

**BOARD OF COMMISSIONERS OF THE
PORT OF NEW ORLEANS
MINUTES OF
THE BUDGET COMMITTEE MEETING
TUESDAY, APRIL 23, 2019**

A MEETING OF THE BUDGET COMMITTEE OF THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS, HELD IN THE PRESENTATION ROOM ON THE FOURTH FLOOR AT ITS OFFICES LOCATED AT 1350 PORT OF NEW ORLEANS PLACE, NEW ORLEANS, LOUISIANA, WAS CALLED TO ORDER BY *PRO TEMPORE* COMMITTEE CHAIRMAN CHARLES H. PONSTEIN AT 1:34 P.M. ON TUESDAY, APRIL 23, 2019.

COMMITTEE MEMBERS

PRESENT:

Charles H. Ponstein, *Pro Tempore* Committee Chairman
Arnold B. Baker, Member
Darryl D. Berger, Member
William H. Langenstein, III, Member
Jack C. Jensen, Jr., Member

COMMITTEE MEMBERS

ABSENT:

Tara C. Hernandez, Committee Chair
Laney J. Chouest, Member

STAFF:

L. Colletta, Executive Counsel
A. Fant, Vice President, Planning and Facilities
M. Ganon, Vice President, Public Affairs
R. Wendel, Chief Financial Officer
B. Landry, Vice President and Chief Commercial Officer
R. Aragon Dolese, Director, Marketing and Communications
T. Carter, Director, Procurement
E. Pansano, Director, Internal Audit
M. Verderame, Director, Records
J. Guidry, Director, Maintenance
C. Coates, Director, Real Estate
J. Ragusa, Public Information Director
C. Alfonso, Community Engagement Manager
M. Smith, Administrative Assistant

GUESTS:

D. Lafont, NOPB
C. Kocur, NOPB
C. Gendusa, NOPB
J. Sleeth, NOPB
J. Cleveland, ParaTech
N. Junius, Linfield, Hunter & Junius, Inc.
S. Girau, Linfield, Hunter & Junius, Inc.
L. Traweek, *New Orleans City Business*

I. Determination of Quorum and Call to Order

In the absence of Committee Chair Hernandez, Board Chairman Baker appointed Commissioner Ponstein to serve as *Pro Tempore* Committee Chairman for the purpose of holding this meeting. *Pro Tempore* Committee Chairman Ponstein determined the existence of a quorum and called the meeting to order at 1:34 p.m.

II. Briefing and Discussion Items:

A. Recommend to the Board at its Regular Monthly Meeting the Acceptance of the Consolidated Financial Statements for March, 2019.

Commissioner Berger joined the meeting at 1:44 p.m.

Mr. Wendel distributed the March 2019 financial reports to the Board, a copy of which is made a part of these minutes. He provided an overview of the Board's and New Orleans Public Belt Railroad Corporation's ("NOPB") expenses, revenues, and budgets on both a monthly, and fiscal year-to-date basis.

Mr. Landry stated container business increased in March. He stated that there were over 60,000 TEUs for the month, which is a single-month Port record. He noted there was a 12% increase year-end and that the Port is now 13% ahead of last year's pace. He stated breakbulk numbers have increased, and growth is expected to continue.

Mr. Landry stated cruise business had a very strong month. He attributes the increase is due to Carnival's *Triumph* being replaced with the Carnival *Glory*, which results in over 300 additional passengers per week. He noted the increase in passengers contributed to parking revenues, as well as passenger count.

Mr. Wendel responded to Commissioner Ponstein's question as to the comparison of year-to-date cruise numbers relative to the exclusion of hurricane calls from fiscal year 2018. Mr. Wendel stated that those revenue numbers were impacted by ships diverted from Houston last year.

Mr. Landry responded to Commissioner Langenstein's question regarding the expectation of cargo volume for the month of April. He stated the container revenues will be another good month and noted the breakbulk business outlook is very positive.

Mr. Wendel stated rail volumes are continuing to increase over last year. Class I switching totaled 11,463 cars for the month against approximately 9,000 cars in March. The volume remains 12% above budget, which he contributes to the temporary Norfolk Southern business obtained earlier in the year. He noted local switching was slower for the month with just slightly under 2,000 cars, but remains significantly higher over the prior year.

The Board's terminal operations revenue was \$4.5 million, which is \$378,000 above budget for the month. He attributes the increase to strong container business and stronger dockage than expected. For the year, terminal operations are at \$33.5 million, which is \$3,273 above budget.

Mr. Wendel stated cruise operations were \$100,000 above budget for the month. For the year, cruise revenues are \$4,000 below budget, which he attributes to lower rentals and smaller cruise operations. He noted the main cruise business is over budget for the year, which he attributes to the larger Norwegian ship and Royal Caribbean returning to the Port.

Real estate operations continue to come in as expected. Revenues are \$700,000 for the month, which is \$15,000 below budget. For the year, revenues are \$140,000 above budget.

Mr. Wendel provided an overview of NOPB's March Operations' revenue. He noted railroad operations revenue came in at \$2.5 million against a budget of \$2.6 million, which is due to a drop in car shop revenues. Overall railroad operations were above budget for the month and remain above budget at \$2.4 million for the year.

Mr. Wendel stated that the Port and NOPB combined revenues came in above budget for the month at \$9.7 million against a budget of \$9.4 million. On a consolidated basis for the year, revenues remain \$2.4 million above budget.

Mr. Wendel stated the Board's operating income for this month was \$400,000 above budget. Labor expenses continue to be below budget, which he attributes to a number of unfilled positions. He noted all other expenses continue to come in below budget as well. Operating expenses came in at \$1.2 million against a budget of \$1.4 million, which is \$260,000 below budget for the month. Operating income came in at \$3.7 million against a budget of \$2.7 million, which is approximately \$1 million above budget for the month. The Board's fiscal year to date come in at \$16.6 million against a budget of \$15.1 million, which is \$1.5 million above budget. He noted the Board is \$881,000 below last year at this time due to dredging charges. Investment income continues to rise. He noted miscellaneous net came in at \$740,000 against a budget of \$25,000, which is due to the \$750,000 share of the dredging study.

Mr. Wendel stated the NOPB had another good month but was \$68,000 below budget due to rail car repair but remain above budget for the year. Overall NOPB's expenses are below budget for the month except for liability claims, which resulted in an additional \$1 million in claim reserves. For the month, there was a loss of \$583,000 against a budget of \$371,000, almost \$1 million below budget, which is essentially the excess in liability claims.

Mr. Wendel responded to Commissioner Langenstein's question regarding funds for claims. He stated that the current budget figures represent self-designated funds which have been placed in reserves, as opposed to representing claims that have been paid.

Overall, the NOPB for the fiscal year is \$2.2 million above operating income against a budget of \$1.8 million, which is \$387,000 above budget.

On a consolidated basis, the operating income for the month came in at \$3.1 million. For the year, operating income remains above budget at \$18.8 million versus a budget \$16.9 million.

Commissioner Berger made a motion to recommend acceptance of the March, 2019 consolidated financial statements at the Regular Board meeting. Commissioner Langenstein seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

B. Briefing on Preliminary Budget Assumptions for the Fiscal Year 2020 Financial Plan.

Mr. Wendel discussed preliminary budget assumptions for Fiscal Year 2020 Financial Plan. He stated the final submissions from the various Directors are being received on labor planning, Capital Improvement Program and revenues projected for the year. He noted more detailed information will be provided at the May Committee meeting.

Staff responded to Commissioners' questions regarding the first call dates for Disney Cruise Lines, anticipated changes in employee pension costs, delayed river projects, and opportunities for growing the cruise parking business.

III. Public Comment

Pro Tempore Committee Chairman Ponstein called for public comment, but there was none.

IV. Adjournment

There being no further business to come before the Committee, *Pro Tempore* Committee Chairman Ponstein called for a motion to adjourn. Commissioner Berger so moved, and Commissioner Jensen seconded. **MOTION CARRIED UNANIMOUSLY.** The meeting was adjourned at 2:08 p.m.

**BOARD OF COMMISSIONERS OF THE
PORT OF NEW ORLEANS
MINUTES OF
THE PLANNING AND ENGINEERING COMMITTEE MEETING
TUESDAY, APRIL 23, 2019**

A MEETING OF THE PLANNING AND ENGINEERING COMMITTEE OF THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS, HELD IN THE PRESENTATION ROOM ON THE FOURTH FLOOR AT ITS OFFICES LOCATED AT 1350 PORT OF NEW ORLEANS PLACE, NEW ORLEANS, LOUISIANA, WAS CALLED TO ORDER BY COMMITTEE CHAIRMAN WILLIAM H. LANGENSTEIN, III, AT 2:09 P.M. ON TUESDAY, APRIL 23, 2019.

COMMITTEE MEMBERS

PRESENT:

William H. Langenstein, III, Committee Chairman
Arnold B. Baker, Member
Darryl D. Berger, Member
Charles H. Ponstein, Member
Jack C. Jensen, Jr., Member

COMMITTEE MEMBERS

ABSENT:

Tara C. Hernandez, Member
Laney J. Chouest, Member

STAFF:

L. Colletta, Executive Counsel
A. Fant, Vice President, Planning and Facilities
M. Ganon, Vice President, Public Affairs
R. Wendel, Chief Financial Officer
B. Landry, Vice President and Chief Commercial Officer
R. Aragon Dolese, Director, Marketing and Communications
T. Carter, Director, Procurement
E. Pansano, Director, Internal Audit
M. Verderame, Director, Records
J. Guidry, Director, Maintenance
C. Coates, Director, Real Estate
J. Ragusa, Public Information Director
C. Alfonso, Community Engagement Manager
M. Smith, Administrative Assistant

GUESTS:

D. Lafont, NOPB
C. Kocur, NOPB
C. Gendusa, NOPB
J. Sleeth, NOPB
J. Cleveland, ParaTech
N. Junius, Linfield, Hunter & Junius, Inc.
S. Girau, Linfield, Hunter & Junius, Inc.
L. Traweek, *New Orleans City Business*

I. Determination of Quorum and Call to Order

Committee Chairman Langenstein determined the existence of a quorum and called the meeting to order at 2:09 p.m.

II. Briefing and Discussion Items:

A. Recommend to the Board at its Regular Monthly Meeting a Resolution Awarding a Contract to Balthazar Enterprises, Inc., dba Balthazar Elektriks in the Amount of \$378,118 for the Purchase of Electrical Switchgear for the Operation of the Board's Container Cranes.

Mr. Guidry presented and recommended approval of the resolution. He stated the electrical switchgear supplied under this contract will be used by the contractor performing the electrical modifications to extend the 100-foot gauge crane rail at Nashville Avenue Wharf "C" to accommodate the two new 100-foot gauge gantry cranes being purchased by the Board. The switchgear will provide the power capacity required for the additional cranes. As a long-lead item, ordering the switchgear in advance while the electrical design is ongoing will help expedite this much-needed project.

Mr. Guidry stated Balthazar Elektriks was the lower of two responsive and responsible bidders. Funding for this purchase is budgeted in the Board's Capital Investment Plan.

Staff responded to Committee Chairman Langenstein's question regarding the projected delivery time of the new gantry cranes.

Commissioner Ponstein moved to recommend approval of the resolution at the Regular Board Meeting. Commissioner Jensen seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

B. Recommend to the Board at its Regular Monthly Meeting a Resolution Awarding a Contract to Balthazar Enterprises, Inc., dba Balthazar Elektriks in the Amount of \$295,330.80 for the Purchase of Electrical Power Cable for the Operation of the Board's Container Cranes.

Mr. Guidry presented and recommended approval of the resolution. He stated the electrical power cable will be installed under the wharf as part of the 100-foot gauge crane rail extension project to replace the cable that is currently located in the Nashville Avenue Wharf "C" Shed. Due to the long lead-time required for the delivery of the electrical power cable, ordering in advance while the electrical design is ongoing will expedite the project.

Mr. Guidry stated Balthazar was the lowest of three responsive and responsible bidders. Funding for this work is budgeted in the Board's Capital Investment Plan.

Staff responded to Commissioner Baker's question as to whether there were any SBE's involved in the process.

Mr. Guidry responded to Commissioner Jensen's question as to whether Balthazar has worked for the Port before; however, he indicated that Balthazar is a supplier.

Commissioner Jensen moved to recommend approval of the resolution at the Regular Board Meeting. Commissioner Berger seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

C. Recommend to the Board at its Regular Monthly Meeting a Resolution Authorizing the President and Chief Executive Officer to Enter into Separate Professional Services Contracts with (1) Burk-Kleinpeter, Inc.; (2) ECM Consultants, Inc.; (3) Infinity Engineering Consultants, LLC; (4) Marrero Couvillion, LLC; and (5) Moffatt & Nichol, Inc.; to Provide As-Needed Damage Assessment Services for a Period of Three Years in an Amount Not to Exceed \$200,000 Per Contract.

Ms. Fant presented and recommended approval of the resolution. She stated the Board's Damage Assessment Plan divides the Board's properties into five zones for assessment after a catastrophic event such as a hurricane. Each of these five firms will be assigned a zone so they can be prepared to inspect for and document any damage after a catastrophic event and provide cost estimates for repair. This information will be used for recovery of damages from the Board's insurance companies and any request for public assistance. These contracts also provide for the design of repairs so operations can return to normal as quickly as possible.

Ms. Fant stated that nine proposals were received and evaluated by the selection committee.

Ms. Fant responded to Committee Chairman Langenstein's question clarifying the aggregate value of the contract. Ms. Fant stated that the total value of each individual contract is not to exceed \$200,000 for the full three-year contract term.

Commissioner Berger moved to recommend approval of the resolution at the Regular Board Meeting. Commissioner Jensen seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

D. Recommend to the Board at its Regular Monthly Meeting a Resolution Authorizing the President and Chief Executive Officer to Enter into a Professional Services Contract with Linfield, Hunter & Junius, Inc., to Provide As-Needed Disaster Response and Recovery Services for a Period of Three Years in an Amount Not to Exceed \$350,000.

Ms. Fant presented and recommended approval of the resolution. She stated that the recommended firm will assist Board staff after a catastrophic event, such as a hurricane, by coordinating the assessment of Board property for damages and ensuring documentation is developed to support an insurance claim and any request for public assistance. The firm will also ensure that the Board's damage assessment plan complies with current regulations

and programs. If necessary, the firm can also provide damage assessment, program management, design services, and construction administration.

Ms. Fant stated six proposals were received and evaluated by a committee. In the event that services are needed, funding for this contract will be sought through the Board's self-insurance reserves, insurance proceeds, or FEMA.

Commissioner Ponstein moved to recommend approval of the resolution at the Regular Board Meeting. Commissioner Berger seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

E. Recommend to the Board at its Regular Monthly Meeting a Resolution Certifying to the Louisiana Department of Transportation and Development Completion and Acceptance of the Louisiana Avenue Concrete Paving Improvements – Mississippi River Intermodal Terminal Improvements – Intermodal Rail Yard-Phase 2-Rail Extension Project.

Ms. Fant presented and recommended approval of the resolution. She stated the Board received \$1.5 million in funding from the Port Construction and Development Priority Program administered by the Louisiana State Department of Transportation and Development (DOTD). In 2016, the Board received this grant to extend the Intermodal Rail Track into the Louisiana Avenue Terminal. This resolution, in the required DOTD format, certifies that the project is complete and accepted by the Board. This certification is a requirement of the grant program.

Commissioner Jensen moved to recommend approval of the resolution at the Regular Board Meeting. Commissioner Berger seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

F. Recommend to the Board at its Regular Monthly Meeting the Approval of a Resolution Recognizing May 22, 2019, as National Maritime Day and May, 2019, as Maritime Month.

Ms. Aragon Dolese presented and recommended approval of the resolution. She noted 2019 would be the Port's third year recognizing Maritime Month and Maritime Day. She stated National Maritime Day, May 22, was decreed by the United States Congress to honor those who serve and have served as merchant mariners, and to recognize the positive impact of America's maritime industry. The Port has launched an annual campaign to extend that sentiment throughout the entire month of May to raise public awareness about the value of the Port and the maritime industry. She provided an overview of various initiatives, events, partnerships, and promotions that were planned for the month of May.

Commissioner Baker moved to recommend approval of the resolution at the Regular Board Meeting. Commissioner Berger seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

III. Public Comment

Committee Chairman Langenstein called for public comment, but there was none.

IV. Adjournment

There being no further business to come before the committee, Committee Chairman Langenstein called for a motion to adjourn. Commissioner Baker moved to adjourn and Commissioner Berger seconded. **MOTION CARRIED UNANIMOUSLY** and the meeting adjourned at 2:32 p.m.

**BOARD OF COMMISSIONERS OF THE
PORT OF NEW ORLEANS
MINUTES OF
THE PROPERTY AND INSURANCE COMMITTEE MEETING
TUESDAY, APRIL 23, 2019**

A MEETING OF THE PROPERTY AND INSURANCE COMMITTEE OF THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS, HELD IN THE PRESENTATION ROOM ON THE FOURTH FLOOR AT ITS OFFICES LOCATED AT 1350 PORT OF NEW ORLEANS PLACE, NEW ORLEANS, LOUISIANA, WAS CALLED TO ORDER BY COMMITTEE CHAIRMAN DARRYL D. BERGER AT 2:32 P.M. ON TUESDAY, APRIL 23, 2019.

COMMITTEE MEMBERS

PRESENT:

Darryl D. Berger, Committee Chairman
Arnold B. Baker, Member
William H. Langenstein, III, Member
Charles H. Ponstein, Member
Jack C. Jensen, Jr., Member

COMMITTEE MEMBERS

ABSENT:

Tara C. Hernandez, Member
Laney J. Chouest, Member

STAFF:

L. Colletta, Executive Counsel
A. Fant, Vice President, Planning and Facilities
M. Ganon, Vice President, Public Affairs
R. Wendel, Chief Financial Officer
B. Landry, Vice President and Chief Commercial Officer
R. Aragon Dolese, Director, Marketing and Communications
T. Carter, Director, Procurement
E. Pansano, Director, Internal Audit
M. Verderame, Director, Records
J. Guidry, Planning and Facilities
C. Coates, Director of Real Estate
J. Ragusa, Public Information Director
C. Alfonso, Community Engagement Manager
M. Smith, Administrative Assistant

GUESTS:

D. Lafont, NOPB
C. Kocur, NOPB
C. Gendusa, NOPB
J. Sleeth, NOPB
J. Cleveland, ParaTech
N. Junius, Linfield, Hunter & Junius, Inc.
S. Girau, Linfield, Hunter & Junius, Inc.
L. Traweek, *New Orleans City Business*

I. Determination of Quorum and Call to Order

Committee Chairman Berger determined the existence of a quorum and called the meeting to order at 2:32 p.m.

II. Briefing and Discussion Item:

A. Recommend to the Board at its Regular Monthly Meeting a Resolution Authorizing the President and Chief Executive Officer to Amend the Board's Lease Agreement with Seabrook Marine, LLC to Add 27,808 Square Feet to the Lease Premises at 5801 France Road.

Ms. Coates presented and recommended approval of the resolution. She stated Seabrook Marine, LLC ("Seabrook") currently has a lease at 5801 France Road for approximately 12.5 acres. She noted there have been twelve amendments to the current lease. Seabrook has requested to extend their leasehold line an additional 34.5-feet, which will add an additional 27,808-square feet to the leased premises, for a total of 13.07 acres. She noted this additional area is within the utility and rail servitude, just outside of the current leasehold fence line. Seabrook will move their current fence line to incorporate this additional acreage within the fenced area, which will allow Seabrook to store vessels and other material in this area. She stated that in the event a decision was made to extend the rail or amend utilities in this area, Seabrook would be required to move the fence line back.

Ms. Coates noted this additional area has not previously been leased or used for other purposes, except utilities. Extending Seabrook's leasehold to this new area will increase Seabrook's rent to \$130,000 annually, and will generate approximately an additional \$3,200 in annual Board revenue.

Following discussion regarding market values for the area and proposed lease terms, Commissioner Ponstein motioned to table the item for future consideration, pending further discussion of lease rates. Commissioner Berger seconded the motion. **MOTION CARRIED UNANIMOUSLY** and the item was tabled for future consideration.

III. Public Comment

Committee Chairman Berger called for public comment, but there was none.

IV. Adjournment

There being no further business to come before the committee, Committee Chairman Berger called for a motion to adjourn. Commissioner Langenstein moved to adjourn. Commissioner Baker seconded. **MOTION CARRIED UNANIMOUSLY** and the meeting adjourned at 2:47 p.m.

**BOARD OF COMMISSIONERS OF THE
PORT OF NEW ORLEANS
MINUTES OF
THE REGULAR MEETING
THURSDAY, APRIL 25, 2019**

A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS, HELD IN THE FIRST FLOOR AUDITORIUM AT ITS OFFICES LOCATED AT 1350 PORT OF NEW ORLEANS PLACE, NEW ORLEANS, LOUISIANA, WAS CALLED TO ORDER BY CHAIRMAN ARNOLD B. BAKER, AT 1:36 P.M. ON THURSDAY, APRIL 25, 2019.

COMMISSIONERS

PRESENT:

Arnold B. Baker, Chairman
Charles H. Ponstein, Member
William H. Langenstein, III, Member
Jack C. Jensen, Jr., Member

COMMISSIONERS

ABSENT:

Tara C. Hernandez, Vice-Chair
Darryl D. Berger, Secretary-Treasurer
Laney J. Chouest, Member

STAFF:

B. Christian, President and Chief Executive Officer
L. Colletta, Executive Counsel
A. Fant, Vice President, Planning and Facilities
M. Ganon, Vice President, Public Affairs
B. Landry, Vice President, Commercial
R. Wendel, Chief Financial Officer
T. Carter, Director, Procurement
C. Coats, Director, Real Estate
J. Mansour, Director, Commercial
J. Guidry, Director, Maintenance
M. Verderame, Director, Records
A. Pellegrin, Director, Sustainable Development
M. Sulser, Manager, Engineering
C. Alfonso, Manager, Community Engagement
J. Ragusa, Manager, Communications
M. Scelson, Assistant General Counsel
B. Nalley, Port Attorney
R. Bylsma, Manager, Facility Services
M. Montroll, Captain, Harbor Police Department
J. Schecter, Manager, Communications
M. Smith, Administrative Assistant
W. Stokes, Administrative Assistant
D. Feraci, Administrative Assistant
E. Pansano, Director, Internal Audit

R. Aragon Dolese, Director, Marketing and Communications
J. Sholar, Director, Human Resources
Chief R. Hecker, Harbor Police Department

GUESTS:

D. Lafont, NOPB
C. Gendusa, NOPB
C. Kocur, NOPB
J. Sleeth, NOPB
D. Lambert Mott MacDonald
C. Hill, Coastal Cargo
P. Roberts, EMPAQ Group, LLC
N. Junius, Linfield, Hunter & Junius, Inc.
K. Alikhani, ECM
J. Cleveland, Para Tech, LLC
K. Thibodeaux, Landmark Consulting
D. Carr, Landmark Consulting
S. Williams, Moffatt & Nichol
J. Hird, Moffatt & Nichol
M. Tripper, City of New Orleans
M. Kahn, CCI
J. Hardy, CCI
A. Corwin, CCI
R. Chauvin, Infinity Engineers
R. Lauga, Atlas
J. Glenn, MCA

I. Determination of Quorum and Call to Order

Chairman Baker determined the existence of a quorum and called the meeting to order at 1:36 p.m.

II. Pledge of Allegiance

Commissioner Langenstein led the Board in the Pledge of Allegiance.

III. Safety Orientation

Ms. Gendusa of the New Orleans Public Belt Railroad Corporation provided the Board and meeting attendees with a brief safety orientation.

IV. General Public Comment

Chairman Baker called for general public comment, but there was none.

V. Approval of March, 2019 Public Meeting Minutes

On motion duly made by Commissioner Ponstein and seconded by Commissioner Langenstein, the Board unanimously approved the minutes of its public meetings for March, 2019, as previously circulated.

VI. Acceptance of March, 2019 Consolidated Financial Statements

Mr. Wendel provided a summary overview of the financial statements for March, 2019, a copy of which are made a part of these minutes. He noted March and fiscal year-to-date figures for gross revenues, labor cost, operating costs, and operating income for the Board, as well as on a consolidated basis with the New Orleans Public Belt Railroad Corporation.

Chairman Baker advised the Board that the Budget Committee had reviewed the financial statements and voted to recommend them for acceptance at this meeting. Commissioner Jensen moved to the acceptance of the financial statements and Commissioner Ponstein seconded. **MOTION CARRIED UNANIMOUSLY.**

VII. Actions Required:

A. Consider Approval of a Resolution Awarding a Contract to Balthazar Enterprises, Inc., dba Balthazar Elektriks in the Amount of \$378,118 for the Purchase of Electrical Switchgear for the Operation of the Board's Container Cranes.

Mr. Guidry presented and recommended approval of the resolution. He stated the electrical switchgear supplied under this contract will be used by the contractor performing the electrical modifications to extend the 100-foot gauge crane rail at Nashville Avenue Wharf "C" to accommodate the two new 100-foot gauge cranes being purchased by the Board. The switchgear will provide the power capacity required for the additional cranes. It is a long-lead item that requires advance ordering to avoid delaying this much-needed project.

Mr. Guidry stated Balthazar was the lower of two responsive and responsible bidders. Funding for this purchase is budgeted in the Board's Capital Investment Plan.

Mr. Guidry responded to Commissioner Baker's questions as to whether this company was part of SBE Program; To which he responded Balthazar is a DBE, but that the selection method for this contract was based on public bid award, and did not factor in SBE/DBE designations for selection.

Mr. Guidry confirmed the statement made by Commissioner Langenstein during the Committee meeting that it was determined the delivery of the electrical switchgear is approximately 180 days, which is well in advanced of the delivery of the cranes.

Mr. Guidry responded to Commissioner Baker's question as to why this is being done well in advance. He stated it is necessary to have the equipment installed to minimize the disruption of crane operations when it is time to install the cranes. He also stated that due

to the short lead-time and time constraints on the crane rail project, it would be difficult for a contractor to procure it in a timely manner to perform the work needed in the time allotted.

Chairman Baker advised the Board that the Planning and Engineering Committee had reviewed the item and voted to recommend it for approval at this meeting. Commissioner Langenstein motioned to approve the resolution and Commissioner Jensen seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

B. Consider Approval of a Resolution Awarding a Contract to Balthazar Enterprises, Inc., dba Balthazar Electriks in the Amount of \$295,330.80 for the Purchase of Electrical Power Cable for the Operation of the Board's Container Cranes.

Mr. Guidry presented and recommended approval of the resolution. He stated the power cable is a long-lead item which requires approximately 100 days for delivery. He noted this this power cable is required for use in the Nashville Avenue Wharf "C" Rail Extension Project.

Mr. Guidry stated Balthazar was the lowest of three responsive and responsible bidders. Funding for this work is budgeted in the Board's Capital Investment Plan.

Commissioner Langenstein noted this item is connected to the necessary lead-time in conjunction with delivery of the cranes. He stated it was recommended by the Planning and Engineering Committee for approval.

Mr. Guidry responded to Commissioner Ponstein's question as to whether the price is only for materials, or if any labor costs are included. He stated this is purchase and delivery of material only.

Chairman Baker advised the Board that the Planning and Engineering Committee had reviewed the item and voted to recommend it for approval at this meeting. Commissioner Ponstein motioned to approve the resolution and Commissioner Jensen seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

C. Consider Approval of a Resolution Authorizing the President and Chief Executive Officer to Enter into Separate Professional Services Contracts with (1) Burk-Kleinpeter, Inc.; (2) ECM Consultants, Inc.; (3) Infinity Engineering Consultants, LLC; (4) Marrero Couvillion, LLC; and (5) Moffatt & Nichol, Inc.; to Provide As-Needed Damage Assessment Services in an Amount Not to Exceed \$200,000 Per Contract.

Ms. Fant presented and recommended approval of the resolution. She stated the service contracts are to provide as-needed damage assessment services after catastrophic events, such as hurricanes. Each contract will be an amount not to exceed \$200,000 and will have a term of three years. The firms that are recommended for the contracts are Burk-Kleinpeter, Inc., ECM Consultants, Inc., Infinity Engineering Consultants, LLC, Marrero Couvillion, LLC and Moffatt & Nichol, Inc. She stated the Board developed a Damage

Assessment Plan based on experience after Hurricane Katrina. As part of the Damage Assessment Plan, the Board properties were divided into five zones. The contracts awarded under this resolution will be assigned to each zone. There are currently contracts in place for these as-needed services, but the current contract terms are expiring.

Ms. Fant stated an RFP was done for these services and nine proposals were received, which were evaluated by the selection committee. If the services are required, funds for these contracts are anticipated to be paid through the Board's self-insurance reserves, insurance proceeds or FEMA funds.

Ms. Fant responded to Commissioner Baker's question regarding the use of these services is provided on an as needed basis. She stated only for catastrophic events, which will most likely be a hurricane.

Ms. Fant responded to Commission Ponstein's question as each of the five contracts up to \$200,000 per contract so \$1 million is the maximum. Mr. Fant confirmed and stated these funds will allow the Board to assess the damages right after an event.

Commissioner Langenstein's asked Ms. Fant to clarify if these contracts are new awards or renewals, as well as whether any services have been rendered under the current expiring contracts. Ms. Fant confirmed that these are new contracts, and that no services were rendered from the current contracts.

Commissioner Jensen commented positively on how forward-thinking it was to have contracts in place in advance of any catastrophic events or emergencies.

Chairman Baker advised the Board that the Planning and Engineering Committee had reviewed the item and voted to recommend it for approval at this meeting. Commissioner Langenstein motioned to approve the resolution and Commissioner Jensen seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

D. Consider Approval of a Resolution Authorizing the President and Chief Executive Officer to Enter into a Professional Services Contract with Linfield, Hunter & Junius, Inc., to Provide As-Needed Disaster Response and Recovery Services in an Amount Not to Exceed \$350,000.

Ms. Fant presented and recommended approval of the resolution. She stated Linfield, Hunter & Junius firm will assist Board staff after catastrophic events, such as hurricanes, by coordinating the assessment of Board property for damages and ensuring documentation is developed to support an insurance claim and any request for public assistance. If necessary, the firm can also provide damage assessment, program management, design services, and construction administration.

Ms. Fant stated nine proposals were received and evaluated by a selection committee. If services are required, funding for this contract will be sought through the Board's self-insurance reserves, insurance proceeds, or FEMA.

Ms. Fant responded to Commissioner Langenstein's question whether this contract is a renewal. Ms. Fant stated this is not a renewal but that it is new contract.

Chairman Baker advised the Board that the Planning and Engineering Committee had reviewed the item and voted to recommend it for approval at this meeting. Commissioner Langenstein motioned to approve the resolution and Commissioner Jensen seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

E. Consider Approval of a Resolution Certifying to the Louisiana Department of Transportation and Development Completion and Acceptance of the Louisiana Avenue Concrete Paving Improvements - Mississippi River Intermodal Terminal Improvements - Intermodal Rail Yard - Phase 2 - Rail Extension Project.

Ms. Fant presented and recommended approval of the resolution. She stated the Board received \$1.5 million of funding from the Port Construction and Development Priority Program administered by the Louisiana State Department of Transportation and Development (DOTD). In 2016, the Board received this grant to extend the Intermodal Rail Track into the Louisiana Avenue Terminal. This resolution is in the required DOTD format and it certifies that the project is complete according to specifications and the work has been accepted by the Board. This certification is a requirement of the grant program.

Chairman Baker asked for clarification regarding whether any Board funds were being expended through the approval of this certification. Ms. Fant stated the Board received \$1.5 million of grant funds, and this certification confirms the project is complete according to specifications.

Ms. Fant confirmed to Commissioner Langenstein that the project was completed to staff and Board requirements, and the work is therefore accepted.

Chairman Baker advised the Board that the Planning and Engineering Committee had reviewed the item and voted to recommend it for approval at this meeting. Commissioner Langenstein motioned to approve the resolution and Commissioner Jensen seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

F. Consider Approval of a Resolution Recognizing May 22, 2019, as National Maritime Day and May, 2019, as Maritime Month.

Ms. Aragon Dolese presented and recommended approval of the resolution. She noted 2019 would mark the Board's third annual celebration of Maritime Month. She stated National Maritime Day, May 22, was decreed by Congress in observance of the importance of the nation's maritime industry and the men and women who make the maritime industry thrive. The Board has launched an annual campaign to extend that sentiment throughout the entire month of May to raise public awareness about the value of the Board and the maritime industry to the city, state and to the region.

Ms. Aragon Dolese provided an overview of Board-sponsored events, partnerships, and promotions that would take place over the course of the month. She noted that the Board will once again collaborate with the media and other local partners, including WWL-TV, Stand Nola, the United States Coast Guard, the Army Corps of Engineers and Global Maritime Industries.

Ms. Aragon Dolese stated the partnership with WWL-TV is a key component of the campaign. On Maritime Day, the Board will be hosting the morning news team and Eric Paulsen will host a live broadcast from the M/V *General Kelley*.

Ms. Aragon Dolese responded to Commissioner Ponstein's question as to whether other ports participate in this monthly celebration. She stated National Maritime Day is celebrated all over the country, and some ports have turned this into a month-long campaign as well.

Chairman Baker advised the Board that the Planning and Engineering Committee had reviewed the item and voted to recommend it for approval at this meeting. Commissioner Ponstein motioned to approve the resolution and Commissioner Langenstein seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

VIII. Commissioners' Comments

Chairman Baker highlighted the publication of recent economic impact numbers, noting some of the significant figures associated with the Board.

IX. Report by the President and Chief Executive Officer

Ms. Christian highlighted cargo activity, noting March was the best month in the history of the Board's container business, despite the recent challenges associated with river levels. She noted there were 60,562 TEUs for the month, which brings the total for year to 454,000 TEUs. She stated the imports versus exports were even at 13% each. She noted breakbulk was down approximately 12% for the year, but it is an increase from this time last March. She thanked the team for continuing to focus on business development on both sectors.

Ms. Christian stated she had the opportunity and privilege to accept an award on behalf of the Board from the National Planning Association. She recognized the staff, the Board, and management who focused and made the completion of the Master Plan a top priority.

X. Adjournment

There being no further business to come before the Board, Chairman Baker called for a motion to adjourn. Commissioner Ponstein moved, and Commissioner Langenstein seconded. **MOTION CARRIED UNANIMOUSLY** and Chairman Baker adjourned the meeting at 2:04 p.m.