



6000 Doug Attaway Blvd. | Shreveport, LA 71115 | P (318) 524-2272 | F (318) 524-2273 | port@portcb.com | www.portcb.com

CADDO-BOSSIER PARISHES PORT COMMISSION

Regular Board Meeting

Regular Board Meeting, April 13, 2020, 4:30 p.m.

GoToWebinar Platform at the following link

<https://attendee.gotowebinar.com/register/1533501367996346381>

Commission President Roy Griggs called the Regular Board meeting of the Caddo-Bossier Parishes Port Commission to order at approximately 4:30 p.m. via Go to Webinar. He said I'd like to say Hello! to all of our commissioners, our Board staff and our friends that may be online. I pray and hope everyone had a great weekend. Hope that we're safe and I pray that we are taking all the safety precautions for Coronavirus, and I hope everyone's well and your family is doing well.

Commissioner Bill Altimus led the Pledge of Allegiance.

The roll was called. Commissioners: Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Thomas F. Murphy and Rick C. Prescott were present via the webinar. A quorum was present.

Guests: Markey Pierre, Southern Strategy Group; Jacqueline Scott, Jacqueline Scott & Associates; Bill Boles, Boles Shafto; Ed Walsh and Sarah McKinney, Romph & Pou Agency and Jon Glover. Staff: Eric England, Danyne Malone, Gloria Washington, Rick Nance, Tyler Comeaux, Zazell Dudley, Kathy French, Mary Jo Ward, Lane Chenevert and Hettie Agee.

Commissioner Griggs asked if there are any public comments on agenda items. Hearing none, he called for the first item of Unfinished Business.

UNFINISHED BUSINESS:

Motion by Commissioner Altimus, seconded by Commissioner Hall, to approve the Regular Board Meeting Minutes of March 9, 2020 as sent. Hearing no discussion or questions, motion approved by the following vote: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Rick C. Prescott. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Motion by Commissioner Altimus, seconded by Commissioner Bigby, to approve the February 2020 Financial Reports as sent by email. Hearing no questions, motion approved by the following vote: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R.

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

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

Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Rick C. Prescott. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Commissioners, before we go into our New Business, we need to amend the agenda to remove Resolution No. 7 and called on Eric for explanation of the removal. Mr. England said we're asking you to consider removing Resolution No. 7 from the agenda. This was relative to one of our bond issues particularly a refinance. Given the financial markets, it's our team's recommendation, just given volatility of the market and underlying conditions, that we table this particular motion until a later date. The key difference between why we're deferring one of the resolutions and not Resolution No. 6, it's tied to our property tax and Resolution 7 is not. It's just a different market altogether so we would recommend that Resolution 7 be removed from this agenda to be considered at a future date. We would need a motion, a second, an opportunity for public comment and then a vote please. **Hearing no discussion after an opportunity for public comment, a motion by Commissioner Gregorio, seconded by Commissioner Prescott, to remove Resolution No. 7 of 2020 from the April 13,2020 Agenda. Motion approved by the following vote: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Rick C. Prescott. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.**

NEW BUSINESS:

RESOLUTION NO. 5 OF 2020

BY THE CADDO-BOSSIER PARISHES PORT COMMISSION:

A RESOLUTION TO APPROVE THE COMPLETED SYSTEMS SURVEY AND COMPLIANCE QUESTIONNAIRE REQUIRED BY THE LOUISIANA LEGISLATIVE AUDITOR, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, the Caddo-Bossier Parishes Port Commission has completed the Systems Survey and Compliance Questionnaire ("Questionnaire"), as required by the Louisiana Legislative Auditor for the calendar year 2019 Audit.

NOW, THEREFORE, BE IT RESOLVED, by the Caddo-Bossier Parishes Port Commission in due and legal session convened that the Caddo-Bossier Parishes Port Commission hereby approves the completed Systems Survey and Compliance Questionnaire, as required by the Louisiana Legislative Auditor.

BE IT FURTHER RESOLVED, that the Executive Port Director is hereby authorized to sign the completed Systems Survey and Compliance Questionnaire on behalf of the Caddo-Bossier Parishes Port Commission, and transmit the Questionnaire to Heard, McElroy & Vestal for the calendar year 2019 Audit.

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

April 13, 2020

Date

RS. NO 5, 2020 A RESOLUTION TO APPROVE THE COMPLETED SYSTEMS SURVEY AND COMPLIANCE QUESTIONNAIRE REQUIRED BY THE LOUISIANA LEGISLATIVE AUDITOR, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO: Mr. England said this resolution authorizes us to move forward with the System's Compliance Questionnaire that we conduct annually in accordance with our annual audit. It provides answers to various questions with regard to how we've operated the Port over the past fiscal year with regard to the Budget Act and other key provisions of Louisiana law and it's recommended for approval at this time.

Motion by Commissioner Hall, seconded by Commissioner Gregorio, to approve Resolution No. 5 of 2020 from the April 13, 2020 Agenda. Motion approved by the following vote: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Rick C. Prescott. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

RS. 6 of 2020: A RESOLUTION AUTHORIZING AND PROVIDING FOR THE ISSUANCE, SALE, AND DELIVERY OF FIVE MILLION ONE HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$5,135,000) LIMITED TAX REVENUE BONDS, SERIES 2020 OF THE CADDO-BOSSIER PARISHES PORT COMMISSION, STATE OF LOUISIANA; PRESCRIBING THE FORM, TERMS, AND CONDITIONS OF SUCH BONDS AND PROVIDING FOR THE PAYMENT THEREOF; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. Commissioners, this is the final resolution related to the \$5,135,000 we are proposing to issue to reimburse the Commission for recent land purchases. This particular bond issue is tied to our property tax, and we have worked with Regions Bank and our bond team on a 10-year bond issue with a 1.56 percent interest rate. It's recommended that we move forward with those terms and to do so, we need to adopt this resolution. Will be glad to answer any questions.

Commissioner Prescott made a motion to adopt Resolution No. 6. The motion was seconded by Commissioner Gregorio. Hearing no questions, motion approved by the following vote: AYES: Commissioners: Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Rick C. Prescott. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0. (to be published in its entirety in The TIMES)

Commissioner Griggs said next we have **ANNOUNCEMENT OF AD VALOREM TAX.** Mr. England said this is part of the process of adopting our millage on an annual basis. If you'll allow me, I'll read this announcement: "As part of our process to adopt our 2.5 mill property tax, the

first step for us in this meeting is to announce our intention to hold a Public Meeting at our May 11th (or a future Board meeting)". There's no action that needs to be taken by the Board today. But that's our intent to continue moving forward with this process as prescribed by law. I'll be glad to answer any questions about the property tax millage at this point.

Commissioner Griggs said are there any questions for Eric about the property tax?

PORT DIRECTOR'S REPORT: Mr. England updated the Commission on ongoing activity of the Port as well as new working parameters in reaction to Covid-19.

Commissioner Griggs said thank you Eric. And I would be remiss, Eric, if I didn't tell you on behalf of the Board how much we appreciate how you've taken care of your staff during this difficult time that we are in right now making sure that they are safe and they can work from home and all the other steps that you have made to protect the employees there. So definitely want to commend you on that. It's my prayer also that the Commissioners, your staff and everybody just stay safe. Just be blessed as we move forward. Are there any comments or the commissioners before we go?

Commissioner Prescott has a comment. President Griggs and all my fellow commissioners, you kind of hit what I want to say, but I need to thank Eric and the staff for what they do and the boots on the ground with the operations team. We have some business that's still going and I pray for each commissioner and plead the blood of Jesus on your family and people that are close to you, and I'm asking that you'll try to stay safe. It is just a privilege to be able to serve with you guys on the Port. This coronavirus brings a lot of things that ought to make you think about stuff and how privileged you are in people that you meet, and I don't take it for granted. I just want to let you guys know that I pray for you and plead the blood of Jesus over your family and Eric thank you so much for you and your staff. And we will get through this and ask you that join me that the Lord will bless us and find some type of healing or vaccine or whatever it is so we can kind of get back to some sense of normalcy. But thank you. Commissioner Griggs said thank you Commissioner Prescott—well said. Is there anyone else?

Commission President Griggs said it was the pleasure to hear your voices and even though it's under different conditions, but we're going to work through all this technology problem. But as Rick said y'all just take care of yourself and your family and let's just stay healthy. So, if there's nothing else, our meeting will stand adjourned at 4:59 p.m. Thank you guys. Have a great rest of the week. Thank you.

Respectfully submitted,

/s/ Bill Altimus

Bill Altimus
Secretary-Treasurer

Audit Committee Meeting Monday, June 8, 2020 3:30 p.m.
Regular Board Meeting, Monday, June 8, 2020 4:30 p.m.