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Caddo-Bossier Parishes Port Commission
Regular Board Meeting
Regional Commerce Center, Board Room
6000 Doug Attaway Blvd., Shreveport, LA 71115
June 10, 2019, 4:30 p.m.

Commission President Rick C. 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 Bigby led the Pledge of Allegiance.

The roll was called. Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and James L. Pannell were present. Absent: None. A quorum was present.

Introduction of guests: J. Kent Rogers, NLCOG; George Carroll, Sarah McKinney, Romph & Pou Agency; and Jordan Pearson, BKI. Staff: Eric England, Danyne Malone, Gloria Washington, Rick Nance, Tyler Comeaux, Kathy French, Zazell Dudley and Hettie Agee.

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

UNFINISHED BUSINESS:

Motion by Commissioner Bigby, seconded by Commissioner Hall, to approve the Regular Board Meeting Minutes of May 13, 2019. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and James L. Pannell. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Motion by Commissioner Bigby, seconded by Commissioner Gregorio, to approve the Audit Committee Meeting Minutes of May 13, 2019. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R. Bryant, Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and James L. Pannell. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

Motion by Commissioner Bigby, seconded by Commissioner Murphy, to approve the April 2019 Financial Reports: Motion approved by the following vote: AYES: Commissioners: Rick

"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

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

NEW BUSINESS:

Rs. No. 9 of 2019

**RESOLUTION REQUESTING AUTHORITY TO ADVERTISE
Port responsible for engineering – Reimbursement with Contingency**

STATE PROJECT NO. H.013898
PARISHES OF CADDO AND BOSSIER

RESOLUTION NO. 9 OF 2019

BY THE CADDO-BOSSIER PARISHES PORT COMMISSION:

A RESOLUTION REQUESTING AUTHORITY TO ADVERTISE FOR COMPETITIVE BIDS FOR THE HEAVY LOAD MULTIMODAL WAREHOUSE PORT IMPROVEMENT PROJECT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, the Caddo-Bossier Parishes Port Commission (the “Commission”) submitted an application for funding of the Heavy Load Multimodal Warehouse Port Improvement Project (the “Project”) under the Port Construction and Development Priority Program; and

WHEREAS, the Project has been recommended to the Louisiana Joint Legislative Committee of Transportation, Highways, and Public Works by the Department of Transportation and Development for funding by the Port Construction and Development Priority Program; and

WHEREAS, no funds have been made available by the State for the construction of the Project and the Commission has available local funds in an amount of not less than one hundred (100%) percent to insure construction of the Project; and

WHEREAS, the Commission desires to utilize its own funds for the construction of this Project and to be reimbursed by the Port Construction and Development Priority Program once funding becomes available, in accordance with R.S. 34:3457; and

WHEREAS, at the request of the Commission, Forte & Tablada prepared plans and specifications for the Project, which plans and specifications are designated by State Project No. H.013898; and

WHEREAS, the Commission has reviewed the final plans, specifications and cost estimate and submitted these documents to the Department of Transportation and Development. The Commission will accept the final plans and specifications **contingent** upon the Department of Transportation and Development’s final approval inasmuch as they comply with the requirements of the Port Construction and Development Priority Program; and

WHEREAS, all necessary servitudes, rights-of-way, spoil disposal areas, rights of ingress and egress and the means thereof have been acquired by the Commission, and the titles thereto are valid and indefeasible; and

WHEREAS, the Commission has obtained all necessary permits required for the construction of the Project; and

WHEREAS, the Commission has agreed to accomplish all necessary utilities, fencing and other facility relocations and alterations made necessary by the Project; and

WHEREAS, the Official Journal for the Commission is The Shreveport TIMES, whose mailing address is 401 Market Street, Suite 1500, Shreveport, LA 71101, and whose telephone number is (888) 516-9220, x 5412; and

WHEREAS, the Commission desires to advertise for competitive bids, in accordance with La. R.S. 38:2212, et seq., for the award of a contract in the name of the Caddo-Bossier Parishes Port Commission, and furnish engineering services during the progress of the work.

NOW, THEREFORE, BE IT RESOLVED by the Caddo-Bossier Parishes Port Commission, in regular session convened on this 10th day of June, 2019, that the Department of Transportation and Development be and is hereby requested to authorize the Caddo-Bossier Parishes Port Commission to advertise for competitive bids in accordance with La. R.S. 38:2212, et seq., for the award of a contract in the name of the Caddo-Bossier Parishes Port Commission, covering the aforesaid improvements.

BE IT FURTHER RESOLVED that the Department of Transportation and Development be and hereby is assured that all necessary servitudes, rights-of-way, rights of ingress and egress and the means thereof have been obtained by the Commission, and the titles thereto are valid and indefeasible and the Commission expressly agrees to defend any action for the failure to secure any servitude, right-of-way, right of ingress or egress, and the Commission does hereby assume complete responsibility for providing engineering services during construction and the maintenance and upkeep of the Project after construction.

BE IT FURTHER RESOLVED that the Department of Transportation and Development be and is hereby assured that all required permits have been obtained by the Commission.

BE IT FURTHER RESOLVED that the Department of Transportation and Development be and is hereby assured that the Commission has its local matching funds available in an amount not less than one hundred (100%) percent of the total project cost to insure the construction of the Project.

BE IT FURTHER RESOLVED that the Commission will and does hereby assume complete responsibility for all utilities, fencing, and other facility relocations and alterations made necessary by the Project.

BE IT FURTHER RESOLVED that the Commission does hereby save and hold harmless the Department of Transportation and Development against any loss or damage of any kind incident to or occasioned by Activities undertaken in pursuance of this agreement and expressly agrees to defend any suit brought against the Department of Transportation & Development, and pay any judgment which may result from said suit as it relates to the Project.

BE IT FURTHER RESOLVED that Eric D. England, Executive Port Director, or his designated representative, is hereby authorized to advertise for competitive bids for the award of the Project.

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

Legal Counsel/Chief Legal Officer

June 10, 2019

Date

/s/ Rick C. Prescott

Rick C. Prescott, President

/s/ Eric England

Eric England, Executive Port Director

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of a resolution adopted at a Regular Meeting of the Caddo-Bossier Parishes Port Commission held on the 10th day of June, 2019, in which a quorum was present and voting, and that the resolution adopted is still in effect and has not been rescinded or revoked.

Signed at Shreveport, Louisiana on this 10th day of June, 2019.

/s/ Eric England

Eric England, Executive Port Director

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

PORT DIRECTOR'S REPORT:

Mr. England began with a report on Interstate 69. We did receive three (3) responders to our RFP and intend to notify Neel Schaffer of my recommendation. As you all know there's Stage 0 and Stage 1. The goal would be that there would not be a need for Stage 1 since the Stage 1 has already been completed when the SIU 15 was completed. There's a Record of Decision for SIU 15 which included environmental. This service road is within that Record of Decision. At the end of June, we'll meet once again with LA DOTD and give them an update of where we're going. At this point everything is looking positive. Be glad to answer any questions.

With regard to the Red River and the Mississippi Rivers, the Red is on a slow fall. Our pool stage is around 14'; we're hovering around 27'. If you look at the navigation flow charts, it's going to be a very very slow fall over the next couple months. On to the Mississippi River, we talked to you about the lock that connects the Mississippi to the Red River. We're currently at 61'. We need to be down to 60.5'.

In the Financials, we've been able to transfer \$650,000 to our Economic Development Reserve Fund.

Personnel - A few months ago there was discussion about our Employee Handbook. Danyne and I have completed a review of the handbook and made the suggested changes. We plan to hold an employee in service this week.

With regard to our operations, we did have some barges they were able to not only unload those but were able to load trucks. Our team is doing a great job of focusing on the stevedoring. It's not just about unloading barges, but it's also managing our customers' requests and desires of specific coils on specific days at specific times. When you walk out into our warehouse, you see all those coils. They all look alike but they all have a specific number and our crew is doing a great job of making sure that the right one gets loaded at the right time for the right run at the customer.

An overview of our current projects was discussed.

Port Expansion – We commissioned appraisals on the four tracks on Harts Island. It's my understanding that some of those draft appraisals have been received by the owners of the homes. We're also awaiting the appraisal on the Leonard Road Farms property as well by the same appraiser. Funds are in place to buy these tracts. We have the reserves as well as the funds we have escrowed from the last bond issue.

With regard to Marketing and Development, we have had substantial leads in both commodity movements and also projects. We've got a couple of customers that are moving forward with expansions at their facilities and there's a lot of work that goes into those from a

Port ownership standpoint, so we're helping them with those projects. Also we closed on a land swap.

Commissioner Prescott adjourned the meeting at approximately 4:53 p.m.

Respectfully submitted,

Walter O. Bigby, Jr.

Secretary-Treasurer

July Board Meeting

Regular Board Meeting of July 8, 2019 4:30 p.m.

Regional Commerce Center, Board Room

Shreveport, LA 71115