



## Board of Directors

July 19, 2024- 9:45 am following the MPO  
Seminar Room  
625 Texas Street  
Shreveport, LA 71101

### AGENDA

#### CALL TO ORDER

#### INVOCATION & PLEDGE

#### ROLL CALL

#### PUBLIC COMMENTS

Comments are to be held to 3 minutes.

#### FINANCIAL

##### Quarterly Financial Report

[Fiscal Year 2024 End of Year – Pre-Audit](#)

##### Fiscal Year 2024 Audit

[Financial Audit Letter of Engagement](#)

[Policy and Procedures Audit Letter of Engagement](#)

#### LEGAL REPORT

##### Sub Committee Report and Recommendations

Approval of Intergovernmental Agreement between NLCOG and the Caddo-Bossier  
Parishes Port Commission

Resolution Adopting Amended and Restated Bylaws

Resolution Amending Assessment Schedule for NLCOG Members

#### OTHER BUSINESS

##### Approval of Minutes

[Approval of Minutes from June 28, 2024](#)

#### ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, August 16, 2024

#### ADJOURN



625 Texas Street, Suite 200 | Shreveport, LA 71101  
318.841.5950 | F 318.841.5952 | [www.nlcog.org](http://www.nlcog.org)

## **Board of Directors Meeting**

### **MINUTES**

**Friday, July 19, 2024 (9:30 AM)**

625 Texas Street – Seminar Room  
Shreveport, LA 71101

#### **Members Present**

Mr. Bruce Blanton – Webster Parish  
Mr. Butch Ford, Vice Chair – Bossier Parish  
Mr. Charles Henington – Caddo Tax Assessor  
Mayor Tom Arceneaux – City of Shreveport  
Mrs. Erica Bryant – Caddo Parish  
Mr. Michael Norton–DeSoto Parish

#### **Members Absent**

Mayor Tommy Chandler, Chair – City of Bossier City

#### **Others Present**

Mr. Kent Rogers – NLCOG  
Mr. Chris Petro – NLCOG  
Ms. Savannah Williams – NLCOG  
Mr. Adam Driskill - NLCOG  
Ms. Rita Arnold – NLCOG  
Ms. Heidi Stewart – NLCOG  
Dr. Shelly Barrett - NLCOG  
Mr. Josh Chevallier – NLCOG Legal Council

#### **Call to Order**

Mayor Arceneaux called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mayor Arceneaux said that he was going to ask Mr. Blanton to lead us in prayer and Mr. Norton to lead us in the pledge. He asked if those that cared to join them to please stand. Mr. Blanton began the invocation followed by Mr. Norton leading us in the Pledge of Allegiance. Mayor Arceneaux asked Mr. Rogers to begin a roll call. Mr. Rogers began the roll call. A quorum was present.

#### **Public Comments**

Mr. Rogers stated there were no public comments.

## **Financial**

### **1. Quarterly Financial Report – Fiscal Year 2024 End of Year – Pre-Audit**

Mr. Rogers stated that this is the quarterly financial report and the end of Fiscal Year 2024. NLCOG's Fiscal Year ended June 30, 2024, so this is the end of year, pre-audit numbers. The interesting thing in the report that jumps out to him is the workers' compensation. That's because at the beginning of the year they get this big bill from Workers' Comp and they said, "No thank you". They pay their workers' comp on a regular basis. Mr. Rogers asked Mrs. Arnold to explain the Workers' Comp issue.

Mrs. Arnold stated that it's either April or May, after they've paid all their bills, they receive a dividend check and that's why it goes right back down. She thinks it was around eighteen hundred dollars and it goes right back into that account.

Mr. Rogers said that other than that the Non-Project and Professional Development were the others that stood out. A lot of Professional Development is training and whatnot. A lot of the courses that several of the employees ended up doing this year were online and free training, which brought down those costs this year. In terms of the balance sheet, Mr. Rogers said they are staying in the one point three to one point five range and trying to hold and keep it there. He asked Mrs. Arnold if she had anything to add.

Mrs. Arnold said that she still had a few things trickling in. She went ahead and gave them an idea because they're not going to budge much from these numbers even for audit. Mrs. Arnold said she's finally getting her last consultant bill in, and she has one more attorney bill to come in. She actually got one of the bills she was waiting for last night at five o'clock. They're just trickling in, but the numbers aren't going to move that much.

Mrs. Bryant asked if she was missing the revenue page... she just sees the expenditures and balance sheet.

Mr. Rogers stated that they typically never put that on there, but they can.

Mrs. Bryant said that it's just easier to prepare the expenditures by seeing the revenues.

Mr. Rogers said they will add the revenue page to the reports in the future.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Accept the Quarterly Financial Report - Fiscal Year 2024 End of Year – Pre-Audit Report. Mr. Norton motioned, and Mrs. Bryant seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

### **2. Fiscal Year 2024 Audit - Financial Letter of Engagement – Policy and Procedures Audit Letter of Engagement**

Mr. Rogers said the next two items were for the Fiscal Year 2024 Audit and they could probably adopt them at the same time. The first was the Financial Letter of Engagement, which gives him authorization to sign the agreements. Mr. Rogers stated he sent the full agreements, but what's in

the packets today is the front page and the signature page. The front one is for the financial audit and the fee for that is thirty-nine thousand nine hundred dollars. The second one is for the agreed upon policy and procedures audit and the cost for that is ten thousand five hundred dollars. Those are in the budget for what they estimated for these two audits.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Fiscal Year 2024 Audit – Financial Letter of Engagement and the Policy and Procedures Audit Letter of Engagement. Mr. Henington motioned, and Mr. Blanton seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

## **Legal Report**

Mr. Chevallier stated that as they had discussed in their last few meetings in working with the by-laws committee that was established earlier in the Spring, they presented some recommendations in early June. First for the addition of Caddo-Bossier Port as a member of the Board of Directors and NLCOG. Included in the packet that was circulated yesterday afternoon was the consideration for the Board of Directors. Copies of that draft have been provided today as well. The first one is the Intergovernmental Agreement that they have negotiated with the Port for their addition to NLCOG. Mr. Chevallier said that if they look, it's similar in form and in all respects to each of the other entities that are current members. None of the subsident terms are different except for the basis of payment which they discussed previously. They cannot contribute by head the way that calculations are done for all of the other entities. They've agreed to a first-year assessment of fifty thousand dollars which will begin in January 2025.

Mr. Chevallier said the second item that they have is a resolution for the amended and reinstated by-laws to accommodate the changes to the Board of Directors. That goes along with the addition of the Port and as they had discussed eliminating the At-Large Board seats. Only one of which is currently filled by Mr. Henington. They want only permanent Board seats to held by the Mayor of Bossier, the Mayor of Shreveport, the President of the Bossier Parish Police Jury or it's designee, that's a revision he received after this had been circulated, but it will be the administrator of the Bossier Parish Police Jury or designee, same for the Caddo Parish Commission, Desoto Parish Police Jury, Webster Parish Police Jury, and the Executive Director of the Port. That is presented in red line to CE's to more identify the changes compared to the existing of by-laws.

The final resolution that they present the draft of today is authorizing Mr. Rogers/NLCOG to take the actions necessary to pursue and enter into Amendments of the Intergovernmental Agreements with the current Board members. It's to revise the Assessment Schedule. As they discussed in previous meetings, it has been stagnant for at least twenty years. This will not accommodate a change to the Assessment Schedule when the resolution is adopted. That has to be done by way of an Amendment to the Intergovernmental Agreements with each entity. They'll have to be negotiated and they'll have to go to each authorizing board of each of those entities to have that done. Mr. Chevallier understands that these were not circulated until Thursday afternoon, and he apologizes for that. He would like to give everyone some time to think and consider them with the drafts. They'll call for a vote and hopefully adopt these measures at their next meeting.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Postpone the Considerations of the Intergovernmental Agreement between NLCOG and the Caddo-Bossier Parishes Port Commission, the Resolution Adopting Amended and Restated By-laws, and the Resolution Amending Assessment Schedule for NLCOG Members. Mr. Norton motioned, and Mr. Ford seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

### **Approval of Minutes**

The next item on the agenda was for approval of the minutes from the June 28, 2024, meeting. Mayor Arceneaux called for a motion to Approve the Minutes as provided. Mr. Ford motioned, and Mr. Henington seconded. All approved and motion was passed.

### **Announcements**

Mayor Arceneaux reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, August 16, 2024.

Mayor Arceneaux asked Mr. Rogers to tell them about the Fall DC trip for September 09-15, 2024.

Mr. Rogers stated that it's the Annual Fall trip that's CC to DC. Mr. Rogers along with Mrs. Askew-Brown will be going this year. Bossier Chamber, Shreveport Chamber, the Port, Barksdale Forward, and several others will also be attending. There are two trips that are scheduled each year. One is in the Springtime, primarily geared and headed up by the Shreveport Chamber. The Fall trip is generally geared up through the Bossier Chamber. This year is scheduled for September 09-15, 2024. Mr. Rogers said that from his standpoint he brings them updates on MEGA projects and requests that they've put in like the Build Projects and those types of things. They inform them of their needs and whatnot. They're very productive trips. He wanted to say that the last couple of years he has not been on the Spring trip, but that's primarily because it's typically been roughly two weeks following the Mardi Gras trip. They get so much accomplished during that timeframe that with it being that quick afterwards, he doesn't see the need for that expense.

### **Adjourn**

With no remaining agenda items, Mayor Arceneaux entertained a motion to adjourn. Mr. Blanton was the first to motion, and Mr. Norton seconded. The meeting was adjourned.



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J. Kent Rogers, Secretary





## Board of Directors

August 16, 2024 - 9:45 am or immediately following the MPO  
Government Chambers at Government Plaza  
505 Travis St, Shreveport, LA 71101

### AGENDA

#### CALL TO ORDER

#### INVOCATION & PLEDGE

#### ROLL CALL

#### PUBLIC COMMENTS

Comments are to be held to 3 minutes.

#### FINANCIAL

##### Quarterly Financial Report

[Fiscal Year 2024 End of Year – Pre-Audit – revised with Revenue](#)

#### LEGAL REPORT

##### Sub Committee Report and Recommendations

[Approval of Intergovernmental Agreement between NLCOG and the Caddo-Bossier  
Parishes Port Commission](#)

[Amended and Restated Bylaws](#)  
[Resolution Adopting Amended and Restated Bylaws](#)

[Resolution Amending Assessment Schedule for NLCOG Members](#)

#### OTHER BUSINESS

##### Approval of Minutes

[Approval of Minutes from July 19, 2024](#)

#### ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, September 20, 2024

#### ADJOURN



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## **Board of Directors Meeting**

### **MINUTES**

**Friday, August 16, 2024 (9:30 AM)**

Government Chambers at Government Plaza  
505 Travis St., Shreveport, LA 71101

#### **Members Present**

Mr. Bruce Blanton – Webster Parish  
Mr. Butch Ford, Vice Chair – Bossier Parish  
Mr. Charles Henington – Caddo Tax Assessor  
Mayor Tom Arceneaux – City of Shreveport  
Mrs. Erica Bryant – Caddo Parish

#### **Members Absent**

Mayor Tommy Chandler, Chair – City of Bossier City  
Mr. Michael Norton–DeSoto Parish

#### **Others Present**

##### **Mr. Eric England – Port of Caddo Bossier**

Mr. Kent Rogers – NLCOG  
Mr. Chris Petro – NLCOG  
Ms. Savannah Williams – NLCOG  
Mr. Adam Driskill - NLCOG  
Ms. Rita Arnold – NLCOG  
Ms. Heidi Stewart – NLCOG  
Dr. Shelly Barrett - NLCOG  
Mr. Josh Chevallier – NLCOG Legal Council

#### **Call to Order**

Mayor Arceneaux called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mayor Arceneaux said that he was going to ask Mr. Ford to lead us in prayer and Mr. England to lead us in the pledge. He asked if those that cared to join them to please stand. Mr. Ford began the invocation followed by Mr. England leading us in the Pledge of Allegiance. Mayor Arceneaux asked Mr. Rogers to begin a roll call. Mr. Rogers began the roll call. A quorum was present.

#### **Public Comments**

Mr. Rogers stated there were no public comments.



## Financial

### **1. Quarterly Financial Report – Fiscal Year 2024 End of Year – Pre-Audit – *Revised* with Revenue**

Mr. Rogers stated that this is a *revised* report for the quarterly finance report from the previous meeting. Mrs. Bryant had asked about the revenue. Mr. Rogers said that the second and last page of the report are basically the same as what they had seen last time. The first page is the revenue to date and again pre-audit. It's the last fiscal year which is July 1, 2023 – June 30, 2024, end of year, pre-audit work of revenue that was brought in. The top three items under the revenue include: Federal Funds, General Local and Other, most of those go toward expenditures on the second page. Mr. Rogers said that they will see that the last section on the revenue is Contractual Funds. They detailed some of that on page three for an indication of where those funds are going and how they're being spent. The last page is the Balance sheet. Again, the Balance sheet and the Expenditures are repetitive from the last meeting. The revised parts are the Revenue and the details of the Contracts.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Quarterly Financial Report - Fiscal Year 2024 End of Year – Pre-Audit Report. Mrs. Bryant motioned, and Mr. Ford seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

## Legal Report

Mr. Chevallier stated that as they worked on this summer, they have for their final approval today and consideration, the Intergovernmental Agreement between NLCOG and the Caddo-Bossier Parishes Port Commission, which is the first document in their packet. This was presented and offered to the board. Immediately prior to their last meeting there was some clean-up and changes, not in the Intergovernmental Agreement, but the Amended and Restated Bylaws, which is the second agreement. Mr. Chevallier said that the Intergovernmental Agreement has been agreed to as to form with the Caddo-Bossier Parishes Port Commission and provides for the Port to pay dues and join as a member of the MPO and will also have a Board of Directors seat, that's associated with the next action items, which are the Resolution Adopting Amended and Restated Bylaws.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Intergovernmental Agreement between NLCOG and the Caddo-Bossier Parishes Port Commission. Mr. Ford motioned, and Mrs. Bryant seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

Mr. Chevallier said the next item for consideration is the Resolution Adopting Amended and Restated Bylaws of this board. Those changes, as they were discussed at the prior meeting, are the reformation of the construct of the board seats to eliminate the at-large seats and create one additional permanent seat for the Caddo-Bossier Parishes Port Commission. Mr. Chevallier said there were some typos on the other administrative changes that were pointed out following the last meeting and those changes have been made. Most notably was to clean up the description for the job held by the standing members for the parish representatives. Those will always be held by

the administrators of the various parishes.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Resolution Adopting Amended and Restated Bylaws. Mr. Henington motioned, and Mr. Blanton seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

Mr. Chevallier stated that the last item for consideration was the Resolution to Amend the Annual Assessment Schedule for the members of the Board of Directors, with the exception of the Port because they can't be counted as heads like everyone else. The same changes in the step-up assessment over the next five years that are accounted for, this is also before any Intergovernmental Agreement, will be a percentage basis annually. They will also have increases going forward, just not on the dollar. Mr. Chevallier said the next step for this as they discussed previously for this particular item will be for them to go the bodies that will need to amend the Intergovernmental Agreement that each member has already entered and make the necessary presentations for the value provided by NLCOG to the Region and those things.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Resolution Amending Assessment Schedule for NLCOG Members. Mr. Ford motioned, and Mr. Henington seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

### **Approval of Minutes**

The next item on the agenda was for approval of the minutes from the July 19, 2024, meeting. Mayor Arceneaux called for a motion to Approve the Minutes as provided. Mr. Blanton motioned, and Mr. Ford seconded. All approved and motion was passed.

### **Announcements**

Mayor Arceneaux reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, September 20, 2024.

Mr. Ford wanted to thank Mr. Henington for his services to the Board of Directors.

Mayor Arceneaux stated to Mr. Henington that he's done a great job as the Assessor, and he's done a great job for the Board of Directors.

### **Adjourn**

With no remaining agenda items, Mayor Arceneaux entertained a motion to adjourn. Mr. Ford was the first to motion, and Mr. Blanton seconded. The meeting was adjourned.



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J. Kent Rogers, Secretary





## Board of Directors

October 18, 2024 - 9:45 am or immediately following the MPO meeting  
Government Chambers at Government Plaza  
505 Travis St, Shreveport, LA 71101

### AGENDA

#### CALL TO ORDER

#### INVOCATION & PLEDGE

#### ROLL CALL

#### PUBLIC COMMENTS

Comments are to be held to 3 minutes.

#### FINANCIAL

[Louisiana Compliance Questionnaire](#)

[Health Insurance Rate Adjustment](#)

[Quarterly Financial Report](#)

#### LEGAL REPORT

#### OTHER BUSINESS

Approval of Minutes

[Approval of Minutes from August 16, 2024](#)

#### ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, November 15, 2024

#### ADJOURN



625 Texas Street, Suite 200 | Shreveport, LA 71101  
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## **Board of Directors Meeting**

### **MINUTES**

**Friday, October 18, 2024 (9:30 AM)**

Government Chambers at Government Plaza  
505 Travis St., Shreveport, LA 71101

#### **Members' Present**

Mr. Bruce Blanton – Webster Parish  
Mr. Eric England – Port of Caddo-Bossier  
Mayor Tom Arceneaux – City of Shreveport  
Mrs. Erica Bryant – Caddo Parish

#### **Members Absent**

Mayor Tommy Chandler, Chair – City of Bossier City  
Mr. Michael Norton–DeSoto Parish  
Mr. Butch Ford, Vice Chair – Bossier Parish

#### **Others Present**

Mr. Kent Rogers – NLCOG  
Mr. Chris Petro – NLCOG  
Mrs. Savannah Williams – NLCOG  
Mr. Adam Driskill - NLCOG  
Mrs. Rita Arnold – NLCOG  
Mrs. Heidi Stewart – NLCOG

### **Call to Order**

Mayor Arceneaux called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mayor Arceneaux said that he was going to lead us in prayer and Mr. Rogers to lead us in the pledge. He asked if those that cared to join them to please stand. Mayor Arceneaux began the invocation followed by Mr. Rogers leading us in the Pledge of Allegiance. Mayor Arceneaux asked Mr. Rogers to begin a roll call. Mr. Rogers called roll. A quorum was present.

### **Public Comments**

Mr. Rogers stated there were no public comments.

## **Financial**

### **1. Louisiana Compliance Questionnaire**

Mr. Rogers said that the first thing that was sent over and included in their packets was the Louisiana Compliance Questionnaire for the audit report. It's the standard compliance questionnaire of what they have to do in terms of laws and what they have to follow. The questionnaire is included in their packets.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Louisiana Compliance Questionnaire. Mr. Blanton motioned, and Mr. England seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

### **2. Health Insurance Rate Adjustment**

Mr. Rogers said that they received their rate adjustments from Blue Cross Blue Shield for calendar year 2025. Based on the rates, six months of 2024 Calendar Year, our 2025 Fiscal Year begins in July 2024, so after totaling those up we are off around eighty-eight dollars and fourteen cents. We may have other adjustments to make for our dental, but we can factor in eighty-eight dollars.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Blue Cross Blue Shield Health Insurance Rate Adjustments and direct the Executive Director to make any budget changes necessary. Mrs. Bryant motioned, and Mr. England seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

### **3. Quarterly Financial Report – July 01, 2024 – September 30, 2024**

Mr. Rogers said the next item was the Quarterly Financial Report. The first page is the Revenue from July 01, 2024, through September 30, 2024. The top portion of those being federal funds, their PL funds that come in from the Federal Highways, Federal Transit and the Regional Safety Coalition. It includes other and contractual. Mr. Rogers said that some people may ask why Shreveport and Bossier City are missing from the General Local. Part of that has to do with the billing. The parishes tend to pay their total up front where the two cities split their payments.

The second part is the expenditures, and they do have a couple of larger ones that come up front. Some of that being the insurance, dues and publications and things of that nature. On the balance sheet, they're still maintaining one point three to one point five.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Louisiana Compliance Questionnaire. Mr. England motioned, and Mr. Blanton seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

## **Legal Report**

Mr. Rogers stated there was no legal report.

## **Approval of Minutes**

The next item on the agenda was for approval of the minutes from the August 16, 2024, meeting.

Mayor Arceneaux called for a motion to Approve the Minutes as provided. Mr. Blanton motioned, and Mrs. Bryant seconded. All approved and motion was passed.

## **Announcements**

Mayor Arceneaux reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, November 15, 2024.

## **Adjourn**

With no remaining agenda items, Mayor Arceneaux entertained a motion to adjourn. Mrs. Bryant was the first to motion, and Mr. Blanton seconded. The meeting was adjourned.

A handwritten signature in black ink that reads "J. Kent Rogers". The signature is written in a cursive, flowing style with a long horizontal line extending from the end of the name.

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J. Kent Rogers, Secretary



## Board of Directors

January 17, 2025 - immediately following the MPO meeting  
Government Chambers at Government Plaza  
505 Travis St, Shreveport, LA 71101

### AGENDA

#### CALL TO ORDER

#### INVOCATION & PLEDGE

#### ROLL CALL

#### PUBLIC COMMENTS

Comments are to be held to 3 minutes.

#### FINANCIAL

**Fiscal Year 2024 Audit Reports** (Approval of the following reports)

[Board of Directors Communications Report](#)

[Financial Audit Report](#)

[Agreed upon Policies and Procedures Report](#)

#### LEGAL REPORT

#### OTHER BUSINESS

**No Cost Time Extension to ATC for the Active Transportation Plan**

[No Cost Time Extension till March 31, 2025](#)

[Resolution in Recognition of Mr. Butch Ford's service](#)

**Approval of Minutes**

[Approval of Minutes from October 18, 2024](#)

#### ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, February 21, 2025

#### ADJOURN





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## **Board of Directors Meeting**

### **MINUTES**

**Friday, January 17, 2025 (9:00 AM)**

Government Chambers at Government Plaza  
505 Travis St., Shreveport, LA 71101

#### **Members' Present**

Mr. Bruce Blanton – Webster Parish  
Mr. Eric England – Port of Caddo-Bossier  
Mayor Tom Arceneaux, Chair – City of Shreveport  
Mrs. Erica Bryant – Caddo Parish  
Mr. Butch Ford – Bossier Parish

#### **Members Absent**

Mayor Tommy Chandler – City of Bossier City  
Mr. Michael Norton, Vice-Chair – DeSoto Parish

#### **Others Present**

Mr. Kent Rogers – NLCOG  
Mr. Chris Petro – NLCOG  
Mrs. Savannah Williams – NLCOG  
Mr. Adam Driskill - NLCOG  
Mrs. Rita Arnold – NLCOG  
Mrs. Heidi Stewart – NLCOG

### **Call to Order**

Mayor Arceneaux called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mayor Arceneaux said that Mr. Blanton was going to lead us in prayer and Mr. Ford to lead us in the pledge. He asked if those that cared to join them to please stand. Mr. Blanton began the invocation followed by Mr. Ford leading us in the Pledge of Allegiance. Mayor Arceneaux asked Mr. Rogers to begin a roll call. Mr. Rogers called roll. A quorum was present.

### **Public Comments**

Mr. Rogers stated there were no public comments.

## **Financial – Fiscal Year 2024 Audit Reports (Approval of the following reports)**

### **1. Board of Directors Communications Report**

Mr. Rogers stated that they had three full reports sent to them. The first was the Board of Directors Communications Report. This report summarizes what Heard, McElroy and Vestal, LLC were hired to do. It proceeded with that including some adjustments that they had seen forth within accounting.

### **2. Financial Audit Report**

Mr. Rogers said the second report was the Financial Audit Report. He stated there were a couple of sheets in their packets that he was asked to bring to their attention by Mr. Flair. The first of which lays out the revenues by federal, state and local funds interest. Then the direct and indirect costs for each of the various revenue sources. Mr. Rogers said there are nine different revenue and expenditure sources for specific grants within those.

The second sheet Mr. Flair asked him to bring to their attention outlines the indirect costs. Mr. Rogers stated that the indirect rate is up a little this year. They do that going into the process. Part of that is that they use part of those reserve funds as match support for some of those other grants. Also, two of those individuals that were not fully on board with the last audit are fully on board with this audit. The only finding is the same as continually shown to have someone outside do some of the audit work rather than do it internally. Mr. Rogers stated that personally, he feels it's better to have someone do the audit reports outside rather than inside.

### **3. Agreed-Upon Policies and Procedures**

Mr. Rogers said the third report for approval is the Agreed-Upon Policies and Procedures Report 2024. The only thing they noted on these was that one of the employees didn't complete the Cybersecurity Training course in time after coming on board as full-time employee.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Fiscal Year 2024 Audit Reports: Board of Directors Communications Report, Financial Audit Report, and the Agreed Upon Policies and Procedures Report. Mr. England motioned, and Mrs. Bryant seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

## **Legal Report**

Mr. Rogers stated there was no legal report.

## **Other Business**

### **1. No Cost Time Extension to ATG for the Active Transportation Plan – No Cost Time Extension till March 31, 2025**

Mr. Rogers stated that the next thing they had on the agenda was a no cost time extension to ATG for the Active Transportation Plan. The no cost time extension is basically just to finalize billings, transfer data, documentation and any minor changes needed. This will provide time to close out the contract.

### **2. Resolution in Recognition of Mr. Butch Ford's service**

Mr. Rogers wanted to thank Mr. Ford for his time and service with NLCOG.

Mayor Arceneaux said that he's had the opportunity for the last ten years to work with Mr. Ford from his role as Bossier Parish Engineer to his role as the Bossier Parish Administrator, mostly in his own role as representing the Bossier Parish Levee District. Mayor Arceneaux said that he has come to know him as an honest, effective administrator, a man that knows what he does and is very good at explaining it and keeping on top of what needs to be done as well as anticipating the things that need to be done. He wished Mr. Ford very well in his retirement and said they would miss his insight.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Resolution in Recognition and Appreciation of Distinguished Service of Mr. Joe E. "Butch" Ford, Jr. Mrs. Bryant motioned, and Mr. England seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

## **Approval of Minutes**

The next item on the agenda was for approval of the minutes from the October 18, 2024, meeting. Mayor Arceneaux called for a motion to Approve the Minutes as provided. Mr. England motioned, and Mr. Ford seconded. All approved and motion was passed.

## **Announcements**

Mayor Arceneaux reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, February 21, 2025.

Mr. England asked that we make sure to incorporate Mr. Ford's resolution into the minutes. Mr. Rogers said yes.

## Adjourn

With no remaining agenda items, Mayor Arceneaux entertained a motion to adjourn. Mr. Ford was the first to motion, and Mrs. Bryant seconded. The meeting was adjourned.

A handwritten signature in black ink, reading "J. Kent Rogers". The signature is written in a cursive style with a horizontal line extending from the end of the name.

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J. Kent Rogers, Secretary



RESOLUTION IN RECOGNITION  
AND APPRECIATION OF DISTINGUISHED SERVICE

*Joe E. "Butch" Ford, Jr*

WHEREAS, The Northwest Louisiana Council of Governments, Inc. (NLCOG) serves as a regional planning organization for the Parishes of Bossier, Caddo, DeSoto, and Webster and the cities of Bossier City and Shreveport; and

WHEREAS, The NLCOG also serves as the Metropolitan Planning Organization (MPO) for the region designated by the Governor of the State of Louisiana, The Federal Highway Administration, and the Federal Transit Administration; and

WHEREAS, the Bossier Parish Police Jury is represented on the NLCOG Board of Directors and the MPO by their Administrator; and

WHEREAS, Joe E. "Butch" Ford has served as the Administrator for Bossier Parish between January 2021 through January 2025 and as Parish Engineer prior to that, with over 21 years of service to Bossier Parish; and

WHEREAS, Joe E. "Butch" Ford has provided outstanding leadership and guidance on behalf of the Bossier Parish Police Jury to NLCOG's Board of Directors the MPO, and the Technical Coordinating Committee serving in the roles of Chair and Vice Chair; and

NOW, THEREFORE, BE IT RESOLVED that the Northwest Louisiana Council of Governments formally acknowledges and extends its profound appreciation to Joe E. "Butch" Ford for his many years of service and his lasting contributions to the Board of Directors, the MPO, and its mission.

BE IT FURTHER RESOLVED that on this 17th day of January 2025, the NLCOG Board of Directors and MPO did, with due notice and quorum held, affirm this Resolution and acknowledge it be saved in the permanent minutes and a copy of this Resolution is given to Joe E. "Butch" Ford.

A handwritten signature in blue ink, reading "J. Kent Roges", is written over a horizontal line.

J. Kent Roges, Executive Director  
Secretary to the Board of Directors  
Secretary to the Metropolitan Planning Organization



## Board of Directors

**February 21, 2025 - immediately following the MPO meeting  
Government Chambers at Government Plaza  
505 Travis St, Shreveport, LA 71101**

### **AGENDA**

**CALL TO ORDER**

**INVOCATION & PLEDGE**

**ROLL CALL**

**PUBLIC COMMENTS**

Comments are to be held to 3 minutes.

**FINANCIAL**

**Fiscal Year 2025 Year to Date Quarterly Report**

[Approval of Quarterly Financial Report](#)

**LEGAL REPORT**

**OTHER BUSINESS**

**Approval of Minutes**

[Approval of Minutes of January 17, 2024](#)

**ANNOUNCEMENTS**

Next Regular Schedule Meeting Friday, March 21, 2025

**ADJOURN**



625 Texas Street, Suite 200 | Shreveport, LA 71101  
318.841.5950 | F 318.841.5952 | [www.nlcog.org](http://www.nlcog.org)

## **Board of Directors Meeting**

### **MINUTES**

**Friday, February 21, 2025 (9:00 AM)**

Government Chambers at Government Plaza  
505 Travis St., Shreveport, LA 71101

### **Members' Present**

Mayor Tommy Chandler – City of Bossier City  
Mr. Bruce Blanton – Webster Parish  
Mayor Tom Arceneaux, Chair – City of Shreveport  
Mrs. Erica Bryant – Caddo Parish  
Dr. Ken Ward – Bossier Parish

### **Members Absent**

Mr. Eric England – Port of Caddo-Bossier  
Mr. Michael Norton, Vice-Chair – DeSoto Parish

### **Others Present**

Mr. Kent Rogers – NLCOG  
Mr. Chris Petro – NLCOG  
Mrs. Savannah Williams – NLCOG  
Mrs. Rita Arnold – NLCOG  
Mrs. Heidi Stewart – NLCOG  
Dr. Shelly Barrett - NLCOG

## **Call to Order**

Mayor Arceneaux called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mayor Arceneaux said that Mayor Chandler was going to lead us in prayer and Mr. Blanton to lead us in the pledge. He asked if those that cared to join them to please stand. Mayor Chandler began the invocation followed by Mr. Blanton leading us in the Pledge of Allegiance. Mayor Arceneaux asked Mr. Rogers to begin a roll call. Mr. Rogers called roll. A quorum was present.

## **Public Comments**

Mr. Chevallier stated they had received one public comment.

**Mr. Albert Compton** thanked the board for giving him the opportunity to speak this morning. *(Mr. Compton has requested we attach his comment to the MPO minutes. That's where he intended to make it.)*

## **Financial**

### **Fiscal Year 2025 Year to Date Quarterly Report - Approval of Quarterly Financial Report**

Mr. Rogers said the next item on the agenda was the quarterly financial report. The first page covers Revenue and this for year to date covering July 01, 2024, through December 31, 2024. The first section is Federal Funds. Next, is General Local followed by Other Income and Contractual. Mr. Rogers said they're probably wondering why Shreveport and Bossier City are under the General Local. The way their invoices are put out is split into two invoices, one goes out on January 01 and the other goes out after June 01. Those funds are reflected on the next sheet.

Under Expenditures, he didn't think there was anything out of the ordinary at this time. The only one that may seem high is the Bonding and Insurance and that's because the primary Bonding and Insurance comes in feral part of the year. Only part of the fiscal year, so it covers most of that. Mr. Rogers said that other than that they're pretty much on track with the Expenditures as they were originally budgeted.

For Contractual expenses, you'll see those expenses for I-49 ICC, LHSC No Refusal contract, (*this is the one the Shreveport Police Officer was speaking about*), the Active Transportation Plan, the SS4A Plan, and the Regional Safety Coalition.

Lastly is the Balance Sheet. Again, this is as of December 31, 2024.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Fiscal Year 2025 Year to Date Quarterly Financial Report. Mayor Chandler motioned, and Mr. Blanton seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

## **Legal Report**

Mr. Chevallier stated there was no legal news to report.

## **Other Business**

### **Approval of Minutes**

The next item on the agenda was for approval of the minutes from the January 17, 2025, meeting. Mayor Arceneaux called for a motion to Approve the Minutes as provided. Mrs. Bryant motioned, and Mr. Blanton seconded. All approved and motion was passed.

### **Announcements**

Mr. Rogers reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, March 21, 2025, at Government Plaza in the Government Chambers.



## Adjourn

With no remaining agenda items, Mayor Arceneaux entertained a motion to adjourn. Mrs. Bryant was the first to motion, and Mayor Chandler seconded. The meeting was adjourned.

A handwritten signature in black ink, reading "J. Kent Rogers". The signature is written in a cursive, flowing style with a prominent initial "J" and a long, sweeping underline.

---

J. Kent Rogers, Secretary



## Board of Directors

**April 04, 2025 - immediately following the MPO meeting  
Government Chambers at Government Plaza  
505 Travis St, Shreveport, LA 71101**

### **AGENDA**

**CALL TO ORDER**

**INVOCATION & PLEDGE**

**ROLL CALL**

**PUBLIC COMMENTS**

Comments are to be held to 3 minutes.

**FINANCIAL**

**MPO/State Agreement for Metropolitan Transportation Plan Update**

[Approval of NLCOG/DOTD Agreement for MTP Update](#)

**LEGAL REPORT**

**OTHER BUSINESS**

**Approval of Minutes**

[Approval of Minutes of February 21, 2025](#)

**ANNOUNCEMENTS**

Next Regular Schedule Meeting Friday, April 25, 2025

**ADJOURN**



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## **Board of Directors Meeting**

### **MINUTES**

**Friday, April 04, 2025 (9:00 AM)**

Government Chambers at Government Plaza  
505 Travis St., Shreveport, LA 71101

### **Members' Present**

Mayor Tommy Chandler – City of Bossier City  
Mr. Bruce Blanton – Webster Parish  
Mayor Tom Arceneaux, Chair – City of Shreveport  
Mrs. Erica Bryant – Caddo Parish  
Dr. Ken Ward – Bossier Parish  
Mr. Eric England – Port of Caddo-Bossier  
Mr. Michael Norton, Vice-Chair – DeSoto Parish

### **Members Absent**

### **Others Present**

Mr. Kent Rogers – NLCOG  
Mr. Chris Petro – NLCOG  
Mr. Adam Driskill - NLCOG  
Mrs. Savannah Williams – NLCOG  
Mrs. Heidi Stewart – NLCOG  
Dr. Shelly Barrett – NLCOG  
Mr. Josh Chevallier – NLCOG Legal Council

## **Call to Order**

Mayor Arceneaux called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mayor Arceneaux said that he was going to lead us in prayer and Mayor Chandler to lead us in the pledge. He asked if those that cared to join them to please stand. Mayor Arceneaux began the invocation followed by Mayor Chandler leading us in the Pledge of Allegiance. Mayor Arceneaux asked Mr. Rogers to begin roll call. Mr. Rogers called roll. A quorum was present.

## **Public Comments**

Mayor Arceneaux asked if there were any public comments. Mr. Rogers stated they hadn't received any comments.

## **Financial**

### **MPO/State Agreement for Metropolitan Transportation Plan Update Approval of NLCOG/DOTD Agreement for MTP Update**

Mr. Rogers said this was the entity state agreement. They received the full copy of the agreement in their packets that were emailed. The only thing he included in the packet was the funding table. Mr. Rogers said it's one million dollars total. Five hundred thousand from SPR, but it's actually four hundred thousand with one hundred thousand match from DOTD State funds. Four hundred thousand in their STP>200k, one hundred thousand match that they can use reserve funds for, so they don't have to come back to the board and ask for additional funds. This is the formal city/state agreement to get this out on the street.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the MPO/State Agreement for the Metropolitan Transportation Plan Update. Mr. England motioned, and Mayor Chandler seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

## **Legal Report**

Mr. Chevallier stated there was no legal news to report.

## **Other Business**

### **Approval of Minutes**

The next item on the agenda was for approval of the minutes from the February 21, 2025, meeting. Mayor Arceneaux called for a motion to Approve the Minutes as provided. Mayor Chandler motioned, and Mr. Blanton seconded. All approved and motion was passed.

### **Announcements**

Mayor Arceneaux reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, April 25, 2025, at Government Plaza in the Government Chambers.

Mayor Arceneaux wanted to apologize and said he should've done this at the last meeting, but he got detained unexpectedly at their regular scheduled meeting and results were a lack of quorum. He will make every effort to be at every other meeting.

## **Adjourn**

With no remaining agenda items, Mayor Arceneaux entertained a motion to adjourn. Mrs. Bryant was the first to motion, and Mayor Chandler seconded. The meeting was adjourned.



---

J. Kent Rogers, Secretary



## Board of Directors

April 25, 2025 - immediately following the MPO meeting  
Government Chambers at Government Plaza  
505 Travis St, Shreveport, LA 71101

### AGENDA

#### CALL TO ORDER

#### INVOCATION & PLEDGE

#### ROLL CALL

#### PUBLIC COMMENTS

Comments are to be held to 3 minutes.

#### FINANCIAL

##### Fiscal Year 2025 Budget Update

[Expenses Update- Budget to Actual with recommended changes](#)

[UPWP Task Update – Budgeted to Actual with recommended changes](#)

##### Fiscal Year 2026 Proposed Budget

[Introduction of Fiscal Year 2026 Budget \(to be adopted June 13, 2025\)](#)

#### LEGAL REPORT

#### OTHER BUSINESS

##### Approval of Minutes

[Approval of Minutes of April 04, 2025](#)

#### ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, May 16, 2025.

#### ADJOURN



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## **Board of Directors Meeting**

### **MINUTES**

**Friday, April 25, 2025 (9:00 AM)**

Government Chambers at Government Plaza  
505 Travis St., Shreveport, LA 71101

### **Members' Present**

Mr. Bruce Blanton – Webster Parish  
Mrs. Erica Bryant – Caddo Parish  
Dr. Ken Ward – Bossier Parish  
Mr. Eric England – Port of Caddo-Bossier

### **Members Absent**

Mayor Tommy Chandler – City of Bossier City  
Mayor Tom Arceneaux, Chair – City of Shreveport  
Mr. Michael Norton, Vice-Chair – DeSoto Parish

### **Others Present**

Mr. Kent Rogers – NLCOG  
Mr. Chris Petro – NLCOG  
Mrs. Rita Arnold - NLCOG  
Mrs. Heidi Stewart – NLCOG  
Mr. Josh Chevallier – NLCOG Legal Council

## **Call to Order**

Mrs. Bryant called the meeting to order. She stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting, but we just had both for the MPO meeting so we were just going to move forward. Mrs. Bryant asked Mr. Rogers to begin roll call. Mr. Rogers called roll. A quorum was present.

## **Public Comments**

Mrs. Bryant asked if there were any public comments. Mr. Rogers stated they hadn't received any comments.

## Financial

### 1. Fiscal Year 2025 Budget Update

- **Expenses Update-Budget to Actual with recommended changes**

Mr. Rogers said this primarily has to do with the increase in insurance for dental, vision, health, and life insurance changes. In the overhead category, there's some increase in travel, which has a lot to do with the additional trips to D.C. and Baton Rouge. Mr. Rogers said there's no change in the overall bottom line. It's just shifting some around into different categories.

Mrs. Bryant asked if there were any further questions. Having none, Mrs. Bryant entertained a motion to Approve the Fiscal Year 2025 Expenses Amendment. Mr. Blanton motioned, and Mr. England second. Mrs. Bryant called for questions or comments. Having none, the chair called for a vote and the motion passed.

*Dr. Ward asked Mr. Rogers what the "advertising" money was for.*

*Mr. Rogers said it was for when they have to advertise for meetings, or when they have the TIP Amendments, they have to advertise those.*

*Dr. Ward asked if the amended amount of two thousand dollars and the updated budget now three thousand dollars, would he be okay with that.*

*Mr. Rogers said that he would. That is what they've anticipated.*

- **UPWP Task Update – Budgeted to Actual with recommended changes**

Mr. Rogers said this is a similar type thing, but within the budget and the Work Program. The funding is distributed among those Tasks over the timeframe of the year. They were required to work on some specific things and needed to make some adjustments within those different Task items. Mr. Rogers said again there's no change in the overall bottom line. It's just where work has occurred, and things have been requested.

Mrs. Bryant asked if there were any further questions. Having none, Mrs. Bryant entertained a motion to Approve the Fiscal Year 2025 UPWP Task Budget Amendments. Mr. England motioned, and Mr. Blanton second. Mrs. Bryant called for questions or comments. Having none, the chair called for a vote and the motion passed.

### 2. Fiscal Year 2026 Proposed Budget

#### **Introduction of Fiscal Year 2026 Budget (to be adopted June 13, 2025)**

Mr. Rogers said this is similar to the Work Program that was sent out to the MPO, the Introduction of Income and Expenses, and will not be up for adoption until the June meeting. He's listed the budget for them and the income funding sources. A couple of things to note are the SPR and the STBG>200 funds and those are for the Plan Update. Those will be contractual services. Mr. Rogers said there was a slight

decrease in the Transit funding this year, and also a slight decrease in the CDC Watershed funding. They're not sure what's going to happen for that program at the State level at this time. Mrs. Stewart has been working with the State and the CDC and whatnot, but they've basically come to an end with that first level of funding that was provided through EPA, but they're not sure whether the State is going to continue the program through the board or to just get them through the rest of the year with what's out there after the first round.

Mr. Rogers said in the expenses category, there's a line item for vehicle replacement. The vehicle that he's had in the last few years is approaching two hundred thousand miles. He's been to Baton Rouge every few days lately and he's racking up the miles on it.

**Dr. Ward** asked if fifty thousand was enough.

**Mr. Rogers** said he's looked at the State listing of vehicles and it's somewhere in that range. He said they could move that amount up and if it's less than that it would be fine.

**Dr. Ward** said he just wanted to make sure he had enough to do it.

**Mr. Rogers** said they have additional funds in the reserve funding.

**Mrs. Bryant** said for the amount to be increased to sixty thousand dollars. She said they'll need to remember to amend it because it's not adopted till June 13, 2025.

**Mr. Rogers** said that's correct. They will do the same for the Work Program. They'll put out a formal public comment period early to mid-May. Technically for the public comment period there's a fourteen day plus one type of thing. Depending on when it hits and when the paper goes out on the weekend. He thinks he scheduled it to where there's at least a week's difference between the public meeting date and comments have to be received by date.

**Dr. Ward** asked what Streetlight Data on the Computer Software side is.

**Mr. Rogers** said that's the Traffic Count Data that they've been providing for them on the roads and the trucks going down to the Port and whatnot. It's a combination of different things. It's cell phone tracking, transponder tracking, and other permanent counters that are in place in roadways. It's extremely good data.

**Mr. Petro** said that Mr. Eric Hudson made a data request to them, asking if they could provide a scenario utilizing their Streetlight Data to determine traffic impacts upon the Caplis Sligo Bridge closing. He's about to deliver the results of those impacts of that closure. Mr. Hudson is looking at possible damages to the neighborhood by the bridge being closed by certain contractor, and Mr. Petro wasn't going to name any names. Mr. Hudson is looking into whether there are any negative impacts incurred upon the residents there along Caplis Sligo once the bridge is closed due to the fault of the contractor... like more increased travel time for the neighborhood residents that have to use alternative routes. Mr. Petro said it's like an origin destination survey. Using the scenario when the bridge is open compared to when it's closed to destinations that are common to that origin from the neighborhood. He is actually delivering that data to Mr. Hudson today.

**Dr. Ward** asked how long it took to get the data. Obviously, you have to put the traffic cameras out.



*Mr. Petro said it's 2024 data and it's great for a study of that nature. He said feel free to call Mr. Driskill anytime. He's taken him under his wing and been training him to provide the AADT Data or Speed Data or Travel Time Data. Any type of traffic metrics you want, just give us a call and that goes for all the member agencies. It's a huge expense, but it's a safety issue with staff having to go out and place counters out to observe traffic. It's very dangerous and he's done it for years. This software is wonderful. Mr. Petro said that he's put it on record now that Mr. Hudson is getting his data today, so he had better get it delivered.*

## **Legal Report**

Mr. Chevallier stated there was no legal news to report.

## **Other Business**

### **1. Approval of Minutes**

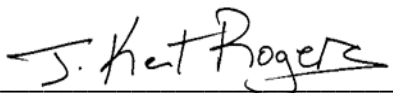
The next item on the agenda was for approval of the minutes from the April 04, 2025, meeting. Mrs. Bryant called for a motion to Approve the Minutes as provided. Mr. England motioned, and Dr. Ward second. All approved and motion was passed.

### **2. Announcements**

Mrs. Bryant reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, May 16, 2025, at Government Plaza in the Government Chambers.

## **Adjourn**

With no remaining agenda items, Mrs. Bryant entertained a motion to adjourn. Mr. England was the first to motion, and Mr. Blanton second. The meeting was adjourned.



---

J. Kent Rogers, Secretary



## Board of Directors

**May 16, 2025 - immediately following the MPO meeting  
Government Chambers at Government Plaza  
505 Travis St, Shreveport, LA 71101**

### **AGENDA**

**CALL TO ORDER**

**INVOCATION & PLEDGE**

**ROLL CALL**

**PUBLIC COMMENTS**

Comments are to be held to 3 minutes.

**FINANCIAL**

**Fiscal Year 2025 Budget**

[Quarterly Financial Report](#)

**LEGAL REPORT**

**OTHER BUSINESS**

**Approval of Minutes**

[Approval of Minutes of April 25, 2025](#)

**ANNOUNCEMENTS**

Next Regular Schedule Meeting Friday, June 13, 2025.

**ADJOURN**



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## **Board of Directors Meeting**

### **MINUTES**

**Friday, May 16, 2025 (9:00 AM)**

Government Chambers at Government Plaza  
505 Travis St., Shreveport, LA 71101

#### **Members' Present**

Mayor Tom Arceneaux, Chair – City of Shreveport  
Mr. Bruce Blanton – Webster Parish  
Mrs. Erica Bryant – Caddo Parish  
Dr. Ken Ward – Bossier Parish  
Mr. Eric England – Port of Caddo-Bossier

#### **Members Absent**

Mayor Tommy Chandler – City of Bossier City  
Mr. Michael Norton, Vice-Chair – DeSoto Parish

#### **Others Present**

Mr. Kent Rogers – NLCOG  
Mr. Chris Petro – NLCOG  
Mrs. Rita Arnold - NLCOG  
Mrs. Heidi Stewart – NLCOG  
Mrs. Savannah Williams – NLCOG  
Mr. Adam Driskill - NLCOG  
Mr. Josh Chevallier – NLCOG Legal Council

## **Call to Order**

Mayor Arceneaux called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mayor Arceneaux said that Mr. Blanton was going to lead us in prayer and Mrs. Bryant to lead us in the pledge. He asked if those that cared to join them to please stand. Mr. Blanton began the invocation followed by Mrs. Bryant leading us in the Pledge of Allegiance. Mayor Arceneaux asked Mr. Rogers to begin roll call. Mr. Rogers called roll. A quorum was present.

## **Public Comments**

Mayor Arceneaux asked if there were any public comments. Mr. Rogers stated they hadn't received any comments.

## **Financial**

### **1. Fiscal Year 2025 Budget – Quarterly Financial Report**

Mr. Rogers said the Quarterly Financial Report is before them in terms of revenue. He did have one amendment to make to that. The day before, roughly around three o'clock, the Caddo Tax Assessor walked down the street and handed him a check. Mr. Rogers said that where it says Other Income – Caddo Tax Assessor - \$0.00, it's now at \$20,000.00, which is their annual payment. That's the only change for that. Although that would've put it outside the March 31<sup>st</sup> timeframe, he wanted to bring that to their attention.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion to Approve the Fiscal Year 2025 3<sup>rd</sup> Quarter Financial Report. Mr. England motioned, and Dr. Ward second. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

## **Legal Report**

Mr. Chevallier stated there was no legal news to report.

## **Other Business**

### **1. Approval of Minutes**

The next item on the agenda was for approval of the minutes from the April 25, 2025, meeting. Mayor Arceneaux called for a motion to Approve the Minutes as provided. Mrs. Bryant motioned, and Mr. England second. All approved and motion was passed.

### **2. Announcements**

Mayor Arceneaux reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, June 13, 2025, at Government Plaza in the Government Chambers.

## **Adjourn**

With no remaining agenda items, Mayor Arceneaux entertained a motion to adjourn. Mr. England was the first to motion, and Mrs. Bryant second. The meeting was adjourned.



---

J. Kent Rogers, Secretary



## Board of Directors

June 13, 2025 - immediately following the MPO meeting  
Government Chambers at Government Plaza  
505 Travis St, Shreveport, LA 71101

### AGENDA

#### CALL TO ORDER

#### INVOCATION & PLEDGE

#### ROLL CALL

#### PUBLIC COMMENTS

Comments are to be held to 3 minutes.

#### FINANCIAL

##### Fiscal Year 2026 Budget

[Adoption of the Fiscal Year 2026 Budget](#)

#### LEGAL REPORT

#### OTHER BUSINESS

##### Fiscal Year 2026 Meeting Schedule

[Adoption of Fiscal Year 2026 Meeting Schedule for the Board of Directors](#)

##### Fiscal Year 2026 Board of Directors Officers

[Election of Fiscal Year 2025 Officers for the Board of Directors](#)

##### Approval of Minutes

[Approval of Minutes of May 16, 2025](#)

#### ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, July 18, 2025.

#### ADJOURN



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## **Board of Directors Meeting**

### **MINUTES**

**Friday, June 13, 2025 (9:00 AM)**

Government Chambers at Government Plaza

505 Travis St., Shreveport, LA 71101

### **Members' Present**

Mayor Tom Arceneaux, Chair – City of Shreveport

Mr. Bruce Blanton – Webster Parish

Mrs. Erica Bryant – Caddo Parish

Dr. Ken Ward – Bossier Parish

Mr. Eric England – Port of Caddo-Bossier

Mr. Michael Norton, Vice-Chair – DeSoto Parish

### **Members Absent**

Mayor Tommy Chandler – City of Bossier City

### **Others Present**

Mr. Kent Rogers – NLCOG

Mr. Chris Petro – NLCOG

Mrs. Rita Arnold - NLCOG

Mrs. Heidi Stewart – NLCOG

Mrs. Savannah Williams – NLCOG

Mr. Adam Driskill – NLCOG

Dr. Shelly Barrett - NLCOG

Mr. Josh Chevallier – NLCOG Legal Council

## **Call to Order**

Mayor Arceneaux called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mayor Arceneaux said that Mrs. Bryant was going to lead us in prayer and Mr. Norton to lead us in the pledge. He asked if those that cared to join them to please stand. Mrs. Bryant began the invocation followed by Mr. Norton, leading us in the Pledge of Allegiance. Mayor Arceneaux asked Mr. Rogers to begin the roll call. Mr. Rogers called roll. A quorum was present.

## **Public Comments**

Mayor Arceneaux asked if there were any public comments. Mr. Rogers stated they hadn't received any comments.

## **Financial**

### **1. Fiscal Year 2026 Budget – Adoption of the Fiscal Year 2026 Budget**

Mr. Rogers said this is the Adoption of the Fiscal Year 2026 Budget that goes along with the Unified Planning Work Program (UPWP) that was approved by the MPO. Comments that they received came from FHWA and DOTD with actual project numbers and contract numbers. Mr. Rogers said again, the Federal and State Funding sources are the greatest bulk of the program. The General Local is the support from all of them and the other comes from 911, Tax Assessor, CDC. The Reserve Funds are for the match for some of those STBG and State funds. The Operational Expenses total up to roughly one point eight million dollars, including salaries, benefits, employment taxes, overhead and vehicle replacement. Mr. Rogers said they had some details on the Overhead expenses but wanted to give them some of the major expenses. The ESRI and Streetlight software are the bulk of those. Under Professional Services there's the auditing, legal and miscellaneous for engineering and planning. Mr. Rogers also provided the members with some details under the Contractual for the plan update and the aerial photography project. The total of the Aerial Photography project will be over a four year time frame, so what they see there is for year one. The four year will be roughly that for the next four years. That will provide for two full flights of a full four parish area.

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion for the Adoption of the Fiscal Year 2026 Budget. Mr. Blanton motioned, and Mrs. Bryant seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

## **Legal Report**

Mr. Chevallier stated there was no legal news to report.

## **Other Business**

### **1. Fiscal Year 2026 Meeting Schedule – Adoption of the Fiscal Year Meeting Schedule for the Board of Directors**

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained a motion for the Adoption of the Fiscal Year 2026 Meeting Schedule for the Board of Directors. Mr. Blanton motioned, and Mrs. Bryant seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

### **2. Fiscal Year 2026 Board of Directors Officers – Election Of Fiscal Year 2026 Officers for the Board of Directors**

Mayor Arceneaux asked if there were any further questions. Having none, Mayor Arceneaux entertained

a motion to Accept the Slate of Officers for Fiscal Year 2026 Beginning July 1, 2025, and serving through June 30, 2026, with Mr. Norton as Chair and Mr. England as Vice Chair. Mrs. Bryant motioned, and Dr. Ward seconded. Mayor Arceneaux called for questions or comments. Having none, the chair called for a vote and the motion passed.

### **3. Approval of Minutes**

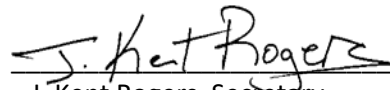
The next item on the agenda was for approval of the minutes from the May 16, 2025, meeting. Mayor Arceneaux called for a motion to Approve the Minutes as provided. Mrs. Bryant motioned, and Mr. England seconded. All approved and motion was passed.

### **4. Announcements**

Mayor Arceneaux reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, July 18, 2025, at Government Plaza in the Government Chambers.

### **Adjourn**

With no remaining agenda items, Mayor Arceneaux entertained a motion to adjourn. Mr. England was the first to motion, and Mrs. Bryant seconded. The meeting was adjourned.

  
\_\_\_\_\_  
J. Kent Rogers, Secretary