



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 Walter O. Bigby, Jr.
Commissioner Erica R. Bryant
Commissioner James D. Hall
Commissioner Capt. Thomas F. Murphy
Commissioner James L. Pannell
Commissioner Steve Watkins

From: Eric England

Date: December 20, 2017

Re: **REGULAR BOARD MEETING, Thursday, December 21, 2017**

The regularly scheduled Board Meeting will be on Thursday, December 21, 2017, 4:30 p.m. in the Board Room of the Regional Commerce Center, 6000 Doug Attaway Blvd., Shreveport. An agenda is attached.

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

cc: Ed Walsh, Alex Leach, and Sarah McKinney-Williams, Romph Pou Agency,
Public Relations
Southern Strategy Group of North LA, Legislative Monitor
Ty Scroggins, Scroggins Consulting, LLC
CBPC Staff

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

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



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AGENDA

CADDO-BOSSIER PARISHES PORT COMMISSION

Regular Board Meeting, December 21, 2017, 4:30 p.m.

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

CALL TO ORDER/OPENING REMARKS	Sam N. Gregorio
PLEDGE OF ALLEGIANCE	Roy Griggs
ROLL CALL	Eric England
INTRODUCTION OF GUESTS	Sam N. Gregorio
PUBLIC COMMENT ON AGENDA ITEMS	Sam N. Gregorio
PUBLIC HEARING: 2018 General Fund and Capital Operations Budgets of the Caddo- Bossier Parishes Port Commission	Sam N. Gregorio
UNFINISHED BUSINESS:	
*Approval of Regular Board Meeting Minutes of November 16, 2017	Roy Griggs
*Approval of October 2017 Financials:	Roy Griggs
*Approval of November 16, 2017 Port Expansion Minutes	Steve Watkins
*Approval of December 11, 2017 Personnel Committee Meeting Minutes	Erica R. Bryant
*Approval of December 11, 2017 Marketing Committee Meeting Minutes	Rick C. Prescott
*Approval of December 11, 2017 Operations Committee Meeting Minutes	Roy Griggs
NEW BUSINESS:	
*Ordinance No. 6 of 2017: 2018 General Fund Budget	Eric England
*Ordinance No. 7 of 2017: 2018 Capital Operations Budget	Eric England
*Resolution No. 23 of 2017, Appreciation – Lynn Austin	Sam N. Gregorio

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- *Resolution No. 24 Of 2017 – A Resolution Authorizing the President of the Caddo-Bossier Parishes Port Commission to Advertise and Receive Bids for Oil, Gas and Certain Mineral Interests Owned by the Caddo-Bossier Parishes Port Commission, and Authorizing the Execution of all Documents Relative to Same, and to Otherwise Provide with Respect Thereto** Eric England
- *Resolution No. 25 of 2017 – A Resolution to Accept the Base Bid of the Lowest Responsible and Responsive Bidder for the North Satellite Rail Yard Improvements (Phase II) Project, and to Otherwise Provide with Respect Thereto** Eric England
- *Authorization: Barksdale/Energy Savings/MOU** Eric England
- *Authorization: Issue Security Consultant RFQ/P** Eric England
- *Nominating Committee** Sam N. Gregorio
- *2018 Plan of Action** Eric England
- *2018 Calendar of Events/Caddo-Bossier Parishes Port Commission Meetings** Eric England
- *2018 Official Journal of the Caddo-Bossier Parishes Port Commission** Eric England
- *Employee Handbook Update – 7:3 Employee Assistance Program (EAP), 7:21 Code of Conduct**
- *Sexual Harassment Policy** Eric England

- PORT DIRECTOR’S REPORT** Eric England

- ADJOURNMENT** Sam N. Gregorio

January Meetings

Regular Board Meeting, Thursday, January 18, 2018 4:30 p.m.
Finance Audit Committee Meeting, Thursday, January 18, 2018 3:30 p.m.
Marketing and Operations Committee Meetings, Monday, January 8, 2018, 12 Noon Regional Commerce Center
6000 Doug Attaway Blvd, Shreveport, LA 71115