

West Calcasieu Port Board Meeting Minutes

January 3, 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 January 3, 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

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

V. Approval of minutes of the December 6, 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 December 6, 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 sponsorship of the Ports Association of Louisiana annual conference scheduled for March 7-9, 2012, in Lake Charles

Lynn Hohensee described the purpose of the PAL conference and the schedule and sponsorship opportunities for the conference. Dick Kennison asked Lynn what his recommendation would be as far as an amount for the Port to donate for sponsorship of the conference. Lynn asked for a range between \$1,000 and \$2,000. President Matt Vincent suggested donating \$2,000. Dick Kennison made a motion for the Port to provide up to \$2,000 for the conference sponsorship, 2nd by Dave Aguiard. Tim Dougherty asked if there was a fee to attend the conference. Lynn stated he will ask if there is a reduced fee for the board members attending, and he will report back. All board members unanimously agree to the motion. 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 –

- River Barge Works will be moving in January. They have hired a superintendent for the location. He is from Hackberry and was recommended through Devall Towing where he worked for several years. After operations are up and running, RBW plans to visit current and potential customers.
- Facilitated the quarterly Southwest Louisiana Port Network meeting where a presentation by LSU Economist Dr. Jim Richardson was made re: a statewide study he is doing for the Ports Association of Louisiana to determine the economic impact of the state's maritime ports on the Louisiana economy.
- Conducted a tour of the West Calcasieu Port for Dr. Jim Richardson and his assistant.

Port Operations –

- Interface installed a “goose-neck” apparatus to elevate a surveillance camera. The device was custom designed and constructed by WCP Board President Matt Vincent. At its elevated position the camera is able to provide surveillance both ways on the Gulf Intracoastal Waterway in addition to a wide area of the port's waterfront.
- Efforts to meet with F. Miller Construction Houston-based officials re: the port entrance gate and waterfront improvements continue. Local FMC engineers were guests of the port at the December WCAC lunch meeting. Several phone calls and e-mail exchanges have been made.

[NOTE: Lynn expanded on his contacts and the communications he's had with representatives of F. Miller Construction in the last month. Lynn said he's still waiting to hear about the progress of constructing the gate. President Matt Vincent said he would like to proceed with getting the gate constructed. Lynn said he would give the Board an update as soon as possible.

Tim Dougherty commented about the brush getting high in the wetlands. There was further discussion about getting it cut and having the area cleaned up.]

Professional Organizations & Networking –

6. The WCP director represented the port at:
 - a. Ports Assn. of Louisiana board meeting
 - b. PAL annual conference planning committee meeting
 - c. SWLA Port Network meeting
 - d. Chamber/SWLA infrastructure/government affairs committee meeting
 - e. Chamber/SWLA economic development committee meeting
 - f. West Calcasieu Assn. of Commerce monthly meeting
 - g. Calcasieu River Waterway Harbor Safety Committee meeting
 - h. CRWHSC navigation subcommittee meeting
 - i. Propeller Club meeting
 - j. Christus-St. Patrick's Hospital holiday reception
 - k. Meyer & Associates holiday reception

News Media & Community Relations–

- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities

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

LEGAL: Glen James stated there is no legal report.

FINANCIAL: Darla reported there was a good positive cash flow for the month of November with a little over \$35,000. Total barge days for November were 2990. Lynn Hohensee stated he gets daily reports from George Landry on the daily numbers of barges, and for the last couple weeks every day has been over 100. Lynn said the numbers are really starting to climb, and the demand for shallow-water barge parking is rising. Darla explained how Devall's lease is set up and how the Port benefits when Devall raises their barge parking rental. The Board further discussed Devall's lease terms and, when the lease is up, how to market and best use the buildings on the property. Darla reported the ramp usage for November was 3150.

ENGINEER: Chuck Stutes gave an account of how the Board awarded Apollo Environmental Strategies the West Barge Basin project at the December monthly meeting. Chuck reported that all of the legal documents have been drawn up and sent to the contractor. The contractor has executed all of the documents including the payment for bonds. Chuck said he forwarded all of documents to Glen James' office for his review.

After Mr. James reviewed all of the documents, President Matt Vincent signed everything on behalf of the Port. Chuck said the contracts will now be sent to the State, and a preconstruction will be set up soon to get the project started. Lynn asked when the project might possibly get started. Chuck answered probably March. President Matt Vincent asked the deadline of completion. Chuck answered a year, which includes the planning.

Dick Kennison recommended a thank-you note be sent from the Port to Meyer & Associates for the invitation to their Christmas party. The Board members in attendance all commented how nice the party was and how much they appreciated the invitation.

Wilmer Dugas thanked Matt Vincent for designing and constructing the apparatus to elevate the surveillance camera.

XI. Public Comments

There were no public comments at this time.

XII. Executive Session

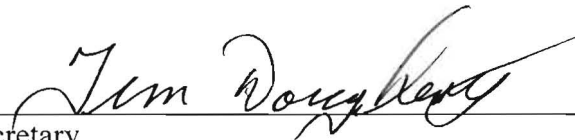
There was no Executive Session held at this time.

XIII. Adjournment

President Matt Vincent entertains a motion to adjourn. Dick Kennison made a motion to adjourn, 2nd by Dave Aguillard. Meeting was adjourned at approximately 3:50 p.m.



President



Secretary