**Louisiana International Gulf Transfer Terminal Authority**

**Executive Committee Meeting Minutes-** Adopted 1/27/2017

September 30, 2016 Port of St. Bernard Conference Room 1300 - 1425

Executive Committee Members in Attendance:

A.G. Crowe

Dennis Crawford

John Hyatt

Chris Westbrook

A roll call was conducted and a quorum was established – members present listed above. The Chairman, A.G. Crowe, called the meeting to order at 1300. Commissioner Crawford moved to accept the minutes of the previous meeting as amended and dispense with the reading of the same. Motion carried unanimously.

After discussion relative to the recent LLA audit and findings Chairman Crowe moved to start the process of compiling a written policy/procedure manual as recommended by the LLA. Motion carried unanimously.

Commissioner Hyatt motioned for the board to consider approval of regular benefits afforded under state employee guidelines for the LIGTT administrative assistant. Motion carried unanimously.

Commissioner Westbrook moved to pay the balance of $29,147.50 owed to Roedel Parsons for legal services for the months of June thru August of 2016. Motion Carried unanimously.

Legal counsel Larry Roedel gave a report updating the board on the progress of the developer’s ability to provide tangible evidence of financing to fund the project. Mr. Roedel also informed the board of options available to protect the Authority and Project as per the Development Agreement and Sub Lease.

Commissioner Crawford moved to enter executive session at 1342. Motion carried unanimously.

Commissioner Westbrook moved to exit executive session at 1405. Motion carried unanimously.

Commissioner Crawford moved to authorize legal counsel to provide written notice to the developer as per Article II of the Development Agreement confirming the commencement of a 180 day “correct or cure period” due to the developer’s inability to substantiate proof of financing for the project. Motion carried unanimously.

There being no further business to come before the Board, Chairman Crowe moved that the meeting be adjourned. Motion carried unanimously. The meeting was adjourned at 1425.

Chris Westbrook

Secretary