

REGULAR MEETING
September 6, 2023

The Board of Commissioners for the Lafourche Basin Levee District met this day in regular session at its official domicile at 21380 Highway 20 in Vacherie, Louisiana. The public was invited to attend via Teleconference and at the LBLD office. The meeting was called to order by its President, Eric Matherne, at 6:00 P.M.

The meeting opened with a prayer and the pledge of allegiance to the flag.

Present: Commissioners... Craig Carter, Assumption Parish; President Eric Matherne, St. Charles Parish; Arthur Bosworth IV, St. James Parish; Gary Watson, St. John the Baptist Parish; Marlin Rogers, St. Charles Parish; James P. Jasmin, St. James Parish; Russell Loupe, St. Charles Parish; Jeffery Henry, Ascension Parish were present. Larry Sorapuru, St. John the Baptist Parish and Kevin Hebert, St. Charles Parish were absent.

A quorum was present to conduct business.

Messrs. Spencer Long, Attorney; Donald Ray Henry, Executive Director; Ms. Melanie Broden, Accounting Specialist, Ms. Astrea Jupiter, Administrative Assistant, Mrs. Yolanda Brown, Administrative Assistant and Ms. Latasha Pelle, Administrative Assistant, were present.

Commissioner Craig Carter made the motion to adopt the agenda. The motion was seconded by Commissioner Arthur J. Bosworth, IV. President Matherne called for a vote. The motion passed.

There were no public comments on the agenda items.

On motion of Commissioner Arthur J. Bosworth, IV, seconded by Vice-President Jeffery Henry, the minutes of the Regular Meeting of August 2, 2023 be accepted and filed in the minutes of the Board. President Matherne called for a vote. The motion passed.

On motion of Commissioner James P. Jasmin, seconded by Commissioner Arthur J. Bosworth, IV, the minutes of the Special Call Meeting of August 7, 2023 be accepted and filed in the minutes of the Board. President Matherne called for a vote. The motion passed.

On motion of Commissioner Craig Carter, seconded by Commissioner Arthur J. Bosworth, IV, the following cash available for distribution of the month of August 31, 2023 be accepted and filed in the minutes of the Board.

FIRST AMERICAN BANK:

Checking account balance July 2023	\$ 335,876.95
Deposits/Transfer In – Aug.	
Revenues/Refund	168,705.76
Interest on Checking	31.86
Funds transferred in	650,000.00
Operating Expenses/Other	1,035,354.27
Funds transferred out	0.00
TOTAL ACCOUNT BALANCE AUGUST 31, 2023	\$ 119,260.30

LAMP

Account balance – July	3,265,377.59
Funds transferred in	0.00
Funds transferred out	650,000.00
Interest Income Earned	12,279.87
TOTAL ENDING BALANCE AUGUST 31, 2023	\$ 2,627,657.46

INVESTMENTS: BNY

Discount Notes/T-Bills/Bonds	5,051,422.92
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TOTAL CASH & INVESTMENTS AS OF AUGUST 31, 2023	\$ 7,798,340.68
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No public comments were made. President Matherne called for a vote. The motion passed.

On motion of Commissioner Craig Carter, seconded by Commissioner Gary Watson, the following resolution was proposed and approved.

BE IT RESOLVED, that the Board of Commissioners authorize James P. Jasmin, President of the Board of Commissioners, effective September 1, 2023 in addition to Vice-President Arthur J. Bosworth and Executive Director Donald Ray Henry are hereby authorized to sign all checks, vouchers, money transfers at First American Bank and other required documents, be granted.

President Matherne called for a vote. The motion passed.

Former President Eric Matherne exchanged the gavel to newly elected President, James P. Jasmin. President Jasmin thanked the Board for their support for the presidency.

On motion of Commissioner Craig Carter, seconded by Commissioner Arthur J. Bosworth, IV, the following resolution was proposed and approved.

BE IT RESOLVED, that the Board of Commissioners approve the Annual Operation Budget of the Lafourche Basin Levee District for January 1, 2024 to December 31, 2024.

LAFOURCHE BASIN LEVEE DISTRICT
BUDGET CALENDAR YEAR ENDING 2024

REVENUES	BUDGET
<u>Local Sources</u>	<u>2024</u>
<u>Ad Valorem Taxes-Current Year</u>	
<u>Ascension</u>	431,000
<u>Assumption</u>	76,000

Lafourche	122,000
St. Charles	3,346,000
St. James	1,139,000
St. John the Baptist	39,500
	<u>TOTAL</u>
	\$ 5,153,500

Interest on Taxes	
Payment in Lieu of Taxes	45,000
	<u>TOTAL</u>
	\$ 5,198,500

<u>Licenses and Permits</u>	
Levee Permits	35,000
	<u>TOTAL</u>
	\$ 35,000

Use of money and property

Interest Earned-Investments

LAMP	237,130
Treasury Bills	34,096
Checking Account Interest	300
Royalties	19,000
Royalties-South Lafourche	0
Miscellaneous	0
	<u>TOTAL</u>
	\$ 290,526

Refund of Expenditures

Refund-St. Charles Parish	2,000,000
Refunds-CPRA	3,500,000
Refund-State of LA	0
	<u>TOTAL</u>
	\$ 5,500,000
	TOTAL LOCAL SOURCES
	\$ 11,024,026

STATE SOURCES

Intergovernmental Revenue

State Revenue Sharing

Ascension	9,200
St. Charles	52,000
St. James	16,000
St. John	4,000
	<u>TOTAL STATE SOURCES</u>
	\$ 81,200

FEDERAL SOURCES

FEMA (Fed. Emerg. Man. Agency)	0
	<u>TOTAL FEDERAL SOURCES</u>
	\$ 0
	TOTAL OPERATING REVENUES
	\$ 11,105,226

EXECUTIVE

Personal Services

Salaries and Wages

President's Salary	12,000
Executive Secretary Salary	6,000
Commissioners' Per Diem	42,390

	TOTAL	\$ 60,390
<u>Employee Benefits</u>		
Social Security	3,744	
Medicare	876	
	TOTAL	<u>\$ 4,620</u>
	TOTAL PERSONAL SERVICES	\$ 65,010

OPERATING SERVICES

Advertisements, Dues, Subscriptions	
Membership Dues	24,000
	<u>TOTAL OPERATING SERVICES</u>
	<u>\$ 24,000</u>

TRAVEL AND OTHER CHARGES

Travel

President's Expenses	4,000
Commissioners' Mileage	11,000
Executive Secretary's Expense	
Conventions, Seminars, Workshops	
In-State	36,000
Out-of-State	22,000
	<u>TOTAL TRAVEL/OTHER CHARGES</u>
	<u>\$ 73,000</u>

	TOTAL EXECUTIVE	\$ 162,010
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ADMINISTRATIVE

Personal Services

Salaries and Wages

Administrative Salaries

Regular	392,050
Overtime	10,000
	<u>TOTAL</u>
	<u>\$ 402,050</u>

Employee Benefits

Social Security	24,927
Retirement Contributions	80,410
Group Insurance	105,695
Medicare	5,830
Group Ins. - Surviving Spouse	1,512
Group Insurance-Retires	27,287
	<u>TOTAL</u>
	<u>\$ 245,661</u>

	TOTAL PERSONAL SERVICES	\$ 647,711
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Operating Services

Advertisements, Dues, Subscriptions

Legal Publication	10,000
Subscriptions	1,200

Membership Dues	3,600
Advertisements	1,200
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TOTAL	\$ 16,000
 <u>Computer System Expense</u>	
Training	1,800
Maintenance & Upgrade	6,500
License Fee	14,000
Software Support	0
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TOTAL	\$ 22,300
 <u>Communications</u>	
Postage	500
Telephone & Upgrade	24,000
Radio Communications	0
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TOTAL	\$ 24,500
 <u>Rentals</u>	
Rental of Equipment	1,000
Uniform Rental	0
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TOTAL	\$ 1,000
 <u>Property & Equip Repairs/Outside Agent</u>	
Building	7,000
Office Machines and Equipment	2,000
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TOTAL	\$ 9,000
 <u>Maintenance Service-Contractual</u>	
Pest Control	300
Janitorial	3,000
Office Machines and Equipment	5,000
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TOTAL	\$ 8,300
 <u>Professional Services</u>	
Annual Physical & Drug Screening	4,500
Investment Advisor	10,000
Board Attorney	50,000
Accounting Services	40,000
Audit Cost	10,000
External Attorneys	15,000
External Attorneys	8,000
Public Relations	5,000
Website	2,800
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TOTAL	\$ 145,300
 <u>General Insurance</u>	
Automobile Policy	11,000
Public Official Bond	500
Workmen's Compensation	27,000
Unemployment	1,000

Fiduciary Liability/Identity Fraud	2,200
Cyber Liability	4,000
	<u>TOTAL</u>
	\$ 45,700
	TOTAL OPERATING SERVICES
	\$ 272,100
<u>MATERIAL AND SUPPLIES</u>	
<u>Office Supplies</u>	22,000
	<u>TOTAL</u>
	\$ 22,000
<u>Operating Supplies</u>	
Medical & Drugs	100
Materials & Supplies	700
Vehicle Supplies (Gas, Oil)	2,500
Janitorial Supplies	400
	<u>TOTAL</u>
	\$ 3,700
<u>Miscellaneous</u>	5,000
	<u>TOTAL</u>
	\$ 5,000
	TOTAL MATERIAL AND SUPPLIES
	\$ 30,700
<u>TRAVEL AND OTHER CHARGES</u>	
Conventions, Seminars, Workshops	
In-State Expenses	35,000
Out-of-State Expenses	10,000
Permit Cost	500
Investment Security Fees	6,000
Unrealized Loss-Investments	0
Miscellaneous	300
	<u>TOTAL TRAVEL/OTHER CHARGES</u>
	\$ 51,800
<u>CAPITAL OUTLAY</u>	
Acquisitions for Office	
Office Equipment	41,000
Office Furniture	25,000
Office Furniture	60,000
Expedition/Carryall	0
	<u>TOTAL CAPITAL OUTLAY</u>
	\$ 126,000
<u>INTERGOVERNMENTAL</u>	
<u>State Government</u>	
Civil Service	10,000
	<u>TOTAL</u>
	\$ 10,000
<u>Deduction for Pensions</u>	
Ascension	17,240
Assumption	3,040
St. Charles	133,840

St. James	45,560
St. John the Baptist	1,580
	<u>TOTAL</u>
	\$ 201,260
 <u>Parish Government</u>	
Parish Government	1,000
	<u>TOTAL</u>
	\$ 1,000
	 TOTAL INTERGOVERNMENTAL
	\$ 212,260
	 TOTAL ADMINISTRATIVE
	\$ 1,340,571
<u>LEVEE MAINTENANCE</u>	
<u>Personal Services</u>	
<u>Salaries and Wages</u>	
Maintenance Salaries	
Regular	1,408,610
Overtime	80,000
	<u>TOTAL</u>
	\$ 1,488,610
 <u>Employee Benefits</u>	
Social Security	92,294
Retirement Contributions	297,722
Group Insurance	468,079
Medicare	21,585
Group Ins - Surviving Spouse	9,762
Group Insurance - Retires	46,205
	<u>TOTAL</u>
	\$ 935,648
	 TOTAL PERSONAL SERVICES
	\$ 2,424,257
<u>OPERATING SERVICES</u>	
<u>Advertisements, dues, Subscriptions</u>	
Membership Dues	1,500
Advertisements	1,500
	<u>TOTAL</u>
	\$ 3,000
 <u>Utilities</u>	
Electricity	20,000
Gas	1,000
Water	600
Garbage	150
	<u>TOTAL</u>
	\$ 21,750
 <u>Communications</u>	
Telephone	5,000
Radio	0
	<u>TOTAL</u>
	\$ 5,000
 <u>Rental</u>	
Equipment	2,000
Uniform Rental	36,000

\$ 38,000

Property & Equip Repairs/Outside Agent

Buildings	0
Vehicles	10,000
Equipment and Machinery	20,000
Boat and Motor	2,000
Damage - Personal Property	1,000
TOTAL	\$ 33,000

Maintenance Service-Contractual

Pest Control	800
Janitorial	3,800
Auction Software Services	300
Furniture & Fixtures	5,000
TOTAL	\$ 9,900

Professional Services

Research/Surveys	25,000
Annual Physical & Drug Screening	13,000
TOTAL	\$ 38,000

General Insurance

Automobile Policy	125,000
Buildings/Contents	14,000
Mobile Equipment Floater	32,000
General Liability	95,000
Marine - Hull P & I	17,000
Workmen's Compensation	80,000
Pollution Liability	26,500
Vessel Pollution Liability	2,800
Terrorism	1,800
Flood Insurance	3,700
TOTAL	\$ 397,800

TOTAL OPERATING SERVICES \$ 546,450

MATERIALS AND SUPPLIES

Operating Supplies

Shop Supplies	12,000
TOTAL	\$ 12,000

Equipment Supplies

Gasoline	24,000
Lubricants	30,000
Diesel Fuel	225,000
Tires	20,000

Tubes	400
Batteries	3,200
Janitorial	24,000
Miscellaneous	10,000
TOTAL	\$ 336,600

Materials

Levee Materials	
Limestone	50,000
Sand	50,000
Dirt	50,000
Rock	3,000
Culverts & Concrete	2,000
Equipment & Vehicle Parts	100,000
Chemicals	2,750
Miscellaneous	1,000
Workmen's Tools	2,500
TOTAL	\$ 261,250

Safety Program

Equipment	12,000
Supplies	2,000
TOTAL	\$ 14,000

Contingencies and Emergencies

Emergencies/Contingencies	6,000
Flood Fight Contingency	2,000
TOTAL	\$ 8,000
TOTAL MATERIALS AND SUPPLIES	\$ 631,850

TRAVEL AND OTHER CHARGES

Conventions, Seminars, Workshops	
In-State	2,000
Out-of-State	1,000
Escort Fees	2,000
Miscellaneous	2,000
TOTAL TRAVEL/OTHER CHARGES	\$ 7,000

CAPITAL OUTLAY

Building Improvements	0
TOTAL	\$ 0
Acquisition of Vehicles	
Pickup Trucks	85,000
TOTAL	\$ 85,000

Acquisition of Heavy Equipment

Rotary Mowers	60,000
Tractors	220,000
Finishing Mower	18,000
Weed Sprayer	4,000
Utility Vehicle	24,000
Dump Truck	0
Skid Loader	80,000
TOTAL	\$ 406,000

Acquisition of Other Equipment

Power Chain Saws	600
Weed Trimmers	750
Back Pack Blower	600
Riding Mower-61" Turf Tiger	0
Tire Changer	0
TOTAL	\$ 1,950

TOTAL CAPITAL OUTLAY \$ 492,950

TOTAL LEVEE MAINTENANCE \$ 4,102,507

LEVEE PROJECTSMaterials

Expropriation of Property	0
Lubricants	0
Diesel	0
Parts	0
Supplies	0
Materials	5,690,088
TOTAL	\$ 5,690,088

Operating Services

Project Engineers Reimbursed	0
Project Engineer Surveying	1,470,500
Rainfall Study	0
TOTAL	\$ 1,471,500
TOTAL LEVEE PROJECTS	\$ 7,160,588
TOTAL OPERATING EXPENDITURES	\$ 12,765,676

ESTIMATED EXCESS OPERATING

REVENUE/ (DEFICIT) OVER
OPERATING EXPENDITURES \$ (1,660,451)

NON-OPERATING INCOME/DISBURSEMENTS

OTHER DISBURSEMENTS

Transfers

Transfers to Other Funds

Lafourche Basin Levee District	
Upper Barataria Project Invoices	0
UBP-Ad Valorem Tax (.97 mils)	1,198,000
Sunset Drainage Levee District	0
TOTAL OTHER DISBURSEMENTS	<u>\$ 1,198,000</u>

ESTIMATED SURPLUS/DEFICIT

AT DECEMBER 31	\$ (2,858,451)
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ESTIMATED FUND BALANCE

At December 31, 2023	7,311,115
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ESTIMATED FUND BALANCE

At December 31, 2024	
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TOTAL	<u>\$ 4,452,665</u>
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LAFOURCHE BASIN LEVEE DISTRICT
PROJECT DETAILS

Bayou Des Allemands Flood Gate

Expenses

Engineering	970,500
Construction Cost	0
Net Expenditures to LB LD	<u>\$ 970,500</u>

Sunset Levee Lift - St. Charles Parish

Expenses	\$ 5,500,000
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Reimbursement

CPRA	(3,500,000)
St. Charles Parish	(2,000,000)
Net Expenditures to LB LD	<u>\$ 0</u>

Ama Levee Enlargement

Expenses

Materials	\$ 190,088
Net Expenditures to LB LD	<u>\$ 190,088</u>

Total Project Expenditures	<u>\$ 1,160,588</u>
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Commissioner Marlin Rogers asked if this version of the budget includes what was discussed on the Zoom meeting. Mr. Donald Henry informed him that yes it was.

President Jasmin called for a roll call vote. Roll call vote thereon as follows:

YEAS:

- Arthur Bosworth IV
- Russell Loupe
- Gary Watson
- Jeffery Henry
- Craig Carter
- James P. Jasmin
- Marlin Rogers
- Eric Matherne

NAYS: None

ABSENT:

- Larry Sorapuru
- Kevin Hebert

ABSTAINED: None

By a roll call vote of 8 yeas, 0 nay, 2 absent and 0 abstained. The motion passed.

On motion of Commissioner Jeffery Henry, seconded by Commissioner Arthur J. Bosworth, IV, the following resolution was proposed and approved.

BE IT RESOLVED, that the Board of Commissioners approve the purchase of a new 2023 John Deere 5120M 4x4 tractor with extended warranty in the amount of \$87,471.00, under state contract.

President Jasmin called for a roll call vote. Roll call vote thereon as follows:

YEAS:

- Arthur Bosworth IV
- Russell Loupe
- Gary Watson
- Jeffery Henry
- Craig Carter
- James P. Jasmin
- Marlin Rogers
- Eric Matherne

NAYS: None

ABSENT:

- Larry Sorapuru
- Kevin Hebert

ABSTAINED: None

By a roll call vote of 8 yeas, 0 nay, 2 absent and 0 abstained. The motion passed.

Mr. Donald Henry informed the Board that he appreciated Mr. Stokka Brown for showing up at the meeting last minute due to last minute issues. Mr. Brown's family had car issues. He informed the Board that his wife and kids are safe.

Mr. Joseph Christopher, CSRS, Inc., gave the highlights on the Upper Barataria Project.

Segment 2 Sunset Levee Rebid

Progress Update

- **CPRA approved bid package of the Segment 2 Project**
- **Segment 2 – Project Advertisement has begun**
- **Civix continued Chevron Wagner Rd access agreement coordination**

Next Steps

- **GIS to administrate bid advertisement and address RFI requests**
- **Civix finalize extension of Wagner Rd access agreement**
- **Bid evaluation, selection of low bidder and approval by LBLD, SCP, and CPRA**

Schedule (assumes Bid Opening of 10/3/2023)

- **45 days from Bid Opening to Award Contract 11/17/2023**
- **Less than 60 days from Contract Award to Contract Execution**
1/16/2024
- **Less than 30 days from Contract Execution to Notice to Proceed**
2/15/2024

Segment 3 – Floodgate

Progress Update

- **FTN provided H&H model preliminary results to LBLD and CPRA on September 6.**
 - **65% design assumed 9.0 feet of reverse head (based on Hurricane Ida at HNC)**
 - **Preliminary results estimate reverse head of 8.2 feet**
- **BKI working on MEP 65% Design**
- **GIS executed 100% Structural Design Contract**

Next Steps

- **Complete H&H modeling to inform Structural 95% and MEP 65% Designs**
 - **Reverse Head design elevations**
 - **Wave design loads**
 - **Induced flooding evaluation**
- **BKI complete MEP 65% Design**
- **CPRA to review Structural 65% Design comment responses**
- **Structural 95% Design kickoff workshop to address critical 65% design comments**

Segment 4 – Floodgate to Hwy 90

Progress Update

- **Continued progress of Alternatives Analysis**
 - **Revisions to BKI H&H model for existing and proposed conditions**

Next Steps

- **Finalize model setup**
- **Complete alternatives analysis**
- **Provide CPRA results and identify path forward**

UBRR USACE Status Update

Progress Update

- **Currently working on 10% Design (H&H Model, Geotechnical Exploration, Cultural Phase 1 Investigation, Topo-Bathy Survey)**

Next Steps

- **Completion of the above tasks**
- **Begin Risk Assessment and Value Engineering Study**
- **Begin 35% Design (~September 2023)**

Schedule

- **10% Design** – **Jan 2024**
- **35% Design** – **May 2024**
- **65% Design** – **Dec 2024**
- **95% Design** – **Jul 2025**
- **100% Design** – **Sep 2025**

Mr. Domoine Rutledge, CSRS, did an update on the master plan.

STRATEGIC PLANNING PROGRESS

REVIEW

Through the Strategic Master Plan, LBLD will position itself as a regional leader, allowing LBLD to meet and take advantage of new opportunities and anticipate and plan for emerging challenges.

Task 1: Stakeholder Workshops to define vision and context of LBLD

- A. Internal Stakeholder Workshop to identify and prioritize key objectives and mission of the LBLD. Completed 2021.**
- B. External Stakeholder Workshops to understand Local and Regional context**

Task 2: Strategic Planning and Comprehensive Visioning

- A. Strategic Planning: Reviewing relevant plans, data, historical documents, and other files to frame Plan content.**
- B. Comprehensive Visioning: Based on stakeholder input and the strategic planning detailed above, a gap analysis will be created to prioritize future initiatives.**
- C. Comparison Exercise: CSRS will evaluate revenue best practices from similar entities and provide a matrix comparison report and recommendations.**

STATUS UPDATE

External Stakeholder Status update:

- Met with St. Charles Parish July 26th**
- St. James Parish scheduled for September 13th**
- Still working on scheduling meetings for Assumption, Ascension, St John the Baptist**

Strategic Planning and Comprehensive Visioning Status update:

- Gather all relevant plans, data, and historical documents – underway, will finalize following external engagement**
- Continue to build out prototype for public facing website – underway, draft expected October 2023**
- Create a draft framework for project prioritization – draft in development; expected completion following external stakeholder meetings**

Next Steps:

- **Finish initial external stakeholder engagement – goal Summer 2023; anticipated Fall 2023 (due to scheduling w/ elected officials)**
- **Inventory all projects and associated costs – anticipated Fall/Winter 2023**
 - **Comparison exercise – anticipated Fall 2023**
 - **Draft plan content development – anticipated Winter 2023**

Mr. Donald Henry asked the engineering team if there is a meeting plan set up to talk to the rest of the engineering team to discuss the Zoom meeting discussing FTN. Mr. Brown informed the Board that they will meet with LBLD first, then they plan to meet with CPRA to make sure there are no hiccups and then they will get with the engineering team. Commissioner Eric Matherne asked if the New Orleans Corps or the St. Paul Corps office will be doing the work. Mr. Brown stated that both offices will be doing the work. Mr. Donald Henry wanted to make sure the Board was aware of all the work Mr. Stokka Brown and Mr. Joseph Christopher are doing behind the scene from all the questions being asked and relayed.

Commissioner Craig Carter made a motion to adjourn and Commissioner Russell Loupe seconded his motion.

PRESIDENT

09/11/2023