

## **2024 April Minutes of Abbeville Harbor & Terminal District**

The Abbeville Harbor & Terminal District Board of Commissioners held their regular meeting on April 30, 2024, at 5:00 PM, at The Abbeville Harbor & Terminal District Office located 124 North State Street, Suite 100, Abbeville, Louisiana.

President James Steen called the meeting to order, leading the Pledge of Allegiance and followed by a roll call.

Commissioners present included Carlton Campbell, Tim Creswell, Wayne LeBleu, James Steen, and Bud Zaunbrecher. Commissioner Patrick Duhon was absent. Executive Director Nick Gautreaux, Secretary Cheryl Broussard, Engineers Brian Primeaux and Kim Touchet, and Legal Advisor Roger E. Boynton were also in attendance.

The minutes from the March 26, 2024, meeting were unanimously approved following a motion by Commissioner Wayne LeBleu and a second by Commissioner Bud Zaunbrecher. President Steen then solicited public comments on the agenda items; no comments were made.

Executive Director Gautreaux reminded the Commissioners of the upcoming deadline for Financial Disclosure on May 15, 2024, and the Ethics and Sexual Harassment Courses due by year-end. A course will be available before the next meeting on May 28, 2024.

Gautreaux provided the financial reports which included year to date profit and loss, budget vs actual figures for the month and quarter, accounts payable list for payment of bills, accounts receivable and balance sheet. He also highlighted the 45% non-compliance payment rate at the Intracoastal City Boat Launch Pay Station and discussed a Port Security Grant awarded by the Department of Transportation and Development. He also advised that Kelly Richard invited the commission to the Mid-Winter Fair Fishing Rodeo on July 18-20 and would like commissioners to attend on the Saturday if they are able to attend.

Gautreaux provided a summary of the ordinance to be amended. The new fee would be changed to \$5.00 to launch and/or park and the annual passes would be simplified to \$100.00 for the calendar year January 1 to December 31 and semi-annual permits can be purchased for \$60.00 after June 30, 2024 with expiration date remaining December 31 of the same year.

Roger Boynton the District's attorney read in its entirety into public record a Resolution to amend and revise Ordinance 04-01, and to provide regulation for the Abbeville Harbor and Terminal District Intracoastal Boat Launch and Parking facility including establishing fees and other related provisions. Ordinance will be advertised in the official journal of the district.

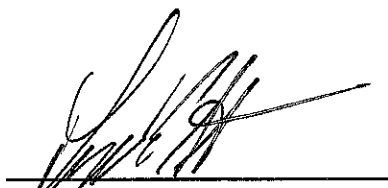
Key decisions during the meeting included:

- A motion by Commissioner Wayne LeBleu, seconded by Commissioner Carlton Campbell, unanimously carried to authorize management to pay bills as they become due.
- A motion by Commissioner Wayne LeBleu, seconded by Commissioner Carlton Campbell, unanimously carried to approve Gautreaux entering into a cooperative endeavor agreement with the Louisiana Department of Transportation for the port security grant.
- A motion by Commissioner Wayne LeBleu, seconded by Commissioner Carlton Campbell, unanimously carried to allow Gautreaux to contract with the Mid-Winter Fair Fishing Rodeo.
- A motion by Commissioner Wayne LeBleu, seconded by Commissioner Bud Zaunbrecher, unanimously carried to add President Steen to Gulf Coast Bank's signature cards.
- A motion by Commissioner Wayne LeBleu, seconded by Commissioner Carlton Campbell, unanimously carried to adopt Ordinance No. 04-01.1 for the Intracoastal Boat Launch and Parking Facility.
- Payment approvals for invoices included:
  - Primeaux, Touchet & Associates, L.L.C. for \$735.00, a motion by Commissioner Carlton Campbell and seconded by Commissioner Wayne LeBleu, unanimously carried to pay Primeaux, Touchet & Associates, L.L.C. Invoice.
  - Attorney Roger E. Boynton for two invoices totaling \$722.00 (\$300.00 for invoice 2024-3 and \$422.00 for invoice 2024-4), a motion by Commissioner Bud Zaunbrecher and seconded by Commissioner Wayne LeBleu, unanimously carried to pay Roger E. Boynton Invoices.

Commissioner Campbell proposed entering into a Cooperative Agreement with the Vermilion Parish Sheriff's Department for fine collection at the boat launch, citing safety reasons. He also inquired about monitoring the functionality of the Pay Station, to which Gautreaux confirmed the receipt of alerts regarding any malfunctions.

The meeting adjourned upon a unanimous motion by Commissioner Carlton Campbell, seconded by Commissioner Wayne LeBleu.

  
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**CARLTON CAMPBELL**  
**SECRETARY-TREASURER**

  
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**JAMES E. STEEN**  
**PRESIDENT**