

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

August 5, 2014

## **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 August 5, 2014, at the offices West Calcasieu Port, 311 Gross Road, Sulphur, Louisiana.

## **II. Invocation**

Tim Dougherty led the invocation.

## **III. Pledge of Allegiance**

Pledge led by Dave Aguillard and recited by all board members and guests.

## **IV. Roll call**

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

- ✓ Dick Kennison
- ✓ Wilmer Dugas
- ✓ Dave Aguillard
- ✓ Tim Dougherty

Board Member Scott Foreman was absent from the meeting.

(Others also present at the meeting were: Lynn Hohensee, Chuck Stutes, Glen James, Darla Perry, Mayor Chris Duncan, Francis Andrepont and Sheila Burton.)

## **V. Approval of minutes of the July 1, 2014 regular monthly meeting**

President Dick Kennison entertained a motion to approve the minutes of the July 1, 2014 regular monthly meeting. Dave Aguillard made a motion to approve the minutes of the July 1, 2014 regular monthly meeting, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

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

There were no other amendments, additions nor deletions to the proposed agenda.

**VII. Discuss and take action to make new appointment to West Calcasieu Airport Managing Board based upon Board Member recommendations**

Wilmer Dugas made a motion to nominate Dana Keel from Citgo; 2<sup>nd</sup> by Tim Dougherty. There were no further nominees or discussion. No opposition to the nomination. Motion carried. President Dick Kennison said they spoke with Ms. Dana Keel and she wants to serve on the West Calcasieu Airport Managing Board and vowed she would make every meeting.

**VIII. Discuss and take action on Matrix proposal to assist in Federal recovery/project closeouts**

Darla Perry reviewed the new budget for fiscal year 6/30/15 with the Board. Darla said she is projecting close to \$1 million of revenue for the new fiscal year. Devall Towing will bring in approximately 500- to 600,000 plus another 60,000 minimum on the ramp. F. Miller will bring in 120,000. USES will bring in 30,000. Tresco will bring in 24,000. Tauber Oil will bring in 27,000. Expenses for new fiscal year are projected to be 517,000. Darla said, after paying principal payment on bonding, the Port should end up with approximately 400,000. Darla predicts a great year for the Port.

Dave Aguillard made a motion to approve the budget for fiscal year 6/30/15, 2<sup>nd</sup> by Wilmer Dugas. No opposition. Motion carried.

**IX. Committee Reports**

There were 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.}*

**Marketing/Business Development –**

- A Texas firm that is bringing a fueling operation to the West Calcasieu Port has not set a date to start operations – pending arrival of the fueling barge equipment. Equipment is expected to arrive at the port in August.
- The port continues to actively market the Devall Diesel Building to local prospects.
- 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.
- WCP board hosted an appreciation dinner for Devall Management Team

*{NOTE: Lynn stated that Neil Crain with Crain Brothers in Cameron is working with Sheehan Pipeline Co. on a project, and they may be interested in leasing some space from West Cal Port for the calendar year 2015. Lynn told the Board he would keep them updated.*

*Lynn announced to the Board the Port will be hosting a reception at the Isle of Capris for tenants, business guests and honored police jury members on August 26<sup>th</sup>. Drinks and appetizers will be served, compliments of Isle of Capris.*

*Lynn asked Chuck Stutes to pass out the photos showing yesterday's inaugural load-out of vehicles using the new boat ramp. Lynn said there were two 18-wheelers, a spray truck and a pickup that got loaded; and the ramp worked marvelously.}*

#### **Port Operations –**

- The barge loading ramp construction and associated road work construction has been completed. A ribbon-cutting for the new ramp was held July 1.
- Issues continue to be addressed re: the port's main security gate. Electrical outages which caused problems with the backup battery system have been corrected. Issues with the card readers are being addressed. The port has identified a new gate maintenance contractor.
- New tenant panel for port sign is in place and ready to be unveiled to reflect new tenant.
- Met with DOTD Port Priority Program team members to discuss path forward for future grant application to cover barge basin maintenance dredging and basin expansion.

#### **Professional Organizations & Networking –**

- The WCP director represented the port at:
  - a. PAL board meeting
  - b. PetroChem meeting
  - c. Calcasieu River Waterway Harbor Safety Committee meeting
  - d. Reception for departing USCG officer – Lt. More
  - e. Sulphur Friends of Police banquet (guest of Kennison Forest Products)
  - f. GO Group PR/Communications sub-committee meeting
  - g. Represent port @ Christus-St. Pat's reception for new physicians

#### **News Media & Community Relations–**

- WCP received strong/positive media "play" in local and trade news media following the barge loading ramp ribbon cutting ceremony
- Attended funeral visitation for American Press managing editor
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities.

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

**FINANCIAL:** Darla Perry gave the financial report for June. Gross cash flow for June was \$130,906. Darla said she invoiced Tauber Oil for the month of July and just sent the invoice for August. There was a negative cash flow due to the Ramp/Road Project being finished. Barge Days are 39,913 year to date. Darla reported that the Port is hitting

records almost every day on barge days. Ramp fees totaled \$43,700 year to date for June. Darla reminded the Board the revenue bonds have to be spent by April 2016 for the infrastructure. There was a brief discussion about the capital outlay projects. Chuck Stutes explained how the approval process works on capital outlay projects.

Wilmer Dugas made a motion to accept the financial report as presented to the Board, 2<sup>nd</sup> by Tim Dougherty. No opposition. Motion carried.

**LEGAL:** Glen James reported they are still working on the lease with Tauber Oil.

**ENGINEER:** Chuck reported they started Monday on the geotechnical field program for the rehabilitation of the bulkhead by drilling 2 borings. There are conflicts with USES that need to be worked out before the last boring can be done. Chuck said they should be done by the end of this week.

Chuck stated the Port now has 2 projects that deal with bulkheads: one is approved and fully funded, and the other is in the bill but no bonds have been sold. Chuck said they will know in the next few months where the second project stands, and they may need to coordinate it and phase it out based on how the project moves forward in the Bond Commission. All of the money will not be available until the fall of 2015, at the earliest.

Lynn Hohensee said there will be another project that will factor into this, too. Lynn gave a background history on the 2006 maintenance dredging project that was partially funded by DOTD. Lynn said he met last month with DOTD representatives to get a recommendation regarding maintenance dredging. DOTD suggested placing maintenance dredging and barge basin expansion into one project. Lynn said that he, along with Chuck and Darla, are working on it to submit it to Port Priority Funding. Chuck explained how Port Priority Funding works.

## **XII. Executive Session**

President Dick Kennison entertained a motion to move into Executive Session to discuss the Port Director's compensation. Wilmer Dugas makes a motion to move into Executive Session to discuss the Port Director's compensation, 2<sup>nd</sup> by Tim Dougherty. Executive Session commenced at 3:39 p.m.

President Dick Kennison entertained a motion to come out of Executive Session in discussing the Port Director's compensation. Wilmer Dugas makes a motion to come out of Executive Session in discussing the Port Director's compensation, 2<sup>nd</sup> by Tim Dougherty. Regular Session resumes at 3:49 p.m.

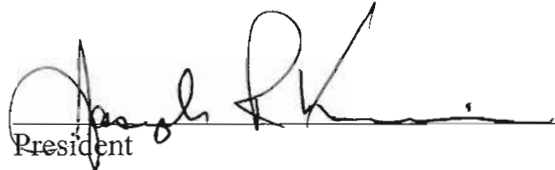
President Dick Kennison entertained a motion to raise Port Director Lynn Hohensee's compensation. Dave Aguillard makes a motion to raise Port Director Lynn Hohensee's compensation by 3%, 2<sup>nd</sup> by Tim Dougherty. No opposition. Motion carried.

**XIII. Public Comments**

Mayor Chris Duncan praised Lynn and the Board for a job well done. The Mayor told the Board to be prepared for all of the interest and activity about to begin in the area. Tim Dougherty asked about the area of Hwy. 27 near the port to see who needs to address the large pothole on Falco Road. Police Juror Francis Andrepont said to call him and he could get something set up with Public Works to get it fixed.

**XIV. Adjournment**

President Dick Kennison adjourned the meeting at approximately 3:54 p.m.

  
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President

  
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Secretary