



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, 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

