

**MINUTES OF
LAKEFRONT MANAGEMENT AUTHORITY
REGULAR MEETING OF THE MARINA COMMITTEE
HELD ON TUESDAY, FEBRUARY 15, 2022**

PRESENT: Chair Dawn Hebert
Vice-Chair Renee Lapeyrolerie
Commissioner Stanley Brien
Commissioner Esmond Carr

ABSENT: Commissioner Thomas Fierke

STAFF: Louis Capo – Executive Director
Winifred Christopher – Assistant to the Executive Director
David Martin– Director of Engineering and Operations

ALSO

PRESENT: Gerard G. Metzger – Legal Counsel to the LMA
Raymond Landeche
Zach Huglbank
Thomas Long
Alexcear Short

The Marina Committee of the Lakefront Management Authority met on Tuesday, February 15, 2022, at the New Orleans Lakefront Airport at 6001 Stars and Stripes Blvd., New Orleans, LA 70126.

Chair Hebert called the meeting to order at 3:43 P.M. and led in the pledge of allegiance. Director Capo called the roll, and a quorum was present.

Opening Comments: None

Motion to Adopt Agenda:

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

Director's Report:

Director Louis Capo stated that all items covered under the directors' report will be covered under the old and new business on the agenda.

Public Comments: None

Old Business:

1)Update on marina issues.

- Bruce Cain, Harbor Master provides the Marina Committee with updates on aspects of both South Shore Harbor and Orleans Marina. The updates are as follows:
 - Fuel Station
 - South Shore Harbor Amenities

- Former Bally's Casino Site
- Showers, restrooms, and laundry facilities (Permanent Units)
 - Prices for Units could range between \$80,000.00 and \$90,000.00
- Food Trucks
- Commissioner Carr inquired about the proposed plan/report given to the LMA by the Counselors of Real Estate in 2012.
 - Legal Metzger recalled that there was no plan of action nor was it adopted.
 - Commission Carr stated that is his recommendation that the report be given to Harbor Master Cain, citing that his improvements mirror the proposed ideas from the Counselors of Real Estate.
 - Director Capo referenced lack of funding as a hindrance towards improvements with Commissioner Brien agreeing with his synopsis.
- Director Capo stated that Mr. Martin is currently developing an RFP for the Day Store, Fuel Dock at South Shore Harbor, and an RFP for the Former "PT" Boat site (Neither included in the Parcel "L" RFP).
- Vice-Chair Lapeyrolerie stated that the committee needed to decide on the basic needs of The Harbors such as a bathroom, laundry, and shower facilities. She continued with her suggestions regarding advertisement and monthly Food trucks to drum up tenant attraction.
- Direct Capo clarified that within the 2022-2023 capital budget there's a designated \$250,000 for laundry and restrooms facilities for South Shore Harbor. Along with a designated \$250,000 for inspections at South Shore Harbor.

2)Update on South Shore Harbor Marina's Covered Boat Slips' Sprinkler System repairs.

- Fuel System point of service check
- Linfield, Hunter, and Junius will be and have completed their designs documents.
- Coastal Fire is scheduled to conduct a pressure test on February 17, 2022, with routine checks performed every year.
- Commission Carr inquired about who's license will certify the design associated with the sprinkler. The architect/ engineer of record is Linfield, Hunter and Junius.

3)Update on the boat removals at both South Shore Harbor and Orleans Marina.

- Harbor Master Cain updated the committee on the ten boats removed and one that had sunken.
 - Three were retrieved from a rule of possession and some were under reimbursement for debt collections.
 - He believes that funding from the sale of the boats would be beneficial to the marinas
 - Chair Hebert inquired about the squatters
 - Harbor Master Cain stated that several vessels lack H.I.N numbers and registration is difficult to ascertain.
 - On February 27, 2022 marina staff will be submitting letters of procession and eviction to the Orleans Parish Court.
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4)Update on the Seabrook Boat Launch's Capital Outlay Request.

- Director Capo provided an update on the bond commissions allocation of \$100,000.00 for LMA, in hopes the full amount for the Seabrook Boat Launch will be designated and funded..
- Director Capo advised that we revisit the proposal/design from DEI and ensure that they can execute the design based on the funds provided to the LMA.

- After some discussion, it was determined that the design had been finalized. Therefore, giving Engineering the jurisdiction to determine if the design specs required further evaluation or returned to the marina committee, and/or the board.

New Business:

1) Discussion regarding the Orleans and South Shore Harbor Aging Reports.

- Note: Items one, two, and three are presented simultaneously by Harbor Master Cain.

2) Discussion regarding tenant leases, payment, and insurance compliance reports at the South Shore Harbor and Orleans Marina.

- Chair Hebert inquired about collection efforts and how the LMA is notified when a tenant is delinquent.
- Director Capo clarified how the LMA works in partnership with the GO Park to obtain Aging reports, marina staff is tasked with contacting the tenant about late payments, and the final process of eviction.
- Attorney Gerry Metzger recommended that all delinquent bills be submitted to the Louisiana Attorney General's Office.
- Chair Hebert inquired about who performed the insurance compliance.
 - Harbor Master Cain stated that marina office administrators are verifying and tracking all insurance compliance.

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3) Discussion regarding proposed the Fiscal Year 2022-2023 Marina Budgets.

- Director Capo presents the proposed fiscal year for 2022-2023 Marina via handouts and projection presentation.
 - Handouts included chart accounts description, the fiscal year 2021-2022 current actuals, and the fiscal year 2022-2023 proposed budget.
- Expected occupancy for South Shore Harbor for the fiscal year 2022-2023 is projected at 51% to 52%. Note: Highest point of occupancy reached approximately 71% throughout the last couple of years.
 - There are 19 covered slips with active leases and the remaining 7 are long-term tenants who paid in advance.
 - Vice-Chair Lapeyrolerie asked if there was any expectation on the surge charge or revenue from leases at the marina funding is spent on the marina and vice versa for other properties managed by the LMA.
 - Director Capo stated that the desire of the LMA is to keep the revenue within the particular properties, however revenue from the New Basin Canal helps offset losses at Airport and other properties, and Orleans Marina Boathouses generally has a surplus to offset losses.
 - Vice-Chair Lapeyrolerie stated that she would like to know the amount of revenue generated from South Shore Harbor and what percentage it took to

maintain the property. Along with the same comparable reports for the various other properties like Airport, etc.

- Next Director Capo stated that the line item for identification badges was incorrect and this it was a processing error from reporting.
- Since the beginning of 2022, film productions on South Shore Harbor have increased. He stressed that any revenue from productions stays within the property used for filming.
- Commissioner Carr inquired about the decrease in utility fees
 - Director Capo's summation is that the LMA overpaid New Orleans Sewage and Water Board.
- Increased electrical at South Shore Harbor from \$5k to \$10k
- Materials and supplies \$2500 to \$12k for lights bulbs and figures w/ labor done in house.
- Piers, catwalks, and bulkhead increase from \$5k to \$7500.
- Vice-Chair Lapeyrolerie inquired about the credit card administrative fee from Go Park.
 - The fee is the passthrough charge from GO Park for processing credit card payments from South Shore tenants.
- Orleans Marina occupancy has been down due to the pending bulkhead repairs as we await to hear from the contractor on whether or not additional boats will require relocation.
- Orleans Marina Boathouses is projected at \$440k.
- Revenue decreased by 7% from \$1.4 million to \$1.35 million.
 - The decrease in revenue stems from the loss of 8 slips.
- Vice-Chair Lapeyrolerie asked if we had contractual security.
 - Director stated that we don't have a third party/outsourced security firm, but have increased security staffing..
- Both Vice-Chair Lapeyrolerie and Commissioner Carr would like to revisit the credit card free paid to Go park.
- Director Capo concluded with a brief synopsis of the Capital Projects Budget.
- Commissioner Carr inquired where would the security camera go at South Shore Harbor.and who would monitor the cameras.
 - Director Capo stated ideally the plan would be to work with OLDPD on monitoring the cameras.
 - Commissioner Carr stated that he had spoken to OLDPD, who informed him that they don't have a new hire position allocated for camera monitoring, and the possibility of going to the state for additional funding would need to happen.

Announcement of next Marina Committee Meeting:

1) Tuesday, March 15, 2022– 3:30 P.M.

Adjourn:

A motion was offered by Vice-Chair Lapeyrolerie, seconded by Commissioner Hebert, and unanimously adopted, to adjourn. The meeting was adjourned at 4:56 PM.