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Caddo-Bossier Parishes Port Commission  
Regular Board Meeting  
Regional Commerce Center, Board Room  
6000 Doug Attaway Blvd., Shreveport, LA 71115  
August 16, 2018, 4:30 p.m.

President Commissioner Rick C. Prescott called the meeting to order at approximately 4:35 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., Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Steve Watkins. We have a quorum. Absent: Erica R. Bryant and James Pannell.

Introduction of guests: Stephanie McKenzie, Office of Senator Cassidy; John Barr, Office of Senator Kennedy; Bill Boles, Boles, Shafto & Leonard; Sarah McKinney, Romph & Pou Agency; Tyler Comeaux, Burk-Kleinpeter; George Carroll; Joe Johnson; Bob Basinger and Jordan Pearson, Forte & Tablada; Gary M. Clark, Civil Design Group, LLC; Ty Scroggins, Scroggins Consulting; Nick Oliver, BRF and Nancy Miles, Jacqueline Scott & Associates and Zell Dudley, NLEP. Staff: Eric England, Danye Malone, Brenda Levinson, Gloria Washington, 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 Gregorio, to approve the Special Board Meeting Minutes of July 19, 2018. Motion approved by the following vote:**

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

**Motion by Commissioner Bigby, seconded by Commissioner Hall, to approve the Regular Board Meeting Minutes of July 19, 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., Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Steve Watkins. NAYS: 0. ABSENT: Erica R. Bryant and James Pannell. ABSTENTIONS: 0.**

**Motion by Commissioner Prescott, seconded by Commissioner Griggs, to approve the Special Board Meeting Minutes of August 6, 2018. Motion approved by the following vote:**

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

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

**Executive Committee Meeting of August 6, 2018:** Commissioner Prescott called the Executive Committee meeting of August 6, 2018 to order at approximately 10:45 a.m. in the Board Room at the Regional Commerce Center.

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

Commissioner Prescott stated we had no guests. Staff members: Eric England, Danyne Malone and Hettie Agee.

Commissioner Prescott called for Public Comments on Agenda Items. Hearing none, he called on Eric for the first agenda item, Janitorial Services Recommendation.

Eric said we issued an RFP for proposals for Janitorial Services for the RCC as well as the stevedoring building and received ten proposals. I reviewed them and my recommendation is Janitorial Plus. Various questions were asked by Commissioners and answered by Eric.

**Motion by Commissioner Gregorio, seconded by Commissioner Griggs, to adopt the recommendation by Eric to be brought before the Board on August 16, 2018. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr. and Sam N. Gregorio. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0. The motion carries.**

Eric said we received four responses to the RFP for Lawn & Landscaping Services. We have a recommendation for B.J.'s Lawn Service in the amount of \$850 per visit, inclusive of the lawn and landscaping. It's estimated to be 42 visits per year, but we'll need flexibility if there is a time we need to call out, if we have a prospect in or special occasion that we need them on call out. It's my recommendation for us to recommend to the Board we hire B.J.'s Lawn Service.

**Motion by Commissioner Griggs, seconded by Commissioner Bigby, to hire B. J.'s Lawn Service to be recommended to the full board on August 16, 2018. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr. and Sam N. Gregorio. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.**

Eric said switching gears to Capital Projects, the same goes for our engineering. We have four projects that we need to receive Executive Committee recommendation to the full Board. We issued an RFP for engineers to respond to and received a number of responses on these projects. The respondents to these projects were asked to provide their credentials for the project as well as addressing our MBE participation which is a 35% goal. Our recommendation today will allow us to negotiate with these companies.

Covering the first one, on the 40,000 sq. ft. Warehouse, we had six respondents and our recommendation is Forte Tablada. Questions and answers follow.

The second is a Fabric Structure Warehouse foundation. It's viewed as a temporary structure. We have a couple of options on where these fabric warehouses can be placed. Our recommendation for the foundation for the Fabric Structure Warehouse—we had two respondents is Raley & Associates.

We have 20+ miles of railroad track. We want to install a concrete path for these UTV's to travel on. We had four respondents to this and we have a recommendation to go with Civil Design Group.

Finally the last project is the Water Line Extension. For the 24" water line, we had seven respondents and our recommendation is for Balar.

Eric said that completes my remarks and my recommendations for those four projects.

**Motion by Commissioner Gregorio, seconded by Commissioner Griggs, to accept all four recommendations for engineering projects to be presented for approval to the full board on August 16, 2018. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr. and Sam N. Gregorio. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.**

Eric said the closing for the Robson Farms (approximately 290 acres) was held last week. We had a smooth and seamless closing. The closing firm did an exceptional job of presenting to us the exceptions, the pipe lines, the gas wells. I couldn't have asked for a better closing in terms of things. Commissioner Gregorio asked who was the closing agent. Eric said Blanchard Walker.

Commissioner Prescott adjourned the Executive Committee meeting at approximately 11:01 a.m.

**Motion by Commissioner Prescott, seconded by Commissioner Gregorio, to approve the August 6, 2018 Executive Committee Report. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Steve Watkins. NAYS: 0. ABSENT: Erica R. Bryant and James L. Pannell. ABSTENTIONS: 0.**

**Marketing Committee Meeting of August 6, 2018:** Commissioner Bigby called the Marketing Committee meeting of August 6, 2018 to order at approximately 12:00 p.m. in the Board Room at the Regional Commerce Center.

Commissioner Griggs led in the Pledge of Allegiance.

Commissioners present: Rick C. Prescott, Roy Griggs, Walter Bigby, 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: Tyler Comeaux, Burk-Kleinpeter; Sarah McKinney, Romph & Pou Agency; Ty Scroggins, Scroggins Consulting; Pearlina Thomas, PLAC Enterprise LLC. Staff members: Eric England, Dannye Malone, Gloria Washington, Hugh McConnell, Brenda Levinson, Kathy French, Rick Nance, and Hettie Agee.

Hearing no Public Comments on Agenda Items, Commissioner Bigby called on Brenda for Potential Customers/Projects. She reported on Project Sunrise, Project Caprock and Project High Noon.

She continued with the customer update on the marine side and said six barges were unloaded in July and reported on Nucor, Blytheville and Nucor Longview.

She reported on Benteler, Ronpak, Pratt, ADS Logistics, West Louisiana Aggregate, Calumet and Ternium. Commissioner Pannell said I have one question. It could be to Hugh. Walt and I have been talking about the traffic going back down the River. Could you start keeping a count of how many barges go back down the River empty? Brenda said right. Hugh probably has that already because most of the scrap shipments that we're reloading which the scrap shipments have picked up considerably are going back in the barges that are coming up here. Commissioner Pannell said and the discussion that we've had is that is an indication of how we can do this in the future because if we still have barges going back empty, then that is a marketing opportunity there.

Calling for any other questions and hearing none, Commissioner Bigby called on Kathy to give the Public Affairs report and then called on Eric for the calendar of activities.

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

**Motion by Commissioner Bigby to approve the August 6, 2018 Marketing Committee Report. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Steve Watkins. NAYS: 0. ABSENT: Erica R. Bryant and James L. Pannell. ABSTENTIONS: 0.**

**Operations Committee Meeting Minutes of August 6, 2018:** The meeting was called to order by Commissioner Griggs, Chairman, at approximately 12:13 p.m., August 6, 2018 at the Regional Commerce Center Board Room.

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

Guests: Sarah McKinney, Romph & Pou Agency; Tyler Comeaux, Burk-Kleinpeter; Ty Scroggins, Scroggins Consulting and Pearlina Thomas, PLAC Enterprise LLC.

Staff members: Eric England, Dannye Malone, Hugh McConnell, Gloria Washington, Brenda Levinson, Kathy French, Rick Nance, and Hettie Agee.

Hearing no public comments on the agenda items, Commissioner Griggs called on Hugh for the Operations. Hugh provided an overview of rail activity and related matters.

Moving on to barge activity, Hugh said Commissioner Pannell, some of the barges can be reloaded and some cannot. It just depends on if they're chartered.

After presenting a part of the barge activity, he said we wish we had more dock space. Commissioner Pannell said that lack of space on your dock—is that a temporary problem or permanent problem? Hugh said right now it's temporary because we've got a roofing contractor that's gonna need some laydown area. Hugh said we've got a dock in the slackwater harbor that's available. Commissioner Pannell said that's something we could be looking at down the road. If we have a problem, I'm just trying to make sure that someone is looking at a solution to the problem.

Commissioner Murphy said which poses the problem, why are we sacrificing revenue scrap storage for contractor who hasn't put down the first item yet? What priority does this Port have, the priority toward the contractor to fix the ceiling at some time or another or to ship cargo outbound for the purpose of a Port? Hugh said we're reserving space for the roofing contractor and so we don't have full use of the dock. So about a third of the dock is being held for the roofing contractor. Commissioner Murphy said the question is then why? Hugh said I assume the roofing contractor is soon to start. Commissioner Murphy said he can't put it anywhere else but where we put the scrap? Rick said the answer is he's talking about we have to have--the contractor materials were supposed to come in earlier than it has. It hasn't been delivered yet. When it does, it has to be positioned right next to the truck loading bays. Commissioner Murphy asked so we're gonna just sit and wait? Rick said we've got to get it done during the summer when there's no rain. Commissioner Murphy said it hasn't been done yet. Commissioner Murphy said it can only go next to the building. And whose option is that--the contractor telling us that he can only put it next to the building. We should tell him where to put it so we can load scrap which is a revenue producer for the Port which is a purpose of the Port. Rick said I'll get back with him.

Hearing no additional questions or comments, Commissioner Griggs called on Rick for Port Projects. Rick provided an update on Port Projects, Phase I North Railyard Extension, Phase II of the rail yard expansion, the fender rehab and the former house on Hwy 1.

Hearing no further questions, Commissioner Griggs called on Eric for the Water Study. Last month we received a presentation (interim report) from Tyler Comeaux about our re-use and grey water options. As you will recall, they were tasked with bringing us proposals for expanding the number of gallons per day available to us for future economic development purposes. What was brought to my attention was the Bossier City water system has ample water capacity to the tune of over 30 MGD and they have a major water line that runs down Highway 71 within the general vicinity of our northern most boundary if you were to take that boundary across the River. It is possible that water line could be extended and bored under the River and an alternative water source could be provided. We could have

the reuse water from Lucas as well as a potable water line from Bossier City for a much less amount than putting in a grey water facility in and around the Port. Tyler is working with the Bossier City engineers on this idea. As soon as we have some more definitive information as to how this might be done and some cost estimates, we'll come back to you. As it turns out, this may be a repeat of what we did in the mid-nineties when the Port, which was on well water and a septic system, we invested \$18 million dollars in a water and sanitary sewer system to make sure the Port had those services. Now what has us optimistic about this is it could serve that need in terms of redundancy. While we have redundancy infrastructure within the Port, it still is a sole source from the City of Shreveport where this would provide redundancy from two different sources, more economical than if we were to put in a stand-alone water treatment.

Commissioner Griggs said this sounds very encouraging. When do you think you will find out more information? Tyler said we're working through it right now. We do have some preliminary numbers from Manchac. There's also some numbers in there with a booster station because their pressure is a little bit different than the pressure plant here in Shreveport. And so, finding that fine line of what pressures they can provide as well as the infrastructure that would be needed, is what we're working through right now. It would be—I would imagine next month this time we would have something nailed down to you and everything.

Commissioner Griggs adjourned the meeting at 12:30 p.m.

**Motion by Commissioner Griggs to approve the August 6, 2018 Operations Committee Meeting Minutes: Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Steve Watkins. NAYS: 0. ABSENT: Erica R. Bryant and James L. Pannell. ABSTENTIONS: 0.**

**M/WBE Committee Meeting Minutes of August 6, 2018:** The meeting was called to order by Committee Chairman James L. Pannell at approximately 12:31 p.m., August 6, 2018, at the Regional Commerce Center Board Room. Commissioner Pannell called for Public Comments.

Committee members present: James L. Pannell, Erica R. Bryant, Roy Griggs and James D. Hall with Rick C. Prescott, Ex-Officio were present.

Guests in attendance: Pearlina Thomas, PLAC Enterprise LLC; Tiya Scroggins, Scroggins Consulting, LLC; Tyler Comeaux, BKI and Sarah McKinney, R&P Agency. Staff members: Eric England, Dannye Malone, Gloria Washington, Rick Nance, Kathy French and Hettie Agee.

He said I have been working with minority programs for over a period of years and we put our own program in place. Basically we were not satisfied with some of the options that were in place. One of the things that we have had an issue addressing over a pretty good period of time is in doing minority participation, does it actually cost us to do that? We have been saying for a while it does not cost you; it saves you money. Our program has moved along and it is probably getting to be a great program. There's several ways you get minority participation and we have addressed one today on

professional services because there are some things that are within our power to easily fix and there are some things that are not, the bidding process being something that is hard for us to address.

What I did was I took it on my own to take a project and work with that project all the way through to try to bid to show the numbers on how that could actually work in the way that I am expressing. And if I could use the rail work as a test case, I came in and I did all the work that was necessary to do that and the results of that I would like for Eric to address.

Eric said as Commissioner Pannell has just provided an overview, there was a point in time at the Port when for a public works project, generally speaking that which is \$150,000 or more and was a rail project, we would bid the rail bed as well as the rail track installation as one project. As he discussed, we divided those projects where we had the earth work in one bid and the rail. What we did recently was an analysis of those because at one point it was questioned as to should we pay for two sets of plans. For example, if we're going to divide the project into two, we're going to incur additional engineering expenses. So with Rick's help we compiled three of our last major projects, some 15,000 feet, roughly 3 miles of track. Keep in mind we only have about 22 miles of track. Of those projects, we had about 6,000 where the rail was not divided and about 8,400/500 that was divided, the earth work from the rail. Here are the results. We found savings between \$17/ft. and \$47/ft. It ranged that much per foot on the construction end. What that meant to the Port, and I've done the time value of money calculations on this because some of these projects were in the 2007 time frame, I put a small indicator in there for inflation, 1.5/2%. Our total savings to the Port by dividing these projects out adjusted for inflation is \$331,000. We've seen the results. I think our incremental costs on having engineering fees for two sets of plans has been about \$7,000 per project. So compared to the \$331,000 in savings, we're coming out ahead and getting minority participation way up.

Commissioner Pannell said the reason why I chose the rail project was because we kept receiving on bids only 2% minority participation. So I chose that to be able to break that up to show that we could do better. We ended up getting about 40± % minority participation and that number was \$300,000±. When you look in our recent budget, I asked for an increase of \$70,000 to be able to accomplish this on a wider scale and I appreciate the Board giving me that amount of money to do that because it took some traveling time on my part to do that, but it was important that when you're saying something, people oftentimes would need proof of that and I think \$300,000± is proof of that. My concern was putting our projects out there with someone. My concern was there may be something that would take place that all our business would be out and I didn't want to do it that way. I met Mrs. Thomas in New Orleans at a meeting and we had some discussion and I was pretty impressed with her resume. What I'd like to do is I would like to introduce Mrs. Pearlina Thomas if should could come up and give us some background on her resume if you would.

Mrs. Thomas gave a presentation on her experience and credentials.

Commissioner Pannell said do we have any questions for Mrs. Thomas. I would add to the fact that the unbundling of projects is not something new and just for minority purposes

My request from this committee would be accept a motion to allow Dannye and Eric—I'm not sure whose duty that would be, to enter into a contract with her what would be requested of her to

do. I'm not sure exactly what but when I talked to Dannye about bringing the minority participation in house, one of the things that I told him was that we would do it in a way where it wouldn't put all the burden on them to be able to do things.

Dannye said I would recommend that the committee entertain a motion to allow us to develop a Scope of Services for M/WBE enhancement with Mrs. Thomas's company.

**Motion by Commissioner Hall, seconded by Commissioner Prescott, to move forward to get a Scope of Services for the hiring of Mrs. Thomas. Motion approved by the following vote: AYES: Commissioners: James L. Pannell, Erica R. Bryant, Roy Griggs, James D. Hall and Rick C. Prescott, Ex-Officio. NAYS: 0. ABSENT: Steve Watkins. ABSTENTIONS: 0.**

If there's no further business from the Board, I would offer a motion to adjourn. Commissioner Prescott said I so move. Commissioner Pannell adjourned the meeting at 12:45 p.m.

**Motion by Commissioner Prescott, seconded by Commissioner Hall, to approve the August 6, 2018 M/WBE Committee Meeting Minutes: Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Steve Watkins. NAYS: 0. ABSENT: Erica R. Bryant and James L. Pannell. ABSTENTIONS: 0.**

## **NEW BUSINESS:**

**Rs. No. 4 of 2018: A PRELIMINARY RESOLUTION AUTHORIZING THE CADDO-BOSSIER PARISHES PORT COMMISSION, STATE OF LOUISIANA, TO INCUR DEBT AND ISSUE NOT TO EXCEED THREE HUNDRED FIFTY MILLION DOLLARS (\$350,000,000) AGGREGATE PRINCIPAL AMOUNT OF TAXABLE REVENUE BONDS (ECONOMIC DEVELOPMENT PROJECT), IN ONE OR MORE SERIES, PROVIDING FOR THE EMPLOYMENT OF PROFESSIONALS; MAKING APPLICATION TO THE LOUISIANA STATE BOND COMMISSION; AND OTHERWISE PROVIDING WITH RESPECT THERETO. (to be published in The TIMES)**

Mr. England said this is what we commonly referred to as an Inducement Resolution for the issuance of conduit bonds for an economic development prospect.

**Motion by Commissioner Prescott, seconded by Commissioner Hall, to approve Rs. No. 4 of 2018. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Steve Watkins. NAYS: 0. ABSENT: Erica R. Bryant and James L. Pannell. ABSTENTIONS: 0.**

**Janitorial Services:** Mr. England said at the August 6, 2018 Executive Committee meeting, we presented several items. Our recommendation and the Executive Committee's recommendation was to award this to Janitorial Plus. We'd ask for the Board's ratification at this time.



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

**Lawn and Landscaping:** Mr. England said it's our recommendation as well as the Executive Committee's recommendation to award it to B. J.'s Lawn Service.

**Motion by Commissioner Bigby, seconded by Commissioner Murphy, to award to B. J.'s Lawn Service. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Steve Watkins. NAYS: 0. ABSENT: Erica R. Bryant and James L. Pannell. ABSTENTIONS: 0.**

**Capital Projects:** Mr. England said I can put the next four into one action to be adopted as one.

1. **40,000 sq. ft. Warehouse:** The design engineer is to be Forte & Tablada, Inc.
2. **Foundation for Fabric Warehouse:** The design is to be Raley & Associates.
3. **Concrete ATV Path:** The design is to go to Civil Design Group.
4. **24" Water Line:** The design is to go to Balar.

These were our recommendations to the Executive Committee. The Executive Committee also recommended these be ratified by the full Board. If the Board takes action on these today ratifying this, it will be our responsibility to negotiate our contracts with them.

**Motion by Commissioner Murphy, seconded by Commissioner Griggs, to award these four contracts: 1) 40,000 sq. ft. Warehouse, Forte & Tablada; 2) Foundation for Fabric Warehouse, Raley & Associates; 3) Concrete ATV Path to Civil Design Group and 4) 24" Water Line to Balar. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Sam N. Gregorio, James D. Hall, Capt. Thomas F. Murphy and Steve Watkins. NAYS: 0. ABSENT: Erica R. Bryant and James L. Pannell. ABSTENTIONS: 0.**

**Caddo-Bossier Parishes Port Commission By-Laws Amendments:** Mr. England said our last agenda item is the By-Law Amendments located in the front folder of your binders. These were discussed in accordance with the By-Laws at the August Special Board Meeting. Commissioner Prescott said I've had a chance to dialogue with Dannye and Eric through this process and I think they did a great job. These changes to the By-Laws are necessary for us to move forward. I approve of it.

**Motion by Commissioner Murphy, seconded by Commissioner Griggs, to adopt the changes to the By-Laws. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Roy Griggs, Walter O. Bigby, Jr., Sam N. Gregorio, James D. Hall, Capt. Thomas F.**

**Murphy and Steve Watkins. NAYS: 0. ABSENT: Erica R. Bryant and James L. Pannell. ABSTENTIONS: 0.**

**PORT DIRECTOR’S REPORT:** Mr. England said in your 2018 budget we had discussed the purchase of a 15-passenger van to make our tours much easier. We received the van today and it’s parked on the lower level.

We’re already making plans for the 2019 Budget, and we internally have our budget meetings ongoing and we’ll be coming to you October 8, 2018 for our Special Board meeting to discuss the budget.

**ADJOURNMENT:** That concludes our meeting; we stand adjourned at approximately 4:41 p.m.

Respectfully submitted,

Walter O. Bigby, Jr.  
Secretary-Treasurer

### **September Meetings**

**Regular Board Meeting, Thursday, September 20, 2018 4:30 p.m.**

Marketing and Operations Committee Meetings, Monday, September 10, 2018, 12 Noon  
Regional Commerce Center, 6000 Doug Attaway Blvd, Shreveport, LA 71115