

PORT COMMISSION MINUTES
AUGUST 18, 2011

Be it remembered that a regular meeting of the Port Commission of the City of Long Beach, Mississippi, was begun and held at the City Hall, 201 Jeff Davis Avenue, in said City at 5:30 o'clock p.m., it being the third Thursday in August, 2011, and the same being the time, date, and place fixed for holding said meeting.

There were present and in attendance on said Commission and at the meeting the following named persons: Commission President Phil Kies, Vice President James Hancock, Secretary Barbara Reed, Commissioners David Marks, Vernon Ehlers, Charles Purchner, Danny Hansen, Barney Hill, Stan Snodgrass, Harbormaster Bill Angley, and Deputy City Clerk Stacey Dahl.

Absent the meeting was Port Attorney James C. Simpson, Jr.

There being a quorum present and sufficient to transact the business of the Port Commission, the following proceedings were had and done.

The meeting was called to order and there were no amendments to the agenda.

Commissioner Hansen made motion seconded by Commissioner Hancock and unanimously carried to approve the Port Regular Minutes of July 20, 2011, and the Work Session Minutes of August 4, 2011, as presented.

Commissioner Marks arrived at the meeting.

The following Project Updates report was submitted by Mr. Ron Robertson, Project Manager, Broaddus and Associates; although he was unable to attend the meeting:

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Long Beach Port Commission
Phil Kies, President

August 18, 2011

RE: Project Updates:

1. Bait Shop

- **TRAILER:** Met with MEMA Floodplain Bureau Specialist on August 9th and was informed of some new guidelines. The wheels must stay on the trailer. This is a requirement to avoid higher elevation requirements in a V-Zone. The ADA ramp will not be necessary because the trailer will now be considered a temporary structure or a RV type unit.
- **Trailer**, received last week, but it was actually manufactured 10 inches wider than the approved drawings. The suggested location in Phil's e-mail actually looks like a better location so maybe their mistake turned out to be better for the port commission. If the new location is approved I will resubmit the revision to MEMA/FEMA for their approvals.
- **SECURITY SYSTEM:** Security System installation for harbor was completed this month. The harbor is now fully covered by twelve security cameras and the system is impressive.
- **ICE MACHINE** Replacement ice machine shipment was received on Monday this week.
- **INSTALLATION:** Bid proposals are put on-hold until final trailer location approvals have been obtained.
- **NOTE:** Any expenses already incurred concerning the trailer location and which are not applicable to its final location will not be reimbursable from FEMA. (Engineering costs?) I'm sorry but at this point I do not know how much this might amount to. FEMA usually allows 8.5% for engineering but the engineering costs have already exceeded this amount. Suggest LBPC hire a local electrical company to design/install the electrical to the new location.
- **Need directive/approval from port commission for trailer location.**

2. Alternate Project. Harbor Pier revisions.

- Meeting was held at the harbor with David Ball, 08/02/11, to review the scope for phase-2. The replacement of the creosote wood in the harbor was found to be too expensive (\$400,000 +/-) of a project to include in phase-2. Three items remain to be defined/scoped;
 - 1) Improvements to electrical systems,
 - 2) Dredging and
 - 3) Add finger piers.
- Steps:
 - o a.) Plans/specs/bid pkg developed by AGR for Phase-2
 - o b.) Approval Plans/specs/bid pkg by LBPC
 - o b.) DMR revised permit approval
 - o c.) Submit to FEMA for Phase-2 scope approval
 - o d.) Advertise for Bids

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As a footnote on the Alternate Project: final FEMA Field Inspection of Katrina repairs made to harbor piers and PW# 5079 close out must be completed before any new work is started. In addition, no work can begin on Phase-1 until Phase-2 has been approved. This is per FEMA Guidelines for Alternate Projects.

Current status of PW close-out: review by MEMA closeout team completed 08/05/11; now in review by FEMA closeout team. Estimate complete by 09/30/2011.

3. Bulkhead Project.

- The bid opening was on July 7, 2011 with Bay South Limited as low bidder; base bid at \$706,438.00; to add alternate to remove existing bulkhead and replace with new bulkhead add \$208,076.00.
- As a footnote: final FEMA Field Inspection of Katrina repairs made to existing north bulkhead and PW# 5079 close out must be completed before any change to this bulkhead is started.
- NPT could be issued now for the new bulkhead portion (\$706,438.00) without disturbing the existing bulkhead. Doing Base bid portion only would leave \$443,000.00 for other improvements.
- In my opinion, it is questionable whether the existing bulkhead needs to be replaced. There is no need to dredge in close to the existing bulkhead. According to an e-mail from Rhonda Price with DMR the remaining \$443,000.00 could be applied to portions of the next phases of the BIG Grant.
- If it's the port commission desire to investigate additional improvements, will need directive/approval to proceed.

4. CIAP – Harbor Expansion Planning.

- Please provide me with any comments on the Planning/Engineering Request for Qualifications (RFQ) package passed out at last meeting. You can give this to Stacey or e-mail to me.
- Following, as requested, are estimated costs to advertise once per week for two weeks: Wall Street Journal \$1,100.00, Jacksonville \$280.00, Atlanta \$650.00, Mobile \$50.00, New Orleans \$440.00, Houston/Galveston \$600.00, Gulfport/Biloxi \$40.00.
 - My recommendations at five locations, considering consultant's travel expenses for meetings in Long Beach, are as follows: Gulfport, New Orleans, Mobile, Atlanta and Houston.
- Request approval to advertise RFQ per your designated locations.

Please contact me at your convenience with any questions.

Best Regards,



Ron Robertson, P. E.
Project Manager

Port Commission Monthly Project Update
Prepared by Ron Robertson, P. E.

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The commission recognized Mr. David Ball, City Engineer; whereupon discussion was held and action taken regarding the aforesaid report:

- Commissioner Ehlers made motion seconded by Commissioner Hancock and unanimously carried to locate the bait shop trailer north of the launching ramps on the west side of the fuel building.
- Regarding Modifications to Pier 2; M&D Construction has approved allowing an extension for the award of contract until the end of September and then review the project for additional time, if needed.

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There came on for discussion BIG (Boating Infrastructure Grant) project, as it impacts building plans with Blue Ridge Properties, LLC, Lessee.

Stacey Dahl

From: David Ball [david.b@agreng.com]
Sent: Wednesday, August 10, 2011 3:16 PM
To: 'Phillip Kies'; 'brisreed'; 'Ron Robertson'; 'Barney Hill'; 'Bill Angley'; 'charles purchner'; 'Danny Hansen'; 'David Marks'; 'James Hancock'; 'Stacey Dahl'
Subject: RE: B.I.G. Grant Projects

The impact to Blue Ridge could be significant if we leave the existing bulkhead in place. Major problems could arise if Blue Ridge breaks one of our deadman / tieback systems when installing their pile / foundation system. The difficulty comes in that no one really knows where the deadmen / tiebacks really are. I don't know if anyone has an exact representation of the Blue Ridge building in relation to the existing bulkhead. Jimmy Levens guesses that the eastern edge of his building is about 20' west of the western edge of the bulkhead.

Pending the creation of a drawing which indicates the Blue Ridge building in relation to the existing bulkhead, I could recommend two things:

1. If Blue Ridge is far enough west of the existing bulkhead, we award the BIG contract as the Base Bid and leave the entire existing bulkhead in place.
2. If Blue Ridge is too close to the existing bulkhead (within 10-20'), we award the BIG contract as Base Bid + Alternate A and remove the westernmost 30' of the existing bulkhead.

Thanks,
David Ball

From: Phillip Kies [mailto:phil.kies@att.net]
Sent: Wednesday, August 10, 2011 11:37 AM
To: brisreed; Ron Robertson; Barney Hill; Bill Angley; charles purchner; Danny Hansen; David Marks; James Hancock; Stacey Dahl; David Ball
Subject: Re: B.I.G. Grant Projects

This all sounds good, my only question is: how does this impact the Blue Ridge construction?

David Ball - will leaving the existing bulkhead and its tiebacks cause any construction problems to the Blue Ridge project? And if so, is it a major or minor impediment?

From: brisreed <brisreed@cableone.net>
To: Ron Robertson <rrobertson@broaddusassociates.com>; Phillip Kies <phil.kies@att.net>; Barney Hill <barney@fishingfrenzycharters.com>; Bill Angley <harbor@cityoflongbeachms.com>; charles purchner <cpurchner@yahoo.com>; Danny Hansen <dagodane@cableone.net>; David Marks <davidmarks@cableone.net>; James Hancock <jamhancock57@gmail.com>; Stacey Dahl <stacey@cityoflongbeachms.com>
Sent: Tue, August 9, 2011 7:43:36 PM
Subject: RE: B.I.G. Grant Projects

I'm all for not tearing out existing b'head and doing phase III – that puts us well on our way to the complete north side bulkhead, mooring, and walkway!!
I wrote the grant application in these phases on purpose so it would be expandable with more available money!!

This is great!

**

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After considerable discussion, Commissioner Hill made motion seconded by Commissioner Hancock and unanimously carried to approve Mr. Ball's

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recommendation #2 – Award the BIG contract as base bid + Alternate A and remove the westernmost 30 feet of the existing bulkhead.

There came on for consideration a request from the Long Beach Civil Service Commission for a copy of the Port’s SOP Guide; whereupon it was determined the aforesaid guide is nearing completion and a draft would be submitted by September 1, 2011.

There came on for consideration the Port’s 2011/2012 Budget, as follows:

		FY 2011		FY 2012		
		Budget	Budget	Budget	Budget	% Diff
		\$	\$	\$	\$	%
Budget Worksheet FY 2012						
420 PORT AND HARBOR OPERATIONS						
REVENUES						
420	505200	DOCKAGE FEES	267,996	280,000	12,004	
420	505800	RENTS	24,200	75,000	50,800	
420	561100	SALES TAX	-	20,440	20,440	
420	561900	DELINQUENT CHARGES	-	2,000	2,000	
420	581500	STORE SALES	12,000	15,000	3,000	
TOTAL REVENUES			304,196	392,440	88,244	29.01%

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**Budget Worksheet FY 2012
445 PORT AND HARBOR OPERATIONS**

FY 2011 FY 2012

Budget Budget \$ Diff % Diff

60 PERSONAL SERVICES					
445	600100	WAGES AND SALARIES	209,291	212,479	3,188
445	600400	OVERTIME	-	-	-
445	601300	LONGEVITY PAY	1,740	840	(900)
445	601900	STATE RETIREMENT	26,186	27,711	1,525
445	602200	FICA TAXES	16,142	16,395	253
445	602400	DENTAL INSURANCE	1,800	1,500	(300)
445	602500	LIFE INSURANCE	720	588	(132)
445	602600	HEALTH INSURANCE	32,180	33,012	832
TOTAL PERSONAL SERVICES			288,059	292,525	4,466

1.55%

61 SUPPLIES					
610100		CLEANING AND JANITORIAL	-	-	-
445	610400	OFFICE SUPPLIES	1,200	1,000	(200)
445	610700	OPERATING SUPPLIES	2,500	2,000	(500)
445	611000	BUILDING MAINTENANCE	-	1,000	1,000
445	611200	HARBOR MAINTENANCE	7,000	7,000	-
445	611300	MOTOR VEHICLE REPAIRS	500	500	-
445	611800	MACHINERY/EQUIPMENT	-	500	500
445	612200	EQUIPMENT MAINTENANCE	1,000	100	(900)
445	612500	UNIFORMS	-	1,500	1,500
445	614000	GASOLINE, OIL, AND GREASE	1,800	2,000	200
445	617000	STORE PURCHASES	6,000	3,000	(3,000)
TOTAL SUPPLIES			20,000	18,600	(1,400)

-7.00%

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62 OTHER CHARGES/SERV					
445 620700	CONSULTANT FEES	2,000	1,000	(1,000)	
445 620800	ADMINISTRATIVE SERVICE FEES	32,802	32,802	-	
445 620900	CONTRACTUAL FEES	-	-	-	
445 621100	ENGINEERING FEES	6,000	3,000	(3,000)	
445 621300	LEGAL FEES	23,179	10,000	(13,179)	
445 622100	PROFESSIONAL FEES	-	-	-	
445 622300	TRAINING	-	500	500	
445 626000	UTILITIES	1,300	2,000	700	
445 626001	TELEPHONE UTILITIES	1,200	1,200	-	
445 626004	ELECTRIC UTILITIES	30,000	30,000	-	
445 626101	LEGAL ADVERTISING	-	-	-	
445 626500	PRINTING AND BINDING	-	-	-	
445 627900	MISC SERVICES AND CHARGES	200	200	-	
445 629400	INSURANCE REPAYMENT	72,500	-	(72,500)	
TOTAL OTHER CHARGES/SERV		169,181	80,702	(88,479)	-52.30%
TOTAL PORT AND HARBOR OPERATIONS		477,240	391,827	(85,413)	-17.90%

After brief discussion, Commissioner Hancock made motion seconded by Commissioner Purchner and unanimously carried to approve the aforesaid budget, as presented.

There was no action required or taken regarding Tidelands.

Commissioner Purchner made motion seconded by Commissioner Hansen and unanimously carried to approve payment of invoices as listed on Docket of Claims #HBR080211 and #HBR081611, as submitted.

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Commissioner Purchner made motion seconded by Commissioner Hansen and unanimously carried acknowledging receipt of the July, 2011 revenue/expense reports.

The commission recognized former acting Harbormaster Calvin Poupart, who is requesting employment at the harbor. After brief discussion, Commissioner Kies made motion seconded by Commissioner Reed and unanimously carried to take Mr. Poupart's request under advisement.

There came on for discussion the Harbormaster's report as follows:

Harbor Master Report

August 18, 2011

- Boat Launch Fender System
 - Not doing fuel pier till after construction is complete
- Pink Marine has been in touch with me but I feel there is no need for them to be here since the job is correct in amount. Pink Marine Manager explained that the last time a pile was put in the barge was in Pass Christian and they were on their way to Gulfport so they didn't charge for movement. This pile they came from Bay and had to push barge here which is why there is a labor charge there they did not charge for time here just moving here and back.
- Petroleum engineer- No answer on problem with fuel station
- Standard operation procedures need to be approved so that they may be turned in for approval by civil service and BOA
- Received part of ice machine awaiting installation
- Working on Clean Marina check list.
- Working on quotes for signage for clean marina and harbor rules
- ~~Need approval to buy a mower, weed eating is not enough now with the rain we have been getting.~~
- Working on electrical audit about 50% done
- Current Slip Occupancy 197 of 233
 - July Income Collected \$26,811

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Pink Marine Construction, Corp

Proposal

427 Fleitas Avenue
Pass Christian, MS 39571

Mississippi Gulf Coast

Date
7/6/2011
Estimate #
1488

Name / Address
Long Beach Harbor Michael White P.O. Box 929 Long Beach, MS 39560

Customer Phone	Job site
228-863-4795	Long Beach Harbor

Description	Price	Qty	Total
Installation of Mooring Pile			
Mobilization & Demobilization 8hrs	160.00	8	1,280.00
1 - 40' Class B Marine Pile	25.00	40	1,000.00
Sales Tax	7.00%		0.00

This proposal must be signed and returned in order to be scheduled.	Total	\$2,280.00
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Thank you for thinking PINK!

Pink Marine Construction, Corp (PMC) is fully insured for Marine Construction, proof will be supplied upon request. PMC is not responsible for any track marks left by equipment or damage to any plumbing or electrical lines and equipment on customers property not specifically and expressly described in this proposal (existence, description and exact location). PMC is not responsible for any wiring or plumbing work and materials associated with this project unless specified. PMC is not responsible for any damage caused by heavy equipment over 2,000lb within 15 feet of the bulkhead or retaining wall during and after completion – unless equipment is owned and operated by PMC.

All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above this proposal.

PCM guarantees completion within 180 days unless otherwise agreed upon in writing. This proposal expires after 60 day unless signed and returned within that time by the customer. The customer agrees to co-operate with PMC to aid in the timely completion of the work.

Signature _____

Phone #	Fax #	E-mail	Web Site
228-452-7465	228-452-5856	office@pinkmarineconstruction.com	www.pinkmarineconstruction.com

PORT COMMISSION MINUTES AUGUST 18, 2011

Pink Marine Construction, Corp

Proposal

427 Felicita Avenue
Pass Christian, MS 39571

Mississippi Gulf Coast

Date
9/30/2010
Estimate #
1282

Name / Address
Long Beach Harbor Michael White P.O. Box 929 Long Beach, MS 39560

Customer Phone	Job site
228-863-4795	Long Beach Harbor

Description	Price	Qty	Total
Supply and Install 1 40' Marine Pile			
Demolition of existing pile	200.00	1	200.00
1 - 40' Class B Pile, 2.5 CCA Treated	25.00	40	1,000.00
This price is only if we have a project in the area otherwise Mobilization and Demobilization will be charged by the hour.			
Sales Tax	7.00%		0.00

This proposal must be signed and returned in order to be scheduled.	Total	\$1,200.00
Thank you for thinking PINK!		

Pink Marine Construction, Corp (PMC) is fully insured for Marine Construction, proof will be supplied upon request. PMC is not responsible for any track marks left by equipment or damage to any plumbing or electrical lines and equipment on customers property not specifically and expressly described in this proposal (existence, description and exact location). PMC is not responsible for any wiring or plumbing work and materials associated with this project unless specified. PMC is not responsible for any damage caused by heavy equipment over 2,000lb within 15 feet of the bulkhead or retaining wall during and after completion -- unless equipment is owned and operated by PMC.

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Signature _____

Phone #	Fax #	E-mail	Web Site
228-452-7465	228-452-5856	office@pinkmarineconstruction.com	www.pinkmarineconstruction.com

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July 2011

Tax Report

Store Income:	\$ 303.00
Tax:	<u>\$ 21.00</u>
Total:	\$ 282.00
Slip Rent Income:	\$21,004.00
Tax:	<u>\$ 1,470.00</u>
Total:	\$ 19,534.00
Land Lease:	\$ 5,504.00
Tax:	<u>\$.00</u>
Total:	\$ 5,029.00
Combined Income:	\$ 26,811.00
Combined Tax:	<u>\$ 1,491.00</u>
Combined Total:	\$ 25,320.00

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Hansen and unanimously carried to adjourn until the next regular meeting in due course.

APPROVED:

PHIL KIES, PRESIDENT

DATE

ATTEST:

STACEY DAHL, DEPUTY CITY CLERK