

Greater Lafourche Port Commission

AGENDA

December 11, 2013 at 10:30 AM

Administration Building · 16829 East Main St · Galliano, LA

(Revised: December 10, 2013 at 9:00 AM)

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Consider approval of minutes for November 14, 2013 regular meeting
- V. Executive Director's Report
 - A. Northern Expansion**
 1. Northern Expansion Slip C Bulkhead (J. Wayne Plaisance)
 2. Adam "Ted" Gisclair Road – Phase III Asphalt (Picciola & Associates)
 - B. Airport Projects**
 1. Glide Slope (LPA/Baker)
 2. ODALS – Omni-Directional Approach Lighting System (LPA/Baker)
 3. Airport Master Plan Update (LPA/Baker)
 - C. FEMA Projects**
 1. Beach Repair Project (Picciola & Associates)
 - D. Port Security and Grant Projects**
 1. Multi-Agency Emergency Operations Center (2009)
 2. TWIC Implementation (2011)
 - E. Other Port Projects**
 1. Assumption of Maintenance Study (URS)
 2. Storm Harbor Marina (J. Wayne Plaisance)
 - F. Update on LA 1 Projects**
- VI. Committee Reports
 - A. Executive Committee
 1. Consider approving the request from HOS Port to amend the mooring dolphin lease to add 3 dolphins in Flotation Canal #13, #14, #15 and remove dolphins #3 & #4 in Bayou Lafourche
 2. Consider approving the request from Guidry Bros to lease 3 mooring dolphins in Flotation Canal and consolidate all 12 mooring dolphins from #16 to #27
 3. Consider amending leases GLF414 Expert Riser and GLF199-A MAI, Inc. in regards to the environmental insurance coverage
 4. Consider naming the new road east of Slip C
 5. Consider approving the request from American Integration Contractors to lease one office at the Port Complex
 - B. Permits & Waterways Committee
 1. Review permit applications by Lafourche Parish Government, Shoreline Southeast LLC, Aspect Energy LLC, Shell Pipeline Co., and Bollinger Fourchon
 - C. Construction & Development Committee
 1. Consider approving Change Order No. 3 from Hamp's Construction for the Fourchon Beach Repair project
 - D. Finance Committee
 1. Consider approving payment of November invoices and recognize expenditures over \$10,000
 2. Consider approving the November 2013 Financial Statements
 3. Consider approving 2014 Budget
 4. Consider approving updating the South Lafourche Bank authorization for certificates of deposit
 5. Consider approving the out of state travel requests
- VII. Any other business
- VIII. Public Comment
- IX. Adjournment

OFFICIAL PROCEEDINGS OF THE GREATER LAFOURCHE PORT COMMISSION
December 11, 2013

The Board of Commissioners of the Greater Lafourche Port Commission met in regular session on Wednesday, December 11, 2013 at 10:30 AM at the Administration Building 16829 East Main Street, Galliano, LA.

President Gisclair called the meeting to order and Secretary Cheramie called roll.

ATTENDED: Chuckie Cheramie, Perry Gisclair, Kris Gaudet, Wilbert Collins, Larry Griffin, John Melancon Jr., and Ervin Bruce

ABSENT: Donald Vizier and Jimmy Guidry

Upon motion by Melancon and second by Collins, the board unanimously approved the minutes for November 14, 2013 regular meeting.

Executive Director's Report

Northern Expansion – Engineer John Plaisance reported that Johnson Bros was issued a notice of procurement to order materials and begin the test pile program for the Northern Expansion Slip C Bulkhead project. The contractor is completing the access roads and will be starting the test pile program. Engineer Joe Picciola reported that LA Contracting has completed the drainage work for the Adam “Ted” Gisclair Road Asphalt project. They are scheduled to bring in asphalt next week and should be complete by the end of this year.

Airport Projects – Airport Manager Joe Wheeler reported that E.P. Breaux Electrical is ordering materials for the Glide Slope project. The generators that were funded by DOTD have been received and in storage waiting installation of the glide slope. The Omni-Directional Approach Lighting System (ODALS) bid opening is postponed until January 10th. We have received some information from the Corps today stating that the Corps Engineering Dept. is reviewing our questions and should be done by December 18th. The Airport Master Plan Update is in the final stages. The final graphics should be complete by next week. Wheeler reported that there were 2071 aircraft operations for the month of November.

FEMA Projects – Executive Director Chett Chiasson stated that he found out yesterday that the press and State will be visiting the State's Caminada Headland's project today. Engineer Joe Picciola reported that the final change order for the Beach Repair project is later on agenda for the additional sand and rock dike of \$345,058.73. The substantial completion certificate has been recorded and is currently in the lien period which ends in January.

Port Security and Grant Projects – Davie Breaux reported that the Lincoln Builders has a few punch list items to complete the Multi-Agency EOC. April Danos reported that the proposals for the TWIC Implementation will be received on December 17th.

Other Port Projects – William Evans reported that he submitted some comments for Chiasson and Breaux to review for the Assumption of Maintenance Study. Once the comments are finalized, they will be forwarded to the Corps on how to proceed. Engineer John Plaisance reported that the Storm Harbor Marina is currently being advertised with the bid opening scheduled on January 7th.

Update on LA 1 Projects – Steve Glascock with DOTD addressed the board. He reported that the toll collections have been manned since the summer months which solved the congestion and backup situation. The toll booth will be manned every day from 5AM - 8PM. They are working on increasing the usage of the ATPM by more payment options with possibly a single trip option. The collections show that we had a very good summer with the traffic numbers up and transactions increased. The 2013 traffic volume is up 5% to 10% increase from 2012. From the tolls collected, compared to the expected revenue

we were able to close the gap significantly. DOTD is now at 95% collection rate which exceeds industry standards.

We had an issue come up in processing old violations prior to the ATPM and improvements made regarding the backlog of images. There are roughly 300,000 backlog images that are being reviewed and processed. One issue that was found that there were a significant number of violations issued during the time of the kiosk machines which a person may have paid at the machine but the system did not recognize payment. Therefore, we have to review these 70,000 images manually. These violations should be completed soon. Some operational improvements made are we started to mail out account notifications of low balances and negative balances. Also implemented legislative actions, Act 206 which will reduce the number of late notices from 3 to 1 notice. This will also reduce the late fees due to the hearings that occur once a month. Future improvements are to update technology to cheaper reader tags which would be a strip that fits on the windshield. DOTD is also pursuing to repair all the electronic message signs and tracking cameras which should be done in phases over the next 3-6 months.

Cheramie stated that he has a violation and he has the sticker to pass. The violation does not have a photo or the license plate on it and wants to know how this can even be issued to anyone. Mr. Glascock replied that it is something they are working on and in fact these old violations included several of those. Cheramie stated that this is back in February. The violation has no photo or plate and shows passing thru gate 1 and gate 2 at same time. Mr. Glascock replied that is part of our review folks receiving invoices with no photo. What he will do is take his information to get that resolved. Griffin stated that he had 2 tickets came back from 2010 and he went to the customer service center and the person checked that there were funds in the account the ticket was mistakenly sent so it was all resolved. Glascock stated that the website is the best place to find information on hearings and the customer service center is open to help resolve issues.

Committee Reports

Executive Committee - The committee met on November 21, 2013 at the Administration Building in Galliano. Present was Gisclair, Griffin, Cheramie, and Melancon. They also met on December 9, 2013 at the Administration Building in Galliano with all present.

Upon motion by Melancon and second by Gaudet, with no public comment, the board unanimously approved the request from HOS Port, LLC to amend the mooring dolphin lease to add 3 dolphins in Flotation Canal #13, #14, #15 and remove dolphins #3 & #4 in Bayou Lafourche. Chiasson stated that we will consolidate all of HOS Port's leased dolphins #1 to #15 and the only dolphins that will be available are #3 and #4 in Bayou Lafourche.

Upon motion by Bruce and second by Cheramie, with no public comment, the board unanimously approved the request from Guidry Bros to lease 3 mooring dolphins in Flotation Canal and consolidate all 12 mooring dolphins from #16 to #27.

Upon motion by Collins and second by Griffin, with no public comment, the board unanimously approved the amendment of leases GLF414 Expert Riser Solutions and GLF199-A M.A.I., Inc. in regards to the environmental insurance coverage. Port Attorney Autin stated that as part of the new insurance requirement to carry Environmental Impairment Liability that protects us and the tenant from pollution will be removed since nothing on site can cause any type of pollution under this coverage. He stated that in the future when negotiating leases if agreed to not have anything on the property that could cause pollution we will remove the requirement at that time.

Upon motion by Cheramie and second by Collins, with no public comment, the board unanimously approved naming the new road east of Slip C the Minor Cheramie Sr. Road.

Upon motion by Griffin and second by Collins, with no public comment, the board unanimously approved the request from American Integration Contractors to lease one office of 210 sq. ft. at the Port Complex for \$340 per month.

Permits & Waterways Committee - The committee met on November 21, 2013 at the Administration Building in Galliano. Present was Chairman Cheramie, Gisclair, Collins, and Griffin. They also met on December 9, 2013 at the Administration Building in Galliano with all present.

Chairman Cheramie presented for the board's review the permit applications from Lafourche Parish Government; Shoreline Southeast, LLC; Aspect Energy, LLC; Shell Pipeline Co.; and Bollinger Fourchon. Cheramie requested that a letter be sent to Shoreline Southeast concerning the prop washing.

Construction & Development Committee - The committee met on November 21, 2013 at the Administration Building in Galliano. Present was Chairman Bruce, Gisclair, Griffin, with Vizier absent. They also met on December 9, 2013 at the Administration Building in Galliano with Vizier absent.

Upon motion by Bruce and second by Melancon, with no public comment, the board unanimously approved Change Order No. 3 an increase of \$345,058.73 from Hamp's Construction for the Fourchon Beach Repair project.

Finance Committee - The committee met on November 21, 2013 at the Administration Building in Galliano. Present was Chairman Melancon, Gisclair, Gaudet, with Guidry absent. They also met on December 9, 2013 at the Administration Building in Galliano with Guidry absent.

Upon motion by Melancon and second by Bruce, with no public comment, the board unanimously approved payment of November invoices and recognized expenditures over \$10,000.

Upon motion by Melancon and second by Gaudet, with no public comment the board unanimously approved the November 2013 Financial Statements.

Chairman Melancon presented for the board's consideration approving the 2014 Budget. Chiasson stated that the public hearing for the budget was held on Monday. Finance Director James Rome went over the major budget items. The anticipated revenue of \$26,064,784 is a 2.1% increase from 2013. The revenues typically have grown at a higher percentage (6.8%) in the past, but we are not budgeting for any new bulkhead in 2014 and in addition in 2014 we will have 4 leases finishing the advanced improvement revenues which accounts for \$1.2 million not being recognized. Chiasson then reported on the major capital construction items as the construction of 2600 LF of bulkhead in Slip C with the associated dredging of \$18.2 million and building 18 mooring dolphins of \$1 million. He reported on the seaport asset purchase of a new marsh buggy pontoon excavator of \$560,000. He stated that the current excavator is 10 years old. He stated by estimating the cost comparison of this purchase we can save approximately \$400,000 for one dredging project by having our own excavator. It pays for itself. The old excavator will be put up for surplus sale.

Chiasson reported on other projects the Highway Embankment Stabilization of \$200,000, Bayou Cleanup of \$200,000, Seaport Master Plan \$350,000, Seaport Deep Draft Feasibility Study of \$1.5 million, Storm Harbor Marina of \$1.5 million, Nerby Collins Marina Wooden Bulkhead Replacement of \$675,000, and the Public Boat Launch Corner Bulkhead Repair of \$250,000. He then reported we do have several Port Security Grant projects totaling \$3 million which will be mostly funded of \$2.3 million by Dept. of Homeland Security. He stated that the projects going on at the Airport are the Ramp Expansion of \$3.3 million and we will be doing the engineering services for a new Terminal Building of \$333,000 hopefully constructed in 2015. The total 2014 budget is \$70,711,946.00 which includes capital construction of \$42,093,619 recommend approval.

Upon motion by Cheramie to approve the 2014 Budget which was second by Melancon, the floor was open to discussion. Griffin stated that the budget is less than last year, which Chiasson replied yes it is down \$10 million which is due to the projected Slip C bulkhead cost compared to the actual bids. Gisclair said that this is a very aggressive budget and for the first time doing \$16 million of bulkhead. We are moving forward and wish the people would take the time to see exactly what we have at Port Fourchon and the Airport. He is proud of the budget and proud of the people who put it together. The board then voted to approve the 2014 Budget of \$70,711,946 which resulted in all yeas.

Upon motion by Melancon and second by Griffin, with no public comment, the board unanimously approved updating South Lafourche Bank authorization for certificates of deposit to include Executive Director Chiasson and Finance Director Rome.

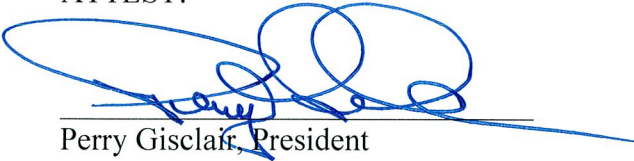
Upon motion by Melancon and second by Bruce, with no public comment, the board unanimously approved the out of state travel requests from Chett Chiasson and Commissions to be determined (TBD) to attend the AAPA Spring Conference in Washington DC on March 23rd; Chett Chiasson and

Commissioners TBD to attend the 2014 NOIA Annual Meetings in Washington DC on April 9th; and Chett Chiasson and Chuckie Cheramie to attend the LA Alive in Washington DC on February 19th.

The Commissioners then wished each and every one a Merry Christmas and a prosperous New Year.

Upon motion by Cheramie and second by Griffin, the board adjourned the board meeting.

ATTEST:



Perry Gisclair, President



Harris "Chuckie" Cheramie Jr., Secretary