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Caddo-Bossier Parishes Port Commission
Regular Board Meeting
Regional Commerce Center, Board Room
6000 Doug Attaway Blvd., Shreveport, LA 71115
April 19, 2018, 4:30 p.m.

President Commissioner Prescott 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 Prescott announced the Public Meeting pursuant to the Notice of Public Meeting to adopt the Property Tax Millage CY 2018, published March 16, 2018 in The TIMES, announced at the March 15th Board Meeting and posted at the Regional Commerce Center at 8:30 a.m. on April 18, 2018. This matter will be considered and discussed under New Business.

Commissioner Bigby led the Pledge of Allegiance.

The roll was called. Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. We have a quorum. Absent: None.

Introduction of guests: John Barr, U.S. Senator John Kennedy's Office; Joe Johnson, Harts Island Road; Feico Kempff, Real Estate; Jeff Brown and Bill Crews, Transportation Technology Associates; Lynn Austin, Former Port Commissioner; Gerry Gary, Clark Energy Co.; George Carroll, Ed Walsh and Sarah McKinney, Romph & Pou Agency; Tyler Comeaux, Burk-Kleinpeter and Ty Scroggins, Scroggins Consulting. Staff: Eric England, Dannye Malone, Brenda Levinson, Rick Nance, Kathy French and Hettie Agee.

Commissioner Prescott asked if there are any public comments on any agenda items. Hearing none, they moved to the first item of Unfinished Business.

UNFINISHED BUSINESS:

Motion by Commissioner Bigby, seconded by Commissioner Watkins, to approve the Regular Board Meeting Minutes of March 15, 2018 and Special Board Meeting Minutes of March 15, 2018. Motion approved by the following vote:

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

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

AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Motion by Commissioner Bigby, seconded by Commissioner Gregorio to approve the February 2018 Financial Reports: Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Personnel Committee Meeting of March 16, 2018: The Personnel Committee meeting was called to order by Commissioner Chairwoman Erica Bryant at approximately 12 Noon on March 16, 2018 in the Board Room of the Regional Commerce Center. Introduction of guests was called for.

Committee members in attendance included Erica R. Bryant, Roy Griggs, James D. Hall and James L. Pannell. A quorum was present. Staff: Eric England, Danyne Malone, Gloria Washington and Hettie Agee.

Hearing no public comment on an agenda item, Commissioner Bryant called on Port Director Eric England to present his report on the Organizational Assessment Proposals. He provided a recap of the process and provided an overview of the proposals received. He said his recommendation is to go with the Younger/Kornegay proposal. Commissioner Hall said I read all these proposals and I came to the same conclusion as the best qualified was the one you recommended. Clearly they're still the best value in the whole realm with a quicker product, and I like the facilitating the Board interaction, because I think that leads to a better more productive discussion. I read them and I clearly thought they were the best qualified people for our Port because of their past history.

Commissioner Griggs said I certainly would support Eric's recommendation and then having Jimmy also saying the same thing. So I think that my vote would be to go with your recommendation.

Commissioner Pannell said one of the things I'm looking at is this guy being the director of the Port of Houston. I keep going with the fact that my concern is that he could accomplish that goal also by letting us know exactly where we are. The other thing I'm also concerned about is when we start looking at positions, and talking about filling those positions, my concern is those positions may not be in the City of Shreveport. There's a good possibility we're going to have to have somebody who may know someone that we could port from some other port to come here who has that experience. I'm saying that I'm looking for the study but also possible help for us on recommending where we can find the best people available for those jobs. I'd like for them to spend time with each Board member one on one.

Commissioner Bryant said I also support the recommendation of the Executive Director.

Motion made by Commissioner Hall, seconded by Commissioner Griggs to approve the recommendation of Port Director England and allow Younger & Associates/Kornegay and Company to conduct the Organizational Assessment. Motion approved by the following vote: AYES:

Commissioners: Erica R. Bryant, Roy Griggs, James D. Hall and James L. Pannell. NAYS: 0. ABSENT: Capt. Thomas F. Murphy and Steve Watkins. ABSTENTIONS: 0.

Hearing nothing further to come before the committee, Commissioner Bryant adjourned the meeting at 12:21 p.m.

Motion by Commissioner Bryant, seconded by Commissioner Griggs to approve the March 16, 2018 Personnel Committee Meeting: Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Walter O. Bigby, Jr., Roy Griggs, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Marketing Committee Meeting of April 9, 2018: Commissioner Bigby called the Marketing Committee meeting of April 9, 2018 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: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and James L. Pannell. A quorum was present.

Commissioner Bigby called for introduction of guests: Martha Carter, Caddo Parish 911; Tyler Comeaux, Burk- Kleinpeter; Shirley Wilson and Kapil Adhikari, EJES; Sarah McKinney, Romph & Pou Agency and Imtiaz Shareef. Staff members: Eric England, Dannye Malone, Brenda Levinson, Hugh McConnell, Kathy French, Rick Nance, and Hettie Agee.

Commissioner Bigby called for Public Comments on Agenda Items. Hearing none, he called for a motion to accept this agenda. **Motion by Commissioner Prescott, seconded by Commissioner Griggs, to accept the agenda. The agenda is approved. Hearing no discussion, motion approved by the following vote:** AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, James L. Pannell and Capt. Thomas F. Murphy. NAYS: 0. ABSENT: Steve Watkins. ABSTENTIONS: 0. Motion carries.

Commissioner Bigby called on Brenda for Potential Customers/Projects. She reported on Project Frio, Project Sunrise and Syrah Resources.

She continued with the customer update on Vulcraft, Nucor, Longview TX, Ternium, Benteler, Ronpak, Pratt, West LA Aggregate, Calumet, ADS Logistics and Ternium. Calling for questions, Commissioner Pannell asked if Benteler would be affected on the construction of their steel mill facility as a result of the Section 232. Brenda said it is still in their 5-year plan looking at that 2020 to 2022 time frame to do the melt shop, depending on what they may need to do to either enhance some products, do some other things and that the melt shop will make a difference for them.

Commissioner Bigby called on Kathy to give the Public Affairs report and then called on Eric for the calendar of activities.

The agenda for the Commissioners Seminar is behind the calendar. I think this year's event is by far not only in terms of content of the seminar, the best I've ever seen—the speakers they have lined up for these sessions are the best. I highly encourage you if you have the ability to attend, please consider attending. Please let me know if you are attending because it does overlap with our June Board meeting. If we do have a number of commissioners that are attending, what I would prefer would be to postpone the Board Meeting. Commissioner Pannell also encouraged the commissioners to attend this seminar.

Commissioner Bigby adjourned the Marketing Committee meeting at approximately 12:23 p.m.

Motion by Commissioner Bigby to approve the April 9, 2018 Marketing Committee Meeting Minutes: Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Operations Committee Meeting Minutes of April 9, 2018: The meeting was called to order by Commissioner Griggs, Chairman, at approximately 12:24 p.m., April 9, 2018 at the Regional Commerce Center Board Room.

Commissioners present: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and James L. Pannell. A quorum was present.

Commissioner Griggs called for introduction of guests: Martha Carter, ENP, 911 Communications; Tyler Comeaux, Burk- Kleinpeter; Ed Walsh and Sarah McKinney, R&P Agency and Imtiaz Shareef. Staff members: Eric England, Danyne Malone, Brenda Levinson, Hugh McConnell, Kathy French, Rick Nance, and Hettie Agee.

Hearing no public comments on the agenda items, Commissioner Griggs called on Hugh for the Operations report for the end of the first quarter of the year. West LA Aggregate received their 5th train for the year. This quarter they've received 51,833 tons of aggregate. Steel continues to be a strong mover through the Port. Ternium and ADS reported 26,000 tons and, add in Benteler with 16 cars, for an additional 1400 tons. That was 28,372 tons for the month. For this quarter, all those combined are 68,425 tons, 3500 truckloads. Petroleum, Omni and Calumet reported a combined 6200 tons. Pratt had 4300 tons of paper and starch. The box car pool from the UP is not adequate enough to meet the needs overall. We've been in contact with the UP and Brenda has had conversations with them as well. Oakley is still heavy in the frac sand business, also soda ash and s-carb. They reported 7400 tons of material received by rail in. The first quarter of this year we had 163,000 tons by rail. Last year first quarter was 126,000 tons, so we're up about 29% from this time last year.

Barge transportation, the River's been fluctuating. As Eric mentioned, there's some issues up and down the River. They do have a dredge that's mobilized at Lock 1 working its way north. This morning the River was at 22.6 and falling. From what we understand the reservoirs in Oklahoma are releasing water so that fall should be slow which is a good thing because it will help move that silt, also allows the boats to get over those high areas. As the River continues to fall, those high areas will become more apparent. Port stevedores worked 10 barges of scrap, steel, slabs, coils, inbound and outbound, 13,990 tons. The slabs are fairly new so we're handling that and learning as we go. We're able to store some

into our warehouse and hold some of those slabs and also put coils for Vulcraft in the back of the warehouse. We did load back finished coils for Ternium, a first. Fortunately Dwayne Priest from Marion Shipping came up and got in the barge with Titus and showed us how and where to place the coils and where to put the pallets and how to stack. His assistance was invaluable. The coils are still on their way to St. Louis. Oakley reported 8 barges of frac media, 12,260 tons. There were a total of 18 barges, 26,250 tons. Comparing that to the first quarter of last year, we had 76,000 tons; the first quarter of this year it is 98,000 tons. So again, we're up about 29% on tonnage from 2017 first quarter to 2018 first quarter. All indications right now is we're busy. Brenda is going to talk to you a little bit about some equipment.

Rick provided an update on the ADS Warehouse Expansion, North Satellite Rail Yard, Phase I and II, and the Fender Rehab.

Vehicle Bid Results: In the 2018 budget process we discussed the purchase of two vehicles, the city car and the passenger van. We recently issued bids for those two vehicles. As a result of that process, we received only one bid for the car and no bids for the passenger van. The car bid was \$19,100. Our budget was \$20,000. It's under our estimate. We've reviewed the bid and believe it to be in accordance with the parameters and it would be my recommendation to accept this bid of \$19,100 from Republic for the city car. Commissioner Gregorio asked what happens on the van. Eric said with regard to the van, since we have now publicly bid it, it is my recommendation that we pursue it via State contract. Commissioner Griggs said if there are no other questions, I will entertain a motion to accept the bid for the car at this time. **Motion by Commissioner Hall, seconded by Commissioner Bigby to accept the bid for the car. Hearing no discussion, motion approved by the following vote: AYES:** Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, James D. Hall, James L. Pannell and Capt. Thomas F. Murphy. **NAYS:** Sam N. Gregorio. **ABSENT:** Steve Watkins. **ABSTENTIONS:** 0. Motion carries.

Caddo Parish Communications District Number One Request: Commissioner Griggs called Martha Carter to the podium to make a presentation regarding the communications district.

Motion by Commissioner Pannell, seconded by Commissioner Hall to prepare the amendment to the cooperative endeavor. Hearing no discussion, motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, James L. Pannell and Capt. Thomas F. Murphy. **NAYS:** 0. **ABSENT:** Steve Watkins. **ABSTENTIONS:** 0. Motion carries.

Red River Waterway Commission Funding Request: Brenda discussed a little bit on it regarding the stevedoring equipment, and during our budget process we did talk about those three pieces of machinery that we're going to write the bid forms for that will be roughly in that \$730-\$750,000 range. In addition to that, there's a need for a new front end loader. We've approached the Red River Waterway Commission and they have voted to authorize preparation of an agreement to give us roughly \$1 million dollars for this front end loader. What we'll ask of you next Thursday at the Board meeting is authorization to execute a CEA with them for this amount. They are prepared to move forward. Commissioner Pannell asked how much will they fund. Eric said the loader and the set of solid tires they will fund at 100%.

Hearing no further questions or comments, Commissioner Griggs adjourned the meeting at approximately 12:44 p.m.

Motion by Commissioner Griggs to approve the April 9, 2018 Operations Committee Meeting Minutes: Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Walter O. Bigby, Jr., Roy Griggs, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

NEW BUSINESS:

Special Presentations: Former Port Commissioner Lynn Austin was recognized. Lynn Austin served tirelessly on the Port Commission for some 16 years serving as Secretary-Treasurer, Vice President and President. Everyone stood as Eric read the resolution adopted by the Board. Applause followed.

Commissioner Steve Watkins, an appointee from the City of Bossier City, was recognized for his twenty years of service on the Port Commission this month as his original appointment date was April 23rd. Applause followed.

Ordinance No. 1 of 2018: An Ordinance to levy and impose an Ad Valorem Tax of 2.50 Mills for the Year 2018, on all property subject to taxation in the jurisdiction of the Caddo-Bossier Parishes Port Commission, consisting of Caddo and Bossier Parishes, and otherwise providing with respect thereto. Mr. England said this is our millage we are authorized to levy in the amount of 2.5 mills. This Ordinance is recommended for adoption.

Motion made by Commissioner Hall, seconded by Commissioner Bigby to adopt Ordinance No. 1 of 2018. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0. (To be published in The TIMES)

Amendment to Cooperative Endeavor Agreement – Caddo Communications District: Mr. England said it's our recommendation to amend our CEA with the Caddo Communications District in accordance with the outline that was presented by Ms. Martha Carter last week at the committee meeting.

Motion made by Commissioner Pannell, seconded by Commissioner Griggs to amend the Cooperative Endeavor Agreement with the Caddo Communications District. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Cooperative Endeavor Agreement – Red River Waterway Commission: Mr. England said this is the CEA regarding the roughly \$1 million dollars for a new piece of stevedoring equipment. It's a front end loader and a set of solid tires. It's anticipated the funding will be 100% for this piece of equipment. We recommend the approval of this for us to enter into this CEA.

Motion made by Commissioner Gregorio, seconded by Commissioner Murphy to enter into this Cooperative Endeavor Agreement with the Red River Waterway Commission for the front end loader and tires. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Cooperative Endeavor Agreement – Caddo Levee District: Mr. England said during our budget process for CY2018 we discussed the need to elevate the levee within the area of the Port complex and the Levee District is moving forward with that roughly half million dollar project. It's our recommendation to seek approval from the Board for this CEA to provide \$100,000 for this project. It's in the budget and recommended.

Motion made by Commissioner Gregorio, seconded by Commissioner Bigby to enter into the Cooperative Endeavor Agreement with the Caddo Levee District. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Organizational Assessment and Efficiency Study: Mr. England said at the March 16th Personnel Committee Meeting we reviewed the proposals received for this study. It's my and the committee's recommendation to award this contract to Younger and Associates/Kornegay Company.

Motion made by Commissioner Hall, seconded by Commissioner Murphy to award the contract to Younger and Associates/Kornegay Company. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Authorization to Bid for Stevedoring Equipment: Mr. England said we seek the Board's approval to advertise for bids for these four pieces of equipment: Ford Truck; Yard Hustler; Trailer. Three of these pieces were in our 2018 budget. The fourth piece is the Front End Loader I just discussed.

Motion made by Commissioner Griggs, seconded by Commissioner Pannell to authorize the bid for four pieces of stevedoring equipment. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Port Director's Report: Mr. England discussed possibly moving the June Board meeting to the 28th. We've been progressing towards an appraisal on the Robson Farms tract. We received the appraisal and it appraised for an amount greater than the offer price. So that's triggered us to move forward with the Phase I Environmental, the topographical survey, the boundary survey as well as ordering an abstract to the title. We anticipate closing in the next 30-60 days.

Executive Session: Port Complex Security Plan

La. R.S. 42:17 (3) – Discussions regarding security personnel, plan, or devices.

Commissioner Prescott said I will now entertain a motion to go into Executive Session to discuss the Port Complex Security Plan. I would ask for our guests and staff to leave the room and for Dannye and Eric to remain. The public will be invited to join the meeting after the Executive Session.

Motion made by Commissioner Pannell, seconded by Commissioner Griggs to go into Executive Session to discuss the Port Complex Security Plan. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Commissioner Prescott said I will entertain a motion to go back into regular session.

Motion made by Commissioner Gregorio, seconded by Commissioner Griggs to go back into regular session. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy, James L. Pannell and Steve Watkins. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

The Board met in in Executive Session and discussed the previously referred to matter.

ADJOURNMENT: That concludes our meeting; we stand adjourned at approximately 5:36 p.m.

Respectfully submitted,

Walter O. Bigby, Jr.
Secretary-Treasurer

May Meetings

Regular Board Meeting, Thursday, May 17, 2018 4:30 p.m.

Executive Committee: May 7, 2018 10:00 a.m.

Marketing and Operations Committee Meetings, Monday, May 7, 2018, 12 Noon
Regional Commerce Center, 6000 Doug Attaway Blvd, Shreveport, LA 71115