

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY**  
**Minutes of the Marina Committee Meeting**  
**Thursday September 21, 2017 – 5:30 p.m.**

The regular meeting of the Marina Committee of the Non-Flood Protection Asset Management Authority was held on Thursday, September 21, 2017 at 5:30 p.m., in the 2<sup>nd</sup> Floor Conference Center, Airport Terminal Building, 6001 Stars & Stripes 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.

Chair Arrigo's called the meeting to order at 5:31 p.m. and led in the pledge of allegiance. The roll was called which constituted a quorum.

**Present:**

Chair Roy Arrigo  
Comm. Chris Morvant  
Comm. Wilma Heaton

**Absent:**

Comm. Stanley Brien

**Staff:**

Ngoc Ford – Deputy Director  
Sharon Martiny – Administrative Assistant

**Also Present:**

Gerry Metzger – Legal Counsel  
Karl Hudson – Orleans Marina Tenant  
Brian Butcher – OMTA  
Carol Butcher = OMTA

**Opening Comments**

Waived

**Adopt Agenda**

Comm. Morvant offered a motion to adopt the Agenda, second by Comm. Heaton. The motion passed.

**Approval of Minutes**

Comm. Morvant offered a motion to approve the June 6, 2017 Marina Committee minutes, second by Comm. Heaton. Comm. Morvant offered a motion to approve the July 20, 2017 Marina Committee minutes, second by Comm. Heaton. Motions passed.

**Director's Report**

Deputy Director Ngoc Ford advised that the E.D. currently preparing the AMP, and a draft will be available in October. Lakeshore Landing will continue with the September concert series on Friday, Saturday, and Sundays throughout September, which is free to the public. Ms. Martiny will no longer serve as Board secretary due to her promotion within the Authority to Maintenance and Operations.

**Public Comments**

None

**Old Business**

1) **Pennick Dock Repairs**

Ms. Ford reported that the last power pedestal has been ordered for the Pennick Dock repairs. Once the pedestal is installed, the Pennick Dock repairs will be complete.

## **2) Status - Orleans Marina Boat House Demolition**

Mrs. Ford advised that the boathouse demolition project had prior issues with utilities, the contractor not having access to some of the N boathouses and a sunken barge in the Marina. Chair Heaton added that the Notice To Proceed was issued in May for this 60-day contract. There were issues with the titles to the boathouses and recent storm activity as the contractor is based out of Houston. It is now September and the crane is presently at the bottom of the Lake. The Authority has been liberal with the contractor, and the bond will not be called at this time. Other bidders were told the 60-day schedule was strict. The Authority is not at a tipping point on time and fairness to other bidders. The Coast Guard has visited the site on numerous occasions regarding debris left in the water. The Authority has a standard for any work performed, and staff is working hard to get things done.

## **3) Status - Orleans Marina Pier Repair**

Mrs. Ford advised that the piers are 90% complete, with only two piers remaining. Chair Arrigo noted that some wood on the steps on the side of the finger piers is rotted and must be replaced prior to completion as that is a safety issue.

## **4) Status - Orleans Marina East End Promenade**

Mrs. Ford reported that the Promenade project is 90% complete. The concrete has been poured, and the contractors are presently grading the new dirt.

### **New Business**

## **5) Orleans Marina East and North Wall rehabilitation**

Mrs. Ford advised the Committee that a proposal was received from Stuart Consulting Group in the amount of \$50,000 for the design of the slips. The Order must be executed for Stuart to begin design. Chair Heaton noted that Stuart was selected as they are familiar with the project and did the preliminary work on the project. This will be done under Stuart Consulting's IDIQ contract and is an informational item only.

## **6) Marina Collections and Lease Renewals**

Mrs. Ford reported that staff is actively collecting rent and working on the Marina software with hopes to batch invoice OM October, and South Shore Harbor in mid-October or the beginning of November. Chair Heaton noted for the record that staff inherited many institutional challenges with computer hardware, software and poor decisions made by former staff. Staff adhered to the challenge, put in long hours, and worked through multiple audits. Marina tenants are kept current and arrears have reduced to under \$300,000; down from \$1 million. The Legislative Auditor revisited the audit finding and reviewed that finding further. The outcome will be published in the near future. The Authority was given credit for progress on collections and were impressed with staff participation and cooperation during the audit.

Brian Butcher requested that a memo be sent to all tenants ensuring that the issues are being addressed on why multiple payments were taken off of people's credit card at one time. Chair Heaton advised that it would be addressed by the Authority at the Board meeting and possibly on the website.

Arrigo noted that nobody benefitted and there was no misappropriation of funds due to the collection issues.

### **New Business**

## **7) Discussion of Covered Boat Slip repair quotes**

Mrs. Ford addressed quotes to repair the covered boat slip roof, and advised that the cost is approximately \$80,000 to do patchwork or \$120,000 for a permanent solution to replace the entire gutter system. Chair Heaton advised that the

funding is not in budget. The Authority must find the money as these repairs are necessary.

Chair Heaton recommended the issue be brought before the full board to replace the roof at a cost of \$120,000. The Board will not approve the matter unless there is funding for the project. E.D. Noel can suggest a budget adjustment to accomplish the project.

**8) Tall Ships usage of South Shore Harbor**

Mrs. Ford advised that the original plan was for the ships to arrive in November. Due to recent hurricane activity, arrival is postponed until November- plan to come in nov but due to hurricane will not come until April.

**9) Discussion regarding Marina tenant surveys**

Defer until October.

**10) Discussion regarding lease duration going forward for Marina slip tenants**

Mrs. Ford requested that Legal Counsel work with the Executive Director to determine if the Authority could issue a three or five-year lease with a cancellation clause. Chair Heaton noted that the one year lease is labor intensive for staff due to the hundreds of leases that must be input. A one year lease is suggested with clauses addressing possible rate increases and automatic renewal if required insurance documents are received and rent is current.

**11) Motion to recommend delegation of Boathouse lease transfer approval authority to the committee level**

Mr. Metzger advised that this item was addressed in the Commercial Real Estate Committee meeting.

**12) Motion to recommend approval of the Capital Outlay requests for Orleans and South Shore Harbor Marinas for 2018-2019**

Chair Heaton advised that the Capital Outlay Application must be filed by November 1, 2017. Each Committee makes recommendations for their respective project requests. Suggestions for the Marina Committee is the silt removal in the Harbor and New Basin Canal, but to increase the amount to \$1,475,000. There is a request for restriping the Marina parking lot in the amount of \$150,000, but the parking lot must first be repaved. Several items will be taken off that pertain to Airport requests. The list must be prioritized with safety concern issues priority.

**Announce Next Marina Committee Meeting**

Chair Arrigo announced the next Marina Committee meeting is scheduled on Thursday October 19, 2017 at 5:30 p.m.

**Adjournment**

Comm. Heaton offered a motion to adjourn, second by Comm. Morvant. The meeting ended at 5:11 p.m.