



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

MEMORANDUM

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

From: Eric England

Date: April 9, 2020

Re: **REGULAR BOARD MEETING, Monday, April 13, 2020, 4:30 p.m.**

**Public Notice and Certification to Convene
Virtual April Board Meeting**
(In accordance with Section 4 of Proclamation 30 JBE 2020)

The Board of Commissioners of the Caddo-Bossier Parishes Port Commission (hereafter referred to as “the Commission”) has scheduled its Regular Monthly Meeting for Monday, April 13, 2020 at 4:30 p.m.

On March 13, 2020, the Governor of Louisiana issued Proclamation 27 JBE 2020, declaring a Public Health Emergency in response to the COVID-19 outbreak in Louisiana. Additional measures to ensure public safety and limit the spread of COVID-19 were further enacted on March 16, 2020 by Proclamation 30 JBE 2020, which provides for restrictions on public gatherings, as well as imposes limits on in-person interactions. These additional provisions shall be in effect through April 13, 2020.

The President of the Commission hereby certifies that in order to protect the welfare of the citizens of Louisiana, and in order to ensure the presence of a quorum of Commission members,

“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

which would otherwise not be possible under the present circumstances, it is necessary to conduct the **April 13, 2020** meeting in a virtual setting. Therefore, in accordance with Section 4 of Proclamation 30 JBE 2020, and in consideration of the safety and well-being of the Commission members, staff, and communities directly impacted by the COVID-19 Public Health Emergency, the Commission's April 13, 2020 meeting will convene remotely, via teleconferencing or videoconferencing.

Meetings will be livestreamed using the *GoToWebinar* platform. Public comments will be accepted during the public comment period of the meeting during the livestream through the "Raise Your Hand" feature. In the event technical difficulties are experienced by an individual desiring to make a public comment, he or she may text 318-426-0878 or email tylerc@portcb.com during the meeting and alert the Commission of their desire to make a public comment. In addition, public comments are encouraged to be submitted to the Commission **prior to the meeting** at hettiea@portcb.com or 318-426-0878. The Agenda for the meeting, as well as the public link to access the livestream of the meeting will be posted on the Commission's website and distributed to its public notification list, no later than 4:00 p.m. on Thursday, April 9, 2020.

To register with and connect through the GoToWebinar link provided or the app (that can be downloaded in the app store on an iPhone or Android device), please click or enter the following link:

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

Those wanting to make a public comment, but without audio/microphone on their computer, must register and join via the conference call line (which will be provided once you register) and **enter the pin provided when registered**. ***Note – If the participant does not enter the pin provided, there will be no way to allow for the participant to provide a public comment via the webinar because the participant's microphone will automatically be muted by the program. PLEASE REMEMBER TO ENTER THE PIN IF YOU UTILIZE THE CALL LINE.

The registered attendees will receive a confirmation email with instruction on the two (2) methods to join the meeting as stated above. We advise you to check system requirements following your registration to ensure you will be able to connect to the meeting when it is live.

For questions regarding the virtual Commission meeting, please email Hettie Agee at hettiea@portcb.com

Posted: April 9, 2020 at 2:45 P.M.



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AGENDA

CADDO-BOSSIER PARISHES PORT COMMISSION

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

GoToWebinar Platform at the following link

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

CALL TO ORDER/OPENING REMARKS	Roy Griggs
PLEDGE OF ALLEGIANCE	
ROLL CALL	Eric England
INTRODUCTION OF GUESTS	Roy Griggs
PUBLIC COMMENT ON AGENDA ITEMS	Roy Griggs
UNFINISHED BUSINESS:	
*REGULAR BOARD MEETING MINUTES OF MARCH 9, 2020	Bill Altimus
*FEBRUARY 2020 FINANCIALS	Bill Altimus
NEW BUSINESS:	
RS. 5 A RESOLUTION TO APPROVE THE COMPLETED SYSTEMS SURVEY AND COMPLIANCE QUESTIONNAIRE REQUIRED BY THE LOUISIANA LEGISLATIVE AUDITOR, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO	Eric England

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Erica R. Bryant; Sam N. Gregorio; James D. Hall; Capt. Thomas F. Murphy; Rick C. Prescott

RS. 6 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. Eric England

RS. 7 A RESOLUTION AUTHORIZING THE INCURRENCE OF DEBT AND ISSUANCE OF NOT EXCEEDING TWO MILLION EIGHT HUNDRED THOUSAND DOLLARS (\$2,800,000) WATER REVENUE REFUNDING BONDS, SERIES 2020 OF THE CADDO-BOSSIER PARISHES PORT COMMISSION, STATE OF LOUISIANA, PRESCRIBING THE FORM, TERMS AND CONDITIONS OF SAID BONDS; DESIGNATING THE DATE, DENOMINATION AND PLACE OF PAYMENT OF SAID BONDS; PROVIDING FOR THE PAYMENT THEREOF IN PRINCIPAL AND INTEREST; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH. Eric England

ANNOUNCEMENT OF AD VALOREM TAX Eric England

PORT DIRECTOR'S REPORT Eric England

ADJOURN Roy Griggs

Regular Board Meeting, Monday, May 11, 2020 4:30 p.m.

Regional Commerce Center, 6000 Doug Attaway Blvd, Board Room, Shreveport, LA 71115