

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, September 28, 2015 in the Board Room of the Port of Lake Charles located at 751 Bayou Pines, Suite A, Lake Charles, Louisiana.

In attendance and constituting a quorum, were:

- Barbara M. McManus, President
- Daryl V. Burckel, Vice President
- Elcie J. Guillory, Commissioner
- John LeBlanc, Commissioner
- Walter M. Sanchez, Commissioner

Absent:

- Dudley R. Dixon, Secretary/Treasurer
- Michael G. Eason, Assistant Secretary/Treasurer

Also Present:

- Bill Rase, Executive Director
- Mike Dees, General Counsel
- Richert Self, Director of Administration and Finance
- Channing Hayden, Director of Navigation
- Dan Loughney, Director of Marketing and Trade Development
- Todd Henderson, Director of Operations
- Donald Brinkman, Director of Engineering, Maintenance and Development
- Michelle Bolen, Executive Administrative Assistant

Ms. McManus called the meeting to order at 5:00 P.M. and asked Mr. Sanchez to give the invocation. Dr. Burckel led the Board and audience in the Pledge of Allegiance.

Ms. McManus 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 August 24, 2015 Regular Meeting Minutes.
- 

Dr. Burckel offered a motion to approve the August 24, 2015 Regular Meeting Minutes. Mr. Sanchez seconded the motion and it carried unanimously.

- 
2. Submission 2015 – 041 authorizing Commissioners Daryl Burckel and John LeBlanc to attend the 2015 AAPA Annual Conference in Miami, FL.
- 

Mr. Sanchez offered a motion to adopt Resolution 2015 – 041 authorizing Commissioners Daryl Burckel and John LeBlanc to attend the 2015 AAPA Annual Conference in Miami, FL. Mr. Guillory seconded the motion and it carried unanimously.

- 
3. Submission 2015 – 042 approving William J. Rase, III, Executive Director, or his designee as the District’s Official Representative at the 2015 American Association of Port Authorities Annual Convention.
- 

Mr. Guillory offered a motion to adopt Resolution 2015 – 042 to approving William J. Rase, III, Executive Director, or his designee as the District’s Official Representative at the 2015 American Association of Port Authorities Annual Convention. Mr. LeBlanc seconded the motion and it carried unanimously.

- 
4. Submission 2015 – 043 amending the District’s Delegation of Authority.
- 

Mr. LeBlanc offered a motion to adopt Resolution 2015 – 043 to amend the District’s Delegation of Authority. Dr. Burckel seconded the motion and it carried unanimously.

- 
5. Submission 2015 – 044 authorizing, ratifying, and confirming the actions of William J. Rase, III, Executive Director, in executing a Memorandum of Agreement between the Department of the Army and the District for the Expedited Evaluation of Permit Applications.
- 

Dr. Burckel offered a motion to adopt Resolution 2015 – 044 to authorize, ratify, and confirm the actions of William J. Rase, III, Executive Director, in executing a Memorandum of Agreement between the Department of the Army and the District for the Expedited Evaluation of Permit Applications. Mr. Guillory seconded the motion and it carried unanimously.

- 
6. Submission 2015 – 045 authorizing a Cooperative Endeavor Agreement with Big Lake Fuels, LLC, a wholly owned subsidiary of G2X Energy, Inc.
- 

Mr. Guillory offered a motion to adopt Resolution 2015 – 045 to authorize a Cooperative Endeavor Agreement with Big Lake Fuels, LLC, a wholly owned subsidiary of G2X Energy, Inc. Dr. Burckel seconded the motion and it carried unanimously.

- 
7. Submission 2015 – 046 repealing Resolution No. 2015 – 035 and authorizing a Ground Lease Agreement and other related agreements with Big Lake Fuels, LLC, a wholly owned subsidiary of G2X Energy, Inc.
- 

Mr. Sanchez offered a motion to adopt Resolution 2015 – 046 to repeal Resolution No. 2015 – 035 and authorize a Ground Lease Agreement and other related agreements with Big Lake Fuels, LLC, a wholly owned subsidiary of G2X Energy, Inc. Dr. Burckel seconded the motion and it carried unanimously.

- 
8. Submission 2015 – 047 authorizing a Cooperative Endeavor Agreement with Leevac Shipyards for reimbursement of the United States Army Corps of Engineers (USACE) 214 program.
- 

Dr. Burckel offered a motion to adopt Resolution 2015 – 047 to authorize a Cooperative Endeavor Agreement with Leevac Shipyards for reimbursement of the United States Army Corps of Engineers (USACE) 214 program. Mr. LeBlanc seconded the motion and it carried unanimously.

- 
9. Submission 2015 – 048 authorizing, ratifying, and confirming the actions of William J. Rase, III, Executive Director, in executing a Cooperative Endeavor Agreement with Leevac Shipyards Lake Charles, LLC.
- 

Mr. LeBlanc offered a motion to adopt Resolution 2015 – 048 to authorize, ratify, and confirm the actions of William J. Rase, III, Executive Director, in executing a Cooperative Endeavor Agreement with Leevac Shipyards Lake Charles, LLC. Mr. Guillory seconded the motion and it carried unanimously.

- 
10. Submission 2015 – 049 authorizing the Port to enter into a professional services agreement with Moffatt & Nichol, Inc.
- 

Mr. LeBlanc offered a motion to adopt Resolution 2015 – 049 to authorize the Port to enter into a professional service agreement with Moffatt & Nichol, Inc. Dr. Burckel seconded the motion and it carried unanimously.

- 
11. Submission 2015 – 050 accepting the lowest responsive bid of B&J, Inc. in the amount of \$121,700 for the Industrial Canal Dockside Monopile Improvements (Leevac).
- 

Dr. Burckel offered a motion to adopt Resolution 2015 – 050 to accept the lowest responsive bid of B&J, Inc. in the amount of \$121,700 for the Industrial Canal Dockside Monopile Improvements (Leevac). Mr. LeBlanc seconded the motion and it carried unanimously.

- 
12. Submission 2015 – 051 accepting the lowest responsive bid of Alfred Palma, LLC in the amount of \$428,887 for the New Wall at BT-1 Stacker.
- 

Mr. LeBlanc offered a motion to adopt Resolution 2015 – 051 to accept the lowest responsive bid of Alfred Palma, LLC in the amount of \$428,887 for the New Wall at BT-1 Stacker. Dr. Burckel seconded the motion and it carried unanimously.

- 
13. Submission 2015 – 052 accepting the lowest responsive bid of Simco Enterprises, LTG in the amount of \$574,256 for the Water Line Extension to PLC-BT-1.
- 

Mr. Guillory offered a motion to adopt Resolution 2015 – 052 to accept the lowest responsive bid of Simco Enterprises, LTG in the amount of \$574,256 for the Water Line Extension to PLC-BT-1. Mr. LeBlanc seconded the motion and it carried unanimously.

- 
- 14. Submission 2015 – 053 approving an intergovernmental agreement with Calcasieu Parish Water Works District Number 9.
- 

Mr. LeBlanc offered a motion to adopt Resolution 2015 – 053 to approve an intergovernmental agreement with Calcasieu Parish Water Works District Number 9. Mr. Guillory seconded the motion and it carried unanimously.

- 
- 15. Submission 2015 – 054 approving an intergovernmental agreement with U.S. Department of Transportation Maritime Administration.
- 

Dr. Burckel offered a motion to adopt Resolution 2015 – 054 to approve an intergovernmental agreement with U.S. Department of Transportation Maritime Administration. Mr. Guillory seconded the motion and it carried unanimously.

- 
- 16. 401(a) Plan Briefing Note
- 

The Briefing Note concerning a 401(a) Plan was rendered to the Board and is on file in the Executive Offices.

- 
- 17. August 2015 Financials Briefing Note
- 

The Briefing Note concerning the August 2015 Financials was rendered to the Board and is on file in the Executive Offices.

- 
- 18. Monthly Staff report from Director of Administration and Finance.
- 

The Director of Administration and Finance’s Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

- 
- 19. Monthly Staff report from Director of Navigation.
- 

The Director of Navigation and Security’s Monthly Staff Report was rendered to the Board and is on file in the Executive Offices.

-----  
20. Monthly Staff report from Director of Security.  
-----

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

-----  
21. Monthly Staff report from Director of Operations.  
-----

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

-----  
22. Monthly Staff report from Director of Marketing and Trade Development.  
-----

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

-----  
23. Monthly Staff report from Director of Engineering, Maintenance,  
and Development.  
-----

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

-----  
24. Monthly Staff report from the State Port Lobbyist.  
-----

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

-----  
25. Monthly Staff report from the National Port Lobbyist.  
-----

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

-----

26. Executive Session

-----

- Suit against the Port of Lake Charles – Suit No. 2013-001091- 14<sup>th</sup> JDC, State of LA.
- Suit against the Port of Lake Charles – Suit No. 2014-004268-14<sup>th</sup> JDC, State of LA.

Ms. McManus asked for a motion to enter into Executive Session. Mr. Sanchez offered a motion to enter into Executive Session. Dr. Burckel seconded the motion and it carried unanimously. The Board entered into Executive Session at 5:39 p.m.

The Board returned from Executive Session at 6:39 p.m. Dr. Burckel offered a motion to return to Regular Session. Mr. Guillory seconded the motion and it carried unanimously. No action was taken in Executive Session.

-----

27. Other Matters which may properly come before the Board.

-----

There being no further business to come before the Board, Mr. LeBlanc offered a motion to adjourn. Dr. Burckel seconded the motion and it carried unanimously. The meeting adjourned at 6:39 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.

\_\_\_\_\_  
BARBARA M.MCMANUS, President

ATTEST:

\_\_\_\_\_  
DUDLEY R. DIXON, Secretary/ Treasurer