

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY**  
**Minutes of the Marina Committee Meeting**  
**Tuesday June 14, 2016 – 4:30 p.m.**

The regular meeting of the Marina Committee of the Non-Flood Protection Asset Management Authority was held on Tuesday, June 14, 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 4:32 p.m. and led in the pledge of allegiance. The roll was called which constituted a quorum.

**Present:**

Chair William Settoon  
Comm. Glenn Higgins  
Comm. Stanley Brien

**Staff:**

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

**Also Present:**

Al Pappalardo – Real Estate Consultant  
Chris Fenner – Stuart Consulting  
Tom Long – Orleans Marina tenant

**Adopt Agenda**

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

**Approval of Prior Minutes**

Comm. Brien moved to approve the minutes of the May 5, 2016 Marina Committee meeting, seconded by Comm. Higgins. Settoon passed.

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

Mr. Dixon advised that the 2016 Hurricane Season letter was e-mailed to all tenants advising of procedures to follow in the event of a hurricane. Boats are tied down the best they can be. Only marina tenants are allowed in the marina after storm warnings have been issued. There is a small grassy area that can be used for dry storage.

The 2016 Endurance Fest at SSH Marina was a success. The Authority received a \$4,500 flat rate fee for the event plus an additional \$900 for use of the parking lot. The next event is in October and will be brought before the Board for approval. A rate schedule has been negotiated for smaller events with the producer of the event. Approximately 175 people attended the Marina Day event at SSH Marina in spite of the weather.

Mr. Dixon requested an RFP be advertised for repair of the roofs on the covered boat slips at SSH Marina. Chair Settoon recommended that the item be put on the full Board Agenda on June 23, 2016 for approval. The E.D. advised of a \$152,400 threshold for public works projects; materials and supplies is \$30,000. Anything under that amount allows informal bidding to be used. A minimum of three bids are encouraged, but not required. The RFP is used to determine what will be requested of the contractor. An RFQ is used when there is a pre-defined scope of work for a project.

### **Old Business**

#### **1) Discussion regarding an architectural contract for a development plan of West Roadway Boathouses, which includes setbacks and design parameters**

Mr. Pappalardo distributed bullet points addressing the redevelopment of the boathouses. Current boathouse building restrictions are from 1979 and revised in 1981. These design standards are not in compliance with FEMA requirements. New standards will encourage new development of boathouse structures in the Marina. Due to the unique configuration of the W. Roadway leasable plots, living areas can adequately be constructed over land to comply with FEMA requirements allowing the lessee to acquire flood insurance to protect their investment as well as the Authority. An architect will be selected to draft current building restrictions and standards for new construction in accordance with FEMA V-zone building standards for the living portion of the boathouse. Boathouses owned or will be owned by the Authority should not be leased until new standards are in place to insure uniformity of the soon-to-be premier boathouses in the area.

Chair Settoon noted that the configuration of the leases with the larger land area than other boathouses in the area significantly increases the value of the property. Mr. Pappalardo added that nowhere in the MYH, along Breakwater Dr. or N. Roadway are there parcels where living quarters can be built over land. There are 20 parcels; some with very good boathouses and some with boathouses at the end of their useful life. The Authority controls seven of those 20 parcels. The next CPI increase will result in rental of \$3.90 per square foot. The Authority is losing \$75,000 annually in rent on those seven boathouses. The remaining boathouses are under lease. The Legal Committee is reviewing verification of the piling surveys the Authority had prepared on those leaseholds. Those surveys showed most boathouses had failing or substandard pilings. Tenants were requested to provide their own survey, which would prove that the Authority's survey was incorrect. The Authority may have the right to require those boathouses that are not in good structural condition to be brought up to good structural condition. Tenants may elect to rebuild their boathouses with sturdier structures.

Mr. Pappalardo recommended the Authority select a scope of design for a Licensed Architect to design building standards for redevelopment of these boathouses. Several developers have approached the Authority regarding redevelopment of boathouses in that that area. The developer would begin with boathouses currently under the Authority's control. If a boathouse is developed and sold, the developer is responsible for the 8% transfer fee.

Chair Settoon moved to recommend to the full Board that an RFQ be prepared and advertised for an architect be selected to develop current building standards and restrictions for redevelopment of all boathouses located on S. and W. Roadway, second by Comm. Brien. The issue will be placed on the June 23, 2016 Board Agenda.

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

The E.D. prepared a report detailing the plan for the bulkhead at OM. The condition of the bulkhead will not be known until the cement is removed. Two informal bids were received for the project: Pads - \$20,300 and Anders - \$54,580 inclusive of the cost of the fabric. Anders submitted two fabrics for consideration. As the bid from PADS is within spending authority a contract could be executed with PADS for removal of the concrete. Upon execution of the contract, the concrete will be broken up and hauled out to determine the cause of the failure in the bulkhead. The Authority can then proceed through the steps to repair the bulkhead. SLFPA-E has employed a grant writer who will inspect the bulkhead and begin to research what grants may be available to repair the entire bulkhead,

which appears to be getting worse with a sinkhole developing by the Harbor Master Building.

Chair Settoon recommended executing the contract with PADS to remove the concrete and determine what is causing the failure in the bulkhead, second by Comm. Brien.

**3) Discussion regarding RFP for pier and catwalk repairs in Orleans Marina**

The E.D. advised that this is a continuation of work on piers 1, 2 and 3. Approximately \$300,000 has been allocated for 2017 to complete that work. Staff is requesting approval for an RFP for repair work on the piers and catwalks at Orleans Marina. Part of the cost will come from the 10% tenant fee with the remaining cost taken from Operations & Maintenance. Costs for these repairs will not come from the alternate funding.

Comm. Higgins advised that minimum standards for pier and catwalk replacement are found on-line. These standards should be downloaded to ensure that the RFP complies with the minimum standards. The E.D. advised that the RFP will be distributed to the Marina Committee for review and approval prior to advertisement.

**4) Discussion regarding Pennick Dock repairs at Orleans Marina**

Mr. Fenner advised of two PWs for these repairs. A letter will be drafted to FEMA to determine which PW will be the best one to request the repairs under. The cost for repair will be approximately \$15,000-\$18,000. All wood will be replaced with flow through material. The north end of the dock must be repaired under the Isaac PW. These repairs will be re-decking the remaining portion of the dock. FEMA takes approximately three months to approve an alternate project. The Pennick Dock repairs should be completed by December 2016.

Chair Settoon noted that the Pennick Dock is more exposed to direct storm action than anything in Orleans Marina. Installing flow through slats on the entire dock is cost prohibitive. Mr. Fenner advised if there is extra money found the flow through material will be used on the entire dock. The north end is funded through an Isaac PW, but a Katrina PW will be used to donate money to complete the remaining portion of the dock. After the correct PW is identified, the flow through material will be incorporated into the PW. The Authority can opt for better materials and pay for the difference through an improved project, which is capped by FEMA.

Mr. Fenner advised that he would contact the E.D. with a recommendation on how to proceed with repair of the Pennick Dock. The Pennick Dock repairs must be done as two separate contracts. Originally, all work was to be included under one contract with a discreet scope for the decking. The Authority should complete the Isaac repairs and repair the Pennick Dock as it was prior to Isaac. Upon completion, the next contractor can proceed with the remaining decking. Chair Settoon suggested proceeding with Mr. Fenner's recommendation to rebuild the Pennick Dock while funds are available.

**5) Discussion regarding issuing an RFP for repairs to East Wall Slips 20-29 and all North Wall slips at Orleans Marina**

The E.D. advised that this item must have Board approval. There is \$500,000 in the budget for 2017. Comm. Higgins advised that DEI must submit an estimated cost of construction along with the design. The E.D. informed that cost would be a part of the RFP. The Authority has the right to accept or reject any submission. If an RFP comes in for \$1 million the scope can be reduced. Mr. Dixon advised that 13 boats on the east wall will be moved. The slips will be repaired from the privacy gate by Peninsula Condominiums to the north wall. The slips are in disrepair and the intent is to repair the slips only and put them back to 30-foot

slips. No new slips will be built on slips 1-19 without finger piers. Chair Settoon recommended approval to issue an RFP for repair of the East Wall Slips.

The E.D. advised that a survey will be taken of the area known as the “grassy knoll”, which is located by the Peninsula Condominiums and Lighthouse Harbor between the New Basin Canal and Orleans Marina. The area will be surveyed for development of a commercial property such as a restaurant or bar, allowing the restaurant to rent the pier space along New Basin Canal for sunset cruises or fishing charters.

**Announce Next Marina Meeting**

Chairman Settoon announced that the next Marina Committee meeting is scheduled for Tuesday, July 12, 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 6:14 p.m.