

GREATER LAFOURCHE PORT COMMISSION

AGENDA

WEDNESDAY, JUNE 10, 2020 at 10:30AM

Administration Office • 16829 East Main St • Cut Off, LA 70345

(Posted: June 5, 2020 at 4:10PM)

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approve minutes for May 13, 2020 regular meeting and May 27, 2020 special meeting
- V. Executive Director's Report
 - A. Northern Expansion
 - 1. Northern Expansion Slip C 400' East Part 2 Bulkhead (*Picciola & Associates*)
 - 2. Northern Expansion Slip C 1100' East Bulkhead (*Picciola & Associates*)
 - 3. Northern Expansion Slip D & Bayou Lafourche Dredge (*GIS Engineering*)
 - 4. Coastal Wetlands Park
 - B. Airport Projects
 - 1. Aircraft Operations
 - 2. Airport Connector Road and Bridge (*Picciola & Associates*)
 - C. Other Projects
 - 1. OMB Review of Feasibility Study (*GIS Engineering*)
 - 2. Flotation Canal Pavilion (*Picciola & Associates*)
 - 3. Front Marina Boat Lift (*GIS Engineering*)
 - 4. Various Site Improvements in Port
- VI. Public Comment
- VII. Committee Reports
 - A. Executive Committee
 - 1. Consider approving HOS Port, LLC for Subordination, Non-Disturbance and Attornment Agreement for sites GLF601 and GLF602
 - 2. Consider approving the request from Chouest Shorebase Services for a time extension for improvements on site GLF621-2
 - 3. Consider approving position changes in personnel
 - B. Permits & Waterways Committee
 - 1. Review permits from Cantium (4) and LOOP, LLC
 - C. Construction and Development Committee
 - 1. Consider adopting the DOTD Resolution accepting the work for Slip C 400' East Bulkhead H.012775 (323)
 - D. Finance Committee
 - 1. Consider approving payment of May 2020 invoices and recognize expenditures over \$10,000
 - 2. Consider approving the 2019 audited financial statements
 - 3. Consider approving the insurance producer of record
- VIII. Any Other Business
- IX. Public Comment
- X. Adjournment

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OFFICIAL PROCEEDINGS OF THE GREATER LAFOURCHE PORT COMMISSION
June 10, 2020

The Board of Commissioners of the Greater Lafourche Port Commission met in regular session on Wednesday, June 10, 2020 at 10:30AM at the Administration Office 16829 East Main Street, Cut Off, LA 70345.

President Harris Cheramie, Jr. called the meeting to order and Secretary M. Callais then called roll.

ATTENDED: Harris Cheramie, Jr., Rodney R. Gisclair, Jimmy Lafont, Rodney J. Gisclair, Sr., Curtis Pierce, Larry Griffin, John Melancon, Jr., Mike Callais, and Kris Callais

ABSENT: None

Upon motion by Griffin second by Melancon, with no public comment, the board unanimously approved the minutes for May 13, 2020 regular meeting and May 27, 2020 special meeting.

Executive Director's Report

Executive Director Chett Chiasson recognized April Danos, Director of Homeland Security and Technology who will be retiring on Friday with 23 years of service. We are very happy for her as she moves on to her new opportunity and will miss her. He read the certificate which stated, *"Upon your retirement, the Greater Lafourche Port Commission hereby acknowledges April Danos in appreciation for your 23 years of dedicated service and leadership as Director of Homeland Security and Technology. We wish you good health, happiness, and continued success in your life after retirement."* Chiasson stated we know you will be moving on and doing some great work with cyber security. We are excited about that opportunity for you and look forward to working with you in the future. Congratulations and thank you for all your hard work. You left us with a good team to take over for you. You have done a great job of working your way up over the years with a lot of hard work and dedication for the community and the Port Commission.

USCG Captain Russell and John Knapp attended the meeting to recognize Mrs. April Danos. Captain Russell stated Mrs. Danos has been helping the USCG for the past 13 years and he has had the opportunity to work with her over the past year when he took over. He presented her with a USCG Command Coin and then with a Coast Guard Certificate of Merit. The Coast Guard cited Mrs. Danos for outstanding sustained support of Coast Guard missions in South Louisiana from January 2007 to June 2020. She was a valued member of the South Louisiana Area Maritime Security Committee by recruiting members and providing nation-wide updates. She co-founded a Cyber Security Subcommittee and served as first vice chair providing real time cyber information and training. Mrs. Danos' efforts were critical in the creation of the sustainment and success of the GLPC Command and Control Communications which is an integrated network between federal, state, and local agencies. GLPC became a role model to other ports throughout the nation from her consistent efforts. Mrs. Danos' dedication, professionalism, and support of the Coast Guard are commended and are in keeping with the highest traditions of the United States Coast Guard. We wish you all the best and are thankful you are staying in the area.

Northern Expansion - Engineer Joe Picciola reported Sealevel Construction is complete and in the lien period for Slip C 400' East Part 2 Bulkhead. The DOTD resolution to accept the project is on the agenda. Engineer Joe Picciola reported Shavers-Whittle Construction is currently driving the concrete piles for the deadman for Slip C 1100' East Bulkhead. All steel sheets have been driven and they are currently welding the pipe bumpers and clips for the wood caps. Engineer John Plaisance reported he is finalizing the plans and specs for Slip D & Bayou Lafourche Dredge project. Regarding the Coastal Wetland Park, Thad Angelloz reported the final submittal for the Land and Water Conservations grant will be turned in this Friday. After the June 15th deadline, the grant request will move from the state level to the federal level for review.

Airport Projects – Joe Wheeler, Airport Director reported the aircraft operations for May were 1702, 5127 passengers, and 15,572 vehicles. We are up from last month and getting busy at the FBO, however the operations are down 800 from last year due to the COVID-19 restrictions and gas prices. Chiasson requested an update on the electrical work at the Airport. Wheeler stated when he came back, he had all the electrical checked for resistance and every circuit was shorted. We have been going through the whole system eliminating connectors and putting new connectors. He stated now we have our longest stretch of wire from the terminal to the furthest southern light at the Airport which is about 7,000 to 8,000 feet. This is all new wire and connectors and we are now making infinity. Wheeler stated he did this when he was at the Houma Airport and was given praise from the state because this may evolve into additional grants if they see you are maintaining your equipment. With this upgrade, it is a big difference in price, and we are saving \$1,000 a month by not replacing circuit boards on lights. All lights have been running for the past 45 days. We did the same thing to the north replacing lines and connectors. This was a budget line item and we still have money left over so the next portion is to do the runway system. He stated the runway just got new lighting however it is below shorted. We started to replace the main line from the electrical vault to the first light with one solid line. R. Gisclair Sr. stated with the recently completed drainage project how did it hold up with all the rain we been having, which Wheeler replied it did help. The water drained better. Also, it had been dry, so the grass was cut low before all the rain came. It is draining significantly better.

Engineer Joe Picciola updated the board on the Airport Connector Road and Bridge project. He continues to work through the design with DOTD and FHWA. He plans to submit the 90% design plan to DOTD today. The 90% ROW plans have been submitted and we are waiting comments. The traffic study, state permit and Corps permit are approved. We are working on the USCG permit now. We anticipate getting the environmental assessment approved. We are currently holding a virtual public meeting on the Port's website where you can go to view the project slides and make comments. The virtual public meeting will end next Friday, June 19th. We will then have a public hearing to release the environmental assessment. We are also working with the Port on ROW acquisitions, appraisals, and property identifications.

Other Projects – Engineer John Plaisance reported on the OMB Review of the Feasibility Study. He stated this was submitted to them a few months ago. We did receive some minor comments which have been addressed and waiting approval. Chiasson stated we are working on verbiage for the next water resource bill that will come out in Congress. Davie Breaux reported on the future Flotation Canal Pavilion. We have been working with Picciola & Associates on a plan for a multi-use facility that is near the Coastal Wetlands Park. It can be used for educational field trips, recreational rodeos, and use for environmental coastal projects to learn about the wetland park. We are putting together the final details and estimating the building at \$500,000. It will include site work, pier, and walkways. Chiasson stated the whole project is estimated to be \$1.3 million. Breaux reported on the Front Marina Boat Lift for the new Harbor Police vessel. He stated we previously permitted for 4 boat lifts in the marina. Three lifts were built and used by GLPC, WDLF, and LPSO. We will need to redo the permit for the new vessel. We estimate the project to be \$140,000. Breaux reported on various site improvements in Port leveling and dressing up the sites along the Shell pipeline, the Connector Road, and the 36 acres along LA 3090 which will make it easier to maintain and cut.

President Cheramie opened the floor for any public comment. Joseph Orgeron addressed the board and announced his candidacy for State Representative District 54, Ballot #269. Johnny Ordonne addressed the board and announced his candidacy for GLPC Seat B, Ballot#182. Election is July 11th with early voting is June 20th to July 4th.

Committee Reports

Executive Committee - The committee met June 9, 2020 in Cut Off present were Cheramie, M. Callais, Melancon, and R. Gisclair Sr.

Upon motion by R. Gisclair second by M. Callais, with no public comment, the board unanimously approved the request from HOS Port, LLC for Subordination, Non-Disturbance and Attornment Agreements for sites GLF601 and GLF602.

Cheramie presented for the board's consideration the request from Chouest Shorebase Services for a time extension for improvements to site GLF621-2. Chiasson stated this area is the open area that is under lease and lessee wants to build their own bulkhead. We have been working with them to get some embankment stabilization done on the open area. He stated with where we are now with the industry, they requested a 6 month extension to start January 1, 2021. It was discussed yesterday to extend for 1 year from July 1, 2020 to June 30, 2021. Upon motion by Melancon second by Griffin, with no public comment, the board unanimously approved the request from Chouest Shorebase Services for a 1 year time extension for improvements on site GLF621-2 to commence July 1, 2021.

Cheramie presented for the board's consideration the position changes in personnel. Chiasson stated with April retiring we are making some changes to not hire another employee. We will distribute duties within. He recommended the following changes: John Crochet, Director of IT, Thad Angeloz, Director of Grants and Communications, and Heidi Mercer, Information and Communication Clerk. Upon motion by M. Callais second by K. Callais, with no public comment, the board unanimously approved the position changes in personnel.

Permits & Waterways Committee - The committee met June 9th in Cut Off present were Lafont, Pierce, and Cheramie, with R. Gisclair absent.

Pierce presented to the board the permits from Cantium (4) and LOOP, LLC.

Construction and Development Committee - The committee met June 9th in Cut Off present were Griffin, K. Callais, Lafont, and Cheramie.

Upon motion by R. Gisclair Sr. second by Lafont, with no public comment, the board unanimously adopted the DOTD resolution accepting the work for Slip C 400' East Bulkhead H.012775 (323).

Finance Committee - The committee met June 9th in Cut Off present were Melancon, M. Callais, R. Gisclair Sr., and Cheramie.

Upon motion by Melancon second by M. Callais, with no public comment, the board unanimously approved payment of May 2020 invoices and recognized expenditures over \$10,000 which total \$1,701,915.37.

Melancon presented for the board's consideration the 2019 audited financial statements. Mickey Simon with LaPorte presented the highlights of the financial statements. The first report is the independent auditor's report which resulted in an unmodified opinion. This opinion states that the financial statements are presented fairly in all material respects to general accounting principles. The second report is the yellow book report also known as the governmental auditing standards which resulted in no compliance findings and no deficiencies in internal controls. The third report is the Single Audit Report which was not required due to the federal expenditures below the \$750,000 threshold.

Some financial highlights are as follows: cash and investments \$121.7 million (16.2% increase), capital assets \$207.1 million (0.5% increase), unearned lease revenue \$8.6 million (17.5% decrease), net pension \$15.9 million (30.2% increase), net position \$312.8 million (5.5% increase). The Port had annual operating revenues of \$29.2 million (2.4% increase), operating income \$6.1 million (12.2% increase), net income before capital grants and extraordinary items \$12.4 million (14.7% increase), and capital grants \$4 million (59.8% decrease). The total revenues by source were identified on a graph as 74% self-generated fees, 10% state and federal capital construction grants, 10% ad valorem taxes, and 6% other. He then showed a graph of operating income by source of airport revenues and seaport revenues for the past 6 years. He stated in 2019 the airport income was \$1.2 million, and the seaport income was \$28.1 million. The total operating expense by function shows the majority being seaport expenses at \$12.9 million, harbor police at \$3.6 million, airport \$2.4 million, and administrative at \$4.2 million for a total of \$23.1 million. The total expenses and other uses of funds are identified on a graph as 26% of depreciation and sale of assets, 22% of capital construction and purchased equipment, 20% of salaries and benefits, 16% lease expense, 8% maintenance supplies and operation of facilities, 7% other operating expenses, and 1% fuel, oil, and retail items. Capital grants vs. construction expenditures in 2019 shows expenses of \$6.7 million with \$4 million of grant funds. Simon stated in addition to the audit they performed the statewide agreed upon procedures review which covered the written policy of Disaster Recovery/Business Continuity, non-payroll disbursements, and payroll. The results were there was one

isolated exception noted and discussed with management. He stated in summary these are all clean reports. Cheramie thanked LaPorte, Mrs. Parker and our staff for doing a good job. Melancon stated he appreciates Mr. Simon and Mr. Felger for getting this done during the Covid-19 and doing this all electronically. Upon motion by Griffin second by Lafont, with no public comment, the board unanimously approved the 2019 Audited Financial Statements.

Melancon presented for the board's consideration to approve the insurance producer of record. Chiasson stated we advertised for Statements of Qualifications for our Casualty and Marine Insurance Program and received 9 proposals which included some of the top firms in the country. The recommendation is to approve Marsh, USA for a 3 year term. Upon motion by Pierce second by R. Gisclair, with no public comment, the board unanimously approved Marsh, USA as our insurance producer of record for Casualty and Marine Programs.


President Cheramie opened the floor for any other business. Chiasson stated today at 4pm in Baton Rouge the Governor will sign Mr. Reggie Bagala's bill that creates the LSU National Championship license plate. There will be a press event in his honor, please keep him and his family in thoughts today. Griffin stated to keep Mr. Chiasson's family in your prayers today with his uncle's recent passing. Cheramie thanked April for her service and hopes she does well in her new job. Cheramie then thanked all the employees for the Hurricane response. You all did an extremely well job. Chiasson seconded that remark. He stated we are dedicated and understand when the Port can't operate because of high tides every minute counts especially at this slow time for businesses. The board has allowed us to place equipment inside the levee system and not wait for DOTD to clear the roads. We had GIS clearing the road and we brought our own personnel Johnny Felarise to assist DOTD in clearing LA 1 from Fourchon to Grand Isle. All our employees are dedicated on doing a great job and we understand what our role is and try to get things moving as quickly as possible to get back to business. He stated this storm and last year's Hurricane Barry shows how important the completion of LA 1 is because we could have been operating the Port and have our personnel in and out without any issues. We are looking forward to hearing something soon from the INFRA Grant that was submitted by DOT and hoping for some good news moving forward to help us into the future.

Upon motion by Lafont second by K. Callais, the board adjourned the meeting at 11:23AM.

ATTEST:



Harris Cheramie Jr., President



Charles M. "Mike" Callais, Secretary