



PROTECTING YOU  
AND YOUR FAMILY

The Board of Commissioners  
OF THE  
**Pontchartrain Levee District**

2069 RAILROAD AVENUE • P.O. BOX 426 • LUTCHER, LA 70071  
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SENECCA D. BOUDREAUX  
PRESIDENT

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VICE PRESIDENT

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KEVIN P. HEBERT

DWIGHT D. POIRRIER  
SPECIAL COUNSEL

MONICA SALINS GORMAN  
EXECUTIVE DIRECTOR

ARLENE LEE  
BOARD SECRETARY

## Pontchartrain Levee District Regular Board Meeting Agenda

Date: Monday, July 21, 2025

Place: Pontchartrain Levee District Headquarters  
2069 Railroad Avenue  
Lutcher, LA 70071

Time: 6:00 p.m.

Call to Order

Pledge of Allegiance

Roll Call

Recognition of Guests

Approve the minutes of the regular monthly board meeting of June 16, 2025

Public Comments? Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

### COMMITTEE REPORTS

Report from Security/Safety Committee (Chuck Bazile)

Report from Equipment Committee (Randy Clouatre)

Report from Finance Committee (Matthew Butler)

1. Approve the renewal of Watson Mechanical Contract for the HVAC System for one (1) year and authorize Board President to sign said contract as recommended and so noted in committee on July 17, 2025

Public Comments? Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

**THE BOARD OF COMMISSIONERS**  
**OF THE**  
**PONTCHARTRAIN LEVEE DISTRICT**

2. Approve to complete and adopt the Louisiana Compliance Questionnaire for Audit Engagement of Governmental Entities for fiscal year ending June 30, 2025 as requested by the Legislative Auditor through Griffin & Furman and to authorize Board President to sign said questionnaire as recommended and so noted by committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

3. Approve the resolution authorizing Board President to sign any and all documents, agreements, permits, rights of entry, authorizations for entry, and any other instruments on behalf of the Pontchartrain Levee District in furtherance of the acquisition of the real estate property required to complete the West Shore Lake Pontchartrain Hurricane Storm Damage Risk Reduction/River Reintroduction to Maurepas Swamp Project in St. John the Baptist Parish as recommended and so noted by committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

4. Approve the Linfield, Hunter & Junius, Inc. proposal to provide Professional Architectural/Mechanical & Electrical Engineering services to the Pontchartrain Levee District Administrative Complex Boardroom Investigation, Findings & Suggested Path Forward Report dated July 14, 2025 for an amount not to exceed \$37,000.00 as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

5. Approve the regular monthly invoices in the amount of \$71,808.16 for June 2025 as recommended and so noted by committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

6. Approve the invoices from Civix totaling \$42,531.32 (this total represents 4 projects: LPV - \$8,967.20, WSLP - \$30,034.87, Laurel Ridge Extension - \$181.25, and LA 22 - \$3,348.00 representing the fees from June 1, 2025 through June 30, 2025, as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

**THE BOARD OF COMMISSIONERS**  
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**PONTCHARTRAIN LEVEE DISTRICT**

7. Approve the invoice from Dwight Poirrier, Board Attorney for the West Shore-Lake Pontchartrain Project in the amount of \$3,127.50, as recommended and so noted in committee on July 17, 2025

Public Comments? Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

8. Approve the invoice from Dwight Poirrier for LA 22 Gapping Project in the amount of \$1,260.00 as recommended and so noted in committee on July 17, 2025

Public Comments? Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

9. Approve the invoice from McKim & Creed for Laurel Ridge Levee Extension Project in the amount of \$10,147.91 as recommended and so noted in committee on July 17, 2025

Public Comments? Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

10. Approve the invoice from McKim & Creed for LA 22 Gapping Project Task Order No. 5 in the amount of \$70,965.00 as recommended and so noted in committee on July 17, 2025

Public Comments? Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

11. Approve the invoice from McKim & Creed for the Bayou Manchac Regional Risk Reduction Task Order No. 8 in the amount of \$48,127.00 as recommended and so noted in committee on July 17, 2025

Public Comments? Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

12. Approve the invoices from Burk Kleinpeter, Inc. for the West Shore-Lake Pontchartrain Project for May 2025 - \$3,245.00 and June 2025 - \$2,847.50 for the total amount of \$6,092.50 as recommended and so noted in committee on July 17, 2025

Public Comments? Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

**THE BOARD OF COMMISSIONERS**  
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13. Approve the invoice from Civix for June computer technical support in the amount of \$924.70 as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

14. Approve the first progress bill/invoice from Griffin and Furman for Fiscal Year audit ending June 30, 2025 in the amount of \$2,337.50 as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

15. Approve the invoices from Methods for the Pontchartrain Levee District accounting packages license fees to include the annual payroll (5,000.00), budgetary (4,000.00), progress (1,000.00), direct deposit (400.00), LogMeIn Support (900.00), DUO (1,020.00), Sonic Wall (850.00) software programs as well as the hardware maintenance fee(2,200.00) for a total of \$15,370.00 as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

16. Approve the invoice from American Construction Enterprises, LLC through Linfield, Hunter & Junius for the Canopy at PLD Administration Building in the amount of \$32,670.00 as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

17. Approve the invoice from Linfield, Hunter & Junius for the Board Room Investigation (May 2025 - \$11,744.68 and June 2025 - \$5,536.60 for the amount of \$17,281.28 as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

18. Approve the invoice from East Baton Rouge Tax Assessor's Office in the amount of \$79.42 as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

**THE BOARD OF COMMISSIONERS**  
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19. Approve the invoice from United States Geological Survey for the Quarterly Bill in the amount of \$2,650.00 as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

20. Approve to transfer \$26M of the PLD Surplus Fund Balance to the PLD Committed Fund Balance Account No. 2513 to provide for the Mainline River Levee Lifts in all six parishes (for the years 2026, 2027 and 2028) and for the hurricane protection levee lifts in St. Charles Parish (for the years 2026 and 2028). as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

21. Approve the HIPAA Business Associate Agreement from the Office of Group Benefits and authorize Executive Director to sign said agreement as recommended and so noted in committee on July 17, 2025

Public Comments?    Motion by \_\_\_\_\_    Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

Report from Personnel Committee (Kevin Hebert)

**STAFF REPORTS**

Executive Director Report

Report on Projects

- a) West Shore-Lake Pontchartrain Hurricane Protection and the Ascension Storm Surge Projects (Henry Picard, BKI)
- b) Laurel Ridge Levee Extension Project, Hwy. 22 - LWI Project, and Bayou Manchac Regional Flood Risk Reduction Project (Kimberly Koehl, McKim & Creed)
- c) HSDRRS Matters, Mainline River Levee, Laurel Ridge Levee Extension and the West Shore-Lake Pontchartrain Projects (Jane Dufour, Civix)

**THE BOARD OF COMMISSIONERS  
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**RIGHTS OF ENTRY**

None.

**PRESIDENT/VICE PRESIDENT REMARKS**

**OLD BUSINESS**

None.

**NEW BUSINESS**

**ADJOURNMENT**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Adjournment Time:\_\_\_\_\_

**In accordance with the American with Disabilities Act, if you need special assistance, please contact Monica Salins Gorman, at 225-869-9721, describing the assistance that is necessary.**