

# **BOARD MEETING DATES 2013**

## **MEETING DATES**

**All Meetings to be held at 5:00 p.m. in the Port of Lake Charles Board Room.**

- 1. January 28**
- 2. February 25**
- 3. March 25**
- 4. April 22**
- 5. May 28**
- 6. June 24**
- 7. July 22**
- 8. August 26**
- 9. September 23**
- 10. October 28**
- 11. November 25**
- 12. December 16**

**Exhibit "A"**



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Regular Board Meeting**

**DATE ISSUED: January 18, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

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

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Lake Charles Harbor and Terminal District

**DATE:** January 28, 2013

**TIME:** 5:00 P.M.

**PLACE:** Board of Commissioners  
Office Building  
Port of Lake Charles  
**751 Bayou Pines East, Suite A**

**PURPOSE:** Regular Board Meeting

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**PRESS:**

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D. W. Jessen, Jr.  
David Cruthirds  
Bobby Hanks  
Chuck Stutes  
Niels Aalund  
Buck Leonards  
Keith Duplechin  
David Trent  
Vernon Meyer  
Howard Romero  
Randall Theunissen  
Glenn Lewis  
James Pettieway  
Hillery Langley  
Mayor Randy Roach

Jamie Warshaw  
Brett Palmer  
Mary Reid  
David Perry  
Albert Duplantis  
Dan Morrish  
Gene Allspach  
Lash Chretien  
Sean Duffy, Sr.  
Joe Hill  
Harlen Duhon  
Bryan Beam  
Matt Young  
Rick Cormier  
Willie Goins



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

**\*\*REVISION\*\***

### REGULAR MEETING Lake Charles Harbor and Terminal District 5:00 P.M., January 28, 2013

#### **Board Room**

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

#### **INVOCATION**

#### **PLEDGE OF ALLEGIANCE**

#### **PUBLIC COMMENT PROCEDURE**

The Board encourages public comments and questions regarding all agenda items. Persons wishing to do so should complete a speaker's card, which is at the entrance to the Board Room. When speaking or asking a question on an agenda item, one should in addition to completing the card, come to the microphone, be recognized and provide your name, address, and phone number. Comments by individuals will be limited to three (3) minutes.

#### **Agenda Items**

#### **Index**

#### **MINUTES**

- Approval of the December 17, 2012 Regular Meeting Minutes and the January 17, 2013 Special Meeting Minutes. 1.

#### **SUBMISSIONS FOR APPROVAL**

- Submission 2013 – 008 authorizing the Executive Director to amend Resolution 2012 – 003 for engineering services with Meyer & Associates for the new stacker and reclaimers at BT-1. 2.
- Submission 2013 – 009 to authorize an Amended and Restated Surface Lease and Real Estate Lease Option Agreement with Cameron LNG, LLC. 3.

#### **BRIEFING NOTES**

- Executive Director Quarterly Expenses Briefing Note 4.

- Disadvantaged Enterprise Goals for Capital Projects Briefing Note 5.
- New Administration Site Selection Briefing Note 6.
- December 2012 Financials Briefing Note 7.

**DEPARTMENT REPORTS**

- Administration and Finance Monthly Report 8.
- Navigation/Security Monthly Report 9.
- Operations Monthly Report 10.
- Marketing and Trade Development Monthly Report 11.
- Engineering, Maintenance, and Development Monthly Report 12.
- State Lobbyist Monthly Report 13.
- National Lobbyist Monthly Report 14.

**EXECUTIVE SESSION**

- Executive Session 15.
  - Threatened litigation in writing by the *M/V Advantage* relating to possible damages at Berth 6.
  - Threatened litigation related to the Bag House Lease termination.
- Other Matters which may properly come before the Board. 16.



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Special Board Meeting**

**DATE ISSUED: March 4, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

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

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Lake Charles Harbor and Terminal District

**DATE:** March 6, 2013

**TIME:** 6:00 P.M.

**PLACE:** Board of Commissioners  
Office Building  
Port of Lake Charles  
**751 Bayou Pines East, Suite A**

**PURPOSE:** Special Board Meeting

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David Trent  
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James Pettieway  
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Mary Reid  
David Perry  
Albert Duplantis  
Dan Morrish  
Gene Allspach  
Lash Chretien  
Sean Duffy, Sr.  
Joe Hill  
Harlen Duhon  
Bryan Beam  
Matt Young  
Rick Cormier



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

**\*\*REVISION\*\***

**REGULAR MEETING**  
**Lake Charles Harbor and Terminal District**  
**5:00 P.M., February 25, 2013**

### **Board Room**

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

### **INVOCATION**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT PROCEDURE**

The Board encourages public comments and questions regarding all agenda items. Persons wishing to do so should complete a speaker's card, which is at the entrance to the Board Room. When speaking or asking a question on an agenda item, one should in addition to completing the card, come to the microphone, be recognized and provide your name, address, and phone number. Comments by individuals will be limited to three (3) minutes.

### **Agenda Items**

**Index**

### **MINUTES**

- Approval of the January 28, 2013 Regular Meeting Minutes. 1.

### **SUBMISSIONS FOR APPROVAL**

- Submission 2013 – 010 accepting the only responsive bid of L.M. Daigle Oil Distributors, LLC to supply motor fuel. 2.
- Submission 2013 – 011 accepting the only responsive bid of Mack Manufacturing, Inc. for a new grapple bucket. 3.
- Submission 2013 – 012 authorizing the Executive Director to approve a change order related to the Bulk Terminal No. 1 New Stacker and Reclaimers Equipment and Electrical Supply and Installation project under contract with Alfred Palma, LLC. 4.
- Submission 2013 – 013 accepting the lowest responsive bid of Marshland Equipment Rentals in the amount of \$115,000 for the 5.

Clearing and Grubbing of Dredge Material Placement Area Number 6.

- Submission 2013 – 014 approving a SWLA Task Force for Growth and Opportunity Cooperative Endeavor Agreement with the GO Group. 6.
  
- Submission 2013 – 015 authorizing an Intergovernmental Cooperative Agreement with the LADOTD, City of Lake Charles, Calcasieu Parish Police Jury, Southwest Louisiana Convention and Visitors Bureau, McNeese State University, SOWELA and the Calcasieu Parish School Board relative to the sharing of head tax and room tax revenues from the future \$500 million Ameristar Gaming Resort Development(Ameristar) for partial funding of certain I-210/Cove Lane road improvements to make possible the orderly and efficient operation and maintenance of Ameristar and its 700 room hotel and related resort amenities. 7.
  
- Submission 2013 – 016 ratifying and authorizing an Amended and Restated Surface Lease and a Real Estate Lease Option Agreement with Cameron LNG, LLC. 8.

**BRIEFING NOTES**

- January 2013 Financials Briefing Note 9.

**DEPARTMENT REPORTS**

- Administration and Finance Monthly Report 10.
  
- Navigation/Security Monthly Report 11.
  
- Operations Monthly Report 12.
  
- Marketing and Trade Development Monthly Report 13.
  
- Engineering, Maintenance, and Development Monthly Report 14.
  
- State Lobbyist Monthly Report 15.
  
- National Lobbyist Monthly Report 16.

## EXECUTIVE SESSION

- Executive Session 17.
  - Threatened litigation in writing by the *M/V Advantage* relating to possible damages at Berth 6.
  - Threatened litigation related to the Bag House Lease termination.
  
- Other Matters which may properly come before the Board. 18.





# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

**SPECIAL MEETING**  
**Lake Charles Harbor and Terminal District**  
**6:00 P.M., March 6, 2013**

### Board Room

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

### INVOCATION

### PLEDGE OF ALLEGIANCE

### PUBLIC COMMENT PROCEDURE

The Board encourages public comments and questions regarding all agenda items. Persons wishing to do so should complete a speaker's card, which is at the entrance to the Board Room. When speaking or asking a question on an agenda item, one should in addition to completing the card, come to the microphone, be recognized and provide your name, address, and phone number. Comments by individuals will be limited to three (3) minutes.

### Agenda Items

### Index

#### SUBMISSIONS FOR APPROVAL

- Submission 2013 – 017 authorizing the Executive Director to enter into an Option to Lease Agreement with Magnolia, LNG. 1.

#### EXECUTIVE SESSION

- Executive Session 2.
  - Threatened litigation in writing by the *M/V Advantage* relating to possible damages at Berth 6.
  - Threatened litigation related to the Bag House Lease termination.
- Other Matters which may properly come before the Board. 3.



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Regular Board Meeting**

**DATE ISSUED: March 15, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

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

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Lake Charles Harbor and Terminal District

**DATE:** March 25, 2013

**TIME:** 5:00 P.M.

**PLACE:** Board of Commissioners  
Office Building  
Port of Lake Charles  
**751 Bayou Pines East, Suite A**

**PURPOSE:** Regular Board Meeting

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Dan Morrish  
Gene Allspach  
Lash Chretien  
Sean Duffy, Sr.  
Joe Hill  
Harlen Duhon  
Bryan Beam  
Matt Young  
Rick Cormier



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

### REGULAR MEETING Lake Charles Harbor and Terminal District 5:00 P.M., March 25, 2013

#### Board Room

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

#### INVOCATION

#### PLEDGE OF ALLEGIANCE

#### PUBLIC COMMENT PROCEDURE

The Board encourages public comments and questions regarding all agenda items. Persons wishing to do so should complete a speaker's card, which is at the entrance to the Board Room. When speaking or asking a question on an agenda item, one should in addition to completing the card, come to the microphone, be recognized and provide your name, address, and phone number. Comments by individuals will be limited to three (3) minutes.

#### Agenda Items

#### Index

#### MINUTES

- Approval of the February 25, 2013 Regular Meeting Minutes and the March 6, 2013 Special Meeting Minutes. 1.

#### SUBMISSIONS FOR APPROVAL

- Submission 2013 – 018 accepting the lowest responsive bid for the GSA Project and amending the capital budget accordingly. 2.

#### BRIEFING NOTES

- February 2013 Financials Briefing Note 3.

## **DEPARTMENT REPORTS**

- Administration and Finance Monthly Report 4.
- Navigation/Security Monthly Report 5.
- Operations Monthly Report 6.
- Marketing and Trade Development Monthly Report 7.
- Engineering, Maintenance, and Development Monthly Report 8.
- State Lobbyist Monthly Report 9.
- National Lobbyist Monthly Report 10.

## **EXECUTIVE SESSION**

- Executive Session 11.
  - Threatened litigation by Lake Charles Stevedores, LLC (Tom Flanagan) related to the Bag House Lease termination.
  - Threatened litigation by Lake Charles Stevedores, LLC (Tom Flanagan) related to the Federal Maritime Commission and alleged Shipping Act violations.
  - Pending litigation filed by Lake Charles Stevedores, LLC (Tom Flanagan), Fourteenth (14<sup>th</sup>) Judicial Court, Parish of Calcasieu, State of Louisiana-Suit No. 2013-001091.
- Other Matters which may properly come before the Board. 12.



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Regular Board Meeting**

**DATE ISSUED: April 12, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

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

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Lake Charles Harbor and Terminal District

**DATE:** April 22, 2013

**TIME:** 5:00 P.M.

**PLACE:** Board of Commissioners  
Office Building  
Port of Lake Charles  
**751 Bayou Pines East, Suite A**

**PURPOSE:** Regular Board Meeting

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Jamie Warshaw  
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Mary Reid  
David Perry  
Albert Duplantis  
Dan Morrish  
Gene Allspach  
Lash Chretien  
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Joe Hill  
Harlen Duhon  
Bryan Beam  
Matt Young  
Rick Cormier



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

**\*\*REVISION\*\***

**REGULAR MEETING**  
**Lake Charles Harbor and Terminal District**  
**5:00 P.M., April 22, 2013**

### **Board Room**

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

### **INVOCATION**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT PROCEDURE**

The Board encourages public comments and questions regarding all agenda items. Persons wishing to do so should complete a speaker's card, which is at the entrance to the Board Room. When speaking or asking a question on an agenda item, one should in addition to completing the card, come to the microphone, be recognized and provide your name, address, and phone number. Comments by individuals will be limited to three (3) minutes.

### **Agenda Items**

### **Index**

### **GFOA AWARD PRESENTATION**

1.

### **MINUTES**

- Approval of the March 25, 2013 Regular Meeting Minutes.

2.

### **SUBMISSIONS FOR APPROVAL**

- Submission 2013 – 019 authorizing the Executive Director to amend Resolution 2012 – 013 for architectural services with Randy M. Goodloe for the GSA project CP12003. 3.
- Submission 2013 – 020 authorizing the Executive Director on behalf of the Lake Charles Harbor and Terminal District to enter into an agreement with the State of Louisiana, Division of Administration, Facility Planning and Control under the LA Capital Outlay Program for assistance in the implementation of a port improvement project. 4.

## **COMMITTEE REPORTS**

- Administration, Audit and Personnel Committee 5.
  - April 17, 2013
    - Submission 2013 – 021 approving revisions to the District Employee Handbook
    - Submission 2013 – 022 authorizing the responses to the LA Compliance Questionnaire
    - Submission 2013 – 023 approving revisions to the District's Cash Management and Investment Policy

## **INDUSTRIAL EMPLOYEE HOUSING FACILITY PRESENTATION**

- A presentation to be given concerning the industrial employee housing facility planned. 6.

## **BRIEFING NOTES**

- Executive Director Quarterly Expenses Briefing Note 7.
- State/CORPS/POLC Funding of Beneficial Use Projects Briefing Note 8.
- Forecast I Briefing Note 9.

## **DEPARTMENT REPORTS**

- Administration and Finance Monthly Report 10.
- Navigation/Security Monthly Report 11.
- Operations Monthly Report 12.
- Marketing and Trade Development Monthly Report 13.
- Engineering, Maintenance, and Development Monthly Report 14.
- State Lobbyist Monthly Report 15.
- National Lobbyist Monthly Report 16.

## EXECUTIVE SESSION

- Executive Session 17.
  - Threatened litigation by Lake Charles Stevedores, LLC (Tom Flanagan) related to the Bag House Lease termination.
  - Threatened litigation by Lake Charles Stevedores, LLC (Tom Flanagan) related to the Federal Maritime Commission and alleged Shipping Act violations.
  - Pending litigation filed by Lake Charles Stevedores, LLC (Tom Flanagan), Fourteenth (14<sup>th</sup>) Judicial Court, Parish of Calcasieu, State of Louisiana-Suit No. 2013-001091.
  - Threatened litigation in writing by the *M/V Advantage* relating to possible damages at Berth 6.
  
- Other Matters which may properly come before the Board. 18.





# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Regular Board Meeting**

**DATE ISSUED: May 17, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

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

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Lake Charles Harbor and Terminal District

**DATE: May 28, 2013**

**TIME: 5:00 P.M.**

**PLACE: Board of Commissioners  
Office Building  
Port of Lake Charles  
751 Bayou Pines East, Suite A**

**PURPOSE: Regular Board Meeting**

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D. W. Jessen, Jr.	Jamie Warshaw
David Cruthirds	Brett Palmer
Bobby Hanks	Mary Reid
Chuck Stutes	David Perry
Niels Aalund	Albert Duplantis
Buck Leonards	Dan Morrish
Keith Duplechin	Gene Allspach
David Trent	Lash Chretien
Vernon Meyer	Sean Duffy, Sr.
Howard Romero	Joe Hill
Randall Theunissen	Harlen Duhon
Glenn Lewis	Bryan Beam
James Pettieway	Matt Young
Hillery Langley	Rick Cormier
Mayor Randy Roach	



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

**REGULAR MEETING**  
**Lake Charles Harbor and Terminal District**  
**5:00 P.M., May 28, 2013**

### **Board Room**

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

### **INVOCATION**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT PROCEDURE**

The Board encourages public comments and questions regarding all agenda items. Persons wishing to do so should complete a speaker's card, which is at the entrance to the Board Room. When speaking or asking a question on an agenda item, one should in addition to completing the card, come to the microphone, be recognized and provide your name, address, and phone number. Comments by individuals will be limited to three (3) minutes.

### **Agenda Items**

### **Index**

#### **MINUTES**

- Approval of the April 22, 2013 Regular Meeting Minutes.

1.

#### **SUBMISSIONS FOR APPROVAL**

- Submission 2013 – 025 authorizing the attendance of Board Commissioner Barbara McManus at the 2013 AAPA Commissioners Conference and payment of expenses associate with the conference. 2.
- Submission 2013 – 026 authorizing a Cooperative Endeavor Agreement with the National Hurricane Museum and Science Center, Inc. 3.
- Submission 2013 – 027 approving revisions to the District's By-Laws. 4.
- Submission 2013 – 028 authorizing the award of the Banking Services Agreement to Capital One Bank for a three-year period ending on December 31, 2016. 5.

- Submission 2013 – 029 authorizing the Port's funding of the Calcasieu Lake Beneficial Use Project. 6.
- Submission 2013 – 030 approving a change order for cameras and card access systems. 7.

### **BRIEFING NOTES**

- Trunkline LNG Existing Leases Briefing Note 8.
- April 2013 Financials Briefing Note 9.

### **DEPARTMENT REPORTS**

- Administration and Finance Monthly Report 10.
- Navigation/Security Monthly Report 11.
- Operations Monthly Report 12.
- Marketing and Trade Development Monthly Report 13.
- Engineering, Maintenance, and Development Monthly Report 14.
- State Lobbyist Monthly Report 15.
- National Lobbyist Monthly Report 16.

### **EXECUTIVE SESSION**

- Executive Session 17.
  - Threatened litigation by Lake Charles Stevedores, LLC (Tom Flanagan) related to the Bag House Lease termination.
  - Threatened litigation by Lake Charles Stevedores, LLC (Tom Flanagan) related to the Federal Maritime Commission and alleged Shipping Act violations.
  - Pending litigation filed by Lake Charles Stevedores, LLC (Tom Flanagan), Fourteenth (14<sup>th</sup>) Judicial Court, Parish of Calcasieu, State of Louisiana-Suit No. 2013-001091.
  - Litigation concerning Lake Charles Harbor and Terminal District v. Morris Material Handling, Inc. and Vigilant Insurance Company, No. 2013-2365, Div. E.

- Other Matters which may properly come before the Board.

18.



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Special Board Meeting**

**DATE ISSUED: June 7, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

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

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Lake Charles Harbor and Terminal District

**DATE: June 12, 2013**

**TIME: 4:00 P.M.**

**PLACE: Board of Commissioners  
Office Building  
Port of Lake Charles  
751 Bayou Pines East, Suite A**

**PURPOSE: Special Board Meeting**

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David Trent	Lash Chretien
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Howard Romero	Joe Hill
Randall Theunissen	Harlen Duhon
Glenn Lewis	Bryan Beam
James Pettieway	Matt Young
Hillery Langley	Rick Cormier
Mayor Randy Roach	



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

### SPECIAL MEETING

Lake Charles Harbor and Terminal District

4:00 P.M., June 12, 2013

#### Board Room

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

#### INVOCATION

#### PLEDGE OF ALLEGIANCE

#### PUBLIC COMMENT PROCEDURE

The Board encourages public comments and questions regarding all agenda items. Persons wishing to do so should complete a speaker's card, which is at the entrance to the Board Room. When speaking or asking a question on an agenda item, one should in addition to completing the card, come to the microphone, be recognized and provide your name, address, and phone number. Comments by individuals will be limited to three (3) minutes.

#### Agenda Items

#### Index

#### SUBMISSIONS FOR APPROVAL

- Submission 2013 – 031 approving Sheriff Mancuso, as Tax Collector of Calcasieu Parish, to have the duty and authority to pursue a claim for recovery of lost or diminished ad valorem taxes on behalf of the District due to the BP oil spill. 1.
- Submission 2013 – 032 authorizing a Real Estate Lease Option Agreement with Trunkline LNG Export, LLC. 2.
- Submission 2013 – 033 authorizing an Amended and Restated Composite Lease (Plant Site Property), an Amended and Restated Composite Lease (Turning Basin Properties), a Restated and Amended Sublease (Turning Basin Properties), a Ground Lease (BG Warehouse Site) and a Sublease Agreement (BG Warehouse Site) with Trunkline, LNG. 3.
- Submission 2013 – 034 approving terms and conditions of a lease option agreement and authorizing a Real Estate Lease Option Agreement with Greenfield Logistical Solutions of Louisiana, LLC. 4.

## **EXECUTIVE SESSION**

- Executive Session 5.
  - Pending litigation filed by Lake Charles Stevedores, LLC (Tom Flanagan), Fourteenth (14<sup>th</sup>) Judicial Court, Parish of Calcasieu, State of Louisiana-Suit No. 2013-001091.
  - Litigation concerning Lake Charles Harbor and Terminal District v. Morris Material Handling, Inc. and Vigilant Insurance Company, No. 2013-2365, Div. E.
  
- Other Matters which may properly come before the Board. 6.



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Regular Board Meeting**

**DATE ISSUED: June 14, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

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

---

Lake Charles Harbor and Terminal District

**DATE:** June 24, 2013

**TIME:** 5:00 P.M.

**PLACE:** Board of Commissioners  
Office Building  
Port of Lake Charles  
**751 Bayou Pines East, Suite A**

**PURPOSE:** Regular Board Meeting

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Bobby Hanks	Mary Reid
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Niels Aalund	Albert Duplantis
Buck Leonards	Dan Morrish
Keith Duplechin	Gene Allspach
David Trent	Lash Chretien
Vernon Meyer	Sean Duffy, Sr.
Howard Romero	Joe Hill
Randall Theunissen	Harlen Duhon
Glenn Lewis	Bryan Beam
James Pettieway	Matt Young
Hillery Langley	Rick Cormier
Mayor Randy Roach	





# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

REGULAR MEETING  
Lake Charles Harbor and Terminal District  
5:00 P.M., June 24, 2013

### Board Room

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

### INVOCATION

### PLEDGE OF ALLEGIANCE

### PUBLIC COMMENT PROCEDURE

The Board encourages public comments and questions regarding all agenda items. Persons wishing to do so should complete a speaker's card, which is at the entrance to the Board Room. When speaking or asking a question on an agenda item, one should in addition to completing the card, come to the microphone, be recognized and provide your name, address, and phone number. Comments by individuals will be limited to three (3) minutes.

### Agenda Items

### Index

#### MINUTES

- Approval of the May 28, 2013 Regular Meeting Minutes and the June 12, 2013 Special Meeting Minutes. 1.

#### SUBMISSIONS FOR APPROVAL

- Submission 2013 – 036 approving and levying for the tax year 2013 an ad valorem millage rate of 2.53 mills. 2.

#### COMMITTEE REPORT

- Administration, Audit and Personnel Committee 3.
  - June 17, 2013
    - Submission 2013 – 037 receiving and accepting the audited financial statements as of and for the year ended December 31, 2012 and 2011.

## **BRIEFING NOTES**

- May 2013 Financials Briefing Note 4.

## **DEPARTMENT REPORTS**

- Administration and Finance Monthly Report 5.
- Navigation/Security Monthly Report 6.
- Operations Monthly Report 7.
- Marketing and Trade Development Monthly Report 8.
- Engineering, Maintenance, and Development Monthly Report 9.
- State Lobbyist Monthly Report 10.
- National Lobbyist Monthly Report 11.

## **EXECUTIVE SESSION**

- Executive Session 12.
  - Pending litigation filed by Lake Charles Stevedores, LLC (Tom Flanagan), Fourteenth (14<sup>th</sup>) Judicial Court, Parish of Calcasieu, State of Louisiana-Suit No. 2013-001091.
  - Litigation concerning Lake Charles Harbor and Terminal District v. Morris Material Handling, Inc. and Vigilant Insurance Company, No. 2013-2365, Div. E.
- Other Matters which may properly come before the Board. 13.



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Regular Board Meeting**

**DATE ISSUED: July 12, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

John L. LeBlanc, President  
Elcie J. Guillory, Vice President  
Barbara M. McManus, Secretary/Treasurer  
Daryl V. Burckel, Assistant Secretary/Treasurer  
Dudley R. Dixon, Commissioner  
Michael G. Eason, Commissioner  
Walter M. Sanchez, Commissioner

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Lake Charles Harbor and Terminal District

**DATE:** July 22, 2013

**TIME:** 5:00 P.M.

**PLACE:** Board of Commissioners  
Office Building  
Port of Lake Charles  
**751 Bayou Pines East, Suite A**

**PURPOSE:** Regular Board Meeting

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Bobby Hanks  
Chuck Stutes  
Niels Aalund  
Buck Leonards  
Keith Duplechin  
David Trent  
Vernon Meyer  
Howard Romero  
Randall Theunissen  
Glenn Lewis  
James Pettieway  
Hillery Langley  
Mayor Randy Roach

Jamie Warshaw  
Brett Palmer  
Mary Reid  
David Perry  
Albert Duplantis  
Dan Morrish  
Gene Allspach  
Lash Chretien  
Sean Duffy, Sr.  
Joe Hill  
Harlen Duhon  
Bryan Beam  
Matt Young  
Rick Cormier



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

**\*\*REVISION\*\***

### REGULAR MEETING Lake Charles Harbor and Terminal District 5:00 P.M., July 22, 2013

#### Board Room

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

#### INVOCATION

#### PLEDGE OF ALLEGIANCE

#### PUBLIC COMMENT PROCEDURE

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#### Agenda Items

#### Index

**RESOLUTION 2013 – 038 RECOGNIZING COMMISSIONER HARRY C. HANK.** 1.

#### MINUTES

- Approval of the June 24, 2013 Regular Meeting Minutes. 2.

#### SUBMISSIONS FOR APPROVAL

- Submission 2013 – 039 authorizing and approving the acquisition of approximately 18.5 acres of land near the Industrial Canal and west of the proposed G2X Energy lease site from St. Luke Simpson Methodist Church or its appropriate legal entity for \$300,000.00 cash from retained earnings of the District and amending the budget accordingly. 3.
- Submission 2013 – 040 authorizing the issuance of not to exceed \$100,000,000 Lake Charles Harbor and Terminal District Revenue Bonds, in one or more series; authorizing the filing of an application with the State Bond Commission; providing for employment of Bond Counsel and Financial Advisor; authorizing the officers and Commissioners of the District to do all things necessary to effectuate 4.

this Resolution; and providing for other matters related thereto.

- Submission 2013 – 041 authorizing the Executive Director to enter into and execute an agreements and documents relating to obtaining any land rights as well as the assignment and transfer of certain right-of-way agreements in connection with the establishment and operation of Port Rail, Inc. as a short line rail operation. 5.
- Submission 2013 – 042 authorizing the Executive Director to amend Resolution 2011 – 003 for engineering services with Infinity Engineering Consultants for the new ship unloader at BT-1, Port project 07-CIP-04. 6.
- Submission 2013 – 043 authorizing a Second Amendment to Water Tower Lease Agreement with Louisiana Unwired, LLC. 7.

#### **COMMITTEE REPORT**

- Administration, Audit and Personnel Committee 8.
  - July 19, 2013

#### **BRIEFING NOTES**

- Executive Director Quarterly Expenses Briefing Note 9.
- Forecast II Briefing Note 10.

#### **DEPARTMENT REPORTS**

- Administration and Finance Monthly Report 11.
- Navigation/Security Monthly Report 12.
- Operations Monthly Report 13.
- Marketing and Trade Development Monthly Report 14.
- Engineering, Maintenance, and Development Monthly Report 15.
- State Lobbyist Monthly Report 16.

- National Lobbyist Monthly Report 17.

**EXECUTIVE SESSION**

- Executive Session 18.
  - Pending litigation filed by Lake Charles Stevedores, LLC (Tom Flanagan), Fourteenth (14<sup>th</sup>) Judicial Court, Parish of Calcasieu, State of Louisiana-Suit No. 2013-001091.
  - Litigation concerning Lake Charles Harbor and Terminal District v. Morris Material Handling, Inc. and Vigilant Insurance Company, No. 2013-2365, Div. E.
- Other Matters which may properly come before the Board. 19.



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Regular Board Meeting**

**DATE ISSUED: August 16, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

John L. LeBlanc, President  
Elcie J. Guillory, Vice President  
Barbara M. McManus, Secretary/Treasurer  
Daryl V. Burckel, Assistant Secretary/Treasurer  
Dudley R. Dixon, Commissioner  
Michael G. Eason, Commissioner  
Walter M. Sanchez, Commissioner

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Lake Charles Harbor and Terminal District

**DATE: August 26, 2013**

**TIME: 5:00 P.M.**

**PLACE: Board of Commissioners  
Office Building  
Port of Lake Charles  
751 Bayou Pines East, Suite A**

**PURPOSE: Regular Board Meeting**

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Bobby Hanks  
Chuck Stutes  
Niels Aalund  
Buck Leonards  
Keith Duplechin  
David Trent  
Vernon Meyer  
Howard Romero  
Randall Theunissen  
Glenn Lewis  
James Pettieway  
Hillary Langley  
Mayor Randy Roach

Jamie Warshaw  
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Mary Reid  
David Perry  
Albert Duplantis  
Dan Morrish  
Gene Allspach  
Lash Chretien  
Sean Duffy, Sr.  
Joe Hill  
Harlen Duhon  
Bryan Beam  
Matt Young  
Rick Cormier



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

**\*\*REVISION\*\***

**REGULAR MEETING**  
**Lake Charles Harbor and Terminal District**  
**5:00 P.M., August 26, 2013**

### **Board Room**

751 Bayou Pines East, Suite A, Lake Charles, Louisiana

### **INVOCATION**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT PROCEDURE**

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### **Agenda Items**

### **Index**

#### **MINUTES**

- Approval of the July 22, 2013 Regular Meeting Minutes. 1.

#### **SUBMISSIONS FOR APPROVAL**

- Submission 2013 – 045 authorizing the advertisement and receipt of bids for the Port Improvements, New Transit Shed at Ship Berth No. 1; SPNH.010196. 2.
- Submission 2013 – 046 authorizing the sale of copper wire pulled from the Motor Control Center at Bulk Terminal No. 1. 3.
- Submission 2013 – 047 authorizing an operating agreement with Lake Charles Clean Energy, LLC for the handling and storage of methanol to be produced by the proposed plant facility to be constructed, maintained and operated by Lake Charles Clean Energy, LLC. 4.



- Submission 2013 – 048 employing an Underwriter in connection with the issuance of not to exceed \$100,000,000 Lake Charles Harbor and Terminal District Revenue Bonds, in one or more series; authorizing the Officers and Commissioners of the District to do all things necessary to effectuate this Resolution; and providing for other matters related thereto. 5.

### **BRIEFING NOTES**

- July 2013 Financials Briefing Note 6.

### **DEPARTMENT REPORTS**

- Administration and Finance Monthly Report 7.
- Navigation/Security Monthly Report 8.
- Operations Monthly Report 9.
- Marketing and Trade Development Monthly Report 10.
- Engineering, Maintenance, and Development Monthly Report 11.
- State Lobbyist Monthly Report 12.
- National Lobbyist Monthly Report 13.

### **EXECUTIVE SESSION**

- Executive Session 14.
  - Suit filed by Lake Charles Stevedores and Tom Flanagan as owner against the Port of Lake Charles – Suit No. 2013-001091.
  - Litigation concerning Lake Charles Harbor and Terminal District v. Morris Material Handling, Inc. and Vigilant Insurance Company, No. 2013-2365, Div. E.
- Other Matters which may properly come before the Board. 15.



# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## NOTICE

**Regular Board Meeting**

**DATE ISSUED: September 13, 2013**

**TO: BOARD OF COMMISSIONERS  
LAKE CHARLES HARBOR AND TERMINAL DISTRICT**

John L. LeBlanc, President  
Elcie J. Guillory, Vice President  
Barbara M. McManus, Secretary/Treasurer  
Daryl V. Burckel, Assistant Secretary/Treasurer  
Dudley R. Dixon, Commissioner  
Michael G. Eason, Commissioner  
Walter M. Sanchez, Commissioner

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Lake Charles Harbor and Terminal District

**DATE:** September 23, 2013

**TIME:** 5:00 P.M.

**PLACE:** Board of Commissioners  
Office Building  
Port of Lake Charles  
**751 Bayou Pines East, Suite A**

**PURPOSE:** Regular Board Meeting

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# LAKE CHARLES HARBOR AND TERMINAL DISTRICT

## A G E N D A

**\*REVISION\***

### REGULAR MEETING

Lake Charles Harbor and Terminal District  
5:00 P.M., September 23, 2013

#### **Board Room**

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#### **Agenda Items**

#### **Index**

#### **MINUTES**

- Approval of the August 26, 2013 Regular Meeting Minutes. 1.

#### **SUBMISSIONS FOR APPROVAL**

- Submission 2013 – 049 approving Mr. William J. Rase, III, Executive Director, as the District's Official Representative at the 2013 American Association of Port Authorities Annual Convention. 2.
- Submission 2013 – 050 authorizing Commissioners Elcie Guillory and Dudley Dixon to attend the 2013 AAPA Annual Conference in Orlando, FL. 3.
- Submission 2013 – 051 amending the District's Delegation of Authority. 4.
- Submission 2013 – 052 authorizing the Executive Director to enter into an agreement with Ausenco Consulting to conduct a traffic study for the Calcasieu Ship Channel. 5.

- Submission 2013 – 053 authorizing the Executive Director to submit a Capital Outlay Request for the implementation of certain port improvement projects. 6.
- Submission 2013 – 054 authorizing and ratifying the execution of Cash Deeds and other required actions for purchasing approximately 30.4 acres of property owned by various owners known as the Duhon Heirs for a sum not to exceed \$532,000.00 and amending the capital budget accordingly. 7.

**BRIEFING NOTES**

- August 2013 Financials Briefing Note 8.

**DEPARTMENT REPORTS**

- Administration and Finance Monthly Report 9.
- Navigation/Security Monthly Report 10.
- Operations Monthly Report 11.
- Marketing and Trade Development Monthly Report 12.
- Engineering, Maintenance, and Development Monthly Report 13.
- State Lobbyist Monthly Report 14.
- National Lobbyist Monthly Report 15.

## EXECUTIVE SESSION

- Executive Session 16.
  - Litigation concerning Lake Charles Harbor and Terminal District v. Lake Charles Stevedores, Inc., No. 2004-003289, Div. D; 14<sup>th</sup> Judicial District Court.
  - Suit filed by Lake Charles Stevedores and Tom Flanagan as owner against the Port of Lake Charles – Suit No. 2013-001091.
  - Litigation concerning Lake Charles Harbor and Terminal District v. Morris Material Handling, Inc. and Vigilant Insurance Company, No. 2013-2365, Div. E.
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