

West Calcasieu Port Board Meeting Minutes

April 6, 2021

1. Call to order

In accordance with JBE 2020-30, the West Calcasieu Port's meeting was held via video/telephone conference for anyone not able to attend in person and in a manner that will allow for observation and input by members of the public, as set forth in the notice posted on November 30, 2020. All other Open Meetings Law requirements have been met.

President Dick Kennison called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on April 6, 2021.

2. Invocation

Invocation was suspended at this time.

3. Pledge of Allegiance

Pledge was suspended at this time.

4. Roll call

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

Dick Kennison
Wilmer Dugas (via video conference call)
Buddy Reams (via video conference call)
Tim Dougherty
Scott Foreman

Also present at the meeting via video conference was Lynn Hohensee.

Also present in person at 2244 Swisco Rd, Devall Enterprises, were Darla Perry, Chuck Stutes, Lynn Hohensee, Steve Derouen, and Joanne Coleman.

5. Approval of minutes of the March 2, 2021 regular monthly meeting

President Dick Kennison entertained a motion to approve the minutes of the March 2, 2021 regular monthly meeting. A motion was made by Scott Foreman to approve the minutes of the March 2, 2021 regular monthly meeting, 2nd by Wilmer Dugas. No opposition. Motion carried.

6. Amendments, additions and deletions to the proposed agenda

The following item was added to the agenda:

1. Approval of June 2020 Fiscal Audit

President Dick Kennison entertained a motion to add the approval of the June 2020 fiscal audit to the agenda. A motion was made by Scott Foreman to add the approval of the June 2020 fiscal audit to the agenda, 2nd by Tim Dougherty. No opposition. Motion carried.

6a. Approval of June 2020 Annual Fiscal Audit

Steven Derouen, CPA, presented the June 2020 annual fiscal audit. He reported that no issues were found and it has been submitted to the legislative auditor.

After a brief discussion, President Dick Kennison entertained a motion to approve the June 2020 annual fiscal audit. Scott Foreman made a motion to approve the June 2020 annual fiscal audit, 2nd by Tim Dougherty. No opposition. Motion carried.

7. Discuss and take action on budget amendments for the fiscal year ending 6/30/2021

Darla Perry stated that four items varied more than 5% and require amendments

1. VLS/Tubal-Cain lease reduction to \$107,000
2. CGBM to \$84,000
3. Interest on investments to \$3,600
4. Grant management expenses added.

President Dick Kennison entertained a motion to approve the budget for the fiscal year ending 6/30/2021 as amended. A motion was made by Scott Foreman to approve the budget for the fiscal year ending 6/30/2021 as amended, 2nd by Tim Dougherty. No opposition. Motion carried.

8. Discuss and take action on the proposed budget for the fiscal year ending 6/30/2022

Darla Perry reported that the projected income was adjusted to \$875,000 based on current leases, which is significantly less than the budget. Additional expenditures for engineering, grant management, and some of the repair expenses due to hurricane damage. The projected net income is adjusted to \$41,124.

After a brief discussion, President Dick Kennison entertained a motion to adopt the proposed budget for the fiscal year ending 6/30/2022. A motion was made by Tim Dougherty to adopt the proposed budget for the fiscal year ending 6/30/2022, 2nd by Scott Foreman. No opposition. Motion carried.

9. Committee Reports

There were no committee reports given at this time.

10. Port Director Report

The floor was opened to questions regarding the Port Director Lynn Hohensee's Report. No questions were asked at this time.

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

- a. **Legal:** No legal report was given at this time.
- b. **Engineer:** Chuck Stutes reported that the EDA is winding down with a hopeful submittal in April. They have made progress on the Corp permits that were submitted in February, with most comments received being positive. When the permits come back, they can seek bids.
- c. **Financial:** Darla Perry reported that she is still working on FEMA PWs. She received notice of non-renewal from the insurance carrier and is seeking an underwriter. The current policy is good on the buildings until May 5, 2021; however, there is an issue with the building that have not been repaired are not insurable.


President Dick Kennison entertained a motion to accept the Port Director's report, as well as the Legal, Financial, and Engineer reports presented above. A motion was made by Tim Dougherty to accept the Port Director's report, as well as the Legal, Financial, and Engineer reports presented above, 2nd by Scott Foreman. No opposition. Motion carried.

12. Public Comments

There were no public comments given at this time.

13. Adjournment

President Dick Kennison adjourned the meeting at approximately 3:27 p.m.



President



Secretary