

West Calcasieu Port Board Meeting Minutes

May 1, 2012

I. Call to order

President Matt Vincent called to order the regular meeting of the West Calcasieu Port at approximately 3:01 p.m. on May 1, 2012, at the offices of West Calcasieu Port, 311 Gross Road, Sulphur, Louisiana.

II. Invocation

Dick Kennison led the invocation.

III. Pledge of Allegiance

Pledge led by Tim Dougherty and recited by all board members and guests.

IV. Roll call

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

- ✓ Tim Dougherty
- ✓ Matt Vincent
- ✓ Wilmer Dugas
- ✓ Dick Kennison

Dave Aguillard was absent.

(Others also present at the meeting were: Lynn Hohensee, Chuck Stutes, Glen James, Darla Perry)

[NOTE: Sheila Burton was not present to take down minutes of the meeting.]

V. Approval of minutes of the April 3, 2012 regular monthly meeting and the minutes of the April 24, 2012 special meeting

President Matt Vincent entertains a motion to approve the minutes as printed and presented to the Board. Dick Kennison makes a motion to approve the April 3, 2012 regular monthly meeting minutes, 2nd by Wilmer Dugas. No opposition. Motion carries.

President Matt Vincent entertains a motion to approve the minutes of the special meeting of April 24, 2012 as printed and presented to the Board. Wilmer Dugas makes a motion to approve the April 24, 2012 special meeting minutes, 2nd by Tim Dougherty. 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. Committee Reports

There were no Committee Reports at this time.

VIII. Southland Airfield Report

Tim Dougherty reported there was discussion about passage of the Chennault tax renewal. Tim stated the Airfield Board also discussed hiring someone for mowing services.

IX. Port Director Report

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

Marketing/Business Development –

- Effort underway to coordinate with Southwest Louisiana Economic Development Alliance & Chamber/SWLA to identify the West Calcasieu Port as a Louisiana Department of Economic Development “Fast Sight”.

Port Operations –

- Phase-one construction activities associated with the west barge basin expansion project continue on schedule.
- To better accommodate the levy construction, River Barge Works is relocating to the east end of the west barge basin during expansion work on the levy that supports the spoils reception area. Coordination had to be made with the Carlyss Water District.
- The WCP has sought out and received proposals from three area fence/gate construction companies. Final decision on the vendor will be made in early May. Construction will include a remote controlled gate opening/closing system that will be operated from the Devall Towing security tower.

[NOTE: Lynn stated at 2:30 today he met with Chris Kelly from Chuck Stutes’ office and a rep from Entergy out at the Port to find out what it will take to run electrical power to the new gate. Lynn said they have received bids from the 3 vendors for installation of the gate. There has been 1 meeting with the lowest bidder.]

Lynn also discussed trying to get ahold of Mike Boyce from River Barge Works to get a status on where they stand in moving their operation down the basin and the progress of their waterline.]

- A legislative bill filed for the current Louisiana Legislative session by Rep. Mike Danahay continues to make it sway through the Legislature. The bill will improve the property-leasing procedures that the WCP is required to follow when it attempts to recruit a new tenant for the port. It 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 meeting
 - c. West Calcasieu Assn. of Commerce monthly meeting
 - d. WCAC board/directors retreat meeting
 - e. WCAC board photo session
 - f. Army Corps/Engineers Calcasieu Waterway tour
 - g. Propeller Club meeting
 - h. Workforce Investment executive board meeting and WIB meeting

News Media & Community Relations–

- Hosted two American Press editorial staff members to port tour/lunch.
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities

[NOTE: Tim Dougherty brought up the topic of mowing parts of the wetland area around the Port and cleaning up the area where Orion Group is located. Lynn said he would follow up with the Devalls to see if they have someone who can take care of it.]

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

LEGAL: Lynn Hohensee stated there was talk of moving activities for National Maritime Day to the Port. He said he sent out emails to the Board and to the Port tenants to get feedback on any concerns they may have in doing this, and there was no response back. Lynn stated he and Glenn James had discussed the possibility of needing liability insurance for the Port. Darla Perry said the Port has liability, but she does not know if it would cover an event like the National Maritime Day. Glenn stated Devall also has coverage. There was further discussion on hosting the National Maritime Day and what it would involve for the Port. President Matt Vincent said he would be against it. Other board members discussed their concern about hosting it.

Lynn also mentioned he saw a “For Sale” sign up the road from the Port. He believes it could possibly be the Sonnier property. Lynn said he would follow up to see who owns the property and gather more information on the sale.

Tim Dougherty stated he spoke with a tenant about the security issues. Tim asked if it would be possible to get someone from the Sheriff’s office to do a drive-by periodically until the gate gets put up. Lynn said he has already called the Sheriff’s Dept. once requesting they do this.

FINANCIAL: Darla Perry reported \$100,000 was deposited for March. Disbursements were \$8,385, which shows a net positive cash flow of \$91,693 for March.

Barge days were 3,042 for March. Ramp revenue was 4500 for March.

Darla stated she is meeting with a rep for the funding arm for Louisiana Public Assistance. They are requesting more reports in regards to the money received from Hurricanes Rita and Ike. Darla said she is meeting with him on Thursday.

Dick Kennison makes a motion to accept the financials as presented, 2nd by Wilmer Dugas. No opposition. Motion carries.

ENGINEER: Chuck Stutes gave an update on the West Barge Basin project. Chuck said they are still doing the levee work around the beneficial use area and the main spoil disposal area. Chuck showed the Board photos of the progress. Chuck said it will take about 3 more weeks to build the levees, and then they will begin pumping into the levees.

Chuck mentioned the 3 bids for the gate construction. He stated there was a wide range in the bids with the lowest bid being around \$18,000 and the highest bid being around \$34,000. Chuck said he asked the lowest bidder to submit a detailed package for everything they intend to install. Chuck stated there is going to be some additional cost to accommodate Entergy for the electrical, but it should not be more than \$2,000. Chuck said he should have all the information at the next meeting. There was further discussion regarding the gate construction.

XI. Public Comments

There were no public comments at this time.

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 Wilmer Dugas. Meeting was adjourned at approximately 3:40 p.m.



President



Secretary

[RECORDER'S NOTE: Due to the fact I was not present at this meeting, I cannot certify this as an accurate record of events. I used the information given to me by Darla Perry and Secretary Tim Dougherty to put together the minute notes.]



Sheila Burton, Minutes Recorder for WCP