



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, 3rd Floor Board Room**  
**6000 Doug Attaway Blvd., Shreveport, LA 71115**  
**September 12, 2022 at 4:30 p.m.**

- 1. CALL TO ORDER / OPENING REMARKS:** Commission President Walter O. Bigby, Jr. called the meeting to order at approximately 4:30 p.m. in the 3rd Floor Board Room of the Regional Commerce Center, 6000 Doug Attaway Blvd., Shreveport, Louisiana and welcomed everyone.
- 2. PLEDGE OF ALLEGIANCE:** Vice President William "Bill" R. Altimus led the Pledge of Allegiance.
- 3. ROLL CALL:** The roll was called by Executive Port Director Eric England. Commissioners in attendance included: Walter O. Bigby, Jr., William "Bill" R. Altimus, Joshua K. Williams, Erica R. Bryant, Sam N. Gregorio, Roy Griggs, and James D. Hall. Absent: Capt. Thomas F. Murphy (Ret.) and Rick C. Prescott. A quorum was present.
- 4. PUBLIC COMMENT ON AGENDA ITEMS:** Commissioner Bigby asked if there are any public comments on agenda items. Hearing no public comments, Commissioner Bigby moved on to the next agenda item.

**UNFINISHED BUSINESS:**

- 5. REGULAR BOARD MEETING MINUTES OF AUGUST 8, 2022:** Commissioner Williams presented the minutes of the Regular Board Meeting of August 8, 2022. Motion by Commissioner Williams, seconded by Commissioner Hall, to approve the minutes of the Regular Board Meeting of August 8, 2022. Hearing no questions or comments, the motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William "Bill" R. Altimus, Joshua K. Williams, Erica R. Bryant, Sam N. Gregorio, Roy Griggs, and James D. Hall. NAYS: 0. ABSENT: Thomas F. Murphy (Ret.) and Rick C. Prescott. ABSTENTIONS: 0. (Published in its entirety in *The Times* on September 16, 2022.)
- 6. SPECIAL BOARD MEETING MINUTES OF AUGUST 15, 2022:** Commissioner Williams presented the minutes of the Special Board Meeting of August 8, 2022. Motion by Commissioner Williams, seconded by Commissioner Hall, to approve the minutes of the Special Board Meeting of August 15, 2022. Hearing no questions or comments, the motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William "Bill" R. Altimus, Joshua K. Williams, Erica R. Bryant, Sam N. Gregorio, Roy Griggs, and James D. Hall. NAYS: 0. ABSENT: Thomas F. Murphy (Ret.) and Rick C. Prescott. ABSTENTIONS: 0. (Published in its entirety in *The Times* on September 16, 2022.)
- 7. JULY 2022 FINANCIALS:** Commissioner Williams presented the financial report for July 2022. Motion by Commissioner Williams, seconded by Commissioner Griggs to approve the July

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

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*

2022 Financial Report as submitted. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William “Bill” R. Altimus, Joshua K. Williams, Erica R. Bryant, Sam N. Gregorio, Roy Griggs, and James D. Hall. NAYS: 0. ABSENT: Thomas F. Murphy (Ret.) and Rick C. Prescott. ABSTENTIONS: 0.

### **NEW BUSINESS:**

**8. RESOLUTION NO. 18 OF 2022:** A RESOLUTION AUTHORIZING THE CADDO-BOSSIER PARISHES PORT COMMISSION TO ENTER INTO AN AGREEMENT WITH THE STATE OF LOUISIANA, DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT UNDER THE LOUISIANA PORT CONSTRUCTION AND DEVELOPMENT PRIORITY PROGRAM FOR ASSISTANCE IN THE IMPLEMENTAION OF A PORT IMPROVEMENT PROJECT; PROVIDING FOR THE NECESSARY DOCUMENTATION OF THE NEED FOR THE PORT IMPROVEMENT; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. (Published in its entirety in *The Times* on September 16, 2022.)

Mr. England stated this resolution is required by the Louisiana Port Priority Program relative to the 40,000 square foot warehouse project. This resolution is recommended for adoption. Motion by Commissioner Griggs, seconded by Commissioner Altimus to approve Resolution No. 18 as presented. The motion was approved by the following votes: AYES: Commissioners: Walter O. Bigby, Jr., William “Bill” R. Altimus, Joshua K. Williams, Erica R. Bryant, Sam N. Gregorio, Roy Griggs, and James D. Hall. NAYS: 0. ABSENT: Thomas F. Murphy (Ret.) and Rick C. Prescott. ABSTENTIONS: 0.

**9. PRESENTATION FROM SHREVEPORT FIRE DEPARTMENT CHIEF:** Mr. England noted Fire Chief Clarence Reese would not be able to make his presentation to the Commission today. Mr. England stated the nature of his presentation involved a request to fund additional fire trucks for use at Fire Station No. 20 and Fire Station No. 19, which both service the Port’s property. Fire Station No. 20 is located on land owned by the Port. The operating costs of Fire Station No. 20 are split between the Port and the City of Shreveport pursuant to a Cooperative Endeavor Agreement. In years past, the Port has partnered with the City of Shreveport with the purchase of various types of new fire trucks and EMT units for use at Fire Stations Nos. 19 and 20. More details will be provided at next month’s regular board meeting.

**10. PORT DIRECTOR’S REPORT:** Mr. England provided an update on various activities and projects.

**11. ADJOURN:** Hearing no other comments or questions to come from the Board, Commissioner Bigby adjourned the meeting at approximately 4:37 p.m.

Respectfully submitted,

*/s/ Joshua K. Williams*

Joshua K. Williams  
Secretary-Treasurer