

## West Calcasieu Port Board Meeting Minutes

October 1, 2019

### **I. Call to order**

President Dick Kennison called to order the regular meeting of the West Calcasieu Port at approximately 3:01 p.m. on October 1, 2019, at 7000 Southland Field Road, Sulphur, Louisiana.

### **II. Invocation**

Tim Dougherty led the invocation.

### **III. Pledge of Allegiance**

Pledge led by Dave Aguillard and recited by all board members and guests.

### **IV. Roll call**

Tim Dougherty conducted a roll call. The following persons were present:

- ✓ Dick Kennison
- ✓ Tim Dougherty
- ✓ Wilmer Dugas
- ✓ Dave Aguillard
- ✓ Scott Foreman

(Others also present at the meeting were: Darla Perry, Glen James, Francis Andrepont, Marion Aguillard, Chuck Stutes, Sheila Burton and Lynn Hohensee via phone.)

### **V. Approval of minutes of the September 3, 2019 regular monthly meeting**

President Dick Kennison entertained a motion to approve the minutes of the September 3, 2019 regular monthly meeting. A motion was made by Wilmer Dugas to approve the minutes of the September 3, 2019 regular monthly meeting, 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

### **VI. Amendments, additions and deletions to the proposed agenda**

Darla Perry stated she needs to have the word "Louisiana" deleted from Item No. 8 because it is a Federal grant and not a state grant.

**VII. Discuss and take action: Approval of submission of capital improvement project grant by Meyer & Associates**

Darla Perry explained this is a resolution to give Meyer & Associates authority to make the application for the capital outlay on November 1. Chuck Stutes further explained that the yearly capital outlay projects for the State of Louisiana are due November 1<sup>st</sup>, and the Board needs to give Meyer & Associates approval to submit the actual outlay request to the State. Chuck told the Board the capital outlay request was \$200,000 in funding for the design of the bulkhead along the Intracoastal Waterway. Chuck said since the money has not been expended yet, they have to re-apply until it is all expended.

Chuck stated they will need a resolution from the Board granting Meyer & Associates authorization to re-apply for the grant. There was a brief discussion regarding the grant process. Wilmer Dugas made a motion to approve a resolution granting Meyer & Associates authorization to re-apply for the capital outlay projects grant, 2<sup>nd</sup> by Tim Dougherty. No opposition. Motion carried.

**VIII. Discuss and take any action necessary on acceptance of EDA grant for infrastructure improvements**

Darla Perry explained to the Board the Port was awarded a \$4.2 million EDA grant. Darla said she has the actual grant and she has authority to sign, but she would like to get Board action to approve and give authority to sign the grant today. Wilmer Dugas made a motion to approve and accept the EDA grant for infrastructure improvements and allow Darla Perry to sign the grant today, 2<sup>nd</sup> by Tim Dougherty. No opposition. Motion carries.

**IX. Committee Reports**

There were no Committee Reports given at this time.

Chuck Stutes told the Board that the resolution done for the capital outlay on Item No. VII is correct; however, there is also a potential application for funding of land. President Dick Kennison stated it wasn't on the agenda. Chuck Stutes said it is. Darla Perry explained that if anything under the capital outlay projects is included. Chuck stated there are 2 projects listed under capital outlay but only one was mentioned earlier. Chuck said he just wanted to make it clear to the Board that they will be re-applying for the grant listed earlier, but it is their intent to also apply for a capital outlay request for the purchase of property. There was further discussion regarding the issue.

President Dick Kennison asked the Board for a motion to amend Item No. VII to change the wording from "capital improvement" to "capital outlay requests." Dave Aguillard made a motion to amend Item No. VII to change the wording from "capital improvement" to "capital outlay requests," 2<sup>nd</sup> by Tim Dougherty.

Chuck Stutes clarified by saying there will be 2 capital outlay requests. The first one is the one that was previously voted on, and the 2<sup>nd</sup> one is a separate capital outlay request

to the State asking for funding of a property purchase. No opposition to the amendment of Item No. VII. Motion carried.

President Kennison entertained a motion to approve submission of capital outlay request to the State asking for funding of a property purchase. Tim Dougherty made a motion to approve submission of capital outlay request to the State asking for funding of a property purchase, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

## **X. Port Director Report**

Port Director Lynn Hohensee announced via phone conference that he is preparing for a tour of the port on Friday for Senator Cassidy along with members of his team as well as some of the news media. Lynn said he feels this is a great opportunity for the port. Lynn stated he will not be able to attend, but Mike and David Devall as well as Darla and Chuck will be in attendance. Lynn said this probably would not have happened if it weren't for the announcement of the Federal EDA grant.

Lynn announced that he has received word that there may be a couple of potential tenants interested in the Orion space. Lynn hopes to have more information at the November meeting.

Lynn reminded the Board that the November meeting will be held at the Devall offices in conjunction with the annual Devall steak dinner. Lynn said invitations should be going out soon.

Darla asked Lynn if he has received formal notification from Orion of when they will be leaving the port. Lynn answered that he has only received second-hand information from the real estate consultant that they use. Darla asked Glen James if he had heard anything, and Glen said no. Lynn said he doesn't think there will be any problem finding a new tenant for the space. Tim Dougherty asked when Orion's lease will be up, and Darla answered August 2020. President Kennison asked if Orion has asked for a buy-out, and Glen James answered no. There was a brief discussion about Orion's lease. President Kennison asked Attorney Glen James to write a letter to Orion making them aware that in the lease there is a clause that states they have to give the Port 30 days' notice before moving out. There was continued discussion regarding Orion's lease. Mr. James said he doesn't feel the Port should do anything at this point except wait for Orion to give them notification. Darla Perry reminded the Board that they have engaged Blaine Johnson to do a Phase I environmental study.

*{NOTE: The following report is a copy of the original sent out by Lynn Hohensee.}*

### **Marketing/Business Development/Retention –**

- A formal announcement ceremony was held at the Intracoastal Park Pavilion during which an official from the US Dept. of Commerce's Economic Development Administration announced a \$4.2 federal grant to assist with the West Calcasieu Port's waterfront infrastructure improvement program.
- The port director is actively recruiting a replacement for Orion Marine re: leasing the property the Houston-based company has leased for 10 years.
- Average daily barge count for the month of August continues to remain in the high range we've enjoyed for the past 12 months 118-120, sometimes exceeding 125.

- CGBM, a division of AccuTRANS officially became a new tenant as of Sept. 1. The Channelview, Texas-based company will be building out its physical presence at the green house and along the port's waterfront. Until full state/federal permitting is obtained, the port will make alternative arrangements for the CGBM fuel barge.
- Port remains in contact with Stream Land Services. Stream is interested in establishing an auxiliary dredge spoil pump station on port land that will support the movement of spoils by pipeline from the proposed Driftwood LNG Export Terminal site to beneficial use spoil reception areas west of the port. SLS also is interested in leasing the yellow house near the shoreline. Tellurian also is interested in possibly establishing a staging site at the port for pipe during installation of the pipeline. Interest for the site of the pump station remains focused on a two port location. The facility may need 3 Phase electricity support.
- The port director is coordinating with Devall Towing to create interest in the port facilities with ongoing communications efforts with select LNG export terminal projects.
- Port property certification work continues for a parcel of property at the port that will be supported by proposed new waterfront improvements. Site certification will enhance the marketing of the port property to prospective tenants.

#### Port Operations –

- Progress is moving forward for the construction of the port's new entrance roadway. Public notice for request for bids was published in local newspapers in late September.

#### Professional Organizations & Networking –

- In September, the WCP director (and/or board members) represented the port at:
  - a. Propeller Club meeting
  - b. Calcasieu River Waterway Harbor Safety Committee quarterly meeting.
  - c. PetroChem regular meetings

#### News Media & Community Relations–

- Positive regional news media coverage resulted from the EDA grant announcement.
- Photo in AmPress of PetroChem board/directors with donation; photo includes port director.
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities.

## **XI. Announcements/Reports (Legal, Financial, Engineer)**

**LEGAL:** Glen James reported that he is trying to get ahold of someone at Genesis regarding the damages to the ramp. Mr. James said he emailed Mr. Price from Genesis this morning and is waiting on a response.

**FINANCIAL:** Darla Perry reported year-to-date barge days for August are 8,032 and is still ahead of last year's amount at this time. Cash flow for August was \$134,566.46. Darla explained the \$80,301.25 amount was a portion of grant money given by the Police Jury for the new entrance road. Darla thanked Francis Andrepont for his help in receiving the grant. The \$12,553.72 in miscellaneous income comes from the insurance proceeds on the S.T.A.R. building from the January damage. Darla announced the footings have been poured, the construction has been completed, and the building will be delivered on Thursday. On the expenditures side, Darla reported there was some advertising and a conference sponsorship. Tim Dougherty told the Board he went to the conference, and it was pretty interesting. Darla reported the overall net for August was \$104,405.93. Darla said she is working on the EDA grant and plans to get the package back by October 5<sup>th</sup>. There will be a kick-off teleconference session with Darla, Chuck Stutes and possibly Lynn Hohensee to speak with the EDA from the Austin office.

Darla told the Board she did get a few quotes for the lift that could be installed at the green house at Old Ferry Road if the Board decides they want to make it handicap accessible to continue holding the meetings there. One quote is \$3300 for a battery-operated lift. A cargo lift will be \$7,000 to \$10,000.

Regarding the present location of the ramp, Darla said she was down there Friday; and it was confirmed that it is under the apron and still in the water. Darla stated it really needs to be removed because a strong current could rip the cables and move the ramp out of place. Glen James said that he truly hasn't received confirmation as to the correct entity involved. Mr. James explained that he knows a survey was done and a report was sent to Genesis, and he has requested from Genesis a copy to be sent to him.

**ENGINEER:** Chuck reported that they began advertising last week on the new entrance road. Public bids will be received at Meyer & Associates on October 29. Chuck said by the next board meeting the results should be ready, and the board should be ready to pass a resolution. After that time, the bids will likely be awarded in November, starting construction in December, with August 2020 being the expected completion date.

Chuck stated that he and Darla have met several times regarding capital outlay and potential port priority applications. Chuck said Darla has been doing the vast majority of work on the EDA grant. The capital outlay will be submitted November 1<sup>st</sup>, and the port priority will be due December 1<sup>st</sup>. Chuck explained it hasn't been decided exactly what the project will be on port priority. There are several possibilities, but it's been narrowed down to 2. It will be discussed at the next board meeting.

Tim Dougherty asked if the person doing the project on the new road will be responsible for removing the trees. Chuck stated that all of the clearing is in the construction package, and that is to the Port's advantage because DOTD pays 90% of all construction costs. Chuck explained the only 2 things not included in the contract are the lighting and the automatic gate at the new entrance. There was continued discussion regarding the bidding process.

Wilmer Dugas made a motion to accept the Legal, Financial and Engineer Reports as presented, 2nd by Tim Dougherty. No opposition. Motion carried.

## **XII. Public Comments**

Marion Aguillard told the Board she appreciates them moving the meeting to the airport where it was easily accessible for Dave Aguillard. President Kennison assured Mrs. Aguillard that the Board now has a place to meet that is accessible; and until they can come up with a better plan, he feels everyone is agreeable to meeting here. President Kennison told the Board that he feels they should make a point to go out to the port at least once a month because it is part of their responsibility.

Police Juror Francis Andrepont reminded everyone that October 12<sup>th</sup> is election day and encouraged everyone to go out and vote. Mr. Andrepont thanked the Board for working with him for the last 28 years and complemented the Board for the great work they do. President Kennison, along with other board members, thanked Mr. Andrepont for his service and all of the help he has given the Port over the years.

**XIII. Adjournment**

President Kennison adjourned the meeting at approximately 3:37 p.m.

  
President

  
Secretary