

BOSSIER PARISH POLICE JURY
BENTON, LOUISIANA
MINUTES
August 3, 2016
www.bossierparishla.gov

The Bossier Parish Police Jury met in regular and legal session on the 3rd day of August, 2016, at 2:00 p.m., in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana. The President, Ms. Wanda Bennett, called the meeting to order. The invocation was given by Mr. Mac Plummer, and the pledge of allegiance was led by Mr. Fred Shewmake. The Parish Secretary, Ms. Rachel Hauser, called the roll, with all members present, as follows:

Mr. Rick Avery	Mr. Jerome Darby
Ms. Wanda Bennett	Mr. Wayne Hammack
Mr. Glenn Benton	Mr. Mac Plummer
Mr. Bob Brotherton	Mr. Doug Rimmer
Mr. Jimmy Cochran	Mr. Fred Shewmake
Mr. Sonny Cook	Mr. Jack Skaggs

Others present were Mr. Bill Altimus, Parish Administrator; Mr. Patrick Jackson, Parish Attorney; Mr. Joe E. "Butch" Ford, Jr., Parish Engineer; Ms. Rachel Hauser, Parish Secretary.

Ms. Jean Horne, Bossier Parish Sheriff's Department, requested a Quietus on the 2015 tax roll. The following recap for the period July 1, 2015, through June 30, 2016, was presented for consideration:

Tax Payer Column of 2015 Tax Roll	\$104,643,006.28
Adjustments (LTC's, SHE's, SPL' s, etc.)	\$ <412,183.57>
TOTAL ADJUSTED TAX ROLL:	<u>\$104,230,822.71</u>
Protest Money Collected - not distributed	\$ < 440,862.43>
TOTAL COLLECTED:	<u>\$103,751,543.96</u>
UNCOLLECTED:	<u>\$ 479,278.75</u>
The Uncollected Balance consists of:	
1) Bankruptcies	\$ 34,033.02
2) Movables, Mobile Homes, RE bankruptcy discharged	\$ 444,044.07
	<u>\$ 478,077.77</u>
Adjudications (tax sale properties)	\$ 1,201.66
	<u>\$ 479,278.75</u>

99.54% of the 2015 adjusted tax roll was collected.

Motion was made by Mr. Hammack, seconded by Mr. Rimmer, to grant a Quietus on the 2015 tax roll.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Motion was made by Mr. Skaggs, seconded by Mr. Shewmake, to schedule a public hearing on September 7, 2016, to consider approval of the plat of the proposed development of Waterford Bend Subdivision, located in Section 22, Township 19 North, Range 13 West, Bossier Parish, LA.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Motion was made by Mr. Benton, seconded by Mr. Darby, to schedule a public hearing on September 7, 2016, to consider approval of the plat of the proposed development of Dogwood South Subdivision, Unit No. 18, located in Section 9, Township 18 North, Range 12 West, Bossier Parish, LA.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Motion was made by Mr. Avery, seconded by Mr. Cook, to schedule a public hearing on September 7, 2016, to consider the application of Willow Chute Development to the Bossier City-Parish Metropolitan Planning Commission, for a zoning amendment to change the zoning classification of a certain tract of land located at 368 Myers Road, Bossier City, LA, from R-A, Residential Agriculture District, to R-LD, Residential Low Density District, for a residential subdivision.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Ms. Hauser announced the hearing to consider an emergency condemnation of properties located in a mobile home park on Jodie Drive, Haughton, LA, Tax Assessment No. 120570. Mr. Jackson stated that information was received that a mobile home park located on Jodie Drive, Haughton, LA, was operating without potable water due to their water well no longer working. He stated that the Department of Health and Hospitals was contacted immediately regarding this violation, and notice of condemnation was sent to the mobile home park owners.

Mr. Jackson stated that upon receipt of the notice of condemnation, he was contacted by the mobile home park owners stating that they had been working diligently in securing the services of Foster Construction, LLC, to drill a new water well, but the attempts to drill the new water well were unsuccessful. He stated that the mobile home park owners then contacted Village Water Systems, Inc., to provide water service to the mobile home park.

Mr. Jackson stated that it is his understanding that a few hours prior to today's police jury meeting, water service was established to the mobile home park by Village Water Systems, Inc.

Ms. Corey Smith, owner of Shady Park Mobile Home Park, stated that approximately two hours ago water service was established to the mobile home park.

Mr. Benton stated that his concern is that the residents of Shady Park Mobile Home Park were without water since July 4, 2016, and asked why potable water was not established prior to today. Ms. Smith stated that they have been working diligently with Foster Construction, LLC, to drill a new water well. Mr. Benton asked that in the future, if a similar situation occurs, that they contact the police jury for assistance to ensure that the residents have water service.

Ms. Bennett stated that the health and safety of the residents of the mobile home park were at risk, and this matter should have been addressed immediately.

After further discussion, **motion was made by Mr. Benton, seconded by Mr. Rimmer, to dismiss the emergency condemnation proceedings on properties located in a mobile home park on Jodie Drive, Haughton, LA, Tax Assessment No. 120570.**

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ghormley reported on a meeting of the Property Standards Board of Review, advising that it is recommended that a condemnation hearing be scheduled on August 17, 2016, to consider condemnation of property located at 209 Chimney Lane, Haughton, LA, Tax Assessment No. 114782. He stated that this property is a reoccurring property standards issue. Mr. Benton requested that the property owners be required to remove all newspapers from the vehicles located on the property.

Motion was made by Mr. Benton, seconded by Mr. Shewmake, to schedule a condemnation hearing on August 17, 2016, to consider condemnation of property located at 209 Chimney Lane, Haughton, LA, Tax Assessment No. 114782.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ghormley stated that the Board of Review recommended that a condemnation hearing be scheduled on August 17, 2016, to consider condemnation of property located at 720 Cindy Lane, Haughton, LA, Tax Assessment No. 111727. He stated that this property is a reoccurring property standards issue. He further stated that the property owner claims that this is foreclosed property, but no record of foreclosure on the property has been found.

Motion was made by Mr. Benton, seconded by Mr. Brotherton, to schedule a condemnation hearing on August 17, 2016, to consider condemnation of property located at 720 Cindy Lane, Haughton, LA, Tax Assessment No. 111727.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ghormley stated that the Board of Review recommended that a condemnation hearing be scheduled on August 17, 2016, to consider condemnation of property located at 3463 Jamerson Road, Haughton, LA, Tax Assessment No. 115374. He stated that the property is heir property and the owner stated that the property would be cleaned, but nothing has been done to bring the property into compliance. He further stated that a family member is living in a travel trailer located on the property.

Ms. Bennett asked if the police jury has the authority to require that the travel trailer be removed from the property as it is unlikely that proper electricity has been connected to the travel trailer. Mr. Jackson stated that in order to evict someone from an uninhabitable structure, additional investigation would need to be done. He stated that condemnation of the property will allow the parish to clean the property, and conduct further investigation to determine if the dwelling located on the property is uninhabitable due to health and safety issues.

Motion was made by Mr. Brotherton, seconded by Mr. Benton, to schedule a condemnation hearing on August 17, 2016, to consider condemnation of property located at 3463 Jamerson Road, Haughton, LA, Tax Assessment No. 115374.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ghormley stated that the Board of Review recommended that a condemnation hearing be scheduled on August 17, 2016, to consider condemnation of property located at 3464 Jamerson Road, Haughton, LA, Tax Assessment No. 115245. He stated that the home located on the property is vacant and the property owner stated the property would be cleaned, but nothing has been done to bring the property into compliance.

Mr. Benton asked if the property is condemned, will the parish have the authority to board up the unsecured buildings located on the property. Mr. Jackson stated that if the property is condemned, the parish will have the authority to clean the property and determine if the buildings can be secured, preserved and habitable. He stated that securing the buildings would be the most cost effective action, but if inspection of the buildings determines that they cannot be secured and are uninhabitable, the parish will have the authority to remove the buildings.

Motion was made by Mr. Brotherton, seconded by Mr. Cochran, to schedule a condemnation hearing on August 17, 2016, to consider condemnation of property located at 3464 Jamerson Road, Haughton, LA, Tax Assessment No. 115245.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ghormley stated that the Board of Review recommended that a condemnation hearing be scheduled on August 17, 2016, to consider condemnation of property located at 218 Pecan Grove Lane, Bossier City, LA, Tax Assessment No. 111668. He stated that the property is heir property and there has been no response from the owner of the property.

Motion was made by Mr. Brotherton, seconded by Mr. Shewmake, to schedule a condemnation hearing on August 17, 2016, to consider condemnation of property located at 218 Pecan Grove Lane, Bossier City, LA, Tax Assessment No. 111668.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ghormley stated that the Board of Review reviewed property located at 673 Red Chute Lane, Bossier City, LA, Tax Assessment No. 111621. He stated that as of this morning, substantial progress has been made to clean up the property. He recommended that he continue to monitor the property. No action was taken.

Mr. Rimmer, Chairman of the Insurance Committee, reported on the meeting of that committee, advising that he, Mr. Benton, and Mr. Shewmake were present. He stated that Mr. Jason Weinland, Mr. Pat Culverhouse, Ms. Lisa Larkin, Mr. Jim Firth, Ms. Sheryl Thomas, Mr. Jim Kent, and Mr. Ford were also present. Mr. Wayne Hammack was also present.

Mr. Rimmer stated that Mr. Jason Weinland, Jweinland Group Benefits, provided a mid-year health/dental plan review for the Bossier Parish Police Jury for the Insurance Committee's review. He stated that a projected surplus is anticipated for the medical plan in the amount of \$806,578.00, and the dental plan projected surplus is \$44,316.00.

Mr. Rimmer stated that there is concern with the projected 2016 prescription claims in the amount of \$1,194,850.00. He stated that prescription claims will be closely monitored.

Mr. Rimmer extended appreciation to Mr. Weinland and the police jury staff for their continued work in creating a smooth transition of the health and dental insurance.

No action was taken on ratification and acceptance of the recommendation of the Commercial Vehicle Enforcement Unit Board of Appeals on July 20, 2016, to uphold the findings of the Commercial Vehicle Enforcement Unit Officer in the matter of Bracken Heavy Haul, Report No. 1411, issued on April 21, 2016. This matter is to be considered at the August 17, 2016, regular meeting.

Mr. Altimus stated that Mr. Michael McSwain provided an update to the police jury at the July 20, 2016, regular meeting pertaining to revisions to the master plan for the National Cyber Research Park Overlay District. He stated that the original master plan was created many years ago for the NCRP Overlay District, and certain areas need to be refined, as well as a potential reduction in the size of the overlay district. He further stated that regulations for land use requirements and overall cosmetic requirements for businesses need to be reviewed.

Mr. Altimus stated that the NCRP Overlay District is located in the Bossier City-Parish Metropolitan Planning Commission, and they are responsible for enforcing rules and regulations as set by the City of Bossier City and the Bossier Parish Police Jury for the overlay district.

Mr. Altimus stated that costs to revise the master plan for the NCRP Overlay District will need to be shared between the City of Bossier City and the Bossier Parish Police Jury, and recommended that the police jury participate in the cost for this project.

Mr. Avery asked who serves on the committee that participates in making decisions for revisions to the master plan. Mr. Altimus stated that Mr. McSwain will present various options to the Bossier City-Parish MPC for review and consideration. Ms. Bennett stated that an Executive Committee exists that participates in meetings, as well as Mr. Altimus, Mr. Jackson and she attends the meetings. She stated that revisions to the master plan for the overlay district have been discussed for quiet some time.

Mr. Avery stated that the police jurors represent landowners in the area of the overlay district and the landowners feel as though they should be a party to discussions of proposed changes to land uses in the area since it affects their property. He recommended that police jurors and council members who represent landowners in this area be notified and allowed to attend meetings when changes to the overlay district are being discussed.

Mr. Marsiglia stated that creation of a committee of various representatives is being considered to review proposed land uses. He stated that if a committee is created, all meetings will be open to the public, and public hearings will be held to discuss any changes to land use ordinances. He further stated that all property owners affected by amending land use ordinances will be notified of the public hearings.

Mr. Avery requested that he be notified of all meetings concerning changes to land use ordinances.

Ms. Bennett stated that revisions to the master plan for the overlay district are to ensure that all development in this area is complementary to the National Cyber Research Park. There was additional discussion of the overlay district.

Mr. Altimus recommended approval of an expenditure of \$137,500.00 to participate with the City of Bossier City for costs associated with revising the master plan for the National Cyber Research Park Overlay District.

Mr. Jackson stated that a master plan was approved for an overlay district for the National Cyber Research Park that encompassed approximately 3,000 acres several years ago. He stated that it has been determined that land use ordinances currently in place do not provide the necessary protection to support the overall concept of the overlay district. He further stated that the original concept of the master plan for the NCRP Overlay District adopted by the police jury was to limit fast food restaurants within a certain vicinity of the NCRP. Mr. Jackson stated that fast food restaurants are allowed, but the intention was to restrict certain types of businesses from locating within a certain distance of the NCRP.

Mr. Jackson stated that upon research of the current land use ordinances in place for the overlay district area, it was determined that revisions needed to be made to better define the uses by right in the areas immediately surrounding the Cyber Innovation Center which will create more robust restrictions near the NCRP, and lessen restrictions for businesses that want to locate further away from the NCRP. He stated that the original footprint was too large and too restrictive.

Mr. Jackson stated that recommendations will be submitted to the City of Bossier City and the Bossier Parish Police Jury for review, and that there will be no impact to areas outside the City of Bossier City limits until the police jury votes and adopts the recommendations.

Mr. Jackson stated that it is imperative that the comprehensive plan for the NCRP located inside the city limits and outside of the city limits be identical, and that the City of Bossier City and the Bossier Parish Police Jury work together to create the comprehensive plan.

Mr. Rimmer asked if the NCRP Overlay District is located within the City of Bossier City limits only. Mr. Jackson stated that a portion of the overlay district is located outside of the city limits, but within the Bossier City-Parish MPC. Mr. Rimmer stated that property owners in the overlay district have stated that they have been unable to sell their property due to the restrictions in the overlay district. He stated that a comprehensive plan, which will complement the overall vision for the NCRP Overlay District, is needed in order to legally enforce land use requirements.

After further discussion, **motion was made by Mr. Rimmer, seconded by Mr. Skaggs, to approve an expenditure of \$137,500 to participate with the City of Bossier City for costs associated with revising the master plan for the National Cyber Research Park Overlay District.**

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Motion was made by Mr. Brotherton, seconded by Mr. Plummer, to approve the proposal from Coyle Engineering Co., Inc., in the amount of \$11,560.00 for surveying services for the Clarke Bayou Base Blood Elevation Determination, Piney Forest Subdivision Project, and to authorize execution of documents.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 3rd day of August, 2016, that Wanda Bennett, President, be and is hereby authorized to execute on behalf of the Bossier Parish Police Jury, any and all documents or contracts in connection with the proposal of Coyle Engineering Co., Inc., in the amount of \$11,560.00 for surveying services for the Clarke Bayou Base Blood Elevation Determination, Piney Forest Subdivision Project.

The resolution was offered by Mr. Brotherton, seconded by Mr. Plummer. Upon unanimous vote, it was duly adopted on this 3rd day of August, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Ford presented Change Order No. 1 on the Woodfern Lane and Woodlake Subdivision Road Improvements, Phase II, Project No. 2016-465, advising that the plan change results in an additional cost of \$2,727.70. **Motion was made by Mr. Benton, seconded by Mr. Skaggs, to approve Change Order No. 1 on the Woodfern Lane and Woodlake Subdivision Road Improvements, Phase II, Project No. 2016-465, and to authorize the President to execute documents.**

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 3rd day of August, 2016, that it does hereby approve Change Order No. 1 on the Woodfern Lane and Woodlake Subdivision Road Improvements, Phase II, Project No. 2016-465.

BE IT FURTHER RESOLVED that Wanda Bennett, President, is hereby authorized to execute said Change Order No. 1.

The resolution was offered by Mr. Benton, seconded by Mr. Skaggs. Upon unanimous vote, it was duly adopted on this 3rd day of August, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Benton, seconded by Mr. Skaggs, to approve the Certificate of Substantial Completion of the Woodfern Lane and Woodlake Subdivision Road Improvements, Phase II, Project No. 2016-465, and to authorize the execution of documents.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 3rd day of August, 2016, that it does hereby approve the Certificate of Substantial Completion of the Woodfern Lane and Woodlake Subdivision Road Improvements, Phase II, Project No. 2016-465.

BE IT FURTHER RESOLVED that Wanda Bennett, President, be and is hereby authorized to execute any and all documents in connection with said Certificate of Substantial Completion.

The resolution was offered by Mr. Benton, seconded by Mr. Skaggs. Upon unanimous vote, it was duly adopted on this 3rd day of August, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Ford presented a request for a variance of parish regulations, to allow for construction of a driveway and a fence in a 20-foot drainage servitude on Lot 119, Kingston Plantation Subdivision, Unit No. 3A Correction Plat.

Mr. Dakota Robinson, owner of Lot 119, stated that the layout of their home and driveway was based on the construction of existing homes and driveways in the subdivision. He stated that several of the driveways in Kingston Plantation Subdivision are constructed in the drainage servitude. He further stated that the lots are narrow, and the drainage servitude needs to be utilized in order to make the lot reasonable for the neighborhood.

Mr. Ford stated that the Benton-Parish MPC received the site plan for Lot 119, and noted that the proposed driveway was located in the drainage servitude. He stated that previously submitted site plans were not reviewed carefully, and construction of driveways on drainage servitudes was not acknowledged.

Mr. Ford stated that if the police jury permits construction of a driveway in the drainage servitude, the property owner will have to acknowledge that the parish will not be responsible for any damages to the driveway, and if the parish is required to remove the driveway to make any repairs to the drainage pipe, the property owner will be responsible for replacing their driveway.

Mr. Benton asked how future property owners of Lot 119 would be aware that the driveway was constructed in a drainage servitude and that the parish would not be responsible for any damages to the driveway if the drainage pipe required repairs. Mr. Robinson stated that he, as a property owner, would be required to disclose that information to a future purchaser of Lot 119. Mr. Ford stated that a written agreement signed by Mr. Robinson will be required and filed in the Bossier Parish Clerk of Court records stating that he and any future property owners of Lot 119, are aware that the driveway and fence are constructed in a drainage servitude and the parish is not responsible for any damages to the fence or driveway if access and repairs to the drainage pipe are required.

Mr. Ford stated that amendments to parish regulations are being considered which will prohibit any encroachments in parish drainage servitudes, as well as amendments to regulations of platting requirements to ensure that these issues will not arise in the future.

Ms. Bennett asked Mr. Robinson if he understands that if the parish approves a variance of parish regulations and allows the construction of a driveway and fence in the drainage servitude, the parish will not be responsible for any repairs to the driveway or fence if access and repairs are needed on the drainage pipe. Mr. Robinson stated that he is fully aware and will be willing to sign an agreement stating same.

Mr. Benton stated that new parish regulations are required for platting of lots to ensure that the developers create lots wide enough to allow for driveways and fences so that use of drainage servitudes are not needed for driveways or fences.

Mr. Robinson stated that the drainage pipe can be accessed behind the lot through levee board property, and the parish would not be required to use the driveway as an access point.

Mr. Darby asked if the police jury approves a variance of parish regulations allowing Mr. Robinson to construct a driveway and fence in the drainage servitude, is a precedence being set for the same type of requests in the future. Mr. Jackson stated that allowing this variance would be setting a precedence.

Mr. Ford stated that once the parish adopts proposed amendments to parish regulations pertaining to platting and prohibiting encroachments on drainage servitudes, no requests for variances will be considered for encroachments in drainage servitudes. Mr. Skaggs stated that Kingston Plantation Subdivision is an existing subdivision wherein driveways have been built in the drainage servitudes throughout the subdivision. He stated that no precedence is being set as parish regulations are currently being revised to prohibit encroachments in drainage servitudes once adopted by the police jury. He further stated that the property owner has agreed to take full responsibility of any damages which may be caused by the parish if access and maintenance to the drainage pipe is required.

After further discussion, **motion was made by Mr. Skaggs, seconded by Mr. Shewmake, to approve a request for a variance of parish regulations to allow a driveway and fence to be constructed in a drainage servitude located on Lot 119, Kingston Plantation Subdivision, Unit No. 3A Correction Plat, Benton, LA, with stipulations that (1) a notice is to be recorded in the deed records for this property that the driveway and fence are located in a drainage servitude, and (2) an agreement is to be signed by the property owner stating that the Bossier Parish Police Jury will not be responsible for any damages caused by the parish to the fence or driveway when accessing and maintaining the drainage pipe located on Lot 119, Kingston Plantation Subdivision, Unit No. 3A Correction Plat.**

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Motion was made by Mr. Skaggs, seconded by Mr. Rimmer, to accept the streets and drainage in Redwood Place at Legacy Subdivision, Unit No. 8, into the parish road system for permanent maintenance.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

ORDINANCE NO. 4622

WHEREAS, the Bossier Parish Police Jury in regular and legal session convened on the 3rd day of August, 2016, has received a request from Southern Home Builders, Inc., that the parish accept into its system for permanent maintenance, the streets and drainage in Redwood Place at Legacy Subdivision, Unit No. 8, Bossier Parish, Louisiana; and

WHEREAS, the said streets and drainage have been completed in accordance with the specifications of the Bossier Parish Police Jury; and

WHEREAS, a two-year maintenance bond has been executed in favor of the Bossier Parish Police Jury to guarantee against failure of said streets and drainage as to material and workmanship as required by Chapter 110, Section 110-201 of the Bossier Parish Code of Ordinance.

WHEREAS, THEREFORE, BE IT RESOLVED, by the Bossier Parish Police Jury that it does accept the two-year maintenance bond of Southern Home Builders, Inc., including labor and materials, for the above captioned streets and drainage.

BE IT FURTHER RESOLVED, that the Bossier Parish Police Jury does hereby accept into the parish maintenance system for continuous maintenance, streets and drainage located in Redwood Place at Legacy Subdivision, Unit No. 8, Bossier Parish, Louisiana:

Grand Cane Lane – 0.063 mile

Pickering Pass Drive – 0.097 mile

BE IT FURTHER RESOLVED, that a certified copy of this ordinance be recorded in the Office of the Clerk of Court, Bossier Parish, Louisiana, together with the maintenance bond.

The Ordinance was offered by Mr. Skaggs, seconded by Mr. Rimmer. Upon vote, it was duly adopted on this 3rd day of August, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Skaggs, seconded by Mr. Brotherton, to accept the streets and drainage in Jamestown Subdivision, Unit No. 2, into the parish road system for permanent maintenance.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

ORDINANCE NO. 4623

WHEREAS, the Bossier Parish Police Jury in regular and legal session convened on the 3rd day of August, 2016, has received a request from Specialty Trackhoe & Dozer Service, Inc., that the parish accept into its system for permanent maintenance, the streets and drainage in Jamestown Subdivision, Unit No. 2, Bossier Parish, Louisiana; and

WHEREAS, the said streets and drainage have been completed in accordance with the specifications of the Bossier Parish Police Jury; and

WHEREAS, a two-year maintenance bond has been executed in favor of the Bossier Parish Police Jury to guarantee against failure of said streets and drainage as to material and workmanship as required by Chapter 110, Section 110-201 of the Bossier Parish Code of Ordinance.

WHEREAS, THEREFORE, BE IT RESOLVED, by the Bossier Parish Police Jury that it does accept the two-year maintenance bond of Specialty Trackhoe & Dozer Service, Inc., including labor and materials, for the above captioned streets and drainage.

BE IT FURTHER RESOLVED, that the Bossier Parish Police Jury does hereby accept into the parish maintenance system for continuous maintenance, streets and drainage located in Jamestown Subdivision, Unit No. 2, Bossier Parish, Louisiana:

Ansley Circle – 0.047 mile

Hempstead Circle – 0.047 mile

Halifax Circle – 0.070 mile

Jamestowne Boulevard – 0.226 mile

BE IT FURTHER RESOLVED, that a certified copy of this ordinance be recorded in the Office of the Clerk of Court, Bossier Parish, Louisiana, together with the maintenance bond.

The Ordinance was offered by Mr. Skaggs, seconded by Mr. Brotherton. Upon vote, it was duly adopted on this 3rd day of August, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Ms. Hauser reported that the annual Police Jury Association Region 4 meeting is being hosted by Webster Parish on August 22, 2016. She stated that the meeting will be held at the Pine Hills Country Club, 100 Birdie Aly, Minden, LA, beginning at 5:00 p.m. She requested that jurors advise the staff if they plan to attend.

Mr. Altimus presented photographs of various projects throughout the parish.

Ms. Bennett expressed appreciation to Mr. Altimus and Mr. Rimmer for attending the NACo Convention recently held in California. She congratulated Mr. Altimus for his appointment as Chair to the NACo Transit/Rail Subcommittee.

Mr. Altimus reported on the Organization of Parish Administration Officials 59th Annual Conference he attended recently. He stated that staff employees will be attending a training seminar regarding requirements of records retention. Mr. Altimus also reported that the use of C Containers to store sandbags throughout the parish, possibly at fire station locations, was discussed to better serve the public by having sandbags ready and accessible in the event of flooding. He stated that he will be further discussing this matter with Mr. Snellgrove, Bossier Parish Office of Homeland Security and Emergency Preparedness, and the fire districts.

Mr. Ford stated that at the July 20, 2016, regular meeting, the police jury discussed a request from Ms. Emma Scott with North Bossier Civic Club, Inc., a non-profit organization, to grade Arthur Lee Drive, Plain Dealing, LA, and the parking lot of a building owned by North Bossier Civic Club, Inc. He stated that after researching this matter, there are no records of Arthur Lee Drive ever being accepted into the parish road system for maintenance.

Mr. Ford stated that long-time employees of the highway department have stated that they have graded the road in the past. He stated that there are no records pertaining to maintenance of this road. Mr. Ford recommended that if the police jury desires to maintain Arthur Lee Drive in the future, it be accepted into the parish road system.

After further discussion, **motion was made by Mr. Benton, seconded by Mr. Cochran, to table discussion of acceptance of Arthur Lee Drive into the parish road system for permanent maintenance, to be considered at the August 17, 2016, regular meeting.**

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ford presented a request from Mr. Casey Miller to subdivide a 40-acre tract of land located off E. Linton Road into two 20-acre tracts of land. He stated that Mr. Miller has requested use of a publicly dedicated easement to access the 40-acre tract of land. Mr. Ford stated that this matter was previously discussed at a Road/Subdivision Regulations Committee meeting, and it was recommended that Mr. Miller be required to construct a road that meets parish regulations on the dedicated easement in order to subdivide the 40-acre tract of land.

Mr. Ford stated that Mr. Miller obtained cost estimates for construction of a road on the dedicated easement and the costs are substantial. He stated that Mr. Miller is requesting that the police jury participate in the cost of construction of the road on the dedicated easement.

Mr. Ford stated that the property has been platted, with the dedicated easement being platted for construction of a future road. He stated that the property was never divided into lots, and a road was never constructed on the stub-out.

Mr. Casey Miller and Mr. Jim Deville were present. Mr. Miller requested that the parish construct the road, with him being responsible for all costs associated with construction of the road on the stub-out. Mr. Miller stated that the cost estimates received for construction of the road on the stub-out were approximately \$37,000. Mr. Ford stated that he will provide a cost estimate to the police jury for consideration at a later date.

Mr. Skaggs stated that he is concerned if the parish were to construct the road at a lesser cost than the cost estimates received from contractors, it would appear that the police jury is competing with contractors.

Mr. Deville stated that the stub-out was platted approximately 30 years ago with the intent to develop the land, but the land was never developed. He stated that Mr. Miller purchased the 40-acre tract without knowledge that there was an existing dedicated roadway. Mr. Deville stated that Mr. Miller is requesting to subdivide the 40-acre tract into two 20-acre tracts of land to be sold, but cannot do so without construction of a roadway to meet parish regulations. He stated that the police jury is requiring Mr. Miller to construct the road due to platting that was done more than 30 years ago.

Mr. Ford stated that the parish has entered into Cooperative Endeavor Agreements for similar situations in the past. He stated that he will provide additional information at the August 17, 2016, regular meeting.

Mr. Ford reported that the Wetland Credit Permit for the North/South Corridor Project has been received. He stated that the Parish of Bossier received 167 credits for \$589,000, and \$500,000 has been budgeted through North Louisiana Council of Governments. He further stated that a request has been submitted that remaining right-of-way funds for the North/South Corridor Project be used for 80 percent of the \$89,000.

Mr. Ford stated that plans and specs have been received for the clearing and grubbing project for the North/South Corridor Project, and it is anticipated that the project will let in October, 2016.

Mr. Ford reported on meetings with FEMA regarding the March, 2016, flood event. He stated that he is working diligently to obtain funding to repair flood damaged gravel roads throughout the parish prior to the winter season.

Mr. Ford stated that CB&I Environmental & Infrastructure, Inc., consulting services assisting Bossier Parish Police Jury with disaster assessment and recovery services for the March 2016 flood event, determined an estimated loss from the flood event at approximately \$1.6 million. He stated that FEMA offered \$270,000.00 to the parish for costs associated with flood loss and damage.

Ms. Bennett reported on a recent meeting with FEMA and other federal and state entities to discuss resources and plans due to the recent flood event. She stated that FEMA has requested that a meeting be scheduled to include homeland security, fire chiefs, police jurors, and city officials to further discuss available funds from federal and state agencies to assist with flood damage and loss. She recommended that Mr. Ford schedule the meeting with FEMA, and ensure that all entities be invited to attend.

There was further discussion on flood loss during the recent flood events in 2009, 2015 and 2016, and available hazard mitigation funding through Governor's Office of Homeland Security and Emergency Preparedness.

Mr. Ford provided an update on the sewer plant and sewer projects.

Mr. Ford stated that Willow Heights Subdivision, located behind Cypress Bend Subdivision off Highway 3, was recently approved by the police jury. He stated that sewer service will be provided to the residents of Willow Heights Subdivision by the sewer district.

Mr. Ford stated that there is an option for the sewer district to purchase sewer lines in Cypress Bend Subdivision in the next three years.

Mr. Ford presented a request to participate in the cost with Willow Heights Subdivision for a new force main through Cypress Bend Subdivision that will pump through a lift station on the east side of Willow Chute Bayou to Highway 3 to the sewer district's new force main.

Mr. Skaggs asked why the new force main could not be located off Courtney Lane. Mr. Ford stated that attempts to obtain the needed right-of-way from a property owner to locate the force main off Courtney Lane has been unsuccessful.

Mr. Ford stated that Cypress Bend Subdivision has dedicated an easement to the parish to maintain the proposed new force main. He stated that the force main will be located by an existing lift station in Cypress Bend Subdivision, and if the force main is upgrade from a six inch line to an eight inch line, when the sewer district purchases the sewer system in Cypress Bend Subdivision, the flow will be reversed to the highway. Mr. Ford stated that the cost to upgrade the size of the line for future expansion is a cost of approximately \$19,100.00.

Mr. Ford requested approval to participate in the cost with Willow Heights Subdivision to upgrade the sewer force main from a six inch force main to an eight inch force main. He stated that funds are available to participate in the cost.

Motion was made by Mr. Skaggs, seconded by Mr. Shewmake, to amend the agenda to consider a request to participate in the cost of \$19,100.00 with Willow Heights Subdivision to install an eight inch sewer force main through Cypress Bend Subdivision.

The President called for public comment. There being none, **motion carried, with the following vote recorded:**

AYES: Mr. Avery, Ms. Bennett, Mr. Benton, Mr. Brotherton, Mr. Cochran, Mr. Cook, Mr. Darby, Mr. Hammack, Mr. Plummer, Mr. Rimmer, Mr. Shewmake, Mr. Skaggs
NAYS: None
ABSTAIN: None
ABSENT: None

Motion was made by Mr. Skaggs, seconded by Mr. Benton, to approve a request to participate in the cost of \$19,100.00 with Willow Heights Subdivision to install an eight inch sewer force main through Cypress Bend Subdivision.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ford reported that the Wastewater Collection System (Contract No. 3) for Consolidated Waterworks/Sewerage District No. 1 of Parish of Bossier is in 60 days liquidated damages. He stated that he recently met with Balar Engineers and Surveyors regarding the status of the project, and has not received an update regarding the delay in the project.

Mr. Ford stated that he requested an update from Balar Engineers and Surveyors on the FY2014-2015 LCDBG Sewer Improvements Project for sewer improvements in East Benton Subdivision, but no update has been provided.

Mr. Skaggs asked for an update on when patching will be done on Swan Lake Road. Mr. Ford stated that an item will be placed on the August 17, 2016, regular meeting agenda to amend the Three Year Road Program to include patching of Swan Lake Road.

Mr. Mark Coutee, Public Works Director, presented an update on activities of the highway department and on several road projects in the parish. He stated that Princeton Road and Davis Road are now open.

Mr. Rimmer reported on the NACo convention and reported that Bossier Parish received a 2016 Achievement Award from the NACo for Bossier Parish's program, "Developing an Innovation Hub," in the Community/Economic Development category.

Ms. Bennett presented a letter of appreciation from Mr. Steven Wilkins for the Parish of Bossier hosting the Hot Air Balloon National Championship and its support of the sport of hot air ballooning.

There being no further business to come before the Bossier Parish Police Jury in regular and legal session on this 3rd day of August, 2016, the meeting was adjourned by the President at 3:40 p.m.

RACHEL D. HAUSER
 PARISH SECRETARY

WANDA BENNETT, PRESIDENT
 BOSSIER PARISH POLICE JURY