

BOARD OF COMMISSIONERS
PORT OF NEW ORLEANS
MINUTES
OF
THE REGULAR MEETING
OF
JULY 28, 2016

MEETING NO. 1, FISCAL YEAR 2016, A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS, HELD IN THE MAIN AUDITORIUM AT ITS OFFICES AT 1350 PORT OF NEW ORLEANS PLACE, NEW ORLEANS, LOUISIANA, WAS CALLED TO ORDER BY CHAIRMAN WILLIAM T. BERGERON AT 11:13 A.M. ON THURSDAY, JULY 28, 2016.

MEMBERS PRESENT:

William T. Bergeron, Chairman
Robert R. Barkerding, Jr., Secretary-Treasurer
Laney J. Chouest, Member
Arnold B. Baker, Member
Tara Hernandez, Member

MEMBERS ABSENT:

Gregory R. Rusovich, Member
Scott H. Cooper, Member
Michael W. Kearney, Vice Chairman

STAFF:

G. LaGrange, President and Chief Executive Officer
B. Christian, Chief Operating Officer
D. Allee, Director, Cruise and Tourism
C. Bonura, Director, Business Development
C. Dunn, Director, Port Development
B. Gussoni, Executive Counsel
B. Landry, Chief Commercial Officer
E. Pansano, Director, Internal Audit
R. Wendel, Chief Financial Officer
P. Zimmermann, Director, Operations
J. Cefalu, Deputy Director, Cruise & Tourism
A. Fant, Assistant to the Chief Operating Officer
R. Hecker, Chief, Harbor Police Department
M. Gresham, Director, External Affairs
J. Lynch, General Counsel
S. Ordoyne, Special Assistant
W. Stokes, Administrative Assistant

K. Ordoyne, Staff Attorney
P. Booker, Manager, Dredge
B. Burger, Manager, Cranes
R. Aragon Dolese, Manager, Communications
B. Ethridge, Manager, Business Development
K. Frankic, Manager, Real Estate Development
J. Millet, Construction Manager
A. Pellegrin, Manager, Environmental Services
P. Matthews, Community Affairs Manager
L. Richardson, Industrial Real Estate Manager
M. Villarreal, Safety Officer/Claims Manager
H. Fontenot, Paralegal
J. Crist, General Operations
H. Wilbert, Marketing
A. Menes, Marketing
P. Herring, Internal Audit
E. Federer, Port Development
S. Reames, Cruise & Tourism
A. Hanks, Cruise & Tourism
D. Feraci, Safety Assistant
A. Taylor, Services
L. Martin, Services
J. Scheck, Communications
B. Spangenberg, Intern

GUESTS:

B. Johnson, Chief Justice, Louisiana Supreme Court
L. Traweek, *City Business*
K. Calkins, New Orleans Terminal
T. Wells, Waldermar S. Nelson Company
W. Evans, River Works
V. Cisotto, Digital Engineering
D. Keller, Deborah D. Keller & Partners
J. Parker, BGR
Y. Cola, First NBC
M. Gibbs, Gibbs Construction
C. Johnson, Brown Sims
K. Engerrand, Brown Sims
T. Lemoine, Brown Sims
L. Colleta, Akerman
R. Briscoe, Gulf South Engineering
R. Gonzales, Biehl & Company

I. Determination of Quorum and Call to Order

Chairman Bergeron determined the presence of a quorum and called the meeting to order at 11:13 A.M.

II. Pledge of Allegiance

Chairman Bergeron asked Commissioner Barkerding to lead the Board and the audience in saying the Pledge of Allegiance, and he did so.

III. Approval of Minutes of June, 2016, Meetings

On motion duly made by Commissioner Baker and seconded by Commissioner Barkerding, the Board unanimously approved the minutes of its public meetings of June, 2016, as previously circulated.

IV. Acceptance of Financial Statement for June, 2016

On motion duly made by Commissioner Barkerding and seconded by Commissioner Baker, the Board unanimously accepted the June, 2016, financial statement as previously circulated.

V. Public Comment

Chairman Bergeron announced that the meeting was open to the public and directed any member of the public present who would like to comment to see Mr. Matthew Gresham.

VI. Actions Required

A. Administration of Oath of Office to Ms. Tara C. Hernandez.

Chairman Bergeron announced that Commissioner Rusovich was unable to attend his last Board meeting today and the accession of Ms. Tara Hernandez to replace him.

Louisiana Supreme Court Chief Justice Bernette J. Johnson then administered the oath of office to Ms. Hernandez, who then assumed her duties as commissioner. She spoke briefly of the honor of the appointment and looking forward to serving the maritime community and thanked everyone for sharing this day with her.

B. Consider Approval of a Resolution Awarding a Contract to Barriere Construction Company, LLC, for Asphalt Roadway Repairs Phase 2 at the Former Intermodal Yard at Milan Street.

Ms. Dunn presented and recommended approval of a resolution awarding a contract to Barriere Construction Company, LLC, in the amount of \$64,855 for all labor, materials, and equipment for excavation, surface preparation and

installation of new six-inch thick asphalt paving at designated locations at the former intermodal yard at Milan Street.

Commissioner Chouest advised the Board that the Planning and Engineering Committee had met and reviewed the resolution with staff, and he moved for its approval. Commissioner Barkerding seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

C. **Consider Approval of a Resolution Authorizing the President and Chief Executive Officer to Enter into a Professional Services Contract with BFM Corporation, LLC, for As-Needed Surveying and Professional Services for Fiscal Years 2017 through 2019.**

Ms. Dunn presented and recommended approval of a resolution authorizing the President and Chief Executive Officer to enter into a professional services contract with BFM Corporation, LLC, in the amount of \$100,000 to provide survey and data collection for port-designated projects.

Commissioner Chouest advised the Board that the Planning and Engineering Committee had met and reviewed the resolution with staff, and he moved for its approval. Commissioner Barkerding 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 Eustis Engineering, LLC, for As-Needed Materials Testing and Professional Services for Fiscal Years 2017 through 2019.**

Ms. Dunn presented and recommended approval of a resolution authorizing the President and Chief Executive Officer to enter into a professional services contract with Eustis Engineering, LLC, in the amount of \$100,000 to provide testing and sampling of materials during construction contracts.

Commissioner Chouest advised the Board that the Planning and Engineering Committee had met and reviewed the resolution with staff, and he moved for its approval. Commissioner Baker seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

E. **Consider Approval of a Resolution Authorizing the President and Chief Executive Officer to Enter into a Professional Services Contract with Parsons Brinckerhoff, Inc., for As-Needed Feasibility Studies and Professional Services for Fiscal Years 2017 through 2019.**

Ms. Dunn presented and recommended approval of a resolution authorizing the President and Chief Executive Officer to enter into a professional services contract with Parsons Brinckerhoff, Inc., in the amount of \$100,000 to provide independent evaluations of engineering options and develop reports necessary to support capital improvement projects.

Commissioner Chouest advised the Board that the Planning and Engineering Committee had met and reviewed the resolution with staff, and he moved for its approval. Commissioner Baker seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

F. Consider Approval of a Resolution Authorizing the President and Chief Executive Officer to Enter into a Professional Services Contract with Urban Systems, Inc., for As-Needed Traffic Engineering and Professional Services.

Ms. Dunn presented and recommended approval of a resolution authorizing the President and Chief Executive Officer to enter into a professional services contract with Urban Systems, Inc., in the amount of \$300,000 to provide traffic data collections, analyze traffic patterns and develop traffic signal designs.

Commissioner Chouest advised the Board that the Planning and Engineering Committee had met and reviewed the resolution with staff, and he moved for its approval. Commissioner Baker seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

Commissioner Chouest commented on this item being Ms. Dunn's last because of her retirement tomorrow. He thanked her for all her hard work and contribution to the port. She was greeted with a standing ovation from the audience.

Chairman Bergeron thanked Ms. Dunn for her service, wished her well and congratulated her on her retirement.

G. Consider Approval of a Resolution Authorizing the President and Chief Executive Officer (1) to Consent to the Assignment by Elmwood Marine Repair, LLC, (Elmwood) to ACBL Transportation Services, LLC, (ACBLTS) of that Lease between Elmwood and this Board for Wharf Face and Property on the West Bank of the Mississippi River; (2) to Consent to the Assignment by Elmwood to ACBLTS of that Sublease between Elmwood and Capital Marine Supply, Inc., of the Lease between the Board and Capital Marine Supply, Inc., for Approximately 1,300 Linear Feet of Water Space on the West Bank of the Mississippi River; and (3) to Release Elmwood from all Liability Under the Agreements after the Assignments and to Accept a

Parent Guaranty from Commercial Barge Line Company for all Obligations due to the Board from ACBLTS Under These Agreements.

Mr. Zimmermann presented and recommended approval of a resolution authorizing the President and Chief Executive Officer to consent to two assignments by Elmwood Marine Repair, LLC. To further explain the item in detail, he read the entire resolution to the Board for approval.

Commissioner Barkerding advised the Board that the Property and Insurance Committee had met and reviewed the resolution with staff, and he moved for its approval. Commissioner Baker seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

H. Consider Award of a Contract to John W. Stone Oil Distributor, LLC, for the Annual Purchase of Marine Diesel Fuel.

Mr. Zimmermann presented and recommended approval of a resolution awarding a contract to John W. Stone Oil Distributor, LLC, in the amount of \$266,700.60 for the annual purchase of marine diesel fuel for the *Dredge Reed, Fireboat General Roy S. Kelley, Captain Scarbrough*, the pile driver and other ancillary floating equipment.

Commissioner Barkerding advised the Board that the Property and Insurance Committee had met and reviewed the resolution with staff, and he moved for its approval. Commissioner Baker seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

I. Consider Approval of a Resolution Authorizing the President and Chief Executive Officer to Enter into a Lease with Miller Transporters, Inc., for Eight Acres at 6500 Terminal Road.

Mr. Bonura presented and recommended approval of a resolution authorizing the President and Chief Executive Officer to enter into a lease with Miller Transporters, Inc., for eight acres at 6500 Terminal Road at an annual rent of \$120,000 for the primary term of three years.

Commissioner Barkerding advised the Board that the Property and Insurance Committee had met and reviewed the resolution with staff, and he moved for its approval. Commissioner Baker seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

J. Consider Approval of a Resolution Confirming to Auditors the Board's Compliance with Applicable Laws and Accounting Principles as set out in the Louisiana Compliance Questionnaire.

Mr. Wendel presented and recommended approval of a resolution confirming to auditors the Board's compliance with applicable laws and accounting principles as set out in the Louisiana compliance questionnaire.

Commissioner Baker advised the Board that the Budget Committee had met and reviewed the resolution with staff, and he moved for its approval. Commissioner Barkerding seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

VII. Report by the President and Chief Executive Officer

Mr. LaGrange began his report by welcoming new commissioner Ms. Tara Hernandez. He then thanked port staff and the maritime industry for contributing to the Port's fourth record year in a row. He asked Mr. Wendel to speak briefly about how the Port ended the fiscal year. Mr. Wendel shared budget information and stated that it was a strong year end and that this past fiscal year's revenue was the second largest in the history of the Board.

Mr. LaGrange recognized the communications department and commercial development team for their part in earning ten communication awards, including three awards of excellence from the American Association of Port Authorities Annual Communications Awards Program.

VIII. Old Business

None reported.

IX. New Business

None reported.

X. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 11:45 A.M.

NEXT MEETING:

11:00 A.M., Thursday, August 25, 2016

BOARD OF COMMISSIONERS

PORT OF NEW ORLEANS

MINUTES OF

THE EXECUTIVE COMMITTEE MEETING

JULY 28, 2016

A MEETING OF THE EXECUTIVE COMMITTEE OF THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS, HELD IN THE PRESENTATION ROOM ON THE 4TH FLOOR AT ITS OFFICES AT 1350 PORT OF NEW ORLEANS PLACE, NEW ORLEANS, LOUISIANA, WAS CALLED TO ORDER BY COMMITTEE CHAIRMAN WILLIAM T. BERGERON AT 9:50 A.M. ON THURSDAY, JULY 28, 2016.

COMMITTEE MEMBERS

PRESENT:

William T. Bergeron, Chairman
Robert R. Barkerding, Jr., Member
Laney J. Chouest, Member
Arnold B. Baker, Member

COMMITTEE MEMBERS

ABSENT:

Gregory R. Rusovich, Member
Scott H. Cooper, Member
Michael W. Kearney, Member

STAFF:

G. LaGrange, President and Chief Executive Officer
B. Christian, Chief Operating Officer
B. Gussoni, Executive Counsel
D. Allee, Director, Cruise and Tourism
B. Landry, Chief Commercial Officer
R. Wendel, Chief Financial Officer
M. Gresham, Director, External Affairs
W. Stokes, Administrative Assistant
H. Fontenot, Paralegal
S. Ordoyne, Special Assistant
C. Ruane, Intern
B. Spangenberg, Intern

GUESTS:

W. Evans, River Consultants
T. Hernandez, JCH Development

1. Determination of Quorum and Call to Order.

Committee Chairman Bergeron determined the existence of a quorum and called the meeting to order at 9:50 A.M.

2. Public Comment.

Chairman Bergeron called for public comment, but there was none.

3. Chairman's Comments.

Commissioner Bergeron introduced new commissioner Ms. Tara Hernandez, who will replace Commissioner Gregory Rusovich. She will be sworn in at the regular monthly meeting later this morning. Ms. Hernandez gave a brief history of her background.

4. President and Chief Executive Officer's Comments.

Mr. LaGrange welcomed Ms. Hernandez to the Port and the meeting. He asked that each staff member introduce himself and give his job title and responsibilities, and the staff did so.

5. Briefing and Discussion Items.

K. AAPA – Global Events Report.

Mr. LaGrange began the Global Events report via conference call with Ms. Shonna Wells and Ms. Katharine Hayes of that company. He mentioned that Global Events is the event planner for the Port of New Orleans' AAPA 2016 conference. Ms. Wells and Ms. Hayes began by discussing the registration and sponsorship numbers, currently at 308 registrants and \$110,000 in sponsor fees. Ms. Hayes stated that she projected around \$300,000 in sponsorships and said we are on target to reach that number. She mentioned that she will have a better idea of the numbers and projections within the next month or so.

There was an in-depth discussion among staff, commissioners, and Global Events regarding the event, sponsors, the budget, and out-of-pocket expenses.

Commissioner Bergeron suggested that Global Events present another update report at the next executive committee meeting.

L. Cost of Doing Business in Louisiana.

Mr. LaGrange mentioned an article from *AmericanPress.com* highlighting a recent study by global accounting and consulting from KPMG. That article reported that the Bayou State has the lowest business costs in the nation. It also mentioned that the study compared 100 cities within 100 countries by 26 cost factors such as labor, tax, real estate, transportation, utilities and facilities. These

factors indicated that Louisiana fared well because of the state's tax structure and total business costs.

Mr. Landry commented that overall the state will still fare well because of the low business costs to operate even with recent state cuts in spending.

M. Report on Cruise Ship Parking.

Mr. Wendel commented on the unplanned two 21-day Carnival Cruise Lines cruises which led to the Board's losing 42 days of parking revenue. He stated that the losses caused by these unusually long cruises were not budgeted for Fiscal Year 2016 because Carnival had not told us about them when the Fiscal Year 2016 budget was created.

Mr. Allee gave a brief analysis of the Erato parking garage situation, discussing the monthly average number of vehicles and average occupancy percentages. He pinpointed the months with specific reasons for the up or down parking numbers, those being September and October FY15 for the *Elation* dry dock for one week in each month, January FY16 one of the 21-day cruises, April FY16 when the *Triumph* replaced the *Elation*, and June FY16 when our rates increased from \$18 to \$20.

There was an in-depth discussion between staff and commissioners regarding the different cruise lines, parking rates, and cruise packages.

N. Report on Cargo Activity.

Mr. Landry reported that cargo for June ended the year at 533,575 TEU's making it a new record, beating last year's mark. He stated that for the month of June, there were 252,000 tons of breakbulk cargo, an increase of almost 34% over the previous month. Mr. Landry stated that overall it was a strong cargo year on the container side. Breakbulk was lower, but this was expected, given the economic situation.

O. Report on Vessel Calls.

Mr. LaGrange reported that ship calls for June were up. He stated that there were 446 ships this June compared to 441 last year. On the year there were 2,764 compared to 2,674 last year at this time.

P. Upcoming Events.

1. August 10, 2016, Port Night in Chicago
2. August 22, 2016 – 1:30 P.M. Port monthly committee meetings.
3. August 25, 2016 -- 9:00 A.M., Port August executive committee and regular monthly meetings

6. Other Business.

Chairman Bergeron asked for a status report on Avondale. Mr. LaGrange stated that there are meetings ongoing.

Chairman Bergeron asked for a status of the legislation regarding the Port of St. Bernard concerning Jefferson Parish appointing a seven-person committee. Ms. Christian stated that there is not an update yet, but mentioned that she spoke to several individuals and expects recommendations to be delivered soon.

7. Adjournment.

There being no further business to come before the committee, Committee Chairman Bergeron adjourned the meeting at 10:53 A.M.

BOARD OF COMMISSIONERS

PORT OF NEW ORLEANS

MINUTES OF

THE BUDGET COMMITTEE MEETING

JULY 25, 2016

A MEETING OF THE BUDGET COMMITTEE OF THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS, HELD IN THE PRESENTATION ROOM ON THE 4TH FLOOR AT ITS OFFICES AT 1350 PORT OF NEW ORLEANS PLACE, NEW ORLEANS, LOUISIANA, WAS CALLED TO ORDER BY COMMITTEE CHAIRMAN MICHAEL W. KEARNEY AT 1:36 P.M. ON MONDAY, JULY 25, 2016.

**COMMITTEE MEMBERS
PRESENT:**

Michael W. Kearney, Committee Chairman
William T. Bergeron, Member
Robert R. Barkerding, Jr., Member
Laney J. Chouest, Member
Arnold B. Baker, Member

**COMMITTEE MEMBERS
ABSENT:**

Gregory R. Rusovich, Member
Scott H. Cooper, Member

STAFF:

G. LaGrange, President and Chief Executive Officer
B. Christian, Chief Operating Officer
C. Bonura, Director, Business Development
C. Dunn, Director, Port Development
B. Gussoni, Executive Counsel
R. Wendel, Chief Financial Officer
B. Ethridge, Manager, Business Development
A. Fant, Assistant to the Chief Operating Officer
W. Stokes, Administrative Assistant
H. Fontenot, Paralegal

GUESTS:

J. Holt, Government Consultants
L. Traweek, *City Business*

Q. Determination of Quorum and Call to Order

Committee Chairman Kearney determined the existence of a quorum and called the meeting to order at 1:36 P.M.

R. Public Comment

Committee Chairman Kearney deferred any public comment until after the briefings.

S. Briefing and Discussion Items

1. Review of June, 2016, Financial Statement

Mr. Wendel briefed the committee on the June, 2016, financial statement. He distributed a report detailing the financial information, a copy of which is made part of these minutes. Mr. Wendel stated that, in regard to revenue, the end of the month was below budget in terminal operations as expected in revised estimates. Cruise operations were above budget. Mr. Wendel stated that for the year, terminal operations were below budget because of breakbulk. He stated that real estate had a very good year, above budget. Mr. Wendel stated expense was slightly below budget mainly because of labor and benefits. He stated that the year ended with revenue of \$1.8 million dollars below budget and expenses of \$2.6 million under budget, both as expected in revised estimates. Mr. Wendel stated the year ended with \$16.8 million of operating income before depreciation versus the budget of \$16.1 million, beating the budget by \$728,000 for the year.

Mr. Wendel commented that none of the expenses or revenues for the month was a significant surprise from what was expected since January.

Commissioner Kearney expressed his concern about the parking issues and lot. Mr. Wendel stated that parking was not down for the month, but for the year it was down because of Carnival's two 21-day cruises. He stated that, regarding the parking lot, it is currently a project under study with regard to needing additional space in order to cover additional revenues.

There was additional discussion among staff members and commissioners regarding the two 21-day cruises for last fiscal year.

Commissioner Chouest arrived midway through the discussion of this item at 1:40 p.m.

2. Briefing on and Discussion of a Resolution Confirming to Auditors the Board's Compliance with Applicable Laws and Accounting Principles as set out in the Louisiana Compliance Questionnaire.

Mr. Wendel briefed the committee on a resolution confirming to the Board's outside auditors the Board's compliance with applicable laws and accounting principles as set out in the Louisiana Compliance Questionnaire. He stated that it is an annual requirement and that he compared last year and this year's audit, confirming that there were no violations.

After discussion, the committee indicated it would refer this matter favorably to the Board at its next regularly scheduled meeting.

T. Adjournment

There being no further business to come before the committee, Committee Chairman Kearney adjourned the meeting at 1:50 P.M.

BOARD OF COMMISSIONERS

PORT OF NEW ORLEANS

MINUTES OF

**THE PLANNING AND ENGINEERING
COMMITTEE MEETING**

JULY 25, 2016

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 4TH FLOOR AT ITS OFFICES AT 1350 PORT OF NEW ORLEANS PLACE, NEW ORLEANS, LOUISIANA, WAS CALLED TO ORDER BY COMMITTEE CHAIRMAN LANEY J. CHOUEST AT 1:51 P.M. ON MONDAY, JULY 25, 2016.

COMMITTEE MEMBERS

PRESENT:

Laney J. Chouest, Committee Chairman
William T. Bergeron, Member
Michael W. Kearney, Member
Robert R. Barkerding, Jr., Member
Arnold B. Baker, Member

COMMITTEE MEMBERS

ABSENT:

Gregory R. Rusovich, Member
Scott H. Cooper, Member

STAFF:

G. LaGrange, President and Chief Executive Officer
B. Christian, Chief Operating Officer
C. Bonura, Director, Business Development
C. Dunn, Director, Port Development
B. Gussoni, Executive Counsel
R. Wendel, Chief Financial Officer
P. Zimmermann, Director, Operations
F. Tharp, Deputy Director, Port Development
B. Ethridge, Manager, Business Development
A. Fant, Assistant to the Chief Operating Officer
W. Stokes, Administrative Assistant
H. Fontenot, Paralegal

GUEST:

L. Traweek, *City Business*
J. Holt, Government Consultants

U. Determination of Quorum and Call to Order

Committee Chairman Chouest determined the existence of a quorum and called the meeting to order at 1:51 P.M.

V. Public Comment

Committee Chairman Chouest deferred any public comment until after the briefings.

W. Briefing and Discussion Items

3. Briefing on and Discussion of a Resolution Awarding a Contract to Barriere Construction Co., LLC, for Asphalt Roadway Repairs Phase 2 at the Former Intermodal Yard at Milan Street.

Ms. Dunn briefed the committee on and recommended approval of a resolution authorizing the President and Chief Executive Officer to enter into a contract in the amount of \$64,855 with Barriere Construction Co., LLC, the lower of two responsive bidders, for all labor, materials, and equipment for excavation, surface preparation and installation of new six-inch asphalt paving at designated locations at the former intermodal yard at Milan Street. The contract is funded by the Board's Fiscal Year 2016 capital improvement program.

After discussion, the committee indicated it would refer this matter favorably to the Board at its next regularly scheduled meeting.

4. Briefing on and Discussion of a Resolution Authorizing the President and Chief Executive Officer to Enter into a Professional Services Contract with BFM Corporation, LLC, for As-Needed Surveying and Professional Services for Fiscal Years 2017 through 2019.

Ms. Dunn briefed the committee on and recommended approval of a resolution to enter into a professional services contract in the amount of \$100,000 with BFM Corporation, LLC, the lowest of three responsive bidders, to provide survey and data collection for Port-designated projects. The contract is funded by the Board's Fiscal Year 2017 operating budget.

After discussion, the committee indicated it would refer this matter favorably to the Board at its next regularly scheduled meeting.

5. Briefing on and Discussion of a Resolution Authorizing the President and Chief Executive Officer to Enter into a Professional Services Contract with Eustis Engineering, LLC, for As-Needed Materials Testing and Professional Services for Fiscal Years 2017 through 2019.

Ms. Dunn briefed the committee on and recommended approval of a resolution to enter into a professional services contract in the amount of \$100,000 with Eustis Engineering, LLC, the lowest of three responsive bidders, to provide testing and sampling of materials during construction contracts. The contract is funded by the Board's Fiscal Year 2017 operating budget.

After discussion, the committee indicated it would refer this matter favorably to the Board at its next regularly scheduled meeting.

6. Briefing on and Discussion of a Resolution Authorizing the President and Chief Executive Officer to Enter into a Professional Services Contract with Parsons Brinckerhoff, Inc., for As-Needed Feasibility Studies and Professional Services for Fiscal Years 2017 through 2019.

Ms. Dunn briefed the committee on and recommended approval of a resolution to enter into a professional services contract in the amount of \$300,000 with Parsons Brinckerhoff, Inc., the lowest of five responsive bidders, to provide independent evaluations of engineering options and develop reports necessary to support capital improvement projects. The contract is funded by the Board's Fiscal Year 2017 operating budget.

After discussion, the committee indicated it would refer this matter favorably to the Board at its next regularly scheduled meeting.

7. Briefing on and Discussion of a Resolution Authorizing the President and Chief Executive Officer to Enter into a Professional Services Contract with Urban Systems, Inc., for As-Needed Traffic Engineering and Professional Services for Fiscal Years 2017 through 2019.

Ms. Dunn briefed the committee on and recommended approval of a resolution to enter into a professional services contract in the amount of \$300,000 with Urban Systems, Inc., the lowest of three responsive bidders, to provide traffic data collection, analyze traffic patterns and develop traffic signal designs. The contract is funded by the Board's Fiscal Year 2017 operating budget.

Commissioner Barkerding asked Ms. Dunn for an explanation of the necessity of the current four as-needed contracts.

Ms. Dunn stated that five years ago, the Board decided that it did not want to do design engineering in house because it is so expensive. At that time the Board did not have a lot of projects to keep a large staff. She stated that in the 1990's, the staff made a decision to do consulting management and outsource its engineering projects to consultants, allowing for growth and shrinkage as needed. Ms. Fant mentioned that is the reason why the contract items are listed "as-needed". If they are not needed, they will not be used.

After discussion, the committee indicated it would refer this matter favorably to the Board at its next regularly scheduled meeting.

X. Adjournment

There being no further business to come before the committee, Committee Chairman Chouest adjourned the meeting at 1:59 P.M.

**BOARD OF COMMISSIONERS
PORT OF NEW ORLEANS
MINUTES OF
THE PROPERTY AND INSURANCE
COMMITTEE MEETING**

JULY 25, 2016

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 4TH FLOOR AT ITS OFFICES AT 1350 PORT OF NEW ORLEANS PLACE, NEW ORLEANS, LOUISIANA, WAS CALLED TO ORDER BY COMMITTEE CHAIRMAN ROBERT R. BARKERDING, JR., AT 2:00 P.M. ON MONDAY, JULY 25, 2016.

**COMMITTEE MEMBERS
PRESENT:**

Robert R. Barkerding, Jr., Committee Chairman
William T. Bergeron, Member
Michael W. Kearney, Member
Laney J. Chouest, Member
Arnold B. Baker, Member

**COMMITTEE MEMBERS
ABSENT:**

Gregory R. Rusovich, Member
Scott H. Cooper, Member

STAFF:

G. LaGrange, President and Chief Executive Officer
B. Christian, Chief Operating Officer
C. Bonura, Director, Business Development
C. Dunn, Director, Port Development
B. Gussoni, Executive Counsel
R. Wendel, Chief Financial Officer
P. Zimmermann, Director, Operations
A. Fant, Assistant to the Chief Operating Officer
F. Tharp, Deputy Director, Port Development
B. Ethridge, Manager, Business Development
W. Stokes, Administrative Assistant
H. Fontenot, Paralegal

GUEST:

J. Holt, Government Consultants
L. Traweek, *City Business*

Y. Determination of Quorum and Call to Order

Committee Chairman Barkerding determined the existence of a quorum and called the meeting to order at 2:00 P.M.

Z. Public Comment

Committee Chairman Barkerding deferred any public comment until after the presentations.

AA. Briefing and Discussion Items

8. Briefing on and Discussion of a Resolution Authorizing the Board's President and Chief Executive Officer to Enter into a Lease with Miller Transporters, Inc., for Eighty Acres at 6500 Terminal Road.

Chairman Barkerding called this item out of order so that Items 1 and 3 on the published agenda were switched.

Mr. Bonura briefed the committee on a resolution authorizing the President and Chief Executive Officer to enter into a lease with Miller Transporters, Inc., for eighty acres at 6500 Terminal Road.

Mr. Bonura stated that the eighty acres are cleared, but there are not any improvements on it. He stated that the site would be utilized as a truck depot and offices and for maintenance, container storage and in the future tank cleaning. Mr. Bonura stated that the lease will be for a primary term of three years with five two-year options at \$120,000 per year or \$10,000 monthly.

After discussion, the committee indicated it would refer this favorably to the Board at its next regularly scheduled meeting.

9. Briefing on and Discussion of a Resolution Authorizing the President and Chief Executive (1) to Consent to the Assignment by Elmwood Marine Repair, LLC, (Elmwood) to ACBL Transportation Services, LLC, (ACBLTS) of that Lease between Elmwood and this Board for Wharf Face and Property on the West Bank of the Mississippi River; (2) to Consent to the Assignment by Elmwood to ACBLTS of that Sublease between Elmwood and Capital Marine Supply, Inc., of the Lease between the Board and Capital Marine Supply, Inc., for Approximately 1,300 Linear Feet of Water Space on the West Bank of the Mississippi River; and (3) to Release Elmwood from all Liability

Under the Agreements after the Assignments and to Accept a Parent Guaranty from Commercial Barge Line Company for All Obligations Due to the Board from ACBLTS Under These Agreements.

Mr. Zimmermann gave a brief explanation of the resolution stating that the parent company Commercial Barge Line Company (CBLC) wanted to assign to its subsidiary ACBL Transportation Services, LLC (ACBLTS) two agreements CBLC acquired via its acquisition of Elmwood Marine Repair, LLC's parent company several years ago. He stated that the two agreements (one lease and one sublease) that the Board has with Elmwood at the Odeon Street Wharf and for 1300 linear feet of barge fleeting space on the West Bank will be assigned by Elmwood to ACBL. As part of the transaction, Elmwood will then be discharged of liability under the agreements. Mr. Zimmermann commented that the good news is that, as an incentive to the Board to agree to this, the major parent holding company CBLC will give to the Board a guarantee for all obligations of ACBLTS under these leases. He then read the entire resolution for this item.

After discussion, the committee indicated it would refer this matter favorably to the Board at its next regularly scheduled meeting.

10. Briefing on and Discussion of the Award of a Contract to John W. Stone Oil Distributor, LLC, for the Annual Purchase of Marine Diesel Fuel.

Mr. Zimmermann briefed the committee on a resolution awarding a contract in the amount of \$266,700.60 to John W. Stone Oil Distributor, LLC, the only responsive bidder, for the annual purchase of marine diesel fuel for the *Dredge Reed*, *Fireboat General Roy S. Kelley*, *Captain Scarbrough*, the pile driver and the Board's other ancillary floating equipment.

After discussion, the committee indicated it would refer this matter favorably to the Board at its next regularly scheduled meeting.

11. Briefing on and Discussion of a Resolution Stating the Official Position of this Board Regarding Contemplated Changes in the Ownership of the New Orleans Public Belt Railroad.

Commissioner Bergeron stated that this item will be tabled until further notice.

BB. Adjournment

There being no further business to come before the committee, Committee Chairman Barkerding adjourned the meeting at 2:12 P.M.