

**GREATER BATON ROUGE PORT COMMISSION**  
**Commission Meeting**  
**5:00 p.m. Thursday, January 25, 2024**

The Greater Baton Rouge Port Commission met in regular session at 5:00 p.m. on Thursday, January 25, 2024 at the Maritime Security Operations Center meeting room in West Baton Rouge Parish, Louisiana.

Following the Call to Order and the Pledge of Allegiance, the roll was called.

PRESENT

Ms. Rebecca A. Cunard  
Mr. Hall L. Davis, IV  
Mr. Michael D. DeLaune  
Mr. Ted H. Glaser  
Ms. Brenda R. Hurst  
Mr. Bob Kelly  
Mr. Troy S. LeBoeuf  
Ms. Angela R. Machen  
Mr. Travis M. Medine  
Mr. Jessel M. Ourso, III  
Mr. Lawrence G. Pierson  
Ms. Lynn Robertson  
Mr. Donald M. Schexnayder  
Mr. Cedric A. Upshaw  
Mr. James E. Walters, Jr.  
Mr. Bobby Watts

ABSENT

Mr. Shelton C. Dixon

Agenda Item 4 - Public Comments: Comments from the public regarding any/all of the agenda items listed below will be accepted at this point in the meeting. The meeting chairperson may also allow further comments from the public as and when each agenda item is considered during the meeting process.

There were no public comments.

Agenda Item 5 - Approval of minutes of a Commission meeting held on Thursday, December 14, 2023.

On a motion by Mr. Travis Medine, seconded by Mr. Donald Schexnayder, the minutes were unanimously approved.

Agenda Item 6 - Monthly Engineering Report

Mr. Cortney White presented the monthly engineering report, as outlined in documentation presented to all Board members. No action was required.

A. Discussion and appropriate action regarding the replacement of the water well pump motor and shaft.

Following a discussion, on a motion by Ms. Lynn Robertson, seconded by Mr. Michael DeLaune, the Commission unanimously approved to purchase a new pump motor and shaft for approximately \$30K, continue to research having the old one rebuilt, and return to the Board at a later date regarding rebuilding the old one.

B. Discussion and appropriate action regarding a balancing Change Order and final acceptance of State Project No. H.011086 Dock Fender Improvements.

On a motion by Mr. Troy LeBoeuf, seconded by Mr. Jessel Ourso, the Commission unanimously approved a Change Order in the amount of \$1,949,600.76 and a Project Acceptance Resolution for State Project No. H.011086, Fender System and Mooring Improvements, as outlined in documentation presented to all Board members.

C. Discussion and appropriate action regarding the Grain Elevator Improvements Bulk Scale/Annex/Towers/Conveyance Project No. 2020-12-1.

Mr. White addressed the Commission with a summary of the project as presented in his memorandum to Mr. Hardman, a copy of which was provided to the Commission. Subsequent to discussions on the history of the project and the funding shortfall to complete the final two phases, Mr. White and port staff recommended to proceed to develop appropriate agreements to utilize approximately \$300-\$350K for engineering and approximately \$4 to \$5 million for construction of the remaining Capital Outlay funding to complete the Towers and Conveyance portion of the project. Once completed, this phase will enable full utilization of the E-crane and Barges portion of the project already completed. The Bulk Scale, Annex, Truck Dumps phase will be postponed until additional funding is secured.

Mr. Steve Glusman, Port's legal counsel, addressed the Commission by stating that the Port would like to get the cost of the construction identified to the satisfaction of the contractor, amend the paperwork under the CMAR contract, and get a commitment from LDC that it is going to be built. The Port will first have documentation that ensures that it will be built within the funds available and that it will be built. There will not be any money spent on engineering on something that is not going to be built.

Following a discussion, on a motion by Mr. Ted Glaser, seconded by Mr. Bob Kelly, the Commission unanimously approved the concept for the Grain Elevator Improvements Bulk Scale/Annex/Towers/Conveyance Project No. 2020-12-1 contingent on the Commission approving the documentation and approval of the Division of Administration, as presented and outlined in documentation presented to all Commission members.

Agenda Item 7 - Discussion and appropriate action regarding lease of property at the Inland Rivers Marine Terminal to Performance Contractors, Inc. for a laydown yard and parking.

Mr. Jay Hardman addressed the Board by stating that port staff is continuing to work with Performance Contractors, Inc. and that the item will be on the February agenda for discussion and appropriate action. No action was required at this time.

Agenda Item 8 - Discussion and appropriate action regarding entering into Cooperative Endeavor Agreements with Chambers of Commerce within the port jurisdictional area and other maritime and trade associations for 2024.

Following a discussion, on a motion by Ms. Brenda Hurst, seconded by Mr. Troy LeBoeuf, the Commission unanimously approved entering into Cooperative Endeavor Agreements for 2024 membership dues with chambers of commerce within the Port's jurisdiction totaling \$2,440.00, and business, maritime and other trade associations in which the Port participates and receives value and benefit through business promotion and community development totaling \$37,550.00, as outlined in documentation presented to all Board members.

Agenda Item 9 - Ratification of dredging payment and update on dredging funds report.

Following a discussion, on a motion by Ms. Rebecca Cunard, seconded by Ms. Angela R. Machen, the Commission unanimously approved ratification of dredging payment to Pine Bluff Sand & Gravel Company totaling \$288,505.35 and \$74,767.92, as outlined in documentation presented to all Board members.

Agenda Item 10 - Sponsorship of the Annual Customer Appreciation event.

Following a discussion, on a motion by Mr. Travis Medine, seconded by Mr. Michael DeLaune, the Commission unanimously approved sponsorship of the Annual Customer Appreciation event for the total amount of \$25,000.00.

Agenda Item 11 - Financial Report

Ms. Katie LeBlanc presented the monthly financial report. No action was required.

Agenda Item 12 - Presentation and approval of 2024 Fiscal Year Budget.

Ms. Katie LeBlanc presented the 2024 Fiscal Year Budget, as outlined in documentation presented to all Board members.

On a motion by Ms. Rebecca Cunard, seconded by Mr. Troy LeBoeuf, the Commission unanimously approved the 2024 Fiscal Year Budget, as outlined in documentation presented to all Board members.

Agenda Item 13 - Other matters

No other matters were brought before the Commission meeting.

Agenda Item 14 - Adjournment

On a motion by Mr. Hall Davis with a unanimous second, the meeting adjourned.

Secretary: Lawrence G. Pierson

President: Bobby Watts

Date approved: February 22, 2024