

Notice Posted: February 14, 2025 2:00 p.m.



# NOTICE OF PUBLIC MEETING

## TWIN PARISH PORT COMMISSION MEETING AGENDA

**Town of Delcambre City Hall**

107 North Railroad, Delcambre, LA 70528

Tuesday, February 18, 2025 at 6:00 p.m.

## Agenda

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT (5 MINUTES)**
4. **APPROVAL OF MINUTES**
5. **OLD BUSINESS (see below):**

### **FINANCE AND INSURANCE**

- A. Nara to address financials, etc – Nara Crowley
- B. Vote on by-laws – Nara Crowley
- C. Financial Reports – Wendell Verret
- D. Bills – Motion to pay the bills

### **PROJECTS REPORT**

- A. Status on Industrial Expansion – Brian Primeaux
- B. Status on Dwight's Restaurant – Brian Primeaux
- C. Status on Seafood Hub, change orders, tree clearing - Brian Primeaux, Wendell Verret

### **DIRECTOR'S REPORT**

- A. Marina – Wendell Verret
- B. Farmers Market – Tammy Gordon
- C. Boat Launch – Wendell Verret
  - a. Status of pay station repairs

Twin Parish Port Commission ~ PO BOX 101 ~ DELCAMBRE, LA 70528  
(800) 884-6120 voice & fax  
[www.PortOfDelcambre.com](http://www.PortOfDelcambre.com)



**MEETING AGENDA**

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**b. Status of enforcement**

**D. Seafood – Wendell Verret**

**E. Planning & Grants – Wendell Verret**

1. Ice House – Wendell Verret
2. Report on Louisiana Ports and Waterways Investment Commission (LPWIC) – Wendell Verret

**6. LEGAL MATTERS**

**A. Status of request for opinions – Martial Broussard**

**B. Discussion and Status of changes to La. R.S. 34:1602 and 1603 and submit to legislative delegation – Nara Crowley**

**7. NEW BUSINESS**

**A. Election of officers**

**8. ADJOURN**

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Wendell Verret at (800) 884-6120 Ext. 1 describing the assistance that is necessary.

**Twin Parish Port District**

Wendell R. Verret

Port Director

P. O. Box 101

(800) 884-6120 Ext. 1

[wverret@PortOfDelcambre.com](mailto:wverret@PortOfDelcambre.com)

TWIN PARISH PORT COMMISSION MEETING  
JANUARY 28, 2025

PRESENT: Martial Broussard, Nara Crowley, David Dugas, Cory Duplantis, Robbie Mayer, Kelly Rogers, Taylor Mencacci and Duane Saunier

ABSENT: Robbie Mayer, Tony Barras, Constance Langlins and Kenny Barras

OTHERS: Monica Theriot, Wendell Verret, Brian Primeaux, T-Boy Renard, Tammy Gordon, Suzanne Dugas, Laurel Blackerby, Edie Casselman, Tipper Sponge, Camen Crappell, Paul Morse, Dwight Breaux and Brandi Mitchell.

PUBLIC COMMENT: Camen Crappell spoke regarding the charter change and what steps should be taken. He recommended postponing its consideration until next year.

MOTION: By Duane Saunier to approve the minutes, seconded by Taylor Mencacci, All in favor. Motion carried.

OLD BUSINESS: Wendell requested that the staff be here so they can be introduced to the commissioners, all were here but a few.

DISCUSSION: By Jan Davis who presented the banking report for the Port of Delcambre.

MOTION: By Taylor Mencacci to pay the bills, seconded by Robbie Mayer, All in favor. Motion carried.

DISCUSSION: By Wendell Verret who handed out the financial reports from January - December and budget totals.

MOTION: By Taylor Mencacci to accept the budget for 2025, seconded by Cory Duplantis. All in favor. Motion carried.

DISCUSSION: By Brian Primeaux who gave the status of the industrial expansion project. Still waiting on approval of the environmental clearance so construction can begin.

DISCUSSION: By Brian Primeaux on Dwight's restaurant. Three bids were sent in. The lowest bid was awarded to Kingdom Builders for 439,000.

MOTION: By Duane Saunier to accept and award the bid to Kingdom Builders, Seconded by Taylor Mencacci. All in favor. Motion carried.

DISCUSSION: By Tammy Gordon on the farmer's market, the next market will be in April 2025.

DISCUSSION: By Wendell Verret on North Pier Marina. We had electrical problems after the snow storm. Severe corrosion on the contact of the pedestals on the pier. Will get electrician to take a look at them or replace if necessary.

DISCUSSION: By Wendell Verret on the seafood sales. Sales are picking up and inventory is being replenished. Labeling issue of the packages has been resolved.

DISCUSSION: Wendell Verret gave a report on the boat launch. Pay station is not working a technician will be coming out to run a test fix on it. Still waiting on the attorney and chief to meet regarding the enforcement at the boat launch.

DISCUSSION: By Wendell Verret regarding the third building at the seafood hub, the grant has been denied. We are looking at applying for the same grant to purchase property for the ice house, demolish what is on the property and plan to build an actual building.

DISCUSSION: By Wendell Verret regarding planning and grants. LPWIC will have a meeting during the month they have received plans from all the ports.

DISCUSSION: By Nara Crowley regarding adoption of by-laws and re-districting, the commissioners to have more in certain areas. Present commissioners do not agree with doing this. New officers will be elected and the next meeting before it will be voted on.

DISCUSSION: By Martial Broussard regarding status of request for opinions. An opinion was received from Jessica Meiner, attorney for the LA Board of Ethics regarding the position of Wendell Verret as port director and as legal counsel. His position does not pose a conflict and he is allowed to do both as long as compensation does not exceed 50,000 a year.

NEW BUSINESS: None

MOTION: By Cory Duplantis to adjourn, seconded by Taylor Mencacci. All in favor. Motion carried.

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SECRETARY/TREASURER

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PRESIDENT

# Twin Parish Port District

## Budget vs. Actuals: Port Budget 2025 - FY25 P&L

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Income			
Facility Income			
Pavilion Rental		300.00	-300.00
Pay Station	1,256.00	35,000.00	-33,744.00
Rent		28,300.00	-28,300.00
Slip Rentals	2,215.00	30,000.00	-27,785.00
<b>Total Facility Income</b>	<b>3,471.00</b>	<b>93,600.00</b>	<b>-90,129.00</b>
Grants	3,690.00		3,690.00
Other Types of Income			
Interest Income	23.81	275.00	-251.19
Refunds	2,032.31		2,032.31
<b>Total Other Types of Income</b>	<b>2,056.12</b>	<b>275.00</b>	<b>1,781.12</b>
Program Income			
Fisher Permits	850.00	2,500.00	-1,650.00
Market Fees		6,500.00	-6,500.00
Market Sales	19.52	25,000.00	-24,980.48
Seafood Sales	11,193.88	65,000.00	-53,806.12
Sponsorships		21,725.00	-21,725.00
<b>Total Program Income</b>	<b>12,063.40</b>	<b>120,725.00</b>	<b>-108,661.60</b>
Tax Revenue			
Ad Valorem 1 Mill	119,361.64	110,000.00	9,361.64
Ad Valorem 4 Mill	477,448.64	440,000.00	37,448.64
<b>Total Tax Revenue</b>	<b>596,810.28</b>	<b>550,000.00</b>	<b>46,810.28</b>
<b>Total Income</b>	<b>\$618,090.80</b>	<b>\$764,600.00</b>	<b>\$ -146,509.20</b>
Cost of Goods Sold			
Purchases	15,688.00	40,000.00	-24,312.00
<b>Total Cost of Goods Sold</b>	<b>\$15,688.00</b>	<b>\$40,000.00</b>	<b>\$ -24,312.00</b>
<b>GROSS PROFIT</b>	<b>\$602,402.80</b>	<b>\$724,600.00</b>	<b>\$ -122,197.20</b>
Expenses			
Business Expenses	404.53	250.00	154.53
Contract Services			
Audit Fees		22,000.00	-22,000.00
Chef Services		6,000.00	-6,000.00
Financial Officer	3,045.92	30,000.00	-26,954.08
Grant Administrator	1,604.58	25,000.00	-23,395.42
Legal Fees		0.00	0.00
Market Assistants	75.00	5,000.00	-4,925.00
Port Director Salary	8,434.89	50,000.00	-41,565.11
Program Registration	400.00	2,400.00	-2,000.00
Project Professionals	3,635.32	35,000.00	-31,364.68
Web Services	758.78	4,600.00	-3,841.22
Website Maintenance		0.00	0.00

# Twin Parish Port District

## Budget vs. Actuals: Port Budget 2025 - FY25 P&L

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
<b>Total Contract Services</b>	<b>17,954.49</b>	<b>180,000.00</b>	<b>-162,045.51</b>
Facilities and Equipment			
Equipment		10,000.00	-10,000.00
Fuel	164.37	3,600.00	-3,435.63
Improvements		50,000.00	-50,000.00
Maintenance & Repairs	11,516.67	60,000.00	-48,483.33
Permitting	2,100.00	5,000.00	-2,900.00
<b>Total Facilities and Equipment</b>	<b>13,781.04</b>	<b>128,600.00</b>	<b>-114,818.96</b>
Operations			
Apps and Software	955.10	10,000.00	-9,044.90
Bank Charges		300.00	-300.00
Customer Returns	554.38	500.00	54.38
Event Rentals	210.00	2,500.00	-2,290.00
Food Supplies	147.53	12,000.00	-11,852.47
Garbage	882.60	10,000.00	-9,117.40
Merchant Fees	1,279.29	8,000.00	-6,720.71
Office Expense	150.00	2,500.00	-2,350.00
Office Rent	1,700.00	10,200.00	-8,500.00
Office Supplies	81.72	2,500.00	-2,418.28
Phone & Internet	483.18	5,000.00	-4,516.82
Port A Let Rental	382.91	2,500.00	-2,117.09
Postage, Mail Service	4,000.43	15,000.00	-10,999.57
Printing & Copying	42.57	1,500.00	-1,457.43
Storage	1,500.00	32,220.00	-30,720.00
Supplies	579.95	4,000.00	-3,420.05
Travel	1,063.88	8,000.00	-6,936.12
Utilities	2,017.23	25,000.00	-22,982.77
<b>Total Operations</b>	<b>16,030.77</b>	<b>151,720.00</b>	<b>-135,689.23</b>
Other Business Expenses			
Insurance - Liability	3,048.00	35,000.00	-31,952.00
Interest Expense-\$1.5m Tax Bond		16,000.00	-16,000.00
Legal Notices	460.00	1,200.00	-740.00
Marketing Expenses	4,988.73	30,000.00	-25,011.27
Membership Dues & subscriptions	2,924.50	5,500.00	-2,575.50
<b>Total Other Business Expenses</b>	<b>11,421.23</b>	<b>87,700.00</b>	<b>-76,278.77</b>
Payroll Expenses	17,062.79	115,000.00	-97,937.21
Payroll Taxes	4,417.47	30,000.00	-25,582.53
Travel and Meetings			
Conference, Conventions, etc.		1,125.00	-1,125.00
Travel		1,500.00	-1,500.00
<b>Total Travel and Meetings</b>		<b>2,625.00</b>	<b>-2,625.00</b>
<b>Total Expenses</b>	<b>\$81,072.32</b>	<b>\$695,895.00</b>	<b>\$ -614,822.68</b>

# Twin Parish Port District

## Budget vs. Actuals: Port Budget 2025 - FY25 P&L

January - December 2025

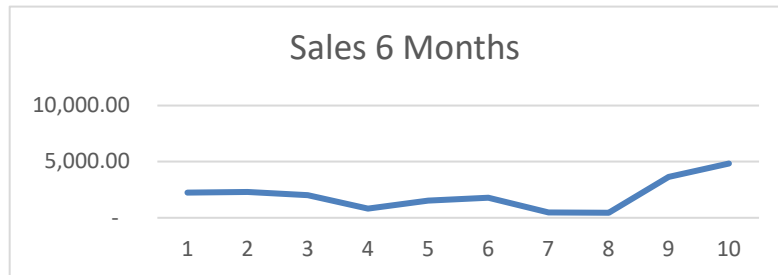
	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
NET OPERATING INCOME	<b>\$521,330.48</b>	<b>\$28,705.00</b>	<b>\$492,625.48</b>
NET INCOME	<b>\$521,330.48</b>	<b>\$28,705.00</b>	<b>\$492,625.48</b>

# Louisiana Direct Seafood

## Sales Report

### eCommerce Sales & Statistics

	Month	Revenue		Orders	Visits	Visitors
2023	January	6,274.07	6,274.07	35	9,947	3,378
	February	5,008.15	11,282.22	28	10,087	3,397
	March	5,835.14	17,117.36	38	18,109	6,990
	April	4,425.30	21,542.66	34	21,520	7,792
	May	3,471.73	25,014.39	27	8,950	3,563
	June	2,285.26	27,299.65	23	7,513	3,098
	July	3,342.94	30,642.59	27	9,572	3,591
	August	2,281.37	32,923.96	28	7,276	3,010
	September	4,627.35	37,551.31	45	6,864	2,864
	October	3,452.03	41,003.34	28	7,802	3,469
	November	3,923.22	44,926.56	30	8,782	3,480
	December	6,335.61	51,262.17	56	6,461	2,966
2024	January	3,497.45	3,497.45	31	11,750	3,738
	February	3,783.60	7,281.05	121	12,132	3,914
	March	3,456.40	10,737.45	25	12,529	8,557
	April	2,253.33	12,990.78	20	11,842	8,095
	May	2,313.75	15,304.53	18	10,270	7,186
	June	2,008.63	17,313.16	14	11,421	8,291
	July	820.19	18,133.35	8	15,475	13,466
	August	1,520.81	19,654.16	9		
	September	1,784.94	21,439.10	13		
	October	469.00	21,908.10	5	849	1,188
	November	449.00	22,357.10	5	797	2,265
	December	3,630.58	25,987.68	33	5,600	2,200
2025	January	4,834.91	30,822.59	39	4,800	1,800
<b>Total</b>		82,084.76	30,822.59	740	97,465	60,700



# Twin Parish Port District

## Bills Paid

January 16 - February 12, 2025

Date	Name	Purpose	Amount
02/06/2025	Abbeville Meridional	legal notices	-460.00
01/24/2025	Anna Marie Shrimp	seafood for resale	-3,220.00
01/16/2025	Authorize.net	credit card processing	-141.00
02/03/2025	Authorize.net	credit card processing	-74.58
02/04/2025	Authorize.net Gateway Billing	credit card processing	-80.80
02/03/2025	Bank Processing Fees	credit card processing	-23.70
02/03/2025	Bank Processing Fees	credit card processing	-72.20
02/05/2025	Bertrand's Plumbing & Heating	plumbing repairs	-434.37
02/07/2025	Boudreaux's Southern Seafood, LLC	cold storage	-1,500.00
02/04/2025	Brittany Gordon	market manager	-1,249.64
02/04/2025	CC Blooms Florist	Tammy Gordon's mother	-99.39
02/07/2025	Coastal Broadcasting	radio ads	-408.00
02/04/2025	Edie Casselman	finance officer	-1,584.97
01/31/2025	Entergy	marina	-270.86
01/31/2025	Entergy	marina	-377.22
01/31/2025	Entergy	bcc	-521.98
02/03/2025	Entergy	office	-236.38
02/03/2025	Entergy	office	-44.39
01/30/2025	FileCenter	software	-50.00
02/06/2025	Fresh Water Seafood	catfish	-180.00
01/22/2025	Gerald Frederick	rent	-1,700.00
02/05/2025	Google	cloud storage	-40.05
01/28/2025	Gulf Ports Association	membership	-600.00
01/30/2025	Harold Renard	dock master	-950.11
02/10/2025	Hebert's Specialty Meats, LLC	shipping	-3,942.19
02/06/2025	Iberia Industrial Development Foundation	membership	-1,000.00
01/21/2025	iDrive	backup software	-99.50
01/23/2025	Internal Revenue Service	payroll taxes	-1,794.93
02/11/2025	Internal Revenue Service	payroll taxes	-1,788.21
02/03/2025	Intuit	accounting software	-269.23
02/05/2025	Intuit	accounting software	-110.14
02/07/2025	Janet J. Faulk-Gonzales	research	-1,066.57
02/12/2025	Jessica Gail Seafood, LLC	market assistants	-644.92
01/17/2025	Lafayette Farmers Market	market fees	-35.00
01/31/2025	Lafayette Farmers Market	market fees	-35.00
02/06/2025	Lafayette Farmers Market	market fees	-35.00
02/07/2025	Laurel Blackerby	nutritionist/graphics	-2,218.75
02/06/2025	Louisiana Blue Crab, LLC	crabmeat for resale	-6,726.00
01/24/2025	Louisiana Department of Revenue	state payroll taxes	-834.33

01/28/2025	Louisiana Testing & Inspection, Inc.	soil testing seafood hub	-350.00
02/07/2025	Louisiana Travel Association	membership	-324.50
01/21/2025	Microsoft	office software	-9.18
02/04/2025	Monica Theriot	administrative assistant	-1,986.70
02/10/2025	Office Depot	office supplies	-81.72
02/04/2025	Patrice Doucet	market assistants	-630.00
01/28/2025	Pirate Ship	shipping	-6.07
02/03/2025	Preferred Electrical, Inc.	electrical repairs	-1,656.15
01/28/2025	Primeaux, Touchet & Assoc.	engineering at seafood hub	-11,865.00
02/10/2025	Primeaux, Touchet & Assoc.	dwight's	-9,055.34
01/30/2025	RAD Consulting Group, LLC	port website	-85.00
01/30/2025	RAD Consulting Group, LLC	market website	-83.00
01/30/2025	RAD Consulting Group, LLC	shop website	-79.00
02/12/2025	RAD Consulting Group, LLC	port website	-87.00
02/12/2025	Accu-Environmental	environmental	-3,000.00
01/16/2025	Republic Services	garbage	-301.10
01/16/2025	Republic Services	garbage	-290.75
01/16/2025	Republic Services	garbage	-290.75
02/10/2025	RingCentral	phone	-63.49
02/03/2025	Shell	fuel	-62.55
02/12/2025	Stamps.com	postage	-19.99
01/30/2025	Superior Cutz Lawn & Landscape, LLC	grass cutting	-3,885.00
02/07/2025	Superior Cutz Lawn & Landscape, LLC	grass cutting (possible double payment)	-3,885.00
02/04/2025	Suzanne Marie Dugas	grant admin	-1,054.16
02/12/2025	T2 Systems	pay station	-75.00
02/04/2025	Tammy Gordon	community relations	-1,772.94
02/04/2025	Timothy Labowe	steward	-1,630.20
01/28/2025	Touchard Marine Supply & Net Co.	water pump	-281.23
01/22/2025	Town of Delcambre	registration	-200.00
02/06/2025	Town of Delcambre	registration	-200.00
02/07/2025	Town of Delcambre	water bill	-27.78
02/07/2025	Town of Delcambre	water bill	-27.78
02/07/2025	Town of Delcambre	water bill	-36.01
02/07/2025	Town of Delcambre	water bill	-81.70
02/07/2025	Town of Delcambre	water bill	-41.47
02/07/2025	Town of Delcambre	water bill	-68.46
02/06/2025	Wendell Verret	port director	-4,268.22
02/06/2025	World's Finest Seafood	oysters for resale	-700.00
01/16/2025	Zenwork	tax filing	-5.00
01/27/2025	Zenwork	tax filing	-4.99
02/11/2025	Zenwork	tax filing	-4.99

# Twin Parish Port District

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01/30/2025	Harold Renard	dock master	-950.11
02/10/2025	Hebert's Specialty Meats, LLC	shipping	-3,942.19
02/06/2025	Iberia Industrial Development Foundation	membership	-1,000.00
01/21/2025	iDrive	backup software	-99.50
01/23/2025	Internal Revenue Service	payroll taxes	-1,794.93
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02/07/2025	Town of Delcambre	water bill	-27.78
02/07/2025	Town of Delcambre	water bill	-27.78
02/07/2025	Town of Delcambre	water bill	-36.01
02/07/2025	Town of Delcambre	water bill	-81.70
02/07/2025	Town of Delcambre	water bill	-41.47
02/07/2025	Town of Delcambre	water bill	-68.46
02/06/2025	Wendell Verret	port director	-4,268.22
02/06/2025	World's Finest Seafood	oysters for resale	-700.00
01/16/2025	Zenwork	tax filing	-5.00
01/27/2025	Zenwork	tax filing	-4.99
02/11/2025	Zenwork	tax filing	-4.99

Date	Type	Payee	Purpose	Amount
02/03/2025	Check	Preferred Electrical, Inc.	electrical repairs	\$1,656.15
02/14/2025	Check	Iberia Parish Permit Office	Dwight's Restaurant	\$2,100.00
02/14/2025	Check	Slade Landry Construction, LLC	Seafood Hub	\$136,056.25
02/06/2025	Check	Fresh Water Seafood	Catfish for resale	\$180.00
02/06/2025	Check	Louisiana Blue Crab, LLC	crabmeat for resale	\$6,726.00
02/06/2025	Check	Abbeville Meridional	legal notices	\$460.00
02/14/2025	Check	Louisiana Blue Crab, LLC	crabmeat for resale	\$1,300.00
02/14/2025	Check	D&T Crawfish, LLC	alligator for resale	\$342.00
01/22/2025	Check	Gerald Frederick	office rent (2 months)	\$1,700.00