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CADDO-BOSSIER PARISHES PORT COMMISSION
Regular Board Meeting
Regional Commerce Center, Steering Room
6000 Doug Attaway Blvd., Shreveport, LA 71115
January 10, 2022 at 4:30 p.m.

- 1. CALL TO ORDER / OPENING REMARKS:** Commission President Roy Griggs called the meeting to order at approximately 4:30 p.m. in the Steering Room of the Regional Commerce Center, 6000 Doug Attaway Blvd., Shreveport, Louisiana and welcomed everyone.
- 2. PLEDGE OF ALLEGIANCE:** Commissioner Walter O. Bigby, Jr. led the Pledge of Allegiance.
- 3. ROLL CALL:** The roll was called by Executive Port Director Eric England. Commissioners in attendance included: Roy Griggs, Walter O. Bigby, Jr., William R. "Bill" Altimus, James D. Hall, Capt. Thomas F. Murphy (Ret.), Rick C. Prescott, and Joshua K. Williams. Absent: Erica R. Bryant and Sam N. Gregorio. A quorum was present.
- 4. INTRODUCTION OF GUESTS:** Jerrod Tinsley, Heard, McElroy, & Vestal, LLC; John Barr, Office of U.S. Senator John Kennedy; Rich Lamb of Wiener, Weiss, and Madison (representing Teal Jones Plain Dealing, LLC), Wes Shafto of Boles and Shafto Public Finance Attorneys; Rocky Rockett from Greater Bossier Economic Development Foundation; Lt. Richard Jennings with CPSO; Ed Walsh of R&P Agency; Attorney Jacqueline A. Scott; Mark Jusselin with Integrity, Inc.; Port Staff: Eric England, Dannye Malone, Gloria Washington, Zazell Dudley, Kathy French, Rick Nance, Tyler Comeaux, Layne Chenevert, and Amanda Bailey.
- 5. PUBLIC COMMENT ON AGENDA ITEMS:** Commissioner Griggs asked if there are any public comments on agenda items. Rich Lamb, an attorney with Wiener, Weiss, and Madison, made a brief statement regarding his appreciation for the Commission on its work on the bond for the Teal Jones Plain Dealing Project and the positive impact the project will have on the community. Hearing no other public comments, Commissioner Griggs moved on to the next agenda item.

UNFINISHED BUSINESS:

- 6. SPECIAL BOARD MEETING MINUTES OF DECEMBER 13, 2021:** Commissioner Altimus presented the minutes of the Special Board Meeting of December 13, 2021 held in accordance with LA. R.S. 34:3159 (B)(2) providing an annual update on projects affecting adjacent landowners. Motion by Commissioner Altimus, seconded by Commissioner Murphy, to approve the minutes of the Special Board Meeting of December 13, 2021. Hearing no questions or comments, the motion was approved by the following votes: **AYES:** Commissioners: Roy Griggs, Walter O. Bigby, Jr., William R. "Bill" Altimus, James D. Hall, Capt. Thomas F. Murphy (Ret.), Rick C. Prescott, and Joshua K. Williams. **NAYS:** 0. **ABSENT:** Erica R. Bryant and Sam N. Gregorio. **ABSTENTIONS:** 0.

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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. REGULAR BOARD MEETING MINUTES OF DECEMBER 13, 2021: Commissioner Altimus presented the minutes of the Regular Board Meeting of December 13, 2021. Motion by Commissioner Altimus, seconded by Commissioner Bigby, to approve the minutes of the Regular Board Meeting on December 13, 2021. Hearing no other questions or comments, the motion was approved by the following votes: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., William R. “Bill” Altimus, James D. Hall, Capt. Thomas F. Murphy (Ret.), Rick C. Prescott, and Joshua K. Williams. NAYS: 0. ABSENT: Erica R. Bryant and Sam N. Gregorio. ABSTENTIONS: 0.

8. NOVEMBER 2021 FINANCIALS: Motion by Commissioner Altimus, seconded by Commissioner Hall to approve the November 2021 Financial Report as submitted. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., William R. “Bill” Altimus, James D. Hall, Capt. Thomas F. Murphy (Ret.), Rick C. Prescott, and Joshua K. Williams. NAYS: 0. ABSENT: Erica R. Bryant and Sam N. Gregorio. ABSTENTIONS: 0.

NEW BUSINESS:

9. AUP AUDIT PRESENTATION: Commissioner Griggs asked Jerrod Tinsley with Heard, McElroy, and Vestal, LLC to present the Agreed-Upon Procedures Audit Report to the Commission. Mr. Tinsley stated that due to the pandemic last year, the state of Louisiana did not require Agreed-Upon Procedures Audits for public entities. The internal controls included in this audit report are the bank reconciliations, collections, non-payroll disbursements, travel and travel-related expense reimbursements, and debt service. All internal controls were found to have no exceptions, save for one. The only exception found in the report was stated as “The same individual responsible for processing payments also has the ability to add vendors to the entity’s disbursement system.” According to Mr. Tinsley, this is not unusual, and, in this case, there are mitigating controls in place as well as review procedures to counteract the exception. Commissioner Griggs commended Director of Finance, Gloria Washington, and Mr. England for their exemplary work and the clean audit. Motion by Commissioner Hall, seconded by Commissioner Prescott to approve the AUP Audit report as submitted. The motion was approved by the following votes: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., William R. “Bill” Altimus, James D. Hall, Capt. Thomas F. Murphy (Ret.), Rick C. Prescott, and Joshua K. Williams. NAYS: 0. ABSENT: Erica R. Bryant and Sam N. Gregorio. ABSTENTIONS: 0.

10. RESOLUTION NO. 1 OF 2022: A RESOLUTION WITH RESPECT TO THE ISSUANCE OF NOT TO EXCEED SIX HUNDRED FIFTY MILLION DOLLARS (\$650,000,000) CADDO-BOSSIER PARISHES PORT COMMISSION TAXABLE AND TAX-EXEMPT REVENUE BONDS (BIA ENERGY PROJECT), IN MULTIPLE SERIES, APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A TRUST INDENTURE, FACILITIES LEASES, GROUND LEASE AND ANY AND ALL ADDITIONAL DOCUMENTS AND CERTIFICATES DEEMED NECESSARY IN CONNECTION WITH THE GRANTING OF A FAVORABLE PAYMENT IN LIEU OF TAX ARRANGEMENT; AND PROVIDING FOR OTHER MATTERS WITH RESPECT THERTO. (Published in its entirety on January 18, 2022 in *The Times*.)

Mr. England stated Resolution No. 1 of 2022 is the second step in the process to approve a bond for the Bia Energy Project. This project is for the methanol plant to be located in the Port’s Industrial Complex. It is recommended for approval. Motion by Commissioner Hall, seconded by Commissioner Altimus to approve Resolution No. 1 of 2022 as submitted. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., William R. “Bill” Altimus, James D. Hall, Capt. Thomas F. Murphy (Ret.), Rick C.

Prescott, and Joshua K. Williams. NAYS: 0. ABSENT: Erica R. Bryant and Sam N. Gregorio. ABSTENTIONS: 0.

11. RESOLUTION NO. 2 OF 2022: A RESOLUTION WITH RESPECT TO THE ISSUANCE OF NOT TO EXCEED FIFTY-FIVE MILLION DOLLARS (\$55,000,000) CADDO-BOSSIER PARISHES PORT COMMISSION TAXABLE REVENUE BONDS (TEAL JONES PLAIN DEALING, LLC PROJECT), SERIES 2022 APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A TRUST INDENTURE AND LEASE AGREEMENT, AND ANY AND ALL ADDITIONAL DOCUMENTS AND CERTIFICATES DEEMED NECESSARY IN CONNECTION WITH THE GRANTING OF A FAVORABLE PAYMENT IN LIEU OF TAX ARRANGEMENT; AND PROVIDING FOR OTHER MATTERS WITH RESPECT THERTO. (Published in its entirety on January 18, 2022 in *The Times*.)

Mr. England stated Resolution No. 2 of 2022 is also the second step in the bond process for the Teal Jones Plain Dealing, LLC Project formally known as Rural Renaissance. This project is a sawmill to be located in Plain Dealing in north Bossier Parish and the Port is issuing the bond for the project's financing. Mr. England commended Rocky Rockett with the Greater Bossier Economic Development Foundation and Rich Lamb for all their hard work locating this project in Bossier Parish. It was recommended for approval. Motion by Commissioner Hall, seconded by Commissioner Bigby to approve Resolution No. 2 of 2022 as submitted. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., William R. "Bill" Altimus, James D. Hall, Capt. Thomas F. Murphy (Ret.), Rick C. Prescott, and Joshua K. Williams. NAYS: 0. ABSENT: Erica R. Bryant and Sam N. Gregorio. ABSTENTIONS: 0.

12. CERTIFICATION OF 2022 GENERAL FUND AND CAPITAL OPERATIONS BUDGETS: (Published in its entirety on January 18, 2022 in *The Times*.)

Mr. England noted the Port staff has completed all publications and notices in accordance with the Louisiana Local Government Budget Act in order to complete the 2022 budget process. The certification was recommended for adoption by Mr. England. Motion by Commissioner Altimus, seconded by Commissioner Murphy to approve the Certification of the 2022 General Fund and Capital Operations Budgets as submitted. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., William R. "Bill" Altimus, James D. Hall, Capt. Thomas F. Murphy (Ret.), Rick C. Prescott, and Joshua K. Williams. NAYS: 0. ABSENT: Erica R. Bryant and Sam N. Gregorio. ABSTENTIONS: 0.

13. NOMINATING COMMITTEE REPORT: Commissioner Prescott stated that it was an honor to serve as the Nominating Committee Chairman and he moved to approve the following slate of officers for 2022: President: Walter Bigby, Vice President: Bill Altimus, and Secretary/Treasurer: Joshua Williams. Motion by Commissioner Prescott, seconded by Commissioner Hall to close the nominations and approve the slate of officers for 2022 as presented. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., William R. "Bill" Altimus, James D. Hall, Capt. Thomas F. Murphy (Ret.), Rick C. Prescott, and Joshua K. Williams. NAYS: 0. ABSENT: Erica R. Bryant and Sam N. Gregorio. ABSTENTIONS: 0.

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

15. ADJOURN: Hearing no other comments or questions to come from the Board, Commissioner Griggs adjourned the meeting at approximately 4:54 p.m.

Respectfully submitted,

/s/ Joshua K. Williams

Joshua K. Williams
Secretary-Treasurer

UPCOMING MEETING:

**Regular Board Meeting, Monday, February 14, 2022, 4:30 p.m.
Regional Commerce Center, 2nd Floor Steering Room, 6000 Doug Attaway Blvd.
Shreveport, Louisiana 71115**