

# ***West Calcasieu Port Board Meeting Minutes***

March 3, 2015

## **I. Call to order**

Vice President Wilmer Dugas called to order the regular meeting of the West Calcasieu Port at approximately 3:00 p.m. on March 3, 2015, at the offices West Calcasieu Port, 311 Gross Road, Sulphur, Louisiana.

## **II. Invocation**

Francis Andrepont led the invocation.

## **III. Pledge of Allegiance**

Pledge led by Chuck Stutes and recited by all board members and guests.

## **IV. Roll call**

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

- ✓ Wilmer Dugas
- ✓ Tim Dougherty
- ✓ Scott Foreman
- ✓ Dave Aguillard

(Dick Kennison was absent.)

(Others also present at the meeting were: Lynn Hohensee, Chuck Stutes, Darla Perry, Glen James, Francis Andrepont and Sheila Burton. Tom Chamberlain makes an appearance late in the board meeting.)

## **V. Approval of minutes of the February 3, 2015 regular monthly meeting**

Vice President Wilmer Dugas brought up the issue of Scott Foreman not being noted as being absent in the minutes of February 3, 2015. Mr. Dugas requested that a revision be made on the February 3, 2015, minutes to show that Scott Foreman was absent from the meeting. Mr. Dugas entertained a motion to approve the minutes of the February 3, 2015 regular monthly meeting with the revision. A motion was made by Dave Aguillard to

approve the minutes of the February 3, 2015 regular monthly meeting with the revision, 2<sup>nd</sup> by Tim Dougherty. No opposition. Motion carried.

**VI. Amendments, additions and deletions to the proposed agenda**

There were no amendments, additions or deletions to the agenda.

**VII. Discuss and ratify action on 1<sup>st</sup> Amended Cooperative Endeavor Agreement on the Bulkhead Rehabilitation completed by Port Director – Lynn Hohensee**

Chuck Stutes explained to the Board that the State Office of Facility Planning mailed to the Port an amended Cooperative Endeavor Agreement three weeks ago. Port Director Lynn Hohensee executed it and placed it on today's agenda for ratification by the Board. Chuck passed out copies of the 1<sup>st</sup> Amended Cooperative Endeavor Agreement for the Board's review. Chuck explained that by executing this agreement, the Port will get another \$400,000 from the State for the Bulkhead Rehabilitation Project. Vice President Wilmer Dugas entertains a motion to ratify action on the 1<sup>st</sup> Amended Cooperative Endeavor Agreement on the Bulkhead Rehabilitation. Tim Dougherty made a motion to ratify action on the 1<sup>st</sup> Amended Cooperative Endeavor Agreement on the Bulkhead Rehabilitation, 2<sup>nd</sup> by Dave Aguillard. No opposition. Motion carried.

**VIII. Discuss and take action on approval of appraisal for potential real estate purchase**

Port Director Lynn Hohensee reported that Attorney Glen James has been working with a local land owner to see about a joint appraisal. Glen James stated he contacted an appraiser named Patrick Egan of NAI Latter & Blum to see if he would be interested in doing the appraisal. Glen said Mr. Egan reviewed some of the material he sent him and said he is willing to do the appraisal and that his fee would not exceed \$7500. Lynn asked Glen if there's been any communication with the land owner, if they are willing to do a joint appraisal. Darla Perry stated that the Port cannot do a joint appraisal. Chuck said as long as the appraiser is State certified, the State will reimburse for the appraisal. Glen said Mr. Egan told him that he is State certified. Lynn explained what is now needed is Board approval to move forward for Mr. Egan to do the appraisal on both Dr. Rhodes' property and the Ellender property that adjoins and fronts onto Gross Road. Lynn mentioned there is about an acre or two to the east of the Ellender property that is for sale by the owner. Lynn asked Glen if Mr. Egan would be willing to also do an appraisal on that property at the same time. Glen answered he feels sure he would. Lynn said that would be very advantageous to the Port. Vice President Wilmer Dugas asked approximately how much land in total is in question. Darla Perry answered probably 15 acres. Tim Dougherty made a motion to approve the appraiser up to \$7500 for potential real estate purchase, 2<sup>nd</sup> by Dave Aguillard. No opposition. Motion carried.

**IX. Committee Reports**

No Committee Reports at this time.

## **X. Port Director Report**

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

*Port Director Lynn Hohensee reported that River Barge Works is in the process of getting their new crane in location at the Port.*

*Lynn said he received a call this week from someone interested in leasing waterfront property at the port to park barges for man camps. Lynn said he told the person he felt it wasn't the best use of the Port's property at this time. Lynn stated USES is still interested in the port's building, but he has not heard any more from them. Lynn said the awning has been completed by H&H on the current USES building, and it is an industrial-grade awning. Lynn confirmed with Darla Perry that the majority of the cost of the construction is covered by insurance. Darla stated that she can make an exception application for any additional costs.*

*Lynn said he received a call from Entergy's new man, Tom Chamberlain. Tom was supposed to attend today's board meeting but apparently was not able to make it. Lynn said he will continue to work with Entergy and inform them of the growth rate at the port and the Entergy demands he anticipates coming in the future.*

*Lynn reported that he has had email exchanges with the Guinn brothers of Cemex. They would like to expand their operation from the current 4.5 acres to 6.6 acres, which may take them all the way to the property line on the east side of the port entry road. Lynn said he will continue to work with them on that request.*

*Lynn stated that Chuck and Darla met with the Water District at the port today to gather information on all of the meters located at the port. Lynn said Chuck is going to work on an overlay map of all of the meters once all of the information is gathered.*

*Lynn said he does not know where the activity stands with the request sent to the Legislature for the increase of commissioner meeting fees. Glen James said he sent the resolution to both Representative Danahay and Senator Johns. Vice President Wilmer Dugas asked if it was sent to Senator Smith or Representative Danahay. Darla Perry said it needs to go to Senators Johns and Smith. Darla said it needs to be advertised, but the Legislative office will send her a draft before it goes into the BATON ROUGE ADVOCATE for advertising.*

*Lynn announced the Fort Polk meeting at the Civic Center at 6 pm for local support of Fort Polk. Lynn said he will be attending the Ports Association of Louisiana annual conference in New Orleans at the end of this month.}*

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

- Existing tenant has potential to increase its business and may be requesting expansion to its lease property footprint.
- Existing tenant continues to evaluate relocation at the port to a larger building.
- Met with T. Baker Smith, a Houma-based engineering firm re: identifying candidates for property leasing at the West Cal Port.

- The port remains in contact with an in-state prospect that is considering leasing acreage in the port's spoils reception area for a staging area for marsh buggies.
- Work continues on a revised reprint of the West Calcasieu Port brochure. New aerial and land photos will be inserted. Cost of the reprinting will be covered by the SWLA EDA.
- Work continues on a script for a video for the port's website.

#### Port Operations –

- Daily barge fleeting numbers continue with a strong average exceeding 100/day.
- Tauber Oil Company marine fueling services are at full operations and business rate is increasing.
- CEMEX Concrete of La. continues with site preparation in advance of full operation.
- Carlyss Water District is assisting the port engineer in identifying/mapping all of the port's water meters currently in operation.
- River Barge Works' continues to work out logistical issues as it attempts to position a new crane -- delivered to the port in December.
- The port director signed a cooperative endeavor agreement with the State of Louisiana that will provide capital outlay grant support to the port's build out of infrastructure and the acquisition of property.
- Efforts continue by our port engineer and his staff to address and correct operational issues with the port's main security gate system.

#### Professional Organizations & Networking –

- In January, the WCP director (and/or board members) represented the port at:
  - a. West Calcasieu Chamber of Commerce monthly meeting
  - b. Propeller Club meeting
  - c. Chamber/SWLA Gov't Affairs/Infrastructure Committee meeting
  - d. USCG facility security committee meeting (port presentation made)
  - e. PetroChem board meeting
  - f. BV board meeting
  - g. WIB executive board meeting
  - h. City/Sulphur Wall of Honor Dinner

#### News Media & Community Relations–

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

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

**FINANCIAL:** Darla gave the financial report. She stated River Barge Works' check came in February; and Cemex isn't on the report at all, but she has since collected two out of the three months' rent for Cemex. Darla said she rebilled a portion of the new water meters to both Tauber Oil and Cemex. Darla reported that Cemex's 3-inch water meter cost \$9,556. Darla said Cemex is being billed \$7,657; and the Port will pick up the meter portion, which is around \$1600. Darla reported that Tauber Oil's 2-inch water meter put in last month cost \$1622, and the Port will pay \$516 of that amount. There was discussion about the water meters.

{Tom Chamberlain of Entergy enters the meeting. Port Director Lynn Hohensee introduces Mr. Chamberlain to the Board and guests.}

Darla stated the \$27,000 listed in Revenue on the financial report is what was collected on insurance proceeds. Darla reported the net cash flow was \$27,559 for January. The unusual expenditures were the Orion dredging, which consisted of the ramp and the Tauber dredging for \$24,000. Lynn stated the Port will get part of that back from Tauber. Darla said the Port will also get back approximately \$8,000 from the \$11,000 spent on the water meters.

Darla reported barge days were up again. Barge days for January were 3,314. Darla said year to date the port is running 3,173 barge days ahead of last year. Darla said the ramp revenue was \$1500 for January. Darla stated she and Chuck had a meeting with George Landry and Mike Devall at the port and Mr. Landry explained there are some design issues with the ramp along with the oil and gas activity down which has caused the drop in ramp revenue.

Tim Dougherty made a motion to approve the financial report, 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

**LEGAL:** There was no legal report at this time.

**ENGINEER:** Chuck Stutes further discussed the meeting he had with Darla, George Landry and Mike Devall regarding the ramp issues. Chuck said they are getting the manufacturer to come out to look at the ramp and will request someone from Devall be present to discuss the issues with the ramp and come up with a solution. Lynn asked if the low water during winter months has any effect on it. Chuck answered yes; the lower the water, the worse the problem is. There was further discussion about the ramp issues.

Darla Perry stated that she and Chuck are still working with FEMA to collect additional funds.

## **XII. Executive Session**

There was no executive session at this time.

## **XIII. Public Comments**

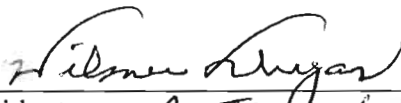
Police Juror Francis Andrepont commended the Board for their work in getting new tenants for the port. Vice President Wilmer Dugas thanked Mr. Andrepont for all of his help and support through the years in getting funding for the port on various projects. Lynn Hohensee said the port may need the Police Jury's help with addressing road issues in the future. Mr. Andrepont said he would help any way he could.

Vice President Wilmer Dugas introduced Tom Chamberlain from Entergy and invited him to address the Board. Mr. Chamberlain gave the Board a brief summary of his work history and his new position with Entergy. Mr. Chamberlain told the Board his job at Entergy will be in economic development, so they can think of him as an extension of their staff at the port. Mr. Chamberlain said he is available to help the port in any way he can. Lynn gave a brief explanation of the port and the Board and support staff that works

with the Board. There was discussion between the Board and Mr. Chamberlain about the work Entergy is doing in the area with the new projects coming into the Parish. Vice President Wilmer Dugas thanked Mr. Chamberlain for coming to the meeting and addressing the Board.

**XIV. Adjournment**

Vice President Wilmer Dugas adjourned the meeting at approximately 3:40 p.m.

  
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President     Pro Tem (Wilmer Dugas)

  
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Secretary