

# **Greater Lafourche Port Commission**

## **AGENDA**

**July 10, 2013 at 10:30 AM**

**Administration Building · 16829 East Main St · Galliano, LA**

(Revised: July 9, 2013 at 8:50 AM)

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Consider approval of minutes for June 20, 2013 regular meeting
- V. Executive Director's Report
  - A. Northern Expansion**
    - 1. Northern Expansion Slip C Bulkhead (J. Wayne Plaisance)
    - 2. Adam "Ted" Gisclair Road – Phase III Asphalt (Picciola & Associates)
  - B. Airport Projects**
    - 1. Glide Slope (LPA/Baker)
    - 2. ODALS – Omni-Directional Approach Lighting System (LPA/Baker)
    - 3. Airport Master Plan Update (LPA/Baker)
  - C. FEMA Projects**
    - 1. Beach Repair Project (Picciola & Associates)
  - D. Port Security and Grant Projects**
    - 1. Multi-Agency Emergency Response/Operations Building (2009)
    - 2. TWIC Implementation (2011)
  - E. Other Port Projects**
    - 1. Assumption of Maintenance Study (URS)
    - 2. Storm Harbor Marina (J. Wayne Plaisance)
    - 3. N.J. Theriot Road Elevation & Improvements (Angelette-Picciola)
  - F. Update on LA 1 Projects**
- VI. Committee Reports
  - A. Executive Committee
    - 1. Consider approving the request from M-I to lease 9 dolphins in Flotation Canal and release the 4 in Bayou Lafourche
    - 2. Consider approving the request from SURF Subsea to sublease a portion of Site GLF620 to Francis Drilling Fluids
  - B. Permits & Waterways Committee
    - 1. Review permit applications by Castex Energy, Craig Pierce, and Chevron USA
  - C. Construction & Development Committee
    - 1. Consider approving the lowest responsive bids for Semi-Annual Construction Materials
    - 2. Consider approving Change Order No. 2 from Lincoln Builders for the Multi-Agency EOC
    - 3. Consider approving the Shell Pipeline Right of Way Agreement for Slip C Access Road
  - D. Finance Committee
    - 1. Consider approving payment of June invoices and recognize expenditures over \$10,000
    - 2. Consider approving the June 2013 Financial Statements
    - 3. Consider approving out of state travel requests
- VII. Any other business
- VIII. Public Comment
- IX. Possible Executive Session to discuss pending litigation defined as "Greater Lafourche Port Commission vs. Fourchon Seafood, Suit No.115300 in Division B of the 17<sup>th</sup> JDC-Parish of Lafourche"
- X. Public Comment
- XI. Adjournment

Serena L. Bruce, Legal/Projects Assistant  
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# OFFICIAL PROCEEDINGS OF THE GREATER LAFOURCHE PORT COMMISSION

July 10, 2013

The Board of Commissioners of the Greater Lafourche Port Commission met in regular session on Wednesday, July 10, 2013 at 10:30 AM at the Administration Building 16829 East Main Street, Galliano, LA.

President Gisclair called the meeting to order and Secretary Cheramie called roll.

ATTENDED: Chuckie Cheramie, Perry Gisclair, Kris Gaudet, Donald Vizier, Wilbert Collins, Larry Griffin, John Melancon Jr., Ervin Bruce, and Jimmy Guidry

ABSENT: None

Upon motion by Griffin and second by Collins, the board unanimously approved the minutes for June 20, 2013 regular meeting.

## Executive Director's Report

Northern Expansion – Executive Director Chett Chiasson stated that we approved the resolution to advertise for Slip C Bulkhead at the last meeting however we need to revise the resolution with different language stating that the Port will fund the project and will be reimbursed by DOTD once funds are available. Engineer John Plaisance reported that the plans and specs were submitted to DOTD last week waiting their comments. We plan to start advertising July 30<sup>th</sup>. Chiasson stated that the DOTD technical team is reviewing the plans and should be complete by the end of the week. Upon motion by Melancon and second by Gaudet, with no public comment, the board unanimously approved the revised DOTD resolution to advertise Slip C Bulkhead project with the Port funding the project and to be reimbursed by DOTD once funds are available.

Engineer Joe Picciola reported that the Adam “Ted” Gisclair Road – Phase III Asphalt project is currently being advertised with bid opening scheduled on July 30<sup>th</sup> at 10 am.

Airport Projects – Airport Manager Joe Wheeler reported that we received bids for the Glide Slope project on June 26<sup>th</sup>. We are not ready to take action since the bids came in higher than estimated. We will discuss this with the engineer before awarding. The bid opening for the ODALS – Omni-Directional Approach Lighting System has been postponed to July 23<sup>rd</sup> due to waiting on a response from the Corps regarding crossing the levee with electrical conduit. The Airport Master Plan Update was submitted to FAA waiting receipt of final executed plans. The aircraft operations for June were 2076 with fixed wing of 812 and 1264 helicopter.

FEMA Projects – Engineer Joe Picciola reported that Hamp's Construction has picked up production on the Fourchon Beach Repair Project. They are now hauling 3600 to 3800 yards of sand a day. They have installed approximately 800 LF of geotube. They had problems over the weekend with high water which shut down the project however they plan to start back today. Hamp's also started filling dune and back side area from western end toward the east. They are making better progress than they have been.

Port Security and Grant Projects – Davie Breaux reported that there is a change order on the agenda for the Multi-Agency EOC an increase of \$2,853 which is -\$7,641 of relocation of connections and \$10,494 for Fire Marshal required sprayed thermal barrier. Chiasson stated that Gisclair questioned the wood exterior, which Breaux replied that the exterior will be cement plaster just like the block and it is 3 layers of ¾ inch plywood and will have metal latte and plaster like the block walls. April Danos reported that TWIC Implementation project is fully funded by FEMA. The RFQ for a design engineer is out on advertisement. She stated that this is not intended by the Port to block highways. This is for hand held readers and access control to certain facilities in Port. Gisclair stated that people are coming down from out of state trying to get TWIC cards and it is only open on Tuesday and Wednesday. I know we don't have control over this but if there could be an educational process for these people trying to get a card

and finding the office closed. Chiasson stated that it is all based on Dept. of Homeland Security contract with Lockheed Martin a private contractor is in control of this. Danos stated that it is advertised on our website. Griffin stated that the best thing to do is call for an appointment so you don't have to wait in line because there is only one person operating the office. Melancon stated that they do have an office open 5 days a week in Houma and they do have 2 people working there which is much faster.

Other Port Projects – William Evans with URS reported that the New Orleans Corps District office has received the Assumption of Maintenance Study. They will assemble a review committee to start going through the document.

Engineer John Plaisance reported that we are receiving some CDBG funds for the Storm Harbor Marina project. The Corps' comments increased the cost along with the geotechnical report. We have addressed the geotechnical portion and still working with Chiasson and Breau to address the Corps issues.

Chiasson stated that the N.J. Theriot Road Elevation and Improvements project received Capital Outlay funds of \$1.4 million, EDA funds of \$1.4 million, and the Port will fund the remaining portion. In regards to the Capital Outlay funds, we are currently working on submitting documents to the State to get approval for a cash line of credit. This will be similar to DOTD projects that is first funded by the Port and reimbursed by the State once funds are available. Engineer Larry Picciola reported that the geotechnical survey is complete and he is now working on the design. Picciola stated that he plans to discuss with Entergy to check heights of power lines to make sure there are no problems in the future with the elevated roadway.

Update on LA 1 Projects – Henri Boulet reported that DOTD, Design Consultant HNTB and the LA 1 Coalition met with the Corps of Engineers in late June to discuss required criteria for crossing the levee in Golden Meadow. Two different design options are being evaluated. DOTD expects to have the preliminary plans 30% completed by the end of August. Yesterday, DOTD began having communities present MEGA Projects for the State Transportation Plan update. The Coalition presented to the Regional Planning Officials Advisory Council on the economic importance of the LA 1 South. Concerning work on LA 1 from Port Fourchon toward Grand Isle to the Jefferson/Lafourche line, the reason that the bid date is in August is that DOTD was waiting on the Federal Highway Administration to approve the work. Boulet asked DOTD's Maintenance Engineer out of Houma to ride that stretch of highway and decide if it needs some immediate spots addressed to ensure safety in the meantime. There is progress in both the U.S. House of Representatives and the U.S. Senate in increasing the share of royalties states can receive in the future. This could help the LA 1 Project funding a few years down the road, tremendously. The state should start receiving royalty payments from lease sales that followed the 2006 Gulf Of Mexico Energy Security Act around 2016. There is a \$500 million cap per year on those funds and 10% can be spent on infrastructure directly impacted by coastal land loss. If we can get that cap raised and the state could get \$1 billion a year then I can ask for more money toward LA 1.

Rhett Desselle then reported on the toll operations on LA 1. Some commitments that have been accomplished are as follows: DOTD has lengthened the cash lane by 2000 ft and can now accommodate over 100 cars; added a toll booth to the island; hired toll collection staff; monitored traffic and made adjustments to staff shifts; and we are continuing to hire backup and part-time staff. Some adjustments made in our staffing plan is during off peak months (October to April) toll booths will be staffed during peak hours with ATPM used during non-peak hours. During peak months (May to September) booths will be staffed 24/7. The difference is it takes 20 seconds for manual collections while the ATPM was taking over a minute. The ATPM does work during low volumes. We have gone thru the Memorial weekend with no problems or complaints.

In regards to the toll violation process, notices are being sent out within 30 days of violation. We do still have a back log of images that are being reviewed and those are now going out. Also the notification letters are going out if there are issues with account. He stated that in May there were 424 letters sent out regarding credit card expirations, 92 credit card auto replenish letters, 2680 low balance letters, and 560 negative balance letters. Customers are now getting this on a daily basis. Desselle reported that the first violation hearings are taking place here in Galliano at the South Lafourche Public Library. We will

continue to have local hearings at the library. They are still having some hearings in New Orleans or over the phone. If a notice is received by a customer and they don't agree they were unjustly notified of the violation they can set up a hearing or call over the phone.

As of May, DOTD has sold 340 toll tags and gave away 156 tags as part of the LA 1 Coalition sponsored program. The Coalition just purchased an additional 1000 tags for the giveaway. To receive these tags you can stop by the customer service building present a driver's license, email address, and a minimum of \$30 to place on the account to qualify. The total revenues for May were a record high collecting \$530,000. May was the single highest month since the opening. The average collection rate this fiscal year is 98.9%. The total toll tag transactions were approximately 66% of all transactions.

Some other changes we recently updated the user agreement that clearly spells out rights and obligations of customer when setting up an account. Recent legislation Act 206 was effective June 2013 that reduces the required late notice from 3 to 1, reduces late fees, and allows for communication by electronic mail. In the past, customers were getting 3 mailed late notices before the collection situation. He stated now they send the violation notice and have 30 days then a late notice will be sent and they will have 30 days to set up a hearing; afterward we can start the collection violation process with the Attorney General's office. Desselle stated that some future plans we do have a multiprotocol reader over the northbound lane this allows us to read toll tags from other states and toll authorities. We are also exploring the single trip option and working with American Road Technologies to provide another payment option.

Griffin stated that a vehicle pulling a boat and the boat trailer was not registered why they don't just charge the vehicle the cost of the trailer, which Desselle replied that when you have a boat as the camera takes the image it won't get a picture of the license plate on the truck it only sees the trailer license. All you need to do is go online and update your account information to add the trailer plate and we will see that when we review the image. Griffin then stated that DOTD changed the speed limit signs from 55 mph to 45 mph from Fourchon to Elmer's Island. He was told that it is usually not enforced for the first 30 days so he figured it was in preparation of the upcoming road work. Desselle responded that after Hurricane Isaac they received a request from the Parish to reduce the speed limit because of the condition of the road. Once the project is completed, DOTD will come back to re-access and it may go back to 55 mph.

Cheremie questioned if DOTD has any intentions of putting more lights on the bridge for traffic span from Leeville to Fourchon it is dark. Desselle replied that we don't have any plans and DOTD does not pay for any roadway or bridge lighting. There is usually a local sponsor that works with DOTD to put up the lights then the local sponsor assumes the maintenance and operations cost of the lights. Gaudet questioned how is the toll revenue currently in relation to projections when the project was planned, which Desselle replied that it is not his area of expertise but they did update the traffic and revenue study 3 years ago from the original study done before the bridge was built. The study shows a low scenario, mid scenario, and high scenario. He stated right now with the rate we are collecting we are meeting the low scenario which is just good for the current financing. The financing does change in December when the TIFIA loan kicks in. We are now only paying on the bonds and in December we will be also paying the second loan. He does not know if we will meet that payment schedule. We are trying to get this refinanced so we can get it in one of those scenarios to make payments. There is a toll increase in January. He stated that we are now collecting what we are supposed to be collecting. The industry standard for this type of facility is 97% and we are collecting 98.9%. Gisclair stated that with the 24/7 schedule he understands that they did advertise for local people, which Desselle replied yes. He stated that we had staff from the Crescent City Connection moving down here to work the facility, however with the layoff in June we did rehire people from down here in Golden Meadow. We do have some people from the Crescent City Connection that took positions here that were close to retirement. Once they leave, we will re-advertise to hire locally. We currently do have advertisements for part-time workers to fill 4 or 5 positions.

## Committee Reports

Executive Committee - The committee met on July 8, 2013 at the Administrative Building in Galliano. Present was Chairman Gisclair, Griffin, Cheramie, and Melancon.

Upon motion by Melancon and second by Cheramie, with no public comment, the board unanimously approved the request from M-I to lease 9 dolphins in Flotation Canal and release the 4 in Bayou Lafourche.

Upon motion by Bruce and second by Griffin, with no public comment, the board unanimously approved the request from SURF Subsea to sublease 300 LF of property on Site GLF620 to Francis Drilling Fluids for vessel cleaning services.

Permits & Waterways Committee - The committee met on July 8, 2013 at the Administrative Building in Galliano. Present was Chairman Cheramie, Collins, Griffin, and Gisclair.

Chairman Cheramie presented for the board's review the permit applications from Castex Energy, Craig Pierce, and Chevron USA. Cheramie stated that we will send a letter of concern regarding the prop washing listed in the Castex Energy permit.

Construction & Development Committee - The committee met on July 8, 2013 at the Administrative Building in Galliano. Present was Griffin, Gisclair, Vizier, and Bruce.

Upon motion by Bruce and second by Guidry, with no public comment, the board unanimously approved the lowest responsive bids for Semi-Annual Construction Materials from Grand Isle Shipyard, Arabie Trucking, and Byron E. Talbot Contractors.

Upon motion by Cheramie and second by Collins, with no public comment, the board unanimously approved Change Order No. 2 an increase of \$2,853.00 and 3 calendar days from Lincoln Builders for the Multi-Agency EOC.

Upon motion by Melancon and second by Bruce, with no public comment, the board unanimously approved the Shell Pipeline Right of Way Agreement for Slip C Access Road includes language that Shell agrees to exhaust all feasible means that would not require removal of the road.

Finance Committee - The committee met on July 8, 2013 at the Administrative Building in Galliano. Present was Chairman Melancon, Guidry, Gaudet, and Gisclair.

Upon motion by Melancon and second by Guidry, with no public comment, the board unanimously approved payment of June invoices and recognized expenditures over \$10,000.

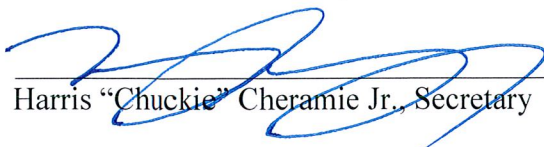
Upon motion by Melancon and second by Gaudet, with no public comment, the board unanimously approved the June 2013 Financial Statements.

Upon motion by Melancon and second by Collins, with no public comment the board unanimously approved the out of state travel requests from Chett Chiasson and all 9 board members to attend the 2013 Annual AAPA Convention in Florida on October 13<sup>th</sup> thru 18<sup>th</sup>.

Upon motion by Gaudet and second by Cheramie, with no public comment, the board unanimously approved entering into executive session to discuss pending litigation defined as "Greater Lafourche Port Commission vs. Fourchon Seafood, Suit No. 115300 in Division B of the 17<sup>th</sup> JDC-Parish of Lafourche". The roll call vote resulted in all 9 yeas. The board then returned to the meeting. Upon motion by Gaudet and second by Melancon, with no public comment, the board unanimously approved the global settlement offer of \$12,500.00 for Fourchon Seafood Suit No. 115300.

Upon motion by Cheramie and second by Collins, the board adjourned the board meeting.

ATTEST:

  
Perry Gisclair, President  
Harris "Chuckie" Cheramie Jr., Secretary