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## **Board of Directors Meeting**

### **MINUTES**

**Friday, March 27, 2026 (9:30 AM)**

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

### **Members' Present**

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

### **Members Absent**

Mayor Tommy Chandler – City of Bossier City

### **Others Present**

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

## **Call to Order**

Mr. Norton called the meeting to order. He asked Mayor Arceneaux to lead us in prayer, and Mrs. Bryant to lead us in the pledge. He stated if those that cared to join them to please stand. Mayor Arceneaux led us in prayer followed by Mrs. Bryant leading us in the pledge.

Mr. Norton asked Mr. Rogers to begin roll call. Mr. Rogers called roll. A quorum was present.

## **Public Comments**

Mr. Norton asked if there were any public comments. Mr. Chevallier stated they hadn't received any comments.

## Financial

### Fiscal Year 2025 Audit Report

#### Approval of the Fiscal Year 2025 Audit Report

Mr. Rogers stated that they received a copy of the Fiscal Year 2025 Audit Report, and he's attached a couple of sheets in their packets that Mr. Flair has asked him to call out to their attention. On the first page, page 19, Mr. Flair said that the Operating and Revenue Expenses, excluding the special projects starting with I-49 and going across, the totals are slightly higher than 2024 as a result of higher funding from DOTD. Mr. Rogers said that the actual Indirect Costs, that will be on the next page, came back a little bit higher than their agreed upon billing rate. The agreed upon billing rate was one thirty-five and the actual overhead came in at one fifty-three. A portion of that is due to the deficiencies and expenditure on page 19 and is also due to the use of some of the reserve funds as some of the match for the SS4A and the Active Transportation Planning.

Mr. Rogers said that the other thing Mr. Flair asked him to note was that next year, they'll have to do some of the Louisiana Legislative Audit Policy and Procedures. This round will be the full round again. The following year will be just the few of what they note from the previous year. Other than that, if anyone has any questions or comments. Mr. Rogers said just one more thing. There is a comment in the back of a material weakness, but that material weakness contributes to NLCOG contracting with them for some of the financial reporting and that's NLCOG's choice. They do that to have an outside, second set of eyes.

*Dr. Ward stated to Mr. Rogers that with it being March 2026, but the audit is from the end of June 2025. He asked if it normally takes that long to get the audit done.*

*Mr. Rogers said that's correct. They normally have it done by December, but due to the government shutdown earlier in the year, the feds had not issued what their guidelines were. They had asked for and received approval for March 30, 2026, submittal, following approval today.*

*Dr. Ward asked that by doing that, we're not in jeopardy of losing any funds.*

*Mr. Rogers stated no.*

*Mr. England wanted to commend Mr. Rogers and the staff, as a smaller organization, internal control can be problematic because of the organization size. Mr. England said it's his understanding that they instituted the Positive Pay system to help with their internal controls. He believes that will go along way in next year's audit, especially with the undergoing of AEP's and just that extra layer of internal controls. As they go forward, given the size and the complexity of that small staff, if there are ways to improve your internal controls, please let the board know about that.*

*Mr. Rogers said they go through a review of most of those policies in the beginning of each fiscal year anyways. They discuss several of them with Mr. Chevallier's office and Heard and McElroy's office depending on who the appropriate one is as whether there's something they need to change or whatnot. Again, the only problem they have is the size of the organization. He feels better having a different set of eyes looking at the financial records.*

Mr. Norton asked if there were any further questions. Having none, Mr. Norton entertained a motion to Approve the Fiscal Year 2025 Financial Audit Report. Mr. Blanton motioned, and Dr. Ward seconded. Mr. Norton called for questions or comments. Having none, the chair called for a vote and the motion passed.

## **Fiscal Year 2027 Budget**

### **Initial Estimate of Income**

This is just an initial list made from income for the Fiscal Year 2027. The Federal Funds, making sure they submit five numbers from them in the next few days and to double check those. The Local Funds are based on the improvements from them. The Other Local Funds being Caddo 911, Caddo Tax Assessor and Reserve Funds for the GIS aerial photography project and MTP Plan update.

Mr. Rogers said that just a note, the first flight has been completed and they're working on the first round of quality control imagery work and that should be completed and able to use within the next week or so.

## **Legal Report**

Mr. Chevallier stated that he had no legal report.

## **Other Business**

### **Approval of Minutes**

The next item on the agenda was for approval of the minutes from the February 20, 2026, meeting. Mr. Norton called for a motion to Approve the Minutes as provided. Mr. England motioned, and Mrs. Bryant seconded. All approved and motion was passed.

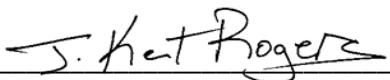
## **Announcements**

Mr. Norton stated that the meeting dates for the remainder of the Fiscal and Calendar Year are attached.

Mr. Rogers stated that the next regularly scheduled meeting for the Board of Directors will be on Friday, April 24, 2026, at Government Plaza in the Government Chambers.

## **Adjourn**

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



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J. Kent Rogers, Secretary