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Regular Board Meeting  
Regional Commerce Center, Board Room  
6000 Doug Attaway Blvd., Shreveport, LA 71115  
February 16, 2017, 4:30 p.m.

President Sam N. Gregorio called the meeting to order at approximately 4:30 p.m. in the Board Room of the Regional Commerce Center, 6000 Doug Attaway Blvd., Shreveport, LA.

Commissioner Griggs led the Pledge of Allegiance.

Commissioner Gregorio called on Mr. England for roll call: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. We have a quorum. Absent: None.

Commissioner Gregorio called for introduction of guests: Daniel Strickland, Gremillion & Pou; Jerry Yarbrough, Vocational Solutions HCN; Ty Scroggins, Scroggins & Associates; George Carroll and Tyler Comeaux, Burk-Kleinpeter. Staff: Eric England, Danyne Malone, Brenda Levinson, Gloria Washington, Rick Nance, Kathy French and Hettie Agee.

Commissioner Gregorio said are there any public comments on an agenda item? Hearing none, he said we will move on to Unfinished Business.

**UNFINISHED BUSINESS:**

**Approval of the Regular Board Meeting Minutes of January 19, 2017:** Commissioner Griggs said the Board Meeting minutes of January 19th are in your packages. If there's been no changes, I move for adoption. The motion was seconded by Commissioner Austin. Commissioner Gregorio said we have a motion and second. Any discussion please? Hearing none, all in favor please say "Aye". Opposed? It passes unanimously.

**Approval of the January 2017 Financial Reports:** Commissioner Griggs called on Gloria to give an update and she said on pgs. 8 and 11, the footnote is put down annually about the balance sheet not being in balance until the audit is complete and FY2016 is closed. Then the balance sheet will balance. Commissioner Griggs said the financial report is in your packages. If there's been no changes, I move for adoption. The motion was seconded by Commissioner Bryant. Commissioner Gregorio said we have a motion and second. Any discussion please? Hearing none, all in favor please say "Aye". Opposed? It passes unanimously.

"This institution is an equal opportunity provider and employer."

MEMBERS: Sam N. Gregorio, President; Rick C. Prescott, Vice President; Roy Griggs, Secretary-Treasurer  
Lynn Austin; Erica R. Bryant; James D. Hall; Capt. Thomas F. Murphy; James L. Pannell; Steve Watkins

**Executive Committee Report of February 6, 2017:** Commissioner Sam N. Gregorio, President, called the Executive Committee to order at approximately 10:30 a.m., February 6, 2017 in the Board Room at the Regional Commerce Center and welcomed everyone.

Commissioner Gregorio called for introduction of guests: Tyler Comeaux, BKI; Michael Weinstein and Kent Schexnayder, Sisung Group and Nnamdi Thompson, Government Consultants.

Committee members present: Commissioners Sam N. Gregorio, Rick Prescott, Roy Griggs and Capt. Thomas F. Murphy. We have a quorum. Commissioners Erica R. Bryant, James L. Pannell and James D. Hall joined the meeting later. Staff members: Eric England, Danyne Malone and Hettie Agee.

Commissioner Gregorio called for public comments on agenda items. Hearing none, he said we would move on to the first item on the agenda, the Investment Advisor Presentation. Michael Weinstein, Sisung Investment Management, came forward to do the presentation.

Commissioner Gregorio called for questions and then asked if he covered pg. 9. He said he did not. Pg. 9 is the Taylor Rule. It's basically a Fed model that looks at actual GDP and forecasts for inflation and gives you an expectation of where Fed funds should be. The "white line" is where Fed funds is. The "blue line" is where the market suggests it should be. Commissioner Gregorio said you say "it should be" meaning? He said Fed funds. Commissioner Gregorio said Fed funds themselves, not market rates but Fed funds, okay? He said right. So basically the Fed remains accommodative. But you would expect this far into an economic cycle for them to continue to raise rates to close this gap. It's basically there just to show support for the expectation that rates will increase over time. Commissioner Gregorio said you mentioned that we had a 3 year ladder, so does that rule out 1 year, 2 years and 3 years? And as the 1 year comes up, we renew it for 3 years and just kind of continue doing that? He said yes sir. You're a 1.1 average duration, so you're a little bit shorter than an even ladder, purposely, because rates are starting to move so you have more coming due this year so you'll have more to re-invest. Commissioner Gregorio said more coming due shorter than the 3 year. And that may answer my next question. If the US Treasury note yield of a 1.1 duration was .61 and then we made with the same duration 1.24, how did we do that? He said two things: one, you've got municipal credit and so if you look at the pg. 10, you see the spread in municipals vs. governments. It's roughly 40 basis points, 40-60 basis points. But over time you've invested in municipal credit at that positive spread. The other thing is you have a roll so you invest in a ladder. In your 1, you have stuff you bought at a 1, 2 and a 3 year. In your 2, you now have two 3's and a 2 and your 3,3,3,3. So you know in a positively sloped environment, the rate eventually catches up to a 3 year 3 of investment.

Commissioner Gregorio moved to Internal Control Audit, Auditor Selection Process. Eric said as a recap several years ago we began the process of both an audit and an internal control audit. Our first internal control audit was completed for the 2013 fiscal year. It was completed in 2014. Our second internal control audit will be conducted this year for the previous fiscal year, so we're gonna conduct it 2017 for the 2016 fiscal year. Our contract for the internal control audits is with Heard McElroy & Vestal and their contract called for two internal control audits to be performed. When they perform this second internal control audit, they will have fulfilled their contract. Wanting to get ahead of the process we wanted to visit with the Executive Committee about the process for selecting an Internal Control

Auditor moving forward. It is our recommendation, and to open up for discussion, that we conduct an RFP. Commissioner Gregorio said I do like the idea of the internal audit control to supplement our regular audit. I do like that idea and the RFP would be issued out in general for a number of firms to apply for? Eric said yes. Commissioner Gregorio said so this is not the selection making process. That would come later or discussion whether we should have the same one or different one. And that would all come later. Eric said yes. This is just a process that if the Committee feels the Internal Control Audit is still something that we need to pursue, yes, and if so, how do we go about selecting. It's not the time to discuss a particular one. Commissioner Gregorio asked do you need a motion to send out the RFP. Eric said it would be great to get a recommendation from the Executive Committee to the full Board for the Board to ratify an RFP process. The motion was made by Commissioner Murphy and was seconded by Commissioner Griggs. Commissioner Gregorio said what I'm hearing is a motion to make a recommendation to the Board and we have a second. Any discussion? Hearing none, all in favor of the motion for the RFP please say "Aye". Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

Commissioner Gregorio called for the Public Comment Policy. Eric said Resolution No. 11 of 2016 from July established our Public Comment Policy. (Copies were distributed.) As you'll see on the first page are the various rules regarding public comment. Since the adoption of this Resolution, I've had some discussion regarding questions that are raised during public comments periods. When I say public comments, I mean that collectively as both public comment period and public hearing. As you all know we have public hearings from time to time. At the beginning of each meeting we have a public comment period. On the last page, to address the matter of questions raised by individuals in the public comment policy, is a suggested wording regarding questions: *the Commission shall utilize public comment periods and public hearings as an opportunity to receive public comments. Questions by individuals during public comment periods and public hearings shall not be addressed by the Commission unless by majority vote of the Commission.* The last part of the last sentence, *unless by majority vote of the Commission*, gives the Commission the ability, of course, to have the flexibility if they do want to address questions, but the spirit behind the suggestion is that public comments during those periods are for just that—public comments, not a question and answer period. Commissioner Gregorio said two things: look at the third line at the end of that line, *shall not be addressed by the Commission*, how would you and Danye feel about adding the words, *or a Commissioner*? Danye said I don't have any objections to that whatsoever. Commissioner Murphy said I personally think that's a very good idea. Commissioner Gregorio asked Eric if he needed a motion. He said yes, to recommend this to the Board for their ratification as well. What we'll do is we can make a motion from the Executive Committee to recommend that the Public Comment Policy be amended.... Danye said I would think so....through a Resolution of 2017. Commissioner Gregorio said and that it include the words, *or a Commissioner*, after the word, Commission. Do I hear such a motion? The motion was made by Commissioner Griggs and seconded by Commissioner Prescott. Commissioner Gregorio said we have a motion and a second. Any discussion? Hearing none, all in favor of the motion please say "Aye". Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

Commissioner Gregorio said next on the agenda is the Engineer Selection for three different projects. Eric said at the November Executive Committee meeting we discussed these three projects and the engineers. We reported to you at the time these were the engineers we wanted to have dialogue with about bringing a final recommendation to the Executive Committee. Particularly also in the discussion we wanted to have their MBE participation identified as part of their proposal. Commissioner Gregorio asked Eric if he wanted to take them separately. Do I hear any motion for Aillet Fenner on the dock repair as a recommendation to the Board? The motion was made by Commissioner Griggs and seconded by Commissioner Prescott. Commissioner Gregorio said we have a motion and a second. Any discussion? Hearing none, all in favor of the motion please say "Aye". All opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

On the Rail Project, do I hear such a motion to recommend EJES to the Board? The motion was made by Commissioner Prescott and seconded by Commissioner Griggs. Commissioner Gregorio said we have a motion and a second. Any discussion? Hearing none, all in favor of the motion please say "Aye". All opposed? That passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

Commissioner Gregorio said the third is the Grey Water Feasibility Study. We need a motion on one of the two engineering companies. Commissioner Prescott said I so move that BKI be the company that we use. This would be a recommendation for BKI on the Grey Water Feasibility Study. The motion was seconded by Commissioner Griggs. Commissioner Gregorio said I have a motion and a second. Any discussion? Hearing none, all in favor please say "Aye". Opposed? That passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

Commissioner Gregorio said I believe that completes our agenda at 10:59 a.m.

Commissioner Gregorio said those minutes are in your package and have been emailed. Unless there's any amendments, I would move their adoption. The motion was seconded by Commissioner Prescott. Commissioner Gregorio said we have a motion and second. Calling for discussion and hearing none, Commissioner Gregorio said all in favor please say "Aye". Opposed? It passes unanimously.

**Marketing Committee Report of February 6, 2017:** Commissioner Rick Prescott, Vice President, called the Marketing Committee meeting of February 6, 2017 to order at approximately 12:00 p.m. in the Board Room at the Regional Commerce Center. Commissioner Griggs led the Pledge of Allegiance.

Commissioners present: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, James L. Pannell, Capt. Thomas F. Murphy and Steve Watkins. A quorum was present.

Commissioner Prescott called for introduction of guests: Tyler Comeaux, Burk-Kleinpeter; Daniel Strickland, Gremillion & Pou; Ty Carlos, LCDA; Ty Scroggins, Scroggins Consulting; Michael Weinstein and Kent Schexnayder, Sisung and Charley Kingery, Wieland. Staff members: Eric England, Danyne Malone, Brenda Levinson, Ted Knight, Rick Nance, Hugh McConnell, Kathy French and Hettie Agee.

Commissioner Prescott called on Commissioner Austin to introduce Ty Carlos, Executive Director of the LCDA. Commissioner Austin said as many of you know I serve on the LCDA Board. LCDA is the Louisiana Community Development Authority and our job is to expedite bonding for public entities and 501c3's in the State of Louisiana. I was fortunate enough to be President of the Board when we were able to get Ty. He comes to us with great experience and it's unbelievable the success that LCDA has had and how much our revenues have gone up since Ty took over. So I want all of you to know who he is and if he would like, to say a few words to the Port. Mr. Carlos said when I got into the bond business back in 1999 with my banking predecessor, Bank One, one of the first clients I visited with was the Caddo-Bossier Port. John Holt was the Executive Director back then. So it holds a special place in my heart and since that time, we've maintained a relationship not only in my previous life but since I became the Executive Director of the LCDA. You are very well represented in the LCDA with Eric serving on our Membership Board and Lynn serving on behalf of the City of Bossier City on our Executive Committee. I just want to tell you thank you for your business. We're available at any time to assist you all. We have a bond issue that we're gonna be entertaining for you here in the very near future and I just wanted to say thank you for your business. We're happy to help any time. The commissioners thanked him for coming.

Commissioner Prescott called for Public Comments on Agenda Items. Hearing none, he called on Brenda for a Customer Update. Her report included: ADS Logistics, West Louisiana Aggregate, Calumet, Pratt Industries, Ronpak, Ternium and Benteler. Calling for questions and hearing none, Commissioner Prescott called on Kathy to give the Public Affairs report.

Commissioner Prescott called on Eric who said with regard to the calendar, we'll have our Board meeting next week. One of the items is the ratification of the committee assignments which Commissioner Gregorio will present as President in accordance with our By-Laws. If there's a particular

committee that commissioners are serving on that they no longer wish to serve on or the opposite, please let Commissioner Gregorio or me know. If there aren't any other recommendations, we'll prepare the committee assignments and have them for recommendation at that Board meeting.

Hearing no further business to come before the Marketing Committee, Commissioner Prescott adjourned the meeting at approximately 12:25 p.m.

Commissioner Prescott said the minutes of the Marketing Committee report of February 6, 2017 is in your package. If there's no additions, corrections or deletions, I move for approval. Commissioner Gregorio called for discussion. Hearing none, he said all in favor, please say "Aye". Opposed? That passes unanimously.

**Operations Committee Report of February 6, 2017:** The meeting was called to order by Commissioner Roy Griggs, Secretary-Treasurer at approximately 12:26 p.m., February 6, 2017 at the Regional Commerce Center Board Room.

Commissioners present: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, James L. Pannell, Capt. Thomas F. Murphy and Steve Watkins. A quorum was present.

Commissioner Griggs called for introduction of guests that might not have been at the Marketing meeting and called for public comments on the agenda items. Guests: Tyler Comeaux, Burk-Kleinpeter; Daniel Strickland, Gremillion & Pou; Ty Carlos, LCDA; Ty Scroggins, Scroggins Consulting; Michael Weinstein and Kent Schexnayder, Sisung and Charley Kingery, Wieland. Staff members: Eric England, Danye Malone, Brenda Levinson, Ted Knight, Rick Nance, Hugh McConnell, Kathy French and Hettie Agee.

Hearing no public comments, Commissioner Griggs called on Hugh for the Operations report. There were 438 new cars and 38,949 tons. Port stevedores received a barge load of coils for Ternium. Those coils were discharged, reloaded to truck and shipped/trucked over either to Ternium or ADS direct. So in about 10/11 hours that day all those 74 coils came off the barge, hit a truck and were out the door. One barge will last Ternium one day. There were a total of 10 barges, 15,847 tons for the month. Commissioner Murphy said I'd like to make a comment. Since I've been in this industry, I want you to take notice again what Hugh said, 1500 tons in 11 hours out of the barge, on to trucks and over to Ternium. Tell them how many people involved in that. Hugh said total there was about 6 to 7 of us. Commissioner Murphy said as compared to a stevedore gang in Houston and New Orleans doing the same thing...Hugh said three times that, 22. Commissioner Murphy said so, I'm saying to you, you see our Ops crew, give them a thanks.

Rick reported: 1) on the redundant water line we've moved over to the 16" line on the loop from Oakley to Benteler; 2) directional signs are up but not electrified; 3) have two proposals on a parking garage for the stevedore area and 4) road striping is delayed again.

Eric gave an update on I-69 using Google Earth. Late last year the Transportation Committee toured the State for their roadshow presentations and also received public comments. During their roadshow in our area we had an opportunity to host a dinner for the Transportation Committee leadership. At that dinner was Deputy Secretary Eric Kalivoda. Members of the Commission were there with me and we had a chance to visit with Dr. Kalivoda about I-69. We had an overlay showing I-69 (using pointer) and showing SIU 15. There's been a Record of Decision, i.e. a ROD. SIU 15 has been established and is roughly the area from I-20 Haughton down to Stonewall, US 171. Dr. Kalivoda visited with us about his belief of the importance of this portion of SIU 15, particularly between the Port and I-49. Subsequent to the roadshow dinner with him, I've had two conversations with Dr. Kalivoda and a member of his senior staff about the Port Commission's interest in supporting this portion of SIU 15 for continued study, i.e. right-of-way acquisition, design, project manager. It's Dr. Kalivoda's goal that a two lane road would be built from the Port along this I-69 corridor to about the nearest parish road where they intersect with I-49. So his recommendation is to build a two lane road to about right here and then tie into 3276 to take advantage of the existing interchanges. Meanwhile he realizes this portion will cost a certain amount and you'll have to build this intersection. But what he doesn't want to happen is to slow down the connectivity from I-49 to the Port waiting on this cost and this massive interchange to be built. We can use and upgrade an existing parish road, using it as an interchange, get this built as a temporary two lane road from the Port to I-49. He asked if the Port was supportive of the concept. I told him I was because I thought it was a great idea given that the timing of 3132 being narrowed down to one route has been established and it ties into the future I-69 so that could be established. I told him I would bring it before the Board for any discussion, any concerns, comments, questions which I'll be glad to address. I'll close by saying our next step would be for me to write a letter to DOTD with the specific bullet points of asking him to place this segment of I-69 in the que for design, right-of-way, assign of project manager etc. Be glad to answer any questions. Commissioner Gregorio said on that two lane road would that eventually become a service road once I-69 is built? Eric said that was discussed. That would just be a temporary outlet until this (other interchange) would be built. There won't be a service road here; the interchange will take care of that. The purpose of 3276, and by the way that's just tentative of what they think, would just be that interim roadway to take advantage of an existing interchange. Commissioner Gregorio said it's a great idea that he's proposing. When we had that conversation at that meeting and we were all on board and this seems to be the next step to make it happen. Eric said with that dialogue we'll be in communication with NLCOG. As you know we have a Regional Transportation Plan. If this is the case where this segment is given priority, there will be some adjustments that need to be made. I have a call in to Mayor Lo Walker who is the Louisiana Chairman of the I-69 to give him an update as well. Commissioner Gregorio asked if he wanted a motion. Would this be the right body or do we need to wait until the 16th? Eric said we can do it now with this being the committee of the whole. Commissioner Gregorio said I would so move that we send that letter of support as you've outlined. The motion was seconded by Commissioner Hall. Commissioner Griggs said we have a motion and a second that we send this support, the recommendation coming from Eric. Are there any discussions? No discussion, all in favor say "Aye". All opposed? No opposed, the motion passed.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

Commissioner Griggs called on Eric for any other comments. Then he called for comments from commissioners. Hearing none, the meeting was adjourned at approximately 12:44 p.m.

Commissioner Griggs said the Operations Committee report of February 6, 2017 is in your package. If there's been no changes, I move for adoption. Hearing no discussion, Commissioner Gregorio said all in favor, please say "Aye". All opposed? The motion passes unanimously.

**NEW BUSINESS:**

**Rs. No. 3 of 2017, Systems Survey & Compliance Questionnaire:** Mr. England said as part of our annual audit process and to make us in compliance with the Louisiana Legislative auditor, we complete the Louisiana Compliance Questionnaire. We've finished that and need a resolution from the Board for us to move forward. The motion was made by Commissioner Watkins and seconded by Commissioner Hall. Commissioner Gregorio said we have a motion and second. Any discussion please? Hearing none, all in favor please say "Aye". Opposed? That passes.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant,  
James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**RESOLUTION NO. 4 OF 2017**

**BY THE CADDO-BOSSIER PARISHES PORT COMMISSION:**

A RESOLUTION TO AMEND AND REENACT THE PROCEDURES GOVERNING PUBLIC COMMENTS DURING MEETINGS OF THE CADDO-BOSSIER PARISHES PORT COMMISSION, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, on July 21, 2016, the Caddo-Bossier Parishes Port Commission (the "Commission") adopted Resolution No. 11 of 2016, establishing procedures governing public comments during meetings of the Commission;

WHEREAS, the Commission desires to amend and reenact Resolution No. 11 of 2016, for the purpose of clarifying the rules of procedure governing public comments during meetings of the Commission;

NOW THEREFORE, BE IT RESOLVED by the Caddo-Bossier Parishes Port Commission, in legal and regular session convened, that the following rules of procedure governing public comments during meetings of the Commission are hereby amended and reenacted to read as follows, to-wit:

Rule 1: The Commission shall utilize the public comment period and public hearings as an opportunity to receive public comments and relevant information concerning agenda

items At the beginning of each meeting, the President shall announce that individuals who desire to make a public comment concerning an agenda item are requested to complete a public comment card, to include the name, address and telephone number of the individual, the subject matter of the comment, and if the individual is speaking in support or against an agenda item.

Rule 2: The President shall group all requests to speak according to the subject matter. Prior to taking any action on an agenda item, the President will call upon the individuals who made a request to speak on a particular agenda item.

Rule 3: Discussion shall be limited to three (3) minutes per person, or a total of fifteen (15) minutes for all the proponents of an issue, and fifteen (15) minutes for all opponents, unless the Commission, by majority vote, extends the time period for an individual to speak.

Rule 4: The number of people speaking on each side of a subject shall be limited to five (5), unless the Commission, by majority vote, elects to waive this requirement.

Rule 5: The Commission cannot ask any questions during public hearings until both sides, proponents and opponents, have completed their comments.

Rule 6: Except as otherwise approved by a majority vote of the Commission, neither Commissioners nor the Commission's staff shall respond to questions posed by individual members of the general public during the public comment period or public hearings.

BE IT FURTHER RESOLVED, that this Resolution shall become effective immediately upon its adoption.

BE IT FURTHER RESOLVED, that if any provision or item of this Resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Resolution which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this Resolution are hereby declared severable; and

BE IT FURTHER RESOLVED, that all Resolutions or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form and content:

/s/ Dannye W. Malone

Dannye W. Malone

2/8/17

Date

**Rs. No. 4 of 2017, To Amend Resolution No. 11 of 2016, Public Comment Policy:** Mr. England said at the Executive Committee meeting of last week we discussed a change to the Public Comment policy which the Commission adopted last year. In your packages are the original and the new proposed. The key change to the Public Comment policy, which is specified in the Rs. No. 4 of 2017, provides the way the questions will be addressed from the commissioners, the staff and the public. The motion was made by Commissioner Prescott and seconded by Commissioner Austin. Commissioner Gregorio called for discussion. Hearing none, he said all in favor of Resolution No. 4 please say "Aye". Opposed? That passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Rs. No. 5 of 2017, Appreciation of Kenneth P. Guidry:** Mr. England said Ken Guidry was the Executive Director of the Red River Waterway Commission. To honor his service we have prepared the Rs. No. 5 of 2017 and we'd ask that the Commission adopt this resolution. The motion was made by Commissioner Prescott and seconded by Commissioner Bryant. Commissioner Gregorio called for any discussion? Hearing none, he said all in favor please say "Aye". Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Rs. No. 6 of 2017, Appreciation of Anne Gremillion:** Mr. England said with regard to Resolution No. 6, the information contained in it is regarding Anne Gremillion and her service to the Commission as well to the community at her firm, Gremillion and Pou, and it's recommended for adoption at this time. The motion was made by Commissioner Griggs and seconded by Commissioner Watkins. Commissioner Gregorio said we have a motion and a second. Any discussion? Hearing none, he said all in favor please say "Aye". Opposed? That passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Rs. No. 7 of 2017, Permission to Submit An Application to the Louisiana Port Construction and Development Priority Program – Heavy Load Warehouse Expansion Project:** Mr. England said this resolution will allow us to move forward with our application for the expansion of the ADS warehouse for a 50,000 sf. Expansion. The motion was made by Commissioner Hall and

seconded by Commissioner Watkins. Commissioner Gregorio called for any discussion. Hearing none, he said all in favor please say “Aye”. Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Authorization - Transmit Letter to Foreign Trade Zone Board – Glovis:** Mr. England said at last week’s meeting we discussed the Port as the grantor of the Foreign Trade Zone program. In addition to that, they are also seeking letters from the Caddo Parish property taxing authorities regarding the treatment of ad valorem taxes with regard to the inventory held. The taxation for those cars that will be stored at the former General Motors facility for Glovis will be exempt from inventory taxes and other ad valorem taxes since they are imported and held for export. It’s our understanding from Randy Lucky at the Caddo Parish Commission that all the other property taxing bodies in Caddo Parish are agreeable to this and we recommend moving forward with this letter and seek authorization from the Commission. The motion was made by Commissioner Austin and seconded by Commissioner Bryant. Any discussion please? Hearing none, he said all in favor please say “Aye”. Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Authorization – Issuance of RFP for Internal Control Audit Auditor:** Mr. England said we’re seeking the Commission’s authorization to move forward with the preparation and issuance of an RFP for an Internal Control Auditor. Our existing Internal Control Auditor is Heard McElroy & Vestal and our existing contract with them called for two internal control audits. The second of the two audits will be completed this year for 2016 fiscal year. We would seek authorization from the Commission to move forward with this RFP. The motion was made by Commissioner Austin and seconded by Commissioner Prescott. Gregorio called for any discussion. Hearing none, he said all in favor please say “Aye”. Opposed? That passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Authorization – Landlord Waiver, Omni:** Mr. England said from time to time, lessees of Port facilities, whether they be land leases or also leases of improvements at the Port whereby we own assets on the leased premises, borrow money. As part of that borrowing agreement,

typically what you find is the lender seeks a Landlord Waiver from us as the landlord to our lessee. It's customary; it's traditional. We've executed these in the past. Omni's lender is asking for the Port to sign a landlord waiver. We do not have any objections to signing this landlord waiver and we seek authorization from the Commission. In doing so, part of our due diligence is to ensure that any assets that are listed on such waiver are not Port assets in which we would take a subordinated position. We want to ensure that the assets that are listed on the waiver are the lessee's—in this case Omni's. The Port will preserve our primary position and not subordinate our position in any way. With those conditions, we would seek the authorization from the Board for this landlord waiver. The motion was made by Commissioner Hall and seconded by Commissioner Watkins. Commissioner Gregorio called for any discussion. Hearing none, he said all in favor please say "Aye". Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant,  
James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Engineer Selection – Dock Repair:** Mr. England said the first project is in our 2017 Capital budgets for repair to our dock and our recommendation is Aillet, Fenner, Jolly & McClelland. We would seek the Commission's authorization of such. A motion was made by Commissioner Hall and seconded by Commissioner Bryant. Commissioner Gregorio called for any discussion. Commissioner Pannell said I just have a question as to do we have any numbers for participation of minorities? Mr. England said this particular project—they've committed to EJES. The engineering fee on this is around \$8,300. In terms of a project, it's a minor project but they are bringing in a minority party. Commissioner Gregorio called for any other discussion. Hearing no more discussion, he said all in favor please say "Aye". Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant,  
James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Engineer Selection – Rail Project:** Mr. England said our recommendation for engineer selection is EJES which is a local M/WBE engineering firm, so 100% of the design for that project will be with a M/WBE firm and we seek the Commission's authorization to select them. The motion was made by Commissioner Hall and seconded by Commissioner Austin. Commissioner Gregorio said we have a motion and a second. Any discussion? Hearing none, he said all in favor please say "Aye". Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant,  
James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Engineer Selection – Grey Water Feasibility Study:** Mr. England said it's our recommendation to select Burk-Kleinpeter, BKI, for this project. It's approximately a \$50,000 project; it's in our 2017 budget and they have a 35% M/WBE partner with Landmark Consulting LLC on a consulting basis. The motion was made by Commissioner Hall and seconded by Commissioner Austin to accept BKI. Commissioner Gregorio called for any discussion. Hearing none, he said all in favor please say "Aye". Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Caddo-Bossier Parishes Port Commission Committee Assignments:** Mr. England said these committee assignments are in your packages and they're recommended for approval at this time. The motion was made by Commissioner Austin and seconded by Commissioner Griggs. Commissioner Gregorio called for discussion. Hearing none, he said all in favor please say "Aye". Opposed? It passes unanimously.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**Board Retreat/Workshop Discussion:** Commissioner Gregorio said recently I've been thinking we haven't had a workshop or retreat in some while since about 2011. Other boards I've been on that's been a very handy and helpful item for the board to have a retreat or workshop. I know that we've got several things on the agenda that we're trying to accomplish this year. So I was going to bring that up and see get your feedback if that's a good idea that you wanted to do that. My thought would be it's typical to engage a professional facilitator so that it becomes a very effective, a professionally run matter. If we do, this becomes a public meeting because there's more than four that gather. So I would like to get feedback as to whether it's a good idea or not to having such a workshop. Commissioner Hall said I think the idea of the workshop or retreat is a good idea. I'm not so sold on the facilitator. I find that to be too cumbersome. We all know each other; we've worked together and I think it slows down the free flow of ideas. I think we can all be civilized in the way we address issues or bring them up. I thought it was appropriate when we had the public that had issues to deal with, but I think within a group like this we'd have a more free flow of ideas if it's just we get together to have a discussion about various things that's going on at the Port. Commissioner Bryant said I agree that I support us having a retreat. I also think that a professional facilitator is not

necessary. Commissioner Pannell said I agree 100% with Jimmy. Commissioner Gregorio said from this discussion let me seek a motion that we instruct Eric to poll the commissioners for a date and time for a workshop and not have a professional facilitator. The motion was made by Commissioner Hall and was seconded by Commissioner Watkins. Commissioner Gregorio said we have a motion and second and called for any discussion. Hearing none, he said all in favor please say "Aye". Opposed? It passes.

YEAS: Commissioners: Sam N. Gregorio, Rick C. Prescott, Roy Griggs, Lynn Austin, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins

NAYS: None

ABSENT: None

ABSTAINING: None

**PORT DIRECTOR'S REPORT:** Ken Guidry will be honored next week at the Red River Valley Association next Thursday at Sam's Town at the luncheon. So any commissioner that would like to attend next Thursday at Sam's Town, please let us know and we'll make arrangements for you to have a ticket. Rich Brontoli has asked me to say a few words and I'd appreciate if there are any commissioners that can make it to join me when we make that presentation to Ken.

Commissioner Gregorio said that concludes our agenda and the meeting stands adjourned at approximately 4:51 p.m.

Respectfully submitted,

Commissioner Roy Griggs  
Secretary-Treasurer

### **March 2017 Meeting Notices!!**

***Next Regularly Scheduled Meeting: Thursday, March 16, 2017, 4:30 p.m.***

**Notice of Public Meeting to Adopt the 2017 Ad Valorem Tax Ordinance**  
**Thursday, April 20, 2017, 4:30 p.m.**  
Regional Commerce Center, Board Room, 6000 Doug Attaway Blvd, Shreveport, LA

Marketing and Operations Committee Meetings, Monday, March 6, 2017, 12 Noon  
Regional Commerce Center, 6000 Doug Attaway Blvd, Board Room, Shreveport, LA 71115