

**MINUTES OF  
LAKEFRONT MANAGEMENT AUTHORITY  
MARINA COMMITTEE MEETING  
HELD ON TUESDAY, AUGUST 18, 2020**

**PRESENT:** Chair Dawn Hebert  
Vice Chair Stanley Brien  
Commissioner Renee Lapeyrolerie  
Commissioner Esmond Carr (arrived at approximately 4:15 PM)

**ABSENT:** Commissioner Howard Rodgers

**STAFF:** Louis Capó – Executive Director  
Daniel Hill – Director of Engineering & Operations  
Madison Bonaventure – Assistant to the Executive Director  
Ricardo Gutierrez – Assistant Harbor Master  
Michelle Hitter – Marina Administrator  
Helaine Milner – Marina Administrator  
Brad Vanhoose – Harbor Master

**PUBLIC:** David Jefferson “Jeff” Dye – Legal Counsel to the LMA  
Gerard Metzger– Legal Counsel to the LMA  
Wilma Heaton– Chair of the Lakefront Management Authority Board  
Karl Hudson – Orleans Marina Tenant Association  
Bridgette Vinson – South Shore Harbor Marina Tenant  
Ronnie Vinson – South Shore Harbor Marina Tenant

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The Marina Committee of the Lakefront Management Authority met on June 16, 2020, in the Lakefront Airport Terminal Building, 2<sup>nd</sup> Floor Conference Center, 6001 Stars and Stripes Blvd., New Orleans, Louisiana.

Chair Hebert called the meeting to order at 3:34 P.M. Louis Capó, Executive Director, called the roll, and a quorum was present.

**Opening Comments:**

Chair Hebert said it was her first meeting as the chair of the committee, and she looked forward to improving the marinas and services for tenants.

Commissioner Lapeyrolerie was introduced as a new member of the committee. She said she was appointed by Governor Edwards as a Commissioner of the Office of Multimodal Commerce, a division of LaDOTD, and she was LaDOTD’s new appointment to the LMA Board. She said that the division deals with commerce involving aviation, ports, waterways, trucking, and rail

transport. Commissioner Lapeyrolerie stated that she was a native of Reserve, Louisiana, and has lived in historic Treme for many years. She said she was intrigued by the history of the LMA assets and looked forward to working with the LMA.

**Motion to Adopt Agenda:**

A motion was offered by Commissioner Brien, seconded by Commissioner Lapeyrolerie, and unanimously approved, to adopt the agenda.

**Motion to Approve Minutes:**

A motion was offered by Commissioner Lapeyrolerie, seconded by Commissioner Brien, and unanimously adopted, to approve the minutes of June 16, 2020.

**Director's Report:**

Director Capo said that the trailer at South Shore Harbor Marina (SSH) was not conducive for operations at the marina. He explained that the trailer had been in place for approximately 15 years and had several issues including its overall aging condition and lack of space to meet with tenants.

He said that staff would be moving into what was previously known as the Shore Shop, operated by Studio Network-Lakefront, LLC, to remedy the issue of workspace at SSH. He said that due to concerns about potential flooding and to gain greater visibility over the marina, staff would move into the second floor.

Chair Hebert asked if it was possible for staff to move into that building. Jeff Dye, Legal Counsel to the LMA, said that it was legal because the improvements belong to the LMA now that Studio Network-Lakefront, LLC has been evicted.

Director Capo added that behind the Shore Shop, there is a structure with bathrooms under construction. He said that staff will be working on a plan to complete the bathrooms, build shower facilities and possibly laundry facilities. He said that one of the reoccurring complaints from SSH tenants is the quality of the facilities, so the existing structure may enable the LMA to provide improved facilities in the future.

He said that fuel tanks are also in the LMA's possession, and staff will be arranging for the tanks to be inspected by Leaf Environmental to ensure there are no deficiencies or environmental risks associated with the tanks. He said that once the tanks are cleaned out and inspected, staff can work on the next steps towards providing tenants with fuel services.

Director Capo said that staff is taking next steps to remedy grass growth in the area since it is again under the LMA's control.

Chair Hebert said she thought all improvements would go to the next tenant of the former Studio Network-Lakefront, LLC site. Director Capo said that when the Request for Proposals was issued in 2014, there was less infrastructure on the site than what was currently available. He said the LMA would want to lease out remaining areas of the site such as the former Lazy Jack's establishment and the former World War II Museum PT Boat site. Director Capo said that the World War II Museum vacated their office and removed the PT Boat at the end of April.

He said the former Studio Network-Lakefront, LLC site has been secured by the LMA with barricades and locks to make it safer for marina tenants and to deter trespassers.

He said that the LMA's overall security plan will ultimately be shaped in the future by new tenants' ability to provide security which will augment the services the LMA already provides at SSH.

Chair Hebert asked about the schedule of security services. Director Capo said that marina staff is on site during the day, LMA security guards on site in the evening and additional guards are hired through a private security company to cover the marinas.

Director Capo said that maintenance staff is changing all the lightbulbs in SSH with LED bulbs for brighter lights, cost savings and as a deterrent for crime.

Brad Vanhooose, Harbor Master, introduced Charlene "Michelle" Hitter as the Marina Administrator joining the LMA team.

Mr. Vanhooose said that staff has been pressure washing for painting projects and repairing finger piers. He said that the Flood Protection Authority was working on the parking lot sinkhole repair, in close proximity to the floodwall.

He said the marinas will have new security cameras installed. He added that life rings have been installed. He said that staff has replaced dock boxes at Orleans Marina and SSH, and they will continue to purchase more to replace aging ones. He said that the marinas also have 8 new dock carts for tenants' convenience.

Chair Hebert asked how the dock boxes are being replaced. Mr. Vanhooose said they are being replaced on an as-needed basis. Chair Hebert said she thought consistency among piers would look more desirable. Mr. Vanhooose said some tenants have requested to keep the wooden dock boxes as they prefer it.

He said that marina staff now has a dingy that they can use to traverse the water in the marinas to perform maintenance functions and to inspect the marinas more thoroughly.

He said that new spill kits have been installed throughout both marinas. He said that they will be useful for an accident such as an oil or fuel spill.

He said that an Emergency Action Plan was sent to marina tenants.

Mr. Vanhooose said that no trespassing signs were installed in SSH in transient slips, unleased slips and at the former Studio Network-Lakefront, LLC site. He said that OLDPD told him that they could not ask trespassers to leave without trespassing signage.

He said that the 15 squatters at SSH were gone. Chair Hebert asked how the LMA is notified about non-paying tenants. Director Capo said that GoPark sends both he and Mr. Vanhooose aging reports.

Mr. Vanhooose discussed progress on the Orleans Marina North and East Wall Slip Project. Mr. Dye asked if that is the site for which vibration monitoring was being performed. Mr. Vanhooose confirmed that it was.

### **Public Comments:**

Karl Hudson, of the Orleans Marina Tenant Association, introduced himself to the Committee. He commended the marina team because he said many tenants were much happier than they had been in a while and are noticing an improvement in service to tenants. He remarked that the men's shower facilities needed attention, and he suggested that management reach out to the cleaning service providers to address the issue.

### **Old Business:**

#### **1) Update and discussion on security services and protocols at the Marinas.**

Chair Hebert felt the discussion item was sufficiently discussed during reports by Director Capo and Mr. Vanhoose, so the committee proceeded with the next item.

#### **2) Update on the Marina Emergency Response Plan and Hurricane Preparedness Plan.**

Mr. Vanhoose said that the Emergency Action Plan and Hurricane Preparedness Plan had been sent to all tenants. He said that staff at GoPark has copies of the plans, and the plans are included with new leases moving forward.

Chair Hebert commented that the mass communication system (IRIS) the LMA employs has been helpful in distributing important messages to tenants, especially regarding gate closures.

Ricardo Gutierrez, Assistant Harbor Master, said he has been walking the piers at Orleans Marina and SSH. He said that he has received positive feedback from tenants regarding the emergency plans and communications on navigation of SSH during the South Shore Harbor Entrance Dredging Project.

### **New Business:**

#### **1) Motion to recommend approval of a Change Order to the contract with Magnolia Dredge & Dock, LLC for additional quantity of dredging services for the South Shore Harbor Entrance Dredging Project in the amount of \$46,070.63.**

A motion was offered by Commissioner Brien, seconded by Commissioner Lapeyrolerie, and unanimously approved to recommend approval of a Change Order to the contract with Magnolia Dredge & Dock, LLC for additional quantity of dredging services for the South Shore Harbor Entrance Dredging Project in the amount of \$46,070.63.

Before the item was voted on, Daniel Hill, Director of Engineering and Operations, explained that the dredging project must begin with a pre-dredge survey to estimate the quantity needed and a post-dredge survey to determine that the quantity ordered has been completed. He said the project area was 1 foot shallower than the pre-dredge survey says due to the age of the pre-dredge survey and new silting that has built up over that period. Mr. Hill explained that since

additional fill needs to be removed, the LMA will need to pay for additional quantity of services. Mr. Hill clarified that the Authority will only pay for quantities of work performed.

Commissioner Brien asked if the foot of buildup in 4 years concerned Mr. Hill. Mr. Hill said that it gives the LMA a picture of what to expect 5-10 years in the future.

Mr. Hill said that the original scope of work called for the contractor to dredge along the whole lane of peninsula area. He said that after consultation with Director Capo and marina staff, the section has been reduced in length and deepened the dredging for optimized functionality.

Board Chair Heaton explained that Mr. Hill inherited the project and has taken strides to ensure that the project will be successful.

Mr. Hill clarified that the permits are in order for the project despite the changes in scope.

Chair Hebert asked if he was confident if the additional funds would cover the additional dredging services. Mr. Hill responded that he was, and that \$46,070.63 figure was a not-to-exceed amount.

**2) Motion to recommend approval of a Second Amendment to the contract with AIMS Group, Inc. for extension of vibration monitoring services for the Orleans Marina North and East Slips Project until August 31, 2020 and in the amount of \$30,493.30.**

A motion was offered by Commissioner Lapeyrolerie, seconded by Commissioner Brien, and unanimously approved to recommend approval of a Second Amendment to the contract with AIMS Group, Inc. for extension of vibration monitoring services for the Orleans Marina North and East Slips Project until August 31, 2020 and in the amount of \$30,493.30.

Mr. Hill said that the additional time and services was a result of logistical issues with staging the piles before they were to be installed. He said the inspector must come out each time as a new delivery of piles is made and installed. He said the inspector has accumulated more hours than expected due to this challenge.

Chair Hebert asked about the pile driving and vibration monitoring process. Mr. Hill said the inspectors must visit the site each time piles are driven and for the duration of when the piles are driven. He said someone is also on site for pile logging, and an inspector observes the condition of the piles once they are driven in. He said these checks are for quality control purposes.

Director Capo showed a map to indicate the proximity between condo developments and the pile driving site.

Commissioner Lapeyrolerie inquired about the efficiency of the schedule of the delivery of piles and arrival time of AIMS Group's inspectors. Mr. Hill confirmed there was coordination between the parties.

Commissioner Lapeyrolerie asked how the board would be ensured that the \$30,493.30 figure would be granted as a not-to-exceed amount. Gerard Metzger, Legal Counsel to the LMA, indicated that it would be outlined in the resolution.

**Announcement of next Marina Committee Meeting:**

**1) Tuesday, September 15, 2020 – 3:30 P.M.**

**Adjourn:**

A motion was offered by Commissioner Lapeyrolerie, seconded by Commissioner Brien, and unanimously adopted, to adjourn. The meeting was adjourned at 4:25 PM.