



DISCLOSURE STATEMENT REPORTING FOR  
BOARD AND COMMISSION MEMBERS (2021)  
SPECIAL REPORT  
SR22-02

June 15, 2022

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**Report Highlights**

**Page(s)**

- 6 board members reported business with the City for the year 2021 5
- There are 4 inactive boards 6



The Council  
City of Shreveport

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June 15, 2022

Councilman James Green  
Chairman, Shreveport City Council

Dear Councilman Green:

Subject: SR22-02 - Disclosure Statement Reporting for Board and Commission Members (2021)

Attached please find the report mentioned above. Management comments are included in the report.

Sincerely,

Leanis L. Steward, CPA, CIA  
City Internal Auditor

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## **OBJECTIVES**

The objective of this special report is to provide the City Council with disclosure statement reporting activities for year 2021. Disclosure requirements are outlined in the Code of Ordinances, Section 2-51.

## **BACKGROUND**

Section 2-51 of the Code of Ordinances requires that any member of any board, commission, or other body appointed by the Mayor and confirmed by the City Council, and any legal entity in which they have a financial interest must file with the City Internal Auditor:

- An acknowledgement of understanding of Section 2-51 of the Code of Ordinances.
- Initial and annual disclosure statements if they, or their immediate family members to their knowledge, derive income or anything of financial value from a contract with the City of Shreveport.

Acknowledgements and initial disclosure statements are required in writing within 30 days after the confirmation of the appointment by the City Council. Annual disclosure statements are due by December 31<sup>st</sup> of each year.

There are sixteen active boards and commissions, and three inactive, whose members are required to comply with Section 2-51. These boards and commissions have significant responsibility and authority within the City of Shreveport, and as such, are also held to high ethical standards. Citizens of Shreveport are interested in how well public funds are used, and the annual disclosure reports help increase public confidence in city government.

## **SCOPE AND METHODOLOGY**

Procedures we performed do not constitute an audit conducted in accordance with generally accepted government auditing standards. Our methodology included evaluating and summarizing the information presented in the disclosure forms and compiling and presenting the information in this report.

## **CONCLUSIONS**

The results of disclosure reporting activities are as follows:

- 1.) **Attachment A** shows a total of six board members reported having business with the City for the year 2021.
- 2.) **Attachment B** lists four inactive boards that were provided by management.

<AUDITOR'S NOTE> The active boards and commissions can be viewed by visiting <https://www.shreveportla.gov/1493/Boards-Commissions>



**RECOMMENDATIONS:**

We recommend the Administration review the status of the appointed boards and commissions to assess their continued significance once every two to five years. If the boards or commissions are not fulfilling their established functions, (as shown in [Attachment B](#)) the governing authority should consider their abolishment, as deemed appropriate.

**Management Response (Reported by the Communications Director):** The administration is in the process of monitoring each board, making certain that vacancies are filled to ensure boards can properly convene to conduct business. The administration is also evaluating whether the boards that are listed as inactive are still needed, especially if services are being rendered by other active boards.

Prepared by:

A handwritten signature in blue ink that reads "Lucy L. Widener".

Lucy L. Widener  
Associate Auditor

Approved by:

A handwritten signature in blue ink that reads "Leanis L. Steward".

Leanis L. Steward, CPA, CIA  
City Internal Auditor

llw:ts

- c: Mayor
- CAO
- City Attorney
- Clerk of Council
- City Council
- Carr, Riggs & Ingram

**Disclosures Reported by Board Members (2021)**

Number of Board Members Reporting Contracts: 6

Name	Board	Initial or Annual Filing	Legal Name of Contract Entity	Address of Legal Entity	% Owned of Legal Entity	Position held by Board/Commission Member in Legal Entity	Name/Description of active contract(s) or subcontract(s) in 2021	Income or value derived in 2021 from contract(s) or subcontract(s)
Reginald Abrams	Employment and Procurement Committee for Sam's Town	Annual	Law Office of Reginald W. Abrams, Sr.	330 Marshall St., Shreveport, LA 71101	100%	Owner	Attorney-Legal Services	No set contract amount. Based on hourly rate of \$125.00 per hour.
Candice Battiste	Downtown Development Authority	Annual	N/A	N/A	N/A	N/A	Contract with the Office of Community Development to provide services related to special program funds	\$4,662.00
James A. Hagan, Jr.	Industrial Development Board	Annual	BALAR Associates, Inc.	631 Milam Street, Suite 300 Shreveport, LA 71101	83%	President & CEO	1. Knight Street Improvements, Project No. 11-C002; 2. Ultraviolet Disinfection System Improvements at Lucas WWTP and North Regional WWTP, Project No. F-11007; 3. Master Services Agreement- Miscellaneous Sewer & Lift Station Design, RFS 20-703	1. \$64,515 2. \$189,110 3. \$0 Total gross billings (receipts) including subconsultants: \$253,625
Curtis R. Joseph, Jr.	Metropolitan Planning Commission	Annual	Winchell & Joseph, LLC	2124 Fairfield Ave. Shreveport, LA 71104	50%	Partner	Contract to provide legal services to the City of Shreveport	\$98,744.88
David Logan Schroeder	Downtown Development Authority	Annual	Cook, Yancey, King & Galloway	333 Texas Street, Suite 1700 Shreveport, LA 71101	7.89%	Shareholder	Legal Services	\$36,562.25 year to date
F. Troy Williams	Shreveport Implementation and Redevelopment Authority	Annual	F. Troy Williams Co., Inc.	P.O. Box 38138 Shreveport, LA 71133	100%	President	Multiple construction contracts	\$40,019

**2021  
Inactive Boards**

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<b>Inactive Boards</b>	<b>Inactive Status</b>
<p style="text-align: center;"><b>1.) Alarm Appeal Board</b> <i>(City Ordinance: Sec. 6-37. -Appeals; There are no currently appointed members of this board, and no members receiving disclosure statements.)</i></p>	<b>2020-current</b>
<p style="text-align: center;"><b>2.) City of Shreveport Parking Hearing Officer</b> <i>(City Ordinance: Sec. 90-272. -Parking ordinance hearings officer)</i></p>	<b>2017-current</b>
<p style="text-align: center;"><b>3.) Loan Review Committee</b> <i>("Note: There is no enabling legislation. This is a committee that was created as a result of a federally funded Economic Development Initiative to provide alternative financing to support businesses".)</i></p>	<b>2020-current</b>
<p style="text-align: center;"><b>4.) Shreveport Regional Sports Authority</b> <i>(Resolution No. 105 of 1996)</i></p>	<b>2013-current</b>

**<NOTE>** Submitted to us by the various boards. We have not audited this information.

The inactive boards may have to be removed through City Council Legislation if no longer functioning.