

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
MINUTES OF THE MARINA COMMITTEE MEETING
TUESDAY JUNE 3, 2014 – 10:30 A.M.**

The regular monthly meeting of the Marina Committee of the Non-Flood Protection Asset Management Authority was held on Tuesday, June 3, 2014 at 10:30 A.M., in the Lake Vista Community Center, 2nd Floor, 6500 Spanish Fort Blvd., New Orleans, Louisiana after due legal notice of the meeting was sent to each Board member, the news media, and a copy of the call was posted.

Chairman Dufrechou called the meeting to order at 10:37 a.m. and led in the pledge of allegiance.

The roll was called which constituted a quorum.

PRESENT:

Chairman Carlton Dufrechou
Vice-Chair Stanley Brien
Commissioner Robert E. Smith Lupo
Commissioner Pearl Cantrelle

STAFF:

Louis Capo - Executive Director
Sharon Martiny – Non-Flood
Chuck Dixon – Marina Director
Dawn Wagener – Non-Flood

ALSO PRESENT:

Gerard Metzger - Legal Counsel
Carl Hudson – Orleans Marina Tenant
Ray Landeche – Lakeshore Subdivision

OPENING COMMENTS

Chairman Dufrechou thanked Carl Hudson for the Orleans Marina tour three weeks ago, which was very informative.

ADOPT AGENDA

Commissioner Cantrelle offered a motion to adopt the Agenda as amended, seconded by Commissioner Brien and unanimously adopted.

APPROVAL OF PRIOR MINUTES

Approval of the minutes from the April 1, 2014 Marina Committee meeting have been deferred.

OLD BUSINESS

1) Update on the status of electrical inspections

Mr. Dixon advised HTE will complete 25% of the electrical inspections this year. There will be a total of four electrical inspections to get the Marina up to speed at a cost of \$3,900 per inspection. The contractor will look for any discoloration or corrosion and ensure that the electrical meets NFPA guidelines for Marinas. The contractor will work with staff to report issues that may need to be put out to bid, assist with bids if issues are found and answer questions during the bid. A condition report will be issued at the end of the inspection. Two major issues at Orleans Marina will be completed shortly: Pier 4 (brings power into the Marina for Piers 4, 5 and 6) and repairs on Piers 1 through 6 through a contract approved with Deubler Electric who was the low bidder.

Mr. Metzger advised that the amount is within the Executive Director's authority, and no motion is needed. This expense must be reported to the Finance Committee. Mr. Dixon informed the Committee that the main power that comes into Orleans Marina does not include a switch gear so the power could not be

turned off. That is one item that will be corrected. There are issues with the switch gear and how it is wired on Pier 4 and on Pier 5 the wires are being pulled. These two issues will also be corrected.

Mr. Pappalardo stated that Orleans Marina was built between 1960-1964, when the piers and Harbor Master Building were built. Mr. Metzger added that there are boathouse leases from 1960 and 1961. The Marina may have been built in 1960 or 1961; one or two years after the Board got the Marina from the City. Mr. Dixon advised that Piers 1 through 4 were originally built and Piers five and six were built later.

2) Update of the security cameras at South Shore Harbor

Mr. Dixon reported that eight of the nine security cameras have been installed, and the ninth will be installed soon. AT&T has been unable to install a DSL line to the Guard Shack. AT&T has come to the site and met with an electrician. The conduit has been run to install the DSL line and AT&T will update to advise when the line will be installed by June 5, 2014. The cameras are recording, but staff is unable to log into a secure site to view the recording. Recordings go back 30 days before they are recorded over.

3) Update on the navigational marker on the breakwater at South Shore Harbor Marina

One navigational marker is in place with "No diving – shallow water" written on the marker and a Notice to Mariners was posted.

4) Status on condition and repairs on shower facilities at South Shore Harbor Marina

There has been difficulty obtaining quotes for the South Shore Harbor shower facility as the job is small, less than 15 s.f. Outdoor tape has been placed in the shower and restroom facility to prevent slipping and/or falling. Schubert's Marine advised that they have a type of non-skid epoxy that can be rolled onto the floor. Commissioner Cantrelle advised the Committee that the Authority should have laborers on staff to complete these small jobs. Everything does not have to be contracted if the Authority has the right people on staff. Commissioner Lupo noted that there is no staff on Lakeshore Drive. The new grass cutting vendor is not maintaining the details along Lakeshore Drive, and it is going to get really bad. There are piles of tree limbs and there are trees that are not being cut around and instead of edging the grass weed killer is sprayed which leaves unsightly dead grass along the sidewalk. Filling the maintenance position is currently a matter of purse strings. There should be a special meeting to address personnel needs so the Authority can determine its position budget-wise.

Mr. Capo informed the Committee that the Authority will realize additional savings as only 25% of the budgeted \$1.2 million has been taken from the Bally's settlement account. There is some money that can be used to bring in laborers. A plan will be prepared to determine what the Authority needs to operate two marinas, Lakeshore Drive and the Airport. Commissioner Cantrelle advised that if the Authority needs personnel, staff needs to figure out how to fund personnel. Chairman Dufrechou requested staff prepare a priority list of what is needed across the board as far as personnel, and if there is a way to use personnel on more than one property. Also, advise whether two bookkeepers are needed to handle the two Marinas. Not having a maintenance person at either Marina and having two bookkeepers does not seem appropriate.

NEW BUSINESS

1) Discussion regarding status of the renewal of leases for Orleans Marina and South Shore Harbor Marina

Mr. Dixon advised that Orleans Marina is in the final third year of the three year leases starting July 1, 2014. South Shore Harbor tenants start new leases on July 1, 2014. During 2012-2013, the increased dollar amount for water and

sewer is \$1,600, which will be divided by the 250 tenants currently at South Shore Harbor. The approximate increase is \$7 for the entire year. There will be an annual increase from the Sewerage and Water Board every July or August, which has been included that in the lease. Mr. Dixon informed the Committee that tenants with derelict vessels have been notified of the Marina rules and advised to repair any derelict boat. A second letter will be sent to the boat owner 10 days later advising the tenant that they are in non-compliance and subject to lease cancellation. Mr. Metzger advised that new leases will not be approved for tenants with derelict boats. Mr. Dixon advised that Marina rules state that leases can be cancelled and the tenants can be evicted. Mr. Dixon can obtain the first notice from the Constable's office. Mr. Dixon advised that red stickers will be placed on vessels for those who are late with payments.

2) Discussion and approval to contract with Deubler Electric, Inc. in the amount of \$21,252 for electrical repairs at Orleans Marina

Mr. Dixon reported that the power will be shut down at Orleans Marina to repair electrical lines and lighting that go to the Harbor Master Building and Piers 1 through 4. The remaining piers were awarded to Deubler Electric for \$21,252. HTE will perform the electrical inspection in quarters at \$3,900 per quarter with one quarter being inspected each year. There are 250 slips presently leased at South Shore Harbor Marina, but only the leased slips will be tested. All occupied slips do not have power. Several tenants have sailboats or small boats that do not have power. Signage on the mono-lift at South Shore Harbor will cost approximately \$1,400 to renew.

Mr. Dixon advised that no vessel can discharge overboard. Wildlife and Fisheries has advised that if there was one more pump out from the South Shore Lake Pontchartrain will be made a No Dump Lake. Both of the pump-outs should be kept in operating condition.

Mr. Pappalardo advised that the RFP for the Bally's Terminal Building is underway, but a current survey is needed. The survey on file is the survey for the Star Casino, which is 19 years ago. The new survey will isolate what portion of property the Authority is putting out for RFP. Commissioner Cantrelle questioned if the recreation area by the Terminal Building would be affected. Mr. Pappalardo informed the Committee that the current parking lot was originally designed to be developmental commercial space. The space north of the Terminal Building will be isolated for the pump-out station and possible fuel dock. Enough land should be carved out to accommodate whatever activity a multiple user of the building wants with some developmental land kept at South Shore Harbor. This will be determined by the survey, which will come before the Marina Committee for approval prior to issuing the RFP.

ANNOUNCE NEXT MEETING

Chairman Dufrechou announced that the next Marina Committee meeting is scheduled for Tuesday, July 10, 2014 at 10:30 a.m.

ADJOURNMENT

Commissioner Cantrelle offered a motion to Adjourn, seconded by Commissioner Brien and unanimously adopted.

The meeting adjourned at 11:20.