Board of Directors

July 18, 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 Audit

Approval of Letter of Engagement for Fiscal Year 2025 Financial Audit

LEGAL REPORT

OTHER BUSINESS

Metropolitan Transportation Plan Update - Contract

Approval of Contract between NLCOG and Neel Schafer Inc

Approval of Minutes

Approval of Minutes of June 13, 2025

ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, August 15, 2025.

ADJOURN

Board of Directors Meeting

MINUTES

Friday, July 18, 2025 (9:00 AM)
Government Chambers at Government Plaza
505 Travis St., Shreveport, LA 71101

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

Members Absent
Mrs. Erica Bryant – Caddo Parish

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

Call to Order

Mr. Norton called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mr. Norton said that Mr. Blanton 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. Mr. Blanton began the invocation followed by Mayor Chandler, leading us in the Pledge of Allegiance. Mr. Norton asked Mr. Rogers to begin the roll call. Mr. Rogers called roll. A quorum was present.

Public Comments

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

Financial

1. **Fiscal Year 2025 Audit –**

   Approval of Letter of Engagement for Fiscal Year 2025 Financial Audit

Mr. Norton asked if there were any questions. Having none, Mr. Norton entertained a motion for the Approval of Letter of Engagement with Heard, McElroy & Vestal for Fiscal Year 2025 Financial Audit. Mayor Arceneaux motioned, and Dr. Ward seconded. Mr. Norton 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. **Metropolitan Transportation Plan Update – Contract**
   Approval of Contract between NLCOG and Neel Schafer INC

Mr. Norton asked if there were any further questions. Having none, Mr. Norton entertained a motion for Approval of the Contract for services between NLCOG and Neel-Schafer Inc. for the development of the Metropolitan Transportation Plan Update in accordance with State Project No. H.972556. Mayor Arceneaux motioned, and Mayor Chandler seconded. Mr. Norton called for questions or comments. Having none, the chair called for a vote and the motion passed.

2. **Approval of Minutes – Approval of Minutes of June 13, 2025**

The next item on the agenda was for approval of the minutes from the June 13, 2025, meeting. Mr. Norton called for a motion to Approve the Minutes as provided. Mayor Arceneaux motioned, and Mayor Chandler seconded. All approved and motion was passed.

3. **Announcements**

Mr. Norton reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, August 15, 2025, at Government Plaza in the Government Chambers.

Adjourn

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

J. Kent Rogers

J. Kent Rogers, Secretary

Board of Directors

September 12, 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

Financial Report

End of Fiscal Year 2025 Pre-Audit

HMV In-house Audit work scheduled for October 6 – 10, 2025

LEGAL REPORT

OTHER BUSINESS

Approval of Minutes

Approval of Minutes of July 18, 2025

ANNOUNCEMENTS

FHWA/FTA MPO Certification Review Scheduled for December 17 – 18, 2025 with attendance at the December 19, 2025, meeting.

Next Regular Schedule MPO Meeting Friday, October 17, 2025.

ADJOURN

401 Edwards Street, Suite 1100 | Shreveport, LA 71101
318.841.5950 | www.nlcog.org

Board of Directors Meeting

MINUTES

Friday, September 12, 2025 (9:00 AM)
Government Chambers at Government Plaza
505 Travis St., Shreveport, LA 71101

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

Members Absent
Mrs. Erica Bryant – Caddo Parish
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
Mr. Dakota Hawkins – NLCOG Legal Council

Call to Order

Mr. Norton called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mr. Norton said that Mayor Arceneaux was going 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. Mayor Arceneaux began the invocation followed by Mr. England, leading us in the Pledge of Allegiance. 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. Rogers stated they hadn't received any comments.

Financial

Financial Report

1. End of Fiscal Year 2025 Pre-Audit

Mr. Rogers stated what they have presented before them and what is provided, as they call it for the fourth quarter, the pre-audit. It's the end of year pre-audit for their fiscal year which ended June 30, 2025. The first in the quarterly finance report is the Revenue's, in terms of the Federal Funds sources, General Local and Other Income. Mr. Rogers said, "As they could see, the total revenue sources are roughly two point three million dollars".

On the next page, as far as the expenses, there was only one that was a little off and awkward, but it's been getting that way with more and more electronic use of things and that was postage. Mr. Rogers thinks that it will probably continue to go down in terms of cost. Their Direct Support for the Salaries, Benefits, Employment Taxes and Overhead Expenses are fairly in line with what they had anticipated early on and based on a mid-year amendment that they raised for a couple of categories.

Mr. Rogers said the final is the Balance Sheet and it continues to remain in that roughly one point two area. They try to maintain somewhere in that range. Luckily over the past few years they've been able to bring it back to that and they'll keep it.

Mr. Norton asked if there were any questions. Having none, Mr. Norton entertained a motion for the Approval of the End of Fiscal Year 2025 Pre-Audit Financial Report. Mayor Arceneaux motioned, and Mr. England seconded. Mr. Norton called for questions or comments. Having none, the chair called for a vote and the motion passed.

Legal Report

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

Other Business

1. Approval of Minutes – Approval of Minutes of July 18, 2025

The next item on the agenda was for approval of the minutes from the July 18, 2025, meeting.
Mr. Norton called for a motion to Approve the Minutes as provided. Mayor Arceneaux motioned, and Mr. Blanton seconded. All approved and motion was passed.

2. Announcements

Mr. Rogers stated that FHWA/FTA will be here December 17-18, 2025, for the MPO Certification Review and attending the December 19, 2025, meeting. He said that it's basically similar to SporTran's bi-annual, except for every three years it's every four years with them. Mr. Rogers reminded everyone that the next regularly scheduled meeting for the Board of Directors will be on Friday, October 17, 2025, 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 Mr. Blanton seconded. The meeting was adjourned.

J. Kent Rogers

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J. Kent Rogers, Secretary

NLCOG
Northwest Louisiana Council of Governments

Board of Directors

October 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 2025 Audit

Approval of LOUISIANA COMPLIANCE QUESTIONNAIRE

LEGAL REPORT

OTHER BUSINESS

Approval of Electronic Lock Expenses for office and server rooms

Approval of Evotech Evolution Technologies quote for electronic locks

Approval of Minutes

Approval of Minutes of September 12, 2025

ANNOUNCEMENTS

Next Regular Schedule Meeting **Friday, November 21, 2025**.

ADJOURN

401 Edwards Street, Suite 1100 | Shreveport, LA 71101
318.841.5950 | www.nlcog.org

Board of Directors Meeting

MINUTES

Friday, October 17, 2025 (9:00 AM)
Government Chambers at Government Plaza
505 Travis St., Shreveport, LA 71101

Members' Present
Mr. Eric England – Vice-Chair - Port of Caddo-Bossier
Mayor Tom Arceneaux, City of Shreveport
Mr. Bruce Blanton – Webster Parish
Mayor Tommy Chandler – City of Bossier City

Members Absent
Mr. Michael Norton, Chair – DeSoto Parish
Mrs. Erica Bryant – Caddo Parish
Dr. Ken Ward – Bossier 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. Dakota Hawkins – NLCOG Legal Council

Call to Order

Mr. England called the meeting to order. He stated that we generally have an invocation and pledge at the beginning of the meeting, but after just having them both in the previous meeting, we would proceed with the meeting if there were no objections to that. The board all agreed to proceed with the meeting. Mr. England asked Mr. Rogers to begin roll call. Mr. Rogers called roll. A quorum was present.

Public Comments

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

Financial

Fiscal Year 2025 Audit

1. **Approval of Louisiana Compliance Questionnaire**

Mr. Rogers stated they had received the attached link for the Louisiana Compliance Questionnaire that went out with the packets. That questionnaire basically states who they are, what they provide to them, and provides a listing of the current Board members and whom they represent.

Mr. England asked if there were any questions. Having none, Mr. England entertained a motion for the Approval of the Louisiana Compliance Questionnaire for the Fiscal Year 2025 Financial Audit. Mayor Arceneaux motioned, and Mayor Chandler seconded. Mr. England called for questions or comments. Having none, the chair called for a vote and the motion passed.

Legal Report

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

Other Business

Approval of Electronic Lock Expenses for Office and Server Rooms

1. **Approval of Evotech Evolution Technologies quote for Electronic Locks**

Mr. Rogers said they had a request for approval of an expense because it's over the ten thousand dollar limit. This is for some lock systems in the new office. The front doors have magnetic locks, and this is to reactivate those. This also includes locks for the server room and server storerooms.

Mr. England asked if there were any questions. Having none, Mr. England entertained a motion for the Approval of Evotech Evolution Technologies Quote for Electronic Locks. Mayor Chandler motioned, and Mayor Arceneaux seconded. Mr. England called for questions or comments. Having none, the chair called for a vote and the motion passed.

2. Approval of Minutes

The next item on the agenda was for approval of the minutes from the September 12, 2025, meeting. Mr. England called for a motion to Approve the Minutes as provided. Mayor Arceneaux motioned, and Mayor Chandler seconded. All approved and motion was passed.

3. Announcements

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

Adjourn

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

J. Kent Rogers

J. Kent Rogers, Secretary

NLCOG
Northwest Louisiana Council of Governments

Board of Directors

November 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

Quarterly Financial Report
First Quarter Fiscal Year 2026 (July 1, 2025 – September 30, 2025)

LEGAL REPORT

By-Law Amendments
Principal Office of the Corporation
Major Expenditures and Disbursements

OTHER BUSINESS

Approval of Minutes
Approval of Minutes of October 17, 2025

ANNOUNCEMENTS
Next Regular Schedule Meeting **Friday, December 19, 2025**.

ADJOURN

Board of Directors Meeting

MINUTES

Friday, November 21, 2025 (9:00 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
Mrs. Erica Bryant – Caddo Parish
Mayor Tommy Chandler – City of Bossier City
Dr. Ken Ward – Bossier Parish

Members Absent
Mayor Tom Arceneaux, City of Shreveport
Mr. Bruce Blanton – Webster Parish

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

Call to Order

Mr. Norton called the meeting to order. He stated that we generally have an invocation, roll call and a pledge at the beginning of the meeting. Mr. Norton said that Mrs. Bryant was going 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. Mrs. Bryant began the invocation followed by Mr. England, leading us in the Pledge of Allegiance. 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. Rogers stated they hadn't received any comments.

Financial

Quarterly Financial Report

1. First Quarter Fiscal Year 2026 (July 1, 2025-September 30, 2025)

Mr. Rogers stated they had before them the quarterly financial report. The first section is Revenues and to date, July 1, 2025, through September 30, 2025. The Revenue in so far is roughly four hundred forty-three thousand. On the second page they'll see the Expenditures. Everything is pretty much in line. The only two differences are Bonding and Insurance, most of that is when it becomes due within our fiscal year. That is paid up front when our fiscal year begins. The other difference was the furniture. A lot of that was due to furniture falling apart during the move and having to replace a few things. Mr. Rogers said that we're still in our roughly twenty-seven percent of the overall one quarter point. He stated that they'll probably shift a few things around to cover that furniture expense from other things. On the Balance sheet, and they should've received a corrected copy of that, they're staying roughly around that million dollar range.

Mr. Norton asked if there were any questions. Having none, Mr. Norton entertained a motion for the Approval of the Quarterly Financial Report for the First Quarter Fiscal Year 2026 (July 1, 2025 – September 30, 2025). Mr. England motioned, and Mrs. Bryant seconded. Mr. Norton called for questions or comments. Having none, the chair called for a vote and the motion passed.

Legal Report

By-Law Amendments

Principal Office of the Corporation and Major Expenditures and Disbursements

Mr. Rogers said that Mr. Chevallier had just sent a message that his entire family is home sick and if they wanted to postpone the legal report for this meeting they could. Mr. Rogers stated he had asked Mr. Chevallier about some by-law amendments, mainly the change of address pertaining to the Principal Office of the Corporation. He had also asked him if there were any additional things they should change, and Mr. Chevallier suggested changing the five thousand to ten thousand that correlates with something in the state laws. Mr. Norton had asked about that number earlier and as he replied that anything with that expense, they're going to have it pre-budgeted and outlined within the budget up front anyways. Mr. Rogers said that those were the two that Mr. Chevallier had recommended at this time.

Mr. Norton asked if they needed to motion on them individually or could they do it at the same time.

Mr. Rogers stated that he thinks how Mr. Chevallier worded the resolution at the front was for both of them.

Mr. Norton asked if there were any questions. Having none, Mr. Norton entertained a motion for the Approval of the By-Law Amendments pertaining to Principal Office of the Corporation and Major Expenditures and Disbursements. Mr. England motioned, and Mrs. Bryant seconded. Mr. Norton called for questions or comments. Having none, the chair called for a vote and the motion passed.

Other Business

1. Approval of Minutes

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

2. Announcements

Mr. Rogers stated that the next regularly scheduled meeting for the Board of Directors will be on Friday, December 19, 2025, at Government Plaza in the Government Chambers.

Adjourn

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

J. Kent Rogers

J. Kent Rogers, Secretary

Northwest Louisiana Council of Governments

Board of Directors

January 16, 2026 - 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 Audit

Extension granted

LEGAL REPORT

By-Law Amendments

Amendment of By-Law ARTICLE XV Section 2. CHECKS AND NOTES

OTHER BUSINESS

Approval of Minutes

Approval of Minutes of November 21, 2025

ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, February 20, 2026.

ADJOURN

NLCOG
Northwest Louisiana Council of Governments

Board of Directors

January 22, 2026 – 10:30 am
The Offices of NLCOG
401 Edwards Street, Suite 1100
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 Audit

Extension granted

LEGAL REPORT

By-Law Amendments

Amendment of By-Law ARTICLE XV Section 2. CHECKS AND NOTES

OTHER BUSINESS

Approval of Minutes

Approval of Minutes of November 21, 2025

ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, February 20, 2026.

ADJOURN

NLCOG
Northwest Louisiana Council of Governments
401 Edwards Street, Suite 1100 | Shreveport, Louisiana 71101
318.841.5050 | www.nlcog.org | gis-nlcog.hub.arcgis.com

Board of Directors Meeting

<u>MINUTES</u>

Thursday, January 22, 2026 (10:30 AM)
Northwest Louisiana Council of Governments
401 Edwards St., Suite 1100, Shreveport, LA 71101

<u>Members' Present</u>
Mr. Eric England – Vice-Chair - Port of Caddo-Bossier
Mayor Tom Arceneaux, City of Shreveport
Mrs. Erica Bryant – Caddo Parish
Dr. Ken Ward – Bossier Parish

<u>Members Absent</u>
Mr. Michael Norton, Chair – DeSoto Parish
Mr. Bruce Blanton – Webster Parish
Mayor Tommy Chandler – City of Bossier City

<u>Others Present</u>
Mr. Kent Rogers – NLCOG
Mr. Chris Petro – NLCOG
Mrs. Rita Arnold - NLCOG
Mrs. Savannah Williams – NLCOG

Call to Order

Mrs. Bryant called the meeting to order. Mayor Arceneaux motioned that they dispense with the invocation and pledge. Mr. England seconded. 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

Fiscal Year 2025 Audit – Extension Granted

Mr. Rogers stated the first item on the agenda was the approval from the legislative auditors. Part of that was the delay in the feds issuing their single audit guidelines. Mr. Rogers said the audit will be completed by the March 31, 2026, deadline. They're finalizing it now and may be able to have it at the next meeting.

Legal Report

By-Law Amendments

Amendment of By-Law ARTICLE XV Section 2. CHECKS AND NOTES

Mr. Rogers said the next item on the agenda was a by-law amendment in terms of writing checks, signing and whatnot. They had different things within by-laws regarding corporations for policies and procedures. Mr. Rogers said they're trying to move it all together because they're moving accounts from Regions Bank to Bonvenu Bank.

Mr. Chevallier said the amendment in front of them calls for any two Board members or the Executive Director and one Board member to sign any checks, which is the practice that NLCOG has been utilizing for some time. The by-laws called for a resolution with three authorized signers from the Board, which obviously the fact that they all turn over and the fact that the officers turn over, they're needing to have that changed on a routine basis. It was impractical so he proposed the amendment to restate rather than that resolution format to allow any one Board member and the Executive Director or two Board members, which is really called to the attention of NLCOG as it's been in the process of moving its banking to Bonvenu.

Mrs. Bryant asked if there were any questions. Having none, Mrs. Bryant entertained a motion for the Approval of the By-Law Amendments to Adopt the Proposed Amendment of By-Law ARTICLE XV Section 2. CHECKS AND NOTES. Mayor Arceneaux motioned, and Mr. England seconded. Mrs. Bryant called for questions or comments. Having none, the chair called for a vote and the motion passed.

Other Business

Approval of Minutes

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

Announcements

Mr. Rogers stated that the next regularly scheduled meeting for the Board of Directors will be on Friday, February 20, 2026, 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 Mayor Arceneaux seconded. The meeting was adjourned.

J. Kent Rogers

J. Kent Rogers, Secretary

Board of Directors

February 20, 2026 – 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 Quarterly Financial Report

Approval of the Fiscal Year 2026 Quarterly Report for the Second Quarter

LEGAL REPORT

OTHER BUSINESS

Approval of Minutes

Approval of Minutes of January 22, 2026

ANNOUNCEMENTS

Next Regular Schedule Meeting Friday, March 20, 2026.

ADJOURN

401 Edwards Street, Suite 1100 | Shreveport, Louisiana 71101
318.841.5050 | www.nlcog.org | gis-nlcog.hub.arcgis.com

Board of Directors Meeting

MINUTES
Friday, February 20, 2026 (9:30 AM)
Government Chambers at Government Plaza
505 Travis St., Shreveport, LA 71101

Members' Present
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
Mayor Tommy Chandler – City of Bossier City

Members Absent
Mr. Michael Norton, Chair – DeSoto Parish
Dr. Ken Ward – Bossier Parish

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

Call to Order

Mr. Blanton called the meeting to order. He asked Mayor Arceneaux to lead us in prayer, and he would 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 Mr. Blanton leading us in the pledge.

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

Public Comments

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

Financial

Fiscal Year 2026 Quarterly Financial Report

Approval of the Fiscal Year 2026 Quarterly Report for the Second Quarter

Mr. Rogers stated that in their packets they had some updated financials. There were a couple of typos on the ones that were originally sent out. He resent them out yesterday with the corrections. In terms of expenditure, the co-line items have gone over and he's proposing some amendments that within there will cover those and address those changes. The balance sheet still remains at roughly at one million. The proposed amendments that were outlined.

Some of the Increase changes include:

Increase in Bonding and Insurance by three thousand – there was an increase in the Board Liability Insurance going from one million dollar coverage to two million dollar coverage and an increase in building liability insurance required at new location.

Increase in Furniture by two thousand dollars – due to a new conference room table and other furniture expenses due to move.

Increase in Supplies by two thousand five hundred dollars – to cover general inflationary cost of supplies.

Decreases include and where we'll be pulling that money from:

Decrease in Computer Software by two thousand five hundred dollars to cover increase in supplies.

Decrease in Vehicle Replacement by five thousand dollars to cover increase to Bonding and Insurance and Furniture.

Mr. Rogers stated that there is no overall change in the total expenditure.

Mr. Blanton asked if there were any further questions. Having none, Mr. Blanton entertained a motion to Approve the Fiscal Year 2026 Quarterly Report for the Second Quarter with Amendments to Expenditures. Mayor Chandler motioned, and Mayor Arceneaux seconded. Mr. Blanton called for questions or comments. Having none, the chair called for a vote and the motion passed.

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 January 22, 2026, meeting. Mrs. Bryant called for a motion to Approve the Minutes as provided. Mayor Arceneaux motioned, and Mr. England seconded. All approved and motion was passed.

Announcements

Mr. Rogers stated that the next regularly scheduled meeting for the Board of Directors will be on Friday, March 20, 2026, at Government Plaza in the Government Chambers. Before they adjourn the meeting and leave, Mrs. McGuirt brought paperwork from the bank and needed to get their signatures.

Adjourn

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

J. Kent Rogers

J. Kent Rogers, Secretary

Board of Directors

March 27, 2026 – 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 Audit Report

Approval of the Fiscal Year 2025 Audit Report

Fiscal Year 2027 Budget

Initial Estimate of Income

LEGAL REPORT

OTHER BUSINESS

Approval of Minutes

Approval of Minutes of February 20,2026

ANNOUNCEMENTS

Meeting Dates for remainder of fiscal and calendar 2026.

ADJOURN

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 approvements 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.

J. Kent Rogers

J. Kent Rogers, Secretary

NLCOG
Northwest Louisiana Council of Governments

Board of Directors

April 24, 2026 – 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 2027 Budget

Initial Estimate of Income and Expenses

LEGAL REPORT

OTHER BUSINESS

Approval of Minutes

Approval of Minutes of March 27, 2026

ANNOUNCEMENTS

Next Scheduled Meeting Friday, May 15, 2026.

ADJOURN

Board of Directors Meeting

MINUTES
Friday, April 24, 2026 (9:30 AM)
Government Chambers at Government Plaza
505 Travis St., Shreveport, LA 71101

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

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

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

Mrs. Bryant called the meeting to order. She stated that since the invocation and pledge had just been done in the previous meeting, we would just continue on to the meeting.

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. Chevallier stated they hadn't received any comments.

Financial

Fiscal Year 2027 Budget - Initial Estimate of Income

Mr. Rogers stated that last month they gave them some of the estimated income and there's one slight adjustment to that. Under STBG and other Federal/State Funds, as a recommendation they received, they have included a line for a portion of the I-49 ICC funding, that is the staff expenditure across their account. It's just an estimate of that. Mr. Rogers said that other than that, the rest of the estimated income is the same. The next few pages detail it out. Estimated expenses based on salaries, benefits, employee taxes and overhead. Mr. Rogers asked if they had any questions on any of that.
Moving on to the next page included the contractual estimated expenses for the Metropolitan Transportation Plan update and the Aerial Photography Project along with some of the details for those line items within the overhead including computer hardware, software, professional services, phone and internet and rent. The next page has some details on the contractual. Those are for the overall contracts and not just this fiscal year's portion of those.
Finally, the last is the sheet for I-49. Mr. Rogers said again, this is just initial and they'll be smoothing some of this out. Making sure the numbers are correct from DOTD and Federal Highways. At the next MPO meeting they'll have a revision of the work program that was provided to them at the last meeting based on Federal Highways and everyone's comments. Also, for this body, a written version of the budget from the numbers laid out.

Mrs. Bryant asked if there were any questions or comments.

Legal Report

Mr. Chevallier stated that he had no legal report.

Other Business

Approval of Minutes - Approval of Minutes from March 27, 2026

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

Announcements

Mr. Rogers stated that the next regularly scheduled meeting for the Board of Directors will be on Friday, May 15, 2026, at Government Plaza in the Government Chambers.

Adjourn

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

J. Kent Rogers

J. Kent Rogers, Secretary

NLCOG
Northwest Louisiana Council of Governments

Board of Directors

Wednesday, May 27, 2026 – 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 Quarterly Financial Report

Approval of the Fiscal Year 2026 Quarterly Report for the Third Quarter

Fiscal Year 2027 Budget

Introduction of the Fiscal Year 2027 Budget for Public Comment

LEGAL REPORT

OTHER BUSINESS

Approval of Minutes

Approval of Minutes of April 24, 2026

ANNOUNCEMENTS

Next Scheduled Meeting Friday, June 12, 2026.

ADJOURN

401 Edwards Street, Suite 1100 | Shreveport, Louisiana 71101
318.841.5050 | www.nlcog.org | gis-nlcog.hub.arcgis.com

Board of Directors Meeting

MINUTES
Wednesday, May 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
Mayor Tom Arceneaux, City of Shreveport

Members Absent
Mrs. Erica Bryant – Caddo Parish
Mayor Tommy Chandler – City of Bossier City
Dr. Ken Ward – Bossier Parish

Others Present
Mr. Kent Rogers – 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 stated that since the invocation and pledge had just been done in the previous meeting, we would just continue on to the meeting.

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 2026 Quarterly Financial Report

- **Approval of the Fiscal Year 2026 Quarterly Report for the Third Quarter**

Mr. Rogers stated that they should have received these in their packets. He was going to do a quick rundown. Pro-Revenue to date is roughly one point one-three million covering federal, general local and other sources. Expenditures are roughly one point two million with roughly six hundred seventy remaining for billing. That's based on when some of the bigger bills come in at the beginning of the fiscal year. For the Balance Sheet, the liabilities and equities are about one point four million at this point.

Mr. Norton asked if there were any questions or comments. Mr. Norton called for a motion to Approve the Fiscal Year 2026 Quarterly Report for the Third Quarter. Mr. England motioned, and Mr. Blanton seconded. All approved and motion was passed.

Fiscal Year 2027 Budget

- **Introduction of the Fiscal Year 2027 Budget for Public Comment**

Mr. Norton asked if there were any questions or comments. Mr. Norton called for a motion to Approve the Introduction of the Fiscal Year 2027 Budget. Mayor Arceneaux motioned, and Mr. England seconded. All approved and motion was passed.

Legal Report

Mr. Chevallier stated that he had no legal report.

Other Business

Approval of Minutes - Approval of Minutes from April 24, 2026

The next item on the agenda was for approval of the minutes from the April 24, 2026, meeting.
Mr. Norton called for a motion to Approve the Minutes as provided. Mayor Arceneaux motioned, and Mr. England seconded. All approved and motion was passed.

Announcements

Mr. Rogers stated that the next regularly scheduled meeting for the Board of Directors will be on Friday, June 12, 2026, at Government Plaza in the Government Chambers.

Adjourn

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

J. Kent Rogers
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J. Kent Rogers, Secretary

Board of Directors

Friday June 12, 2026 – 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 2027 Budget

Adoption of the Fiscal Year 2027 Budget

LEGAL REPORT

OTHER BUSINESS

Approval of Minutes

Approval of Minutes of Wednesday May 27, 2026

Fiscal Year 2027 Meeting Schedule

Adoption of Fiscal Year 2027 Meeting Schedule for the Board of Directors

Fiscal Year 2026 Board of Directors Officers

Election of Fiscal Year 2027 Officers for the Board of Directors

ANNOUNCEMENTS

Next Scheduled Meeting Friday, July 24, 2026.

ADJOURN

Northwest Louisiana Council of Governments
401 Edwards Street, Suite 1100 | Shreveport, Louisiana 71101
318.841.5050 | www.nlcog.org | gis-nlcog.hub.arcgis.com

Board of Directors Meeting

MINUTES
Friday, June 12, 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
Mrs. Erica Bryant – Caddo Parish
Mayor Tom Arceneaux, City of Shreveport
Mr. Bruce Blanton – Webster Parish
Mayor Tom Arceneaux, City of Shreveport
Dr. Ken Ward – Bossier Parish

Members Absent
Mayor Tommy Chandler – City of Bossier City

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

Call to Order

Mr. Norton called the meeting to order. He stated that since the invocation and pledge had just been done in the previous meeting, we would just continue on to the meeting.

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 2027 Budget

- **Adoption of the Fiscal Year 2027 Budget**

Mr. Rogers stated that they had one correction that had to do with the I-49 funding and the amount was for contractual. They were about ten dollars off. It was an error that they had made, but they corrected it. Mr. Rogers said that other than that they received no comments.

Mr. Norton asked if there were any questions or comments. Mr. Norton called for a motion to Approve the Adoption the Fiscal Year 2027 Budget. Mayor Arceneaux motioned, and Mr. England seconded. All approved and motion was passed.

Legal Report

Mr. Chevallier stated that he had no legal report.

Other Business

Approval of Minutes - Approval of Minutes from May 27, 2026

- **Approval of Minutes from May 27, 2026**

The next item on the agenda was for approval of the minutes from the May 27, 2026, meeting.
Mr. Norton called for a motion to Approve the Minutes as provided. Mayor Arceneaux motioned, and Mr. England seconded. All approved and motion was passed.

Fiscal Year 2027 Meeting Schedule

- **Adoption of Fiscal Year 2027 Meeting Schedule for the Board of Directors**

Mr. Rogers stated the next item on the agenda was for the Adoption of Fiscal Year 2027 Meeting Schedule for the Board of Directors.

Mr. Norton called for a motion to Approve the Adoption of Fiscal Year 2027 Meeting Schedule for the Board of Directors. Mayor Arceneaux motioned, and Mr. England seconded. All approved and motion was passed.

Fiscal Year 2027 Board of Directors Officers

- **Election of Fiscal Year 2027 Officers for the Board of Directors**

Mr. Rogers said the next item on the agenda was for the Election of Fiscal Year 2027 Officers for the Board of Directors.

Mr. Norton said they have a recommendation for Mrs. Erica Bryant as Chair and Dr. Ken Ward as Vice-Chair.

Mr. Norton asked if there were any further questions. Having none, Mr. Norton entertained a motion to Accept the Slate of Officers for Fiscal Year 2027 Beginning July 1, 2026, and serving through June 30, 2027. Mr. Blanton motioned, and Mr. England seconded. Mr. Norton called for questions or comments. Having none, the chair called for a vote and the motion passed.

Announcements

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

Adjourn

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

J. Kent Rogers

J. Kent Rogers, Secretary