwbx.png](#)  
[Outlook-i2vvgqzc.png](#)  
[Outlook-11faizif.png](#)  
[Outlook-tkj551km.png](#)

---

After discussions with the administration, will not be filing this amendment. HM

---

**From:** Sayde F. Finkel <Sayde.Finkel@nola.gov>  
**Sent:** Wednesday, August 19, 2020 4:22 PM  
**To:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Helena N. Moreno <Helena.Moreno@nola.gov>; Jason R. Williams <jason.williams@nola.gov>; Joseph I. Giarrusso <Joseph.Giarrusso@nola.gov>; Kristin G. Palmer <Kristin.Palmer@nola.gov>  
**Cc:** Andrew V. Tuozzolo <Avtuozzolo@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Micah R. Ince <MPrince@nola.gov>; Keith D. Lampkin <Kdlampkin@nola.gov>; Amanda B. Rizzo <Amanda.Rizzo@nola.gov>; Andrew J. Sullivan <Andrew.Sullivan@nola.gov>; Theresa R. Becher <trbecher@nola.gov>; Adam J. Swensek <adam.swensek@nola.gov>; Ronald J. Pursell <rjpursell@nola.gov>; M. Tyler Russell <mrussell@nola.gov>; Tara G. Richard <Tgrichard@nola.gov>  
**Subject:** Re: Amendments to R-266 (Election Call - Ad Valorem)

Looping Tara in here.

Sayde Faraday Finkel, JD  
Legislative & Public Policy Director  
Office of City Council Vice President Helena Moreno  
1300 Perdido Street | Suite 2W40  
New Orleans, Louisiana 70112  
sayde.finkel@nola.gov  
o: (504) 658.1063



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---

**From:** Sayde F. Finkel <Sayde.Finkel@nola.gov>  
**Sent:** Wednesday, August 19, 2020 3:57 PM  
**To:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Helena N. Moreno

<Helena.Moreno@nola.gov>; Jason R. Williams <jason.williams@nola.gov>; Joseph I. Giarrusso <Joseph.Giarrusso@nola.gov>; Kristin G. Palmer <Kristin.Palmer@nola.gov>  
**Cc:** Andrew V. Tuozzolo <Avtuozzolo@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Micah R. Ince <Mrince@nola.gov>; Keith D. Lampkin <Kdlampkin@nola.gov>; Amanda B. Rizzo <Amanda.Rizzo@nola.gov>; Andrew J. Sullivan <Andrew.Sullivan@nola.gov>; Theresa R. Becher <trbecher@nola.gov>; Adam J. Swensek <adam.swensek@nola.gov>; Ronald J. Pursell <rjpursell@nola.gov>; M. Tyler Russell <mrussell@nola.gov>  
**Subject:** Amendments to R-266 (Election Call - Ad Valorem)

Good Afternoon CAO Montaño and Councilmembers:

For [Item 61 \(R-266\)](#), please find the attached amendments. Jason Akers has reviewed and from a legal perspective, has told me that the amendments do not disrupt the statutory process.

The intention here would be to reduce Econ Dev by .2 mills and add it to Early Childhood/Library. That would leave Econ Dev with .964 and Early Childhood/Library with 1.187 mills.

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Please let our office know ASAP if you have any questions or concerns.

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New Orleans, Louisiana 70112  
sayde.finkel@nola.gov  
o: (504) 658.1063



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**From:** [Helena N. Moreno](#)  
**To:** [Gilbert A. Montaña](#)  
**Subject:** Millage amendment  
**Date:** Wednesday, August 19, 2020 1:10:48 PM

---

Gilbert, the amendment I'm working on would reduce ED by .2 mills and add it to EC/Library. That would leave ED with .964 and EC/Library with 1.187mills. Double check my numbers please just in case I've made a math error. Thank you! HM

**From:** [Gilbert A. Montañó](#)  
**To:** [Emily F. Wolff](#); [Chad J. Brown](#)  
**Cc:** [Tara G. Richard](#)  
**Subject:** Re: Ballot language for library/ECE  
**Date:** Monday, August 17, 2020 9:22:54 AM

---

We deferred to bond counsel, Mayor, and the Councilor's regarding the language.

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---

**From:** Emily F. Wolff <Emily.Wolff@nola.gov>  
**Sent:** Monday, August 17, 2020 8:46:24 AM  
**To:** Chad J. Brown <Cjbrown@nola.gov>; Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Cc:** Tara G. Richard <Tgrichard@nola.gov>  
**Subject:** Ballot language for library/ECE

Hi Gilbert,

Quick question-- Tara just shared the ballot language with me this morning.

Is there a reason why the library/ECE question focuses on facilities and equipment? As the funds are being deployed currently, the dollars for early childhood are being used for the purposes of paying for early childhood seats. And the library funds will also not be focused on construction/maintenance of buildings either.

"to be used for the purposes of constructing, improving, maintaining and operating public libraries and early childhood education facilities and related programs in the City, including the purchase of equipment therefor"

I see the question does mention "operating" and "programs" but comes off as secondary to facilities.

Thanks,  
Emily

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

**From:** [City of New Orleans](#)  
**To:** [Gilbert A. Montano](#)  
**Subject:** August 2020 Newsletter  
**Date:** Monday, August 17, 2020 8:46:41 AM

---

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Mayor's Office of Youth & Families



**Opportunity | Equity | Youth and Family Voice | Access | Action**

Collage



## **Recent COVID-19 Response Efforts**

### **United Healthcare and Cam Jordan Team Up to Support Vulnerable Families**

With support from United Healthcare and Saints player Cam Jordan, the Office of Youth and Families (OYF) was thrilled to be able to distribute over 100,000 infant and feminine hygiene products to families in partnership with various organizations such as Birthmark Doulas, Saul's Light and Training Grounds. The grant also funded laptops for teens who participate in OYF's [Pathways program](#), which pairs system-involved youth with internships and work readiness training.

### **\$500,000 in Cash Assistance Distributed to Immigrant Families**

El Centro



The Mayor's Office of Youth and Families and [Forward Together New Orleans](#) partnered with several community-based organizations including [El Pueblo Nola- NOLA Village](#), [FREE ALAS](#), [ElCentrola](#), [Our Voice - Nuestra Voz](#), [Familias Unidas en Accion](#), [ECCO](#), and the [New Orleans Worker's Center for Racial Justice](#) to distribute \$500,000 to 500 immigrant families in need of cash assistance. Funded by the Open Society Foundations (OSF), this program aims to provide, immediate relief to individuals overlooked for assistance from the federal and state government.

**[Poster Contest Winners Encourage New Orleanians to Mask Up!](#)**



## Poster contest winners



The Mayor's Office of Youth and Families, together with City Council Vice President Helena Moreno, led a Mask Wearing Poster contest for youth and children. In total, 81 young people, ranging from fourth grade to college students, submitted poster designs. The winning designs were announced at the end of July and will be featured in a citywide campaign to promote mask wearing sponsored by Ochsner. The winners are Dai'Ja Alford (4<sup>th</sup> -8<sup>th</sup> category), Mauro Nunez (Foreign Language category), Izzy Harrell (9<sup>th</sup>-12<sup>th</sup> grade category), and Raeann Koehler (college category).

## Free Vaccines for Kids at Citywide Feeding Sites

A CDC report released in May 2020 found a troubling drop in routine childhood vaccinations as a result of families staying at home during the COVID-19 pandemic. In response, we teamed up with the New Orleans Health Department, NOLA Public Schools

Bethune



and LCMC Health to implement childhood vaccines at three different school feeding sites. Stay tuned as more schedules and locations are announced! All required and recommended vaccines for children under age 18 will be available.

## **25,000 Thermometers Doled out to Individuals Across the City**

Health guidance affirms that symptom detection is an important tool to identify COVID-19 and stop community spread. In June, OYF partnered with healthcare technology company, Kinsa, to distribute over 25,000 smart thermometers to 125 different sites across the city including schools, Head Start and early learning centers, senior living centers and housing developments.

---

## **Youth Master Plan Updates**

Fiscal map



## OYF Releases Tools to Track Child Well-Being and Investments in Youth

In partnership with the Children and Youth Planning Board (CYPB), New Orleans Youth Alliance (NOYA), and the Children's Funding Project, we are excited to release a series of interactive tools and data that will assist with the creation of the citywide [Youth Master Plan](#).

The first tool is a [fiscal map](#) - a comprehensive inventory of public investments in children and youth. With funding from the W.K. Kellogg Foundation, New Orleans is third in the country to complete a citywide fiscal map. The tool revealed that in 2020 the city invested a total of \$40 million in youth ages 0-24 and \$361 per youth, per capita. City leaders and residents alike are urged to utilize this tool to draw connections between investments and outcomes. Visit the Office of Youth and Families [website](#) and check it out!

Alongside the fiscal map, the [New Orleans Youth Well-Being Data Dashboard](#), produced by NOYA, provides an updated picture of how children in New Orleans are faring across six priority areas including (1) economic stability, (2) health & well-being, (3) learning, (4) safety and justice, (5) space and place and (6) youth voice. The six priority areas are derived from the work of the Forum for Youth Investment and used in previous data reports on youth published by the Data Center in New Orleans.

---

## Signature Program Updates

### Applications Open for Mayor's Youth Advisory Council

We are excited to announce a second year of the Mayor's Youth Advisory Council (MYAC). Youth can submit [applications](#) to serve on the Council through August 19, 2020. The purpose of MYAC is to advise and propose action items to the Mayor of New Orleans on matters relating to the youth of New Orleans. MYAC meets monthly and is open to all youth grades 8- 12. Preference is given to first-term MYAC members as

myac-Jack

well as individuals who have participated in the Junior Civic

Leadership Academy as a prerequisite.

### **OYF Launches Pathways Youth Internship Program**

Despite challenges with COVID-19 and school interruptions, OYF was proud to launch the Pathways Youth Internship program on June 15th which is supported by funding from the W.K. Kellogg Foundation. Pathways is a year-round workforce readiness program for system-involved youth administered through community-based partnerships with local businesses and wraparound organizations. Currently thirty youth are engaged in paid work experiences throughout the restaurant, cosmetology and entrepreneurship fields.

### **Celebration of the City's Inaugural Parent Leadership Training Institute (PLTI)**

In June, twenty parent leaders from across the city gathered with Mayor Cantrell virtually to celebrate their culmination of a 20-week intensive training program called the [Parent Leadership Training](#). Parents and caretakers learned how to become stronger advocates for children by acquiring the civic leadership skills necessary to engage with government, analyze civic issues and bring about change. The Office of Youth and Families plans to accept applications for the next cohort in September 2020.

---

## **Community Services and Resources**

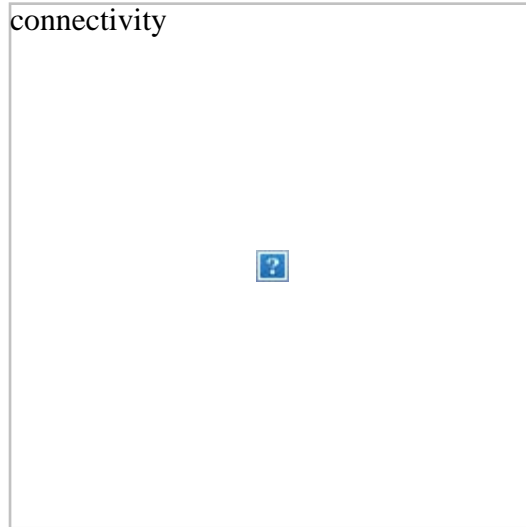
### **Community Learning Hubs to Support Students in Need**

To support student learning this school year, OYF has designed Community

connectivity

Learning Hubs for children ages 6-18 in partnership with the New Orleans Recreation Development Commission (NORDC) and the New Orleans Public Library (NOPL).

Learning Hubs provide families with safe spaces for their children to engage in supervised independent learning. These spaces will provide youth with access to the internet (as well as devices in some locations) and offer enrichment activities based on age group and host site. The free program will pilot August 17<sup>th</sup> with one-hundred students spread across various recreation centers and libraries. Check back for more information!



## Parents: Sign Up to Receive Tips from Bright by Text!

BB3



OYF has teamed up with Bright by Text, a national parent texting program, to put expert tips, games and child development information directly into the hands of parents and caregivers with children 8 years and under. A resource like this is especially useful now as children are learning from home and parents are trying to do it all! The texting service provides tips about brain development, healthy habits and incorporating literacy and learning into

everyday moments. These short messages are personalized based upon your child's age and your location. To sign up, parents and caregivers can text the word NOLA KIDS to 274448\*.

## Still Enrolling Residents for Citywide Meal Assistance Program

We remind residents to take advantage of the City's COVID-19 meal assistance program, which engages local restaurants to

### Meal assistance program



provide meals for eligible New Orleanians experiencing food insecurity due to the COVID-19 pandemic. The meal assistance program is offering 2 meals a day for seniors, people with medical concerns, COVID-positive or quarantining residents, homeless individuals, and kids under 18. You can sign up for free meal delivery by calling 311 (504-

658-2299) or visiting [Nola311.org/MealAssist](http://Nola311.org/MealAssist).

## **Geaux Girl! Magazine Summer/Fall 2020 Issue**

Geaux Girl! magazine just released its new issue and we encourage all NOLA teen girls and educators to check it out. You can peruse their Summer/Fall 2020 issue [here](#) or get your free print copy at many locations all over the city. Can't get your hands on the new issue or want a large quantity to give to girls?

Contact [info@geauxgirlmagazine.org](mailto:info@geauxgirlmagazine.org) to learn about distribution sites or request copies for your organization.

### Geaux Girl



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## **In The News**

[NEW ORLEANS WILL LAUNCH COMMUNITY LEARNING HUBS AT LIBRARIES AND REC CENTERS TO HELP STUDENTS WITHOUT INTERNET ACCESS](#)

[THE JUVENILE JUSTICE INTERVENTION CENTER \(JJIC\) ANNOUNCED LAUNCH OF THE IN-HOME COMMUNITY INTENSIVE SUPERVISION PROGRAM](#)

[CHILDHOOD VACCINATIONS BEING OFFERED AT NEW ORLEANS FEEDING SITES](#)

[YOUTH ADVOCACY TEAM CO-HOSTS FORUM WITH NOPD](#)

[NEW ORLEANS PUBLIC SCHOOLS WILL TAKE HYBRID APPROACH TO](#)

[RETURNING TO SCHOOL AMID PANDEMIC](#)

[MAYOR CANTRELL ANNOUNCES \\$750,000 COMMITMENT TO IMMIGRANT COMMUNITIES FOR COVID-19 RELIEF](#)

[CAM JORDAN'S DREAMBUILDER FOUNDATION PROVIDED LAPTOPS TO BRIDGE DIGITAL GAP](#)

[NEW ORLEANS DRAFT YOUTH MASTER PLAN ANNOUNCEMENT TO GUIDE THEIR FUTURE](#)

[NEW ORLEANS LAUNCHES 30 DAY MEAL ASSISTANCE PROGRAM](#)

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**Complete the 2020 Census today at [My2020Census.gov](http://My2020Census.gov) or by calling 844.330.2020. Be in that number!**

---

This email was sent to gilbert.montano@nola.gov using GovDelivery Communications Cloud on behalf of: City of New Orleans · 1300 Perdido St. · New Orleans, LA 70112





**From:** [John D. Pourciau](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** RE: Proposition Language  
**Date:** Friday, August 14, 2020 3:27:05 PM

---

thanks

---

**From:** Gilbert A. Montaño <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Sent:** Friday, August 14, 2020 3:21 PM  
**To:** John D. Pourciau <[John.Pourciau@nola.gov](mailto:John.Pourciau@nola.gov)>  
**Subject:** Fwd: Proposition Language

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**From:** Gilbert A. Montaño <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Sent:** Tuesday, August 11, 2020 5:42 PM  
**To:** Jason R. Williams; Helena N. Moreno; Jared C. Brossett; Kristin G. Palmer; Cyndi Nguyen; Jay H. Banks; Joseph I. Giarrusso  
**Cc:** LaToya Cantrell  
**Subject:** Proposition Language

Council Members:

Thank you for the discussion today. Attached and for your review, please find the draft propositions that have been drafted/reviewed by our bond counsel.

I will have a comprehensive presentation for you and the public prepared for next week as requested.

Note that there are millage propositions: 1) Public Infrastructure, 2) Library and Early Childhood Education, and 3) Housing and Economic Development.

As you review, please let me know if you have any questions and ask that these ballot proposals not be made public until they are finalized.

Thanks, Gilbert

Gilbert A. Montaño  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** [Bloomberg Government Innovation](#)  
**To:** [Gilbert A. Montaña](#)  
**Subject:** EXTERNAL EMAIL: Boosting small biz  
**Date:** Wednesday, August 12, 2020 12:00:45 PM

---

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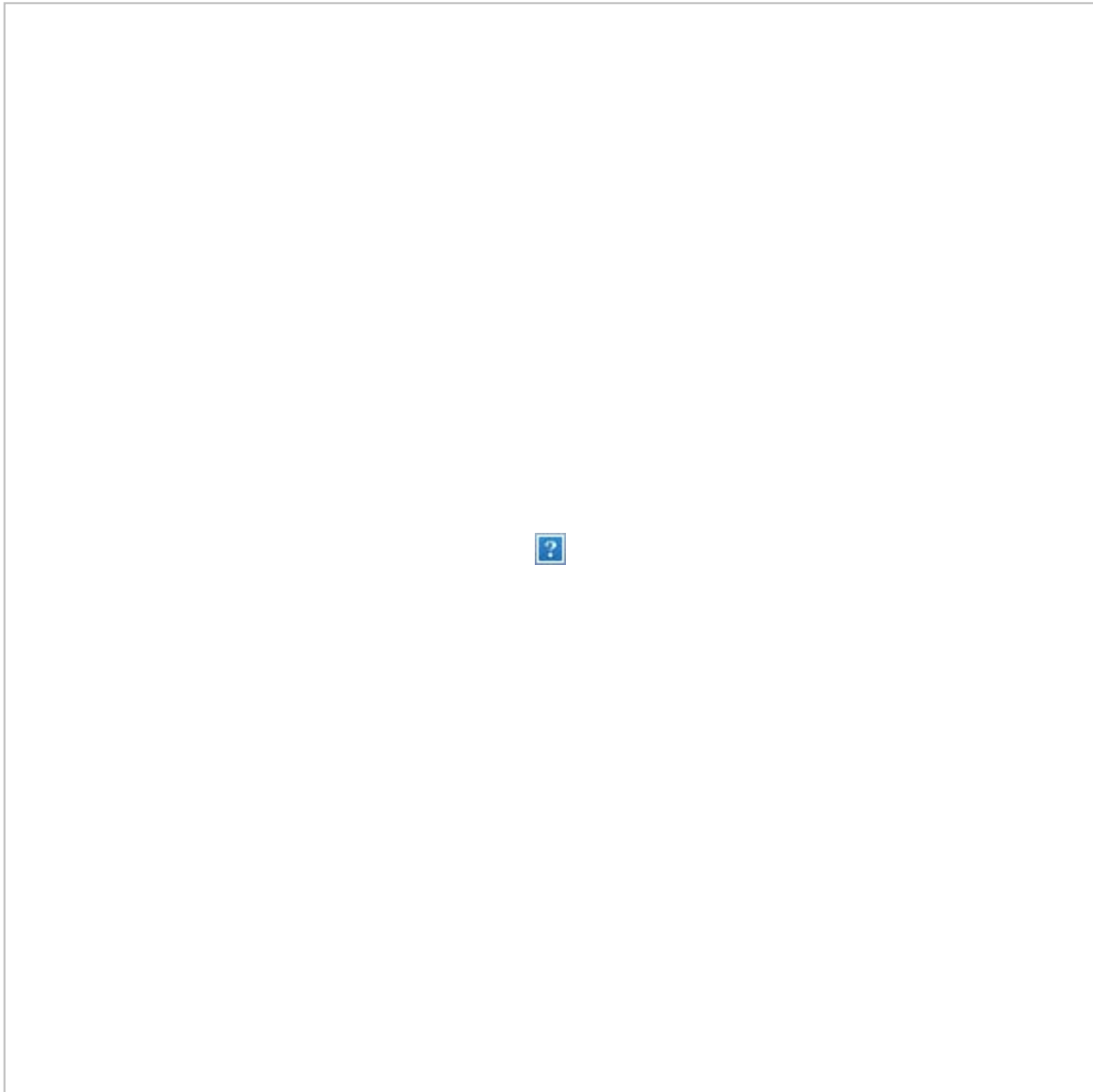
## Boosting small businesses—one text message at a time

When COVID-19 first hit, city leaders in **Anchorage**, Alaska, thought they'd repurpose public library staff to help connect small businesses with the resources they needed to stay afloat. But when it became clear that demand would outpace that human resource, the city turned to its innovation team for a more scalable pivot: text messaging. Now hundreds of business owners get on-demand answers to almost any question they might have about keeping their doors open, keeping people employed, and staying safe through the pandemic. Here's how the i-team leveraged its expertise to make it all possible.

[Read More](#)

Catch up on all of our COVID-19 coverage below, and get news on the latest city actions by subscribing to our [City Hall COVID-19 Update](#).

- Dose of reality: [Flu season is right around the corner](#)
- How [data-driven innovation](#) is fueling cities' COVID response
- Expert: How cities should [prepare for a season of dual disasters](#)
- Leading by example: [How innovative cities are tackling COVID-19](#)



## It's time for #CityHallSelfie Day

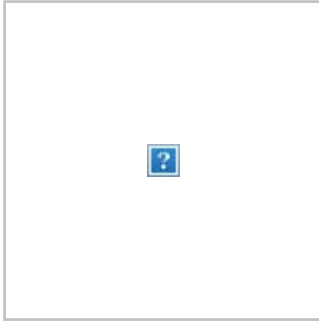
This Friday is one of our favorite days of the year: #CityHallSelfie Day. But how can you take a City Hall selfie when you're not actually working in City Hall? We caught up with Kirsten Wyatt, the executive director of Engaging Local Government Leaders (ELGL), to find out how she expects this year's celebration to be different—and perhaps more creative than ever before.



Read More

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## MEET ADRIENNE HOLLOWAY



**Title:** Chief Innovation Officer

**City:** Aurora, Ill.

Here's one lesson COVID-19 has taught us: City Halls that invest in building strong community relationships before a crisis are able to innovate faster during it. That's something [Adrienne Holloway](#) has long known to be true, which is why she was convening a youth council, education commission, and a board for faith leaders in **Aurora** well before the pandemic hit. "We were looking for a way for the city to engage with populations in a much more intentional way than we had in the past," Holloway said. "The idea is for information we gather from each group of stakeholders to inform our policies and programs—and also help us communicate city priorities through leaders who have deep connections in the community."

The approach paid immediate dividends when COVID-19 put thousands of residents out of work and created new and deep needs for social services. In particular, Holloway was able to match her interfaith group, whose congregations wanted to help, with nonprofits that were struggling to keep up with food distribution demands and other needs.

One of many connections this work facilitated was between a family-services organization that had run out of baby formula and a food pantry that had plenty of formula but no way to distribute it. The two groups worked together to distribute the formula to families who needed it. "If we didn't bring those organizations together, this probably would not have happened," Holloway said. "The space we created was designed for that."

**Pro tip:** "If you ask residents a question, be ready to do something with the answer. If you don't return that investment they're making, then you're not developing trust between City Hall and that resident."

---

## WHAT WE'RE READING

**CLIMATE CHANGE:** As cities worldwide grapple with the devastating toll of extreme heat, **Phoenix** gears up to become the first heat-ready city in the

U.S. ([The Washington Post](#))

**INNOVATION:** Businesses have long talked about failing forward, but how about local governments? A new report details how cities can create an environment where teams learn from failure. ([Centre for Public Impact & Aspen Institute Center for Urban Innovation](#))

**COLLABORATION:** In just two days, **Buffalo**, N.Y., leveraged partnerships with its local university and a technology vendor to create a remote 311 call center for citizens to help with any COVID-19 related questions. ([GovTech](#))

**ECONOMIC LEADERSHIP:** In a bipartisan letter to President Trump, 290 mayors request \$250 billion in direct, flexible emergency assistance to cities of all sizes in the COVID-19 response and recovery bill currently under negotiation. ([The United States Conference of Mayors](#))

**MICRO MOBILITY:** While **Bogotá**, Colombia, is known more for its traffic troubles than its cycling culture, Mayor Claudia López is working to change that. ([Bloomberg CityLab](#))

**RECOVERY:** Philanthropic dollars can play a unique role in catalyzing the public sector's transformation toward data-driven leadership and decision-making. ([Stanford Social Innovation Review](#))

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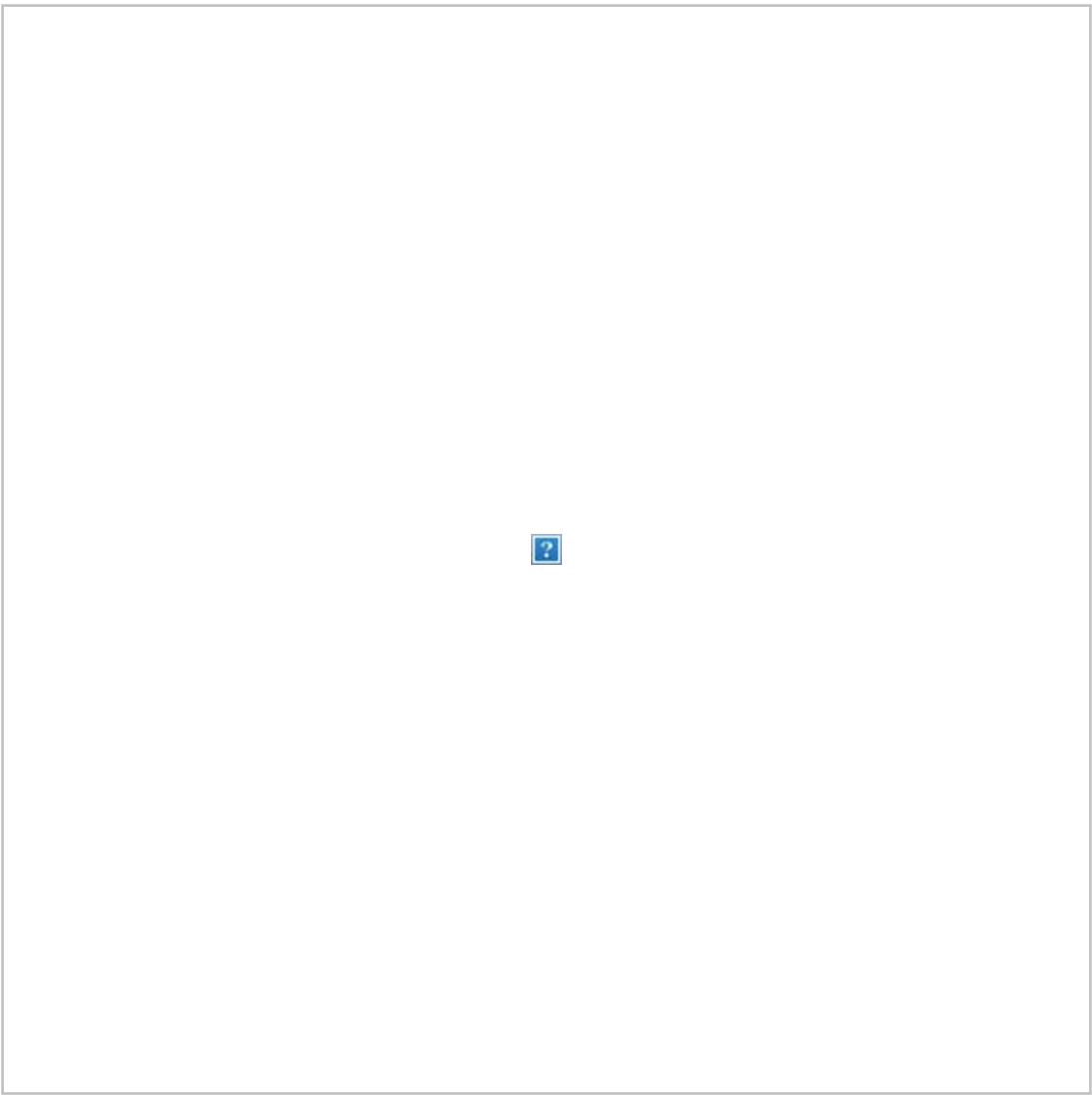
## NETWORK NEWS

**JOB OPPORTUNITY:** The city of **Fort Collins**, Colo., is hiring a [Deputy City Manager](#) to help implement the city's strategic plan and manage internal operational matters.

**NEW RESOURCE:** Results for America has put together the [Economic Mobility Catalog](#) with resources on evidence-based practices, programs, and policies designed to improve outcomes that drive upward economic mobility.

**COMMUNITY ENGAGEMENT GUIDE:** What Works Cities' [Guide to Remote Community Engagement](#) is designed to support cities that want to create and maintain strong, institutionalized practices of community engagement during periods of remote working in an increasingly digital world.

[Contact us](#) to share events and job postings with the Bloomberg Cities network.



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**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** Re: some thoughts for the delegation meeting  
**Date:** Wednesday, August 12, 2020 8:36:27 AM

---

Received.

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**From:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Sent:** Wednesday, August 12, 2020 8:20:48 AM  
**To:** Chad J. Brown <Cjbrown@nola.gov>  
**Subject:** Re: some thoughts for the delegation meeting

Thanks Chad. Can you get me the exact dollar amounts we have received and proposed re. Cares Act? As well as the criteria ie 70/30 and the percentage for tranche disbursement. Clarence or Lanitrah should have it easily accessible.

Thanks, Gilbert

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**From:** Chad J. Brown <Cjbrown@nola.gov>  
**Sent:** Wednesday, August 12, 2020 5:24:26 AM  
**To:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Subject:** some thoughts for the delegation meeting

Hi Gilbert,

As requested, here are some potential topics (for your consideration) for the delegation meeting today (in no particular order):

1. Hurricane preparedness (underway)
2. COVID-19 impacts (including projected revenue losses)
  - Continuation of the mass feeding program (successful)
3. CARES funding
  - Issues with disbursement equations/allocations (related to COVID-19 cases)
  - Remaining/available dollars from the main street program and parish allocations (that will be unused) should be available to CNO and other parishes with significant COVID-19 impacts
4. COI update
5. State Bond Commission Applications due on 8/18 (in progress)
  - Millage renewals (in lieu of) proposed: 5.82 mills
    - Public Infrastructure
    - Library and Early Childhood Education
    - Housing and Economic Development
  - French Quarter Economic Development District (FQEDD) tax

levy a renewal of a .2495% sales tax, within the boundaries of the French Quarter Economic Development District, for the purpose of funding enhanced and supplemental public safety services to facilitate economic development projects within the FQEDD

6. Single Tax Collector (issues)
7. Early Childhood Education investment and match from the state

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8605 | (e) [cjbrown@nola.gov](mailto:cjbrown@nola.gov)

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**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montaña](#)  
**Subject:** Fwd: Memo for Meeting with Gilbert  
**Date:** Tuesday, August 11, 2020 8:19:49 PM  
**Attachments:** [081120\\_CNO\\_OBES\\_OWD+OED\\_Strategy-Update-Memo\\_For-Review.pdf](#)  
[image001.png](#)

---

FYI

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**From:** Jeffrey E. Schwartz <Jeschwartz@nola.gov>  
**Sent:** Tuesday, August 11, 2020 6:38 PM  
**To:** Chad J. Brown; Peter Bowen; Sunae S. Villavaso; Gabriel Morley  
**Cc:** Sabrina M. Hill  
**Subject:** RE: Memo for Meeting with Gilbert

Hi Chad:

Please see attached for the memo for GAM's review/discussion for tomorrow.

Thank you!

Jeff

**Jeffrey Schwartz**

*Director of Economic Development*

City of New Orleans | Mayor LaToya Cantrell

1340 Poydras Street | Suite 1800

**O** (504) 658-4954 | **M** (504) 249-9593 | **E** [jeschwartz@nola.gov](mailto:jeschwartz@nola.gov)

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**From:** Chad J. Brown <Cjbrown@nola.gov>  
**Sent:** Tuesday, August 11, 2020 3:10 PM  
**To:** Peter Bowen <Peter.Bowen@nola.gov>; Jeffrey E. Schwartz <Jeschwartz@nola.gov>; Sunae S. Villavaso <Sunae.Villavaso@nola.gov>; Gabriel Morley <gabriel.morley@nola.gov>  
**Cc:** Sabrina M. Hill <smhill@nola.gov>  
**Subject:** RE: Memo for Meeting with Gilbert

Sounds good.

Thanks.

Chad J. Brown

Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Peter Bowen <[Peter.Bowen@nola.gov](mailto:Peter.Bowen@nola.gov)>  
**Sent:** Tuesday, August 11, 2020 3:10 PM

**To:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Jeffrey E. Schwartz <[Jeschwartz@nola.gov](mailto:Jeschwartz@nola.gov)>; Sunae S. Villavaso <[Sunae.Villavaso@nola.gov](mailto:Sunae.Villavaso@nola.gov)>; Gabriel Morley <[gabriel.morley@nola.gov](mailto:gabriel.morley@nola.gov)>  
**Cc:** Sabrina M. Hill <[smhill@nola.gov](mailto:smhill@nola.gov)>  
**Subject:** Re: Memo for Meeting with Gilbert

Hey Chad,

We have some progress to report based on the commitment we outlined in last week's memo. I believe Jeff is working on something at the moment for you.

Thanks,  
Peter

Peter G. Bowen, MBA  
Deputy Chief Administrative Officer  
Office of Business and External Services | City of New Orleans  
1340 Poydras Street | Suite 1014 | New Orleans, LA 70112  
(504) 658-8491 office | (504) 658-4499 fax | [peter.bowen@nola.gov](mailto:peter.bowen@nola.gov)



9 questions: 10 minutes  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

---

**From:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>  
**Sent:** Tuesday, August 11, 2020 2:30 PM  
**To:** Peter Bowen <[Peter.Bowen@nola.gov](mailto:Peter.Bowen@nola.gov)>; Jeffrey E. Schwartz <[Jeschwartz@nola.gov](mailto:Jeschwartz@nola.gov)>; Sunae S. Villavaso <[Sunae.Villavaso@nola.gov](mailto:Sunae.Villavaso@nola.gov)>; Gabriel Morley <[gabriel.morley@nola.gov](mailto:gabriel.morley@nola.gov)>  
**Cc:** Sabrina M. Hill <[smhill@nola.gov](mailto:smhill@nola.gov)>  
**Subject:** RE: Memo for Meeting with Gilbert

Hi all, I hope you are well.

I just wanted to send a friendly reminder regarding the requested the memo (so that I can review and also add it to Gilbert's take home binder).

Thanks.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Peter Bowen <[Peter.Bowen@nola.gov](mailto:Peter.Bowen@nola.gov)>  
**Sent:** Wednesday, August 5, 2020 1:02 PM

**To:** Jeffrey E. Schwartz <[Jeschwartz@nola.gov](mailto:Jeschwartz@nola.gov)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Sunae S. Villavaso <[Sunae.Villavaso@nola.gov](mailto:Sunae.Villavaso@nola.gov)>; Gabriel Morley <[gabriel.morley@nola.gov](mailto:gabriel.morley@nola.gov)>  
**Cc:** Sabrina M. Hill <[smhill@nola.gov](mailto:smhill@nola.gov)>  
**Subject:** Re: Memo for Meeting with Gilbert

Yes, that was my major follow up point. If you and Sunae are amicable, I'd like to carve out at least one hour and conduct in person. Gabriel should be included for sure. The library's infrastructure and accessibility will be critical to our expansion of OBES. Doing it this way, we can actually produce progress in the meeting and not just create additional thought - to Gilbert's point. We can assign further 'home work' at each meeting. I'd suggest Fridays...maybe a working lunch in my office. Let's also commit to providing Chad appropriate updates by Tuesday night for both his review/comments and to ensure Gilbert has adequate time to pre-read.

Peter G. Bowen, MBA  
Deputy Chief Administrative Officer  
Office of Business and External Services | City of New Orleans  
1340 Poydras Street | Suite 1014 | New Orleans, LA 70112  
(504) 658-8491 office | (504) 658-4499 fax | [peter.bowen@nola.gov](mailto:peter.bowen@nola.gov)



9 questions: 10 minutes  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

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**From:** Jeffrey E. Schwartz <[Jeschwartz@nola.gov](mailto:Jeschwartz@nola.gov)>  
**Sent:** Wednesday, August 5, 2020 12:53 PM  
**To:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Peter Bowen <[Peter.Bowen@nola.gov](mailto:Peter.Bowen@nola.gov)>  
**Subject:** RE: Memo for Meeting with Gilbert

Hi Sunae and Peter:

Sunae, agreed, and thanks. Peter, what do you think about Sabrina organizing a(nother) weekly meeting for at least the next month while we pull this all together?

Jeff

**Jeffrey Schwartz**  
*Director of Economic Development*  
City of New Orleans | Mayor LaToya Cantrell  
1340 Poydras Street | Suite 1800  
O (504) 658-4954 | M (504) 249-9593 | E [jeschwartz@nola.gov](mailto:jeschwartz@nola.gov)

---

**From:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>

**Sent:** Wednesday, August 5, 2020 12:28 PM

**To:** Jeffrey E. Schwartz <[Jeschwartz@nola.gov](mailto:Jeschwartz@nola.gov)>; Peter Bowen <[Peter.Bowen@nola.gov](mailto:Peter.Bowen@nola.gov)>

**Subject:** RE: Memo for Meeting with Gilbert

Hi Jeff and Peter,

I understand that at the next weekly meeting (8/12), we will drill down on the 30 day action plan.

It may be helpful to send Gilbert the revised memo by Tuesday (8/11) so that he can review the night before.

If you like, feel free to send me the updated memo in advance. I am available to review and provide any feedback prior to the meeting next week.

Thanks.

Chad J. Brown

Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Jeffrey E. Schwartz <[Jeschwartz@nola.gov](mailto:Jeschwartz@nola.gov)>

**Sent:** Wednesday, August 5, 2020 8:57 AM

**To:** Catherine Garcia <[catherine.garcia@nola.gov](mailto:catherine.garcia@nola.gov)>

**Cc:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Sunae S. Villavaso <[Sunae.Villavaso@nola.gov](mailto:Sunae.Villavaso@nola.gov)>; Gabriel Morley <[gabriel.morley@nola.gov](mailto:gabriel.morley@nola.gov)>; Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>

**Subject:** Memo for Meeting with Gilbert

Good Morning Meg:

Please see attached for the memo for discussion today with Gilbert. Let me know if you have any questions!

Best,  
Jeff

**Jeffrey Schwartz**

*Director of Economic Development*

City of New Orleans | Mayor LaToya Cantrell

1340 Poydras Street | Suite 1800

**O** (504) 658-4954 | **M** (504) 249-9593 | **E** [jeschwartz@nola.gov](mailto:jeschwartz@nola.gov)

**From:** [Joseph I. Giarrusso](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** Re: Proposition Language  
**Date:** Tuesday, August 11, 2020 5:49:50 PM

---

Thank you, Gilbert. I also appreciated your time this morning.

Joe

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**From:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Sent:** Tuesday, August 11, 2020 5:42:42 PM  
**To:** Jason R. Williams <jason.williams@nola.gov>; Helena N. Moreno <Helena.Moreno@nola.gov>; Jared C. Brossett <Jcbrossett@nola.gov>; Kristin G. Palmer <Kristin.Palmer@nola.gov>; Cyndi Nguyen <Cyndi.Nguyen@nola.gov>; Jay H. Banks <Jay.H.Banks@nola.gov>; Joseph I. Giarrusso <Joseph.Giarrusso@nola.gov>  
**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>  
**Subject:** Proposition Language

Council Members:

Thank you for the discussion today. Attached and for your review, please find the draft propositions that have been drafted/reviewed by our bond counsel.

I will have a comprehensive presentation for you and the public prepared for next week as requested.

Note that there are millage propositions: 1) Public Infrastructure, 2) Library and Early Childhood Education, and 3) Housing and Economic Development.

As you review, please let me know if you have any questions and ask that these ballot proposals not be made public until they are finalized.

Thanks, Gilbert

Gilbert A. Montaño  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montañó](#)  
**Subject:** draft message for councilors  
**Date:** Tuesday, August 11, 2020 5:28:54 PM  
**Attachments:** [NOLA Proposition - 3.pdf](#)

---

Let me know if this is ok...

\*\*\*\*\*

Councilors:

I hope this email finds you well.

For your review, please find the draft propositions attached. Note that there are millage propositions: 1) Public Infrastructure, 2) Library and Early Childhood Education, and 3) Housing and Economic Development.

As you review, please let me know if you have any questions.

Thanks.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer | City of New Orleans  
(o) 504.658.8605 | (e) [cjbrown@nola.gov](mailto:cjbrown@nola.gov)

**From:** [Emily F. Wolff](#)  
**To:** [Gilbert A. Montañó](#); [Michael G. Tidwell](#); [John D. Pourciau](#)  
**Subject:** NOPL Comms Timing  
**Date:** Tuesday, August 11, 2020 4:02:03 PM

---

Just to let y'all know--

Gabe is planning to talk to his board members about the millage in individual meetings on Thursday and Friday. And then he is planning to do a call with staff on Monday morning to let them know.

Wanted to make sure you were in the loop in terms of timing the messaging with press, council, etc.

Thanks,  
Emily

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

**From:** [Employee Information](#)  
**Subject:** August 2020 Newsletter: Mayor's Neighborhood Engagement Office  
**Date:** Tuesday, August 11, 2020 2:24:36 PM

---

To: All City Hall Employees  
From: Mayor's Office of Neighborhood Engagement  
Date: 8/11/2020

**AUGUST 2020 NEWSLETTER: MAYOR'S NEIGHBORHOOD ENGAGEMENT  
OFFICE**

neighborhood header



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**August Updates from the Mayor's**

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# Neighborhood Engagement Office

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## **EXTENDED: City of New Orleans Offers COVID-19 Meal Assistance Program in Partnership with FEMA and Local Restaurants**

[Extended Meal Assistance Plan](#)



As you may have heard, we received a 30 day extension on the City of New Orleans Meal Program. [You can click here to read the press release.](#)

As we go into August, we know it will be a tough month for many New Orleanians and we are grateful to have this program to offer to assist with food insecurity. There is a lot of capacity to feed people with this program, so please share it widely as we will continue to take new registrants. In terms of information to push out about the program

to your networks and residents in need:

- Easiest way to register is directly online at [nola311.org/MealAssist](https://nola311.org/MealAssist). Folks can also sign up by calling 3-1-1, or 504-658-2299
- More information on eligibility can be found on our website: <https://ready.nola.gov/incident/coronavirus/meal-assistance-program/>
- If you know of any residents receiving the meals who have questions about the food or issues with delivery, please refer them to the Revolution Foods Customer Service line at (504) 667-5796 or [customerservicenola@revolutionfoods.com](mailto:customerservicenola@revolutionfoods.com)

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### [CAE Volunteer Training Program](#)



City-Assisted Evacuation provides transportation assistance as an option of last resort for these residents during a mandatory evacuation order. As an essential part of the evacuation plan, volunteers assist first responders by providing additional staffing at the

17 evacuation bus stops (evacuspots). In this introductory training, you'll learn about City Assisted Evacuation, and how you can join the City of New Orleans this hurricane season in the critical effort to keep our residents safe and out of harm's way.

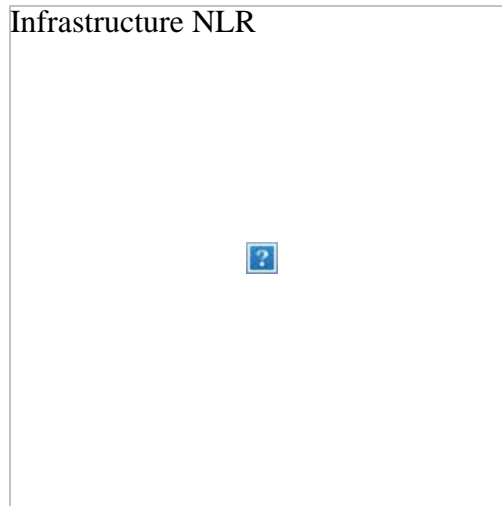
[Click here to watch a short video message from Mayor Cantrell about the need for evacuation volunteers this hurricane season.](#)

Sign up to take one of our upcoming City Assisted Evacuation Volunteer Trainings below to find out how you can be of service in the event of a major hurricane! General volunteers can register for the Intro to City Assisted Evacuation Trainings. For volunteers who want to take on a leadership role at their evacuspot, please also register for the Evacuspot Site Lead Training.

[For more information on the City Assisted Evacuation volunteer opportunities and process, click here.](#)

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## **REGISTER NOW: Quarterly Neighborhood Leaders' Roundtable on August 27th**



Join the Mayor's Neighborhood Engagement Office for its 3rd quarter virtual Neighborhood Leaders' Roundtable about **City Infrastructure**.

You will have the opportunity to engage with:

-

**Ramsey Green, Deputy CAO of Infrastructure**

**Sarah McLaughlin Porteous, Director of RoadWork**

**Keith LaGrange, Director of The Department of Public Works**

**Ghassan Korban, Executive Director of The Sewerage and Water Board**

-

There will also be spotlight information from the [Greater New Orleans Foundation](#).

**RSVP *no later than* Friday, August 14th at 5pm.**

Click [HERE](#) to register.

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## **Phase Two: Safer at Home Updates**

[Phase 2 Update Collage](#)



Visit [ready.nola.gov](http://ready.nola.gov) or [click this link](#) for more information!

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## This Week's Free COVID-19 Testing Sites

COVID-19 Testing 8.10.2020



Full schedule at [ready.nola.gov/incident/coronavirus/testing!](https://ready.nola.gov/incident/coronavirus/testing!)

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## Census Deadline Moved Up to September 30th



Census2020



The deadline for completing the census has been moved up by one month to September 30th! We are asking all residents to complete their census ASAP so as not to miss this deadline.

The census is an important tool used by government to determine political representation, inform business development and investment, and allocate government funds to communities, particularly the ones in need. Make sure they count YOU! It only takes about 10 minutes! Visit [MY2020census.gov](https://my2020census.gov) or call **844.330.2020** to get started.

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## Utility Assistance



Need help with utility bills? See payment assistance options for power, water & cellular at:

<https://ready.nola.gov/assistance/#bills>

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**City Hall Spotlight: Ms.  
Leila Darwish**

**Neighborhood Spotlight:  
Ms. Debby Pigman**

Leila Darwish



Meet Ms. Leila Darwish, the Community Engagement Director in the Office of Homeland Security and Emergency Preparedness.

[Click this link to read more about Ms. Darwish!](#)

Debby Pigman



Let us introduce you to Ms. Debby Pigman, president of the Faubourg Delachaise Neighborhood Association

[Click this link to read more about Ms. Pigman!](#)

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**Year Two of JCLA Comes to an End**

JCLA Logo



Last Saturday, August 1st we were thrilled to have completed the second year of Junior Civic Leadership Academy!

Featuring 13-18 year olds from all across New Orleans, the 2020 JCLA cohort explored the ins and outs of city government over the course of eight weeks. Presentations each week were led by City department heads and senior staff.

We are all incredibly excited to have empowered this next generation of community and civic leaders!

For more information, please visit: [nola.gov/JCLA](https://nola.gov/JCLA)

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**Connect with the City on Social Media**

Engage NOLA



There is so much information at your fingertips. Let's Engage! The City's social platforms have expanded with more coming soon! From reserving the lap pool @nordcommission to learning about green infrastructure with @resilientnola, from e-library books @nolalibrary to finding infrastructure improvements in your neighborhood and across the City @roadworknola. Use the handles above to find us on Instagram, Twitter, and Facebook!

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## **Prevent Home Cooking Fires**



Under normal circumstances the month of August is synonymous with kids going "Back-to-School". Unfortunately, this year most of our kids will be beginning the school year studying from home. This means meals our kids might often eat at school, like breakfast and lunch, will likely be had at home...and sometimes unattended. The New Orleans Fire Department (NOFD) would like to remind all that "Home Cooking Fires" are the most common types of residential fires in the United States and small children represent the demographic most likely to be hurt by hot cooking equipment or scalded by hot liquids.

For more information about how to protect your loved ones from injury and the prevention of "Home Cooking Fires", please visit the following websites:

<https://www.nfpa.org/Public-Education/Fire-causes-and-risks/Top-fire-causes/Cooking>

<https://nola.gov/nofd/safety/>.

As always the NOFD would like to remind citizens that "working smoke alarms saves lives"! If you or any Orleans Parish resident you know is in need of this FREE and potentially life saving service please contact the NOFD at 504-658-4714.

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## Learn More About Community Resources from the Public Library

### Civil Legal 600



### Free Civil Legal Help

The New Orleans Public Library and Southeast Louisiana Legal Services is offering a new virtual civil legal clinic for eligible Library users on the 2nd and 4th Wednesday of every month. Library users are asked to sign up ahead of time for an appointment to speak with an attorney by phone or video conference. Appointments are limited.

<http://nolalibrary.org/article/149/free-virtual-civil-legal-clinic-available-to-low-income-people>

### In-Library Sessions

A limited number of 45-Minute In-Library Sessions are also available at all Library locations, with the exception of Alvar Library and Dr. Martin Luther King, Jr. Library. To ensure the safety of Library staff and the public, reservations are required for each session, and face coverings/masks must be worn while inside the Library. To book an appointment, call your Library location. The Louisiana Division/City Archives & Special Collections is open for limited research by advance appointment only. To make a reservation, call 504-596-2560 or email [archivist@nolalibrary.org](mailto:archivist@nolalibrary.org).

<http://nolalibrary.org/page/407/in-library-sessions>

### In-Library Session



### Contactless Pickup

While the city continues to cope with the COVID-19 Pandemic, the New Orleans Public Library is offering a

### Contactless Pick UP



Contactless Materials Pick-up and Drop-off service. Place a hold on your desired items and schedule your pickup by calling any Library location or go online to [catalog.nolalibrary.org](http://catalog.nolalibrary.org). Visit [contactless.nolalibrary.org](http://contactless.nolalibrary.org) for details and FAQs.

### Career Online High School

The Library and YMCA Educational Services (YES!) have partnered to make it easier for adults to earn their high school diplomas – online, for free, and in as little as five months – with Career Online High School. The program is free to adults, ages 19 & older, who have successfully completed 8th grade and who live in Orleans Parish. Program applicants must have a Library card in good standing or be willing to apply for a Library card. The program does not require U.S. Citizenship or a transcript.

<http://nolalibrary.org/page/300/career-online-high-school-for-adults>

### Online HS



### Books by Mail



### Books-by-Mail

Library cardholders who are unable to leave their homes due to permanent or temporary disability may be eligible for New Orleans Public Library's Books-by-Mail service. Books-by-Mail is available to all residents of Orleans Parish over eighteen years of age who are homebound due to medical or mobility issues and requires verification from a physician, nurse, social worker, or assisted living center staff member.

<http://nolalibrary.org/page/286/books-by-mail>



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# Solar for All NOLA



In January, Mayor LaToya Cantrell announced the creation of Solar for All NOLA, a clean-energy initiative available to all New Orleans homeowners and small businesses through the financial and resiliency benefits of rooftop solar. The program is a year-long campaign which underscores Mayor Cantrell's commitment to reduce energy costs for lower-income families and those on fixed incomes, while creating quality jobs and making New Orleans more climate resilient.

**Solar for All NOLA:** [solarforallnola.com](http://solarforallnola.com)

**PosiGen Solar:** [1-844-78-SOLAR](tel:1-844-78-SOLAR) ([1-844-787-6527](tel:1-844-787-6527))

**Solar Alternatives:** [1-877-776-5258](tel:1-877-776-5258)

**GNOHA:** [1-504-224-8300](tel:1-504-224-8300)

**[To read Mayor Cantrell's Solar for All NOLA press release, please click this link.](#)**

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I See Change1



I See Change 2

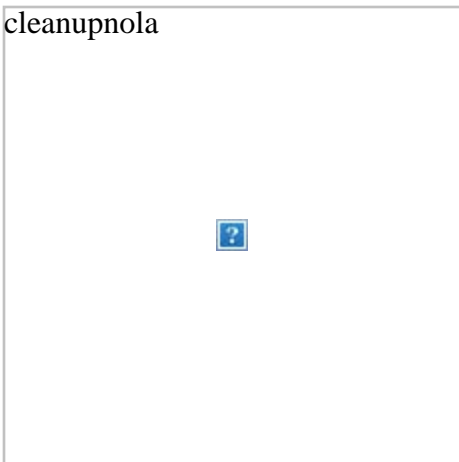


Heat Info



Know the signs of heat-related illness & what to do. If you suspect heat stroke, call 911 immediately.

cleanupnola

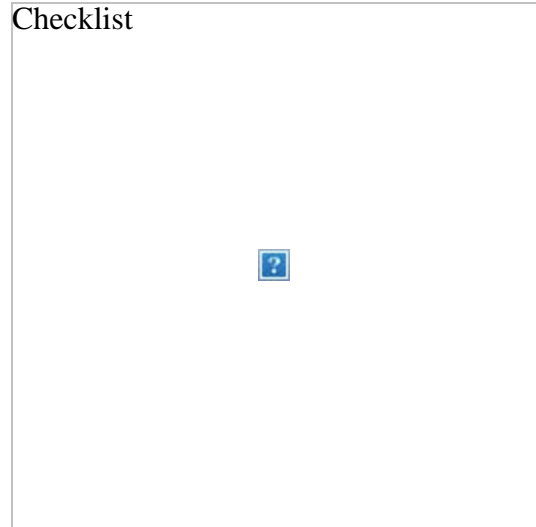


## **Held A Community Clean Up Day Recently? We Want To Hear About It!**

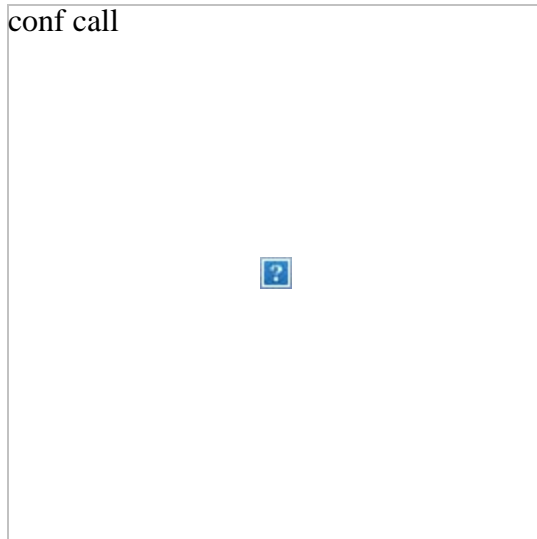
Visit [cleanup.nola.gov](http://cleanup.nola.gov) or [click this link](#) to tell us about your clean up day. You can also visit the website for more information on how to organize a clean up!

**Neighborhood Association Info Update**

Neighborhood associations can update their information on the Neighborhood Engagement Office website [by clicking this link](#). If you have any questions or need assistance, please email [neighborhoods@nola.gov](mailto:neighborhoods@nola.gov).



## Need Assistance Setting Up A Community Conference Call? NEO Is Here to Help!




If any **neighborhood association** needs assistance setting up a conference call, please email us at [neighborhoods@nola.gov](mailto:neighborhoods@nola.gov). We will be glad to walk you through the setup process!


## Upcoming Community

Find NEO on Nextdoor!


image



image



road work



[See what's scheduled for your block!](#)

# Meetings

## Tuesday, August 18th

District C: Marigny/FQ Transportation Network Pre-Construction Teleconference

Time: 6 PM

Location: WebEx

\*Please visit [nola.gov/neoevents](http://nola.gov/neoevents) for more details or [click this link](#)

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## Tuesday, August 18th

District D: St. Roch Group B Pre-Construction Community Teleconference

Time: 5 PM

Location: WebEx

\*Please visit [nola.gov/neoevents](http://nola.gov/neoevents) for more details or [click this link](#)

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## Tuesday, August 25th

District B: Central City Group A Full-Depth Pre-Construction Community Teleconference

Time: 6 PM

Location: WebEx

\*Please visit [nola.gov/neoevents](http://nola.gov/neoevents) for more details or [click this link](#)

[nola ready](#)



[Get Informed. Get Prepared. Get Ready.](#)

Mayor's Neighborhood Engagement Office

City Hall  
8th Floor, Office 8E15  
1300 Perdido St.  
New Orleans, LA 70112

Phone: (504) 658-4980  
Fax: (504) 658-4969  
[neighborhoods@nola.gov](mailto:neighborhoods@nola.gov)

## About

The Mayor's [Neighborhood Engagement Office](#) is the City's mechanism for public participation in government decision-making. We create opportunities for dialogue, information sharing, partnership, and action between City government and neighborhood residents and leaders.

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***\*\*\*Do not reply to this email. This mailbox is unattended. Please refer to the contact listed in the "For More Information" section of this email for assistance with your inquiry.\*\*\****

***###***

**From:** [Terry J. Ebbert](#)  
**To:** [Claudia Riegel](#)  
**Cc:** [Gilbert A. Montaño](#); [Jennifer L. Avegno M.D.](#)  
**Subject:** Fw: NOMRTCB Update  
**Date:** Tuesday, August 11, 2020 8:46:39 AM  
**Attachments:** [All Project Narrative Rodent CDC.pdf](#)

---

Claudia

Great job in the WNVirus fight. Please thank the troops.

Col Ebbert

---

**From:** Claudia Riegel <criegel@nola.gov>  
**Sent:** Monday, August 10, 2020 10:15 PM  
**To:** Terry J. Ebbert <Terry.Ebbert@nola.gov>  
**Subject:** NOMRTCB Update

Col. Ebbert,

The information was for the Monday morning meeting.

## **COVID-19**

Our team continues to knock it out of the park with disinfection. This is extremely hard work and we have a core group that continues step up every time they are asked.

Below are a few of the buildings sprayed. The list is not exhaustive.

Traffic court  
Nix library  
Main library  
Hubble library  
DPW vehicles  
NOPD Headquarters -floors 1-3  
4th and 5th District

This week:  
NOMMA  
Juvenile Court  
Criminal Court - 1st floor

## **Signage**

We have been working on uniform signage for city buildings. Examples were sent today to Homeland, NOHD, Prop. Management for approval. Once approved, we will get the quotes and Laura said she would take it from there.

## **Rodents**

Last week I drove to several locations that were hotspots and I am happy to report that several locations have reduced rodent activity.

The sites with the most improvement include:



Bourbon street  
French Market  
Convention Center  
Parts of the Warehouse District  
Oak Street  
Canal Street  
Decatur

We are collecting bait consumption data which will be used for setting up a surveillance plan and will be used for the CDC grant that was just awarded.

When inspectors are in the field conducting mosquito and rodent inspections and a dumpster in violation is found, they take photos that are sent to the state of LA sanitarians and to the Sanitation department. When it is a commercial site, I get involved and call the company as well. We are very close to sending the dumpster management = rodent management brochure. Hopefully, we will have this tomorrow for final review. A 1/2 page magnet will be printed so they can be placed on problem dumpsters.

The use of dry ice (CO<sub>2</sub>) has helped us get areas under control. We will need a new PO for additional dry ice. Currently, 1,200 pounds have been used.

I was notified last week that we were awarded the CDC grant. Attached is the proposal for your review. The first year is not much money but it is a 5 year programs and years 2-5 will be significant. We will collaborate with the U of Miami, Texas A&M and Dr. Robert Corrigan (urban rodentologist from NYC). A total of 50 awards were given nationwide.

### **Mosquitoes**

We sprayed much of the city last week. Last week was the traditionally the peak week for WNV activity in people. So far, we have had no human cases and no positive mosquito pools (samples).

We are inspecting swales and road construction projects throughout New Orleans. If mosquito larvae are found in the water, larvicide is applied. We continue to inspect and treat waste tires.

### **Administrative**

Our group is partnering with Sunae's team to start an apprenticeship program in pest control and antimicrobial services. They will give us 6 people for 9 months. My goal is to teach the group what they need to know and gain field experience in order to find a job and have a career in pest control. The Deep South Center of Environmental Justice has committed to providing HAZWOPPER, OSHA certification and other training free of charge. We will hold study sessions so that everyone can pass the Louisiana Department of Ag and Forestry general standards, pest control and anitimicrobial licenses.

The balance of 66K from the airplane hanger PW (Hurricane Katrina) was spent by the deadline. We only had about 10 days to spend it once I was notified it was available. A huge thanks to Courtney, Chad, CAO, Purchasing and my team. We used our extramural funds so

I will prepare the ordinance paperwork in order to be reimbursed.

We lost another 2 employees. One left last week and one person gave their two week notice today. In both cases, both took higher paying jobs. They loved the job but needed to make more money.

Since June we have lost 6 people due to higher paying jobs, a retirement and 1 termination. At this time, we are very short handed.

We have been given permission by the CAO to replace an Entomologist 1 position. The requisition is currently routing and is in the CAO's queue. Once it routes, the position will be announced. We found an entomologist that has molecular biology background.

I will submit 2 hiring freeze forms tomorrow. One is for a promotion for an inspector. He has a MS degree and an excellent employee we do not want to lose. The other is for Carrie Cottone's promotion to Assistant Director. We have finally found a candidate (Entomologist 1) that can backfill her molecular biology experience so that she can move on to other duties. Carrie's promotions has been budgeted.

Claudia

Claudia Riegel, Ph.D.

Director

City of New Orleans Mosquito, Termite and Rodent Control Board

2100 Leon C. Simon Dr.

New Orleans, LA 70122

Office:(504)658-2440

Direct:(504)658-2408

Mobile:(504)415-7068

criegel@nola.gov

@claudia\_riegel

**From:** [LaToya Cantrell](#)  
**To:** [Rochelle Wilcox](#); [Jillian Delos Reyes](#)  
**Cc:** [Gilbert A. Montaño](#); [Hamilton Simons-Jones](#); [Emily F. Wolff](#); [Jack I. Shaevitz](#); [Libbie Sonnier-Netto](#); [mmbrofin@policyinstitutela.org](#); [Marlin Hollins](#); [Dana Henry](#); [Kenneth Francis](#); [Keith Liederman](#); [Rhea Lewis](#); [Charmaine D. Caccioppi](#)  
**Subject:** Re: EXTERNAL EMAIL: Re: Early Care and Education Millage Proposal  
**Date:** Monday, August 10, 2020 9:37:28 PM

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Rochelle, thank you very much for your email. Please understand that I not only know the need, but that I am also connected to parents as well. Those who have the opportunity and those who do not, yet both are beyond deserving. Our conversation tomorrow is a critical one and time is of the essence. My hope is to include early childhood as a part of a comprehensive mileage package, as my team has taken this opportunity to restructure mills set to expire and align them with the priorities of today and into the future. I was unable to build in a portion for seniors and the recent assessments on homes will not help us, but at any rate, talk tomorrow.

LaToya

Get [Outlook for iOS](#)

---

**From:** Rochelle Wilcox <wilcoxacademyed@gmail.com>  
**Sent:** Monday, August 10, 2020 2:50:19 PM  
**To:** Jillian Delos Reyes <JillianR@unitedwaysela.org>  
**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Hamilton Simons-Jones <hamilton@resourcefullconsulting.com>; Emily F. Wolff <Emily.Wolff@nola.gov>; Jack I. Shaevitz <Jack.Shaevitz@nola.gov>; Libbie Sonnier-Netto <lsonniernetto@policyinstitutela.org>; mmbrofin@policyinstitutela.org <mmbrofin@policyinstitutela.org>; Marlin Hollins <mhollins@urbanleaguela.org>; Dana Henry <dhenry@urbanleaguela.org>; Kenneth Francis <kfrancis@agendaforchildren.org>; Keith Liederman <kliederman@kingsleyhouse.org>; Rhea Lewis <rlewis@policyinstitutela.org>; Charmaine D. Caccioppi <CharmaineC@unitedwaysela.org>  
**Subject:** EXTERNAL EMAIL: Re: Early Care and Education Millage Proposal

**EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.**

Thank you Madame Mayor,

We know your commitment to our babies. As a center director that has been a partner in the NOEEN City Seats program, I see the difference your commitment and investments have made for children and families every day. I wish you could see the joy and relief on the faces of our parents when they heard they got a spot for their child at Wilcox Academy through the City Seats program. We want to partner with you to institutionalize this investment. We welcome a conversation about this and the opportunity to work with you to see how this might be done.

We know Emily is working on setting up a call tomorrow for us to discuss this further with you. We know this is time sensitive and appreciate you making yourself available to talk with us in such short order. I look forward to talking with you tomorrow.

Warmest Regards,  
Rochelle

On Mon, Aug 10, 2020 at 11:25 AM Jillian Delos Reyes <[JillianR@unitedwaysela.org](mailto:JillianR@unitedwaysela.org)> wrote:

Dear Mayor Cantrell,

The coalition partners of the New Orleans Campaign for Grade-Level Reading appreciate your steadfast and longstanding commitment to children and families. Your leadership during these trying times is inspiring and deeply appreciated.

We were excited to hear from your Office of Youth and Families about the proposed plans to include early care and education in the millage renewal package on December's ballot. We know the COVID-19 pandemic has made the financial situation of the City and our residents particularly challenging and applaud your effort to dedicate an ongoing funding source for early care and education. However, the Campaign for Grade-Level Reading cannot support the millage proposal in its current form, which cuts overall City funding for early care and education in half and dramatically reduces funding for the New Orleans Public Library, a partner that is critical to our vision of every New Orleans child reading on grade level by the end of third grade.

**We propose you adjust the millage package to include 0.68 mils (\$3M anticipated in 2021) for early care and education and package it with the economic development millage instead of the library millage.** The additional 0.35 mils for early care and education can be taken from any of the increases over the 2020 millage rate currently proposed and aligns child care with economic development, which is a natural fit given the recognition by employers and working parents of child care as a critical component of a successful city economy.

This proposal allows the City to maintain its current \$3 million investment in the City Seats program, which has created significant gains in both access and quality in early care and education for infants and toddlers in New Orleans. Growing the millage helps ensure these funds can be leveraged by the [Louisiana Early Childhood Education Fund](#), a state matching fund first created by Representative Walt Leger in 2017 to provide a dollar-for-dollar match to local communities investing in increasing access to quality early care and education. Over the past two years the Louisiana Legislature has dedicated three additional ongoing state revenue sources to the Fund, which is expected to grow each year.

It has become increasingly clear that access to quality early care and education is the foundation of economic development. Research by the Louisiana Policy Institute for Children shows that child care breakdowns for working families cost Louisiana businesses \$816 million per year and the Louisiana economy \$1.1 billion per year, pre-COVID. The COVID-19 pandemic has underscored these challenges as numerous reports have identified access to child care as one the greatest barriers in getting families back to work.

This is why business organizations like Greater New Orleans, Inc. and the Louisiana Association

of Business and Industry, as well as dozens of Chambers of Commerce, economic development organizations and United Ways (through the [Ready Louisiana Coalition](#)) across the state have made increasing access to quality early care and education a policy priority.

If you put this on the ballot as we propose, we will mobilize our 125 partners in New Orleans in standing with you to make it happen.

Thank you for your consideration of this request. We look forward to continuing to work with you and your Office of Youth and Families to increase access to quality early care and education for New Orleans' children and families.

Sincerely,

Jillian Delos Reyes  
The New Orleans Campaign for Grade-Level Reading

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--

*Love. Learn. Lead.,*

*Rochelle Wilcox, Executive Director  
Wilcox's Academy of Early Learning, LLC  
1678 North Broad Street  
New Orleans, LA 70119  
P. [504-948-1827](tel:5049481827)  
F. [504-948-1872](tel:5049481872)  
Email: [wilcoxacademyed@gmail.com](mailto:wilcoxacademyed@gmail.com)*

**From:** [LaToya Cantrell](#)  
**To:** [Jillian Delos Reyes](#); [Gilbert A. Montaña](#)  
**Cc:** [Hamilton Simons-Jones](#); [Emily F. Wolff](#); [Jack I. Shaevitz](#); [Libbie Sonnier-Netto](#); [mbronfin@policyinstitutela.org](mailto:mbronfin@policyinstitutela.org); [Marlin Hollins](#); [Dana Henry](#); [Kenneth Francis](#); [Keith Liederman](#); [Rochelle Wilcox](#); [Rhea Lewis](#); [Charmaine D. Caccioppi](#)  
**Subject:** Re: EXTERNAL EMAIL: Early Care and Education Millage Proposal  
**Date:** Monday, August 10, 2020 11:53:05 AM

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Jillian, thank you for your email. I urge you to work with us if we are going to successfully provide a direct funding source for early childhood education, which has been a priority for me before being Mayor and is demonstrated by this milage proposal. Understand that ultimatums will not get us there, but working together on a path forward will.

LaToya

---

**From:** Jillian Delos Reyes <JillianR@unitedwaysela.org>  
**Sent:** Monday, August 10, 2020 11:25 AM  
**To:** LaToya Cantrell <MayorCantrell@nola.gov>; Gilbert A. Montaña <Gilbert.Montano@nola.gov>  
**Cc:** Hamilton Simons-Jones <hamilton@resourcefullconsulting.com>; Emily F. Wolff <Emily.Wolff@nola.gov>; Jack I. Shaevitz <Jack.Shaevitz@nola.gov>; Libbie Sonnier-Netto <lsonniernetto@policyinstitutela.org>; mbronfin@policyinstitutela.org <mbronfin@policyinstitutela.org>; Marlin Hollins <mhollins@urbanleaguela.org>; Dana Henry <dhenry@urbanleaguela.org>; Kenneth Francis <kfrancis@agendaforchildren.org>; Keith Liederman <kliederman@kingsleyhouse.org>; Rochelle Wilcox <wilcoxacademyed@gmail.com>; Rhea Lewis <rlewis@policyinstitutela.org>; Charmaine D. Caccioppi <CharmaineC@UnitedWaySELA.org>  
**Subject:** EXTERNAL EMAIL: Early Care and Education Millage Proposal

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Dear Mayor Cantrell,

The coalition partners of the New Orleans Campaign for Grade-Level Reading appreciate your steadfast and longstanding commitment to children and families. Your leadership during these trying times is inspiring and deeply appreciated.

We were excited to hear from your Office of Youth and Families about the proposed plans to include early care and education in the millage renewal package on December's ballot. We know the COVID-19 pandemic has made the financial situation of the City and our residents particularly challenging and applaud your effort to dedicate an ongoing funding source for early care and education. However, the Campaign for Grade-Level Reading cannot support the millage proposal in its current form, which cuts overall City funding for early care and education in half and dramatically reduces funding for the New Orleans Public Library, a partner that is critical to our vision of every New Orleans child reading on grade level by the end of third grade.

**We propose you adjust the millage package to include 0.68 mils (\$3M anticipated in 2021) for early care and education and package it with the economic development**

**millage instead of the library millage.** The additional 0.35 mils for early care and education can be taken from any of the increases over the 2020 millage rate currently proposed and aligns child care with economic development, which is a natural fit given the recognition by employers and working parents of child care as a critical component of a successful city economy.

This proposal allows the City to maintain its current \$3 million investment in the City Seats program, which has created significant gains in both access and quality in early care and education for infants and toddlers in New Orleans. Growing the millage helps ensure these funds can be leveraged by the [Louisiana Early Childhood Education Fund](#), a state matching fund first created by Representative Walt Leger in 2017 to provide a dollar-for-dollar match to local communities investing in increasing access to quality early care and education. Over the past two years the Louisiana Legislature has dedicated three additional ongoing state revenue sources to the Fund, which is expected to grow each year.

It has become increasingly clear that access to quality early care and education is the foundation of economic development. Research by the Louisiana Policy Institute for Children shows that child care breakdowns for working families cost Louisiana businesses \$816 million per year and the Louisiana economy \$1.1 billion per year, pre-COVID. The COVID-19 pandemic has underscored these challenges as numerous reports have identified access to child care as one of the greatest barriers in getting families back to work.

This is why business organizations like Greater New Orleans, Inc. and the Louisiana Association of Business and Industry, as well as dozens of Chambers of Commerce, economic development organizations and United Ways (through the [Ready Louisiana Coalition](#)) across the state have made increasing access to quality early care and education a policy priority.

If you put this on the ballot as we propose, we will mobilize our 125 partners in New Orleans in standing with you to make it happen.

Thank you for your consideration of this request. We look forward to continuing to work with you and your Office of Youth and Families to increase access to quality early care and education for New Orleans' children and families.

Sincerely,

Jillian Delos Reyes  
The New Orleans Campaign for Grade-Level Reading

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**From:** [Emily F. Wolff](#)  
**To:** [LaToya Cantrell](#); [Gilbert A. Montaña](#)  
**Subject:** Re: EXTERNAL EMAIL: Early Care and Education Millage Proposal  
**Date:** Monday, August 10, 2020 11:44:07 AM

---

Just so y'all know-- I walked them through the rationale/proposal on Friday and requested their partnership on championing this. I explained about scarce resources, NOPL's fund balance and competing priorities. Ultimately, they expressed serious reservations about being able to back it for the reasons outlined in this letter. I don't believe that they have approached CMs with this yet. Happy to hop on a call to discuss today.

Thanks,  
Emily

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

---

**From:** Jillian Delos Reyes <[JillianR@unitedwaysela.org](mailto:JillianR@unitedwaysela.org)>  
**Sent:** Monday, August 10, 2020 11:25 AM  
**To:** LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>; Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Cc:** Hamilton Simons-Jones <[hamilton@resourcefullconsulting.com](mailto:hamilton@resourcefullconsulting.com)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Jack I. Shaevitz <[Jack.Shaevitz@nola.gov](mailto:Jack.Shaevitz@nola.gov)>; Libbie Sonnier-Netto <[lsonniernetto@policyinstitutela.org](mailto:lsonniernetto@policyinstitutela.org)>; mmbrofin@policyinstitutela.org <[mmbrofin@policyinstitutela.org](mailto:mmbrofin@policyinstitutela.org)>; Marlin Hollins <[mhollins@urbanleaguela.org](mailto:mhollins@urbanleaguela.org)>; Dana Henry <[dhenry@urbanleaguela.org](mailto:dhenry@urbanleaguela.org)>; Kenneth Francis <[kfrancis@agendaforchildren.org](mailto:kfrancis@agendaforchildren.org)>; Keith Liederman <[kliederman@kingsleyhouse.org](mailto:kliederman@kingsleyhouse.org)>; Rochelle Wilcox <[wilcoxacademyed@gmail.com](mailto:wilcoxacademyed@gmail.com)>; Rhea Lewis <[rlewis@policyinstitutela.org](mailto:rlewis@policyinstitutela.org)>; Charmaine D. Caccioppi <[CharmaineC@UnitedWaySELA.org](mailto:CharmaineC@UnitedWaySELA.org)>  
**Subject:** EXTERNAL EMAIL: Early Care and Education Millage Proposal

**EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.**



Dear Mayor Cantrell,

The coalition partners of the New Orleans Campaign for Grade-Level Reading appreciate your steadfast and longstanding commitment to children and families. Your leadership during these trying times is inspiring and deeply appreciated.

We were excited to hear from your Office of Youth and Families about the proposed plans to include early care and education in the millage renewal package on December's ballot. We know the COVID-19 pandemic has made the financial situation of the City and our residents particularly challenging and applaud your effort to dedicate an ongoing funding source for early care and education. However, the Campaign for Grade-Level Reading cannot support the millage proposal in its current form, which cuts overall City funding for early care and education in half and dramatically reduces funding for the New Orleans Public Library, a partner that is critical to our vision of every New Orleans child reading on grade level by the end of third grade.

**We propose you adjust the millage package to include 0.68 mills (\$3M anticipated in 2021) for early care and education and package it with the economic development millage instead of the library millage.** The additional 0.35 mills for early care and education can be taken from any of the increases over the 2020 millage rate currently proposed and aligns child care with economic development, which is a natural fit given the recognition by employers and working parents of child care as a critical component of a successful city economy.

This proposal allows the City to maintain its current \$3 million investment in the City Seats program, which has created significant gains in both access and quality in early care and education for infants and toddlers in New Orleans. Growing the millage helps ensure these funds can be leveraged by the [Louisiana Early Childhood Education Fund](#), a state matching fund first created by Representative Walt Leger in 2017 to provide a dollar-for-dollar match to local communities investing in increasing access to quality early care and education. Over the past two years the Louisiana Legislature has dedicated three additional ongoing state revenue sources to the Fund, which is expected to grow each year.

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Thank you for your consideration of this request. We look forward to continuing to work with you and your Office of Youth and Families to increase access to quality early care and education for New Orleans' children and families.

Sincerely,

Jillian Delos Reyes  
The New Orleans Campaign for Grade-Level Reading

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**From:** [LaToya Cantrell](#)  
**To:** [not\\_stradivarius](#); [Gilbert A. Montaña](#); [Chad J. Brown](#); [Emily F. Wolff](#)  
**Subject:** Re: EXTERNAL EMAIL: Libraries Unsafe for Students!  
**Date:** Thursday, August 6, 2020 4:05:24 PM  
**Attachments:** [Outlook-for5dmgh.png](#)

---

NS, thank you for your email and feedback. Unfortunately, it is based on inaccurate information. NOPL and all of our public facilities have policies and procedures in place relative to COVID. The affected employees were cared for appropriately and the facilities were sanitized as well. Thanks again.

LaToya



Mayor LaToya Cantrell  
City of New Orleans  
1300 Perdido St., Room 2E04  
New Orleans, LA 70112  
Tel: 504-658-4900  
Email: [mayorcantrell@nola.gov](mailto:mayorcantrell@nola.gov)  
Website: [2020Census.nola.gov](http://2020Census.nola.gov)

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**From:** not\_stradivarius <[REDACTED]>  
**Sent:** Thursday, August 6, 2020 3:59 PM  
**To:** LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>; Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>  
**Subject:** EXTERNAL EMAIL: Libraries Unsafe for Students!

**EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.**

Dear City Officials,

I am writing to let you know my severe concerns regarding the completely incompetent handling of the New Orleans Public Library COVID-19 exposure last week, and your plans to now send the city's children to these sites. It is truly appalling that exposed employees were sent out to other branches without adhering to the guidelines established by the Centers for Disease Control, and irresponsible for you to now suggest the children of disadvantaged families be placed in such an environment. This level of gross incompetence is the reason why COVID-19 continues to plague this country. It is apparent to me that the lives of library employees and local students are insignificant to the individuals making these decisions. It's truly shameful and disgusting.

As a patron, I feel unsafe to use library services until the system adopts a policy where affected employees are quarantined and tested for COVID-19, and quarantining employees are either placed on civil leave or offered work-from-home opportunities until their test results come back. Furthermore, the library should reconsider allowing patrons to enter the library due to the state's high level of COVID-19 cases. Public health NEEDS to be the priority in the midst of a pandemic, and library administration is not up to the task.

I strongly suggest that the individuals who make these decisions familiarize themselves with the federal guidelines and basic virology. Otherwise, YOU will be responsible when city workers, students and parents face permanently-disabling conditions and death.

Sincerely,  
NS

**From:** [REDACTED]  
**To:** [Gilbert A. Montano](#)  
**Subject:** EXTERNAL EMAIL: NOLA Public Library System Covid-19 Response  
**Date:** Thursday, August 6, 2020 12:45:01 PM

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**EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.**

Dear Gilbert Montano,

I was alarmed to learn the way the New Orleans Public Library handled its Covid-19 exposure last week. Sending exposed employees out to other branches without any isolation or testing is shocking and irresponsible. Library administration placed both staff and the public at greater risk of exposure, and lowered the public's confidence in the library.

The public and library employees will not be safe until library services adopts a stricter Covid-19 response policy. Affected employees should be quarantined and tested for Covid-19, and quarantining employees should be either placed on civil leave or offered work-from-home opportunities until their test results come back. The library should also reconsider letting patrons inside branches while case numbers are still so high, at least until a more responsible Covid-19 response policy is implemented to safeguard public health.

Sincerely,  
Linda Bartlett

**From:** [Amy Conner](#)  
**To:** [Gilbert A. Montaña](#)  
**Subject:** EXTERNAL EMAIL: Safety of NOPL Employees and Patrons  
**Date:** Thursday, August 6, 2020 10:13:44 AM

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**EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.**

Dear Mr. Montano,

I'm writing to express my concern with the way the New Orleans Public Library has handled its Covid-19 exposure last week. Sending exposed employees out to other branches without any isolation or testing is shocking and irresponsible. Library administration placed both staff and the public at greater risk of exposure, and lowered the public's confidence in the library.

As a patron I don't feel safe using library services until the system adopts a policy where affected employees are quarantined and tested for Covid-19, and quarantining employees are either placed on civil leave or offered work-from-home opportunities until their test results come back. The library should also reconsider letting patrons inside branches while case numbers are still so high, as their administration doesn't seem up to the task of safeguarding public health.

Sincerely,  
Amy Conner

**From:** [Joseph M. Caruso](#)  
**Cc:** [Mayor's Communications Team](#)  
**Subject:** CLIPS: 08.03.2020  
**Date:** Monday, August 3, 2020 11:17:25 AM  
**Attachments:** [image.png](#)  
[Outlook-vjivofvt.png](#)

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# City of New Orleans

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## Mayor LaToya Cantrell

08.03.2020

### Headlines

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[FOX 8 | Louisianians Struggling to make Rent or Mortgage Payments](#)

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[The Advocate | Louisiana Spotlight: What happens when state's unemployment fund runs dry?](#)

[WWNO | Louisiana Has Lost A Greater Share Of Revenue Than Many States Due To COVID-19](#)

[WWL TV | Judges refuse restraining order against La. bar restrictions](#)

[The Advocate | Louisiana contact tracing stymied as 73 percent of people who answer don't share contacts](#)

[FOX 8 | Restaurants hope new round of federal aid will serve up good things for them amid the pandemic](#)

[The Advocate | Library staffer tests positive for coronavirus in New Orleans, shutting down 3 locations](#)

[The Advocate | When will we see 2nd stimulus? White House, Congress still far apart on new coronavirus relief bill](#)

[The Advocate | Former Louisiana Senate President John Alario hospitalized with coronavirus; says he is feeling better](#)

[The Advocate | Seafloor damage from BP spill vastly underestimated in rush for legal settlement](#)

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[The Advocate | New Orleans Sewerage & Water Board: Marconi Drive pipe repair will require more extensive work](#)

[WDSU | S&WB: Marconi Drive water main repair unsuccessful, more work next week](#)

[WDSU | Algiers Charter board votes to rename Walker High School](#)

[The Advocate | 'We'll miss you, Dman': Tributes flow and tears fall at 9-year-old Devante Bryant's funeral](#)

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[NOPD/Crime/Courts/Jail](#)

[WWL TV | New Orleans violent crime spiking as unemployment, health worries stoke unease](#)

[The Advocate | 18-year-old fatally shot on Kent Street in New Orleans, NOPD says](#)

[WWL TV | 18-year-old shot, killed in Algiers Sunday](#)

[The Advocate | Man shot overnight in St. Roch neighborhood, NOPD says](#)

[The Advocate | Man suspected of New Orleans drink entrepreneur's slaying was killed in I-10 shooting](#)

[The Advocate | Man injured in shooting on Interstate 10 in New Orleans, NOPD says](#)

[WWL TV | NOPD investigating shooting on Interstate 10](#)

[The Advocate | These are the names of the 4 people fatally shot in New Orleans in the past week](#)

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[Opinion/Letters/Editorials](#)

[Gambit | Thumbs Up/Thumbs Down: THUMBS DOWN: Mayor Cantrell hires STR boss for the new regulatory office](#)

[The Advocate | Political Horizons: Few direct answers, so it's a traditional U.S.](#)

**Senate campaign underway**

**[The Advocate | Our Views: If Louisiana wants to beat Texas, let's try better government for a change](#)**

**[The Advocate | Grace Notes: How does Louisiana feel about President Trump? New poll shows a deep divide](#)**

**Trey Caruso**

Press Assistant

(504) 681-7521

joseph.caruso@nola.gov



**City of New Orleans**

Mayor LaToya Cantrell

**From:** [LaToya Cantrell](#)  
**To:** [Chantell H. Reed](#); [Emily F. Wolff](#); [Gilbert A. Montaño](#); [Jennifer L. Avegno M.D.](#)  
**Subject:** Re: Branches Closed  
**Date:** Friday, July 31, 2020 6:51:20 PM

---

Yes, thank you Chantell!

LaToya

Get [Outlook for iOS](#)

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**From:** Chantell H. Reed <Chantell.Reed@nola.gov>  
**Sent:** Friday, July 31, 2020 4:39:04 PM  
**To:** Emily F. Wolff <Emily.Wolff@nola.gov>; LaToya Cantrell <MayorCantrell@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Jennifer L. Avegno M.D. <Jennifer.Avegno@nola.gov>  
**Subject:** RE: Branches Closed

Thanks Emily. I had an employee to reach out and it helped that I was aware of the procedures followed. I also spoke to Dr. Morley and feel certain that they have taken the necessary measures to mitigate the situation.

Thanks,  
Chantell

### **Chantell H. Reed, MS-HCM**

Deputy Director  
New Orleans Health Department  
City of New Orleans  
1300 Perdido Street, Suite 8E18  
New Orleans, LA 70112  
(504)658-2511 (o) (504)813-9787 (c)  
[Chantell.Reed@nola.gov](mailto:Chantell.Reed@nola.gov)



9 questions: 10 minutes  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

---

**From:** Emily F. Wolff <Emily.Wolff@nola.gov>  
**Sent:** Friday, July 31, 2020 12:12 PM  
**To:** LaToya Cantrell <MayorCantrell@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Jennifer L. Avegno M.D. <Jennifer.Avegno@nola.gov>; Chantell H. Reed <Chantell.Reed@nola.gov>  
**Subject:** Fw: Branches Closed

Just keeping you in the loop.  
Thank you,  
Emily

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)

Nine questions. Ten minutes.



Approximately \$2,291 in federal funding

From YOUR census response

[Census New Orleans](#)

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**From:** Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>  
**Sent:** Friday, July 31, 2020 11:08 AM  
**To:** Nola Library All Staff <[allstaff@nolalibrary.org](mailto:allstaff@nolalibrary.org)>  
**Cc:** Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>  
**Subject:** Branches Closed

**INTER-AGENCY EMAIL**

Hi everyone,

I wanted to give all of you an update about what is happening today.

This morning, a NOPL staff member alerted their manager that they tested positive for COVID. Within the past week this staff member has been to Main, Nix and Hubbell. The Library is following the procedures put in place in the event that this situation were to occur, as listed in the Phase II FAQ document

- <https://nolalibrary.sharepoint.com/TeamSites/CirculationLeads/Shared%20Documents/Phase%20II%20FAQ.pdf>

### **What will happen if a coworker tests positive for COVID-19?**

1. The location will close and managers should contact Facilities to have the branch deep cleaned.
2. In the workplace, library staff are required to properly social distance and wear masks, therefore they are not considered to be in close contact with a COVID-19 positive person. Quarantine is not required. However, staff can complete a self-risk assessment here: <https://www.buoyhealth.com/symptomchecker/?configuration=uhc&concern=coronavirus>
3. Based on symptoms and risks branch staff can self-quarantine or return to work.
4. The City is not currently offering any special leave for this situation. Staff will go work at another location or they may take their own leave to self-quarantine.

5. Branch will reopen after it has been deep cleaned.

**Happening Now:**

- Main, Nix, and Hubbell are all currently closed.
- Staff are being informed of the situation via text alert, email, intranet.
- Maintenance is coordinating with the New Orleans Mosquito, Termite, and Rodent Control Board to perform cleaning services at each of those locations. A timeframe for the cleaning hasn't been finalized at this point.
- Library users who have visited any of the three location will be contacted and informed of the situation.
- Information regarding the staff member/closings will be shared with the public via website, front door signs, email, etc.

**Updates will be provided to staff as they become available. If you have questions, please contact your manager.**

**Dr. Gabriel Morley | Executive Director - City Librarian**

Phone: 504.596.2600 | **219 Loyola Ave**, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

**From:** [Gabriel Morley](#)  
**To:** [Catrina M. Simmons](#); [Clifton M. Davis](#); [Gilbert A. Montano](#); [Emily F. Wolff](#); [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)  
**Cc:** [Gloria Smith](#); [Sharmaine N. Russ](#); [Taylor M. Jackson](#); [Chad J. Brown](#)  
**Subject:** RE: VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR PHALA MIRE  
**Date:** Tuesday, July 28, 2020 2:54:30 PM

---

**INTER-AGENCY EMAIL**

Sure – no problem

**Dr. Gabriel Morley | Executive Director - City Librarian**  
Phone: 504.596.2600 | **219 Loyola Ave**, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

there's a bluebird in my heart that  
wants to get out  
but I'm too tough for him,  
I say, stay in there, I'm not going  
to let anybody see  
you.

- Charles Bukowski

---

**From:** Catrina M. Simmons <cmsimmons@nola.gov>  
**Sent:** Tuesday, July 28, 2020 12:51 PM  
**To:** Gabriel Morley <GMorley@nolalibrary.org>; Clifton M. Davis <Clifton.Davis@nola.gov>; Gilbert A. Montano <Gilbert.Montano@nola.gov>; Emily F. Wolff <Emily.Wolff@nola.gov>; [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)  
**Cc:** Gloria Smith <gsmith@nola.gov>; Sharmaine N. Russ <Sharmaine.Russ@nola.gov>; Taylor M. Jackson <Taylor.Jackson@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>  
**Subject:** RE: VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR PHALA MIRE

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Gabriel,

Gilbert is not available at 10 am, can we do 4 pm instead?

*Stay Safe and Be Blessed!*

*Catrina Simmons-Steib*

*Director of Scheduling*

*Office of the Mayor LaToya Cantrell City of New Orleans*

*1300 Perdido St 2E04*

*New Orleans, LA 70112*

[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)

504.658.4900



---

**From:** Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>

**Sent:** Tuesday, July 28, 2020 11:48 AM

**To:** Katrina M. Simmons <[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)>; LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>; Clifton M. Davis <[Clifton.Davis@nola.gov](mailto:Clifton.Davis@nola.gov)>; Gilbert A. Montaño <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)

**Cc:** Gloria Smith <[gsmith@nola.gov](mailto:gsmith@nola.gov)>; Sharmaine N. Russ <[Sharmaine.Russ@nola.gov](mailto:Sharmaine.Russ@nola.gov)>; Taylor M. Jackson <[Taylor.Jackson@nola.gov](mailto:Taylor.Jackson@nola.gov)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>

**Subject:** RE: VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR PHALA MIRE

**INTER-AGENCY EMAIL**

Hi

Let's do 10 a.m. on August 4<sup>th</sup>.

**Dr. Gabriel Morley | Executive Director - City Librarian**

Phone: 504.596.2600 | 219 Loyola Ave, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

there's a bluebird in my heart that  
wants to get out  
but I'm too tough for him,

I say, stay in there, I'm not going  
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you.

- Charles Bukowski

---

**From:** Catrina M. Simmons <[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)>  
**Sent:** Tuesday, July 28, 2020 11:41 AM  
**To:** Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>; LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>; Clifton M. Davis <[Clifton.Davis@nola.gov](mailto:Clifton.Davis@nola.gov)>; Gilbert A. Montano <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)  
**Cc:** Gloria Smith <[gsmith@nola.gov](mailto:gsmith@nola.gov)>; Sharmaine N. Russ <[Sharmaine.Russ@nola.gov](mailto:Sharmaine.Russ@nola.gov)>; Taylor M. Jackson <[Taylor.Jackson@nola.gov](mailto:Taylor.Jackson@nola.gov)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>  
**Subject:** RE: VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR PHALA MIRE

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Good Morning Gabriel,

Unfortunately, it would have to be next week.

I have 10 am and 4 pm available on the 4<sup>th</sup> of August.

*Stay Safe and Be Blessed!*

*Catrina Simmons-Steib*  
*Director of Scheduling*  
*Office of the Mayor LaToya Cantrell City of New Orleans*  
*1300 Perdido St 2E04*  
*New Orleans, LA 70112*  
[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)  
**504.658.4900**



---

**From:** Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>  
**Sent:** Tuesday, July 28, 2020 11:38 AM



**To:** Catrina M. Simmons <[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)>; LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>; Clifton M. Davis <[Clifton.Davis@nola.gov](mailto:Clifton.Davis@nola.gov)>; Gilbert A. Montaño <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)

**Cc:** Gloria Smith <[gsmith@nola.gov](mailto:gsmith@nola.gov)>; Sharmaine N. Russ <[Sharmaine.Russ@nola.gov](mailto:Sharmaine.Russ@nola.gov)>; Taylor M. Jackson <[Taylor.Jackson@nola.gov](mailto:Taylor.Jackson@nola.gov)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>

**Subject:** RE: VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR PHALA MIRE

**INTER-AGENCY EMAIL**

Hi everyone,

I just spoke to Phala. She is caught at the Nashville airport and the only available flight back to NOLA is at 3:25 pm. Obviously, she will not be able to attend the meeting today. Can we reschedule later in the week?

**Dr. Gabriel Morley | Executive Director - City Librarian**

Phone: 504.596.2600 | **219 Loyola Ave**, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

there's a bluebird in my heart that  
wants to get out  
but I'm too tough for him,  
I say, stay in there, I'm not going  
to let anybody see  
you.

- Charles Bukowski

-----Original Appointment-----

**From:** Catrina M. Simmons <[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)>

**Sent:** Friday, July 24, 2020 2:52 PM

**To:** Catrina M. Simmons; LaToya Cantrell; Clifton M. Davis; Gilbert A. Montaño; Emily F. Wolff; Gabriel Morley; [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)

**Cc:** Gloria Smith; Sharmaine N. Russ; Taylor M. Jackson; Chad J. Brown

**Subject:** VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR PHALA MIRE

**When:** Tuesday, July 28, 2020 3:00 PM-4:00 PM (UTC-06:00) Central Time (US & Canada).

**Where:** CITY HALL, MAYOR'S OFFICE

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

TOPIC:

To discuss the library millage

Attendees:

Mayor

Gilbert

Phala Mire- NOPL Board Chair

Gabriel Morley – NOPL Director

Emily Wolff

Contact:

Emily Wolff, 504.681.7515

\*\*\*DO NOT DELETE OR CHANGE ANY OF THE TEXT BELOW THIS LINE\*\*\*

Catrina Simmons has scheduled this WebEx meeting.

VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR PHALA MIRE

Host: Catrina Simmons

When it's time, start or join the WebEx meeting from here:

<https://webexcno.nola.gov/orion/joinmeeting.do?MTID=258409a5ef293323ad487d9ce93a7084>

Access Information

Meeting Number: 995 929 634

Meeting Password: (This meeting does not require a password.)

Audio Connection

87001 (Internal)

504-658-7001 (Direct-Dial)

1-877-286-7156 (Toll Free)

Access Code:

995 929 634

Hosts, need your host access code or key? Go to the meeting information page:

<https://webexcno.nola.gov/orion/meeting/meetingInfo?>

[MTID=90a0b86559b76928a9a4f759fa5b5d37](https://webexcno.nola.gov/orion/meeting/meetingInfo?MTID=90a0b86559b76928a9a4f759fa5b5d37)

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The webexcno.nola.gov team



**From:** [Phala Mire](#)  
**To:** [Catrina M. Simmons](#)  
**Cc:** [Gabriel Morley](#); [Clifton M. Davis](#); [Gilbert A. Montaña](#); [Emily F. Wolff](#); [Gloria Smith](#); [Sharmaine N. Russ](#); [Taylor M. Jackson](#); [Chad J. Brown](#)  
**Subject:** EXTERNAL EMAIL: Re: VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR PHALA MIRE  
**Date:** Tuesday, July 28, 2020 2:01:00 PM

---

**EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.**

I am available at 4p

Sent from my iPhone

On Jul 28, 2020, at 12:51 PM, Catrina M. Simmons <[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)> wrote:

Gabriel,

Gilbert is not available at 10 am, can we do 4 pm instead?

*Stay Safe and Be Blessed!*

*Catrina Simmons-Steib  
Director of Scheduling  
Office of the Mayor LaToya Cantrell City of New Orleans  
1300 Perdido St 2E04  
New Orleans, LA 70112  
[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)  
504.658.4900  
<image001.jpg>*

---

**From:** Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>  
**Sent:** Tuesday, July 28, 2020 11:48 AM  
**To:** Catrina M. Simmons <[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)>; LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>; Clifton M. Davis <[Clifton.Davis@nola.gov](mailto:Clifton.Davis@nola.gov)>; Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)  
**Cc:** Gloria Smith <[gsmith@nola.gov](mailto:gsmith@nola.gov)>; Sharmaine N. Russ <[Sharmaine.Russ@nola.gov](mailto:Sharmaine.Russ@nola.gov)>;

Taylor M. Jackson <Taylor.Jackson@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>  
**Subject:** RE: VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR  
PHALA MIRE

**INTER-AGENCY EMAIL**

Hi

Let's do 10 a.m. on August 4<sup>th</sup>.

**Dr. Gabriel Morley | Executive Director - City Librarian**  
Phone: 504.596.2600 | **219 Loyola Ave**, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

there's a bluebird in my heart that  
wants to get out  
but I'm too tough for him,  
I say, stay in there, I'm not going  
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---

**From:** Catrina M. Simmons <[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)>  
**Sent:** Tuesday, July 28, 2020 11:41 AM  
**To:** Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>; LaToya Cantrell <[MayorCantrell@nola.gov](mailto:MayorCantrell@nola.gov)>; Clifton M. Davis <[Clifton.Davis@nola.gov](mailto:Clifton.Davis@nola.gov)>; Gilbert A. Montañó <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)  
**Cc:** Gloria Smith <[gsmith@nola.gov](mailto:gsmith@nola.gov)>; Sharmaine N. Russ <[Sharmaine.Russ@nola.gov](mailto:Sharmaine.Russ@nola.gov)>; Taylor M. Jackson <[Taylor.Jackson@nola.gov](mailto:Taylor.Jackson@nola.gov)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>  
**Subject:** RE: VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR  
PHALA MIRE

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Good Morning Gabriel,

Unfortunately, it would have to be next week.

I have 10 am and 4 pm available on the 4<sup>th</sup> of August.

*Stay Safe and Be Blessed!*

*Catrina Simmons-Steib*

*Director of Scheduling*

*Office of the Mayor LaToya Cantrell City of New Orleans*

*1300 Perdido St 2E04*

*New Orleans, LA 70112*

[cmsimmons@nola.gov](mailto:cmsimmons@nola.gov)

504.658.4900

<image003.jpg>

---

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**Cc:** Gloria Smith <[gsmith@nola.gov](mailto:gsmith@nola.gov)>; Sharmaine N. Russ <[Sharmaine.Russ@nola.gov](mailto:Sharmaine.Russ@nola.gov)>; Taylor M. Jackson <[Taylor.Jackson@nola.gov](mailto:Taylor.Jackson@nola.gov)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>

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**Sent:** Friday, July 24, 2020 2:52 PM

**To:** Catrina M. Simmons; LaToya Cantrell; Clifton M. Davis; Gilbert A. Montaña; Emily F. Wolff; Gabriel Morley; [pkmire@wbecsouth.org](mailto:pkmire@wbecsouth.org)

**Cc:** Gloria Smith; Sharmaine N. Russ; Taylor M. Jackson; Chad J. Brown

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TOPIC:

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Mayor

Gilbert

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Gabriel Morley – NOPL Director

Emily Wolff

Contact:

Emily Wolff, 504.681.7515

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Catrina Simmons has scheduled this WebEx meeting.

VIRTUAL CONFERENCE: NEW ORLEANS PUBLIC LIBRARY BOARD CHAIR PHALA MIRE

Host: Catrina Simmons

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[https://webexcno.nola.gov/orion/joinmeeting.do?  
MTID=258409a5ef293323ad487d9ce93a7084](https://webexcno.nola.gov/orion/joinmeeting.do?MTID=258409a5ef293323ad487d9ce93a7084)

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MTID=90a0b86559b76928a9a4f759fa5b5d37](https://webexcno.nola.gov/orion/meeting/meetingInfo?MTID=90a0b86559b76928a9a4f759fa5b5d37)

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The webexcno.nola.gov team



**From:** [Gilbert A. Montaña](#)  
**To:** [Chad J. Brown](#)  
**Subject:** Re: Follow up from mtg yesterday  
**Date:** Saturday, July 18, 2020 10:34:44 AM

---

Not at all.

Get [Outlook for iOS](#)

---

**From:** Chad J. Brown <Cjbrown@nola.gov>  
**Sent:** Friday, July 17, 2020 3:51:58 PM  
**To:** Gilbert A. Montaña <Gilbert.Montano@nola.gov>  
**Subject:** FW: Follow up from mtg yesterday

FYI.

Did we something wrong?

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans

PRIVILEGED AND CONFIDENTIAL COMMUNICATION This electronic transmission and any documents attached hereto may contain confidential and/or legally privileged information. The information is intended only for use by the recipient named above. If you have received this electronic message in error please notify the sender and delete the electronic message. Any disclosure, copying, distribution, or use of the contents of information received in error or otherwise is strictly prohibited, Pursuant to the Electronic Communications Privacy Act (18 USC 2510-2521), and thus exempt from public release under the Freedom of Information Act (5 U.S.C. 552), Views or opinions expressed in this email are those of the sender.

---

**From:** Emily F. Wolff <Emily.Wolff@nola.gov>  
**Sent:** Friday, July 17, 2020 2:37 PM  
**To:** Courtney W. Story <Courtney.Story@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>  
**Cc:** Jack I. Shaevitz <Jack.Shaevitz@nola.gov>  
**Subject:** Follow up from mtg yesterday

Hi Courtney & Chad,

A quick note-- I spoke to Gilbert about this, but wanted to request that you loop me in more on the front end of any research, strategizing and planning that you're conducting for the departments under my purview-- i.e. the NOPL, NORDC and JJIC.

For example, I would have preferred to go into the meeting yesterday having seen, digested and been able provide input about the presentations prior to sitting down with Gabriel. As

these big decisions about the library progress over the next several months, I want to make sure we are working tightly.

We should also probably carve out time to follow up specifically about how the early childhood education carve-out of the millage will work. I am looping in Jack because he has been my right hand on that since we started conceiving of the concept last year. Maybe we can have a brief connect on that on Thurs/Fri of next week?

Thanks,  
Emily

--

Emily Wolff

Director, Youth and Families

Office of Mayor LaToya Cantrell | City of New Orleans

1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112

(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.

Approximately \$2,291 in federal funding

From YOUR census response

[Census New Orleans](#)

**From:** [Gilbert A. Montañó](#)  
**To:** [Joycelyn E. Christopher](#)  
**Cc:** [Joycelyn E. Christopher](#); [Chad J. Brown](#); [Catherine Garcia](#)  
**Subject:** Re: Week of July 20- 24  
**Date:** Monday, July 13, 2020 8:47:22 AM

---

Thanks

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---

**From:** Joycelyn E. Christopher <Jechristopher@nola.gov>  
**Sent:** Friday, July 10, 2020 5:05:17 PM  
**To:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Cc:** Joycelyn E. Christopher <Jechristopher@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Catherine Garcia <catherine.garcia@nola.gov>  
**Subject:** Week of July 20- 24

Gilbert,

Below are the action items you requested today.

Thanks,

GAM CALENDAR  
WEEK OF JULY 20-24, 2020

WEDNESDAY, JULY 15 <sup>TH</sup> @ 2:30pm	CARES ACT FOLLOW UP MEETING <ul style="list-style-type: none"><li>• C LYMON WILL CONVENE THE GROUP</li></ul>
WEDNESDAY, JULY 15 <sup>TH</sup> @ 3:30pm	CONFIRMED: OBES DISCUSSION WITH ELLEN LEE <ul style="list-style-type: none"><li>• CJB WILL PROVIDE AGENDA AND PRESENTATION</li></ul>
THURSDAY, JULY 16 <sup>TH</sup> @ 2:30pm	CONFIRMED: NOPL MILLAGE MEETING <ul style="list-style-type: none"><li>• EMILY WOLFF // DR MORLEY</li><li>• CHAD // C STORY</li></ul>

THURSDAY, JULY 16 <sup>TH</sup> @ 4pm	FOLLOW UP MEETING TO JULY 7 <sup>TH</sup> BUDGET CMTE <ul style="list-style-type: none"><li>• RAMSEY GREEN</li><li>• JOE THREAT</li><li>• KEITH LAGRANGE</li></ul>
TUESDAY, JULY 21 <sup>ST</sup> @ 3pm	E. Michel Coffee @ 3pm Location TBD

Joycelyn Christopher  
Executive Assistant to CAO Gilbert Montañó  
1300 Perdido Street, 9<sup>th</sup> Floor, Suite 9E06  
New Orleans, LA 70112  
(504) 658-8610 (office) | (504) 799-7190 (mobile)  
[jechristopher@nola.gov](mailto:jechristopher@nola.gov)

**From:** [Tara G. Richard](#)  
**To:** [Johnny M. Stone](#); [M. Tyler Russell](#); [Yulbritton D. Shy](#); [Chad J. Brown](#); [Michael G. Tidwell](#); [David L. Simmons](#); [Kim T. DeLarge, Jr.](#); [Gilbert A. Montaño](#); [Courtney W. Story](#); [Norman L. White](#)  
**Cc:** [John D. Pourciau](#); [Liana Elliott](#); [Arthur C. Walton](#); [Tiffany Crawford](#); [Audrey Jones](#); [Randall McElroy](#)  
**Subject:** Re: Budget Committee meeting  
**Date:** Tuesday, July 7, 2020 2:45:02 PM

---

Reminder: After the meeting is called to order, the agenda will be read. After that, the committee will take a 30-minute recess to take public comment. Then they will take up the agenda items.

If you need anything, let me know.

Tara

---

**From:** Tara G. Richard <Tgrichard@nola.gov>  
**Sent:** Monday, July 6, 2020 4:11 PM  
**To:** Johnny M. Stone <jmstone@nola.gov>; M. Tyler Russell <mrussell@nola.gov>; Yulbritton D. Shy <ydshy@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Michael G. Tidwell <Mgtidwell@nola.gov>; David L. Simmons <David.Simmons@nola.gov>; Kim T. DeLarge, Jr. <ktdelargejr@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Courtney W. Story <Courtney.Story@nola.gov>; Norman L. White <Norman.White@nola.gov>  
**Cc:** John D. Pourciau <John.Pourciau@nola.gov>; Liana Elliott <Liana.Elliott@nola.gov>; Arthur C. Walton <Arthur.Walton@nola.gov>; Tiffany Crawford <Tiffany.Crawford@nola.gov>; Audrey Jones <aujones@nola.gov>; Randall McElroy <Randall.McElroy@nola.gov>  
**Subject:** Budget Committee meeting  
**When:** Tuesday, July 7, 2020 3:00 PM-4:00 PM.  
**Where:** Topic: BUDGET, AUDIT, AND BOARD OF REVIEW COMMITTEE - JULY 07, 2020 Time: Jul 7, 2020 03:00 PM Central Time (US and Canada) Join from PC, Mac, Linux, iOS or Android:  
<https://zoom.us/j/98812211580?pwd=YkdhbzROOUYvUVIFMGRsNEJtYVpwZz09> Password: 356674

## BUDGET/AUDIT/BOR COMMITTEE MEETING

July 07, 2020 3:00 PM

City Council Chamber

### 1. Roll Call

### 2. Approval of minutes from June 2, 2020 meeting

### 3. Ordinance Cal. Nos. – 33027, 33028 (Introduced 7/2/20) by Councilmember Brossett (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$1,500,000 of General Fund “Fund Balance” from Intergovernmental Transfers to the Mayor’s Office - Office of Youth and Families for early childhood education (Other Operating - \$1,500,000).

### 4. Resolution – (Introduced 7/16/20) by Councilmember Brossett (By Request)

Providing for the incurring of debt and the issuance of not exceeding Fifty Million Dollars (\$50,000,000) of Revenue Notes, Series 2020, of the City of New Orleans, Louisiana (the “Notes”); prescribing the form, terms and conditions of said Notes; designating the date, denomination and place of payment of said Notes; providing for the payment thereof in

principal and interest; creating and maintaining funds and accounts for the Notes; appointing a Trustee for the Notes; authorizing the execution of an offer to purchase the Notes; and providing for other matters in connection therewith.

**5. Motion** (Introduced 7/16/20) by Councilmembers Brossett, Banks and Moreno (By Request)

A Notice of intent to levy ad valorem taxes.

**6. Ordinance Cal. Nos. – 32983, 32984** (Introduced 6/4/20) by Councilmember Brossett (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$18,378,000 FEMA federal grant funds from Intergovernmental Transfers to the Mayor’s Office of Homeland Security for the implementation of the COVID-19 Mass Feeding to address food insecurity in vulnerable groups.

**7. Ordinance Cal. Nos. – 32987, 32988** (Introduced 6/4/20) by Councilmember Brossett (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$406,823 Federal Department of Justice grant funds from Intergovernmental Transfers to the Department of Police (personal services) for the Sexual Assault Forensic Evidence-Inventory, Tracking, and Reporting (SAFE-ITR) Grant program and transfers federal grant funds (\$8,805) from the Mayor’s Office of Criminal Justice Coordination to the Department of Police (other operating) for the 2018 Byrne JAG grant program.

**8. Ordinance Cal. Nos. – 32989, 32990** (Introduced 6/4/20) by Councilmember Brossett (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$14,840 state grant funds from Intergovernmental Transfers to the Department of Police for the NOPD 2019 Coverdell Lab Training grant program.

**9. Ordinance Cal. No. – 32991** (Introduced 6/4/20) by Councilmember Brossett (By Request)

This ordinance amends the 2020 Operating Budget of Expenditures, transferring \$5,000 of state grant funds from the Louisiana Department of Public Safety within the Department of Police from personal services (code – 100) to other operating (code – 200) for supplies.

**10. Ordinance Cal. Nos. – 32994, 32995** (Introduced 6/18/20) by Councilmembers Brossett and Gisleson Palmer (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$959,619 CARES Act funds from Intergovernmental Transfers to the Mayor’s Office of Criminal Justice (\$765,789 – Other Operating) and the New Orleans Police Department (\$193,830 – Other Operating) for COVID-19 response efforts in support of our criminal justice partners to cover the cost of furloughed employee salaries, medical supplies, PPE, computers and related equipment.

**11. Ordinance Cal. Nos. – 32996, 32997** (Introduced 6/18/20) by Councilmembers Brossett and Gisleson Palmer (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$297,837 Federal Judicial Assistance Grant (JAG) funds from Intergovernmental Transfers to the Mayor’s Office of Criminal Justice (\$288,903 – Other Operating) and the New Orleans Police Department (\$8,935 – Other Operating) for COVID-19 response efforts in support of our criminal justice partners to cover the cost of medical supplies, PPE, and program administration.

**12. Ordinance Cal. Nos. – 32998, 32999** (Introduced 6/18/20) by Councilmembers Brossett

and Gisleson Palmer (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$2,240,378 US Department of Health and Human Services grant funds from Intergovernmental Transfers to the Health Department (Personal Services - \$369,843; Other Operating - \$1,870,535) for COVID-19 response to increase testing capacity, purchase personal protective equipment, provide telehealth to better serve HIV-positive, low-income populations.

**13. Ordinance Cal. Nos. – 33002, 33003** (Introduced 6/18/20) by Councilmembers Brossett and Gisleson Palmer (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$44,258 FEMA federal grant funds from Intergovernmental Transfers to the Mayor’s Office of Homeland Security for flood mitigation assistance project surveys and to identify repetitive flood loss properties that do not have current elevation certificates.

**14. Ordinance Cal. Nos. – 33006, 33007** (Introduced 6/18/20) by Councilmembers Brossett and Gisleson Palmer (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating an additional \$100,000,000 for Intergovernmental Transfers Budget for the pass through of grant funds.

**15. Ordinance Cal. Nos. – 33008, 33009** (Introduced 6/18/20) by Councilmembers Brossett and Gisleson Palmer (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$40,000,000 FEMA federal grant funds from Intergovernmental Transfers to the Mayor’s Office of Homeland Security (\$15,000,000 – Personal Services; \$25,000,000 – Other Operating) for FEMA reimbursement related costs for any anticipated disaster emergency that is declared.

**16. Ordinance Cal. Nos. – 33022, 33023** (Introduced 7/2/20) by Councilmembers Brossett and Gisleson Palmer (By Request)

These ordinances amend the 2020 Operating Budget of Revenues and Expenditures, appropriating \$1,043,537 of Special Revenues and Trust Funds from Intergovernmental Transfers to the New Orleans Public Library in other operating. (Funding sources include British Petroleum Settlement Fund - \$118,499, Miscellaneous Donations - \$110,038, and Library Donations Trust Fund -\$815,000)

**17. Budget Reports – CAO/Finance:**

- a) Personnel Spending Forecast
- b) Revenue Collections Report
- c) Operating Expenses – Available Balances by Department

**18. Adjourn**

**Topic: BUDGET, AUDIT, AND BOARD OF REVIEW COMMITTEE - JULY 07, 2020**

**Time: Jul 7, 2020 03:00 PM Central Time (US and Canada)**

**Join from PC, Mac, Linux, iOS or Android: [https://zoom.us/j/98812211580?](https://zoom.us/j/98812211580?pwd=YkdhbzR0OUYvUVlFMGRsNEJtYVpwZz09)**

**[pwd=YkdhbzR0OUYvUVlFMGRsNEJtYVpwZz09](https://zoom.us/j/98812211580?pwd=YkdhbzR0OUYvUVlFMGRsNEJtYVpwZz09)**

**Password: 356674**

**Or Telephone:**

**Dial:**

**USA 713 353 0212**

**USA 8888227517 (US Toll Free)**

**Conference code: 615084**



**From:** [Joycelyn E. Christopher](#)  
**To:** [Gilbert A. Montañó](#)  
**Cc:** [Joycelyn E. Christopher](#)  
**Subject:** FW: Millage Follow Up Conversation  
**Date:** Monday, July 6, 2020 2:42:24 PM

---

Gilbert,

Considering Emily's email request to touch base with you, please review the proposed dates/times below:

1. Thursday, July 9<sup>th</sup> 1-1:30
2. Thursday, July 9<sup>th</sup> 2-2:30
3. Friday, July 10<sup>th</sup> 3-3:30pm

Thanks

Joycelyn Christopher  
Executive Assistant to CAO Gilbert Montañó  
1300 Perdido Street, 9<sup>th</sup> Floor, Suite 9E06  
New Orleans, LA 70112  
(504) 658-8610 (office) | (504) 799-7190 (mobile)  
[jechristopher@nola.gov](mailto:jechristopher@nola.gov)

---

**From:** Emily F. Wolff <Emily.Wolff@nola.gov>  
**Sent:** Monday, July 6, 2020 2:26 PM  
**To:** Chad J. Brown <Cjbrown@nola.gov>; Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Cc:** Joycelyn E. Christopher <Jechristopher@nola.gov>; Jack I. Shaevitz <Jack.Shaevitz@nola.gov>; Kim T. Vu <Kim.Vu@nola.gov>  
**Subject:** Millage Follow Up Conversation

Hi Gilbert & Chad--

Can we carve out 30 minutes this week to touch base about the library and early childhood ed millage?

Specifically I am thinking it would be good to discuss: 1) conversations with the NOPL leadership and board- timeline and strategy 2) how I can support NOPL to develop alternative operating scenarios and 3) finalizing the millage rate breakdown under scenario #2 that you presented last week.

Thanks,  
Emily

--

Emily Wolff

Director, Youth and Families

Office of Mayor LaToya Cantrell | City of New Orleans

1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112

(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)

Nine questions. Ten minutes.



Approximately \$2,291 in federal funding

From YOUR census response

[Census New Orleans](#)

**From:** [Emily F. Wolff](#)  
**To:** [Gilbert A. Montañó](#); [Joycelyn E. Christopher](#)  
**Cc:** [Chad J. Brown](#); [Norman L. White](#)  
**Subject:** Re: Memos and Following up on the Millage  
**Date:** Tuesday, June 16, 2020 2:12:00 PM

---

And that does not include a carve out for early childhood education yet, which will reduce the \$3.8 million further. So we would need to discuss that as well.

Thanks,  
Emily

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

---

**From:** Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>  
**Sent:** Tuesday, June 16, 2020 2:08 PM  
**To:** Gilbert A. Montañó <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Joycelyn E. Christopher <[Jechristopher@nola.gov](mailto:Jechristopher@nola.gov)>  
**Cc:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Norman L. White <[Norman.White@nola.gov](mailto:Norman.White@nola.gov)>  
**Subject:** Re: Memos and Following up on the Millage

Ok-- I am including a breakdown here of the impact based upon the numbers I received from Norm.

By our calculations, it would be about a 35% reduction in millage revenue (~\$7.45 million)

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

---

**From:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>  
**Sent:** Tuesday, June 16, 2020 11:49 AM  
**To:** Emily F. Wolff <Emily.Wolff@nola.gov>; Joycelyn E. Christopher <Jechristopher@nola.gov>  
**Cc:** Chad J. Brown <Cjbrown@nola.gov>  
**Subject:** Re: Memos and Following up on the Millage

We will be sending the memo templates today. I will call you re. libraries as soon as I get all my information (next day or two).

Thanks, Gilbert

Gilbert A. Montaño  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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---

**From:** Emily F. Wolff <Emily.Wolff@nola.gov>  
**Sent:** Tuesday, June 16, 2020 10:32 AM  
**To:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Joycelyn E. Christopher <Jechristopher@nola.gov>  
**Cc:** Chad J. Brown <Cjbrown@nola.gov>  
**Subject:** Memos and Following up on the Millage

Good morning, Gilbert!

Ms. Joyce let me know that I should begin using your memo templates to submit to you before I submit to the Mayor. I have a few memos that I would like to get in. Ms. Joyce- can

you send me the templates that I should use?

Also-- I would like to connect about the library millage. Would you have a few minutes today or tomorrow? I worked with Norm and have run the numbers on that to share with you. I am free after 1:30pm today anytime and have a block of time tomorrow afternoon as well.

Thanks!

Emily

--

Emily Wolff

Director, Youth and Families

Office of Mayor LaToya Cantrell | City of New Orleans

1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112

(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

**From:** [Employee Information](#)  
**Subject:** June 2020 Newsletter: Mayor's Neighborhood Engagement Office  
**Date:** Tuesday, June 9, 2020 2:38:18 PM

---

To: All City Employees  
From: Mayor's Neighborhood Engagement Office  
Date: 6/9/2020

neighborhood header



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## **June Updates from the Mayor's Neighborhood Engagement Office**

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## Have a Plan and Stay Connected!

Hurricane Season + COVID-19



Hurricane season is here and so is COVID-19. Should the City of New Orleans call for a mandatory evacuation this season, you must evacuate. The immediate threat to life from a major hurricane is more severe than virus exposure, so make sure you have an evacuation plan in place. Include additional items in your emergency supplies, such as hand sanitizer, masks, and disinfectant.

Stay connected with NOLA Ready emergency alerts. **Text your zip code to 888777.**  
More hurricane prep tips at [ready.nola.gov/hurricane](https://ready.nola.gov/hurricane).

---

**The Mayor's Neighborhood Engagement Office  
Facilitates Virtual Neighborhood Leaders' Roundtable  
on Hurricane Preparedness**

Collin A.



Tuesday, May 26th, the Mayor's Neighborhood Engagement Office hosted a virtual Neighborhood Leaders' Roundtable on Hurricane Preparedness. Speakers included Collin Arnold, Director of New Orleans Homeland Security and Emergency Preparedness, and Art Walton, Director of Intergovernmental Relations. Over 200 residents joined the teleconference to be informed on hurricane preparation and also ask live questions about preparing for natural disasters. The importance of the Census was also highlighted to ensure residents are "in that number."

Stay connected with [NOLAReady](#) emergency alerts at [ready.nola.gov/alerts](https://ready.nola.gov/alerts).

---

## **Junior Civic Leadership Academy Kicks Off 2020 Classes Virtually**



Junior CLA



The Junior Civic Leadership Academy (JCLA) kicked off this past Saturday, June 6th, via Zoom with close to 50 participants in the 2020 cohort. This initiative from Mayor LaToya Cantrell is an engaging 8-week program that will provide youth with an in-depth look at City government. The program includes virtual demonstrations and presentations that give participants an insider's view of how the City of New Orleans operates. The attendees will meet on Saturdays from 10:00 AM - 12:00 PM from June 6th through August 1st (excluding July 4th).

---

## **Mayor Cantrell Hosts Summer Recreation Teleconference**

NORD SLIDE



Friday, May 22nd, Mayor LaToya Cantrell, along with department leadership, hosted a teleconference for neighborhood association and community leaders to offer updates about recreation this summer. Speakers included CEO of NORD, Larry Barabino, Director of the Mayor's Office of Youth and Families, Emily Wolff, and Director of Workforce Development, Sunae Villavaso. Over 200 neighborhood association and community leaders listened in for more information on a variety of topics such as: recreation (including pools, gyms, indoor and outdoor spaces), NORD summer camps, New Orleans Public Libraries, and summer youth employment opportunities.

For more information on summer programs, [visit nordc.org](http://visit.nordc.org).

---

## **Mayor Cantrell Announces Youth Summer Programming in Response to COVID-19**

Mayor LaToya Cantrell joined other City officials to announce the summer programming options for area youth as the City continues its safe, phased reopening in response to the COVID-19 outbreak.

[Click here for more information.](#)

---

## City of New Orleans Announces Mass Feeding Program

The City of New Orleans has announced the mobilization of the Mass Feeding Program, a cost-sharing collaboration with the Federal Emergency Management Agency totaling \$18 million to fulfill a basic human need as part of our response to the COVID-19 pandemic.

[For more information, visit this link.](#)

---

## Library Contactless Materials Pick-Up & Drop-Off Services Available Now

Contactless NOPL



While buildings remain closed to the public to curb the spread of COVID-19, the New Orleans Public Library is offering a contactless materials pick-up and drop-off service. In order to keep staff and public safe, important changes have been made to this process, and all Library users are asked to place a hold on their desired items prior to picking them up, which can be done online or by calling any Library location.

[Click here for details and FAQs.](#)

## Join the Library's First Ever Virtual Summer Fun

The Library's much-loved Summer Fun program will look a little different this year due to COVID-19 -- but even though Library buildings are closed, we still have a ton of fun in store for all ages. Participants are invited to join the Library's first-ever Virtual Summer Fun by signing up at [summerfun.nolalibrary.org](http://summerfun.nolalibrary.org).

With lots of virtual activities spanning from yoga to escape rooms, storytimes to bike repair workshops, and so much more, the Library hopes to bring the fun of summer into your homes.

Virtual Heads



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## NOFD Receives 1,000 Masks from Shell & maskdat.com

NOFD - June



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cleanupnola



### **Held A Community Clean Up Day Recently? We Want To Hear About It!**

Visit [cleanup.nola.gov](https://cleanup.nola.gov) or [click this link](#) to tell us about your clean up day. You can also visit the website for more information on how to organize a clean up!

---

## **Neighborhood Association Info Update**

Neighborhood associations can update their information on the Neighborhood Engagement Office website [by clicking this link](#). If you have any questions or need assistance, please email [neighborhoods@nola.gov](mailto:neighborhoods@nola.gov).

Checklist



---

## **Be In That Number! Complete Your Census And Remind A Friend To Do The Same!**

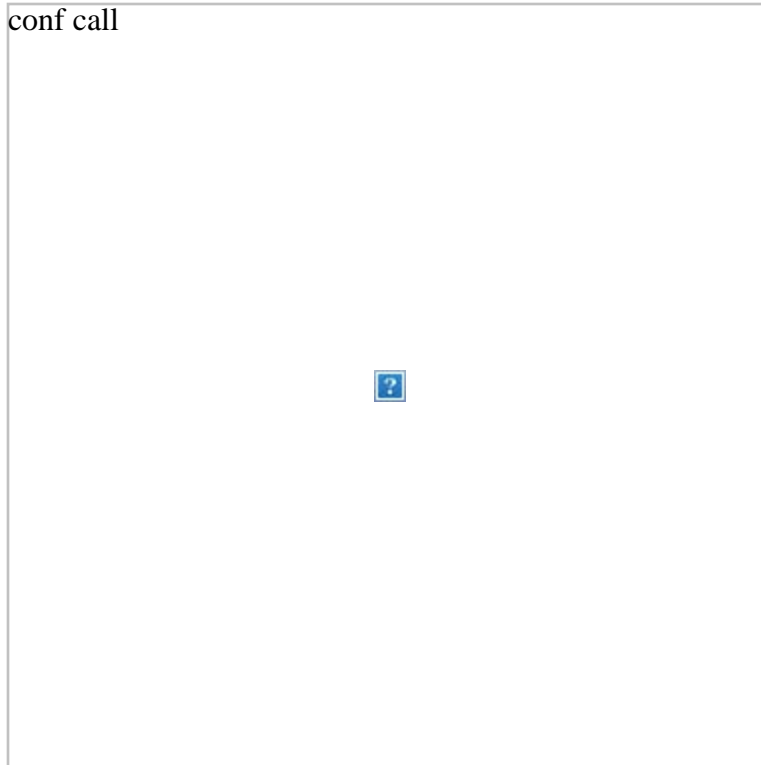
Census



The census is an important tool used by government to determine political representation, inform business development and investment, and allocate government funds to communities, particularly the ones in need. Make sure they count YOU! It only takes about 10 minutes! Visit [2020census.gov](https://2020census.gov) to get started.

---

# Need Assistance Setting Up A Community Conference Call? NEO Is Here to Help!

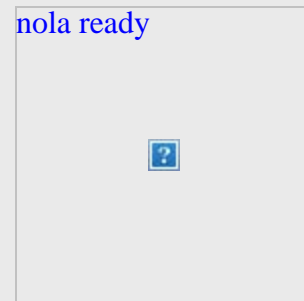


If any **neighborhood association** needs assistance setting up a conference call, please email us at [neighborhoods@nola.gov](mailto:neighborhoods@nola.gov). We will be glad to walk you through the setup process!

Find NEO on  
Nextdoor!



[See what's scheduled for your block!](#)



[Get Informed. Get Prepared. Get Ready.](#)

Mayor's Neighborhood  
Engagement Office

City Hall  
8th Floor, Office 8E15  
1300 Perdido St.  
New Orleans, LA 70112

Phone: (504) 658-4980  
Fax: (504) 658-4969  
[neighborhoods@nola.gov](mailto:neighborhoods@nola.gov)

## About

The Mayor's [Neighborhood Engagement Office](#) is the City's mechanism for public participation in government decision-making. We create opportunities for dialogue, information sharing, partnership, and action between City government and neighborhood residents and leaders.

***\*\*\*Do not reply to this email. This mailbox is unattended.\*\*\****

**###**

**From:** [Chad J. Brown](#)  
**To:** [Helena N. Moreno](#); [Andrew V. Tuozzolo](#)  
**Cc:** [Gilbert A. Montañó](#)  
**Subject:** CAO budget update call w/ CM Moreno: Follow up Information  
**Date:** Wednesday, June 3, 2020 8:31:42 AM  
**Attachments:** [Policy Proposals Submitted.pdf](#)  
[Millage Rededication Memo\\_Feb 20 2020.pdf](#)

---

Good morning Councilor Moreno and Andrew:

As a follow up from the CAO budget update call on 6/1, please find additional information below and attached.

**Budget Reduction Plan Policy Proposals**

Attached includes a summary of the various proposals under consideration that were submitted by departments. As a next step, the CAO team is analyzing these proposals to evaluate potential cost savings, understand the effort and time commitment required to execute, and confirming impacts to service delivery or public access to services.

**Expiring Millages**

Back in February, the CAO disseminated the attached memo which provided:

- A summary of the 5 expiring millages and information on the planned Board of Liquidation millage reduction
- Revenue estimates and potential rededication category scenarios (for Infrastructure/Maintenance; Library/Early Childhood Education (ECE); Housing; and Economic Development)
- A proposed rededication timeline (note that the timeline included in the memo is for the November 3<sup>rd</sup> ballot). We are now focusing on the December 5<sup>th</sup> ballot. See proposed timeline below.

Item	Date
File the Motion / Notice of Intent	7/13/20 or 7/16/20
Council votes on Motion / Notice of Intent	8/6/20
File the Resolution with ballot language	8/6/20
Council votes on Resolution with ballot language at Council meeting	8/18/20
State Bond Commission Application Deadline	9/17/20
State Bond Commission Approval	10/12/20
Secretary of State Approval	9/7/20 & 10/21/20
Election Date	12/5/20

**Review of Traffic Camera Violations by NOPD**

To confirm, NOPD officers continue to review traffic camera violations.

Thanks and please let me know if you have any questions.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8605 | (e) [cjbrown@nola.gov](mailto:cjbrown@nola.gov)

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**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** FW: COVID-Expenses  
**Date:** Tuesday, June 2, 2020 4:57:53 PM

---

FYI. See below.

Monika sent this to the Finance Director (Linda Hunt) at the City of Baton Rouge.

This is in preparation for the call she is scheduling.

Thanks.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Monika A. Gerhart <[Monika.Gerhart@nola.gov](mailto:Monika.Gerhart@nola.gov)>  
**Sent:** Tuesday, June 2, 2020 4:54 PM  
**To:** [lthunt@brla.gov](mailto:lthunt@brla.gov)  
**Cc:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Clarence Lymon <[clarence.lymon@nola.gov](mailto:clarence.lymon@nola.gov)>  
**Subject:** Re: COVID-Expenses

Trying again!

---

**From:** Monika A. Gerhart <[Monika.Gerhart@nola.gov](mailto:Monika.Gerhart@nola.gov)>  
**Sent:** Tuesday, June 2, 2020 4:47 PM  
**To:** [lthunt@br.gov](mailto:lthunt@br.gov) <[lthunt@br.gov](mailto:lthunt@br.gov)>  
**Cc:** Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Clarence Lymon <[clarence.lymon@nola.gov](mailto:clarence.lymon@nola.gov)>  
**Subject:** COVID-Expenses

Hi, Linda

Please see messages below that City of New Orleans sent to its legislative delegation. I have cc-d a couple folks from our CAO's office on this email, so that you also have a direct line of communication.

I am working to set up a call with Clarence and Chad, cc-d here, as well as Gilbert Montaño, our CAO.

I will also forward you the FAQ referenced earlier.

Best,  
Monika

The easiest visual was to break down the documentation into a table. Backup documentation is pages and pages of data and spreadsheets.

Below are the costs for our first submission (through 4/30). Our next submission (the costs for the next two months) will be higher because a payroll shift that book ends our public safety numbers. However, if you just calculate the \$50 million number every two months until year end it's clear our costs will be double what they are wanting to provide us.

Category	Preliminary Submission Amounts	Notes
CNO Payroll	\$ 40,077,774.08	*
CNO Operating Expenditures	\$ 1,783,291.36	**
<b>CNO Submission Subtotal:</b>	<b>\$ 41,861,065.44</b>	
OPSO's Payroll	\$ 6,098,078.81	***
<b>Total CNO Submission:</b>	<b>\$ 47,959,144.25</b>	
OPSB's Submission	\$ 3,000,000.00	****
<b>Total Orleans Parish Submission:</b>	<b>\$ 50,959,144.25</b>	*****
*Total CNO Payroll may increase as final roster of employees working on COVID is finalized. The next tranche of payroll may be higher as this tranche included more administrative staff payroll periods versus public safety payroll periods.		
**Total CNO Operating Expenditures may increase.		
***Additional payroll validation needed to ensure all payroll periods included are eligible.		
****Estimate is based upon verbal estimate from OPSB's consultant. Access to submission is not available.		
*****Overall submission amount must be finalized.		

**From:** Monika A. Gerhart

**Sent:** Sunday, May 31, 2020 4:48 PM

**To:** Cormier, Rep. Mack (Chamber Laptop) <[mcormier@legis.la.gov](mailto:mcormier@legis.la.gov)>; Duplessis, Rep Royce (Chamber Laptop) <[rduplessis@legis.la.gov](mailto:rduplessis@legis.la.gov)>; Hilferty, Rep. Stephanie (Chamber Laptop) <[shilferty@legis.la.gov](mailto:shilferty@legis.la.gov)>; Hughes, Rep. (Chamber Laptop) <[jhughes@legis.la.gov](mailto:jhughes@legis.la.gov)>; Landry, Rep. Mandie (Chamber Laptop) <[mlandry@legis.la.gov](mailto:mlandry@legis.la.gov)>; Newell, Rep. Candace (Chamber Laptop) <[cnewell@legis.la.gov](mailto:cnewell@legis.la.gov)>; Willard, Rep. Matthew (Chamber Laptop) <[mwillard@legis.la.gov](mailto:mwillard@legis.la.gov)>; Harris, Rep. Jimmy (Chamber Laptop) <[jharris@legis.la.gov](mailto:jharris@legis.la.gov)>; Bouie, Sen. Joseph (Chamber Laptop) <[jbouie@legis.la.gov](mailto:jbouie@legis.la.gov)>; Carter, Sen. Troy (Chamber Laptop) <[tcarter@legis.la.gov](mailto:tcarter@legis.la.gov)>; Peterson, Sen. Karen (District Office) <[petersonk@legis.la.gov](mailto:petersonk@legis.la.gov)>; Freeman, Rep. Aimee (Chamber Laptop) <[afreeman@legis.la.gov](mailto:afreeman@legis.la.gov)>

**Subject:** Sent on Behalf of Mayor Cantrell: Administration Details- COVID

-The City of New Orleans came into the COVID-19 pandemic in a strong financial position, evidenced by our projected \$20 million surplus, strong fund balance, and fiscally conservative reoccurring to reoccurring budgeting practices. Implemented a zero-based budget strategy to ensure efficiency and prudent financial management.

-When the pandemic hit, New Orleans was significantly impacted, more so than most of the country. At the inception of the outbreak we implemented a mandatory hiring and spending freeze and required our departments to submit a budget reduction plan. These swift actions will net anywhere between \$35-\$50 million dollars over the course of the year.

-Our costs represent the need to respond to the residents of New Orleans. This includes, police, fire, EMS, Health, Homeland Security (especially as Hurricane season approaches). The payroll data provided is specific to the guidelines provided by the Department of Treasury. We have compiled all payroll reports to support our request and project these cost to be re-occurring through this pandemic (assuming no other surges). As soon as the state portal opens on Monday will be submitting reams of our information.

-As you all know, the City of New Orleans is still recovering from several catastrophic events that have occurred and have been preparing for others, many prior to the COVID-19 pandemic, including but not limited to: the collapse of the Hard Rock Hotel, ongoing cyberattack recovery, and hurricane season preparation, and managing through an unprecedented work from home process.

-In response to COVID (9 weeks) the City of New Orleans has worked over 843,660 hours (this number does not include Overtime) to ensure our citizens are kept safe and informed.

- Police 461,700 hours (not including OT)

- Fire 276,660 (not including OT)

- EMS 61,200 (not including OT)

- Health 22,050 (not including OT)

- Homeland Security/Administration 22,050 (not including OT)

Total: 843,660 hours worked for nine weeks March 6-April 30th

-Below is the list of Agencies under the City of New Orleans Structure as requested (as you can see it's several) and a link to our budget:

<https://nola.gov/getattachment/Mayor/Budget/2020-Proposed-Budget-Book.pdf/?lang=en-US>

City Council, Mayor's Office, Office of Criminal Justice Coordination, Office of Community & Economic Development, Office of Resilience & Sustainability, Chief Administrative Office, Department of Technology, Office of Homeland Security and Emergency Preparedness (NOHSEP), Law Department, Fire Department, Safety & Permits, Police Department, Sanitation, Health, EMS, Human Services/Juvenile Justice Intervention Center, Finance, Property Management, Civil Service, Public Works, Parks & Parkways, Library, Historic Districts Landmarks Commission, Vieux Carré Commission, Alcoholic Beverage Control Board, City Planning Commission, Mosquito, Termite, & Rodent Control Board, New Orleans Museum of Art, Miscellaneous, New Orleans Recreation

Development Commission, OPA, Service & Innovation, Office of Inspector General, Ethics Review Board, Office of Independent Police Monitor, Office of Community Development, Office of Workforce Investment, Economic Development Fund, Neighborhood Housing Improvement, District Attorney, Coroner, Juvenile Court, First City Court, Civil Court, Municipal & Traffic Court, Criminal District Court, Sheriff's Office, Clerk of Criminal District Court, Registrar of Voters, Judicial Retirement, Enterprise Funds

Please let me know if you have other questions or concerns, happy to walk through or speak to anyone on these topics.

Monika Gerhart  
Director of State Relations  
Office of Mayor LaToya Cantrell  
City of New Orleans  
504.258.9294

**From:** [Gilbert A. Montaña](#)  
**To:** [Carter, Rep. Gary \(Chamber Laptop\)](#)  
**Subject:** Re: EXTERNAL EMAIL: Re: EXTERNAL EMAIL: Test  
**Date:** Sunday, May 31, 2020 4:48:22 PM

---

I do not at the moment. Let me check with staff.

Thanks, Gilbert

Get [Outlook for iOS](#)

---

**From:** Carter, Rep. Gary (Chamber Laptop) <gcarter@legis.la.gov>  
**Sent:** Sunday, May 31, 2020 4:45:40 PM  
**To:** Gilbert A. Montaña <Gilbert.Montano@nola.gov>  
**Subject:** EXTERNAL EMAIL: Re: EXTERNAL EMAIL: Test

EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.

Do you have a separate line item for Second City Court, Clerk and Constable? I must always protect my district, Algiers. Gary

- > On May 31, 2020, at 4:15 PM, Gilbert A. Montaña <Gilbert.Montano@nola.gov> wrote:
- >
- > -The City of New Orleans came into the COVID-19 pandemic in a strong financial position, evidenced by our projected \$20 million surplus, strong fund balance, and fiscally conservative reoccurring to reoccurring budgeting practices. Implemented a zero-based budget strategy to ensure efficiency and prudent financial management.
- >
- > -When the pandemic hit, New Orleans was significantly impacted, more so than most of the country. At the inception of the outbreak we implemented a mandatory hiring and spending freeze and required our departments to submit a budget reduction plan. These swift actions will net anywhere between \$35-\$50 million dollars over the course of the year.
- >
- > -We have to prepare for the unexpected and unknown. The COI (bond commission) was only a financial tool in our toolbox should the City need it. Our cash position and flow are vital to maintain all public safety services. We will only draw down (incrementally) if needed. We hope not to use.
- >
- > -Our costs represent the need to respond to the citizens of New Orleans. This includes, police, fire, EMS, Health, Homeland Security (especially as Hurricane season approaches). The payroll data provided is specific to the guidelines provided by the Department of Treasury. We have compiled all payroll reports to support our request and project these cost to be re-occurring through this pandemic (assuming no other surges). As soon as the state portal opens on Monday will be submitting reams of our information.
- >
- > -As you all know, the City of New Orleans is still recovering from several catastrophic events that have occurred and have been preparing for others, many prior to the COVID-19 pandemic,
- > including but not limited to: the collapse of the Hard Rock Hotel, ongoing cyberattack recovery, and hurricane season preparation, and managing through an unprecedented work from home
- > process.
- >

> -In response to COVID (only the last 9 weeks) the City of New Orleans has worked over 843,660 hours (this number does not include Overtime) to ensure our citizens are kept safe and informed.

> -Police 461,700 hours (not including OT)

> -Fire 276,660 (not including OT)

> -EMS 61,200 (not including OT)

> -Health 22,050 (not including OT)

> -Homeland Security/Administration 22,050 (not including OT)

>

> Total: 843,660 hours worked for nine weeks March 6-April 30th

>

> -Below is the list of Agencies under the City of New Orleans Structure as requested (as you can see it's several) and a link to our budget:

>

> <https://protect2.fireeye.com/v1/url?k=91f60e78-cf79a9fb-91f6e48a-86788dc299f7-011e486bb3dd5499&q=1&e=905e9912-8a38-4698-8fc4-26f6d077abfd&u=https%3A%2F%2Fnola.gov%2Fgetattachment%2FMayor%2FBudget%2F2020-Proposed-Budget-Book.pdf%2F%3Flang%3Den-US>

>

> City Council

> Mayor's Office

> Office of Criminal Justice Coordination

> Office of Community & Economic Development

> Office of Resilience & Sustainability

> Chief Administrative Office

> Department of Technology

> Office of Homeland Security and Emergency Preparedness (NOHSEP)

> Law Department

> Fire Department

> Safety & Permits

> Police Department

> Sanitation

> Health

> EMS

> Human Services/Juvenile Justice Intervention Center

> Finance

> Property Management

> Civil Service

> Public Works

> Parks & Parkways

> Library

> Historic Districts Landmarks Commission

> Vieux Carré Commission

> Alcoholic Beverage Control Board

> City Planning Commission

> Mosquito, Termite, & Rodent Control Board

> New Orleans Museum of Art

> Miscellaneous

> New Orleans Recreation Development Commission

> OPA

> Service & Innovation

> Office of Inspector General

> Ethics Review Board

> Office of Independent Police Monitor

- > Office of Community Development
- > Office of Workforce Investment
- > Economic Development Fund
- > Neighborhood Housing Improvement
- > District Attorney
- > Coroner
- > Juvenile Court
- > First City Court
- > Civil Court
- > Municipal & Traffic Court
- > Criminal District Court
- > Sheriff's Office
- > Clerk of Criminal District Court
- > Registrar of Voters
- > Judicial Retirement
- > Enterprise Funds
- >
- > Please let me know if you have other questions or concerns, happy to walk through or speak to anyone on these topics.

>

>

>

> -----Original Message-----

> From: Carter, Rep. Gary (Chamber Laptop) <gcarter@legis.la.gov>

> Sent: Sunday, May 31, 2020 1:14 PM

> To: Gilbert A. Montaña <Gilbert.Montano@nola.gov>

> Subject: EXTERNAL EMAIL: Test

>

> EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.

>



**From:** [Gilbert A. Montaña](#)  
**To:** [Helena N. Moreno](#)  
**Subject:** FW: EXTERNAL EMAIL: Test  
**Date:** Sunday, May 31, 2020 4:22:00 PM

---

Below is the information Rep. Carter asked me to compile and send.

-----Original Message-----

From: Gilbert A. Montaña  
Sent: Sunday, May 31, 2020 4:15 PM  
To: Carter, Rep. Gary (Chamber Laptop) <gcarter@legis.la.gov>  
Subject: RE: EXTERNAL EMAIL: Test

-The City of New Orleans came into the COVID-19 pandemic in a strong financial position, evidenced by our projected \$20 million surplus, strong fund balance, and fiscally conservative reoccurring to reoccurring budgeting practices. Implemented a zero-based budget strategy to ensure efficiency and prudent financial management.

-When the pandemic hit, New Orleans was significantly impacted, more so than most of the country. At the inception of the outbreak we implemented a mandatory hiring and spending freeze and required our departments to submit a budget reduction plan. These swift actions will net anywhere between \$35-\$50 million dollars over the course of the year.

-We have to prepare for the unexpected and unknown. The COI (bond commission) was only a financial tool in our toolbox should the City need it. Our cash position and flow are vital to maintain all public safety services. We will only draw down (incrementally) if needed. We hope not to use.

-Our costs represent the need to respond to the citizens of New Orleans. This includes, police, fire, EMS, Health, Homeland Security (especially as Hurricane season approaches). The payroll data provided is specific to the guidelines provided by the Department of Treasury. We have compiled all payroll reports to support our request and project these cost to be re-occurring through this pandemic (assuming no other surges). As soon as the state portal opens on Monday will be submitting reams of our information.

-As you all know, the City of New Orleans is still recovering from several catastrophic events that have occurred and have been preparing for others, many prior to the COVID-19 pandemic, including but not limited to: the collapse of the Hard Rock Hotel, ongoing cyberattack recovery, and hurricane season preparation, and managing through an unprecedented work from home process.

-In response to COVID (9 weeks) the City of New Orleans has worked over 843,660 hours (this number does not include Overtime) to ensure our citizens are kept safe and informed.

- Police 461,700 hours (not including OT)
- Fire 276,660 (not including OT)
- EMS 61,200 (not including OT)
- Health 22,050 (not including OT)
- Homeland Security/Administration 22,050 (not including OT)

Total: 843,660 hours worked for nine weeks March 6-April 30th

-Below is the list of Agencies under the City of New Orleans Structure as requested (as you can see it's several) and a link to our budget:

<https://nola.gov/getattachment/Mayor/Budget/2020-Proposed-Budget-Book.pdf/?lang=en-US>

City Council, Mayor's Office, Office of Criminal Justice Coordination, Office of Community & Economic Development, Office of Resilience & Sustainability, Chief Administrative Office, Department of Technology,

Office of Homeland Security and Emergency Preparedness (NOHSEP), Law Department, Fire Department, Safety & Permits, Police Department, Sanitation, Health, EMS, Human Services/Juvenile Justice Intervention Center, Finance, Property Management, Civil Service, Public Works, Parks & Parkways, Library, Historic Districts Landmarks Commission, Vieux Carré Commission, Alcoholic Beverage Control Board, City Planning Commission, Mosquito, Termite, & Rodent Control Board, New Orleans Museum of Art, Miscellaneous, New Orleans Recreation Development Commission, OPA, Service & Innovation, Office of Inspector General, Ethics Review Board, Office of Independent Police Monitor, Office of Community Development, Office of Workforce Investment, Economic Development Fund, Neighborhood Housing Improvement, District Attorney, Coroner, Juvenile Court, First City Court, Civil Court, Municipal & Traffic Court, Criminal District Court, Sheriff's Office, Clerk of Criminal District Court, Registrar of Voters, Judicial Retirement, Enterprise Funds

Please let me know if you have other questions or concerns, happy to walk through or speak to anyone on these topics.

-----Original Message-----

From: Carter, Rep. Gary (Chamber Laptop) <gcarter@legis.la.gov>  
Sent: Sunday, May 31, 2020 1:14 PM  
To: Gilbert A. Montaña <Gilbert.Montano@nola.gov>  
Subject: EXTERNAL EMAIL: Test

EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.

**From:** [Gabriel Morley](#)  
**To:** [Emily F. Wolff](#)  
**Cc:** [Christina A. Hamilton](#); [Ross Matthews](#); [Gilbert A. Montaña](#)  
**Subject:** Re: Vulnerable workers return to work?  
**Date:** Friday, May 15, 2020 2:11:45 PM  
**Attachments:** [image001.png](#)

---

**INTER-AGENCY EMAIL**

Just got off the phone.  
It's as you and I discussed. Staff can take annual leave or sick leave if they are sick.

On May 15, 2020 1:31 PM, "Emily F. Wolff" <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)> wrote:

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I meant to mention this to Gilbert when I met with him this AM. Christina-- I think Gabe gave you a ring this morning if you have time to chat.

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

---

**From:** Christina A. Hamilton <[CHamilton@nola.gov](mailto:CHamilton@nola.gov)>  
**Sent:** Thursday, May 14, 2020 6:43 PM  
**To:** Gabriel Morley <[gmorley@nolalibrary.org](mailto:gmorley@nolalibrary.org)>  
**Cc:** Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Ross Matthews <[RMatthews@nolalibrary.org](mailto:RMatthews@nolalibrary.org)>; Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Subject:** RE: Vulnerable workers return to work?

Good evening Dr. Morley. Please give me a call @658-8607.

*Respectfully,*  
*Christina Hamilton*



**Christina Hamilton, MPH, SHRM-SCP** | Interim Assistant CAO | Human Resources  
Chief Administrative Office

1300 Perdido Street | Suite 9E06 | New Orleans, LA 70112 | 504.658.8607 | [chamilton@nola.gov](mailto:chamilton@nola.gov)

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---

**From:** Gabriel Morley <GMorley@nolalibrary.org>

**Sent:** Thursday, May 14, 2020 2:32 PM

**To:** Christina A. Hamilton <CHamilton@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>

**Cc:** Emily F. Wolff <Emily.Wolff@nola.gov>; Ross Matthews <RMatthews@nolalibrary.org>

**Subject:** Vulnerable workers return to work?

**INTER-AGENCY EMAIL**

Hi

We've been trying to get some clarity on the status of vulnerable workers after civil leave expires.

Prior to the CARES Act memo, the library had about 60 individuals who self-identified as vulnerable. Now that we are requiring library staff return to work to prepare for re-opening, many of those vulnerable workers are in limbo. We have advised them if they cannot return to work they need to follow existing leave policies, meaning they need to use sick leave or vacation. Is that your understanding, and is that consistent with other city departments?

If it is not obvious, we have no capacity to segregate vulnerable workers in offices and/or assign them tasks. Nor do we have necessary tasks to assign them if they were to stay home.

Are you aware of any other alternatives?

Separate question: An employee is refusing to wear a mask because she has COPD and is a smoker. Can she wear a face shield instead?

**Dr. Gabriel Morley | Executive Director - City Librarian**

Phone: 504.596.2600 | **219 Loyola Ave**, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

**From:** [Christina A. Hamilton](#)  
**To:** [Emily F. Wolff](#)  
**Cc:** [Ross Matthews](#); [Gilbert A. Montaño](#); [Gabriel Morley](#)  
**Subject:** RE: Vulnerable workers return to work?  
**Date:** Friday, May 15, 2020 1:47:11 PM  
**Attachments:** [image001.png](#)

---

Got it. Calling now

*Respectfully,  
Christina Hamilton*



*Christina Hamilton, MPH, SHRM-SCP* | Interim Assistant CAO | Human Resources  
Chief Administrative Office

1300 Perdido Street | Suite 9E06 | New Orleans, LA 70112 | 504.658.8607 | [chamilton@nola.gov](mailto:chamilton@nola.gov)

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**From:** Emily F. Wolff <Emily.Wolff@nola.gov>  
**Sent:** Friday, May 15, 2020 1:45 PM  
**To:** Christina A. Hamilton <CHamilton@nola.gov>  
**Cc:** Ross Matthews <RMatthews@nolalibrary.org>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Gabriel Morley <gmorley@nolalibrary.org>  
**Subject:** Re: Vulnerable workers return to work?

214-7599

--

Emily Wolff  
Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)

Nine questions. Ten minutes.

Approximately \$2,291 in federal funding



From YOUR census response

[Census New Orleans](#)

---

**From:** Christina A. Hamilton <[CHamilton@nola.gov](mailto:CHamilton@nola.gov)>  
**Sent:** Friday, May 15, 2020 1:42 PM  
**To:** Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>  
**Cc:** Ross Matthews <[RMatthews@nolalibrary.org](mailto:RMatthews@nolalibrary.org)>; Gilbert A. Montañó <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Gabriel Morley <[gmorley@nolalibrary.org](mailto:gmorley@nolalibrary.org)>  
**Subject:** RE: Vulnerable workers return to work?

Yes, what is his number

*Respectfully,  
Christina Hamilton*



*Christina Hamilton, MPH, SHRM-SCP* | Interim Assistant CAO | Human Resources  
Chief Administrative Office

1300 Perdido Street | Suite 9E06 | New Orleans, LA 70112 | 504.658.8607 | [chamilton@nola.gov](mailto:chamilton@nola.gov)

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**Sent:** Friday, May 15, 2020 1:31 PM  
**To:** Christina A. Hamilton <[CHamilton@nola.gov](mailto:CHamilton@nola.gov)>; Gabriel Morley <[gmorley@nolalibrary.org](mailto:gmorley@nolalibrary.org)>  
**Cc:** Ross Matthews <[RMatthews@nolalibrary.org](mailto:RMatthews@nolalibrary.org)>; Gilbert A. Montañó <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Subject:** Re: Vulnerable workers return to work?

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Director, Youth and Families  
Office of Mayor LaToya Cantrell | City of New Orleans  
1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112  
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[Census New Orleans](#)

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---

**From:** Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>  
**Sent:** Thursday, May 14, 2020 2:32 PM  
**To:** Christina A. Hamilton <[CHamilton@nola.gov](mailto:CHamilton@nola.gov)>; Gilbert A. Montano <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>  
**Cc:** Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Ross Matthews <[RMatthews@nolalibrary.org](mailto:RMatthews@nolalibrary.org)>  
**Subject:** Vulnerable workers return to work?



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**Dr. Gabriel Morley | Executive Director - City Librarian**

Phone: 504.596.2600 | **219 Loyola Ave**, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

**From:** [Gabriel Morley](#)  
**To:** [Gilbert A. Montaña](#); [Emily F. Wolff](#)  
**Subject:** Re: <ACTION REQUIRED> Department Phased Reopening Plans  
**Date:** Friday, May 15, 2020 8:43:35 AM  
**Attachments:** [NOPL.docx](#)

---

**INTER-AGENCY EMAIL**

Hi

I'm attaching the library document.

**Dr. Gabriel Morley | Executive Director - City Librarian**  
Phone: 504.596.2600 | **219 Loyola Ave**, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

---

**From:** Gilbert A. Montaña <Gilbert.Montano@nola.gov>

**Sent:** Monday, May 11, 2020 12:56 PM

**To:** Lisa D. Alexis <Lisa.Alexis@nola.gov>; Leslie Alley <LAlley@frenchmarket.org>; Michael M. Antoine <Mantoine@nola.gov>; Collin M. Arnold <Cmarnold@nola.gov>; Jennifer L. Avegno M.D. <Jennifer.Avegno@nola.gov>; Larry Barabino <Larry.Barabino@nola.gov>; Dante M. Bidwell <Dmbidwell@nola.gov>; Bryan D. Block <bdblock@nola.gov>; Ray J. Bolling <Rjolling@nola.gov>; Brian Boyle <Brian.Boyle@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Laura B. Bryan <Lbbryan@nola.gov>; Taylor Casey <tacasey@nola.gov>; Dane Ciolino <Dane.Ciolino@nola.gov>; Cynthia M. Connick <cmconnick@nola.gov>; Joshua O. Cox <Joshua.Cox@nola.gov>; Tiffany Crawford <Tiffany.Crawford@nola.gov>; Clifton M. Davis <Clifton.Davis@nola.gov>; Kim T. DeLarge, Jr. <ktdelargejr@nola.gov>; Kevin Dolliole <kevind@flymsy.com>; Terry J. Ebbert <Terry.Ebbert@nola.gov>; Liana Elliott <Liana.Elliott@nola.gov>; Shaun D. Ferguson <Sdferguson@nola.gov>; Brian D. Firstley <Bdfirstley@nola.gov>; Catherine Garcia <catherine.garcia@nola.gov>; David S. Gavlinski <Dsgavlinski@nola.gov>; Monika A. Gerhart <Monika.Gerhart@nola.gov>; Cary M. Grant <Cmgrant@nola.gov>; Ramsey J. Green <Ramsey.Green@nola.gov>; Martha J. Griset <Mjgriset@nola.gov>; Christina A. Hamilton <CHamilton@nola.gov>; Derry Harper <dharper@nolaoig.gov>; Camille M. Hazeur <Cmhazeur@nola.gov>; Stephanie M. Hennings <smhennings@nola.gov>; Nicole J. Heyman <Nicole.Heyman@nola.gov>; Lisa M. Hudson <lmhudson@nola.gov>; Susan Hutson <shutson@nolaipm.gov>; Tammie T. Jackson <ttjackson@nola.gov>; Jesse Evans, Jr <jevans2@nola.gov>; Keith J. LaGrange <Keith.Lagrange@nola.gov>; Kimberly W. LaGrue <Kwlagrue@nola.gov>; Sunni LeBeouf <Sunni.Lebeouf@nola.gov>; Ellen M. Lee <Emlee@nola.gov>; Clarence Lymon <clarence.lymon@nola.gov>; Ann E. Macdonald <Aemacdonald@nola.gov>; Timothy A. McConnell <Tmconnell@nola.gov>; Dwight L. Mckenna <dwright.mckenna@nola.gov>;

Julien P. Meyer <Jpmeyer@nola.gov>; Gilbert A. Montaña <Gilbert.Montano@nola.gov>; Gabriel Morley <GMorley@nolalibrary.org>; David W. Morris <dwmorris@nola.gov>; Eldridge Morris <Eldridge.Morris@nola.gov>; Roman Nelson <Rnelson@nola.gov>; Greg R. Nichols <grnichols@nola.gov>; Emily Nichols <Emily.Nichols@nola.gov>; Emily Nichols <Emily.Nichols@nola.gov>; Julius M. Nunn <jmnunn@nola.gov>; Elliott Perkins <ceperkins@nola.gov>; Mary G. Pettingill <Mgpettingill@nola.gov>; Sarah McLaughlin Porteous <snmcloughlin@nola.gov>; John D. Pourciau <John.Pourciau@nola.gov>; Chantell H. Reed <Chantell.Reed@nola.gov>; Winston H. Reid <Whreid@nola.gov>; Jonathan M. Rhodes <Jonathan.Rhodes@nola.gov>; Tara G. Richard <Tgrichard@nola.gov>; Freda G. Richardson <Fgrichardson@nola.gov>; Claudia Riegel <criegel@nola.gov>; Robert D. Rivers <rdrivers@nola.gov>; William T. Salmeron <Wtsalmeron@nola.gov>; Romy S. Samuel <rssamuel@nola.gov>; Melissa A. Schigoda <MASchigoda@nola.gov>; Jeffrey E. Schwartz <Jeschwartz@nola.gov>; Yulbritton D. Shy <ydshy@nola.gov>; Zachary R. Smith <Zrsmith@nola.gov>; Vincent A. Smith <viasmith@nola.gov>; Whitney L. Soenksen <Wlsoenksen@nola.gov>; Tenisha Stevens <Tenisha.Stevens@nola.gov>; Johnny M. Stone <jmstone@nola.gov>; Courtney W. Story <Courtney.Story@nola.gov>; Cynthia S. Sylvain-Lear <Cslear@nola.gov>; Joseph W. Threat Sr <Jwthreatsr@nola.gov>; Michael G. Tidwell <Mgtidwell@nola.gov>; Matt R. Torri <mrtorri@nola.gov>; Amy B. Trepagnier <abtrepagnier@nola.gov>; Sunae S. Villavaso <Sunae.Villavaso@nola.gov>; Arthur C. Walton <Arthur.Walton@nola.gov>; Kyshun Webster Sr <Kyshun.Webster@nola.gov>; Norman L. White <Norman.White@nola.gov>; Marjorianna B. Willman <marjorianna.willman@nola.gov>; Jonathan T. Wisbey <Jtwisbey@nola.gov>; Emily F. Wolff <Emily.Wolff@nola.gov>

**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>; Gilbert A. Montaña <Gilbert.Montano@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>

**Subject:** <ACTION REQUIRED> Department Phased Reopening Plans

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Department Leaders –

Thank you again for your personal sacrifices and outstanding service to the public during this challenging time. As the spread of COVID-19 begins to slow, we are beginning to see the light at the end of the tunnel. As many of you know, we are monitoring the data and anticipating a phased reopening of the economy when our public health experts advise that it is safe to do so. While the situation is still very fluid, Louisiana could potentially see a transition from Stay at Home to Phase 1 as soon as May 15.

Over the next few days, the Mayor and I would like to request that you develop a thoughtful and thorough plan for a phased reopening to the public for each of your agencies. **Please, send your plan directly to me by COB on Friday, May 15 or prior.**

We are asking that your plans clearly articulate the following components:

- **Services:** Which are being offered in-person vs remote now? And how will that change as we move into phase 1 and phase 2? What impact to service delivery should the public expect (ie. increased wait times, etc.)?

- **Service hours:** What hours are services being offered in-person vs remote now? And how will this change as we move into phase 1 and phase 2? Will you offer special service hours to accommodate vulnerable populations?
- **Employees:** Which/how many employees are working remotely vs in the workplace now? How will that change as we move into phase 1 and phase 2? What special accommodations are you making for vulnerable populations? Are meetings being held virtually? How are you communicating to employees to stay home if sick? How are you / will you ensure that employees in the workplace wash hands, clean workspaces, and cover mouths when coughing or sneezing?
- **Workplace:** What changes have you implemented in your workplace? How will those change as we move into phase 1 and phase 2? For example, how have/will you adopt the following measures: controlled entry and temperature checks (other than those at City Hall main entrance points), rigorous cleaning, common area closures, plastic shields, signage to encourage social distancing, tape lines on floor to space queues, employee workspace spacing (at least 6 ft apart), face masks, hand soap, sanitizer, etc.
- **Budgetary impact:** How will these changes impact your spending, revenue collection, etc.?
- **Other:** What other challenges are you encountering or anticipating? What other plans are you making to prepare for the transitions to phase 1 and phase 2?

Please find a summary of the available guidance below and links to additional detail.

As we ask New Orleans' businesses to adapt to the changing situation in a way that promotes the public's health, we expect our own department leaders to lead by example. We know your creativity and resourcefulness will be a tremendous asset in this effort. Thank you all for your continued cooperation and support.

Sincerely,

Gilbert A. Montañó  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**Reopening Guidance**

## Employees

- **Employees** should work from home whenever possible. That could include returning workers in phases.
- **Meetings** should be conducted through virtual communication whenever possible.
- **Employees who are not feeling well**, either with a fever or other unusual feeling should remain home.
- **Vulnerable employees** (over 65 years of age and/or with a co-morbid condition like diabetes, hypertension, comprised immune system, etc.) should be considered for special accommodations.
- **Employees in the workplace** should remain at least six feet apart.
- **Cloth masks or face coverings** should be worn, especially by employees when interacting with or in the presence of coworkers or the public (per CDC guidance). Masks are not required to be highly specialized (disposable surgical masks or N95s) unless required by the industry environment.
- **Frequent hand washing** with warm water and soap (or an alcohol-based hand sanitizer) should be done regularly, particularly after coming into contact with any materials, surfaces, packages, etc.
- **Everyone should cover their mouth when coughing and sneezing**, by using a handkerchief, disposable tissue or the inner elbow.

## Workplace

- **Maximize online services** provided to residents to reduce the need to come into the workplace.
- **Control entry** to offices via appointment or other metering methods and consider maintaining special hours for vulnerable citizens.
- **Phase 1 occupancy** should be limited to 25 percent, including employees and customers.
- **Enhanced, robust cleaning** should happen daily at all workplaces and surfaced wiped multiple times a day.
- **Common areas** like a break room should remain closed.
- **Plastic shields** should separate those frequently in contact with customers/public especially those employees at fixed locations, like retail counters.
- **Utilize signage** and decals and make regular announcement to remind visitors of six feet social distancing guidelines.

## Resources

- <https://www.whitehouse.gov/openingamerica/>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html>
- <https://www.osha.gov/Publications/OSHA3990.pdf>
- <https://gov.louisiana.gov/index.cfm/newsroom/detail/2479>
- <https://ready.nola.gov/incident/coronavirus/safe-reopening/>

**From:** [BGR](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** EXTERNAL EMAIL: BGR | Think with Us about New BGR Research Topics  
**Date:** Friday, May 15, 2020 8:04:13 AM

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**MAY 15, 2020**

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**Think with Us about New BGR Research Topics**

**By Amy L. Glovinsky  
President & CEO  
Samuel Zemurray Chair in Research Leadership**

The Bureau of Governmental Research (BGR) is assembling a new research agenda. This is an ordinary task for us. We do it at predetermined intervals to reset the focus of our research and update our work plan to capture existing and emerging policy issues. We look for topics where our recommendations can appreciably improve the performance of local government in terms of efficiency, effectiveness, accountability and transparency.

We mine our government monitoring database and BGR report library for new topics. Often, our areas of focus reassert themselves over years and decades to create a continuous thread of discussion on which new reports can build. But the extraordinary circumstances we are living and working through right now must inform our usual processes. We are compelled to alter our routine to achieve broader awareness of the opportunity and necessity for our public policy work. As a result, we are intensifying our internal diligence and external outreach. And we are asking for your participation. We want you to think with us about priority research issues BGR should address in the next 18 months, which is the span of the work plan we will adopt.

BGR is a private, nonprofit, independent research organization dedicated to informed public policy making and the effective use of public resources for the improvement of government in the New Orleans metropolitan area. Our research and reporting defines our organization as an objective, nonpartisan voice on local public policy issues. Our policy recommendations have often provided a foundation for better performance by government.

The post-pandemic horizon presents a host of policy issues for local governments, ranging from issues the pandemic caused or exacerbated to issues that called for attention long before. Citizens and policymakers engaging in the hard work of confronting these issues will require reliable information and objective analyses on which they can make decisions. BGR's unique public service responds precisely to this need.

With this context, let us know your thoughts on how BGR could focus its research for significant impact in the coming months: <https://bit.ly/opentoneideas>

The following information about our current work plan, including its purpose and the types of topics we research and write about, might spark ideas, and we are hopeful that you will share them with us.

### **Delivering on Our Current Work Plan**


BGR has published 14 reports since launching its current work plan in January 2019. They are part of an [online library](#) of more than 200 reports published since 1996.

BGR's research reports provide facts, background, analysis and recommendations to help government in the greater New Orleans area work better for citizens and businesses. Here is a snapshot of some of the key reports BGR has produced under our current work plan.

- [The Lost Penny: An Analysis of the Orleans Parish Hotel Tax Structure, January 2019](#). This report explained the complex assortment of hotel taxes in New Orleans and compared it to best practices for taxation as well as state and national norms. It found, among other things, that the City of New Orleans' hotel taxes for general municipal purposes were too low due to the suspension of a 1% tax more than 50 years earlier. The Legislature ended the suspension in 2019, an action that will provide new annual revenue for City and Sewerage & Water Board infrastructure.
- [\\$1 Billion Question Revisited: Updating BGR's 2015 Analysis of Orleans Parish Tax](#)



[Revenues, April 2019](#). As a follow-up to a 2015 BGR report calling for a more optimal allocation of tax revenues in Orleans Parish, this report updated the picture of local taxes and funding priorities to help public officials and citizens align tax dedications with high-priority needs. The report also reviewed progress toward reevaluating tax allocations. BGR reiterated its call for the City of New Orleans to conduct a comprehensive review of tax dedications.

- [A Look Back to Plan Ahead: Analyzing Past New Orleans Budgets to Guide Funding Priorities, October 2019](#). This report analyzed growth in revenues and changes in expenditures in the City of New Orleans' General Fund from 2010 to 2019 to help identify how budget priorities evolved and why. BGR pointed to ways the City can make better use of existing resources to meet high-priority needs and called for the City to conduct a comprehensive review of the budget for opportunities to cut costs or slow their growth. It also identified specific departments and budget line items that warrant further scrutiny. Further, BGR urged the City to develop a long-term financial plan.
- [Assessing the Assessor: Progress on Property Assessment Reform in New Orleans, November 2019](#). This report evaluated the Orleans Parish Assessor's Office nearly a decade after voters replaced seven independently elected assessors with a single parishwide office. Among the findings: the single assessor has made strides in some areas important to implementing a model assessment system in New Orleans. BGR also noted, however, that the assessor has made inadequate progress in some fundamental areas, including valuation practices, exemption administration and public transparency.
- [Learning Curve: A Guide to Navigating School Funding in New Orleans' Unified District, March 2020](#). This report presents a comprehensive explanation of K-12 public school funding in New Orleans less than two years since the unification of the city's school system under the control of the Orleans Parish School Board and its district, NOLA Public Schools. The report is a guide for citizens, policymakers and others working to ensure fair funding allocations for charter schools and efficient management and oversight of the school system. 
- [Conventional Wisdom: Pausing the Convention Hotel Deal to Assess the Pandemic's Impact and Reduce Public Costs, April 2020](#). Our latest report on the proposed 1,200-room convention headquarters hotel for the New Orleans Ernest N. Morial Convention Center highlights the need to assess the coronavirus pandemic's impacts on tourism and conventions, and significantly reduce the public's nearly \$800 million cost over 40 years. The report includes BGR's pre-pandemic analysis that raises questions about the size and necessity of the proposed public contributions in the tentative deal.

BGR's research team continues its focus on adding long-term value to the public dialogue on matters that significantly affect citizens and business across the greater New Orleans area. Reports in progress include:

- A re-examination of Sewerage and Water Board governance to understand whether citizens could be better served by different processes or an alternate model.
- An analysis of options to overcome historical problems in the relationship between the Orleans Parish Sheriff and the City of New Orleans in governing and funding the parish jail.
- Development of recommendations for the State Legislature to bring Louisiana's overly broad tax exemption for nonprofit-owned property in line with national norms to more



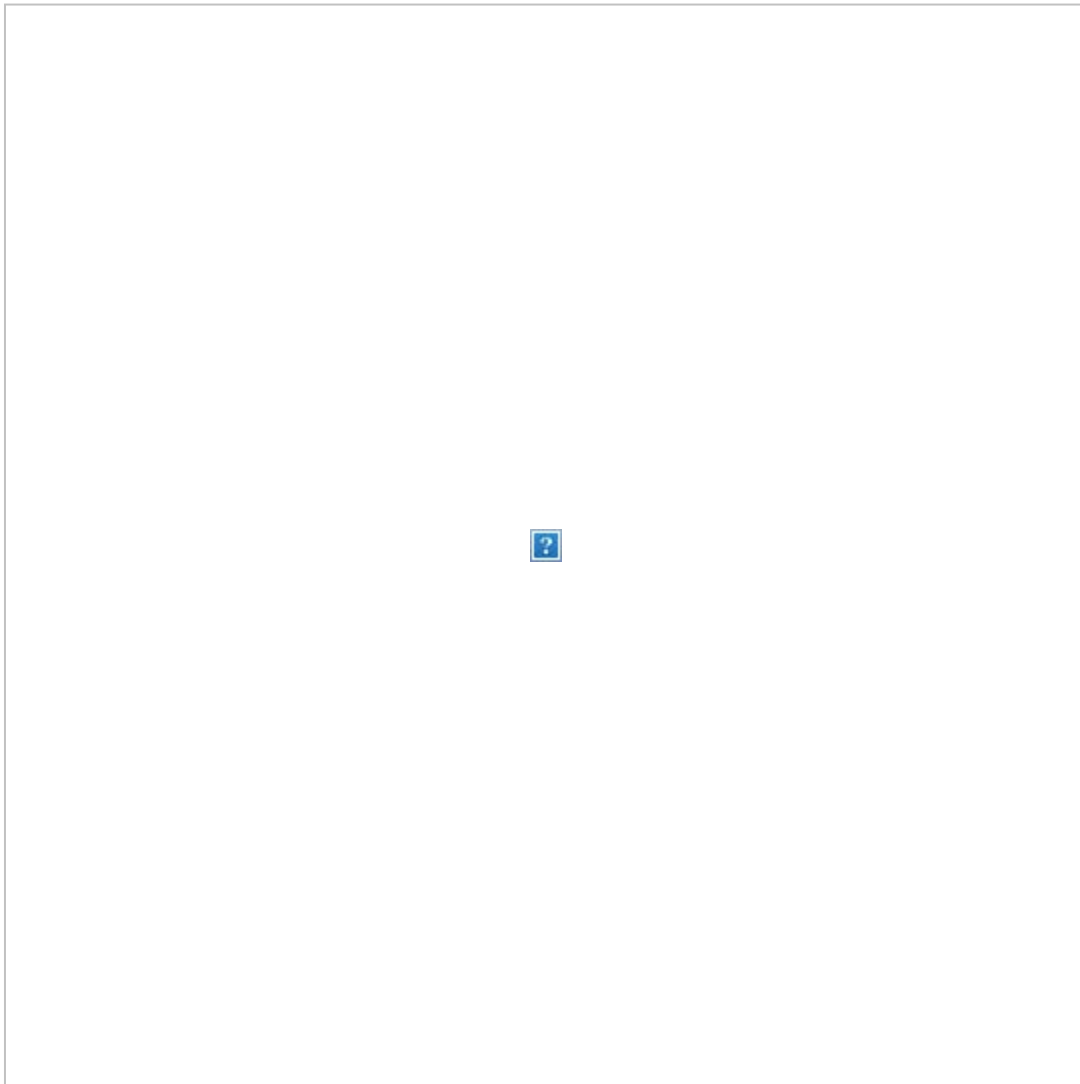
fairly distribute the tax burden among property owners.

- A review of economic development tax incentives in Orleans, Jefferson and St. Tammany parishes for greater efficiency and effectiveness.

### **What Research Ideas Does BGR Consider?**

We consider all ideas we receive. As mentioned above, some come from our continuous monitoring of public entities in Orleans, Jefferson and St. Tammany parishes. Some topics are an outgrowth of prior reports. Other ideas come to us throughout the year by email or in conversations with concerned citizens and policymakers who attend our public forums.

BGR looks for research ideas in five substantive areas, as shown in the chart:



- **General Administration and Structure**, which covers issues related to general government functions and organization, such as the performance of the City of New Orleans and the Jefferson and St. Tammany parish governments, the administration of local civil service systems and governmental ethics.
- **Infrastructure**, which includes streets, water and sewer systems, and flood control and stormwater management.

- **Government Finance**, which covers issues related to budgeting for municipal operations, assessments, taxation, pensions and contracting.
- **Essential Services and Core Systems**, which includes systems and services that every community must have to provide quality education, public safety, public transportation and recreation for citizens.
- **Public Involvement in the Private Sector**, which studies areas in which the public and private sectors come together to serve citizens, businesses and visitors, such as economic development, tourism, conventions and sports, planning and zoning laws, and housing subsidies.

As you might suspect, we receive more research suggestions than we can address. We prioritize projects by evaluating each one based on time sensitivity, the necessity for BGR's work to inform the public dialogue, and the potential for improved outcomes that will benefit the residents and businesses in the region. Our board of directors ultimately approves the work plan.

### **The Best Time to Submit Your Ideas is...Now**

Please submit ideas for the BGR work plan as soon as you can. Time is of the essence, as we are beginning our update now.

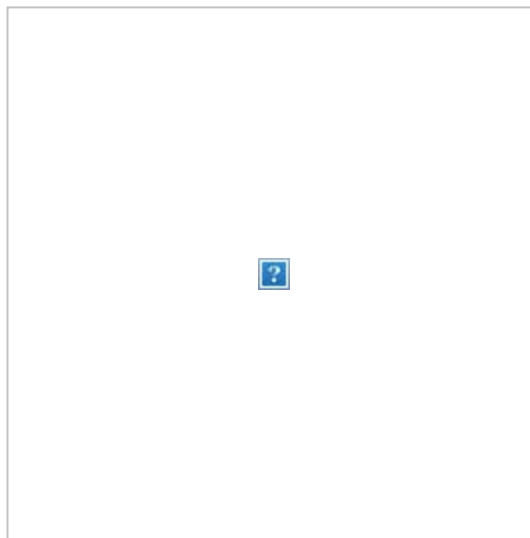
We look forward to hearing from you.

[Send Us Your Research Ideas](#)

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### **Read More from BGR**

This article is part of BGR's [Perspectives on Public Policy](#) series, which features insights from BGR team members about the organization and its work in the metropolitan New Orleans area.



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**The Bureau of Governmental Research (BGR)** is a private, nonprofit, independent research organization dedicated to informed public policy making and the effective use of public resources for the improvement of government in the New Orleans metropolitan area. For more information, visit [www.bgr.org](http://www.bgr.org).

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**To maintain our independence**, we rely on the private support of individuals, businesses and foundations, and do not seek public funding or contracts. Please consider supporting our work by becoming a member of BGR.

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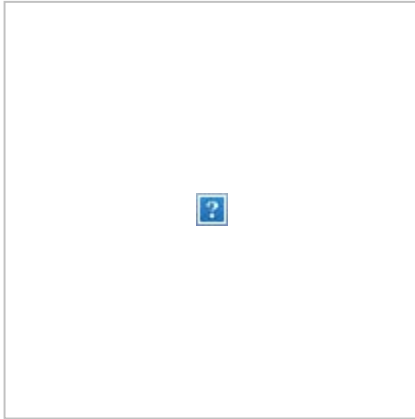


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**Cc:** Susan S. Villavaso; Jeffrey E. Schwartz; Marjorianna B. Willman; Camille M. Hazeur; Lisa D. Alexis; Nicole J. Heyman  
**Subject:** Internal Messaging for Reopening, Phase One  
**Date:** Friday, May 15, 2020 5:57:50 AM  
**Attachments:** TWITTER Phase 1 - Can Open.png  
TWITTER Phase 1 - Cannot Open.png  
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Instagram Phase 1 - Cannot Open.png  
Instagram Phase 1 - Stays Same.png  
TWITTER Phase - Stays Same.png  
Phase 1 Instagram - Can Open.png

Good morning, team.

As we move into Phase One of reopening the City, it is critical that our internal team and all employees have visibility on what the "new normal" will look like and how it is being implemented. To that end, we ask that all directors and department heads use the following information to message down-stream to each respective team. Laura Mellem at NOHSEP and Sarah Babcock at NOHD have done a superhuman job creating and curating a comprehensive body of information detailing all the changes as we begin to ease restrictions and answering all the questions that are likely to arise.

Please direct all of your people to the Safe Reopening site at the following link. This information is also pasted in to the bottom of this e-mail:  
<https://ready.nola.gov/incident/coronavirus/safe-reopening/>

In addition, please disseminate the attached graphics as appropriate --- providing guidance as to what is different under the new rules and what has not changed.

You should also be directing employees and residents to an online reporting feature on the website for people to report non-compliant businesses. Tyrell and his team at OPCD have provided this functionality to communicate complaints for appropriate investigation and enforcement:

<https://nola311.org/service-request/>

Please push this information out to your direct reports and to all relevant stakeholders. We ask that the Public Safety team distribute this to all appropriate leadership for dissemination at the district level and down to the "boots on the ground".

Guidance as to how the phased reopening will impact each department will be specified by the individual department heads and the CAO team, and each department should be messaging those specifics to their people in conjunction with this overall messaging. The public information, and the universal changes and restrictions described below, should be shared widely and messaged directly to each team from their respective leadership.

Thank you all for your help, and for your leadership. Please reach out to me or my team with any questions. Throughout the day and the weekend, the Comms team will be tapping some department heads for public messaging in the media regarding Phase One. I thank you in advance for your help and for your time.

-B.

\*\*\*

# Safe Reopening

Protecting public health and safety will continue to drive the City of New Orleans' response to COVID-19. With sustained low case numbers, ramped up testing, and other key milestones, the City may begin to ease restrictions in phases. This will be done gradually, intentionally, and [based on data](#) that weighs potential benefits against the threat to our community, especially our most vulnerable residents. It is possible that New Orleans, like other communities, will go through several waves of outbreaks, restrictions, and easing. The more our residents follow safe guidelines, the faster we can return to a sense of normalcy.

Safe reopening procedures and decisions will be informed by State and Federal guidance, an internal City task force, external advisory groups, and robust data analysis.

[View COVID-19 Data Dashboard](#)

## Milestones to Progress

Specific public health milestones must be met before the City will begin to ease restrictions and progress from one phase to another. If these criteria are not met or if there is a spike in cases or deaths, it may be necessary to move back to stricter measures.

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### Decline in cases

Sustained trend of low and declining new cases

### Increased testing capabilities

Supplies, staffing, and lab capacity to consistently test 4 to 5% of the population each month

### Robust isolation procedures

Robust contact tracing, monitoring, and isolation capacity to rapidly isolate new cases and their close contacts

## Healthcare capacity

Healthcare system with adequate capacity to treat both COVID-19 and non-COVID-19 patients without requiring surge capacity, including staffing, facilities, PPE, and equipment

# Phases for a Safe Reopening

The City of New Orleans' phases for a safe reopening are closely aligned with those set by the State of Louisiana and the White House.

[Stay Home Order](#) [Phase One: Safest at Home](#) [Phase Two: Safer at Home](#) [Phase Three: Safe for Most](#) [Phase Four: Safe in a Herd](#)  
BEGINNING MAY 16, 2020

## Phase One: Safest at Home

Phase One will ease the Stay Home Order and restrictions on *some* low-risk operations, while implementing limits on occupancy, social distancing measures, and requirements for personal protective equipment. If milestones for progress are not met or if there is a spike in cases or deaths, it may be necessary to move back to stricter measures. Phase One in Orleans Parish will begin at 6 a.m. Saturday, May 16.

### What Stays the Same

- Continue to stay home except for essential needs and other permitted activities on a limited basis.
- Seniors and people with serious medical conditions should continue to stay home.
- Gatherings are limited to a **household size**. Limit the number of people with whom you regularly come into contact to a small and consistent "crew."
- Everyone must wear a mask or face covering when performing activities in public. You do not need to wear a face covering while performing outdoor recreation but you must abide by all social distancing and hygiene rules.
- Practice social distancing, wash hands often, and frequently disinfect surfaces.
- Continue to work from home if you are able.
- Stay home if you are sick.
- If you have been in close contact with someone who is COVID-19 positive, you must quarantine for 14 days.
- All non-essential businesses and organizations will continue to stay closed during Phase One, except under the following conditions, as outlined by the Governor's Office and the Mayor's Office. These exceptions are only allowed while paired with strict requirements for social distancing, face coverings and other PPE, and hygiene and cleaning protocols.

### Operations Allowed in Phase One

If you have a business or an organization in Orleans Parish, **you are required to register with the Louisiana State Fire Marshal's Office** at [openSafely.la.gov](https://openSafely.la.gov). **Bolded items** are specific requirements for businesses operating in Orleans Parish:

#### SHOPPING MALLS AND RETAIL STORES

- Stores with exterior entrances limited to 25% of permitted occupancy. Stores within malls with no exterior entrances remain closed.
- Curb-side pickup and online shopping are highly encouraged.

#### FOOD SERVICE ESTABLISHMENTS

- **Restaurants with table service should utilize a reservation or appointment system.**
- Only bars with a Louisiana Department of Health food permit are allowed to serve food with same restrictions as restaurant.
- Outdoor seating is allowed.
- Indoor seating is limited to 25% of permitted occupancy.
- Tables must be arranged to keep parties at least six feet away from others.
- Take out and delivery are highly encouraged.
- **No restaurant or food service establishment should serve any alcoholic beverage to a patron who is not also purchasing food.**
- **Video poker is not allowed.**

#### BEAUTY SALONS, BARBER SHOPS, AND NAIL SALONS

- **Service by reservation or appointment only.**
- Limited to 25% of permitted occupancy.
- Chairs must be arranged to keep people at least six feet away from others.
- Gloves must be worn and changed between customers.

#### HOUSES OF WORSHIP

- Services are limited to 25% of permitted occupancy **or 100 people, whichever is fewer.**
- **No choirs permitted.**
- Six feet of distance between people and small groups must be maintained and crowd managers must be provided.
- Seniors and people with serious medical conditions should continue to stay home.
- Interior gathering spaces (ie fellowship halls, classrooms) cannot be used.
- Community assistance services are permitted.
- Online or drive-up services are highly encouraged.

#### CHILDCARE, EARLY LEARNING CENTERS, AND EXTRA CURRICULAR PROGRAMS

- Limited to 10 people per group, including adults.
- Contact sports are not permitted.

#### MOVIE THEATERS

- Limited to 25% of permitted occupancy **or 100 people, whichever is fewer.**
- Six feet of distance between people and small groups must be maintained and crowd managers must be provided.
- Seniors and people with serious medical conditions should continue to stay home.
- Interior gathering spaces cannot be used.

#### MUSEUMS, ZOOS, AQUARIUMS

- Limited to 25% of permitted occupancy.
- **Admission must be staggered using an appointment or reservation system.**
- Six feet of distance between people and small groups must be maintained and crowd managers must be provided.
- Seniors and people with serious medical conditions should continue to stay home.
- Interior gathering spaces cannot be used.

#### GYMS AND FITNESS CENTERS

- Limited to 25% of permitted occupancy.
- **Contact sports and group fitness classes are not allowed.**
- Individual personal training allowed without physical touching and with strict social distancing.
- Equipment and exercise areas must be arranged to keep people at least six feet away from others.
- **No use of locker rooms, showers, saunas, or spas allowed.**

#### OFFICE BUILDINGS AND BUSINESSES

- People who can work from home should continue to do so.
- Limited to 25% of permitted occupancy.
- Conference rooms limited to 10 people with six feet between each individual.
- Virtual meetings are highly encouraged.

#### LIBRARIES

- Limited to 25% of permitted occupancy.
- Story time or other group events are not permitted.

#### OUTDOOR RECREATION SPACES, SPORTS COMPLEXES, PARKS AND PLAYGROUNDS

- Parks and playgrounds can reopen, but residents must avoid close contact with others.
- Permitted sports include running, biking, lap swimming, tennis, golf, archery, curling, softball, and baseball. No spectating from bleachers nor dugout use will be allowed.
- Contact sports are not permitted.

#### RACETRACKS

- No spectators allowed.
- Casinos and video poker not allowed.

## Not Allowed in Phase One

#### CASINOS AND VIDEO POKER (NOT ALLOWED IN ORLEANS PARISH)

#### SPAS, TATTOO, AND MASSAGE ESTABLISHMENTS

#### LIVE ENTERTAINMENT, AMUSEMENT, AND EVENT VENUES

#### CHILDREN'S MUSEUMS

#### BARS WITHOUT FOOD PERMITS

#### PRIVATE GATHERINGS WITH MORE THAN A REASONABLE HOUSEHOLD SIZE

## Other business types

Question	Answer
<b>Art dealers</b>	Art dealers should follow the guidelines of retailers at 25% capacity. Events are not allowed.
<b>Art markets</b>	No events such as pop-up markets in parks will be allowed in Phase One.
<b>Book stores</b>	Book stores should follow the guidelines of retailers at 25% capacity. Events are not allowed.
<b>Car washes</b>	Car washes can operate as normal.
<b>Cemeteries</b>	Cemeteries should follow guidelines for outdoor spaces.
<b>Civic and social organizations</b>	Civic and social organizations should follow the guidelines for businesses. Events or gatherings are not allowed.
<b>Dance and yoga studios</b>	Dance and yoga studios should follow guidance for gyms. Group fitness classes are not allowed.
<b>Dry cleaners and laundromats</b>	Dry cleaners and laundromats should follow the guidelines of retailers at 25% capacity.
<b>Farmers markets</b>	Farmers markets should follow the guidelines for retailers at 25% capacity.
<b>Florists</b>	Florists should follow the guidelines for retailers at 25% capacity.
<b>French Market</b>	The French Market should follow the guidelines for retailers at 25% capacity.
<b>Funerals</b>	Funeral homes and funerals should follow the funeral home guidelines established during the Stay Home order. Gatherings larger than a household size are not allowed in Phase One.
<b>Furniture stores</b>	Furniture stores should follow the guidelines for retailers at 25% capacity.
<b>Marinas</b>	Marinas should follow guidelines for outdoor spaces.
<b>Pawn shops</b>	Pawn shops should follow guidelines for retailers at 25% capacity.
<b>Pet salons or dog groomers</b>	Pet salons or dog groomers should follow guidelines for businesses.
<b>Real estate</b>	Real estate should follow guidelines for businesses. Events are not allowed.
<b>Reception halls</b>	Reception halls will not be allowed to open in Phase One.
<b>Strip clubs</b>	Strip clubs will not be allowed to open in Phase One.
<b>Tours</b>	Tours will not be allowed to open in Phase One.
<b>Weddings</b>	Gatherings larger than a household size are not allowed in Phase One.

Other FAQs

#### **WHAT WILL BE ALLOWED TO OPEN IN PHASES TWO AND THREE?**

Right now we are focused on Phase One and getting the lowest risk businesses in our economy to reopen. Phase Two will open more types of medium risk businesses and may allow for greater capacity limits. These will be dependent on how well we do in Phase One and how well people follow the social distancing measures such as staying six feet apart and wearing a mask in public.

#### **HOW WILL REOPENING IMPACT UNEMPLOYMENT?**

Unemployment Insurance benefits that you may be receiving will continue—you are eligible to receive state benefits for up to 26 weeks from when you first filed, and up to 39 weeks for the additional federal pandemic unemployment. Any continued reduction in your work hours due to COVID should mean that you are still eligible to receive at least some of your unemployment insurance benefits.

#### **WHAT IF I WANT TO STAY HOME INSTEAD OF GOING BACK TO WORK?**

If your employer has requested that you come back to work, you will need to weigh whether you are comfortable returning to work, given your personal situation. If you decide to return to work, you should still be eligible to receive at least some of your unemployment benefits, so long as you have reduced hours due to COVID. Once your hours return to their full amount prior to COVID, then you no longer will receive UI benefits. If you quit your job, you no longer are eligible for unemployment, and refusal of work can disqualify individuals from all claims. The Louisiana Workforce Commission will continue to require weekly certifications of work searches and any UI claims made.

#### **WILL I BE ABLE TO USE WORKERS COMPENSATION IF I GET COVID AT WORK?**

If you test positive for COVID and you believe that you got it at work, you can inform your employer. There will need to be a standard investigation for workers compensation to prove that you did contract the virus at work.

#### **HOW LONG WILL THE PHASES LAST?**

There is no set timeframe for reopening and will be based on data. We will need to watch the number of cases, hospitalizations and our public health capacity over the next few weeks. If we see these numbers continue moving in the right direction, then we will be able to move into Phase Two. If we see a spike in new cases or hospitalizations, we will need to re-issue the state at home mandate and close businesses again.

#### **WHAT DO BUSINESSES NEED TO DO TO PREPARE FOR CONTACT TRACING?**

Businesses should do everything possible to limit close contact, which is defined as being within 6 ft of another person for more than 10 minutes. In general, LDH will not provide the name of anyone who has tested positive to a business, but may contact a business to collect information about employees who may have been exposed. Anyone that is placed under quarantine will be provided documentation which they can provide to their employer. Paid sick leave policies should be updated to cover people who have been quarantined.

#### **DO BUSINESSES NEED TO KEEP LOGS OF CUSTOMERS?**

For businesses that cannot maintain strict social distancing such as beauty salons, barber shops, nail salons, restaurants, and ridesharing, they will need to operate with reservations or appointments to track which staff interacted with customers. The only information that needs to be collected is name and phone number.

# Prepare to Modify Your Operations

## Register your Business With the State Fire Marshal

If you have a business or an organization in Orleans Parish, **you are required to register with the Louisiana State Fire Marshal's Office** at [OpenSafely.la.gov](https://www.opensafely.la.gov). This process will answer the important questions:

- When can I partially or fully open my business?
- What are the steps to open my business?
- What changes can be expected for businesses that have been operating, but with restrictions?
- What restrictions are my business subject to, if any?
- Are there any new sanitation requirements for my business?
- Are there any personal protective requirements (masks, gloves, etc.) for my employees?

## See additional resources for operating safely

- [City of New Orleans Protecting the Safety and Health of Workers and Patrons training](#)
- [NOIA Ready tips to prevent the spread of COVID-19](#)
- [Resources from the CDC](#)

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# Enforcement

The Department of Safety and Permits and the New Orleans Police Department will enforce requirements for Phase One operations and the limit on gatherings. Residents should call 3-1-1 or go to [nola311.org](https://www.nola311.org) to make a complaint about a violation of these restrictions. Complaints about businesses can also be made to the State Fire Marshal's Office by visiting [OpenSafely.la.gov](https://www.opensafely.la.gov). Anyone not following these requirements may be found in violation of [Chapter 54 Section 501](#) of the New Orleans Criminal Code, which may result in a misdemeanor citation and a fine up to \$500 or six months in jail.

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**From:** [Tulanian Now](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** EXTERNAL EMAIL: COVID-19 Special Edition  
**Date:** Wednesday, May 13, 2020 10:04:51 AM

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Tulanian Now



WEDNESDAY, MAY 13, 2020

Antibody tests are being developed to look for signs of previous COVID-19 infection.



Antibody tests to look for signs of previous COVID-19 infection are being developed at the Tulane University ACL/BSL Core Facility downtown.

## Latest COVID-19 News

Since our founding in 1834 as a medical college, Tulane University has been a leader in the fight against infectious diseases. *Tulanian Now* is a biweekly resource of information and updates about Tulane's efforts to combat COVID-19.

**Early study shows coronavirus**

woman sneezing



## **can live in the air over 16 hours**

Chad Roy, PhD, director of infectious disease aerobiology at the Tulane National Primate Research Center, found that the novel coronavirus, SARS-CoV-2, survives in the air much longer than similar viruses such as SARS or MERS.

**[Read the Story](#)**

---

Fast Grant scientists



## **From proposals to funded research in 48 hours: scientists receive Fast Grants**

Three Tulane University researchers are the recipients of new Fast Grants, awards designed to quickly fund COVID-19 related projects. Mairi Noverr, Monica Vaccari and Tracy Fischer received fast funding for their proposals.

**[Read the Story](#)**

---



## **Goggles for Docs sends protective eye gear to COVID-19 frontline medical workers**

Dr. Marcia Glass, an associate professor of medicine at Tulane University School of Medicine, coordinated a donation from Goggles for Docs, a nationwide effort to deliver protective goggles to frontline workers caring for COVID-19 patients.

**[Read the Story](#)**

---

Clay Christian



## **Going viral: Tulane staffer shifts roles into COVID-19 science whisperer**

Clay Christian, who works in the Tulane Office of Research Business Development, uses knowledge from his PhD in biomedical sciences to write the School of Medicine's Tulane COVID-19 Daily Digest.

**[Read the Story](#)**

Musician performing



## **Musicians serenade city's healthcare heroes in 'Letters from the Porch' concert series**

At a time when many New Orleans musicians can't work because of COVID-19 closures, the School of Medicine has partnered with local artists in a grass-roots effort to support the city's cultural economy, while also bringing moments of joy to healthcare workers on the front lines of the pandemic.

**[Read the Story](#)**

## **University Roundup**

### **Famous guest speakers visit classes, virtually**

From an Academy Award–winning screenwriter to a Tony Award–winning costume designer and a former U.S. Secretary of State, special guest speakers dropped into virtual Tulane classes this spring.

Clint Ramos



### **Virtual choir shares moving musical performance**

The Tulane-Newcomb choir dedicated "Good Night, Dear Heart" to those who have lost their life to COVID-19.

Choir performs via Zoom

Hunt Slonem sculpture



## **In the midst of the pandemic: The luminous, fantastical, and endlessly fascinating world of Hunt Slonem**

A most illustrious living artistic Tulane alumnus shares his wisdom and muses on Louisiana, life, creativity and joy.

## **Upcoming Events**

### **TUgether Connecting the Class of 2020**

*May 16 at 2 p.m.*

Join President Michael A. Fitts and very special celebrity guests for a livestream event as we celebrate the academic achievements of the Class of 2020. [Learn More](#)

### **Tulane Innovation: The Race for COVID-19 Treatments, Tests and a Vaccine**

*May 18 from 11 a.m. - 12 p.m.*

Don't miss the next installment of our Tulane Innovation webinar series as Kimberly Foster, dean of the School of Science and Engineering, discusses the race for treatments, tests and a vaccine for COVID-19 with Robert Garry, professor of microbiology and immunology at the School of Medicine, and Skip Bohm, associate director and chief veterinary medical officer at the Tulane National Primate Research Center. [Register Now](#)

## **In the News**

### **Librarian volunteers help WHO make Sense of COVID information**

#### **Library Journal**

David Banush, dean of libraries at Tulane's Howard-Tilton Memorial Library, believes the LRC will help universities understand the value of librarians beyond their traditional mandate.

### **Trump administration terminates funding of coronavirus bat research in China**

#### **CBS News**

Professor Robert Garry of the Tulane School of Medicine joins CBSN to talk about funding cuts, conspiracy theories, and the importance of cataloging the hundreds of different

coronaviruses found in Chinese bats.

## Will coronavirus be the death or salvation of big plastic?

### Time

"It's a sad scenario in West Texas," Eric Smith, associate director of the Tulane Energy Institute, told industry news outlet 1020 Industry Report earlier this month. "This is perfectly good natural gas, but it's being flared. The price is so low that there's no incentive for them to do anything else."

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**Cc:** [Gabriel Morley](#); [Chad J. Brown](#); [Gilbert A. Montaño](#); [Emily F. Wolff](#); [Courtney W. Story](#); [Matt Patin](#); [Joshua McGlothlin](#); [Julien P. Meyer](#); [Demetris Barrow](#); [Kai L. Wells](#)  
**Subject:** RE: URGENT: Bid Procurement Approval Request for Piggyback on Pinnacle Contract for a Blanket PO  
**Date:** Tuesday, May 12, 2020 11:43:01 AM

---

Many thanks, I will follow up with him as well.

**Ross J. Bourgeois**

Administrator, Public Safety Support Services  
Office of Homeland Security and Emergency Preparedness  
City of New Orleans  
504-658-3930 office  
504-377-6631 cell  
[rbourgeois@nola.gov](mailto:rbourgeois@nola.gov)

---

**From:** Michel Thompson <MThompson@nolalibrary.org>  
**Sent:** Tuesday, May 12, 2020 11:31 AM  
**To:** Chad J. Brown <Cjbrown@nola.gov>; Ross J. Bourgeois <ross@nola.gov>  
**Cc:** Gabriel Morley <gmorley@nolalibrary.org>; Chad J. Brown <Cjbrown@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Emily F. Wolff <Emily.Wolff@nola.gov>; Ross J. Bourgeois <ross@nola.gov>; Courtney W. Story <Courtney.Story@nola.gov>; Matt Patin <mbpatin@nola.gov>; Joshua McGlothlin <JMcglothlin@nolalibrary.org>; Julien P. Meyer <Jpmeyer@nola.gov>; Demetris Barrow <dmbarrow@nola.gov>; Kai L. Wells <klwells@nola.gov>  
**Subject:** RE: URGENT: Bid Procurement Approval Request for Piggyback on Pinnacle Contract for a Blanket PO

**INTER-AGENCY EMAIL**

Good morning,

A PO was awarded and emailed this morning to Pinnacle Security. I also email the owner, Chad Perez, alerting him we are ready for his invoices to be uploaded.

Thank you to everyone for your help and attention to expediting this matter especially during this demanding time.

Sincerely,

Michel

---

**From:** Michel Thompson  
**Sent:** Thursday, May 7, 2020 2:24 PM  
**To:** Julien P. Meyer ([jpmeyer@nola.gov](mailto:jpmeyer@nola.gov)) <[jpmeyer@nola.gov](mailto:jpmeyer@nola.gov)>  
**Cc:** Gabriel Morley <[GMorley@nolalibrary.org](mailto:GMorley@nolalibrary.org)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; [Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov); Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Ross J. Bourgeois <[ross@nola.gov](mailto:ross@nola.gov)>; Courtney W. Story <[Courtney.Story@nola.gov](mailto:Courtney.Story@nola.gov)>; Matt Patin <[mbpatin@nola.gov](mailto:mbpatin@nola.gov)>; Joshua McGlothlin

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**Importance:** High

Good afternoon Julien,

Can you please give special attention to the attached Bid Procurement in need of your approval for a blanket PO?

I've attached the approved Spending Freeze Form from CAO and the contract for your reference.

Thank you for your attention to this matter.

Michel

---

**Michel N. Thompson | Business Manager/Fiscal Officer/Capital Projects**

Phone: 504.596.2603 | 219 Loyola Avenue, New Orleans, LA 70112

[mthompson@nolalibrary.org](mailto:mthompson@nolalibrary.org)

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**Cc:** [Gabriel Morley](#); [Chad J. Brown](#); [Gilbert A. Montaño](#); [Emily F. Wolff](#); [Ross J. Bourgeois](#); [Courtney W. Story](#); [Matt Patin](#); [Joshua McGlothlin](#); [Kai L. Wells](#); [Demetris Barrow](#)  
**Subject:** RE: URGENT: Bid Procurement Approval Request for Piggyback on Pinnacle Contract for a Blanket PO  
**Date:** Monday, May 11, 2020 10:12:32 AM

---

**INTER-AGENCY EMAIL**

Thank you!

---

**From:** Julien P. Meyer [mailto:Jpmeyer@nola.gov]  
**Sent:** Monday, May 11, 2020 10:10 AM  
**To:** Michel Thompson <MThompson@nolalibrary.org>  
**Cc:** Gabriel Morley <GMorley@nolalibrary.org>; Chad J. Brown <Cjbrown@nola.gov>; Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Emily F. Wolff <Emily.Wolff@nola.gov>; Ross J. Bourgeois <ross@nola.gov>; Courtney W. Story <Courtney.Story@nola.gov>; Matt Patin <mbpatin@nola.gov>; Joshua McGlothlin <JMcglothlin@nolalibrary.org>; Kai L. Wells <klwells@nola.gov>; Demetris Barrow <dmbarrow@nola.gov>  
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Good morning,

We will.

In the future, please make sure to copy Kai, but especially your buyer, Demetris, so she is aware and act on it.

I am adding them.

Best,

Julien

Julien Meyer

Chief Procurement Officer

Office of Procurement/Bureau of Purchasing

City of New Orleans

1300 Perdido Street, Suite 4w07

New Orleans, Louisiana 70112

Telephone: (504) 658-1550 (main line)

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Also visit our webpage at: <https://nola.gov/purchasing/>



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**Cc:** Gabriel Morley <[gmorley@nolalibrary.org](mailto:gmorley@nolalibrary.org)>; Chad J. Brown <[Cjbrown@nola.gov](mailto:Cjbrown@nola.gov)>; Gilbert A. Montaña <[Gilbert.Montano@nola.gov](mailto:Gilbert.Montano@nola.gov)>; Emily F. Wolff <[Emily.Wolff@nola.gov](mailto:Emily.Wolff@nola.gov)>; Ross J. Bourgeois <[ross@nola.gov](mailto:ross@nola.gov)>; Courtney W. Story <[Courtney.Story@nola.gov](mailto:Courtney.Story@nola.gov)>; Matt Patin <[mbpatin@nola.gov](mailto:mbpatin@nola.gov)>; Joshua McGlothlin <[JMcglothlin@nolalibrary.org](mailto:JMcglothlin@nolalibrary.org)>

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**Importance:** High

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Thank you,

Michel

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[mthompson@nolalibrary.org](mailto:mthompson@nolalibrary.org)

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**Subject:** RE: URGENT: Bid Procurement Approval Request for Piggyback on Pinnacle Contract for a Blanket PO  
**Date:** Monday, May 11, 2020 10:12:15 AM

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**INTER-AGENCY EMAIL**

Will do.

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[mthompson@nolalibrary.org](mailto:mthompson@nolalibrary.org)

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**To:** [Michel Thompson](#); [Julien P. Meyer](#)  
**Cc:** [Gabriel Morley](#); [Gilbert A. Montaño](#); [Emily F. Wolff](#); [Ross J. Bourgeois](#); [Courtney W. Story](#); [Matt Patin](#); [Joshua McGlothlin](#)  
**Subject:** RE: URGENT: Bid Procurement Approval Request for Piggyback on Pinnacle Contract for a Blanket PO  
**Date:** Thursday, May 7, 2020 2:34:50 PM  
**Attachments:** [noreply@nola.gov\\_20200507\\_160029.pdf](#)

---

Julien,

Please find the approved bid form (by CAO).

Thanks.

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer | City of New Orleans

---

**From:** Michel Thompson <MThompson@nolalibrary.org>  
**Sent:** Thursday, May 7, 2020 2:24 PM  
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**From:** [City of New Orleans](#)  
**To:** [Gilbert A. Montaño](#)  
**Subject:** COVID-19 Updates from the Office of Youth & Families  
**Date:** Thursday, May 7, 2020 8:31:49 AM

---

**INTER-AGENCY EMAIL**

Mayor's Office of Youth & Families



**Opportunity | Equity | Youth and Family Voice | Access | Action**



New collage



## COVID-19 Updates

### Message from Director, Emily Wolff:

Em



As is the case for many of you, our work at the Mayor's Office of Youth & Families has transformed dramatically over the last several weeks. Our team has shifted our focus to immediate COVID-19 relief and preparations for our city's longer-term recovery.

We have led various efforts centered on coordinating childcare for first responders, connecting our city workers with mental health support as well as ensuring families have basic access to food, diapers and hygiene products.

We recognize that the COVID-19 crisis is affecting certain communities

differently based on multiple factors such as history, access to services, racism, and systemic oppression. To ensure that every community's needs bubble up to decision-makers we continue to engage a diverse group of leaders (i.e. Latinx, Vietnamese, opportunity youth, etc.) in weekly conversations.

Internally, we have pivoted our [Parent Leadership Training Institute](#) program and the [Junior Civic Leadership Academy](#) to continue virtually. And we are in the process of adapting our Youth Master Planning process and [summer job program for system-involved youth](#) to respond to the current context.

We also celebrated the conclusion of our first Mayor's Youth Advisory Council. The 20 members of the Council met for the last time on May 2<sup>nd</sup> (virtually, of course) and presented Mayor Cantrell with the results of their final impact project. They also shared their ideas for reopening the city and increasing messaging to young people throughout this recovery.

Like you, we are confronting this challenge head-on. Thank you for your efforts and please do not hesitate to reach out to us with any ideas, news and questions.

Yours, in service,

Emily Wolff

Director, Office of Youth and Families

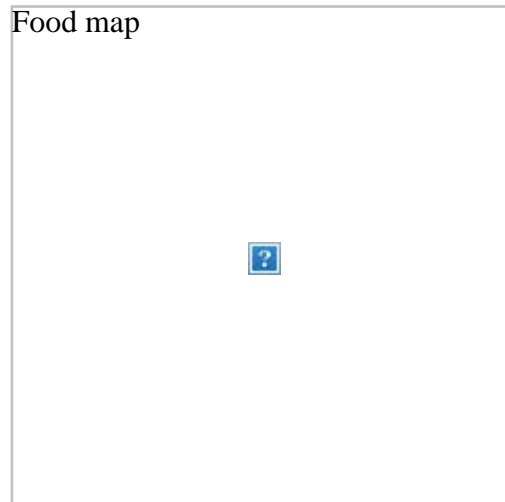
---

## OYF Announcements

### GNOF and City Convene Food Security Task Force

The Office of Youth and Families partnered with the Greater New Orleans Foundation to lead a Citywide Food Security Taskforce. Since the start of the COVID-19 crisis, our city's nonprofits, churches and government agencies mobilized to distribute upwards of 550,000 meals a week to kids, seniors, vulnerable adults and homeless citizens. The task force created a [comprehensive map](#) of all feeding sites across the city. Additionally, the task force conducted a gap analysis to develop projections for

Food map



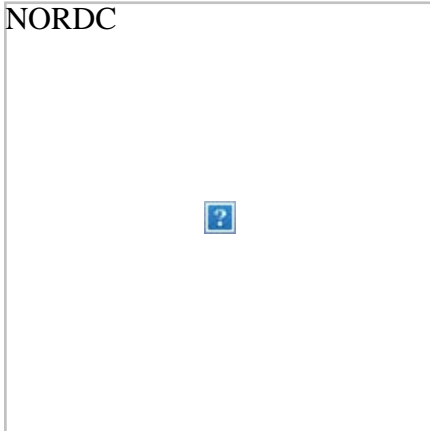
the areas most likely to face food insecurity over the next several months.

## **United Healthcare, Cam Jordan Donate \$30,000 to New Orleans for Maternal and Child Health Supplies**

UnitedHealthcare and the New Orleans Saints' Cam Jordan recently announced a \$30,000 donation to Forward Together New Orleans to ensure that families in New Orleans have the infant and feminine hygiene supplies necessary to maintain a healthy family through the COVID-19 pandemic. The \$25,000 from UnitedHealthcare inspired Cam Jordan to join in with an additional \$5,000 contribution. The Mayor's Office of Youth & Families will direct these resources to families with demonstrated needs through local maternal health and social service organizations. This will be a low-barrier initiative with the goal of serving as many families as possible.

## **NORDC & JOB1 Summer Updates**

NORDC



NORDC and JOB1 are making plans to move forward with some summer camp programming as well as summer youth employment programs. Simultaneously, agencies are preparing contingency plans that involve smaller group sizes, delayed start dates and virtual programming alternatives. Further guidance from city and state health leaders and the CDC will solidify NORDC and JOB1's final plans and more information will be released in the coming weeks.

## **Junior Civic Leadership Academy: Enrollment is Open!**

We are excited to announce that we will host the 2<sup>nd</sup> cohort of Junior Civic Leaders this summer! Please share widely and encourage youth from all backgrounds to apply! The Junior Civic Leadership Academy is free of cost and provides youth with an in-depth look at City government. The program includes hands-on demonstrations and presentations that give participants an insider's view of how the City of New Orleans operates. With this knowledge, students will be better equipped to engage their communities and help improve residents'

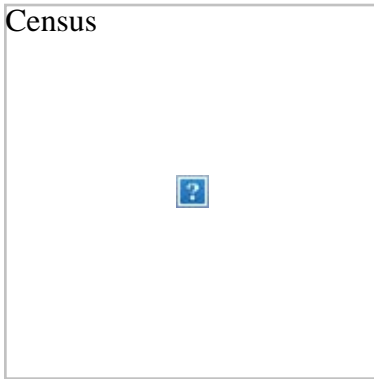
quality of life.

**Who can participate in Junior Civic Leadership Academy?** Youth between the ages of 13 - 18 who live in New Orleans, are interested in government, and are interested in learning how to improve their community. JCLA will meet virtually via Webex on Saturdays from 10:00am - 12:00pm from June 6th through August 1st (excluding July 4th).

Applications will be available online. **Applications must be received no later than 5pm on Friday, May 15th, or until we reach capacity.** For more information and to apply for Junior Civic Leadership Academy [please click here](#).

## 'Be in that number' Complete your census today!

Census



Citywide participation in the [2020 Census](#) is imperative and Mayor Cantrell is calling on our community organizations to spread the word! As of this week, [Orleans parish has a roughly 50% response rate](#), which means we have a long way to go. Please reach out to us at the Office of Youth and Families if you need access to materials to help message the importance of the census to our hard-to-count populations such as families with children under 5 and non-English speakers.

---

## Community Resources

### Join Virtual Summer Fun Programs with the New Orleans Public Libraries

Did you know you can access free [streaming movies](#), [online homework help](#), [e-Books and audiobooks](#), [virtual storytimes](#), [genealogy resources](#), [downloadable music](#), [online language learning](#), [magazines and newspapers](#), and so much more from any place at any time? It's all available, just [FOR YOU](#).

NOPL

Click on a link below to explore our For You pages.

- [For Children - children.nolalibrary.org](http://children.nolalibrary.org)
- [For Teens - teens.nolalibrary.org](http://teens.nolalibrary.org)
- [For Adults - adults.nolalibrary.org](http://adults.nolalibrary.org)
- [For Parents & Caregivers - parents.nolalibrary.org](http://parents.nolalibrary.org)
- [For Educators - educators.nolalibrary.org](http://educators.nolalibrary.org)

## Citywide Feeding Programs for Youth & Families

NORD



NOLA Public Schools, in collaboration with charter school leaders, has coordinated 39 community feeding sites to provide meals for pickup on Mondays and Wednesdays from 9 AM-12 PM. Click [here](#) to find a daily updated list of city wide grab-n-go locations.

In partnership with Share Our Strength/No Kid Hungry Louisiana, **NORD is offering hot meals from 4pm-6pm, Monday through Friday**, at all recreation centers (except

Annunciation Rec Center) for youth ages 18 and under. For more information, [please click this link](#).

## Free Lyft Ride Codes to Community Feeding Sites

In partnership with the New Orleans Public Schools, Lyft is now offering free ride codes to community

feeding sites in Orleans Parish. For more information on entering promo codes, please see [this page](#).

Lyft



## **Applying to College? Check out some Local Changes and Updates to the Admissions Policies**

For updated admission policies and waivers on local colleges and universities, check out the following links:

- [Delgado Community College](#)
- [Dillard University](#)
- [Loyola University New Orleans](#)
- [Southern University at New Orleans](#)
- [Tulane University](#)
- [University of New Orleans](#)
- [Xavier University of Louisiana](#)

## **May is National Mental Health Awareness Month**

May



COVID-19 is affecting us all and may have a strong impact on the mental well-being of adults and youth. There are several resources in our community to help youth and families access mental health support. Click on the links provided below.

[NAMI New Orleans](#) has comprehensive guides for resources and support.

LSU Health and Sciences Center [Child and Family Counseling Clinic](#) is accepting clients.

[The Parenting Center](#) at Children's Hospital and [Training Grounds](#) is providing support for parents over the phone.

[The Institute for Women and Ethnic Studies](#) and [The Family Justice Center](#) are also providing services.

We are all in this together, our mental well being matters!

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## In The News

[Visit Nola Ready for Latest Coronavirus Information](#)

[Donate meals to local food banks by singing 'You Are My Sunshine'](#)

[City offers program for youth to learn civic leadership](#)

[CARES Act to send Louisiana public schools, child care providers millions of dollars in aid](#)

[Mayor Cantrell chosen for global coronavirus economic recovery task force](#)

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**From:** [Michael Hecht](#)  
**To:** [Gilbert A. Montaña](#)  
**Subject:** EXTERNAL EMAIL: GNO, Inc. Coronavirus Update - 5/6  
**Date:** Wednesday, May 6, 2020 10:12:52 PM

---

**EMAIL FROM EXTERNAL SENDER: DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password.**

Regional Stakeholders,

During a crisis, timely, accurate, and actionable information is important. In order to help you get this information, GNO, Inc. is sending out regular updates. Please see below, and feel free to forward.

### **May 6, 2020 Update**

#### News

- **Announcement on Next Steps** – Governor John Bel Edwards is expected to make an [announcement on Monday](#) regarding if Louisiana is ready to move into Phase 1 of reopening the economy on May 15. Louisiana’s current stay at home order is set to expire on May 14. You can read more [here](#).
- **Walk-Up Testing** - Jefferson Parish, the City of Gretna and the City of Kenner will conduct [mobile walk-up COVID-19 testing](#) on May 7 and May 8. On May 7, testing will be available at Regular Baptist Church in Gretna, and on May 8, testing will be available at the Jefferson Parish Library in Kenner.

#### Information

- **GNO, Inc. Webinars** – This week, GNO, Inc. is hosting three webinars that are open to the public. These webinars include:
  - [gener8tor New Orleans Emergency Response Program for Musicians](#) - May 6 - May 8
  - [GNO, Inc. Webinar: Getting Back to Work in the New Normal](#) - May 7, 12:00 p.m.
  - [GNO, Inc. Webinar: Main Street Lending Program](#) - May 8, 12:00 PM
- **“Getting Back to Work, in the New Normal: Best Practices for Business Reopening”** – Last week, GNO, Inc. released a plan for restarting the Greater New Orleans economy, and reopening businesses with a responsible and safety-first approach. The plan provides robust industry-specific recommendations and a framework to safely restart the region’s economy, as well as opportunities for the future. This plan was developed in partnership with many stakeholders, ranging from regional companies, to industry associations, to national consultancies, to global country examples. **You can read the full plan [here](#).**

#### Resources

##### ***Are you looking for:***

- **Online Training?** – A catalogue of opportunities for online training from the region’s higher education partners and private training providers can be found [here](#).

**Work?** – If you want a job in a sector that is surging right now, new openings are on [WorkNOLA.com](http://WorkNOLA.com).

- **Employees?**

- A database of local talent looking for new job opportunities, including quick employment history and skills summary, is on the [WorkNOLA Workforce Directory](#).
- [GNOMatch](#) provides custom connections between companies with lay-offs, and those hiring for transferable skills.

- **COVID-19 Customers/Purchasers?** – If you have pivoted your business to make a new, coronavirus-related product, register on [GNOpivot](#).

- **COVID-19 Supplies/Services?** – If you are looking for PPE, sanitizer, food providers, and other related products and services, search the [GNOpivot Resource Tool](#).

As always, general information is on the [GNO, Inc. Coronavirus Business Resource Page](#).

Please feel free to contact me [mhecht@gnoinc.org](mailto:mhecht@gnoinc.org) or VP Policy Ileana Ledet at [iledet@gnoinc.org](mailto:iledet@gnoinc.org) with any questions or suggestions.

Take care,

Michael

--

**Michael Hecht**

President & CEO

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**Greater New Orleans, Inc.**

1100 Poydras Street, Ste. 3475

New Orleans, LA 70130

[mhecht@gnoinc.org](mailto:mhecht@gnoinc.org)

[www.gnoinc.org](http://www.gnoinc.org)

@MHechtGNO

504.527.6907

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Greater New Orleans, Inc. · 1100 Poydras St Ste 3475 · New Orleans, LA 70163-3404 · USA

**From:** [Emily F. Wolff](#)  
**To:** [Gilbert A. Montañó](#); [Chad J. Brown](#); [Courtney W. Story](#)  
**Cc:** [Gabriel Morley](#)  
**Subject:** NOPL Special Funds Memo  
**Date:** Friday, May 1, 2020 1:38:24 PM  
**Attachments:** [Library Special Funds memo 4.30.20.docx](#)  
[NOPL Special Funds Appropriations 5.1.20.xlsx](#)

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Hi Gilbert--

I am attaching a memo that Dr. Morley and NOPL prepared to describe their plans for the various special funds allocated to their department. We have had several conversations with folks on your team on this and are following through with necessary budget ordinances to quickstart the expenditure of these funds.

Thanks and let us know if other follow-up is required.

Best,  
Emily

--

Emily Wolff

Director, Youth and Families

Office of Mayor LaToya Cantrell | City of New Orleans

1300 Perdido Street | Suite 4W09 | New Orleans, Louisiana 70112

(504) 658-8633 | [emily.wolff@nola.gov](mailto:emily.wolff@nola.gov)



Nine questions. Ten minutes.  
Approximately \$2,291 in federal funding  
From YOUR census response  
[Census New Orleans](#)

**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montañó](#)  
**Subject:** FW: Budget Reduction Plan Review Team - Initial Assignments  
**Date:** Thursday, April 30, 2020 2:57:21 PM  
**Attachments:** [Budget Reduction Review Template.xlsx](#)

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FYI

Chad J. Brown  
Chief of Staff to the Chief Administrative Officer  
City of New Orleans

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**From:** Jonathan T. Wisbey <Jtwisbey@nola.gov>  
**Sent:** Thursday, April 30, 2020 2:56 PM  
**To:** Stephanie M. Hennings <smhennings@nola.gov>; Shelbi M. Flynn <smflynn@nola.gov>; Courtney W. Story <Courtney.Story@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Brian D. Firstley <Bdfirstley@nola.gov>; Cary Grant <grantcary45@gmail.com>; Clarence Lymon <clarence.lymon@nola.gov>; Yulbritton D. Shy <ydshy@nola.gov>; Brittany Bickford <Brittany.Bickford@nola.gov>; Johnny M. Stone <jmstone@nola.gov>  
**Subject:** Budget Reduction Plan Review Team - Initial Assignments

All -

You should have received a link to the shared folder where we are storing submissions. This will be updated as we receive more. I have attached a template. What we are looking for is the following for each agency assigned to you:

1. Review the 200-2 tab and identify any expenses that you do not believe are clearly essential. Put that information into the relevant tab of the attached document. These are just initial flags or questions - if you can obtain information to settle your questions do so but you do not need to do so.
2. Review the Misc tab on the submissions and identify any concrete cost reduction proposals that are included. If a department has submitted supplemental materials such as memos, etc. those materials should be reviewed as well. In the attached spreadsheet, please make one line for each distinct initiative, include a savings price tag

if possible, and include some bullet points that summarize the initiative.

Please let me know if you have any questions. Let's plan to meet at 1 pm tomorrow (I will send separate invite) to discuss results. When complete, you can send me your document and I'll do as much consolidation as possible. Assignments are below

Jon

Agency	Staffer
CAO (OPSE, ITI, EMD, DCAO)	Johnny
Civil Service	Brittany
OCD (Code Enforcement, Economic Development, Community Assets)	Wisbey
Coroner	Brian
JJIC	Wisbey
City Attorney	Wisbey
Capital Projects, DPW, PDU, Resilience	Steph
Mayor's Office (Cultural Econ, IGR, OCJC, NEO, OYF, Supp Div, Trans, Utilities, Workforce Dev)	Johnny
Ethics Review, OIG, OIPM	Brittany
Library	Brittany
Airport	Brittany
Finance	Chad
NOFD	Wisbey/Yulbie/Brian
S&P, CPC, VCC, HDLC	Courtney
NOPD	Wisbey/Yulbie/Brian
Health/NOEMS	Shelbi
NORDC	Yulbie
NOBC, Yacht Harbor	Chad
NOHSEP	Courtney
Parks & Parkways	Yulbie

French Market	Courtney
PM	Wisbey
Sanitation	Wisbey

**From:** [Gilbert A. Montañó](#)  
**To:** [Chad J. Brown](#); [Jonathan T. Wisbey](#); [Clarence Lymon](#)  
**Subject:** Fw: Department Budget Reduction Plan  
**Date:** Wednesday, April 29, 2020 11:54:57 AM  
**Attachments:** [Library Expenses 4.28.20.xlsx](#)

---

Gilbert A. Montañó  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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**From:** Gabriel Morley <GMorley@nolalibrary.org>  
**Sent:** Wednesday, April 29, 2020 11:29 AM  
**To:** Gilbert A. Montañó <Gilbert.Montano@nola.gov>  
**Subject:** Re: Department Budget Reduction Plan

**INTER-AGENCY EMAIL**

Hi

The library forms are attached.

Regarding your request to update the essential/non-essential list... as you will see on the narrative section, the library could begin curbside service of print materials and DVDs after the stay-home order is lifted. We would need to add about 12 more people to make it work smoothly throughout the city.

**Dr. Gabriel Morley | Executive Director - City Librarian**  
Phone: 504.596.2600 | **219 Loyola Ave**, New Orleans, LA 70112

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

---

**From:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>

**Sent:** Thursday, April 23, 2020 1:04 PM

**To:** Tammie T. Jackson <ttjackson@nola.gov>; Kimberly W. LaGrue <Kwlagrue@nola.gov>; Norman L. White <Norman.White@nola.gov>; Winston H. Reid <Whreid@nola.gov>; Timothy A. McConnell <TmccConnell@nola.gov>; Vincent A. Smith <viasmith@nola.gov>; Keith J. LaGrange <Keith.Lagrange@nola.gov>; Joseph W. Threat Sr <Jwthreatsr@nola.gov>; David W. Morris <dwmorris@nola.gov>; Cynthia S. Sylvain-Lear <Cslear@nola.gov>; Ellen M. Lee <Emlee@nola.gov>; Martha J. Grisct <Mjgrisct@nola.gov>; Gabriel Morley <GMorley@nolalibrary.org>; Kyshun Webster Sr <Kyshun.Webster@nola.gov>; Larry Barabino <Larry.Barabino@nola.gov>; Marjorianna B. Willman <marjorianna.willman@nola.gov>; Christina A. Hamilton <CHamilton@nola.gov>; Emily Nichols <Emily.Nichols@nola.gov>; Lisa M. Hudson <lmhudson@nola.gov>; Dwight L. Mckenna <dwright.mckenna@nola.gov>; Dane Ciolino <Dane.Ciolino@nola.gov>; Taylor Casey <tacasey@nola.gov>; Kevin Dolliole <kevind@flymsy.com>; Cynthia M. Connick <cmconnick@nola.gov>; Derry Harper <dharper@nolaoig.gov>; Susan Hutson <shutson@nolaim.gov>; Robert D. Rivers <rdrivers@nola.gov>; Lisa D. Alexis <Lisa.Alexis@nola.gov>; Brian D. Firstley <Bdfirstley@nola.gov>; Elliott Perkins <ceperkins@nola.gov>; Jennifer L. Avegno M.D. <Jennifer.Avegno@nola.gov>; Monika A. Gerhart <Monika.Gerhart@nola.gov>; Mary G. Pettingill <Mgpettingill@nola.gov>; Claudia Riegel <criegel@nola.gov>; Ray J. Bolling <Rjbolling@nola.gov>; Tenisha Stevens <Tenisha.Stevens@nola.gov>; Brian Boyle <Brian.Boyle@nola.gov>; Emily F. Wolff <Emily.Wolff@nola.gov>; Ann E. Macdonald <Aemacdonald@nola.gov>; Camille M. Hazeur <Cmhazeur@nola.gov>; Bryan D. Block <bdblock@nola.gov>; Sunae S. Villavaso <Sunae.Villavaso@nola.gov>; Ramsey J. Green <Ramsey.Green@nola.gov>; Amy B. Trepagnier <abtrepagnier@nola.gov>; Tiffany Crawford <Tiffany.Crawford@nola.gov>; Whitney L. Soenksen <Wlsoenksen@nola.gov>; William T. Salmeron <Wtsalmeron@nola.gov>; Roman Nelson <Rnelson@nola.gov>; Dante M. Bidwell <Dmbidwell@nola.gov>; Marjorianna B. Willman <marjorianna.willman@nola.gov>; Greg R. Nichols <grnichols@nola.gov>; Zachary R. Smith <Zrsmith@nola.gov>; Matt R. Torri <mrtorri@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>; Leslie Alley <LTAley@frenchmarket.org>; Amy B. Trepagnier <abtrepagnier@nola.gov>; Chantell H. Reed <Chantell.Reed@nola.gov>; Michael M. Antoine <Mantoine@nola.gov>; Freda G. Richardson <Fgrichardson@nola.gov>; Julien P. Meyer <Jpmeyer@nola.gov>; Julien P. Meyer <Jpmeyer@nola.gov>; Romy S. Samuel <rssamuel@nola.gov>; Jesse Evans, Jr <jevans2@nola.gov>; Jeffrey E. Schwartz <Jeschwartz@nola.gov>; Liana Elliott <Liana.Elliott@nola.gov>; Michael G. Tidwell <Mgtidwell@nola.gov>; Melissa A. Schigoda <MASchigoda@nola.gov>; Greg R. Nichols <grnichols@nola.gov>; Greg R. Nichols <grnichols@nola.gov>; Dante M. Bidwell <Dmbidwell@nola.gov>; Whitney L. Soenksen <Wlsoenksen@nola.gov>; Matt R. Torri <mrtorri@nola.gov>; Ray J. Bolling <Rjbolling@nola.gov>; David W. Morris <dwmorris@nola.gov>; David W. Morris <dwmorris@nola.gov>; Nicole J. Heyman <Nicole.Heyman@nola.gov>; Terry J. Ebbert <Terry.Ebbert@nola.gov>; Tenisha Stevens <Tenisha.Stevens@nola.gov>; Clarence Lymon <clarence.lymon@nola.gov>; Yulbritton D. Shy <ydshy@nola.gov>; Cary M. Grant <Cmgrant@nola.gov>; Christina A. Hamilton <CHamilton@nola.gov>; Jonathan T. Wisbey



<Jtwisbey@nola.gov>; Shaun D. Ferguson <Sdferguson@nola.gov>; Stephanie M. Hennings <smhennings@nola.gov>; Joshua O. Cox <Joshua.Cox@nola.gov>; Kim T. DeLarge, Jr. <ktdelargejr@nola.gov>; Jonathan M. Rhodes <Jonathan.Rhodes@nola.gov>; Laura B. Bryan <Lbbryan@nola.gov>; Tara G. Richard <Tgrichard@nola.gov>; John D. Pourciau <John.Pourciau@nola.gov>; Johnny M. Stone <jmstone@nola.gov>; Sunni LeBeouf <Sunni.Lebeouf@nola.gov>; Zachary R. Smith <Zrsmith@nola.gov>; Christina A. Hamilton <CHamilton@nola.gov>; Courtney W. Story <Courtney.Story@nola.gov>; Courtney A. Stuckwisch Wong <castuckwisch@nola.gov>; Eldridge Morris <Eldridge.Morris@nola.gov>; Catherine Garcia <catherine.garcia@nola.gov>; Monika A. Gerhart <Monika.Gerhart@nola.gov>; Arthur C. Walton <Arthur.Walton@nola.gov>; Clifton M. Davis <Clifton.Davis@nola.gov>; Tara G. Richard <Tgrichard@nola.gov>

**Cc:** LaToya Cantrell <MayorCantrell@nola.gov>; Gilbert A. Montaña <Gilbert.Montano@nola.gov>

**Subject:** Department Budget Reduction Plan

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Department Leaders –

Thank you all for your continued dedication to our city and for the significant efforts that you and your staff have made to serve our community as we work under these unprecedented conditions. As everyone is aware, cities around the country are facing significant financial challenges as a result of the magnitude of the COVID-19 public health crisis. The economic impact could not have been anticipated, and we must be honest about our new reality. New Orleans is especially vulnerable to these impacts because so much of our revenue depends upon tourism and special events. There is no question that we will need to cut spending over the next eight months in order to align our revenues with our expenditures. This is uncharted territory. We do not know how long it will last or what our budget will look like when the dust settles, but what we must provide are public safety, steady financial leadership, and continuity of government operations.

That being said, I know we have been asking for a lot of information over the last several weeks, and I appreciate the cooperation that you have given. We must recognize that the significance of this pandemic will require us to completely rethink how we budget and finance city operations. As you know, we moved swiftly to institute hiring and contractual spending freezes at the onset of this pandemic. Moreover, we have been gathering important data and developing economic scenarios in order to translate them into fiscal scenarios that we may face. We are also working to the greatest degree possible to identify alternative sources of new funding, including Federal funds from the recently passed CARES Act, while working to maintain our liquidity through our cash-flow analysis. However, we must prepare to solve these fiscal cliffs ourselves if Federal assistance, if any, is insufficient to meet our expected shortfalls.

Ultimately, what the Mayor and I are asking each of you is to develop a thoughtful and comprehensive budget reduction plan for each of your agencies. I appreciate that each of you know your departments better than anyone, and it is vitally important to empower you to help the City of New Orleans get through this time. I ask that you rank your department's priorities to help us reach a mutual understanding of which services are essential to preserve. Taking this more nuanced approach will require a commitment of shared sacrifice from all of you. That is why I am asking you to work proactively to identify areas of potential savings within your budgets. I want to be clear: nothing is off the table. I would like you to look at your personnel and other operating expenses; I would like to know if any of your department's assets can be liquidated, or contractual spending can be decreased, just to name a few.

Attached to this email is a template that can be used to identify areas where you anticipate decreased costs as a result of post-COVID operations, as well as areas of potential efficiency savings or cuts that could be made. However, please do not let this template limit any plans or ideas that you may have so long as they are pragmatic and realistic. Most importantly, I need to know what impact these cuts will have on your operations. I understand that everyone has a mission to accomplish within their department and every program and operation is important. However, this is a time for thoughtful reevaluation, and I hope innovation that will sustain our city. This review should be done with all funding sources in mind, not only General Fund.

I am intentionally not asking each of you to propose a pre-determined amount of money or percentage to cut. Instead, I am relying upon your knowledge of your operations and your understanding of the severity of the situation that we face to propose thoughtful and surgical cuts that you believe would best serve the residents of our city. To ask for a broad stroke percentage cut across all agencies would be a disservice to the citizens of New Orleans. **I am asking you to complete this template and provide it directly to me by COB on Wednesday, April 29<sup>th</sup> or prior.** After review, I or your direct report will discuss with you the details and any questions or concerns we may have. I ask that you treat this request with a realistic, thoughtful, and solution-orientated perspective to address our budget deficit.

I know that some departments have already been working with my staff over the last two weeks to identify some areas of potential contractual savings. I thank you for the time you have put into that work, and I ask you to continue that work by also helping us to identify areas of savings in personnel and non-General Fund spending. You do not need to duplicate the information you have already compiled, but I do ask that you address the information requested that you have not previously submitted. I also know that several weeks ago, all departmental leaders worked hard to help us identify critical vs. non-critical personnel. While I do not need you to repeat that exercise in full, **I am requesting that you send any updates that you have to that list by Wednesday, April 29<sup>th</sup> or prior as well.**

Thank you all for your continued cooperation and support. I wish I did not have to write this letter. However, all New Orleanians, including family households, small businesses, and even our largest employers are looking at their finances and budgets differently right now and so should the City of New Orleans. Difficult decisions will need to be made in the coming weeks and months, but I am confident that each and every one of you are ready to give us the information we need to make those decisions in an informed and deliberate manner that best serves our residents under these incredibly difficult circumstances. It is my hope that we can learn from this challenge and build a new paradigm so that we will come out stronger on the other end and get back to the work the Mayor has envisioned for our city.

Gilbert A. Montaña  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) [gilbert.montano@nola.gov](mailto:gilbert.montano@nola.gov)

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**From:** [Joseph M. Caruso](#)  
**Cc:** [Mayor's Communications Team](#)  
**Subject:** CLIPS: 04.28.2020  
**Date:** Tuesday, April 28, 2020 11:13:19 AM  
**Attachments:** [image.png](#)  
[Outlook-4310525o.png](#)

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# City of New Orleans

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## Mayor LaToya Cantrell

04.28.2020

### Headlines

[The Advocate | Recovery of workers' remains a focus in new Hard Rock Hotel \\$8.4 million demolition plan](#)

[WWL TV | City releases Hard Rock demolition plan, timeline still uncertain for recovery of 2 bodies](#)

[WDSU | Cantrell: City stay-at-home mandate supersedes state orders easing restrictions on outdoor seating, retail](#)

[WWL TV | As Louisiana slowly reopens, New Orleans mayor says not so fast](#)

[WWL Radio | Cantrell: We need everyone to double-down](#)

[WWL TV | Vice President Mike Pence: Louisiana should be proud of coronavirus response](#)

[The Advocate | After John Bel Edwards extends coronavirus stay-home order, what's open, allowed?](#)

[FOX 8 | Some restaurant owners hesitant to open outdoor seating areas](#)

[WWL TV | Business groups 'disappointed' by Gov. Edwards' Stay at Home Order extension](#)

[WWL TV | Louisiana's top industries, oil and tourism, face uncertain futures](#)

[Louisiana Weekly | Business owners, state officials fear impact of festival cancellations on state, local economy](#)

[WDSU | Governor makes it official: Louisiana stay-at-home order extended until May 15](#)

[WWL TV | 'We're not going to be able to bring everybody back'](#)

[The Advocate | Louisiana coronavirus stay-at-home order extended but fewer restrictions for restaurants, malls](#)

[ABC News Radio | Lil Wayne and Apple Music donate \\$200,000 to New Orleans amid the COVID-19 pandemic](#)

[The Advocate | With New Orleans coronavirus eviction ban set to expire, advocates ask for extension](#)

[The Advocate | Photos: Coronavirus changes for Louisiana restaurants: diners can eat outside, just no table service](#)

[The Advocate | What's keeping Louisiana from reopening? Coronavirus case, hospitalization rates in these 6 regions](#)

[Labor Notes | How New Orleans Library Workers Shut It Down](#)

[Uptown Messenger | City offers program for youth to learn civic leadership](#)

[The Advocate | Trump urges states to consider opening schools before summer amid coronavirus pandemic](#)

[The Lens | NOLA Public Schools fills third Director of School Accountability spot](#)

[Mid-City Messenger | City Park is busier than ever, and going broke, NOLA.com reports](#)

[The Advocate | All Bonnet Carre Spillway bays to be closed by Friday as Mississippi River slowly falls](#)

[The Advocate | Colleges nationwide expect enrollment drop. Will Louisiana schools buck the trend?](#)

### [NOPD/Crime/Courts/Jail](#)

[WDSU | New suit claims judges in Orleans Parish illegally benefit financially from setting bonds](#)

[The Advocate | Former Mayor Ray Nagin, due for 2023 release, has been sent home early amid coronavirus concerns](#)

[The Advocate | 1 man dead, 1 hospitalized after shooting in Algiers, NOPD says](#)

### [Opinion/Letters/Editorials](#)

[My New Orleans | Errol LaBorde: Bullying With A Purpose](#)

[The Advocate | Guest column: Build on bipartisan efforts to protect public safety, health of offenders in jails](#)

[Louisiana Weekly | For the greater good](#)

**Trey Caruso**

Press Assistant

(504) 681-7521

[joseph.caruso@nola.gov](mailto:joseph.caruso@nola.gov)



**City of New Orleans**

Mayor LaToya Cantrell

**From:** [City Hall Covid-19 Briefing](#)  
**To:** [Gilbert A. Montano](#)  
**Subject:** EXTERNAL EMAIL: DAILY UPDATE: Protect nursing homes now  
**Date:** Friday, April 24, 2020 9:09:43 AM

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*Local leaders will deliver America's communities through this crisis. That's why Bloomberg Philanthropies created the City Hall Coronavirus Daily Update, to elevate the critical information city leaders need to respond to and recover from the challenges at hand.*

*Please share this email with other local decision makers—they can*



subscribe [here](#). And please [reach out](#) with any suggestions for content you'd like to see or tips on the latest actions from your city.



## Prioritize nursing homes and senior housing now, expert warns

It's often said that America's mayors are on the frontline of the Covid-19 fight. Mentioned less often is just how multi-faceted that front is—requiring constant attention on testing, hospital capacity, the economy, resident morale, and more. Nobody is better prepared for this challenge than mayors, said U.S. House Speaker Nancy Pelosi, who was the guest of former **New York City** Mayor Michael Bloomberg at the latest learning and coaching session of the [Covid-19 Local Response Initiative](#). "I know and really appreciate the mayors who are with us now and the work that they do," Pelosi said, adding that she knows mayors "are the first line of defense in meeting the needs of the constituents in their cities."

The needs of older constituents—specifically those who live in nursing homes and assisted-living facilities—was a prime focus of yesterday’s session, which included presentations from Harvard and Johns Hopkins professors. "When outbreaks occur in nursing homes they can spread very quickly and often with very deadly consequences," Dr. Jennifer Nuzzo said, offering mayors suggestions for roles they can play here. "It's very important that we increase our efforts to prevent outbreaks from happening and to stop them quickly when they do occur."

- [7 steps mayors can take](#) to protect nursing home and senior-housing residents
- Harvard Professor Nancy Keohn's [leadership takeaways](#)
- [Critical public health slides](#) from the session

[Read more](#)

---

## DATA TRACKER

Johns Hopkins' confirmed U.S. Covid-19 cases as of 8 a.m. EDT on April 24.

TOTAL CONFIRMED CASES

**869,172**

(up 26,548 from April 23)

TOTAL DEATHS

**49,963**

(up 3,178 from April 23)

Find more up-to-date case counts and other critical information from the Johns Hopkins University's [situation report](#) and [interactive map](#).

---



Professors from Harvard and Johns Hopkins universities are, on an ongoing basis, [answering mayors' questions about the virus and the crisis](#). Here are three of the most-recently answered questions.

**Q: How should we respond to those arguing for lifting restrictions in order to achieve “herd immunity”?**

**Q: Can we do or prepare for contact tracing before there is widespread access to rapid testing?**

**Q: What can we do to get cloth or paper masks to all residents, and how can we convince them to wear them?**

*Find the answers to these and other questions [here](#).*

---

# LATEST CITY ACTIONS

*A roundup of responses to the coronavirus crisis. See the [Covid-19: Local Action Tracker](#) for more.*

## CLOSINGS, OPENINGS & SOCIAL DISTANCING

- **Nashville** Mayor John Cooper releases [data-driven, four-phase plan](#) to reopen the city, and the mayors of [Albuquerque](#) and [Rio Rancho](#), N.M., mayors say reopening will depend on the data.
- Mayors in Oklahoma's [Broken Arrow](#), [Del City](#), [Midwest City](#), [Moore](#), [and Yukon](#) alter emergency and stay-at-home orders to align with Governor Kevin Stitt's plan to begin reopening the state today. But those in [Oklahoma City](#), [Norman](#), and [Tulsa](#) indicate they have no plans to change their existing orders.
- **Idaho Falls**, Idaho, to host [high school graduation in drive-in theater](#).

## ECONOMIC CHALLENGES

- **Jacksonville**, Fla., Mayor Lenny Curry unveils a [local stimulus package](#) that includes \$1,000 in assistance to 40,000 residents and other supportive measures to businesses.
- **Chicago** Mayor Lori Lightfoot announces plans for the city's [Covid-19 Economic Recovery Task Force](#), which will be co-chaired by former White House chief of staff Sam Skinner.
- **Austin**, Texas, approves [\\$2.5-million aid package for local musicians](#).

## GOVERNMENT OPERATIONS

- **Ithaca**, N.Y., Mayor Svante Myrick says the [city will furlough workers](#) but continue to contribute to their health insurance, while **Toledo**, Ohio's Mayor Wade Kapszukiewicz says 181 non-union city employees will take [five furlough days over the next five pay periods](#).
- **Seattle** Mayor Jenny Durkan to [host weekly town halls](#) focused on connecting residents and businesses with resources.
- **Fishers**, Ind., Mayor Scott Fadness looks to [create a city health department](#) as part of his reopening plan.
- **Sioux Falls**, S.D., [partners with university](#) to provide essential city employees and first responders with housing.
- **Newark**, N.J., Mayor Ras Baraka joins growing number of mayors [calling on the federal government to provide economic relief](#).
- **Louisville**, Ky., Mayor Greg Fischer proposes a "[continuation budget](#)" for the city's next fiscal year, with no major changes in spending or cuts, unless the federal government provides no additional aid.

## COMMUNICATIONS

- **Houston** Mayor Sylvester Turner teams with 'social influencers' such as gymnast Simone Biles to launch the city's "[Mask Up](#)" campaign.

## VULNERABLE POPULATIONS

- **Atlantic City**, N.J., [reopens hotels and motels](#) to provide housing for homeless residents.

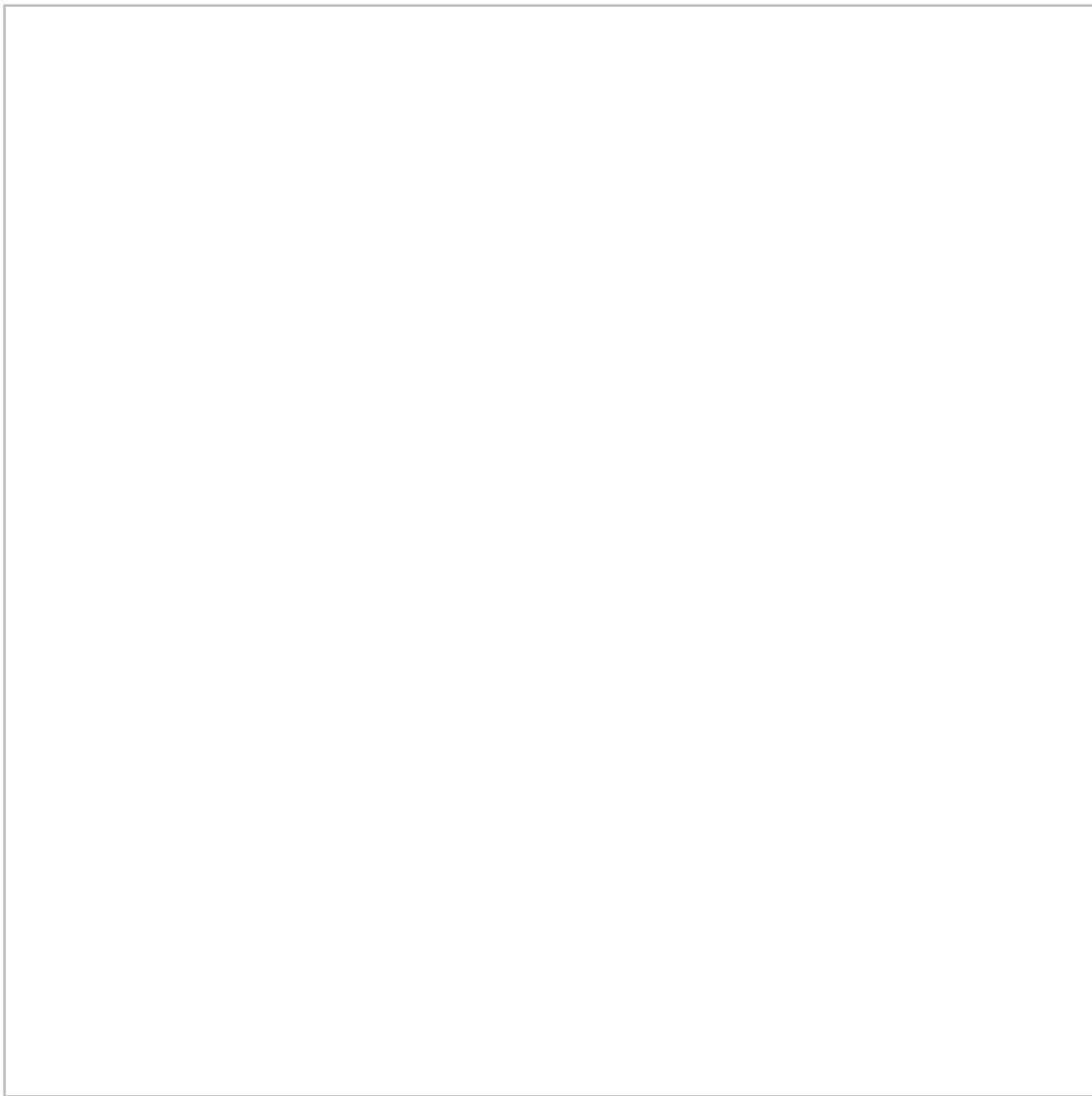
- **Minneapolis** Mayor Jacob Frey signs [emergency regulations for nursing homes and other care facilities](#).

## TESTING & MEDICAL

- **Washington, D.C.**, Mayor Muriel Bowser says the city [will need 900 contact tracers](#).
- **Philadelphia** will [open 12 new Covid-19 testing sites](#) to expand capacity in underserved neighborhoods, while **Lexington, Ky.**, [plans two new testing sites](#) focused on closing racial disparities.
- **Carson City, Nev.**, taps its [library to assist in the production of nasal swabs](#) for the city's testing.
- **Carmel, Ind.**, Mayor Jim Brainard looks to eventually [test every resident](#).

## GLOBAL OUTLOOK

- **Paris, Lyon, Nice**, and **Cannes** are working to [distribute free masks to residents](#).
  - **Tokyo** opens [first drive-thru testing site](#), while **Yokosuka**, Japan, begins walk-up testing.
  - **Wuhan**, China, is returning to life but [not as anyone remembers it](#).
-



## Daily Inspiration: Bookmobiles that deliver WiFi

With schools and businesses moved online, internet access is more essential than ever. But with libraries closed, many people have lost their most dependable broadband access. That's why a growing number of libraries are [equipping their bookmobiles with WiFi](#) and sending them into the community to create much-needed hotspots. For example: Virginia's **Williamsburg** Regional Library, which estimates that 10-15 percent of area students don't have reliable internet access, is parking the bookmobile outside schools, grocery stores, and community centers so people can connect from their cars. "These days having internet access is as important as electricity," [said Topeka](#), Kan., librarian Gina Millsap. "The library is making this need a priority."

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# CORONAVIRUS RESOURCES

Find more Covid-19 resources for city leaders [here](#). Please suggest new resources to include [here](#).

## GIFTS & GRANTS

- GLG is [offering pro bono access](#) to its expert platform for non-profits, foundations, and social enterprises on the frontlines of Covid-19 response.
- Airbnb is waiving fees on [100,000 stays for Covid-19 responders](#).
- GrantWatch is a [search engine](#) connecting non-profits and small businesses to grant opportunities.
- U.S. Digital Response is [matching data and digital service volunteers](#) with local and state governments to assist with rapid response Covid-19 projects.
- Inc. has curated a [list of tools, resources, and financial help for businesses](#).
- No Kid Hungry is [providing grants to schools and nonprofits](#) offering meals for children.
- Financial [assistance for bar employees](#).
- One Fair Wage is providing cash assistance to tipped and service workers through a new [support fund](#).

## OTHER RESOURCES

- **NEW** What's in the latest House-passed relief bill ([USA Today](#))
- **NEW** Guidance on safe Ramadan practices ([WHO](#))
- Info on which states are breaking down Covid-19 data by race. ([Johns Hopkins University](#))
- Information and resources for schools ([U.S. Department of Education](#))
- Helping children cope with Covid-19 changes ([NASP](#))
- Disaster Recovery Housing Coalition resources ([NLIHC](#))
- Environmental Protection Agency resources for local governments ([EPA](#))
- Partnership for Healthy Cities COVID-19 Response Center ([Bloomberg Philanthropies](#))
- Mental health resource and information guide ([NAMI](#))
- Analysis of when cities will feel worst of Covid-19 impact ([Brookings](#))
- Transportation Response Center ([NACTO](#))
- Crisis Communications Guide ([The Communications Network](#))
- 5 types of [local relief funds](#) for small business and nonprofits.
- What mayors need to know ([US Conference of Mayors](#))
- Resources for local leaders ([National League of Cities](#))

## CDC'S LATEST GUIDANCE FOR:

- **NEW** [Racial and ethnic minority groups](#)
- **NEW** [Guidance for veterinarians](#)
- [Principles of contact tracing](#)
- [Digital Contact Tracing Tools](#)
- [Building water systems](#)
- [Institutes of higher education](#)
- [Screening clients at homeless shelters](#)
- [Child care programs](#)
- [Public service announcements](#)
- [Guidance for pharmacies](#)

[Public health communicators](#)

- [Correctional and detention facilities](#)
- [Critical employees returning to work after virus exposure](#)
- [Bus transit operators / Rail transit operators](#)
- [Transit maintenance workers / Transit station workers](#)
- [Cloth face cover recommendations / Cloth face cover Q&A](#)
- [Retirement communities and independent living](#)
- [Emergency medical services and 911 operators](#)
- [What law enforcement personnel need to know](#)

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**From:** [Gilbert A. Montaña](#)  
**To:** [Gabriel Morley](#)  
**Cc:** [Emily F. Wolff](#); [Chad J. Brown](#); [Courtney W. Story](#)  
**Subject:** <ACTION REQUIRED> Employee Work Status Update [Due 4/13]  
**Date:** Thursday, April 9, 2020 12:41:14 PM  
**Attachments:** [4.2.20.EmployeeWorkStatusUpdate.Library.xlsx](#)

---

Department Director:

It is critical that government remains operational during the COVID-19 pandemic. This includes holding our employees accountable for producing the high-quality work that is required to support the City and the needs of residents during this uncertain time.

We are asking you to provide updated information on the civil leave and remote working status of your employees. The attached template contains a list of your employees.

For each employee, please provide the following information:

- Is the employee using civil leave full-time?
- Is the employee working remotely for any portion of their work week?
- If the employee is working remotely, please detail the work products the employee provides.
- If the employee is working remotely, how frequently does the employee check in with their manager?
- If the employee is working remotely, list all methods used by managers to check in with this employee.

Any questions about the template or employees who should or should not be included should be directed to Courtney Story ([courtney.story@nola.gov](mailto:courtney.story@nola.gov)).

Please return completed templates to Chad Brown ([cjbrown@nola.gov](mailto:cjbrown@nola.gov)) no later than **Monday April 13th at 5PM.**

Thank you for your cooperation,

Gilbert A. Montaña  
Chief Administrative Officer  
City of New Orleans  
1300 Perdido St., Suite 9E06  
(o) 504.658.8900 | (e) gilbert.montano@nola.gov

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expressed in this email are those of the sender.

**From:** [Louisiana Municipal Association](#)  
**To:** [Gilbert A. Montano](#)  
**Subject:** LMA News and Updates  
**Date:** Thursday, April 2, 2020 7:30:59 AM



**Volume 6, Issue 13 | April 2, 2020**

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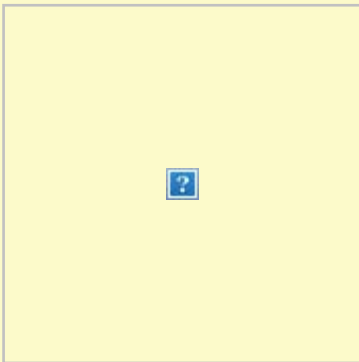
### **INSIDE THIS ISSUE...**

- *LMA COVID-19 Resource Portal*
- *State Bond Commission Emergency Financing Application*
- *Families First Coronavirus Act*
- *Small Town Podcast - Franklin*



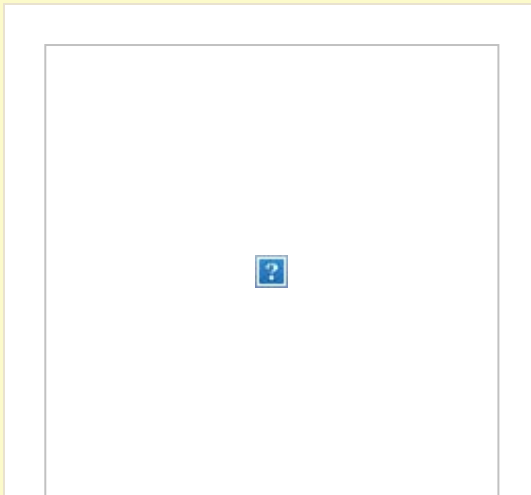
## LMA News and Updates

### Survey Responses Needed for Direct Funding Push



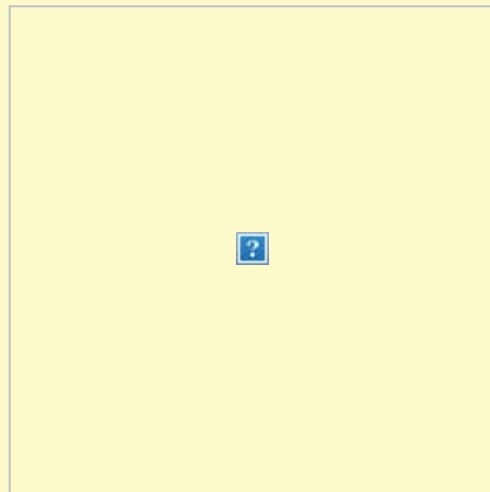
The National League of Cities and United States Conference of Mayors have worked together to develop a short, easy-to-complete survey to all municipalities to demonstrate the direct fiscal impact of the pandemic on municipal governments of all sizes. This information will be used to make the case in Congress for direct funding to all municipalities, regardless of population size. The information will also be useful here at home as we make our case on the state level. **Responses are needed by the end of the day Friday, April 3, and it is imperative that we have as much participation as possible in order to make the best possible case.** Please note: individual responses to the survey will not be released and only one response per city can be included. You can access the survey by clicking [here](#).

Thank you for your diligence and participation.



### LMA COVID-19 Resource Portal

In an effort to pull together the multitude of resource links, webinars, conference calls, documents and briefings, LMA has added a page to our website to



provide up-to-date information that may be of importance to our members.

[Read more](#)  
[www.lma.org](http://www.lma.org)

## Proclamation Addresses Municipal Fire and Police Civil Service Boards



As the COVID-19 situation in Louisiana continues to evolve, Governor Edwards has issued a new [Proclamation](#), which mandates the the Municipal Fire and Police Civil Service Boards meet and adopt emergency rules for special COVID-19 leave. The order also addresses the rehiring of law enforcement professionals and former public employees (who would otherwise be prohibited from rehire for two years under the Ethics provisions). Finally, the order provides for the suspension of certain insurance-related matters and parts of the Business Corporation Act, and it permits Notaries Public to electronically notarize documents.

By the end of this week, Governor Edwards will issue another Executive Order that extends his declaration of emergency and stay at home order for the state until April 30 (and perhaps additional mitigation measures). We will disseminate that information as soon as it is received.

## State Bond Commission Issues COVID-19 Emergency Financing Application for Local Governments



In light of the COVID-19 pandemic and the potential need for local governments to request emergency loans, bonds, or other financing for operations and expenses for the continuity of essential government functions, the following application package may be utilized.

Download: [Emergency Financing Application](#) and [Form Letter & Certification](#)

The packet may also be found on the SBC website at <https://www.treasury.la.gov/apply-to-bond-comm>.

Please submit application packages as soon as possible next week. The next SBC meeting will be on April 16th.

Please call the SBC office if you have any questions.



## The President's Revised Coronavirus Guidelines for America: 30 Days to Slow the Spread

[Click here to view the updated guidelines from the President](#)

## Families First Coronavirus Response Act



The Families First Coronavirus Response Act was signed into law on March 18 and became effective on April 1. There are two kinds of mandatory paid leave for employees contained therein. **THIS SUMMARY** will provide essential guidance as you plan to comply with the FFCRA (note that there is a grace period of compliance until April 17).

Additional guidance may be accessed at <https://www.dol.gov/agencies/whd/pandemic>. If you have any questions, please contact the LMA office for technical assistance.

## SBA Paycheck Protection Program



The Paycheck Protection Program (“PPP”), created through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, authorizes up to \$349 billion in forgivable loans to small businesses to pay their employees during the COVID-19 crisis. All loan terms will be the same for everyone.

The loan amounts will be forgiven as long as:

- The loan proceeds are used to cover payroll costs, and most mortgage interest, rent, and utility costs over the 8 week period after the loan is made;
- and
- Employee and compensation levels are maintained.

Payroll costs are capped at \$100,000 on an annualized basis for each employee. Due to likely high subscription, it is anticipated that not more than 25% of the forgiven amount may be for non-payroll costs. Loan payments will be deferred for 6 months.

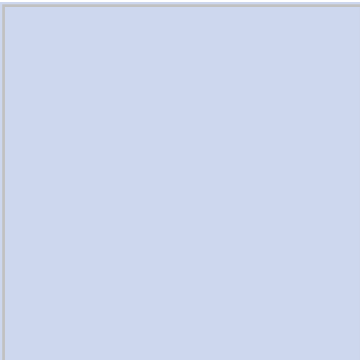
Small businesses can now fill out an application to the Paycheck Protection Program for a forgivable loan to pay their employees during the COVID-19 crisis. Small businesses and sole proprietorships can apply for and receive loans to cover their payroll and other certain expenses through existing SBA lenders beginning on April 3, 2020.

- For an overview of the program [CLICK HERE](#)
- If you're a lender, more information can be found [HERE](#)
- If you're a borrower, more information can be found [HERE](#)
- The application for borrowers can be found [HERE](#)

## Broadband Resources Under the CARES Act

### **CARES Act Provisions That Impact Telecommunications Industry** (source: *Cooley.com News*)

While focused on broader efforts to shore up the economy, the CARES Act contains several provisions specifically of interest to telecommunications providers, including \$375 million in new funding for telecommunications-related programs across the government. These are the key provisions of the act that affect



telecommunications providers:

**FCC Rural Health Care Program:** The act appropriates \$200 million for the FCC to use to respond to the coronavirus, including for use by healthcare providers offering telehealth services during the coronavirus emergency. FCC Chairman Ajit Pai has announced his intention to dedicate the funding to telehealth under its Rural Health Care Program. The FCC currently has budgeted about \$600 million for the program, so if all of the funds are devoted to rural telehealth, the budget would increase by about one-third. The healthcare providers subsidized by this program choose their providers for the subsidized services.

**Rural Utilities Service Broadband Deployment Pilot Program:** The act appropriates \$100 million for additional grants under the RUS's broadband deployment pilot program, originally created in 2018 with \$600 million in funding. To qualify for this additional funding, 90% of the households covered by the project must be in a rural area that does not have access to internet with 10 Mbps download and 1 Mbps upload speeds, and no funding is available to overbuild facilities owned by any entity that has received a loan from the RUS. Current grantees that are eligible as a result of changes in eligibility requirements will be given priority. It is likely that the vast majority of this funding will go to rural telephone companies.

**Rural Utilities Service distance learning and telemedicine:** The act appropriates \$25 million to be added to the budget for the RUS Distance Learning, Telemedicine and Broadband Program to be used for telemedicine and distance learning in rural areas. This appropriation increases the budget for this program by about one-third. The entities eligible for these funds include state and local governmental entities, federally recognized tribes, nonprofits and businesses.

**Veterans Administration mental health services:** The act permits the Veterans Administration to enter into short-term contracts with telecommunications providers to provide temporary service to isolated veterans (either free or subsidized by the VA) to support expanded mental health services through telehealth or VA Video Connect. The VA is required to give priority to veterans living in unserved areas, veterans living in rural areas, low-income veterans and other veterans at high risk for suicide or mental health concerns.

**Museum and library digital network funding:** The act appropriates \$50 million for the Institute of Museum and Library Services (IMLS) for response to the coronavirus, which can be used for grants to states, territories and tribes to expand digital network access, purchase internet-accessible devices and provide technical support services. Unlike many IMLS grants, no matching funds will be required. The act does not give preferences to rural or underserved communities for this funding.

**Small Business Administration loan forgiveness:** The SBA loans authorized by the bill can be used to cover the costs of utility services, including telephone and internet access. The loan forgiveness provision includes utility costs among the costs that can be included in forgiven loans.

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## USDA Extends ReConnect Application Deadline to April 15



U.S. Department of Agriculture (USDA) Deputy Under Secretary for Rural Development Bette Brand today announced that USDA has extended the deadline for [ReConnect Pilot Program](#) applications to April 15.

“In light of the COVID-19 National Emergency, USDA is extending the application deadline for round two of ReConnect Pilot Program funding to give rural businesses, cooperatives, and communities extra time to apply for this critical assistance that will help bring high-speed broadband connectivity to rural communities,” Brand said. “Under the leadership of President Trump and

Agriculture Secretary Perdue, USDA has made deploying this critical infrastructure in rural America a top

priority, because when rural America thrives, all of America thrives.”

For additional information, see page 17530 of the March 30 [Federal Register](#).

---

## Department of Homeland Security (DHS) Releases Updated Essential Critical Infrastructure Workers Guidance for States and Localities



Functioning critical infrastructure is imperative during the response to the [COVID-19](#) emergency for both public health and safety as well as community well-being. Certain critical infrastructure industries have a special responsibility in these times to continue operations. On Saturday, March 28, the Department of Homeland Security (DHS) – Cybersecurity & Infrastructure Security Agency (CISA) – released [updated guidance on the essential critical infrastructure workforce](#) (see [Memorandum on Identification of Essential Critical Infrastructure Workers During COVID-19 Response](#)). The guidance and accompanying list are intended to support State, Local, and industry partners in identifying the [critical infrastructure sectors](#) and the essential workers needed to maintain the services and functions Americans depend on daily and need to be able to operate resiliently during the COVID-19 pandemic response. ***State, local, tribal, and territorial governments are responsible for implementing and executing response activities, including decisions about access and reentry, in their communities, while the Federal Government is in a supporting role. Officials should use their own judgment in issuing implementation directives and guidance.***

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## Affiliate and Partner Updates

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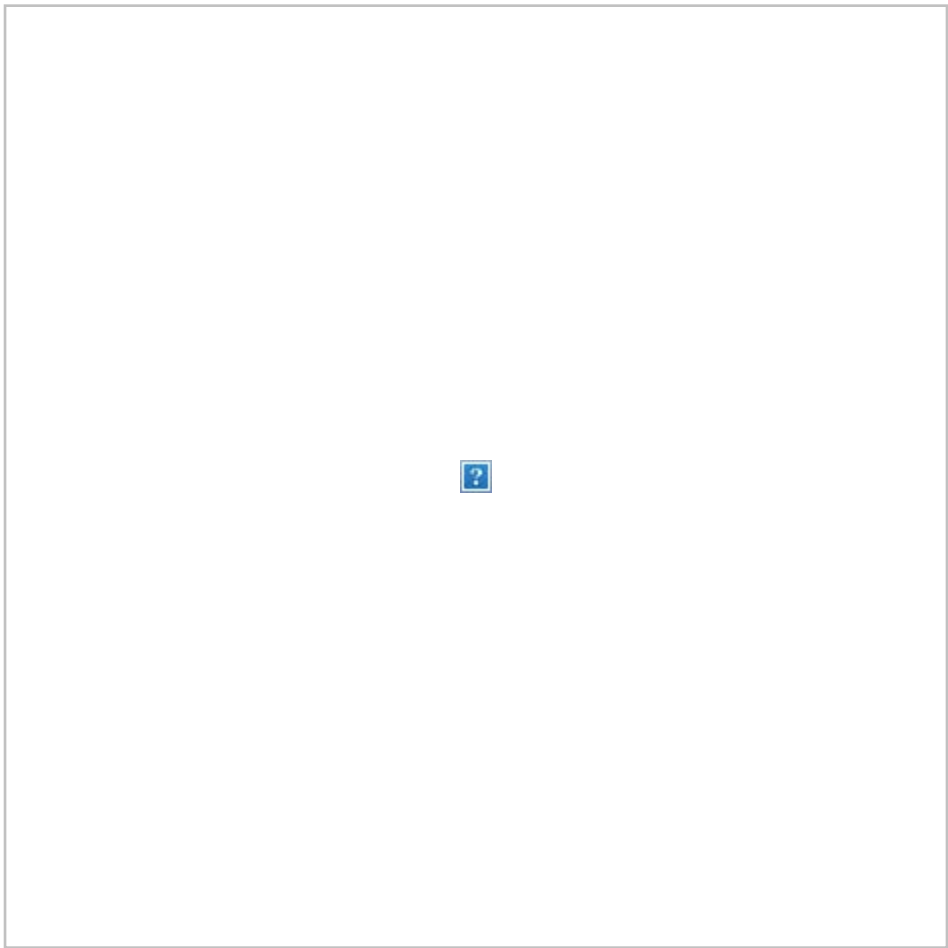
### LaMATS Congrats: Doug Schmidt, New LMCA President

LaMATS appreciates the support and partnership of Louisiana's Municipal Clerks and their statewide professional association, the LMCA. This week we congratulate Mandeville City Clerk, Doug Schmidt, on his recent election as incoming LMCA President, as well as LMCA Vice President Dolores Quebedeaux, Secretary Lora Johnson, and Public Relations officer Veronica Williams in their leadership of the Association. We also wish to recognize and thank Immediate Past President Phyllis McGraw for her year of service to the LMCA.

A St. Tammany Parish resident for 26 years, Doug has faithfully served the City of Mandeville as Clerk for a decade. Citing both the diversity of the LMCA membership and its members' shared dedication to service in each municipality, Schmidt hopes to highlight both values in his year-long term. "We're a close knit group," said Schmidt. "And the diversity of perspectives we're able to share in our meetings and online is really helpful."

Noting with characteristic humor that he is the first male President of the LMCA in 25 years, Schmidt says he looks forward to "working with a lot of women," to enhance the goals of the profession and "help keep the peace!"



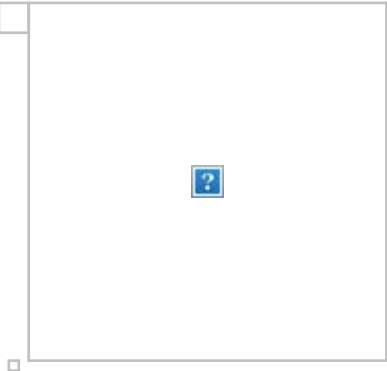


*New LMCA President Doug Schmidt (L) was sworn into office by Mandeville Mayor Donald J. Villere on March 26 in an outdoor ceremony fully compliant with Social Distancing recommendations.*

### **LaMATS Offers Procurement Guidance During COVID 19 Pandemic**

To provide clarity for municipalities in light of new procurement requirements related to Executive actions taken to address the COVID-19 pandemic, LaMATS Purchasing Services (LPS) has released a helpful guide authored by LPS Procurement Consultant Paul Holmes.

Click the image to download a copy of the document in PDF.



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## **Municipalaneous**

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### **Town of Franklin Featured on Small Town Podcast**

If you haven't had time to catch up on the Louisiana Small Town Podcast, now is a great time! Mayor Eugene Foulcard and the Town of Franklin are featured in the current episode.



To listen to it and the other six Louisiana towns that have been featured, go to our website at [www.lma.org](http://www.lma.org) or listen to Small Town Podcast on your favorite podcast app.

## Stay in Touch!

### Physical Address

700 N 10th Street  
Baton Rouge, LA 70802  
Office: (225) 344-5001  
Toll Free: (800) 234-8274  
Fax: (225) 344-3057

### Mailing Address

P.O. Box 4327  
Baton Rouge, LA 70821

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**From:** [Jabarie R. Walker](#)  
**To:** [Clarence Lymon](#); [Shelbi M. Flynn](#); [Arthur C. Walton](#)  
**Cc:** [Gilbert A. Montaño](#); [Joycelyn E. Christopher](#)  
**Subject:** Re: Funding Highlights of CV3  
**Date:** Friday, March 27, 2020 12:00:31 PM

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Thanks Clarence. Looping in Art Walton who's assigning folks to help.

Jabarie Walker  
Director of Federal Relations  
City of New Orleans

---

**From:** Clarence Lymon <clarence.lymon@nola.gov>  
**Sent:** Friday, March 27, 2020 11:55:46 AM  
**To:** Jabarie R. Walker <Jrwalker@nola.gov>; Shelbi M. Flynn <smflynn@nola.gov>  
**Cc:** Gilbert A. Montaño <Gilbert.Montano@nola.gov>; Joycelyn E. Christopher <Jechristopher@nola.gov>  
**Subject:** Re: Funding Highlights of CV3

Hi Jabarie:

Thanks again for looping me in as it relates to your team's evaluation of CV3. As I mentioned the other day, the CAO's staff has assembled a team to address the budget concerns as it relates to loss of revenue from COVID-19. The COVID-19 Stimulus Bill will play a major role in the CAO's response to the current pandemic's impact on City government's operations. That being said, we are offering assistance to your team in analyzing the various components of the bill and how the City can avail itself of the resources available via this instrument.

At this time, in addition to myself, please add Shelbi Flynn to your list of those requiring updates from your team and others advising the City with respect to the Stimulus Bill. Also, as meetings take place, it would be helpful to add us to the calls, conferences and other events relating to this bill.

Please let me know how we can provide assistance to you and your team as we move the City forward during these most difficult of times.

Thanks,

CLARENCE

**Clarence J. Lymon, CPA**

Adviser To The Chief Administrative Officer  
1300 Perdido Street, Room 9E06  
New Orleans, Louisiana 70112

(504) 658-8626  
clarence.lymon@nola.gov

---

**From:** Jabarie R. Walker <Jrwalker@nola.gov>  
**Sent:** Thursday, March 26, 2020 10:48 AM  
**To:** Clarence Lymon <clarence.lymon@nola.gov>  
**Subject:** Fwd: Funding Highlights of CV3

Jabarie Walker  
Director of Federal Relations  
City of New Orleans

---

**From:** Jabarie R. Walker <Jrwalker@nola.gov>  
**Sent:** Thursday, March 26, 2020 8:52:15 AM  
**To:** Collin M. Arnold <Cmarnold@nola.gov>; Jennifer L. Avegno M.D. <Jennifer.Avegno@nola.gov>; Terry J. Ebbert <Terry.Ebbert@nola.gov>; Joseph W. Threat Sr <Jwthreatsr@nola.gov>; Ellen M. Lee <Emlee@nola.gov>; Marjorianna B. Willman <marjorianna.willman@nola.gov>; John D. Pourciau <John.Pourciau@nola.gov>; Liana Elliott <Liana.Elliott@nola.gov>; Erin Burns <erinb@flymsy.com>; Emily F. Wolff <Emily.Wolff@nola.gov>; Camille A. Alexander <Camille.Alexander@nola.gov>; Felton, Katherine <kfelton@rtaforward.org>  
**Cc:** Monika A. Gerhart <Monika.Gerhart@nola.gov>; Arthur C. Walton <Arthur.Walton@nola.gov>; Tara G. Richard <Tgrichard@nola.gov>; Laura B. Bryan <Lbbryan@nola.gov>; Daniel Jatres <Daniel.Jatres@nola.gov>  
**Subject:** Funding Highlights of CV3

**Team,**

**Last night the Senate passed the CV3 bill 96-0 (four Senators were absent). The House will convene at 9:00 a.m. on Friday to consider the Senate CARES Act.**

**Due to the limited flight options, Members participating in self-quarantine, and those in states mandating stay-at-home orders, were advised that it would be a voice vote only.**

**Coronavirus Relief Fund (formerly known as State/Local Stabilization Fund):** \$150 billion  
The CARES Act creates a formula whereby funds are disbursed to these separate entities. First, the CARES Act earmarks \$3 billion for the District of Columbia, Puerto Rico, and other US territories and \$8 billion for tribal governments. As a result, \$139 billion is available to states and units of local government, which it defines as any "county, municipality, town, township, village, parish, borough,

or other unit of general government below the State level with a population that exceeds 500,000.” The bill also notes that each state cannot receive less than \$1.25 billion.

**Supplemental Nutrition Assistance Program (SNAP):** \$15.51 billion

**Economic Development Administration:** \$1.5 billion

**Small Business Administration:** \$562 million for the Disaster Loan program

**DOJ Byrne JAG:** \$850 million; distribution pursuant to FY 2019 formula; awards not subject to “sanctuary city” criteria in prior allocations; no match requirement; eligibility includes law enforcement overtime, purchase of personal protective equipment and supplies for law enforcement, as well as and medical supplies for inmates.

**Transportation Security Administration (TSA):** \$100 million to clean and sanitize airport checkpoints and other common areas, as well as overtime and travel costs, and materials to detect explosives.

**FEMA Disaster Relief Fund:** \$45 billion of which \$25 billion is for major disasters (Stafford Act) and \$15 million for purposes authorized under the emergency supplemental.

**FEMA Assistance to Firefighters Grants:** \$100 million for the purchase of personal protective equipment and related supplies, including reimbursements.

**FEMA Emergency Management Performance Grants:** \$100 million

**FEMA Emergency Food and Shelter Program:** \$200 million

**National Endowment for the Arts:** \$75 million; 40 percent for State arts agencies and regional arts organizations and 60 percent for direct grants; general operation of recipients is eligible activity; match requirement waived

**National Endowment for the Humanities:** \$75 million; 40 percent for State humanities councils and 60 percent for direct grants; general operation of recipients is eligible activity; match requirement waived

**CDC State and Local Preparedness Grants:** \$1.5 billion

**SAMHSA:** \$250 million for Certified Community Behavioral Health Clinics

#### **Administration for Children and Families**

- **Child Care and Development Block Grant:** \$3.5 billion in grants to states for immediate assistance to child care providers to prevent them from going out of business and to support child care for families, including for healthcare workers, first responders, and others playing critical roles during this crisis.
- **Head Start:** \$750 million for grants to all Head Start programs to help them respond to coronavirus-related needs of children and families, including making up for lost learning

time.

- **Community Services Block Grant:** \$1 billion in direct funding to local community-based organizations to provide a wide-range of social services and emergency assistance.
- **Low Income Home Energy Assistance Program:** \$900 million in grants to states to support immediate home energy assistance for low-income households affected by coronavirus.

**Department of Education Elementary and Secondary Education:** \$13.5 billion in formula funding directly to states.

**Institute for Museum and Library Services:** \$50 million for digital access and technical support services.

#### **Department of Housing and Urban Development**

- **Community Development Block Grant (CDBG):** \$5 billion; suspends the 15% cap on public services
  - \$2 billion direct allocation based on FY 2020 formula within 30 days of enactment
  - \$1 billion to states based on a new formula determined by HUD
  - \$2 billion to be allocated directly based on a new formula determined by HUD
- **Homeless Assistance Grants:** \$4 billion
  - \$2 billion allocated based on FY 2020 formula within 30 days of enactment
  - \$2 billion allocated based on a new formula determined by HUD; factors include unsheltered homeless, sheltered homeless, and those at risk of homelessness, to geographical areas with the greatest need based on factors such as risk of transmission of coronavirus, high numbers or rates of sheltered and unsheltered homeless, and economic and housing market conditions; individuals and families whose income does not exceed the Very Low-Income Limit of the area, shall be considered “at risk of homelessness.”
- **Tenant-Based Rental Assistance:** \$1.25 billion.
- **Housing Opportunities for Person with Aids (HOPWA):** \$65 million.
- **Project-Based Rental Assistance:** \$1 billion.

#### **Transit:**

The bill includes \$25 billion for transit agencies. Funds are available for operating expenses to “prevent, prepare for, and respond to coronavirus,” including reimbursement for operating costs to maintain service and lost revenue, the purchase of personal protective equipment, and payment for administrative leave of operations personnel due to reductions in service. The funds will be allocated among the urbanized area grants, grants for rural areas, state of good repair, and growing States and high density grant programs in the same ratio as FY 2020 appropriations, and then distributed using apportionment formulas used in each program. Funds will be apportioned within 7 days of enactment. The federal cost share is 100 percent.

#### **Airports:** \$10 billion

- Apportions \$7.4 billion in the following manner: 50 percent based on an airport’s 2018 enplanements as a percentage of total 2018 enplanements for all commercial service airports, and 50 percent based on 2018 debt service as a percentage of the

combined debt service for all commercial service airports and the ratio of unrestricted reserves to their respective debt service.

- Apportions \$2 billion using AIP formula “for any purpose for which airport revenues may lawfully be used.”
- Provides a 100 percent federal share.
- Provides \$500 million to increase the federal cost share of airport grants for already apportioned FY 2020 funding to 100 percent.
- Includes a requirement that a grantee maintain 90 percent of its workforce through December 31, 2020, although the Secretary of Transportation can grant a waiver as a result of economic hardship or if the requirement reduces aviation safety and security.

Jabarie Walker  
Director of Federal Relations  
City of New Orleans

**From:** [Kim Frusciante](#)  
**To:** [Gilbert A. Montaña](#); [Joycelyn E. Christopher](#)  
**Subject:** Fwd: Finding work for laid off workers (childcare for healthcare workers)  
**Date:** Thursday, March 19, 2020 7:50:02 AM

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I want to put this on your radar too. The near 500 employees from Recreation and Library could cover a lot of ground. Thanks for your leadership in these hard times.

----- Forwarded message -----

**From:** **Kim Frusciante** <[kim@thenewchildcare.com](mailto:kim@thenewchildcare.com)>  
**Date:** Thu, Mar 19, 2020 at 7:46 AM  
**Subject:** Finding work for laid off workers (childcare for healthcare workers)  
**To:** Jeffrey E. Schwartz <[jeschwartz@nola.gov](mailto:jeschwartz@nola.gov)>

Hi Jeff,

I hope you are staying healthy and sane through this time. I know you're slammed. I'm exploring building a decentralized, in-home childcare solution for healthcare professionals while schools remain closed.

We are looking for background checked folks who are laid off or working significantly reduced hours. After seeing Gilbert's statement, it seems like a group of City employees may fall in this category. Do you have 15 minutes for a phone call to discuss? I'm available before 9am or between 2:30-5:00pm tomorrow and all next week.

Thanks in your support of folks on the frontlines of this crisis and for your work to keep our city afloat.

Best,  
Kim

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Kim Frusciante  
Founder, [Kaleidoscope](#)

*Helping working families thrive by providing the highest quality learning environment for young children and peace of mind for working families.*

--

Kim Frusciante  
Founder, [Kaleidoscope](#)

*Helping working families thrive by providing the highest quality learning environment for young children and peace of mind for working families.*



**From:** [New Orleans Public Library Workers](#)  
**To:** [Gilbert A. Montañó](#)  
**Cc:** [RMatthews@notalibrary.org](mailto:RMatthews@notalibrary.org)  
**Subject:** Policy Memo 144  
**Date:** Wednesday, March 18, 2020 6:15:28 PM

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Gilbert A. Montañó,

We are writing on behalf of the New Orleans Public Library staff regarding your recent policy memorandum. One staff member of the Library exhibited symptoms and was tested for COVID-19 the morning of Saturday, March 14th; Library HR was informed of this Saturday morning. However, this staff member was told by health authorities they would not receive results of their test back until a few days later due to overwhelmed testing capacity.

We are wondering how best for staff who worked closely with this person to proceed, since the staff member who was tested (as well as any other staff members who get tested) has such a delay in the receipt of their test results. Multiple library workers have shown symptoms for COVID-19, but have not received tests due to the city's shortage of tests; we are wondering how staff who worked closely with these workers should proceed under the new memorandum.

Additionally, we would appreciate specific steps needed to prove direct contact with a symptomatic patient that has tested positive. The majority of such individuals who tested positive for the Libraries would be patrons, and library workers do not have access to patrons' personal medical information. Library workers have been circulating library materials to and even in one case visiting Lambeth House, the site of multiple deaths due to COVID-19 over the past few days; there is no way to tell which library workers have been exposed through this, especially as the virus can present asymptotically. Governor John Bel Edwards has indicated that all citizens should assume they are positive for COVID-19 for the purposes of determining how safe it is for them to gather; we are wondering why library staff and City workers in general seem to be exempt from this guideline.

NOPL workers are also concerned that this civil leave policy memorandum does not indicate how those staff members who are experiencing symptoms should proceed. It also does not specify how staff members who are experiencing symptoms and have been tested, but have not received their results, should proceed.

We have called the number attached to the CAO memorandum 144 and they were unable to give us answers about this matter. We would appreciate your timely response.

-New Orleans Public Library Workers

**From:** [LaToya Cantrell](#)  
**To:** [Carolyn Vidmar](#); [Gabriel Morley](#); [Chad J. Brown](#); [Gilbert A. Montano](#); [Emily F. Wolff](#)  
**Subject:** Re: American Library Association Executive Board recommends closing libraries and paying staff  
**Date:** Tuesday, March 17, 2020 12:39:00 PM

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Carolyn, thank you for your email, feedback and information. As we have stated, the situation is fluid. We will assess the needs of our employees and residents daily and will make adjustments accordingly. Also as stated, if an employee is sick they should stay home. If an employee has a specific need or situation, a supervisor should be contacted immediately. More information will follow shortly. In the meantime, practice social distancing and continue to provide residents with information that they are calling you to receive. I ask for your patience as we move through this crisis. I do appreciate you and hang in there with us!

LaToya

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**From:** Carolyn Vidmar <Cvidmar@nolalibrary.org>  
**Sent:** Tuesday, March 17, 2020 12:05 PM  
**To:** Gabriel Morley <GMorley@nolalibrary.org>; LaToya Cantrell <MayorCantrell@nola.gov>; Chad J. Brown <Cjbrown@nola.gov>  
**Subject:** American Library Association Executive Board recommends closing libraries and paying staff

Greetings,

I wanted to make you aware that the American Library Association Executive Board just issued a statement urging community leaders to protect library staff by not only closing libraries to the public, but ensuring that library workers receive fully paid leave. Today, despite instructions from the state and federal government, and now my national professional organization, I am working in a building with fifteen other staff members. We are risking our health and safety and our lives to answer the phone.

In solidarity with my fellow staff members, I implore you to close New Orleans public libraries for staff and allow staff to receive emergency or civil pay at this time. There is no service we can offer to the public that requires us to be in the physical building. Our digital resources are always available and dozens of us have volunteered to continue working remotely. Please, do what is what to protect the safety of hundreds of City employees and the citizens of New Orleans.

For more information about the statement from ALA, please visit: <https://ala.informz.net/informzdataservice/onlineversion/ind/bWFpbGluZ2luc3RhbmNlaWQ9OTlwMzk4OCZzdWJzY3JpYmVyaWQ9MTA1MTU2ODg5Ng==>

Thank you,  
Carolyn

**Carolyn Vidmar | Teen Services Librarian**  
**Phone: 504.596.0200 | East New Orleans Regional Library | 5641 Read Blvd, New Orleans, LA 70127**  
[cvidmar@nolalibrary.org](mailto:cvidmar@nolalibrary.org)

My pronouns are she/her/hers.

**New Orleans Public Library: Transforming Lives, Enriching Neighborhoods, and Preserving History**

**From:** [Courtney W. Story](#)  
**To:** [Gilbert A. Montano](#)  
**Cc:** [Chad J. Brown](#)  
**Subject:** Payments to the City - Research  
**Date:** Monday, March 16, 2020 2:38:13 PM

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Hi Gilbert -

Below is the preliminary list we are researching to determine what (if any) adjustments are recommended to due dates or late fees as appropriate. I have also included a short talking point for this afternoon's press conference if needed.

We will continue to work on this and will connect with Finance and Safety and Permits to ensure we have an exhaustive list for your review. Please note, the library has already suspended fines/fees.

Source	Type	Frequency Due	Dates	Payable Online
Sales/Use	Tax	Monthly	20th	Yes
Parking	Tax	Monthly	20th	Yes
Hotel Occupancy	Tax	Monthly	20th	Yes
MCC Food and Beverage Tax	Tax	Monthly	20th	Yes
Quarter for the Quarter (FQEDD sales tax)	Tax	Monthly	20th	Yes
STR Sales Tax	Tax	Monthly	20th	Yes
STR Occupancy Privilege Tax	Tax	Monthly	20th	Yes
Residential Property Tax	Tax	Annually	1-Feb	Yes
Business Personal Property Tax	Tax	Annually	1-Feb	Yes
Parking Tickets	Fine	By assigned date		Yes
Traffic Safety Camera Payments	Fine	By assigned date		Yes
Zoning and Code Violation Adjudication Fines/Fees	Fine	By assigned date		No
Traffic Tickets (issued by NOPD)	Fine	By assigned date		Yes
Occupational License Renewals	Fee	Rolling		Yes
ABO License Renewals	Fee	Annually	1-Apr	No
Residential Occupancy Fee	Fee	Monthly	20th	Yes
NOEMS Debt	Debt	Rolling		Yes

**Press Conference Talking Point:** The City is working to understand our ability to suspend the accrual of late fees and interest on payments to the City, similar to the Amnesty Program the City ran in late 2019. The City hopes to announce further details in the coming days.

Thanks and please let me know if you have questions,

Courtney

--  
 Courtney Werpy Story  
 Innovation Manager  
 City of New Orleans  
 (c) 504-444-7012 | (o) 504-658-7674

**From:** [Erin Wilson](#)  
**To:** [Gilbert A. Montaña](#)  
**Cc:** [Cyndi Nguyen](#); [Joseph I. Giarrusso](#); [Kristin G. Palmer](#); [Jared C. Brossett](#); [Moreno Council Shared](#); [Mayor LaToya Cantrell](#); [jasonwilliams@nola.gov](mailto:jasonwilliams@nola.gov); [Jay.Banks@nola.gov](mailto:Jay.Banks@nola.gov)  
**Subject:** We are being asked to report to work tomorrow but have received no masks. Help!  
**Date:** Sunday, March 15, 2020 7:29:58 PM

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Hello!

Thank you for working so hard for us, our city, and the patrons of our library.

I'm very worried about the expectation that we, as library workers, clean the libraries with the supplies we have at hand. According to the [CDC's recommendations on how to clean a work space](#), as well as [the memo you sent out on the 11th](#) (that none of the library staff received), we are supposed to be provided with masks during any cleaning effort. The library does not have any masks, and any gloves we had are long gone.

In addition, [the CDC recommends that workplaces be left vacant for a minimum of 24 hours before clean-up efforts begin](#). This would be easy to do since we are going to be closed to the public.

I could e-mail my manager, to email the regional manager, to email the director, to get him to ask you.... but I decided to just ask you. Please help us with this. If I get a reprimand for speaking out of turn, so be it. I'll accept the consequences.

I'm very excited to be provided with the proper safety supplies, and then begin sanitizing the heck out of my favorite library branch and volunteering for any shifts serving food to kids, cleaning our playgrounds, and more.

We're gonna make it!

-Erin

P.S. I'm very excited to get our buildings clean as fast as possible so they can be used as a stage to help others!

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**Erin K Wilson | Library Associate II | They/Them pronouns**

Phone: 504.596.2638 | Robert E. Smith Library | 6301 Canal Blvd., New Orleans, LA 70119

[ewilson@nolalibrary.org](mailto:ewilson@nolalibrary.org)

**New Orleans Public Library: *Transforming Lives, Enriching Neighborhoods, and Preserving History***

Stay Connected: [neworleanspubliclibrary.org](http://neworleanspubliclibrary.org) | [Facebook](#) | [Twitter](#) | [Pinterest](#) | [Tumblr](#)

**From:** [Chad J. Brown](#)  
**To:** [Gilbert A. Montañó](#)  
**Subject:** NOPL info has been updated  
**Date:** Sunday, March 15, 2020 1:46:27 PM  
**Attachments:** [Press Conference Talking Points for GAM - COVID-19.docx](#)  
[AllEmployeeLogisticalPlanCOVID-19.docx](#)  
[LogisticsUpdateMemoGAMtoMayor.docx](#)

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Hi GAM, see attached.

The NOPL info has been updated.

Chad J. Brown

Chief of Staff to the Chief Administrative Officer | City of New Orleans