



**Houma-Terrebonne
Downtown Marina**

**Regulations, Policies
and Procedures**

**Operated by:
Terrebonne Port Commission**



6/17/2008

The Downtown Mariana was established to meet basic needs of recreational vessels using the Gulf Intracoastal Waterway (GIWW) by providing a safe harbor, shore power, and water. The adjoining park offers local residents a scenic walkway for exercising and benches to enjoy the landscaping and watch the marine traffic of the GIWW.

CREATION-

The Terrebonne Port Commission, established by legislative act in 1964, was given jurisdiction over and responsibility for maintenance of the port and all waterways in Terrebonne Parish not under the direct jurisdiction and responsibility of the U.S. Army Corps of Engineers.

The Downtown Marina located on Bayou Terrebonne Falls under the responsibility of the Terrebonne Port Commission and the use of this facility is further governed by the provisions of “Joint-Use Agreement No. 110” of June 16, 1998 between the State of Louisiana, Department of Transportation and Development and Terrebonne Parish Consolidated Government and the Cooperative Endeavor Agreement between Terrebonne Parish Consolidated Government and Terrebonne Port Commission, dated 6/ /2008.

The agreement specifies the conditions, covenants and stipulations that regulate the use of the land and airspace of Louisiana State Highway No. 24 within the limits of State Project No. 855-04-46 and Federal Project No. BRM-0353(001). This is the area referred to as the Downtown Marina.

The use of the airspace referred to in the Joint-Use Agreement must conform to 23 CFR 713, Sub-part B Management of Airspace as promulgated by the Federal Highway Administration.

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PURPOSE-

The Downtown Marina was constructed to provide safe harbor and amenities to recreational boaters cruising the Gulf Intracoastal Waterway.

The Marina’s adjacent park serves this clientele and the community of Houma-Terrebonne as well.

The Terrebonne Port Commission in conjunction with Terrebonne Parish Consolidated Government desires to protect parish government and its various operating agencies including the Terrebonne Port Commission for excessive and unnecessary liability arising from certain types of activities and functions that from time to time may be considered for the Downtown Marina.

The Terrebonne Port Commission finds it expedient and prudent to establish a policy for use of the Downtown Marina adjacent park in keeping with its purposes, the joint-use agreement

with State of Louisiana, and the Cooperative Endeavor Agreement with Terrebonne Parish Consolidated Government and its desire to promote the Marina and park.

FEES-

- The cost to dock at the marina is \$25.00 per night. This fee includes electricity, water and pump out. This fee will be charged for anyone docking at the marina for more than 4 hours or with the usage of any electricity and/or water.
- Pump outs-Boaters deciding not to stay the night will be allowed to dispose of waste for a fee of \$10.
- Payment is due at time of arrival.
- Payment type may be cash or check. Checks should be made out to “Downtown Marina”. A receipt will be provided for all transactions.

LONG TERM STAYS-

- The Downtown marina was created to provide moorings for recreational vessels. The Marina will provide recreational vessels that choose to stay for an extended length of time a location closest to the Liberty Street Bridge. Vessels who choose to pay on a monthly basis must pay in advance for the month.
- Payment must be made no later than the 5th of the month.
- If a month is paid and vessel departs prior to the months end a refund request letter signed by the boat’s owner and approved by the Harbor Master will be required for a refund.

BOATERS’ RESPONSIBILITIES-

- Required to properly dispose of all garbage and other waste in appropriate containers.
- Should only operate engines when necessary and not create a wake in the marina.
- Should show respect to other visitors and wildlife
- Shall visit the Marina at his/her own risk. The Terrebonne Port Commission/Downtown marina does not assume any responsibility to any damages to property or bodily harm.
- Must have proof of a current insurance policy.
- In case of an environmental hazard (oil spill, ect), boaters need to notify Harbor Master who will contact necessary personnel.
- Person who causes the spill will be held responsible for the cost of cleanup and repair.
- Required to behave in a manner that does not disturb others in the marina
- Must not drink alcoholic beverages on the marina property. The use or exchange of illegal drugs or other illegal substances is prohibited.
- No maintenance or mechanic work shall be performed at the marina

CHILDREN-

Parents must watch children at all times. Children are not to be on the Marina's dock unsupervised. Children under the age of 16 are not allowed to operate a motor vessel within the marina.

PETS/ANIMALS-

- All pets or other domestic animals must be leashed at all times. According to Terrebonne Parish's Code, Article II. Administration of Animal Control, Sec. 5-26. Restraint:
“(a) The owner shall keep his dog or any other domestic animal under restraint at all times and shall not permit such animals to be at large or off the premises or property of the owner, unless under the control of a competent person.”
- Owners are responsible to immediately and properly dispose of all waste from animals.
- Terrebonne Port Commission will not be held liable for any damage or bodily harm caused from an animal at the Marina.
- Visitors to the Marina are asked not to disturb wildlife at the Marina.

MARINA PARK USAGE-

- The Terrebonne Port Commission's policy concerning the use of the Downtown Marina requires that each proposed use or activity, other than recreational boats and casual recreational use of the adjacent park by the citizens of and visitors to Terrebonne Parish be reviewed and approved in writing by the Port Commission in advance of the event or activity.
- Certain activities are specifically prohibited by policy. These prohibited events and activities include the sale of alcoholic beverages, festivals or festival-type activities, or any other activity that in the opinion of the Port Commission or its Executive Director presents a high risk of injury or bodily harm to people/participants, and/or property damage to the Marina or the adjacent park, its landscaping and components, and public amenities. To protect the Parish Government from liabilities certain types of activities are banned. These activities include but are not limited to festivals that encourage competitive sports, encourage youth to enter into water activities that encourage consumption of alcoholic beverages, and/or encourage a carnival type atmosphere.
- The sponsors of any approved event at the Downtown Marina must present TPCG Department of Risk Management with evidence of adequate liability insurance (to be determined by Risk Management) naming both the Terrebonne Port Commission and Terrebonne Parish Consolidated Government as additional insured.
- Skateboards are not allowed on the wooden dock area, benches and other fixtures.
- Motorized Vehicles are not allowed on the grass area of the Marina. Cars may park in the designated parking area.

- Glass bottles are not permitted in the Marina
- No swimming or diving is allowed in the Marina. If diving is required for an emergency vessel repair, permission must be granted by Port's Executive Director.
- The performance of maintenance or mechanic work will not be allowed at the marina, except for emergencies. All emergencies will be approved by the Port's Executive Director.

ADVERTISING/SIGNAGE-

All signage must be approved by the Port Commission of the Port's Executive Director. Contact with the Harbor Master should be made before posting any signs or advertisements. This includes for sale signs, services, products and events.

HURRICANE/EMERGENCY PROCEDURES-

- Will use regular procedures and prices (recreational vessels with a \$25.00/night fee) until a mandatory evacuation or state of emergency is declared..
- Once a state of emergency is declared, there will be no charges to dock, but there will be no shore power or water available.
- The Harbor Master or Port's Executive Director will have discretion on the type and size vessels entering the Marina. We will certainly recommend that only recreational or fishing vessels use the marina as a safe harbor during times of emergency. We will operate on a first come, first serve basis.
- Any vessel abandoned will have to be moored close to the Liberty Street Bridge.
- As long as there are people aboard to move a vessel to accommodate another, they can stay farther out from the Liberty Street Bridge
- Vessels will have 12 hours after the state of emergency or mandatory evacuation is lifted to move vessels out of the marina.
- All commercial work vessels (excluding fishing vessels) are prohibited from using the marina at any time.

SECURITY-

Terrebonne Port Commission is not responsible for any vandalism, theft, or other crime at the marina. All reports of vandalism, theft, or other crime will be brought to the attention of the Houma Police Department.

INTERNATIONAL VISITORS-

All international visitors must report to the Department of Homeland Security-U.S. Customs and Border Protection. Reporting information can be found at <http://www.cbp.gov/>

All things considered, the Port Commission encourages appropriate use of the facilities.

The Terrebonne Port Commission adopts this policy and instructs the Port's Executive Director to enforce this policy unless otherwise instructed by the Terrebonne Port Commission or the Terrebonne Parish Consolidated Government.