



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

## MEMORANDUM

**To:** Commissioner Sam N. Gregorio, President  
Commissioner Rick C. Prescott, Vice-President  
Commissioner Roy Griggs, Secretary-Treasurer  
Commissioner Lynn Austin  
Commissioner Erica R. Bryant  
Commissioner James D. Hall  
Commissioner Capt. Thomas F. Murphy  
Commissioner James L. Pannell  
Commissioner Steve Watkins

**From:** Eric England

**Date:** April 4, 2017

**Re:** Special Board Meeting, Friday, April 7, 2017, 10:00 a.m.

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A Special Board Meeting will be held on Friday, April 7, 2017 at 10:00 a.m. in the 3<sup>rd</sup> Floor Conference Room of the Regional Commerce Center, 6000 Doug Attaway Blvd., Shreveport. The proposed agenda is attached. Lunch will be provided.

Please let Hettie know if you cannot attend the meeting. Thank you.

cc: Dannye W. Malone, Director of Legal Affairs

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

MEMBERS: Sam N. Gregorio, President; Rick C. Prescott, Vice President; Roy Griggs, Secretary-Treasurer  
Lynn Austin; Erica R. Bryant; James D. Hall; Capt. Thomas F. Murphy; James L. Pannell; Steve Watkins



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## SPECIAL BOARD MEETING Agenda

Friday, April 7, 2017  
10:00 a.m., Regional Commerce Center  
3<sup>rd</sup> Floor Conference Room

*MISSION: Maximize utilization of the Caddo Bossier Port resources to generate economic development in Caddo and Bossier Parishes, expand use and development of the area's multi-modal transportation and distribution system, and increase commerce through the Port.*

- *The Port will provide cost effective and efficient facilities for its users.*
- *The Port shall operate in a fiscally responsible manner.*
- *The Port will maximize utilization of public assets entrusted to it for the economic benefit of the citizens of Caddo-Bossier Parishes and partners of interest.*

Call to Order

Roll Call

Introduction of Guests

Public Comment on Agenda Items

- Procedures for Discussion of Topics
- Port Property Tax
- Existing Port Site Utilization
- Cooperative Endeavor Agreements/Port Promotion
- Port Committees
- Port Staffing/Organizational Structure
- Incentives for Future Port Site Tenants
- By-Laws and Code of Conduct Review
- Parliamentary Procedures for Meetings
- Follow Up Items from Meeting

Adjourn

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Lynn Austin; Erica R. Bryant; James D. Hall; Capt. Thomas F. Murphy; James L. Pannell; Steve Watkins*