

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY**  
**Minutes of the Marina Committee Meeting**  
**Tuesday May 3, 2016 – 4:30 p.m.**

The regular meeting of the Marina Committee of the Non-Flood Protection Asset Management Authority was held on Tuesday, May 3, 2016 at 4:30 p.m., in the 2<sup>nd</sup> Floor of the Lake Vista Community Center located at 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 Settoon called the meeting to order at 4:36 p.m. and led in the pledge of allegiance. The roll was called which constituted a quorum.

**Present:**

Chair William Settoon  
Comm. Stanley Brien

**Absent:**

Comm. Glenn Higgins

**Staff:**

K.J. Schwingshagl – Executive Assistant  
Sharon Martiny – Administrative Assistant  
Chuck Dixon – Marina Director

**Also Present:**

Gerry Metzger – Legal Counsel  
Chris Fenner – Stuart Consulting Group  
Tom Long – Orleans Marina tenant

**Adopt Agenda**

Comm. Brien moved to adopt the Agenda, seconded by Comm. Settoon. Motion passed.

**Approval of Prior Minutes**

Comm. Brien offered a motion to approve the Marina Committee meeting minutes of April 5, 2016 and April 14, 2016, second by Comm. Settoon. Motion passed.

**Report on Current Marina Issues – Chuck Dixon, Marina Director**

Mr. Dixon reported that repairs on the finger piers will continue in July at Orleans Marina. Repairs will exceed the \$90,000 budgeted. The Pennick Dock is deferred until the \$30,000 in FEMA funding is received. Bulkhead repair will be assessed in the near future. The sidewalk near the failure/leak that had buckled is back in its regular position. The Sailboat Bay Apartment swimming pool is sliding out, and the tenant is attempting to locate a company that can lift the frame. Tom Long, tenant at Sailboat Bay, advised that the swimming pool is collapsing and will fall into the Sailboat Bay property. The slips belong to Sailboat Bay and were part of the original development dating back to the 1970s. There are seven slips (part of lease agreement with Sailboat Bay) that are leased to Sailboat Bay tenants, which was part of the lease agreement with Sailboat Bay.

Mr. Dixon advised that the Authority has been involved with National Marina Day (June 11, 2016) for several years. Boat brokers and repairers provide and prepare refreshments for the boating community, and several boats are displayed to draw new tenants. The covered boat slip repairs will require the entire 10% set aside for deferred maintenance. There are 26 covered boat slips at South Shore Harbor, four of which are long-term leases. The rub rail repair at South Shore Harbor is underway, but the lake level must decrease for the final stages of rub rail to be installed.

### **Old Business**

#### **1) Discussion regarding procedure for processing Marina leases**

The E.D. noted that last year's procedure for processing leases caused issues as leases were forwarded to the Admin Offices only, leaving the Marinas without necessary contact and registration information for Marina tenants. Many tenants prefer to come to the Marina offices to complete their leases with the assistance of Marina staff. The older method for processing leases will resume until a better automated method is installed. Tenants will complete the lease and each Marina will obtain a copy of all pertinent information. The cover sheet has been revised, and leases will no longer be e-mailed to the Admin Offices. The Marina software previously used was recently cancelled as it was not reliable. Chair Settoon requested that the E.D. handle the matter accordingly with staff.

#### **2) Discussion regarding action plan for repairs to bulkhead at Orleans Marina**

The E.D. noted that a temporary fence will be placed around the sidewalk near the bulkhead (\$1,080 for 6 months), and one fence will extend from the railing to the parking lot and come around to cordon off the entire area. The bulkhead was examined by professionals familiar with bulkhead repair and it was agreed that the sidewalk must be removed to determine the extent of the wash out. A bulkhead cloth will be put in place along the bulkhead to keep silt in place. The hole will be filled in with a suitable material and topped with either compacted limestone - which can be topped off after it settles - or cement. The cost is approximately \$20,000 for this repair. Comm. Settoon suggested an action plan be prepared and presented to the Marina Committee in the near future.

### **New Business**

#### **3) Discussion regarding renewal of contract with Metro Security**

Mr. Dixon advised that the Authority has a separate security contract with Metro Security for both Marinas. The security contract was delayed by the former COO, and is up for renewal in October. The Authority was previously with Weiser Security prior to going out for bid.

#### **4) Discussion regarding prioritized list of Deferred Maintenance & Capital Improvement projects**

The E.D. noted that each Committee was to come up with a top priority. Some items on the Deferred Maintenance list are presently included in the FY 2017 budget, although not fully funded. The FY 2017 budget includes the following:

- \$100,000 - Repairs to Covered Boat Slips.
- \$ 54,000 – Pile Repair / Moving Nav Aides
- \$ 75,000 – Sealcoat Parking Lot / Restripe
- \$150,000 – Bulkhead Repair
- \$200,000 – Repairs to Finger Piers
- \$500,000 – Silt Removal
- \$ 50,000 - Cable

Three items to be considered in the Resolution are: 1) Silt Build Up in South Shore Harbor Marina (\$2.2 million); 2) Transient Boater Facility (\$825,000); and 3) Designated Fund for Small Maintenance Projects (\$500,000). Each Committee was to list its top priority based on the October 2014 Resolution. The 2014 Resolution is old enough to warrant a newer, revised Resolution with new priorities. Chair Settoon noted that the Authority received \$2.2 million in unbudgeted funding from BP and the Walter Wedell Hangar replacement, which funding would pay for the projects.

**Announce Next Marina Meeting**

Chairman Settoon announced that the next Marina Committee meeting is scheduled for Thursday, May 3, 2016 at 4:30 p.m.

**Adjournment**

Comm. Higgins offered a motion to Adjourn, seconded by Comm. Brien and unanimously adopted. The meeting adjourned at 5:28 p.m.