



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

MEMORANDUM

To: Commissioner William “Bill” R. Altimus, President
Commissioner Joshua K. Williams, Vice President
Commissioner Stephen V. Callaway, Secretary-Treasurer
Commissioner Walter O. Bigby, Jr.
Commissioner Erica R. Bryant
Commissioner Sam N. Gregorio
Commissioner Roy L. Griggs
Commissioner James D. Hall
Commissioner Rick C. Prescott

From: Eric England, Executive Port Director

Date: June 6, 2024

Re: Monday, June 10, 2024: Audit Committee Meeting at 3:45 pm and
Regular Board Meeting at 4:30 p.m.

The Audit Committee Meeting will be held on Monday, June 10, 2024 at **3:45 p.m.** and the regularly scheduled Board Meeting will be on Monday, June 10, 2024, at **4:30 p.m.** in the 3rd floor Board Room of the Regional Commerce Center, 6000 Doug Attaway Blvd., Shreveport, LA. The agendas are attached.

Thank you,
Eric

Attachments

CC: Mr. Ed Walsh and Ms. Sydney Krouse; Romph Pou – Public Relations
Ms. Courtney Baker; Courtney Baker & Associates, LLC
Mr. David Montgomery; Montgomery Agency Inc.
Mr. Eric Basinger and Mr. Michael D. Corbin; SWEPCO
Ms. Emily Mott; Red River Valley Association
Mr. Bill Boles and Mr. Wesley Shafto; Boles & Shafto Public Finance Attorneys
Caddo-Bossier Parishes Port Commission Staff

“This institution is an equal opportunity provider and employer.”

*MEMBERS: Bill Altimus, President; Joshua K. Williams, Vice President; Judge Stephen V. Callaway (Ret.), Secretary Treasurer;
Walter O. Bigby Jr.; Erica R. Bryant; Sam N. Gregorio; Roy Griggs; James D. Hall; Rick C. Prescott*



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CADDO BOSSIER PARISHES PORT COMMISSION

AUDIT COMMITTEE MEETING AGENDA

NOTICE OF PUBLIC MEETING:

DATE: **June 10, 2024**

TIME: **3:45 p.m.**

PLACE OF MEETING: **Regional Commerce Center, 6000 Doug Attaway Blvd,
3rd Floor Board Room, Shreveport, Louisiana 71115**

- | | |
|--|----------------|
| 1. CALL TO ORDER/OPENING REMARKS | Bill Altimus |
| 2. PLEDGE OF ALLEGIANCE | Josh Williams |
| 3. ROLL CALL | Eric England |
| 4. PUBLIC COMMENT ON AGENDA ITEMS | Bill Altimus |
| 5. 2023 AUDIT PRESENTATION AND LOUISIANA LEGISLATIVE AUDITOR'S
AGREED-UPON PROCEDURES: HEARD, McELROY, & VESTAL | Jerrod Tinsley |
| 6. ADJOURN | Bill Altimus |

UPCOMING MEETING:

Regular Board Meeting,

Monday, July 8, 2024 at 4:30 p.m.

Regional Commerce Center, 3rd Floor Board Room,
6000 Doug Attaway Blvd.; Shreveport, Louisiana 71115

Eric England, Executive Port Director
Caddo-Bossier Parishes Port Commission
6000 Doug Attaway Blvd., Shreveport, LA 71115
Main Telephone: (318) 524-2272

Agenda Posted: June 6, 2024 at 4:00 p.m.

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Amanda Bailey at (318) 524-2272 describing the assistance that is needed.

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MEMBERS: *Bill Altimus, President; Joshua K. Williams, Vice President; Judge Stephen V. Callaway (Ret.), Secretary Treasurer; Walter O. Bigby Jr.; Erica R. Bryant; Sam N. Gregorio; Roy Griggs; James D. Hall; Rick C. Prescott*



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CADDO BOSSIER PARISHES PORT COMMISSION

REGULAR BOARD MEETING AGENDA

NOTICE OF PUBLIC MEETING:

DATE: **June 10, 2024**

TIME: **4:30 p.m.**

PLACE OF MEETING: **Regional Commerce Center, 6000 Doug Attaway Blvd,
3rd Floor Board Room, Shreveport, Louisiana 71115**

- 1. CALL TO ORDER/OPENING REMARKS Bill Altimus
- 2. PLEDGE OF ALLEGIANCE Josh Williams
- 3. ROLL CALL Eric England
- 4. PUBLIC COMMENT ON AGENDA ITEMS Bill Altimus

UNFINISHED BUSINESS:

- 5. REGULAR BOARD MEETING MINUTES OF MAY 13, 2024 Judge Callaway
- 6. APRIL 2024 FINANCIALS Judge Callaway

NEW BUSINESS:

- 7. **2023 AUDIT AND LOUISIANA LEGISLATIVE AUDITOR’S AGREED-UPON PROCEDURES** PREPARED BY HEARD, McELROY, & VESTAL Eric England
- 8. **SELECTION OF THE 2024 OFFICIAL JOURNAL** OF THE CADDO-BOSSIER PARISHES PORT COMMISSION Eric England
- 9. PORT DIRECTOR’S REPORT Eric England
- 10. ADJOURN Bill Altimus

UPCOMING MEETING:

Monday, July 8, 2024:

Regular Board Meeting at 4:30 p.m.

Regional Commerce Center, 3rd Floor Board Room,
6000 Doug Attaway Blvd., Shreveport, Louisiana 71115

Eric England, Executive Port Director;
Caddo-Bossier Parishes Port Commission
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