



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

CADDO-BOSSIER PARISHES PORT COMMISSION

Regular Board Meeting

Regional Commerce Center, Board Room

6000 Doug Attaway Blvd., Shreveport, LA 71115

January 13, 2020, 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 Altimus led the Pledge of Allegiance.

The roll was called. Commissioners: Rick C. Prescott, Bill Altimus, Erica R. Bryant, Sam N. Gregorio and Capt. Thomas F. Murphy. Absent: Roy Griggs, Walter O. Bigby, Jr. and James D. Hall. A quorum was present.

Introduction of guests: Michael Corbin, SWEPCO, Lt. Richard Jennings, Caddo Parish Sheriff's Office; Ed Walsh and Hanna Pape, Romph & Pou Agency. Staff: Eric England, Danyne Malone, Gloria Washington, Rick Nance, Tyler Comeaux, Zazell Dudley, Kathy French and Hettie Agee.

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

UNFINISHED BUSINESS:

Motion by Commissioner Bryant, seconded by Commissioner Altimus, to approve the Regular Board Meeting Minutes of December 9, 2019. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Bill Altimus, Erica R. Bryant, Sam N. Gregorio and Capt. Thomas F. Murphy. NAYS: 0. ABSENT: Roy Griggs, Walter O. Bigby, Jr. and James D. Hall. ABSTENTIONS: 0.

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

NEW BUSINESS:

GENERAL FUND AND CAPITAL OPERATIONS FUND
BUDGET CERTIFICATION

I hereby certify:

1. That the 2020 General Fund and Capital Operations Budgets of the Caddo-Bossier Parishes Port Commission were prepared in accordance with La. R.S. 39:1301-1314, the Louisiana Local Government Budget Act;
2. That upon completion of the proposed budgets, a notice stating: a) the proposed budgets would be made available for public inspection at the offices of the Caddo-Bossier Parishes Port Commission, the Bossier Parish Police Jury and the Caddo Parish Commission and b) the date, time and place of a public hearing on the proposed budgets were published;
3. That the above mentioned notice was published at least ten (10) days prior to the date of the public hearing;
4. That the above mentioned notice was published in the official journals of the Caddo-Bossier Parishes Port Commission and the Bossier Parish Police Jury. In addition, the above mentioned notice was timely transmitted to the official journal of the Caddo Parish Commission for publication in satisfaction of the statutory requirements set forth in La. R.S. 39:1307;
5. That a public hearing on the 2020 budgets was held on December 9, 2019 regarding the budgets;
6. That the budgets were presented and adopted by the Caddo-Bossier Parishes Port Commission on December 9, 2019;
7. That this notice will be published in *The TIMES*, the Official Journal of the Caddo-Bossier Parishes Port Commission;
8. And that certified copies of the budgets will be retained and filed in the office of the Executive Port Director.

This Certification having been submitted to a vote, the vote thereon was as follows:

YEAS: Commissioners: Rick C. Prescott, Bill Altimus, Erica R. Bryant, Sam N. Gregorio and
Capt. Thomas F. Murphy (Ret.)

NAYS: None

ABSENT: Roy Griggs, Walter O. Bigby, Jr. and James D. Hall

This Certification was declared to be adopted on the 13th day of January, 2020.

/s/ Walter O. Bigby, Jr
WALTER O. BIGBY, JR.
Secretary-Treasurer

/s/ Rick C. Prescott
RICK C. PRESCOTT
President

Approved as to legal form and content:

/s/ Dannye W. Malone

Date:

1/13/2020

Dannye W. Malone
General Counsel/Chief Legal Officer

Mr. England said all steps required by the Louisiana Local Budget Act have been completed and I recommend you adopt this certification.

Motion by Commissioner Altimus, seconded by Commissioner Bryant, to approve the Certification of General Fund and Capital Operations Budgets for 2020. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Bill Altimus, Erica R. Bryant, Sam N.

Gregorio and Capt. Thomas F. Murphy (Ret.). NAYS: 0. ABSENT: Roy Griggs, Walter O. Bigby, Jr. and James D. Hall. ABSTENTIONS: 0.

RESOLUTION NO. 1 OF 2020

BY THE CADDO-BOSSIER PARISHES PORT COMMISSION:

A RESOLUTION RATIFYING THE EXECUTIVE PORT DIRECTOR’S EXECUTION OF CERTAIN LEASE AGREEMENTS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

Mr. England said to comply with State law, whenever we enter into a lease agreement it’s a requirement for us to adopt and publish a resolution. As part of our purchase of the four Harts Island properties, we also entered into lease agreements with them.

Motion was made by Commissioner Murphy, seconded by Commissioner Bryant. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Bill Altimus, Sam N. Gregorio and Capt. Thomas F. Murphy. NAYS: 0. ABSENT: Roy Griggs, Walter O. Bigby, Jr. and James D. Hall. ABSTENTIONS: 0. (To be published in its entirety in The Shreveport TIMES on January 17, 2020)

RESOLUTION NO. 2 OF 2020

BY THE CADDO-BOSSIER PARISHES PORT COMMISSION:

A RESOLUTION TO DECLARE CERTAIN PROPERTY SURPLUS AND AUTHORIZE THE SALE OF SURPLUS PROPERTY OWNED BY THE CADDO-BOSSIER PARISHES PORT COMMISSION, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO:

WHEREAS, the Caddo-Bossier Parishes Port Commission (the “Commission”) owns the following equipment and materials that are no longer being used or needed for public purposes:

<u>Number Available</u>	<u>Description of Item</u>
1	Carbon steel coil weighing approx. 44,640 lbs., MTR is available upon request
17	Locomotive batteries type MD517
2	Baldwin locomotive running gear (trucks, wheels, traction motor)
1	Baldwin locomotive squirrel cage style blower
1	Baldwin locomotive air compressor
1	Baldwin locomotive electric generator
1	Crane cab with chair and overhead a/c unit

- | | |
|---|---|
| 2 | Kubota ATV's (RTV900 & RTV1140) with engine and transmission Dismantled (not running) |
| 1 | Locomotive brake shoes (+100 each) |

WHEREAS, the Commission has determined the above-described equipment and materials are surplus, obsolete and no longer needed for its present and future obligations; and

WHEREAS, the Commission is authorized to dispose of surplus equipment and materials by public auction; and

WHEREAS, the Commission desires to dispose of the above-described equipment and materials, by public auction.

NOW, THEREFORE, BE IT RESOLVED by the Caddo-Bossier Parishes Port Commission in due, legal and regular session convened that the above-described equipment and materials are deemed no longer needed for the Commission's public purposes and are declared surplus property. BE IT FURTHER RESOLVED that the above-described equipment and materials shall be disposed of by public auction and sold on an "as is" basis, without warranty of title or recourse whatsoever.

BE IT FURTHER RESOLVED that if any of the above-described equipment and materials are not sold at public auction, such equipment and materials may be sold to a salvage or scrap dealer at the current market price.

BE IT FURTHER RESOLVED that the Commission has fixed the minimum price for the sale of all of the aforementioned equipment and materials at Five Thousand and No/100 (\$5,000.00) Dollars.

BE IT FURTHER RESOLVED that notice of this Resolution and the proposed sale shall be published once at least fifteen (15) days prior to the date of the sale in the official journal of the Port Commission.

BE IT FURTHER RESOLVED that the Executive Port Director or his designee shall be authorized to do any and all things and to sign any and all contracts and other documents in a form acceptable to the General Counsel/Chief Legal Officer necessary to effectuate the purposes set forth herein.

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.

BE IT FURTHER RESOLVED that this Resolution shall become effective upon adoption.

BE IT FURTHER RESOLVED that all Resolution or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form and content:

/s/ Dannye W. Malone

Dannye W. Malone

1/9/2020

Date

Mr. England said also another agenda item where we are staying in compliance with State law, we have several items we wish to dispose and there are laws regarding such. The first action associated with that is to come before the Commission to declare those items surplus.

Motion was made by Commissioner Murphy, seconded by Commissioner Bryant. Motion approved by the following vote: AYES: Commissioners: Rick C. Prescott, Bill Altimus, Erica R. Bryant, Sam N. Gregorio and Capt. Thomas F. Murphy. NAYS: 0. ABSENT: Roy Griggs, Walter O. Bigby, Jr. and James D. Hall. ABSTENTIONS: 0. (To be published in The Shreveport TIMES and other publications and placed on the website)

NOMINATING COMMITTEE REPORT: Commissioner Bryant said thank you Mr. President. It was an honor to serve as the Nominating Committee Chair and I would like to thank the committee members for their hard work. On behalf of the committee, I move the following as the slate of officers for 2020: President, Roy Griggs, Vice President, Walter O. Bigby, Jr. and Secretary-Treasurer, Bill Altimus.

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

PORT DIRECTOR'S REPORT:

Mr. England provided an update on various Port activities. I want to congratulate Commissioner Altimus on being elected and the other two officers. I want to thank Rick Prescott for his service and the officers that have been in place over the last couple of years

Commissioner Prescott said I want to congratulate the officers as well. I want to take this time out to thank the staff and my fellow commissioners for their support and the guidance. It's been a great experience and I really appreciate y'all.

Commissioner Prescott adjourned the meeting at approximately 4:57 p.m.

Respectfully submitted,

Walter O. Bigby, Jr.
Secretary-Treasurer