

**CALHOUN PORT AUTHORITY  
REGULAR MEETING  
April 8, 2020**

A regular meeting of the Calhoun Port Authority was held on Wednesday, April 8, 2020 at 9:00 a.m. by Telephone and/or Video Conferencing via Webex ONLY. This meeting was held by telephone and/or video conferencing via Webex due to the state of emergency declared by state and local officials, and because of mandatory or recommended restrictions on public gatherings, the convening at one location of a quorum of the Calhoun Port Authority Board is difficult or impossible. In accordance with the Governor's Executive Orders, this meeting was held via WebEx teleconference to adhere to social distancing practices.

Board Members attending via video or telephone were:

Commissioner # 1 – Tony Holladay  
Commissioner # 2 – Jay Cuellar  
Commissioner # 3 – J.C. Melcher, Jr.  
Commissioner # 4 – Luis De La Garza  
Commissioner # 5 – Johnny Perez  
Commissioner # 6 – H. C. Wehmeyer, Jr.

Staff Members attending via video or telephone were:

Charles R. Hausmann – Port Director  
Forrest Hawes – Deputy Port Director  
Sandy Witte – Roberts, Odefey, Witte & Wall  
Miranda Malek – Administrative Assistant

**Agenda Item No. 1: Call to Order:**

Board Chair J. C Melcher, Jr. called the Regular Meeting to order at approximately 9:00 a.m. He announced that the agenda of the meeting was posted in accordance with the provisions of the Texas Open Meetings Act.

**Agenda Item No. 2: Public Comment.**

No action was taken on this agenda item.

**Agenda Item No. 3: Approve the minutes of the Wednesday, March 11, 2020 Regular Meeting.**

The Board Members reviewed the minutes from the Wednesday, March 8, 2020 Regular Meeting. Pursuant to further review and discussion, a motion was made by Board Secretary Tony Holladay to approve the minutes of the Wednesday, March 8, 2020 Regular Meeting as presented. The motion was seconded by Board Member H. C. Wehmeyer, Jr. and the motion carried unanimously.

**Agenda Item No. 4: Review of Financial Reports: All Funds.**

Deputy Director Forrest Hawes presented the following financial information to the Board Members for Review:

Fund Balance Report as of March 31, 2020:

- 1.) Accounts Receivable Report as of March 31, 2020

2.) Mr. Hawes reported to the Board Members that the accounts receivable report specified that the accounts receivable were 93% current as of March 31, 2020.

**Agenda Item No. 5: Approval of Disbursements and Transfers: All Funds**

The Board Members reviewed the April 8, 2020 Port Operations Account disbursements. Pursuant to review, a motion was made by Board Secretary Tony Holladay to approve disbursements and the corresponding transfers for April 8, 2020. The motion was seconded by Board Member Johnny Perez and the motion carried that the disbursements and the corresponding transfers be approved.

<u>TRANSFER NO</u>	<u>FUND ACCOUNT</u>	<u>AMOUNT</u>	
<b><u>GROSS REVENUE FUND</u></b>			
2019-070	To Port Operations Fund	\$ 68,866.01	
2019-072	To Port Operations Fund	68,317.95	
2019-073	To Port Operations Fund	61,396.76	
2019-074	To Port Operations Fund	198,250.41	
	Total	\$ 394,831.13	
<b><u>MAINTENANCE AND OPERATIONS FUND</u></b>			
2019-074	To Port Operations Fund	0.00	
	Total	\$ 0.00	
<b><u>BUSINESS DEVELOPMENT FUND</u></b>			
2019-074	To Port Operations Fund	\$ 44.94	
	Total	\$ 44.94	
<b><u>DEPRECIATION &amp; MAJOR REPAIR FUND</u></b>			
2019-074	To Port Operations Fund	\$ 0.00	
	Total	\$ 0.00	
<b><u>AN/NH3 OPERATING FUND</u></b>			
2019-074	To Port Operations Fund	\$ 54,772.22	
	Total	\$ 54,772.22	
<b>TOTAL TRANSFERS TO PORT OPERATIONS ACCOUNT</b>		<b>\$ 449,648.29</b>	
<b><u>INTERFUND TRANSFERS</u></b>			
<u>DATE</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
4/8/20	AN/NH3 Operating	AN/NH3 Dep. M/R	\$7,500.00
	Total		<u>\$7,500.00</u>

**Agenda Item No. 6: Port Director's Report.**

Charles R. Hausmann, Port Director, reported the following:

A. Harbor Traffic Statistics for the month of March:

That a total of 108 vessels had arrived at the public port facilities during the month of March; 31 deep draft arrivals and 77 inland barges and a total of 230 invoices were issued. Further, that 13 deep draft vessels were already on schedule for April arrival.

Total revenue tons for the month of March were 518,110.1 short tons. The total tonnage for the first three quarters of fiscal year 2020 are 4,321,833.0 short tons.

B. NGL loaded out 14 crude oil barges totaling 47,057.5 short tons.

C. Seadrift Coke lightered 3 barges of needle coke totaling 4,957.6 short tons to 1 ship for export.

D. Harvest loaded out 8 crude oil barges totaling 25,629.2 short tons.

**Agenda Item No. 7: Review and Consideration of a Memorandum of Understanding Between the Calhoun Port Authority and Ineos Nitriles USA LLC for Potential Sale of the AN/NH3 Facility.**

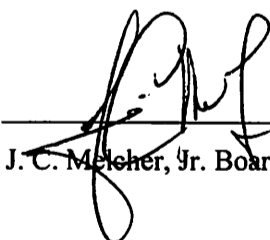
No action was taken on this agenda item.

**Agenda Item No. 8: Review and Consideration of a Request by Point Comfort Towing Services for an Increase in the Tariff for Tug Services at the Calhoun Port Authority.**


The Board Members reviewed a copy of an email and the schedule of rates from Mr. John Buchanan, with Point Comfort Towing. The docking/sailing of a vessel would increase from \$3,750.00 to \$3,950.00 and they were requesting for a graduated tonnage fee based on each 1,000 GRT for the vessel as listed in Lloyd's Shipping index. Pursuant to further review and discussion, a motion was made by Board Secretary Tony Holladay to approve the increase in Tariff for Tug Services at the Calhoun Port Authority by Point Comfort Towing. The motion was seconded by Board Member Johnny Perez and the motion carried unanimously.

**Agenda Item No. 9: Adjourn.**

There being no further business to be brought before the Board, a motion was duly made that the meeting be declared adjourned at approximately 9:40 a.m. on Wednesday, April 8, 2020.

  
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J. C. Melcher, Jr. Board Chair

ATTEST:

  
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Tony Holladay, Board Secretary