

West Calcasieu Port Board Meeting Minutes

March 6, 2012

I. Call to order

President Matt Vincent called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on March 6, 2012, at the offices of West Calcasieu Port, 311 Gross Road, Sulphur, Louisiana.

II. Invocation

Wilmer Dugas led the invocation.

III. Pledge of Allegiance

Pledge led by Dick Kennison and recited by all board members and guests.

IV. Roll call

Minutes Recorder Sheila Burton conducted a roll call. The following persons were present:

- ✓ Matt Vincent
- ✓ Wilmer Dugas
- ✓ Dick Kennison
- ✓ Dave Aguillard

(Board Member Tim Dougherty was not present.)

(Others also present at the meeting were: Lynn Hohensee, Chuck Stutes, Glen James, Sulphur Mayor Chris Duncan and Sheila Burton)

V. Approval of minutes of the February 7, 2011 regular monthly meeting

President Matt Vincent entertains a motion to approve the minutes as printed and presented to the Board. Wilmer Dugas makes a motion to approve the February 7, 2011 regular monthly meeting minutes, 2nd by Dick Kennison. No opposition. Motion carries.

VI. Amendments, additions and deletions to the proposed agenda

There were no amendments, additions nor deletions to the proposed agenda.

VII. Discuss and take action on the new gate installation project

Port Director Lynn Hohensee reminded the Board of the Port's tenants' interest on having additional security at the entrance of the Port. The Port has received \$13,000 from a Homeland Security grant that can be used for this project. Lynn stated it should cost \$25,000 - \$35000 for a rolling gate with remote controls to open/close, along with an electronic key pad. The Port will be open 6:00 am through 6:00 pm, and then the gate will be closed 6:00 pm through 6:00 am. Lynn said they have not gone out for any bids or estimates on it yet, pending approval of the Board to move forward on the project. Lynn explained he is asking today for the Board's approval to move forward to get a budget for the gate and to seek candidates interested in submitting proposals for the gate. Dick Kennison makes a motion to get a budget for the gate and to seek candidates interested in submitting proposals for the gate, 2nd by Dave Aguillard. No opposition. Motion carries.

VIII. Committee Reports

There were no Committee Reports at this time.

IX. Port Director Report

[NOTE: The following report is a copy of the original sent out by Lynn Hohensee.]

Marketing/Business Development –

- Fielded two “cold calls” from private businesses looking into site selections for possible future business ventures.
- The West Calcasieu Port will be co-hosting the Ports Association of Louisiana annual conference at the L'Auberge Hotel/Casino in Lake Charles March 7-9.

Port Operations –

- Phase-one construction activities associated with the west barge basin expansion project began a week after the pre-construction meeting @ Meyer & Associates.
- Facilitated an on-site meeting with representatives of Apollo Environmental, the contractor for the barge basin expansion project, and WCP tenants – Devall Towing and River Barge Works.
- Worked with WCP staff members to define specifications for new port security gate. Residual funds left over from the Homeland Security grant (site security surveillance equipment/system) have been cleared to be used to offset part of the costs associated with the gate.
- River Barge Works set up operations in the port's west barge basin in February. They have hired a superintendent and several employees for the location. Initial startup went forward despite a problem with water pressure. RBW met with Carlyss Water District to resolve the issue.
- Pre-construction engineering work continues in advance of the installation of water-front bulkhead infrastructure improvements by F. Miller Construction. Waterfront upgrades will be made on the shoreline of the Gulf Intracoastal Waterway which the company has under lease from the port. The project is expected to be completed by mid-late summer.

- An annual report was prepared and submitted to Homeland Security (via Louis Hebert, Calcasieu Parish Sheriff's Office) on the installation of the port security surveillance system.
- The port engineer has continued communication with the Carlyss Water District re: final dirt work along the newly installed water line extension. Water district officials are to instruct the contractor to make the necessary improvements.
- A legislative bill has been filed for the upcoming Louisiana Legislative session that will improve the property-leasing procedures that the WCP is required to follow when it attempts to recruit a new tenant for the port. As the result of a meeting initiated by the port director and port attorney with two members of the Southwest Louisiana delegation, the new bill – if passed – will eliminate the requirement for public announcement and bid solicitation before port property can be leased to a proposed or existing tenant. This currently is a requirement for shallow-water ports in Louisiana, but not for the state's deep-water ports.

Professional Organizations & Networking –

6. The WCP director represented the port at:
 - a. Chamber/SWLA economic development alliance meeting
 - b. Ports Assn. of Louisiana board meetings (February)
 - c. PAL annual conference planning committee meeting
 - d. West Calcasieu Assn. of Commerce monthly meeting
 - e. Propeller Club meeting
 - f. Chamber meeting w/La. State Education Supt.
 - g. Chamber reception for La. Speaker/House Chuck Kleckley
 - h. LIDEA spring conference
 - i. Louisiana Oil/Gas Association meeting

News Media & Community Relations–

- A news release issued by the WCP was instrumental in strong local, state and trade media reporting re: the startup of the port's west barge basin expansion project.
- A lengthy, detailed telephone interview was conducted with a report for Site Selection Magazine that will publish later this year an in-depth article on economic development in Southwest Louisiana.
- A 30-minute interview was conducted with KYKZ-FM (96.1) that focuses on the WCP and maritime activities in Southwest Louisiana. The public-service segment will air during the early-morning hours of Sunday, March 18, on KYKZ-FM and six sister stations.
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities

X. Announcements/Reports (Legal, Financial, Engineer)

LEGAL: There was no legal report.

FINANCIAL: There was no financial report given. Port Director Lynn Hohensee did mention that he receives daily reports from Devall on their daily activities at the Port. Lynn reported the barge days and ramp usage has gone up significantly and continues to do so.

ENGINEER: Chuck Stutes gave an update on the West Barge Basin project. Construction began on February 13, 2012. A field office and equipment was brought in. Construction has begun on a retention levy and the beneficial use area all the way to the west. Chuck said he has photos of the work in progress. Chuck said they will spend about 3 months doing the levy work and then a couple months of digging the basin and then finish up with the beneficial use area.

Lynn Hohensee told the Board there will be a panel discussion on Thursday at the Ports Association of Louisiana annual conference called "Cutting the red tape in Louisiana" where the panel will give an example of the Port's West Barge Basin project showing pros and cons of the permit process.

XI. Public Comments

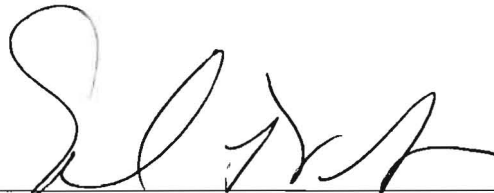
Sulphur Mayor Chris Duncan stated that at their council meeting this month, they will be highlighting Southland Field. Mayor Duncan said the Port will be highlighted at a future council meeting to let people know about the Port and what is available at the Port. Board Member Wilmer Dugas asked if the Mayor had been receiving copies of the West Cal Port Board Meeting minutes. Mayor Duncan stated yes, he had.

XII. Executive Session

There was no Executive Session held at this time.

XIII. Adjournment

President Matt Vincent entertains a motion to adjourn. Dick Kennison made a motion to adjourn, 2nd by Dave Aguillard. Meeting was adjourned at approximately 3:20 p.m.



President



Secretary