

## West Calcasieu Port Board Meeting Minutes

January 7, 2020

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

President Dick Kennison called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on January 7, 2020, at 7000 Southland Field (Southland Airport), Sulphur, Louisiana.

### **II. Invocation**

Dick Kennison led the invocation.

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

Pledge led by Chuck Stutes 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
  - ✓ Scott Foreman
- (Dave Aguillard was not present.)

(Others also present at the meeting were: Lynn Hohensee, Chuck Stutes, Darla Perry, Corp. Jensen of the United States Coast Guard and Sheila Burton.)

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

President Dick Kennison entertained a motion to approve the minutes of the December 3, 2019 regular monthly meeting. A motion was made by Wilmer Dugas to approve the minutes of the December 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**

President Kennison explained there will be an amendment to the agenda, to accept Dana Keel's resignation as a member of the Southland Field Airport Board, since she has moved out of the district and can no longer serve on the board. President Kennison stated that they have a name of a lady who is also employed at Citgo, Michelle (Missy)

Amidon, that is volunteering to serve on the Southland Field Airport Board. President Kennison announced the amendment will be added to the agenda as Amendment No. 1.

President Kennison entertained a motion to add Amendment No. 1 to the agenda, to accept the resignation of Dana Keel and take action on the appointment of Michelle (Missy) Amidon to the Southland Field Airport Board as West Calcasieu Port's representative on the Southland Field Airport Board. Tim Dougherty made a motion to add Amendment No. 1 to the agenda, to accept the resignation of Dana Keel and take action on the appointment of Michelle (Missy) Amidon to the Southland Field Airport Board as West Calcasieu Port's representative on the Southland Field Airport Board, 2<sup>nd</sup> by Wilmer Dugas.

**Amendment No. 1 – Accept the Resignation of Dana Keel and Take Action on the Appointment of Michelle (Missy) Amidon to the Southland Field Airport Board as West Calcasieu Port's representative on the Southland Field Airport Board**

Wilmer Dugas made a motion to accept the resignation of Dana Keel and appoint Michelle (Missy) Amidon to the Southland Field Airport Board as West Calcasieu Port's representative on the Southland Field Airport Board, 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

**VII. Discuss and take action on tenant lease amendment**

President Kennison stated that he felt they could not take action on the tenant lease amendment today since the lease agreement is still out for signature. President Kennison explained that an offer was made to Orion for them to pay a certain price to get out of the lease or to pay a certain amount to the Port every month. Orion counter-offered to the Port, and then the Port counter-offered to Orion to discount their rate from \$10,000 to \$7500 a month and also give the Port the use of a slip for CGBM to use for the remainder of their lease. Orion opted to go with the \$7500 per month and give the Port full use of the slip.

Port Director Lynn Hohensee told the Board he spoke with Robert Lynn of Orion this week; and Mr. Lynn told him that since Orion has decided to leave the port, they have put together \$80 million worth of new contracts west of the Sabine River into Texas to New Orleans. Mr. Hohensee said the only worry right now is the depth of the slip. If there is a delay getting into the slip, Mr. Hohensee stated David Devall will help CGBM get a slip into the Devall east fleet area.

President Kennison told the Board the Port has submitted their offer in writing to Orion, and now Orion has to execute it in writing and give it back to the Port so the Board can vote on it. Darla Perry asked if a special meeting will need to be held, or does the Board want to give President Kennison authority to sign when the papers are ready. President Kennison said a special meeting can be held, if necessary.

Tim Dougherty asked if a permit needs to be done for the dredging of the slip. Chuck Stutes answered since the quantity may be so small, he thinks it can be done under a Nation-wide permit. Chuck said he will speak with Blaine about it. Darla told Chuck to also tell Blaine the Port needs an environmental assessment done on the slip area.

(At this time, Corporal Jensen of the Coast Guard entered the meeting.)

Lynn Hohensee introduced Corporal Jensen to the Board and welcomed him to the meeting.

## **VIII. Committee Reports**

There were no Committee Reports given at this time.

## **IX. Port Director Report**

Port Director Lynn Hohensee reported that Attorney Glen James is still trying to contact Genesis Marine regarding reimbursement for the damage done to the barge loading ramp. Lynn announced that the construction meeting will be held next week regarding the new entrance road project.

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

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

- Communications between Orion Marine Group and the port director are in the final stages re: reduction of monthly lease fee that would allow the port access to use of one of the two barge slips and support dockside land. Agreement draft was prepared by port engineer and port attorney.
- The port continues to actively market the Orion lease property.
- Average daily barge count for the month of December continued to remain in the high range we've enjoyed for the past 12 months 118-125, frequently exceeding 125.
- Negotiations on behalf of new tenant CGBM, a division of AccuTRANS, continue with a representative of Orion Marine, with the goal of obtaining Orion permission for the CGBM fuel barge to be berthed at the Orion's east slip. The Channelview, Texas-based company is working on obtaining federal permits to facilitate the dredging of the waterfront at the green house and along the port's waterfront. The project has received state approval. Until full 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 locations. 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.
- Site certification process of 16 percent of the port's property (32 acres) is nearly complete and will be formally announced in early 2020.

### **Port Operations –**

- The port has submitted a grant application to the DOTD Port Priority Program for supplemental funding for the EDA grant and for additional waterfront improvements. Much appreciation to the port engineer and port CPA for their diligent work in compiling the data and information needed in the application and in a very short time frame.
- McManus Construction of Lake Charles bid of \$1,590,233.60 was accepted and approved by the port board of commissioners for the construction of the port's new entrance roadway. Right of way agreement is expected from Cameron Communications related to the road construction.
- Repair work has been completed on the north awning of the S.T.A.R. Concrete Pumping building.

### Professional Organizations & Networking –

- In December, the WCP director (and/or board members) represented the port at:
  - a. PAL executive committee meeting and monthly meeting of the PAL board
  - b. Chamber government affairs/infrastructure committee meeting
  - c. CRWHSC Harbor Safety Committee meeting
  - d. International Workboat Tradeshow
  - e. PetroChem regular meetings
  - f. Oschner-Christus holiday activity/awards program
  - g. Meyer & Associates holiday reception
  - h. Chamber/SWLA volunteer appreciation meeting
  - i. SWLA Alliance Foundation Investor appreciation luncheon

### News Media & Community Relations–

- A news release was issued to regional and trade new media re: the selection of a contractor for the port's new entrance road.
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities.

A motion was made by Wilmer Dugas to approve the Port Director's Report as presented, 2<sup>nd</sup> by Tim Dougherty. No opposition. Motion carried.

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

**LEGAL:** There was no legal report given at this time. President Dick Kennison stated that he is going to suggest to Attorney Glen James that if he hasn't heard from Genesis Marine by the end of this week, he needs to send a demand letter.

**FINANCIAL:** Darla Perry reported the Port took in \$107,630 and expended \$58,881 leaving a surplus of \$48,749 for November. Darla stated the few expenses out of the ordinary were for the hydrographic work, EDA course in Dallas, dredging permitting work for the slip for CGBM and the port entrance road.

Barge days for November were 3,645 ahead of barge days from last year. Darla reported barge days year to date for this year are 20,396; barge days for last year, July through November, were 16,751.

President Dick Kennison asked Darla if Atlantic Equipment is current on their payments. Darla answered no, that Atlantic Equipment owes partial months for 2 months on the extra acre. Darla said she has sent them additional statements and will take whatever action the Board wants her to take. There was a brief discussion regarding Atlantic Equipment. Port Director Lynn Hohensee said he would get with Lou and make sure he is aware.

Darla stated she spoke with Howard Latiolais of Cameron Communications on the easements and right-of-way. Darla told Chuck Stutes that Mr. Latiolais would like to get a more current Google satellite mapping due to some pedestal issues. Darla stated it has to be clear that it should be West Calcasieu Port and not any of the tenants that gives them any kind of easement or right-of-way. There was further discussion regarding the pedestals. President Kennison stated that any agreement the Port has in the future should have it noted in there. Darla told the Board that she has a note for Glen James to make sure that any future lease with a tenant states that they do not have the authority.

Darla reported that she has been doing extensive work with Corey Dunn at EDA. They have named a grant administrator and are currently negotiating a contract. Donald Brinkman with CSRS will be doing the grant administration. Darla stated the Selection Committee has met and is in the process of negotiating the contract. It will need to be approved by EDA. Darla told the Board they have made progress on the RFQ for the engineer. As soon as the grant administrator contract is in place, they will be able to finalize the RFQ for the engineering. Port Director Lynn Hohensee reminded everyone that this is all for the new bulkheading.

Tim Dougherty made a motion to accept the Financial Report as presented, 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

**ENGINEER:** Chuck Stutes reported that all of the construction documents have been fully executed by all the parties and filed at the courthouse for the new entrance road project. There is a pre-construction meeting scheduled for next Tuesday the 14<sup>th</sup> at 9:00 o'clock at the CGBM office.

Port Director Lynn Hohensee asked Chuck if he has heard from King Fabrications for an estimated cost of repair for the ramp. Chuck stated he called King Fabrications' office before Christmas and left a message, and they just returned his phone call yesterday. Chuck said they talked briefly and are aware of what's going on and that they may get a call from Genesis. Chuck said he was told that King Fabrication has not been contacted in approximately 6 months by anyone. There was a brief discussion regarding the ramp issue.

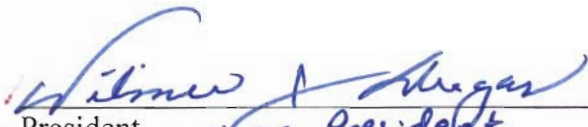
Wilmer Dugas made a motion to accept the Engineer's Report as presented, 2<sup>nd</sup> by Tim Dougherty. No opposition. Motion carried.

## XI. Public Comments

Corp. Jensen told the Board he was happy to be there and good to hear what's going on at the Port. President Kennison told Corp. Jensen, on behalf of everyone, he is grateful for his service and for the work of the Coast Guard.

## XII. Adjournment

President Kennison adjourned the meeting at approximately 3:24 p.m.

  
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Acting President, Vice President

  
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Secretary