

## West Calcasieu Port Board Meeting Minutes

September 3, 2019

### **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 September 3, 2019, at West Calcasieu Port, 200 Old Ferry Road, Sulphur, Louisiana.

### **II. Invocation**

Wilmer Dugas led the invocation.

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

Pledge led by Scott Foreman 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
- ✓ Dave Aguiard
- ✓ Scott Foreman

(Others also present at the meeting were: Lynn Hohensee, Darla Perry, Glen James, Francis Andrepont, Marion Aguiard and Sheila Burton.)

### **V. Approval of minutes of the August 6, 2019 regular monthly meeting**

President Dick Kennison entertained a motion to approve the minutes of the August 6, 2019 regular monthly meeting. A motion was made by Wilmer Dugas to approve the minutes of the August 6, 2019 regular monthly meeting, 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

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

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

**VII. Discuss and take action: Adopt a resolution for LDOTD to authorize West Calcasieu Port to advertise for bids on new entrance road**

President Kennison announced that he was advised by the port engineer to read the Resolution into the minutes as follows:

“STATE PROJECT NO. H.012471(322)  
“PARISH OF CALCASIEU

“WHEREAS, West Calcasieu Port has submitted an application for funding of the West Barge Basin Improvements, New Entrance Road port improvement project under the Port Construction and Development Priority Program; and

“WHEREAS, the State’s share of the project funds have been made available and the West Calcasieu Port has available its local matching share of the project funds in an amount of not less than ten (10%) percent; and

“WHEREAS, at the request of this West Calcasieu Port, Meyer & Associates, Inc. has prepared plans and specifications for said project, which plans and specifications are designated by State Project No. H.012471(322); and

“WHEREAS, this West Calcasieu Port has reviewed the final plans, specifications and cost estimate and accepts them as submitted and the Department of Transportation and Development has reviewed the final plans, specifications, and cost estimate and has approved them inasmuch as they comply with the requirements of the Port Construction and Development Priority Program; and

“WHEREAS, all necessary servitudes, rights-of-way, spoil disposal areas, rights of ingress and egress and the means thereof have been acquired by this West Calcasieu Port, and the titles thereto are valid and indefeasible; and

“WHEREAS, this West Calcasieu Port has obtained all necessary permits required for the construction of this project; and

“WHEREAS, West Calcasieu Port has agreed to accomplish all necessary utilities, fence and other facilities relocations and alterations made necessary by this project; and

“WHEREAS, the Official Journal for the West Calcasieu Port is Lake Charles American Press, whose mailing address is 4900 Highway 90 E., Lake Charles, LA 70615, and whose telephone number is 337/433-3000; and

“WHEREAS, this West Calcasieu Port desires to advertise for competitive bids, in accordance with LRS 38:2212, et seq., for the award of a contract in the name of the West Calcasieu Port, and furnish engineering services during the progress of the work.

“NOW, THEREFORE, BE IT RESOLVED by the West Calcasieu Port, in Regular session assembled on this 3<sup>rd</sup> day of September, 2019, that the Department of Transportation and Development be and hereby is requested to authorize the West Calcasieu Port to advertise for competitive bids in accordance with LRS 38:2212, et seq., for the award of a contract in the name of West Calcasieu Port, covering the aforesaid improvements.

“BE IT RESOLVED that the Department of Transportation and Development be and hereby is assured that all necessary servitudes, rights-of-way, rights of ingress and egress and the means thereof have been obtained by West Calcasieu Port, and the titles thereto are valid and indefeasible and West Calcasieu Port expressly agrees to defend any action for the failure of any servitude, right-of-way, right of ingress or egress, and West Calcasieu Port does hereby assume complete responsibility for providing engineering services during construction and the maintenance and upkeep of the project after construction.

“BE IT RESOLVED that the Department of Transportation and Development be and hereby is assured that all required permits have been obtained by West Calcasieu Port.

“BE IT RESOLVED that the Department of Transportation and Development be and hereby is assured that West Calcasieu Port has available its local matching funds in an amount not less than ten (10%) percent of the total project cost to insure construction of this project.

“BE IT RESOLVED that West Calcasieu Port will and hereby does assume complete responsibility for all utilities, fence, and other facilities relocations and alterations made necessary by this project.

“BE IT RESOLVED THAT West Calcasieu Port does hereby save and hold harmless the Department of Transportation and Development against any loss or damage of any kind incident to or occasioned by Activities undertaken in pursuance of this agreement and expressly agrees to defend any suit brought against the Department of Transportation & Development, and pay any judgment which may result from said suit as it relates to this project.”

President Dick Kennison entertained a motion to adopt a resolution for LDOTD to authorize West Calcasieu Port to advertise for bids on new entrance road, State Project No. H.012471(322). Wilmer Dugas made a motion to adopt a resolution for LDOTD to authorize West Calcasieu Port to advertise for bids on new entrance road State Project No. H.012471(322), 2<sup>nd</sup> by Scott Foreman. No opposition. Motion carried.

## **VIII. Committee Reports**

Port Director Lynn Hohensee announced that Orion Marine Group, which has been a tenant for 10 years, has decided to shut down their operations at the port. Orion Marine Group is obligated for one more year on their lease. Lynn stated that if they recruit another tenant to come and start a new lease to cut Orion’s lease short, they will do that. Lynn said he, along with the Tenant Committee, is working on ideas to get a new tenant on the property, and he will keep the Board informed. Tim Dougherty asked if Orion left the property just like it was before they became a tenant. Lynn said they had done some improvements to a building that was already on the property. The other trailer Orion had at the port was a rental, and Lynn said he is not sure what they will be doing with that. Lynn stated that they do have a lot of equipment still at the port, and he is not sure how it will be moved. Darla Perry suggested having an Environmental Phase I done to assess liability. Lynn said he thought that was a good idea. Darla volunteered to contact Blane Johnson.

## IX. Port Director Report

Port Director Lynn announced that as of yesterday, the port has a new tenant. CGBM, a division of AccuTRANS, will be taking over the building where the Board holds their meetings; but Lynn assured the Board that they will still have access to the building to hold their monthly meetings.

Lynn announced that all of the reports for the certification of the port property has been done, and the Port is waiting on when it will be completed. Lynn asked the Board to mark their calendars for September 19<sup>th</sup> at 2 p.m. at the new Intracoastal Park Pavilion by the EDA, under the Secretary of Commerce, to announce the appointment of the \$4.2 million grant to West Cal Port. Lynn said they plan on taking Dr. Fleming to Sharon Faulk's property to have a better view of the port property where the grant money will be used. Lynn explained that Dr. Fleming used to be a United States Congressman from the state of Louisiana, so he has a lot of passion to help our state.

Lynn reported that he, along with Chuck Stutes, met with Calcasieu Parish Police Jury regarding industrial rezoning of the piece of land on the northeast corner of the property. Lynn said they gave he and Chuck guidance on what documents they need to prepare and what paperwork needs to be filled out by the port engineer to accomplish connecting the new port road to the parish road. There was a brief discussion about the zoning of the port property.

Lynn announced that a lot of hay baling has been done on the port property to help feed some of the port neighbors' cattle. Lynn also stated that Entergy has trimmed a lot of vegetation back to put up the new poles around the port property. Lynn reported that Phase 3 has already been put in place and is being used by VLS, which took over Tubal-Cain.

Dave Aguiard explained to the Board that the place where the Board is currently meeting does not adhere to the ADA and is not handicapped accessible. Dave suggested looking into another building or getting the current building up to ADA standards. There was a brief discussion regarding possible places where the board could meet for their monthly meetings. Darla suggested making the current building handicap accessible. President Kennison suggested getting Darla to check with Southland Field to see if the Port can hold their next meeting at the airport.

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

### Marketing/Business Development/Retention –

- An Orion Marine Construction representative has notified the port that company intends to leave the West Cal Port. Efforts are underway to work with the tenant in creating a mutually agreeable resolution to the new one-year lease extension.
- The port director is actively recruiting a replacement for Orion Marine re: leasing the property the Houston-based company has leased for 10 years.
- Average daily barge count for the month of August continues to remain in the high range we've enjoyed for the past 12 months 118-120, sometimes exceeding 125.
- CGBM, a division of AccuTRANS officially became a new tenant as of Sept. 1. The Channelview, Texas-based company will provide marine fueling operations once it has its infrastructure in place.
- 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 location. 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. Three of the certification process's reports have been completed. To date three of the four Cost to the port is 25 percent of the cost (between \$10k-plus). Site certification will enhance the marketing of the port property to prospective tenants.

#### **Port Operations –**

- The port director has been in contact with the director of the EDA Austin office, and the official date for announcing the \$4.2 million EDA federal grant for port infrastructure improvements will be Sept. 19 at the Intracoastal Park Pavilion (across the GIWW from the port).
- Progress is moving forward for the construction of the port's new entrance roadway.

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

- In August, the WCP director (and/or board members) represented the port at:
  - a. PAL executive committee meeting and monthly board meeting
  - b. GICA annual conference
  - c. Propeller Club meeting
  - d. Introduced State Senate Dist. #30 candidate to Devall HQ staff (District #30 includes the West Calcasieu Port)
  - e. PetroChem regular meetings
  - f. LegisGator luncheon (Meyer & Associates table)

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

- Port director participated in/interviewed for KPLC-TV report on Propeller Club scholarship program.
- Ongoing media relations continue through the Lake Charles Ad/Press Club and other networking opportunities.

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

**LEGAL:** Glen James announced the lease has been signed with CGBM, and they are now officially a tenant.

**FINANCIAL:** Darla Perry stated that CGBM has been invoiced for their first month's rent. She hasn't received it yet, but she will be following up on it to get the security deposit. Darla gave the report for July, which is the first month of the new fiscal year. Darla reported it was a good month. Barge days were up 535 more days than last year. The Port took in \$111,103.97 for the month of July. An unusual item under "Miscellaneous Income" of \$15,656.88 is a portion of the insurance proceeds that the Port received for the wind damage done to the S.T.A.R. building. Darla stated that holes have been dug for the awning, and the canopy will be delivered October 3. Darla explained the \$10,555 under "Professional Fees" is for the Port's 25% of the grant they will be receiving. Net cash for July is \$87,113.83.

Darla reminded the Board of the EDA \$5.3 million project of the bulkheading and the laydown yard. Darla said they will need to go into a yellow book audit since they will be receiving more than \$1 million of Federal funding, and she would like to go to a training seminar for compliance on Federal grants in October. Darla stated the seminar is in Dallas, and she estimates the cost to be between \$1700 and \$2000 between the

conference and the hotel. Lynn asked Darla if the seminar would also be beneficial for the Airport where they would possibly be willing to split the cost of the seminar with the Port. Darla said they do not have any EDA grant currently, but she can ask. Darla stated that if it is approved by EDA, she would like to register by September 24 to get the discounts. There was a brief discussion regarding the seminar.

President Kennison entertained a motion to accept the Director's Report and the Financial Report as presented. Wilmer Dugas made a motion to accept the Director's Report and the Financial Report as presented, 2nd by Scott Foreman. No opposition. Motion carried.

**ENGINEER**: There was no Engineer Report given at this time.

#### **XI. Public Comments**

Police Juror Francis Andrepont explained to the Board that it took 6 years to complete the renovations to the Intracoastal Park Pavilion, and the perseverance was well worth it.

#### **XII. Adjournment**

President Kennison adjourned the meeting at approximately 3:35 p.m.

  
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President

  
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Secretary