

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, February 29, 2016 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  
Dudley R. Dixon, Secretary/Treasurer  
Michael G. Eason, Assistant Secretary/Treasurer  
Elcie J. Guillory, Commissioner  
Walter M. Sanchez, Commissioner (arrived at 5:06 p.m.)

Absent:

John LeBlanc, Commissioner

Also Present:

Bill Rase, Executive Director  
Mike Dees, General Counsel  
Jon Ringo, Assistant 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 Security, Engineering, Maintenance and Development  
Michelle Bolen, Executive Administrative Assistant

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

Ms. McManus asked if there was any public comment regarding any items on the agenda. Ms. McManus stated there were no public comments to be heard.

Ms. McManus stated there was an item proposed to add to the agenda. The item concerns authorizing agreements relating to the purchase of property owned by the Technip USA, Inc. in Calcasieu Parish, Louisiana, including authorizing the final purchase of said property; and amending the capital budget accordingly. Ms. McManus asked for a motion to add the item to the agenda. Dr. Burckel offered a motion to add Submission 2016 – 011 authorizing agreements relating to the purchase of property owned by the Technip USA, Inc. in Calcasieu Parish, Louisiana, including authorizing the final purchase of said property; and amending the capital budget accordingly. Mr. Eason seconded the motion and it carried unanimously.

Ms. McManus stated Submission 2016 – 011 will be acted upon after the other Submissions.

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1. Approval of the January 25, 2016 Regular Meeting Minutes and the February 10, 2016 Special Meeting Minutes.
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Mr. Eason offered a motion to approve the January 25, 2016 Regular Meeting Minutes and the February 10, 2016 Special Meeting Minutes. Mr. Dixon seconded the motion and it carried unanimously.

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2. Submission 2016 – 005 accepting the only responsive bid of L.M. Daigle Oil Distributors, LLC to supply motor fuel.
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Dr. Burckel offered a motion to adopt Resolution 2016 – 005 to accept the only responsive bid of L.M. Daigle. Oil Distributors, LLC to supply motor fuel. Mr. Guillory seconded the motion and it carried unanimously.

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3. Submission 2016 – 006 authorizing the Executive Director to execute an application letter to the U.S. Foreign Trade Zones Board to establish a Foreign-Trade Subzone for Westlake Chemical Corporation in Sulphur, Louisiana and to execute any and all other related documents in connection therewith.
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Mr. Dixon offered a motion to adopt Resolution 2016 – 006 to authorize the Executive Director to execute an application letter to the U.S. Foreign Trade Zones Board to establish a Foreign-Trade Subzone for Westlake Chemical Corporation in Sulphur, Louisiana and to execute any and all other related documents in connection therewith. Dr. Burckel seconded the motion and it carried unanimously.

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4. Submission 2016 – 007 accepting the lowest responsive bid for the purchase of the new administration furniture.
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Mr. Guillory offered a motion to adopt Resolution 2016 – 007 to accept the lowest responsive bid lowest responsive bid for the purchase of the new administration furniture. Dr. Burckel seconded the motion and it carried unanimously.

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5. Submission 2016 – 008 authorizing the Executive Director to enter into a Cooperative Endeavor Agreement with Calcasieu Parish Communications district (E-911) for aerial photography.
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Mr. Eason offered a motion to adopt Resolution 2016 – 008 to authorize the Executive Director to enter into a Cooperative Endeavor Agreement with Calcasieu Parish Communications district (E-911) for aerial photography. Mr. Dixon seconded the motion and it carried unanimously.

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6. Submission 2016 – 009 authorizing the Executive Director to enter into a professional services agreement with Levingston Group, LLC.
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Dr. Burckel offered a motion to adopt Resolution 2016 – 009 to authorize the Executive Director to enter into a professional services agreement with Levingston Group, LLC. Mr. Eason seconded the motion and it carried unanimously.

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7. Submission 2016 – 010 supporting legislation that creates the Cameron Parish Port Harbor and Terminal District.
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Mr. Guillory offered a motion to adopt Resolution 2016 – 010 to support legislation that creates the Cameron Parish Port Harbor and Terminal District. Mr. Dixon seconded the motion and it carried unanimously.

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8. Submission 2016 – 011 authorizing agreements relating to the purchase of property owned by the Technip USA, Inc. in Calcasieu Parish, Louisiana, including authorizing the final purchase of said property; and amending the capital budget accordingly.
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Mr. Sanchez offered a motion to adopt Resolution 2016 – 011 to authorize agreements relating to the purchase of property owned by the Technip USA, Inc. in Calcasieu Parish, Louisiana, including authorizing the final purchase of said property; and amending the capital budget accordingly. Mr. Eason seconded the motion and it carried unanimously.

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9. January 2016 Financials Briefing Note  
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The Briefing Note concerning the January 2016 Financials was rendered to the Board and is on file in the Executive Offices.

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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.

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11. Monthly Staff report from Director of Navigation.  
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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.

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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 and Security.  
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The Director of Engineering, Maintenance, and Development and Security'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.

Dr. Burckel stated that regarding the property on 397, the Port received proposals from eight potential developers and staff is working on narrowing those down to three proposals and then will select one company.

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17. Executive Session  
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- 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.
- IFG Port Holding, LLC vs LCHTD – Case: 2:16-cv-00146 U S District Court, Western District of Louisiana, Lake Charles Division.

Ms. McManus asked for a motion to enter into Executive Session. Mr. Sanchez offered a motion to enter into Executive Session. Mr. Eason seconded the motion and it carried unanimously. The Board entered into Executive Session at 5:20 p.m.

The Board returned from Executive Session at 5:58 p.m. Dr. Burckel offered a motion to return to Regular Session. Mr. Eason seconded the motion and it carried unanimously. No action was taken in Executive Session.

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17. Other Matters which may properly come before the Board.  
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There being no further business to come before the Board, Ms. McManus adjourned the meeting at 5:58 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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BARBARA M.MCMANUS, President

ATTEST:

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DUDLEY R. DIXON, Secretary/ Treasurer