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CADDO-BOSSIER PARISHES PORT COMMISSION
Regular Board Meeting
Regional Commerce Center, 3rd Floor Board Room
6000 Doug Attaway Blvd., Shreveport, LA 71115
August 8, 2022 at 4:30 p.m.

- 1. CALL TO ORDER / OPENING REMARKS:** Commission President Walter O. Bigby, Jr. called the meeting to order at approximately 4:30 p.m. in the 3rd Floor Board Room of the Regional Commerce Center, 6000 Doug Attaway Blvd., Shreveport, Louisiana and welcomed everyone.
- 2. PLEDGE OF ALLEGIANCE:** Vice President William "Bill" R. Altimus led the Pledge of Allegiance.
- 3. ROLL CALL:** The roll was called by Executive Port Director Eric England. Commissioners in attendance included: Walter O. Bigby, Jr., William "Bill" R. Altimus, Sam N. Gregorio, Roy Griggs, James D. Hall, and Capt. Thomas F. Murphy (Ret.). After the roll was called, Rick C. Prescott joined the meeting at 4:33 p.m. and Erica R. Bryant joined the meeting at 4:39 p.m. Absent: Joshua K. Williams. A quorum was present.
- 4. PUBLIC COMMENT ON AGENDA ITEMS:** Commissioner Bigby asked if there are any public comments on agenda items. Hearing no public comments, Commissioner Bigby moved on to the next agenda item.

UNFINISHED BUSINESS:

- 5. REGULAR BOARD MEETING MINUTES OF JULY 11, 2022:** In the absence of Secretary-Treasurer Williams, Commissioner Altimus presented the minutes of the Regular Board Meeting of July 11, 2022. Motion by Commissioner Altimus, seconded by Commissioner Hall, to approve the minutes of the Regular Board Meeting of July 11, 2022. Hearing no questions or comments, the motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William "Bill" R. Altimus, Sam N. Gregorio, Roy Griggs, James D. Hall, and Capt. Thomas F. Murphy (Ret.). NAYS: 0. ABSENT: Erica R. Bryant, Rick C. Prescott, and Joshua K. Williams. ABSTENTIONS: 0. (Published in its entirety in *The Times* on August 14, 2022.)
- 6. SPECIAL BOARD MEETING MINUTES OF JULY 19, 2022:** Commissioner Altimus presented the minutes of the Special Board Meeting of July 19, 2022. Motion by Commissioner Altimus, seconded by Commissioner Gregorio, to approve the minutes of the Special Board Meeting of July 19, 2022. Hearing no questions or comments, the motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William "Bill" R. Altimus, Sam N. Gregorio, Roy Griggs, James D. Hall, and Capt. Thomas F. Murphy (Ret.). NAYS: 0. ABSENT: Erica R. Bryant, Rick C. Prescott, and Joshua K. Williams. ABSTENTIONS: 0. (Published in its entirety in *The Times* on August 14, 2022.)

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MEMBERS: *Walter O. Bigby Jr., President; Bill Altimus, Vice President; Joshua K. Williams, Secretary Treasurer; Erica R. Bryant; Sam N. Gregorio; Roy Griggs; James D. Hall; Capt. Thomas F. Murphy; Rick C. Prescott*

7. JUNE 2022 FINANCIALS: Commissioner Altimus presented the financial report for June 2022. Motion by Commissioner Altimus, seconded by Commissioner Griggs to approve the June 2022 Financial Report as submitted. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William “Bill” R. Altimus, Sam N. Gregorio, Roy Griggs, James D. Hall, and Capt. Thomas F. Murphy (Ret.). NAYS: 0. ABSENT: Erica R. Bryant, Rick C. Prescott, and Joshua K. Williams. ABSTENTIONS: 0.

NEW BUSINESS:

8. RESOLUTION NO. 15 OF 2022: A RESOLUTION FOR PROJECT ACCEPTANCE AND COMPLETION OF LOUISIANA STATE PROJECT NO. H.013898 AND TO OTHERWISE PROVIDE WITH RESPECT THERETO. (Published in its entirety in *The Times* on August 14, 2022.)

Mr. England stated this resolution is required by the Louisiana Port Priority Program relative to the recently completed 100,000 square foot warehouse project. This resolution is recommended for adoption. Motion by Commissioner Gregorio, seconded by Commissioner Altimus to approve Resolution No. 15 as presented. The motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William “Bill” R. Altimus, Sam N. Gregorio, Roy Griggs, James D. Hall, and Capt. Thomas F. Murphy (Ret.). NAYS: 0. ABSENT: Erica R. Bryant, Rick C. Prescott, and Joshua K. Williams. ABSTENTIONS: 0.

9. RESOLUTION NO. 16 OF 2022: A RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF COOPERATIVE ENDEAVOR BETWEEN THE RED RIVER WATERWAY COMMISSION AND THE CADDO-BOSSIER PARISHES PORT COMMISSION, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the Caddo-Bossier Parishes Port Commission (the “Commission”) was created by the legislature of the State of Louisiana as set forth in Title 34, Chapter 37 of the 1950 Revised Statutes of the State of Louisiana for the purpose of regulating commerce and traffic within the port area in a manner which is conducive for the development of its infrastructure;

WHEREAS, the Red River Waterway Commission (the “RRWC”) is authorized, pursuant to La. R.S. 34:2316, to cooperatively assist in developing ports within its jurisdiction;

WHEREAS, the RRWC and the Commission, hereinafter collectively referred to as the “Governmental Entities”, desire to enter into an agreement to improve the Commission’s industrial complex in Shreveport, Louisiana by constructing a 40,000 square foot warehouse (hereinafter referred to as the “Project”);

WHEREAS, the Commission has applied for funding from the State of Louisiana, Department of Transportation and Development through its Port Construction and Development Priority Program (“LA DOTD”) for the Project;

WHEREAS, if the Commission is awarded LA DOTD funding for the Project, the Commission is asking the RRWC to cooperatively assist in the design and construction aspects of the Project by contributing 10% of the total construction costs and 100% of the engineering and related soft costs;

WHEREAS, the Governmental Entities desire to enter into a Cooperative Endeavor Agreement to facilitate their mutual objectives.

NOW THEREFORE, BE IT RESOLVED by the Caddo-Bossier Parishes Port Commission, in legal and regular session convened, that it hereby authorizes the execution of the above-

described Cooperative Endeavor Agreement in accordance with the terms and conditions set forth therein.

BE IT FURTHER RESOLVED, that Eric England, the Executive Port Director, is hereby authorized to execute the Cooperative Endeavor Agreement referenced hereinabove, and any and all other documents necessary to complete the transaction in the name of and on behalf of the Commission.

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.

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

Date: 8/04/2022

Mr. England noted this resolution is relative to the 40,000 square foot warehouse project. The warehouse plans have been designed and a request for bids will be issued later this year. The funding for this project will be augmented by the Louisiana Port Priority Program and the Red River Waterway Commission. With the approval of this resolution, an agreement will be signed with the Red River Waterway Commission which has agreed to contribute approximately \$2 million dollars towards this project. This resolution is recommended for approval. Motion by Commissioner Hall, seconded by Commissioner Gregorio to approve Resolution No. 16 as presented. The motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William "Bill" R. Altimus, Sam N. Gregorio, Roy Griggs, James D. Hall, Capt. Thomas F. Murphy (Ret.), and Rick C. Prescott. NAYS: 0. ABSENT: Erica R. Bryant and Joshua K. Williams. ABSTENTIONS: 0.

10. PORT DIRECTOR'S REPORT: Mr. England provided an update on various activities and projects.

11. EXECUTIVE SESSION: TO DISCUSS A PERSONNEL MATTER PURSUANT TO LOUISIANA REVISED STATUTES 42:17 (A)(1).

Commissioner Bigby entertained a motion to move into Executive Session. Motion by Commissioner Griggs, seconded by Commissioner Altimus to move into Executive Session at approximately 4:48 p.m. The motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William "Bill" R. Altimus, Erica R. Bryant, Sam N. Gregorio, Roy Griggs, James D. Hall, Capt. Thomas F. Murphy (Ret.), and Rick C. Prescott. NAYS: 0. ABSENT: Joshua K. Williams. ABSTENTIONS: 0.

Commissioner Bigby asked all guests and Port staff, excluding Mr. England, General Counsel, Dannye W. Malone, and Director of Human Resources, Gloria Washington, to leave the room and stated that everyone would be asked to re-join the meeting at the conclusion of the Executive Session.

At approximately 5:17 p.m., Commissioner Bigby asked for a motion to reconvene into Regular Session. Motion by Commissioner Hall and seconded by Commissioner Altimus. The motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William “Bill” R. Altimus, Erica R. Bryant, Sam N. Gregorio, Roy Griggs, James D. Hall, Capt. Thomas F. Murphy (Ret.), and Rick C. Prescott. NAYS: 0. ABSENT: Joshua K. Williams. ABSTENTIONS: 0.

12. DISPOSITION OF PERSONNEL MATTER: Commissioner Bigby noted the Board met in Executive Session to discuss the personnel matter. Based on the discussions in Executive Session, no action will be taken at this time.

13. ADJOURN: Hearing no other comments or questions to come from the Board, Commissioner Bigby adjourned the meeting at approximately 5:17 p.m.

Respectfully submitted,

/s/ Joshua K. Williams

Joshua K. Williams
Secretary-Treasurer