

PORT COMMISSION MINUTES
MAY 16, 2013

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 Meeting Room, 201 Jeff Davis Avenue, in said City at 5:00 p.m., Thursday, May 16, 2013, it 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 Barbara Reed, Secretary David Marks, Commissioners Charles Purchner, Barney Hill, Stan Snodgrass, Port Attorney James C. Simpson, Jr., Harbormaster Bill Angley, and Deputy City Clerk Stacey Dahl.

Absent the meeting were Commissioners, Vernon Ehlers, Don Deschenes, and Roger Ladner.

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

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

Commissioner Purchner made motion seconded by Commissioner Hill and unanimously carried to approve minutes of the Port Commission as follows:

- Regular Minutes dated April 18, 2013, as submitted
- Recess Minutes dated May 1, 2013, as submitted

Mr. Ron Robertson, Project Manager, Broaddus and Associates, was absent the meeting; however, he submitted the following project updates in words and figures as follows:

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Long Beach Port Commission
Phil Kies, President

May 16, 2013

RE: Project Updates:

1. **CIAP- Harbor Expansion and Master Plan.**
The Harbor Master Plan has been approved by the port commission and the board of aldermen. The planning team is now doing some last minute tweaking of the master plan and will publish a final version next month. The permit application is 90% complete and details are presently being discussed with MDR's project manager. Approval of the permit is expected by year end. Work on the detail 35% engineering drawings will begin in June.

ACTION: Port Commission should begin thinking of improvement projects and assign priorities to them for when Phase-2 funding of \$850,000 is approved.
2. **Alternate Project. Harbor Improvements.** Phase-2 of this project is now adding additional finger piers or lighting improvements to be funded by this PW #6588 as alternate bid items as part of Isaac bid packages.
3. **Bulkhead Project.** The bulkhead project contract with Bay South is now complete. This project is approximately \$300,000 below budget with a final completion date of September 30, 2013. Engineering design is 95% complete to construct items not completed toward the east, where damage by hurricane Isaac occurred, and to continue the bulkhead to the west. The bulkhead extension to the west will include provisions for launching small sailboats. Bids should be received by mid-June.
4. **Motion Requested:** Approval of attached Work Order for Broaddus & Associates to provide project management services during Phase-2 to continue B.I.G. bulkhead extension to the west.
5. **Isaac Repairs.** Work on engineering for the FEMA approved projects for hurricane Isaac related repairs to the Long Beach Harbor is continuing.
 - This month David Ball should be providing a current update on Isaac repair projects.
 - Work on replacement of the #2 launch ramp pier began on May 15th. This will allow the middle launch ramp to be open for use before the end of May.
 - Bids were received for emergency paving of two areas near the south fishing pier. The best and lowest bid of \$2,100.00 was received from B&B Services of South MS, LLC.

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

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Motion Requested: Recommend approval of Purchase Order to B&B Services for this slope paving work.

<u>Projected schedule for Isaac Repair Work</u>	<u>Est. Bid Pkg. Date</u>	<u>Start Work</u>
1) One Launch ramp Pier	May 2013	May 15, 2013
2) Repair/replace Finger Piers	May 2013	June 2013
3) Repair Launch Ramp	May 2013	July 2013
4) Repair fishing Piers; Main Piers; Electrical	May 2013	July 2013
5) Fuel Facility	May 2013	Aug.-Sept. 2013
6) Replace Rip-Rap	June 2013	Aug.-Sept. 2013
7) Harbor Dredging	June 2013	Aug.-Sept. 2013
8) Repair Roads / sidewalks	June 2013	Aug.-Sept. 2013

6. **PW#5852. Harbor Master Building and Bait Shop.** FEMA Close-Out process has started after completing the Bait Shop and should take 3 to 4 months to complete. As reported in previous updates, the bait shop may require as much as \$53,000 in Tidelands funding due to changes made from original proposed bait shop location.
7. **Tidelands Funding.** Meeting on April 26, 2013 with city controller and AGR to review analysis of available Tidelands funding. After paying the co-pay for the Isaac hurricane repairs, based on current cost estimates, the port commission will have a balance of approximately \$120,000+/- . City Controller has agreed to provide the LBPC a recap of spending verses current Tidelands balance each month.

Please contact me at your convenience with any questions.

Best Regards,



Ron Robertson, P. E.

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EXHIBIT 2

WORK ORDER

**Issued Pursuant to Master Services Agreement
Effective – October 17, 2008**

**By and Between
Broaddus & Associates, Inc. (“Broaddus & Associates”)
and City of Long Beach, Mississippi (“Client”)**

<u>Client Contact Name:</u> <i>Phil / L</i> Mayor Billy Skellie, Phil Kiés	<u>Broaddus & Associates Office:</u> Gulfport, MS
<u>Contact Phone Number:</u> 228-863-1556	<u>Broaddus & Associates Contact:</u> Ron Robertson
<u>Contact E-Mail Address:</u> mayor@cityoflongbeachms.com	<u>Broaddus & Associates Project Number:</u> B13126.01
<u>Client Reference Number:</u>	

1. Scope of Work:
Project Management Services for Phase-2, B. I. G. bulkhead extension to the west approximately 100 feet.
2. Location/Client Facility Involved:
3. Period of Performance:
October 17st, 2008 thru completion and acceptance of the subject construction project and FEMA closeout
4. Authorized Funding Source:
Disaster Grant Funds from FEMA/MEMA Public Assistance; Insurance funds; Tidelands Funds, B.I.G. or CDBG funds
5. Special Provisions:
Not To Exceed limit - \$6,800.00

<u>Client:</u> City of Long Beach, MS	<u>Broaddus & Associates:</u>
<u>By:</u>	<u>By:</u>
<u>Name:</u> Billy Skellie	<u>Name:</u> James A. Broaddus, PhD, P.E.
<u>Title:</u> Mayor	<u>Title:</u> President
<u>Date:</u> May 16, 2013	<u>Date:</u> May 16, 2013
<u>Address:</u> 645 Klondyke Road Long Beach, MS 39560	<u>Address:</u> 2510 14 th Street Suite 810 Gulfport, MS 39501

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The following actions were taken based on the aforesaid information:

- Commissioner Reed made motion seconded by Commissioner Marks and unanimously carried to approve the aforesaid Work Order for Broaddus and Associates to provide project management services during Phase-2 to continue B.I.G. bulkhead extension to the west, authorizing the Mayor to execute the same

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Upon continued discussion regarding Hurricane Isaac repairs, the following “updated” schedule was submitted from City Engineer David Ball, as follows:

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Regarding our schedule for the Harbor, please see below:

- Southern Launch Pier - Under construction, expect completion in less than 2 weeks
- Emerg. Slope Paving Repairs @ E. Fishing Pier - PO being issued, construction should start within 2 weeks, completed 2 weeks thereafter
- Finger Piers - Receive Bids 5/25 - Start Mid June - Expected Completion Mid Sept. 2013
- Northern Launch Pier & Ramp - Advert. 5/22 - Receive Bids 6/25 - Start Mid/Late July - Expected Completion Early Winter 2013
- All Other Piers (Structural, Electrical, Water) - Advert. 5/22 - Receive Bids 6/25 - Start Mid/Late July - Expected Completion Late Winter 2013
- Fuel Facility - Advert. Early June - Received Bids Early July - Start Early August - Expected Completion Early Winter 2013
- Dredging - Advert. Mid June - Receive Bids Mid July - Start Mid August - Expected Completion Early Winter 2013
- Rip-Rap - Advert. Mid June - Receive Bids Mid July - Start Mid August - Expected Completion Early Winter 2013
- BIG Phase 2 - Advert Mid June - Receive Bids Mid July - Start Mid August - Expected Completion Late Winter 2013

We are still working with DMR to obtain our permit for all of this work, but it is allowable to proceed with all "repairs" (Launch Piers, Main Piers, etc.). Any projects where we will be adding "new" piles (or structure), even if destroyed/removed by Hurr. Isaac, will be dependent on the permit. I don't expect any problems receiving the permit, but DMR's process is perhaps a bit slower right now than in the past.

Thanks,
David Ball

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There was no action required or taken regarding the aforesaid schedule.

There came on for discussion Mississippi Tidelands Trust Fund Program
Request for Funding FY 2015, in words and figures as follows:

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**MISSISSIPPI TIDELANDS TRUST FUND PROGRAM
Request for Funding FY2015 (Form TTF-2, Page 1 of 1)**

APPLICATION SUMMARY

Title of Project: 2015 Harbor Improvements

Requesting Agency: Long Beach Port Commission

Funding Requested: _____

<i>Official Use Only</i>
Project No. _____
Submittal No. _____

Instructions - Applicant: Summarize your Tidelands Application below. Give additional detail from TTF-1 Section 7 and include how the project will meet the requirements of the Public Trust Tidelands Act and the potential benefits that would be derived from receipt of Tidelands Trust Funds. Provide a budget summary.

The Long Beach Port Commission has critical need for Tidelands Trust Fund monies in order to fund several critical projects within the Harbor. The projects are not distinctly related but each is important for continued safe use and improvement of the Long Beach Smallcraft Harbor. The projects are divided into three (3) separate "phases" as indicated below:

1. Fund the Commission's local share of Hurricane Isaac Repairs. These repair projects are on-going now and shall continue until late 2013. The areas identified by FEMA for repairs are the Harbormaster building, main piers, fishing piers, electrical & water systems, launch ramps, fuel facility, rip-rap shore & channel protection areas, parking lots and sidewalks, and drainage systems. The budget for these project is \$1.8 million, of which the local share requested herein is \$231,000
2. Repair the western bulkhead wall of Cleveland Avenue. The tiebacks for this wall were repaired in 2008-2009, but the wall shows continued signs of movement, which will eventually lead to failure. Hurricane Isaac apparently caused extensive damage to the wall, as revealed by the signs of movement visible in the parking areas and along the sidewalk in the area. For the most part, the concrete panels comprising the bukhead are in serviceable condition, so a reinforcement of the existing bulkhead is recommended. A very preliminary design entailing new batter piles and an entirely new concrete cap has been completed, and currently is estimated for construction at \$1,200,000.
3. Continue construction and expansion of the approved BIG - Tier 2 Development program currently under construction in the Harbor. This project will improve the public's access to the Harbor facilities and the Tidelands by creation of additional transient slips within the Harbor. Phase 1 (from Pier 5 to the launch ramps) is completed. Phase 2 (from Pier 5 west approx. 150') is in the design phase with construction expected to begin in mid 2013. Funds needed for continued construction of the BIG program are expected to be granted to the City, requiring local funds in the amount of 25% of the overall project cost. Requested amount - \$373,000

The total budget for all phases is \$1,804,000, which includes construction cost and all costs associated with permitting, engineering, and construction inspection.

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MISSISSIPPI TIDELANDS TRUST FUND PROGRAM Request for Funding FY2015 (Form TTF-1, Page 1 of 2)

<u>Official Use Only</u>
Project No. _____
Submittal No. _____

Application Type (Check one) Public Access Project Management Project

1 Title of Project (Indicate phase): 2015 Harbor Improvements	2 Requesting Agency: City of Long Beach	3 Funding Requested: \$ 1,804,000 3.1 Matching Funds: \$ 0 <small>(excludes previous funding through the Tidelands Trust Fund)</small>	3.2 Source of Matching Funds: 3.3 Total project Funds: \$ 1,804,000
1.1 Location of Project: LB Smallercraft Harbor	2.1 Date of Request: 5/14/2013	5 Project Manager: David Ball, P.E., City Engineer 5.1 Phone: 228.863.0667 5.2 Fax: 228.863.5232 5.3 Address: P.O. Box 1677 Gulfport, MS 39502 E-mail Address: davidball@cableone.net	
4 Requesting Agency Representative: William Skelle, Jr., Mayor 4.1 Phone: 228.863.1556 4.2 Fax: 228.865.0822 4.3 Address: P.O. Box 929 Long Beach, MS 39560 E-mail Address: mayor@cityoflongbeachms.com		6 Applicant Priority: 1st _____ 2nd _____ 3rd _____ Other _____	
7 Project Description/Overview: Construct several phases of construction within the Harbor aimed at restraining failing and damaged infrastructure items, and at improving the Harbor's facilities for transient vessels and general usage: 1 - Local share of Hurricane Isaac (FEMA) repairs (\$231,000). 2 - Repair the failing western bulkhead wall along Cleveland Avenue (\$1,200,000). 3 - Continued construction of the BIG program (\$375,000).			
8 Project Goals/Objectives: 1 - Repair failing and damaged infrastructure. 2 - Provide additional transient slips. 3 - Control erosion along northern shore. 4 - Increase public safety when utilizing Harbor facilities.		9 Project Benefits: Erosion Control inside the Harbor Continued & Enhanced safe use of Harbor facilities Expansion of boat slip facilities Enhanced public access to Tidelands areas	
10 Summary of Project Tasks: 1. Complete detailed engineering design, plans, and project manual. 2. Obtain necessary environmental permits. 3. Receive construction bids and complete projects.		11 Project Timetable/Milestones: One year after funds are available 11.1 If this project has been funded previously through Tidelands Trust Fund indicate which fiscal years. _____	

(Attach additional sheets if necessary. Total packet should not exceed 5 pages.)

4/2010

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**MISSISSIPPI TIDELANDS TRUST FUND PROGRAM
Request for Funding FY2015 (Form TTF-1, Page 2 of 2)**

<p>¹ Title of Project: 2015 Harbor Improvements</p>	<p>² Requesting Agency: City of Long Beach</p>	<p>³ Amount Requested: \$1,804,000</p>	<p>⁵ Project Manager: David Ball, P.E.</p>
<p>¹² Categorize the benefits listed in #9 (more than one may apply):</p> <p><input checked="" type="checkbox"/> Environmental <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Safety <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other (Identify)</p>	<p>¹³ Project Category (more than one may apply):</p> <p><input type="checkbox"/> Conservation <input type="checkbox"/> Reclamation <input checked="" type="checkbox"/> Preservation <input type="checkbox"/> Acquisition <input type="checkbox"/> Education <input checked="" type="checkbox"/> Public Access <input checked="" type="checkbox"/> Public Improvement <input type="checkbox"/> Other (Identify)</p>	<p>¹⁴ Have other State or Federal funding sources been identified for the project?</p> <p align="center"><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>If Yes, identify:</p> <p>FEMA - Hurricane Isaac repairs BIG - Tier 2 Improvements</p>	<p>¹⁵ Current status of Architectural/ Engineering plans & specifications for this project (if applicable): (Check one from each group)</p> <p>Grp 1. <input type="radio"/> Completed <input checked="" type="radio"/> In Progress <input type="radio"/> Ready to Bid <input type="radio"/> Other (Identify)</p> <p>Grp 2. <input type="radio"/> Paid For <input type="radio"/> Funds Budgeted <input checked="" type="radio"/> Funds Not Budgeted</p>
<p>¹⁶ Identify the constituency or interest group(s) which this project will serve: The Public, with emphasis on the residents of South Mississippi.</p> <p>²⁰ In what way does this project meet the goals and objectives of the Mississippi Coastal Program? Conservation of the ecosystem</p>	<p>¹⁷ Identify the service that this project will provide to the group identified in #16. Continued safe use of the Harbor</p>	<p>¹⁸ Will this project enhance an existing water-dependent activity? Identify the activity. Recreational boating and fishing</p> <p>²¹ Does this project coordinate with other existing or planned projects? Identify the project(s). FEMA - Hurr. Isaac repairs / BIG Tier 2 Improvements</p>	<p>¹⁹ Project Priority:</p> <p><input checked="" type="radio"/> Immediate/short-term <input type="radio"/> Deferred/long-term</p>
<p>²² Will this project involve impacting, filling, or dredging coastal wetlands? <input checked="" type="radio"/> Yes <input type="radio"/> No If yes, what acreage: To be determined, following a detailed analysis during design.</p>	<p>²³ Attach project schematics or drawings as appropriate.</p>	<p>²⁴ Signature of Requesting Agency Representative:</p> <p align="right">_____</p> <p align="right"><i>(Please use blue ink)</i></p>	

(Attach additional sheets if necessary. Total packet should not exceed 5 pages.) 4/2010

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After considerable discussion, Commissioner Purchner made motion seconded by Commissioner Hill and unanimously carried to approve the aforesaid Tidelands FY2015 Request for Funding, and authorize the Mayor to execute the same.

There was no action taken regarding the Long Beach High School advertising sponsorship.

The Commission recognized Mr. Keith Fulton, 18220 Commission Road, Long Beach, Mississippi, regarding the following:

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5:00

Thursday, May 16, 2013

CITY OF LONG BEACH, MISSISSIPPI
P.O. BOX 929
201 JEFF DAVIS AVENUE
LONG BEACH, MISSISSIPPI 39560
TELEPHONE: (228) 863-1556
FAX: (228) 863-1558
cityclerk@cityoflongbeachms.com

FOR OFFICE USE ONLY DATE RECEIVED: <u>5/13/13</u> VERIFY DOCUMENTS: <input type="checkbox"/> SUBMITTED <input type="checkbox"/> NONE TIME: <u>1:40</u> BY: <u>[Signature]</u> (signature)

REQUEST TO BE PLACED ON AGENDA FOR MEETING OF THE MAYOR AND BOARD OF ALDERMEN
(PLEASE PRINT)

Name of Person Making Request: KEITH FULTON
 Address: 18220 Commisio Road Telephone: 861-3054 Fax: _____
 E-Mail Address: KFulton@catbeach.net

Name of Person Addressing Mayor and Board of Aldermen: Keith Fulton
 If different from above) _____
 Address: 18220 Commisio Rd Telephone: 861-3054 Fax: _____

Detailed Description of Specific Subject Matter to be Discussed (Description must be clear and concise - avoid vague terms and generalizations): _____

Re-activate Cat Island addresses;
to bring Passengers to Cat Island
on 51 passenger tour boat - (Discuss location)

(If additional space is needed, please use the back of this form)

Date of Meeting: _____ No. of Participants: _____
 Regular meetings are held on the first and third Tuesday of Every Month at 5:30 p.m., Long Beach School District Office, 9148 Commission Road)

Type of Presentation: Personally Address Power Point
 (check one or more) Presentation/Handouts Audio Tape
 Photos/Video/Slides Other (Specify Below)

Other: _____

***** **PLEASE READ CAREFULLY** *****

- > Requests and ten (10) copies of all accompanying documents MUST be filed with the City Clerk no later than 12:00 p.m. (noon) the Friday preceding Tuesday's meeting.
- > Requests and accompanying documents received after the Friday, noon deadline WILL NOT be placed on the agenda or distributed to the Mayor and Board of Aldermen at this time.
- > Forms received that are not clear and concise as to subject matter will not be placed on the agenda.
- > Subject matter shall be limited to ten (10) minutes or as otherwise specified by the Mayor and Board of Aldermen during the course of the meeting.
- > Items will be placed on the agenda in the order they are received under the appropriate heading.
- > Upon the determination by the City Clerk that the agenda is full, additional items will be placed on the next regular meeting agenda, even if properly submitted prior to deadline.
- > The Mayor and Board of Aldermen reserve the right to disallow and/or remove any item from the agenda.
- > Agenda items are subject to change without prior notice.

Accompanying Documents Attached? yes no

Date: _____ Signed: _____
 (Person Making Request)

ADOPTED:08.02.05

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After considerable discussion regarding the aforesaid agenda item, Commissioner Marks made motion seconded by Commissioner Hill and unanimously carried that the Port Commission makes a commitment with Mr. Fulton on the proposed Cat Island venture as a benefit and enhancement to the Long Beach Harbor.

Upon further discussion, it was determined a committee consisting of Commissioners David Marks, Barney Hill, and the Harbormaster meet with Mr. Fulton for further discussion and to provide more information at the June 20, 2013, meeting of the Port Commission.

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Commissioner Purchner made motion seconded by Commissioner Hill and unanimously carried to approve payment of invoices as submitted on Docket of Claims #HBR050713.

Commissioner Marks made motion seconded by Commissioner Reed and unanimously carried acknowledging receipt of the April, 2013. Revenue/Expense Report.

Harbormaster Bill Angley submitted the Harbormaster's report, as follows:

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Harbor Master Report

May 16, 2013

- We are starting Hurricane recall check and information updates this month to prepare for this season using the blackboard connects system. At the same time requiring all boat owners to renew berthing agreement.
- Center Launch Ramp repairs are underway difficulty with piling extraction has delayed us some will be done next week instead
- Seabees work day will be scheduled soon as all projects fully approved through the commands
- Harbor cell is active number is 228-697-1547
- Prop duster dive service has provided me with an estimate of 200 each to have piling cut below water with a material maintenance of 150 this would allow removal of broken piling in Pier 2 slip 5 and other places throughout harbor
- Public Works will be working on drainage south of Steve's starting Monday
- Jimmy Levens will bring rip rap for drainage south of Steve's as soon as Public Works is ready
- Low Bidder for Southeast corner of Harbor rip rap repairs is B&B a Purchase Order is being approved Notice to proceed will be given once PO is approved
- 80% certified CPR
- 80% boaters safety certified
- 75% SOP certified
- 1 Live Aboard (Welch)
- February 113 of 213
- March 119 of 213
- April 130 of 213
- May 137 of 213

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Based upon the aforesaid report and information obtained from the Harbormaster, the following actions were taken:

- Commissioner Purchner made motion seconded by Commissioner Reed and unanimously carried authorizing the Harbormaster to issue a purchase order to repair drainage at the southwest corner of Steve's Marina property.
- Commissioner Kies made motion seconded by Commissioner Marks and unanimously carried approving issuance of a purchase order to B & B Services

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for emergency paving of two areas near the south fishing pier, in the amount of \$2100.00 (twenty one hundred dollars).

The Commissioner recognized Mr. James C. Simpson, Jr., for the Port Attorney's report, of which there was no action required or taken.

There being no further business to come before the Port Commission at this time, Commissioner Marks made motion seconded by Commissioner Purchner and unanimously carried to adjourn until the next regular meeting in due course.

APPROVED:

PHIL KIES, PRESIDENT

DATE

ATTEST:

STACEY DAHL, DEPUTY CIT CLERK