

Minutes of the Regular Meeting of the Board of Commissioners of the Lake Charles Harbor and Terminal District held at 5:00 P.M., Monday, April 23, 2012, in the Board Room of the Port of Lake Charles located at 150 Marine Street, Lake Charles, Louisiana.

In attendance and constituting a quorum, were:

Walter M. Sanchez, President  
Harry C. Hank, Vice President  
John L. LeBlanc, Secretary/Treasurer  
Elcie J. Guillory, Assistant Secretary/Treasurer  
Dudley R. Dixon, Commissioner  
Barbara M. McManus, Commissioner

Absent:

Daryl V. Burckel, Commissioner

Also Present:

Bill Rase, Executive Director  
Michael K. Dees, General Counsel  
Richert Self, Director of Administration and Finance  
Channing Hayden, Director of Navigation/Security  
Donald Brinkman, Director of Engineering, Maintenance and Development  
Todd Henderson, Director of Operations  
Dan Loughney, Director of Marketing  
Tiffany Fournet, Administrative Assistant

Mr. Sanchez called the meeting to order at 4:59 P.M. and asked Mr. LeBlanc to give the invocation. Mr. Dixon led the Board and audience in the Pledge of Allegiance.

Mr. Sanchez made a statement reminding the Public of the Port's procedure for the Public to address an agenda item to the Board.

- 1. Approval of the March 26, 2012 Regular Meeting Minutes.  
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Mr. LeBlanc offered a motion to approve the March 26, 2012 Regular Meeting Minutes. Ms. McManus seconded the motion and it carried unanimously.

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- 2. Submission 2012 – 016 accepting the lowest responsive bid of Alfred Palma, LLC for the Front Gate Relocation at City Docks.
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Ms. McManus offered a motion to adopt Resolution 2012 – 016 authorizing the Port to accept the lowest responsive bid of Alfred Palma, LLC for the Front Gate Relocation at City Docks. Mr. Guillory seconded the motion and it carried unanimously.

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- 3. Submission 2012 – 018 authorizing the Executive Director to negotiate and enter into a multi-year temporary office lease agreement with Bayou Pines East.
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Mr. Hank offered a motion to adopt Resolution 2012 – 018 authorizing the Executive Director to negotiate and enter into a multi-year temporary office lease agreement with Bayou Pines East. Mr. LeBlanc seconded the motion and it carried unanimously.

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- 4. Submission 2012 – 019 accepting the lowest responsive bid of H&E Equipment Services for a new front-end loader.
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Mr. Guillory offered a motion to adopt Resolution 2012 – 019 authorizing the Port to accept the lowest responsive bid lowest responsive bid of H&E Equipment Services for a new front-end loader. Ms. McManus seconded the motion and it carried unanimously.

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- 5. Submission 2012 – 020 accepting the lowest responsive bid of The Reynolds Company for the Variable Frequency Motor Controllers.
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Ms. McManus offered a motion to adopt Resolution 2012 – 020 authorizing the Port to accept the lowest responsive bid lowest responsive bid of The Reynolds Company for the Variable Frequency Motor Controllers. Mr. LeBlanc seconded the motion and it carried unanimously.

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- 6. Discussion of SB 698.
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SB 698 was discussed.

No action was taken at the meeting.

- 7. Administrative, Audit and Personnel Committee.  
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The Committee met on April 20, 2011 to discuss the District's Forecast I. Mr. Self presented the Committee with the District's Forecast I.

No action was taken at the meeting.

- 8. Executive Director Quarterly Expenses Briefing Note.  
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The Briefing Note on the Executive Director Quarterly Expenses was rendered to the Board and is on file in the Executive Offices.

- 9. Forecast I Briefing Note.  
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The Briefing Note on the Forecast 1 was rendered to the Board and is on file in the Executive Offices.

- 10. Monthly Staff report from Director of Administration and Finance.  
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The Director of Administration and Finance's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

- 11. Monthly Staff report from Director of Navigation and Security.  
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The Director of Navigation and Security's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

- 12. Monthly Staff report from Director of Operations.  
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The Director of Operations' Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

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- 13. Monthly Staff report from Director of Marketing and Trade Development.
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The Director of Marketing and Trade Development's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

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- 14. Monthly Staff report from Director of Engineering, Maintenance, and Development.
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The Director of Engineering, Maintenance, and Development's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

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- 15. Monthly Staff report from the State Port Lobbyist.
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The State Port Lobbyist's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

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- 16. Monthly Staff report from the National Port Lobbyist.
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The National Port Lobbyist's Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

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- 17. Executive Session.
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No Executive Session

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- 18. Other Matters which may properly come before the Board.
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Mr. Sanchez stated there was another matter to be added to the agenda. The item to be added is as follows:

Submission 2012 – 021 authorizing the Executive Director to take any and all steps deemed necessary and appropriate, including execution of all appropriate documents to facilitate and assist in the defeasance or pay off of the Lake Charles Harbor and Terminal District, Refunding Bonds (Conoco Project) Series 1999A and 1999B and Lake

Charles Harbor and Terminal District Variable Rate Dock and Wharf Revenue Bonds (Conoco Inc. Project) Series 2000.

Mr. Hank offered a motion to add an item to the Agenda. Ms. McManus seconded the motion and it carried unanimously.

Mr. Hank offered a motion to adopt Resolution 2012 – 021 authorizing the Executive Director to take any and all steps deemed necessary and appropriate, including execution of all appropriate documents to facilitate and assist in the defeasance or pay off of the Lake Charles Harbor and Terminal District, Refunding Bonds (Conoco Project) Series 1999A and 1999B and Lake Charles Harbor and Terminal District Variable Rate Dock and Wharf Revenue Bonds (Conoco Inc. Project) Series 2000. Mr. LeBlanc seconded the motion and it carried unanimously.

There being no further business to come before the Board, Mr. Sanchez asked for a motion to adjourn. Mr. Guillory offered a motion to adjourn. Mr. Hank seconded the motion and it carried unanimously. The meeting adjourned at 5:38 p.m.

All discussions held on the above items were recorded on Compact Disc Number 1, and filed in the Executive Offices of the District.

Please note that when the votes are shown as unanimous, it is the policy of the Board that the President does not vote except in the event of a tie vote by the rest of the Board and/or unless otherwise indicated.

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WALTER M. SANCHEZ, President

ATTEST:

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JOHN L. LEBLANC, Secretary/ Treasurer