



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  
Regional Commerce Center, Board Room  
6000 Doug Attaway Blvd., Shreveport, LA 71115  
May 13, 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, James D. Hall, Capt. Thomas F. Murphy and James L. Pannell were present. Absent: Sam N. Gregorio. A quorum was present.

Introduction of guests: Alaina Stuckey and Rock P. Ete, Louisiana Economic Development; George Carroll, Sarah McKinney, Romph & Pou Agency; and Jordan Pearson, BKI. Staff: Eric England, Danye 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, Commissioner Prescott called for Commissioner Bryant to come forward. Danye Malone swore in Erica R. Bryant who was recently re-appointed by the Caddo Parish Commission. Applause followed.

**UNFINISHED BUSINESS:**

**Motion by Commissioner Bigby, seconded by Commissioner Pannell, to approve the Regular Board Meeting Minutes of April 8, 2019. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Bill Altimus, Erica R. Bryant, James D. Hall, Capt. Thomas F. Murphy and James L. Pannell. NAYS: 0. ABSENT: Sam N. Gregorio. ABSTENTIONS: 0.**

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

*"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*

**NEW BUSINESS:**

**Rs. No. 8 of 2019**

**CADDO-BOSSIER PARISHES PORT COMMISSION  
National Maritime Day  
Resolution**

**WHEREAS**, on May 22, 1819, the steamship *The Savannah* set sail from Savannah, Georgia on the first successful transoceanic voyage under steam propulsion, thus making a material contribution to the advancement of ocean transportation, and

**WHEREAS**, on May 20, 1933, the Senate and House of Representatives of the United States of America in Congress assembled and approved that May 22 of each year shall be designated and known as National Maritime Day, and

**WHEREAS**, during WW II in what became the world's largest sealift operation, more than 250,000 members of the American Merchant Marine served their country, with more than 6,700 giving their lives, hundreds being detained as prisoners of war and more than 800 ships being sunk or damaged, and

**WHEREAS**, waterways have enabled much of the commerce that has expanded America's economy, sprouted cities near waterways and facilitated vast domestic and international commerce crucial to our economy today, and

**WHEREAS**, merchant mariners have served America with distinction throughout our history, but especially at critical moments of war and natural disaster, and

**WHEREAS**, the United States Merchant Marine and thousands of other workers in our Nation's maritime industry continue to make immeasurable contributions to our economic strength and our ongoing efforts to build a more peaceful world, and

**WHEREAS**, the United States Merchant Marine also shepherds the safe passage of American goods, move exports to customers around the world, support the flow of domestic commerce on our maritime highways, strengthen our Nation's economy, bolster job creation and, along with the transportation industry, employ Americans on ships and tugs, and in ports, like our Port of Caddo Bossier, and

**WHEREAS**, it is the desire of the Caddo-Bossier Parishes Port Commission to increase the awareness of the maritime industry within Caddo and Bossier Parishes and the State of Louisiana.

**NOW, THEREFORE BE IT RESOLVED THAT** the CADDO BOSSIER PARISHES PORT COMMISSION joins the President of the United States of America in proclaiming May 22, 2019, as National Maritime Day and calls upon the citizens of Caddo and Bossier Parishes to celebrate this observance.

This Resolution was adopted this 13th day of May, 2019 in a duly noted meeting of the Caddo-Bossier Parishes Port Commission at which a quorum was present.

/s/ Rick C. Prescott

President

/s/ Walter O. Bigby, Jr.

Secretary-Treasurer

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

**2018 Audit:** Mr. England said we just received the presentation at the Audit meeting just preceding this meeting. It's in your packet for you. Heard McElroy & Vestal did a presentation. I call attention to pg. 28 of your audit. No material weaknesses or significant deficiencies noted; noncompliance and the report expresses an unmodified opinion. Those are all great things to happen in an audit. There was no federal funding so we were not subject to a federal single audit. I want to recognize Gloria. This is her 29<sup>th</sup> year with the Port and it will be her 26<sup>th</sup> audit for the Port, all of which have had unqualified opinions, no findings whatsoever. She was given a standing applause.

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

#### **PORT DIRECTOR'S REPORT:**

Mr. England provided an update on various items. Last time a pretty comprehensive overview was given on the I-69 service road project. The Request for Services has been issued. We have a pre-proposal meeting this week and the proposals are due on May 24<sup>th</sup>. It'll be our goal to hire someone shortly thereafter so they can get started on the Traffic Study.

Operations – Using the presentation on the screen, we've been through a lot of emergency response and business continuity planning over the past year. In the wake of the 2015 flood we've learned a lot and placed a lot of emphasis on what to do in the future if a similar event occurred. Going through this series of maps—we have a Flood Response Plan in place. The triggers are when we hit about a 29'. Typically in the middle of summer when it's dry we'll be at about a stage 14'. At a 29' is when we begin our awareness of a high river. The blue represents water. As we progress through the different stages on up to up to 33'. At 33' the water overtaking the road is eminent. We move on to 34' the roadways go under. This is what it looked like in 2015, gage 37'. Had the Levee Board not raised the levee from this area to the RCC to the far left, this is what above 37' or above gage '38, that water is overtopping the levee.

When you hear that Locks 3,4,and 5 are closed to navigation, what we mean by that is a lock structure has a vertical wall upon which the tugboat captains align their tows. When it goes under water, the tugboat captains have nothing to use as a bearing or a guide. So for safety and just to protect the equipment at the locks, when the guide walls go under water

that's when they declare the locks will be closed. But at this stage 3, 4 and 5 on the Red River are closed. Also the lock between the Red River and the Mississippi is closed.

Projects – We're out for bid on the dock repair that we were going to coordinate with the planned August 1<sup>st</sup> closure of Lock and Dam 2 for maintenance. At this point, I think that's still something we're going to need to discuss with the Corps. If the locks remain closed for a month and then we've got a planned two month outage for lock repair, then we may need to suspend that for some time to give our customers a chance to bring their shipments up and for us to capture some of the revenue needed to operate.

We're doing some preliminary soil work on a hardstand which is in the Slack Water Harbor. We have a dock that one of our projects was to pave in that area. We're just doing some preliminary work.

The 100,000 sq. ft. warehouse has some partial funding from DOTD Port Priority and they have to review the plans. They had a few comments on it.

We're working with Manchac on the waterline from Bossier and we're working on a route study for the engineering aspect of it.

The RCC Security Upgrades – The improvements like the fence and the garage door to the parking area underneath are at the State Fire Marshal for review.

We've got Alaina and Rock with us today at LED. We're increasing our interaction with them just on the prospect of more tenants for the Port and also working on existing business expansion of projects as well.

We're still providing updates to community groups; we're still providing speeches and of course, we're still very active on social media which we're finding is very responsive. Of course, all of our bids are on social media and on our website.

Security – the poles and the tower, those contracts are moving forward. We put those ahead of the video cameras. We had a great turnout for the video cameras bid.

Port Expansion – We're awaiting the appraisal from David Lakvold on the Leonard Road Farms tract. With regard to the Harts Island homeowners, we have a signed MOU. The appraisal also by David Lakvold is underway.

I will also be at the Waterway Commission to present a request for two projects.

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

Respectfully submitted,

Walter O. Bigby, Jr.  
Secretary-Treasurer

**June Board Meeting**

**Regular Board Meeting of June 10, 2019 4:30 p.m.**

Regional Commerce Center, Board Room

Shreveport, LA 71115