

NOTICE OF PUBLIC MEETING  
Notice Posted: 1/21/2022 12:00 PM

Public Notice: Notice is hereby given that the City Council of the City of Shreveport shall hold its Administrative Conference on Monday, January 24, 2022, at 3:00 P.M and it's Regular Meeting, Tuesday, January 25, 2022, at 3:00 P.M. Both meetings will be held in the Government Chamber at Government Plaza (505 Travis Street).

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**ADMINISTRATIVE CONFERENCE**  
**January 24, 2022**  
**AND**  
**CITY COUNCIL MEETING AGENDA**  
**January 25, 2022**

1. CALL TO ORDER
2. INVOCATION
3. ROLL CALL
4. APPROVAL OF MINUTES: ADMINISTRATIVE CONFERENCE AND CITY COUNCIL MEETING  
[January 10, 2022](#) [January 11, 2022](#)
5. AWARDS AND RECOGNITIONS OF DISTINGUISHED GUESTS, COMMUNICATIONS OF THE MAYOR RELATIVE TO CITY BUSINESS, AND REQUIRED REPORTS
  - A. AWARDS AND RECOGNITION OF DISTINGUISHED GUESTS BY CITY COUNCIL MEMBERS, NOT TO EXCEED FIFTEEN MINUTES
  - B. AWARDS AND RECOGNITION OF DISTINGUISHED GUESTS BY THE MAYOR, NOT TO EXCEED FIFTEEN MINUTES
  - C. COMMUNICATIONS OF THE MAYOR RELATIVE TO CITY BUSINESS OTHER THAN AWARDS AND RECOGNITION OF DISTINGUISHED GUESTS
  - D. REPORTS:
    - Property Standards Report ([Resolution 7 of 2003](#))
    - Revenue Collection Plan & Implementation Report ([Resolution 114 of 2009](#))
    - Master Plan Committee Report ([Resolution 132 of 2012](#))
    - Budget to Actual Financial Report([Resolution 183 of 2017](#))

**6. PUBLIC HEARING: NONE**

**7. ADDING ITEMS TO THE AGENDA, PUBLIC COMMENTS, CONFIRMATIONS AND APPOINTMENTS**

- A. ADDING LEGISLATION TO THE AGENDA (REGULAR MEETING ONLY) AND PUBLIC COMMENTS ON MOTIONS TO ADD ITEMS TO THE AGENDA
- B. PUBLIC COMMENTS (IN ACCORDANCE WITH SECTION 1.11 OF THE RULES OF PROCEDURE) (ADMINISTRATIVE CONFERENCE ON ANY MATTER OF PUBLIC CONCERN REGARDLESS OF WHETHER THE ITEM IS ON THE AGENDA) (REGULAR MEETING ON MATTERS WHICH ARE ON THE AGENDA)
- C. CONFIRMATION AND APPOINTMENTS

**Chief Financial Officer - Kasey Brown**  
**Metropolitan Planning Commission – Chris Elberson**  
**Historical Preservation Commission - Jazmin Jernigan**  
**Assistant City Attorney serving as Executive Counsel to the Mayor - Shanerika Flemings**

**8. CONSENT AGENDA LEGISLATION**

**A. TO INTRODUCE ROUTINE ORDINANCES AND RESOLUTIONS**

RESOLUTIONS: NONE

ORDINANCES: NONE

**B. TO ADOPT ORDINANCES AND RESOLUTIONS**

RESOLUTIONS: NONE

ORDINANCES: NONE

**9. REGULAR AGENDA LEGISLATION**

**A. RESOLUTIONS ON SECOND READING AND FINAL PASSAGE OR WHICH WILL REQUIRE ONLY ONE READING**

RES 132

Authorizing the mayor to execute an Option to Ground Lease between the City of Shreveport and Shreveport HP Allendale, LLC and otherwise providing with respect thereto

Documents:

[hp allendale - fact sheet and resolution - option.pdf](#)  
[exhibit a - shreveport hp allendale llc option to lease.pdf](#)

RES 165

Approving a restoration tax abatement renewal application for Venyu Solutions, LLC, 601 Milam Street, and to otherwise provide with respect thereto

Documents:

[tax abatement - 601 milam.pdf](#)  
[res 165 - venyu solutions\\_rta renewal application.pdf](#)

RES 2

Authorizing the employment of special legal counsel to represent the City of Shreveport and to otherwise provide with respect thereto.

Documents:

[busada resolution.pdf](#)  
[mike busada butler snow bio- 1-2022.pdf](#)

RES 3

Authorizing the Mayor to execute a Cooperative Purchasing Agreement between the City of Shreveport and the Baton Rouge Fire Department, and otherwise providing with respect thereto.

Documents:

[resolution for coop agreement - rfp 19-817.pdf](#)  
[cooperative purchasing agreement rfp 19-817.pdf](#)

RES 5

Honoring James Flurry for nearly 20 years of dedicated service as a public servant and otherwise providing with respect thereto. (G/Bowman)

Documents:

[james flurry.pdf](#)

**B. INTRODUCTION OF RESOLUTIONS (NOT TO BE ADOPTED PRIOR TO FEBRUARY 8, 2022)**

RES 6

Amending the pay schedule for the municipal police civil service personnel and municipal fire civil service personnel and otherwise providing with respect thereto.

Documents:

[police and fire pay schedules resolution \(002\).pdf](#)  
[13base increase.pdf](#)  
[copy of 13 raise 2022 police.pdf](#)

RES 7

Accepting the public dedication of the west side of the Chestnut Park Lane and Provenance Place intersection rights-of-way in Provenance Subdivision and otherwise providing with respect thereto.

Documents:

[chestnut park lane in provenance dedication resolution fact sheet.pdf](#)  
[chestnut park lane plat signed and scanned.pdf](#)

RES 8

Accepting the public dedication of Pecan Square Avenue, Fairwoods Drive and Woodberry Avenue rights-of-way and 30-foot-wide drainage servitude in Provenance Subdivision Phase IV – Unit A and otherwise providing with respect thereto.

Documents:

[provenance phase iv - unit a dedication resolution fact sheet.pdf](#)  
[provenance phase iv - unit a signed and scanned.pdf](#)

RES 9

Authorizing a request to be made to the Louisiana Department of Natural Resources, Louisiana State Mineral and Energy Board, to seek public bids for an oil, gas and mineral lease involving the property located in Districts F and G and described herein and to execute the lease for certain mineral interests owned by the City of Shreveport; and to authorize the mayor to execute any and all documents related to the intent of this Resolution; and to otherwise provide with respect thereto.

Documents:

[res. oil and gas mcginty-durham 1 25 22.pdf](#)

RES 10

Authorizing the Shreveport Airport Authority, to discard of surplus property Passenger Boarding Bridges IFB #22-066, and otherwise provide with respect thereto.

Documents:

[ifb 22-066 res.pdf](#)

RES 11

To amend Resolution No. 139 of 2021 which was adopted to execute an Agreement between the City of Shreveport and Carr, Riggs & Ingram, LLC for the purpose of an external audit of the City for fiscal year January 1, 2021, through December 31, 2021, and to otherwise provide with respect thereto.

Documents:

[amendment to res. 2021 - cri external audit city attorney.pdf](#)  
[city of shreveport pfc engagement letter 2021 amendment\\_.pdf](#)  
[fy21 engagement letter city of shreveport amendment \(002\).pdf](#)

RES 12

A Resolution whereby the Mayor is making a recommendation to the city council for its approval regarding the amount and type of various insurance premiums and to authorize the mayor to execute a payment to the agent of record for the purpose of binding insurance and to otherwise provide with respect thereto.

Documents:

[risk management.pdf](#)  
[invoice-blank revision-5 2022.pdf](#)  
[invoice-blank revision-5 -2-2022.pdf](#)

**C. INTRODUCTION OF ORDINANCES (NOT TO BE ADOPTED PRIOR TO FEBRUARY 8, 2022)**

ORD 1

Amending the 2022 budget for the General Fund and otherwise providing with respect thereto. (C/Nickelson, D/Boucher)

Documents:

[gingerbread house.pdf](#)

ORD 2

Amending the 2022 General Fund Budget and to otherwise provide with respect thereto.

Documents:

[general fund budget amendment 2022 fire.pdf](#)

ORD 3

Amending the 2022 General Fund budget and otherwise providing with respect thereto.

Documents:

[public works amendment 22.pdf](#)

ORD 4

Amending the 2022 Downtown Parking Enterprise Fund Budget and otherwise providing with respect thereto.

Documents:

[public works companion 22.pdf](#)

ORD 5

Amending the City of Shreveport, Louisiana, 2022 Streets Special Revenue Fund Budget, appropriating the funds authorized herein and to otherwise provide with respect thereto.

Documents:

[ord. budget amendment ssrf 2022 district 3.pdf](#)

ORD 6

Amending the City of Shreveport, Louisiana, 2022 Capital Projects Fund Budget, appropriating the funds authorized herein and to otherwise provide with respect thereto.

Documents:

[2022 new capital project district 3 road rehabilitation city.pdf](#)

ORD 7

Amending the 2022 Community Development Special Revenue Fund Budget and to otherwise provide with respect thereto.

Documents:

[ubi budget amendment 1.20.2022.pdf](#)

ORD 8

Declaring the City's interest in declaring certain land as surplus, and our intention to donate certain land to Volunteers of America of North Louisiana and to otherwise provide with respect thereto (**Not to be adopted prior to February 22, 2022**)

Documents:

[donation to voa 3.pdf](#)  
[voa donation attachments.pdf](#)

ORD 9

To amend and repeal sections in Chapter 70 Planning and Development of the City of Shreveport, Louisiana, Code of Ordinances relative to Shreveport Metropolitan Planning Commission of Caddo Parish and to otherwise provide with respect thereto.

Documents:

[mpc legislation.pdf](#)  
[louisiana-2020-hb697-chaptered.pdf](#)

ORD 10

To amend various articles and sections in the City of Shreveport, Louisiana, Unified Development Code, related to fence requirements and restrictions, and to otherwise provide with respect thereto.

Documents:

[22-1-ctaclegislation.pdf](#)

ORD 11

**Zoning Case No. 21-184-C:** An ordinance to amend the official zoning map of the City of Shreveport Unified Development Code, by rezoning property located enter west of Linwood Ave & approx. 83' south of W. 83rd St., Shreveport, Caddo Parish, LA., from R-1-7, Single-Family Residential District to C-2, Corridor Commercial District, and to otherwise provide with respect thereto

Documents:

[21-184-c.pdf](#)

ORD 12

**Zoning Case No. 21-199-C:** An ordinance to amend the official zoning map of the City of Shreveport Unified Development Code, by rezoning property located on the south side of Bert Kouns Industrial Loop Expy, approx. 520' east of Linwood Ave., Shreveport, Caddo Parish, LA., from C-3, General Commercial District To C-4, Heavy Commercial District, and to otherwise provide with respect thereto

Documents:

[21-199-c.pdf](#)

**D. ORDINANCES ON SECOND READING AND FINAL PASSAGE (NUMBERS ARE ASSIGNED ORDINANCE NUMBERS)**

ORD 72

To amend certain portions of Chapter 26 of the City of Shreveport Code of Ordinances relative to the architectural and engineering selection process, and otherwise providing with respect thereto.

(B/Fuller) [amendment no. 1](#) [amendment no. 2](#)

Documents:

[fact sheet and ordinance 05062021.pdf](#)

ORD 191

Declaring the City's Interest in certain land as surplus, and our intention to donate certain land acquired by the Department of Community Development to Volunteers of America of North Louisiana and to otherwise provide with respect thereto

Documents:

[cc antoine donation.pdf](#)  
[voa-btd city lots. v2.pdf](#)

ORD 195

To amend Chapter 58, Article IV, Division 1 and Chapter 78, Article VIII, Division 1 of the City of Shreveport, Louisiana, Code of Ordinances relative to litter and dumping, and to otherwise provide with respect thereto. (A/Taylor, F/Green)

Documents:

[ord litter dumping.pdf](#)

ORD 204

**Zoning Case No. 21-158-C:** An ordinance to amend the official zoning map of the City of Shreveport Unified Development Code, by rezoning property located on the southeast corner of Legardy St. & Hawkins St., Shreveport, Caddo Parish, LA., from R-1-5, Single-Family Residential District To R-A, Rural-Agricultural District, and to otherwise provide with respect thereto (A/Taylor)

Documents:

[21-158-c.pdf](#)

ORD 227

**Zoning Case No. 21-185-C:** An ordinance to amend the official zoning map of the City of Shreveport Unified Development Code, by rezoning property located on the northeast corner of David Raines Rd. and Willis St., Shreveport, Caddo Parish, LA., from R-1-5, Single-Family Residential District to C-1, Neighborhood Commercial District, and to otherwise provide with respect thereto. (A/Taylor)

Documents:

[21-185-c.pdf](#)

## 10. TABLED LEGISLATION

### A. ORDINANCES/RESOLUTIONS:

#### RES 124

To establish an Intergovernmental committee, and to otherwise provide with respect thereto. (D/Boucher) (Tabled on November 9, 2021)

#### RES 166

A resolution in support of and establishing a Tax Increment Financing (TIF) District, a proposed public improvement district, wholly within the city limits of the City of Shreveport, and otherwise providing with respect thereto. (F/Green) (Tabled on January 11, 2022)

Documents:

[tif district \(district f\).pdf](#)  
[exhibit a - cedargrovepublicimprovementdistrict.pdf](#)  
[exhibit b - district f tif.pdf](#)

#### ORD 85

To amend certain portions of chapter 22 of the City of Shreveport Code of Ordinances relative to demolition delay in the Downtown Development District and otherwise providing with respect thereto (B/Fuller) (Tabled June 22, 2021)

Documents:

[ddd demolition fact sheet and ordinance.pdf](#)

#### ORD 94

To repeal Section 50-212 (a)(10) and to amend Section 50-212 (b) of Article V of the Code of Ordinances of the City of Shreveport relative to the Smokefree Air Act and to otherwise provide with respect thereto. (E/Flurry) (Tabled July 13, 2021)

Documents:

[amendment to ordinance no. 51 of 2020 6-7-21.pdf](#)

#### ORD 149

Amending Section 10-69 of Chapter 10, Article IV, Division 2 of the City of Shreveport, Louisiana, Code of Ordinances with respect to the Fee and Term for alcoholic beverage handling employee cards, and to otherwise provide with respect thereto. (Tabled on December 14, 2021)

Documents:

[abo 1.pdf](#)

## 11. APPEALS

### A. PROPERTY STANDARDS APPEALS: NONE

B. ALCOHOLIC BEVERAGE ORDINANCE APPEALS

**ABO APPEAL** - [Ms. Amanda Smith](#), 1717 Stephens Ave, Shreveport, LA 71101

(B/Fuller) (**postponed until March 21, 2022, at the council's discretion, this item can be brought up for a vote prior to this date**)

C. METROPOLITAN PLANNING COMMISSION AND ZBA APPEALS: NONE

D. OTHER APPEALS

SOB APPEALS: NONE

TAXI APPEALS: NONE

12. REPORTS FROM OFFICERS, BOARDS, AND COMMITTEES

13. CLERK'S REPORT: NONE

14. ADDITIONAL COMMUNICATIONS

A. Additional Communications from the Mayor

B. Additional Communications from Council Members

15. EXECUTIVE SESSION: NONE

16. ADJOURNMENT

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**James Green, Chairman**

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**Danielle A. Farr-Ewing, Clerk of Council**

<u>TITLE</u>	<u>DATE</u>	<u>ORIGINATING DEPARTMENT</u>
<b>A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN OPTION TO GROUND LEASE BETWEEN THE CITY OF SHREVEPORT AND SHREVEPORT HP ALLENDALE, LLC AND OTHERWISE PROVIDING WITH RESPECT THERETO</b>	October 18, 2021	Department of Community Development <b><u>CITY COUNCIL DISTRICT</u></b> <b>A</b> <b><u>SPONSOR</u></b>

**PURPOSE**

To authorize the execution of an Option to Ground Lease between the City of Shreveport (“Lessor”) and Shreveport HP Allendale, LLC (“Lessee”) for the development, construction, operation, and maintenance of the Heritage Place at Allendale housing development.

**BACKGROUND INFORMATION**

Heritage Place at Allendale is an affordable mixed-income/mixed-use development located around the historic C.C. Antoine Park in Shreveport, Louisiana. Funding for this project was obtained from a 24.2 million dollar Choice Neighborhood Implementation Grant from the US Department of Housing and Urban Development for revitalization in the Allendale, Ledbetter Heights and West Edge neighborhoods.

As part of its funding efforts, the project developer intends to apply for and utilize Low Income Housing Tax credits. As such, the City of Shreveport desires to enter into an Option to Ground Lease in an effort to fulfill its obligations under the grant and to provide developer Shreveport HP Allendale, LLC with limited control of the property to obtain necessary funding to develop, construct, operate and maintain the project. The term of this option will extend to December 31, 2022.

**TIMETABLE**

Introduction: October 26, 2021  
Final Passage: November 9, 2021

**ATTACHMENT(S)**

Exhibit “A” Option to Ground Lease

**SPECIAL PROCEDURAL REQUIREMENTS**

None

**FINANCES**

N/A

**SOURCE OF FUNDS**

Choice Neighborhood Implementation Grant

**ALTERNATIVES**

(1) Adopt the Resolution as submitted, or (2) Amend the Resolution, or (3) Reject the Resolution.

**RECOMMENDATION**

It is recommended that the City Council adopt the Resolution.

**FACT SHEET PREPARED BY:**

Thea R. Scott,  
Department of Community Development  
Bureau Chief of Admin.

**RESOLUTION NO. \_\_\_\_\_ OF 2021**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN OPTION TO GROUND LEASE BETWEEN THE CITY OF SHREVEPORT AND SHREVEPORT HP ALLENDALE, LLC AND OTHERWISE PROVIDING WITH RESPECT THERETO**

**BY COUNCILMEMBER:**

**WHEREAS**, the City of Shreveport was previously awarded a 24.2 million dollar Choice Neighborhood Implementation Grant from the US Department of Housing and Urban Development for revitalization in the Allendale, Ledbetter Heights and West Edge neighborhoods in the City of Shreveport; and

**WHEREAS**, Heritage Place at Allendale is an affordable mixed-income/mixed-use development located around the historic C.C. Antoine Park in Shreveport, Louisiana; and

**WHEREAS**, project developer, Shreveport HP Allendale, LLC desires to apply for and utilize Low Income Housing Tax credits for this development; and

**WHEREAS**, the City of Shreveport desires to fulfill the obligations of this grant by providing developer Shreveport HP Allendale, LLC with limited control of the property to obtain necessary funding to develop, construct, operate and maintain the project by entering into an Option to Ground Lease relative to the Heritage at Allendale Housing Development; and

**WHEREAS**, this Option to Ground Lease shall terminate on December 31, 2022;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shreveport in due, legal and regular session convened that Adrian D. Perkins, Mayor is hereby authorized to execute an Option to Ground Lease substantially in the form attached hereto as Exhibit A.

**BE IT FURTHER RESOLVED** that the Mayor and City Clerk are hereby authorized, empowered, and directed to take any and all such action as may be necessary to carry into effect the provisions of this Resolution.

**BE IT FURTHER RESOLVED** that if any one or more of the provisions of this Resolution shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provision of this Resolution, but this Resolution shall be construed and enforced as if such illegal or invalid provisions had not been contained herein. Any constitutional or statutory provision enacted after the date of this Resolution which validates or makes legal any provision of this Resolution which would not otherwise be valid or legal, shall be deemed to apply to this Resolution.

**BE IT FURTHER RESOLVED** that this Resolution shall become effective in accordance with the provisions of Shreveport City Charter Section 4.23.

**BE IT FURTHER RESOLVED** that all resolutions, ordinances or parts thereof in conflict herewith are hereby repealed.

**THUS DONE AND RESOLVED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
City Attorney's Office

**OPTION TO GROUND LEASE  
(Shreveport HP Allendale, LLC)**

THIS OPTION TO GROUND LEASE (this “Agreement”) effective as of \_\_\_\_\_, 2021 (the “Effective Date”) between the **City of Shreveport**, a political subdivision of the State of Louisiana (hereinafter referred to as “Lessor”) and **Shreveport HP Allendale, LLC**, (“Lessee”), a duly organized Louisiana limited liability company with its principal place of business at 2500 Line Avenue in Shreveport, Louisiana, represented herein by its managing member, as lessee., each, a “party” and collectively, the “parties.”

RECITALS

**WHEREAS**, Article VII, Section 14 of the Louisiana Constitution provides that “[f]or a public purpose, the state and its political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation or individual”; and

**WHEREAS**, Lessor is the owner of those certain parcels of real property, located in the City of Shreveport, Caddo Parish, Louisiana, and more fully described on Exhibit “A” attached hereto, together with all servitudes and appurtenances (the “Property”); and

**WHEREAS**, on or about \_\_\_\_\_, the City Council of the City of Shreveport, LA authorized the execution of a ground lease for the development of the Property; and

**WHEREAS**, Lessor and Lessee desire to enter into this Agreement to provide Lessee with limited control of the Property to obtain necessary funding to develop, construct, operate and maintain the Project, as hereinafter defined, and to enter into a ground lease of the Property; and

**WHEREAS**, Lessee intends to utilize Low Income Housing Tax Credits to develop, construct, operate and maintain sixty-eight (68) housing units (the “Project”) at the Property. In developing the Property, Lessee agrees to comply with any reasonable requirements imposed by Lessor in connection with the Project and contained within the ground lease and any other document required by Lessor; and

**WHEREAS**, Lessor finds that any expenditure or transfer of public funds according to the terms of this cooperative endeavor, taken as a whole, is not gratuitous, and that it has a demonstrable, objective, and reasonable expectation of receiving at least equivalent value in exchange for the expenditure or transfer of public funds; and

NOW, THEREFORE, in consideration of the mutual undertakings of the parties hereto, it is hereby agreed as follows:

1. Recitals. The Recitals set forth above are incorporated in, and made a part of, this Agreement.

2. Option; Consideration. In consideration of One Hundred and No/100 (\$100.00) Dollars and other good and valuable consideration (the "Option Fee"), which shall be payable within five (5) calendar days from the Effective Date, the receipt and adequacy of which is hereby acknowledged by Lessor, Lessor hereby grants to Lessee, and its successors and assigns, the exclusive right and option to enter into a ground lease of the Property (the "Lease") for a term of seventy-five (75) years. This option is hereinafter referred to as the "Option".

3. Term of Option. The Option conferred upon Lessee shall commence on the Effective Date and continue until December 31, 2022 (the "Option Period"). Upon the expiration of the Option Period, the Option shall automatically terminate, and the parties hereto shall have no further obligations to the other (except for any obligations or liabilities that expressly survive termination of this Agreement), without any further action of either party hereto, unless the Option is exercised as hereinafter provided.

4. Qualification for and Exercise of Option. Prior to and as a condition of execution of the documents required for the ground lease, the Lessee shall provide proof of all financing and interim construction financing to the Lessor. It is understood that the Lessee will provide a budget and any other documentation as it relates to development, construction, soft costs and other allowable costs/activities and said documents shall identify all sources and uses of funds, and illustrate compliance with the Lessor objects of affordable housing. Upon satisfactory evidence of financing as determined by Lessor, Lessee may exercise its Option by notifying Lessor, in writing on or before the expiration of the Option Period. Within one hundred eighty (180) days of Lessee's exercise of the Option, Lessor and Lessee shall enter into a ground lease of the Property. Such lease shall contain the terms and conditions as agreed to by Lessor and Lessee.

5. Rent. The annual rental payment pursuant to the Lease shall be \$10.00 annual rental payment commencing on the date of Closing (hereinafter defined), and (ii) Lessee shall pay all documented out-of-pocket costs actually incurred by Lessor in connection with the execution of the Lease of the Property, including, but not limited to, property inspection or testing, attorney's fees, survey, title, property and liability insurance, taxes, interest payments made to any lender providing financing for the development and construction of the Project.

6. Lease; Sale. In the event that the Option is exercised by Lessee within the time specified in this Agreement, Lessor shall lease to Lessee, and Lessee shall lease from Lessor, the Property on the terms and conditions set forth herein.

7. Closing. The execution of the Lease of the Property and other documents reasonably required in connection therewith (“Closing”) shall take place on or about December 31, 2022.

8. Due Diligence. On and after the Effective Date and upon and after exercise of the Option, the following shall apply:

(A) Lessee shall have the right to conduct an appraisal and physical and environmental tests and due diligence on the Property. Lessor shall reasonably cooperate to permit Lessee access to the Property to conduct such tests.

(B) If Lessee is dissatisfied with the results of its investigations of the Property for any reason, Lessee may terminate this Agreement or the Option by giving written notice to, in which case the Option shall terminate and this Agreement shall be null and void. If Lessee fails to give the notice required in this Paragraph within ninety (90) days of the Effective Date, Lessee shall be deemed to have waived any right to refuse to go forward with its lease of the Property by reason of the condition of the Property, and this Agreement shall remain in full force and effect.

(C) All activities undertaken by Lessee in connection with the lease of the Property, including but not limited to inspections, environmental assessments, appraisals, title and survey shall be at Lessee’s sole cost and expense. Lessee shall be obligated to reimburse Lessor for all documented out-of-pocket costs actually incurred by Lessor in connection with the execution of the lease of the Property while this Agreement is in effect, including but not limited to property inspection or testing, attorney’s fees, survey, title, property and liability insurance, taxes, interest payments made to any lender providing financing for the development, construction and operation of the Project, security, repairs and maintenance and fencing, whether or not the Closing occurs.

9. Title and Survey. Lessee shall obtain any necessary survey and commitment for title insurance.

10. Right to Terminate. Lessee shall have the right to terminate the Option and this Agreement at any time during the Option Period.

11. Documents for Closing. Lessor and Lessee shall execute and deliver at the Closing a ground lease of the Property, memorandum thereof for recordation, if required by Lessee, and any other reasonable documents necessary to close in accordance with the terms of this Option. All documents shall be prepared by, and at the expense of, Lessee, and shall be subject to Lessor’s and Lessor’s counsel’s approval.

12. Property Taxes; Rentals. Any property taxes related to the Property shall be

prorated as of Closing and shall be paid by Lessee following Closing.

13. Closing Expenses. Lessee shall pay all reasonable costs and expenses in connection with the transaction contemplated by this Agreement, including (i) the owner's title insurance premium, plus any endorsements to the title policy, (ii) the cost of any of Lessee's examinations and inspections of the Property, including the cost of any of its appraisals, environmental, asbestos, and physical studies; (iii) all documentary transfer taxes, (iv) the legal fees and expenses of Lessee and Lessor, and (v) the cost of all certificates, instruments, documents and papers required to be delivered, or caused to be delivered, by either party hereunder. Lessor shall pay the costs payable in connection with the discharge of any title defects caused by Lessor's own acts.

14. Possession. Lessor shall lease the Property to Lessee at Closing.

15. Indemnity. Lessee shall defend, indemnify, and hold Lessor harmless from and against any claims or actions asserted or made against Lessor for any loss or damage to life or Property, directly or indirectly resulting from Lessee's access to or use of the Property prior to the Closing, including but not limited to the performance of any of the tests, inspections, due diligence and leasing activities, except for loss or damage arising out of the gross negligence or willful misconduct of Lessor, its agents, employees, or contractors. This indemnity shall survive the execution and delivery of this Agreement, the termination of this Agreement, and the Closing of the Property.

16. Default; Remedies.

(A) If Lessee should breach this Agreement by failing to lease from Lessor the Property (other than a refusal for a reason permitted by this Agreement), Lessor shall be entitled to specific performance of Lessee's obligation to lease from Lessor the Property, or, at Lessor's option, to terminate this Agreement and to be paid by Lessee a sum to reimburse Lessor for its out-of-pocket costs, including reasonable attorney's fees, incurred by reason of Lessee's default and \$5,000.00 as stipulated damages arising out of Lessee's default. Failure of Lessee to appear at the Closing, unless all necessary Closing related documents have been executed and placed in escrow in advance, shall be deemed an immediate default, without the necessity of notice or demand.

(B) If Lessor should breach this Agreement by failing to lease to the Lessee the Property (other than a failure for a reason permitted by this Agreement), Lessee shall be entitled to terminate this Agreement and to be paid by Lessor a sum to reimburse Lessee for its out-of-pocket costs, including reasonable attorney's fees, incurred by reason of Lessor's default as stipulated damages arising out of Lessor's default in an amount to exceed \$5,000.00.

17. Notice. Any notice required or permitted to be given hereunder by one party to the other shall be in writing and shall be given (i) by delivery in person to the address set forth below

for the party to whom the notice is given, or (ii) by placing in the United States mail, postage prepaid, by registered or certified mail, return receipt requested, or (iii) by sending via a nationally recognized commercial express courier service, addressed to the party at the address hereinafter specified:

To Lessor:                   The City of Shreveport, Louisiana  
505 Travis  
Shreveport, Louisiana 71101  
Attention: Bonnie Moore  
Telephone: (318) 673-5900

To Lessee:                   Shreveport HP Allendale, LLC  
c/o ITEX Development, LLC  
3735 Honeywood Trail  
Port Arthur, Texas 77642  
Attention: Christopher A. Akbari  
Telephone: (409) 724-0020  
Fax:                   (409) 504-5820

or to such other address or facsimile number and person as either party may communicate to the other by like written notice.

18.    Entire Agreement. This Agreement contains the entire understanding between the parties and supersedes any prior understandings and agreements between them respecting the subject matter hereof. There are no other representations, agreements, arrangements or understandings, oral or written, between and among the parties hereto or any of them, relating to the subject matter of this Agreement. No amendment of or supplement to this Agreement shall be valid or effective unless made in writing and executed by the parties hereto.

19.    Construction. Any section headings throughout this Agreement are for convenience and reference only, and the words contained in them shall not be held to expand, modify, amplify or aid in the interpretation, construction or meaning of this Agreement. All pronouns and any variations thereof shall be deemed to refer to the masculine, feminine, neuter, singular or plural as the identification of the person or persons, firm or firms, corporation or corporations may require. "Person" shall mean an individual, firm, association, corporation, trust or any other form of business or legal entity. The location adverbs "herein", "hereunder", "hereto", "hereby", "hereinafter", etc., whenever the same appear in this Agreement, mean and refer to this Agreement in its entirety and not to any specific section or subsection hereof. All parties hereto have been represented by legal counsel in this transaction and accordingly hereby waive the general rule of construction that an agreement shall be construed against its drafter.

20. Time. Time is of the essence in each and every covenant and condition of this Agreement. Any reference herein to "days" means consecutive calendar days. If any time period for satisfying or waiving a condition or Closing this transaction or taking any other action required or permitted hereunder expires on a weekend day or a day which is a legal holiday on which the recorder's office for real property records for the parish where the Property is located is closed, then such period shall be deemed to be extended until the next day on which such recorder's office is open.

21. Applicable Law. This Agreement shall be construed and interpreted under the laws of the State of Louisiana and enforced in Caddo Parish, Louisiana.

22. Binding Effect. This Agreement becomes effective when signed by both Lessee and Lessor and shall then apply to and bind each party and their heirs, executors, administrators, successors and assigns.

23. No-Waiver. No provision of the Agreement shall be deemed amended or waived unless such amendment or waiver is set forth in a writing signed by Lessee and Lessor. No act or failure to act by either party shall be deemed a waiver of its rights hereunder, and no waiver in any one circumstance or of any one provision shall be deemed a waiver in other circumstances or of other provisions.

24. Holidays. If any date set forth in this Agreement or computed pursuant to this Agreement falls on a Saturday, Sunday or national holiday, such date shall be deemed automatically amended to be the first business day following such weekend day or holiday.

25. Assignment. This Agreement may be assigned by Lessee to an affiliate or subsidiary of Lessee without the written approval of Lessor. Further, during the term of the Lease, Lessee may mortgage, sublease or otherwise encumber its leasehold interest in the Property.

26. Severability. In the event any of the provisions of this Agreement are deemed to be unenforceable, the enforceability of the remaining provisions of this Agreement shall not be affected.

27. Recordation. Lessee shall be entitled to record a Memorandum of this Agreement and/or the Lease in the conveyance records of Caddo Parish, Louisiana.

28. Additional Documents. Each party agrees to take such action and to execute, acknowledge and deliver such documents and instruments as may be reasonably requested by the other party to more effectively carry out the purposes of this Agreement.

29. Eminent Domain. If any portion of the Property is the subject of a condemnation or eminent domain action or threatened therewith prior to Closing, Lessee may elect by written notice to Lessor prior to Closing to terminate this Agreement.

30. Counterparts/Facsimile. This Agreement may be executed in any number of counterparts, and all counterparts shall be deemed to constitute a single agreement. The execution and delivery of any counterpart by any person shall have the same force and effect as if that person had executed and delivered all other counterparts. The electronic facsimile transmittal of a copy hereof bearing any person's signature shall have the same force and effect as the physical delivery to the same recipient of copy hereof bearing such person's original signature.

31. Conflict of Interest. The Lessee has no conflict of interest, and shall inform the Lessor of any subsequent potential conflict of interest that would: impair the Lessee's ability to effectuate orderly progress of the Project.

32. Successors. The terms, covenants, agreements, provisions, and conditions contained herein shall bind and inure to the benefit of the parties hereto, their successors and assigns.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.  
SIGNATURE PAGE FOLLOWS.]

COUNTERPART SIGNATURE PAGE TO OPTION TO LEASE/PURCHASE

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the respective dates set forth below to be effective as of the last date of execution hereof.

**LESSOR:**

**The City of Shreveport, Louisiana**, a political subdivision  
of the State of Louisiana

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_, 2021

COUNTERPART SIGNATURE PAGE TO OPTION TO LEASE/PURCHASE

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the respective dates set forth below to be effective as of the last date of execution hereof.

**LESSEE:**

**SHREVEPORT HP ALLENDALE, LLC,  
a Louisiana limited liability company**

By: HACS Allendale, LLC, a Louisiana limited liability  
company

Its: Managing Member

By: Shreveport Leased Housing Corporation,  
a Louisiana non-profit corporation

Its: Manager and sole Member

By: \_\_\_\_\_

Name: Bobby Collins

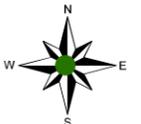
Title: Chief Executive Officer

**EXHIBIT “A”**

**Legal Description**



- Legend**
- Caddo Assessor Lots
  - Caddo Pavement
  - Adjudicated Property
  - City-Owned Property



0 150 300 Feet

= Sites Under Site Control

# City of Shreveport



Geography-Parcel Number	Site Control	Property Address	S-T-R	Subdivision	Legal
181435091000300	City of Shreveport	408 Boisseau	35-18-14	BOISSEAU SUBN.	LOT 3, BOISSEAU SUB.
181435091000400	City of Shreveport	404 Boisseau	35-18-14	BOISSEAU SUBN.	LOT 4, BOISSEAU SUB
181435091000800	City of Shreveport	328 Boisseau	35-18-14	BOISSEAU SUBN.	LOT 8, BOISSEAU SUB.
181435091002100	City of Shreveport	1733 Garden St	35-18-14	BOISSEAU SUBN.	LOT 21, BOISSEAU SUB 181435-91-21
181435091002700	City of Shreveport	437 Sycamore St	35-18-14	BOISSEAU SUBN.	LOT 27 & E. 140 FT OF LOT 26, BOISSEAU SUB 181435-91-27 & 39.
181435091003000	City of Shreveport	1728 Logan St	35-18-14	BOISSEAU SUBN.	LOT 30, BOSSIEAU SUB 181435-91-30
181435091003100	City of Shreveport	1724 Logan St	35-18-14	BOISSEAU SUBN.	LOT 31, BOISSEAU 181435-91-31
181435091003300	City of Shreveport	1720 Logan St	35-18-14	BOISSEAU SUBN.	LOT 33, BOISSEAU SUB
181435091003500	City of Shreveport	439 Sycamore St	35-18-14	BOISSEAU SUBN.	W/2 OF LOT 28, BOISSEAU SUB., 181435-91-35.
181435091003700	City of Shreveport	327 Sycamore St	35-18-14	BOISSEAU SUBN.	W/2 OF LOT 24, BOISSEAU SUB., 181435-91-37
181435091003800	City of Shreveport	23241 None	35-18-14	BOISSEAU SUBN.	E/2 OF LOT 24, BOISSEAU SUB., 181435-91-38
181435091004000	City of Shreveport	23238 None	35-18-14	BOISSEAU SUBN.	W. 100 FT OF LOT 26, BOISSEAU SUB. 181435-91-40
181435091004800	City of Shreveport	1706 Logan St	35-18-14	BOISSEAU SUBN.	WEST 50 FT. OF EAST 100 FT. OF LOTS 1 & 2, BOISSEAU SUB. 181435-91-48
181435092011000	City of Shreveport	1617 Garden St	35-18-14	TEMPLEMAN'S (CORA AVE.) SUBN.	LOT 110 & W/2 OF LOT 109, TEMPLEMAN SUB 181435-92-110 & 127
181435092011600	City of Shreveport	23245 None	35-18-14	TEMPLEMAN'S (CORA AVE.) SUBN.	LOT 116, TEMPLEMAN SUBN.
181435092011700	City of Shreveport	23246 None	35-18-14	TEMPLEMAN'S (CORA AVE.) SUBN.	LOT 117, TEMPLEMAN SUBN.
181435092011900	City of Shreveport	1649 Garden St	35-18-14	TEMPLEMAN'S (CORA AVE.) SUBN.	LOT 119, CORA TEMPLEMAN SUB., OF PART OF SEC 35-18-14, 181435-92-119
181435092013000	City of Shreveport	1671 Garden St	35-18-14	TEMPLEMAN'S (CORA AVE.) SUBN.	A LOT 40 X 130 FT LYING BETWEEN LOTS 122 & 123, TEMPLEMAN SUB., 181435-92-130
181435092013200	City of Shreveport	23249 None	35-18-14	TEMPLEMAN'S (CORA AVE.) SUBN.	S. 45 FT OF LOTS 106 & 107 TEMPLEMAN SUB 181435-92-132
181435092013500	City of Shreveport	23250 None	35-18-14	TEMPLEMAN'S (CORA AVE.) SUBN.	E. 10 FT OF LOT 118, TEMPLEMAN SUBN.
181435092013600	City of Shreveport	1611 Garden St	35-18-14	TEMPLEMAN'S (CORA AVE.) SUBN.	LOT 108 & E/2 OF LOT 109, TEMPLEMAN SUB., 181435-92-136
181435092013700	City of Shreveport	1623 Garden St	35-18-14	TEMPLEMAN'S (CORA AVE.) SUBN.	LOT 111 & E/2 OF LOT 112, TEMPLEMAN SUB., 181435-92-137
181435093000900	City of Shreveport	1634 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 9, DUTCH GARDEN SUB., 181435-93-9
181435093001100	City of Shreveport	1638 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 11, DUTCH GARDEN SUB., 181435-93-11
181435093001300	City of Shreveport	1642 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 13, DUTCH GARDEN SUB., 181435-93-13.
181435093001500	City of Shreveport	1646 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 15, DUTCH GARDEN SUB. 181435-93-15
181435093001600	City of Shreveport	1648 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 16, DUTCH GARDEN SUB
181435093002100	City of Shreveport	1661 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 21, DUTCH GARDEN SUB., 181435-93-21
181435093002200	City of Shreveport	1659 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 22, DUTCH GARDEN SUB., 181435-93-22.
181435093002500	City of Shreveport	1649 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 25, DUTCH GARDEN SUB., 181435-93-25
181435093002600	City of Shreveport	1645 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 26, DUTCH GARDEN SUB., 181435-93-26
181435093002700	City of Shreveport	1643 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 27, DUTCH GARDEN SUB., 181435-93-27.
181435093002800	City of Shreveport	1639 MYRTLE ST	35-18-14	DUTCH GARDEN SUBN.	LOT 28, DUTCH GARDEN SUB., 181435-93-28.
181435093002900	City of Shreveport	1635 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 29, DUTCH GARDEN SUB., 181435-93-29.
181435093003000	City of Shreveport	1633 MYRTLE ST	35-18-14	DUTCH GARDEN SUBN.	LOT 30, DUTCH GARDEN SUB.
181435093003000	City of Shreveport	1633 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 30, DUTCH GARDEN SUB.
181435093003100	City of Shreveport	1631 MYRTLE ST	35-18-14	DUTCH GARDEN SUBN.	LOT 31, DUTCH GARDEN SUB., 181435-93-31.
181435093003100	City of Shreveport	1631 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 31, DUTCH GARDEN SUB., 181435-93-31
181435093003300	City of Shreveport	1627 MYRTLE ST	35-18-14	DUTCH GARDEN SUBN.	LOT 33, DUTCH GARDEN SUB., 181435-93-33.
181435093003400	City of Shreveport	1625 Myrtle St	35-18-14	DUTCH GARDEN SUBN.	LOT 34, DUTCH GARDEN SUBN.

Geography-Parcel Number	Site Control	Property Address	S-T-R	Subdivision	Legal
181435093004000	City of Shreveport	335 Boisseau	35-18-14	DUTCH GARDEN SUBN.	S. 17 1/2 FT OF LOT 20, DUTCH GARDEN SUB.
181435093004200	City of Shreveport	320 PIERRE AVE	35-18-14	DUTCH GARDEN SUBN.	SOUTH 30 FT OF EAST 125 FT OF LOT 2 & NORTH 10 FT. OF EAST 125 FT OF LOT 1, DUTCH GARDEN SUB., 181435-93-42 & 45
181435093004300	City of Shreveport	23254 None	35-18-14	DUTCH GARDEN SUBN.	PART OF LOTS 1 & 2, PER ASSRS CITY PLAT 181435-93-43, 48, & 49 DUTCH GARDEN SUB.
181435093005200	City of Shreveport	41993 None	35-18-14	DUTCH GARDEN SUBN.	LOTS 6 & 7, DUTCH GARDEN SUBN. 181435-93-52
181435094000500	City of Shreveport	1616 LOGAN ST	35-18-14	WHITE, J. W., SUBN	LOT 5, J. W. WHITE SUB
181435094000600	City of Shreveport	1622 LOGAN ST	35-18-14	WHITE, J. W., SUBN.	LOT 6, J. W. WHITE SUB., 181435-94-6
181435094000700	City of Shreveport	1624 Logan St	35-18-14	WHITE, J. W., SUBN.	LOT 7, J. W. WHITE SUB., 181435-94-7
181435094000800	City of Shreveport	1628 LOGAN ST	35-18-14	WHITE, J. W., SUBN.	LOT 8, J. W. WHITE SUB 181435-94-8
181435094000900	City of Shreveport	1632 Logan St	35-18-14	WHITE, J. W., SUBN.	LOT 9, J. W. WHITE SUB., 181435-94-9.
181435094001100	City of Shreveport	1642 LOGAN ST	35-18-14	WHITE, J. W., SUBN.	LOT 11, J. W. WHITE SUB 181435-94-11
181435094001200	City of Shreveport	1646 LOGAN ST	35-18-14	WHITE, J. W., SUBN.	LOT 12, J. W. WHITE SUB
181435094001300	City of Shreveport	1648 LOGAN ST	35-18-14	WHITE, J. W., SUBN.	LOT 13, J. W. WHITE SUB. 181435-94-13
181435094001400	City of Shreveport	1652 Logan St	35-18-14	WHITE, J. W., SUBN.	LOT 14, J. W. WHITE SUBN.
181435094001500	City of Shreveport	1654 LOGAN ST	35-18-14	WHITE, J. W., SUBN.	LOT 15, J. W. WHITE SUBD., 181435-94-15
181435094001600	City of Shreveport	1664 LOGAN ST	35-18-14	WHITE, J. W., SUBN	LOT 16, J. W. WHITE SUB., 181435-94-16
181435094001700	City of Shreveport	1666 LOGAN ST	35-18-14	WHITE, J. W., SUBN	LOT 17, J. W. WHITE SUB. 181435-94-17
181435094001800	City of Shreveport	1668 LOGAN ST	35-18-14	WHITE, J. W., SUBN	LOT 18, J. W. WHITE SUB.
181435094002000	City of Shreveport	405 Boisseau	35-18-14	WHITE, J. W., SUBN.	LOT 20, J. W. WHITE SUB.
181435094004200	City of Shreveport	403 BOISSEAU ST	35-18-14	WHITE, J. W., SUBN.	W. 83 FT OF LOT 19, J. W. WHITE SUB. 181435-94-42
181435094004300	City of Shreveport	1673 Myrtle St	35-18-14	WHITE, J. W., SUBN.	E. 47 FT OF LOT 19, J. W. WHITE SUBN. 181435-94-43
181435094004800	City of Shreveport	1674 LOGAN ST	35-18-14	WHITE, J. W., SUBN	LOTS 21, 22 & 23, J. W. WHITE SUBN., 181435-94-48
181435123000300	City of Shreveport	1611 LOGAN ST	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 3, SHEPHERD & STUART SUB
181435123000400	City of Shreveport	1617 LOGAN ST	35-18-14	SHEPHERD & STUART SUBDIVISION	LOTS 4 & 5, SHEPHERD & STUART SUB.
181435123000600	City of Shreveport	1621 LOGAN ST	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 6, SHEPHERD & STUART SUBN
181435123000700	City of Shreveport	1625 LOGAN ST	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 7, SHEPHERD & STUART SUB
181435123000800	City of Shreveport	1631 Logan St	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 8, SHEPERD & STUART SUBN., 181435-123-8.
181435123001000	City of Shreveport	1639 Logan St	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 10, SHEPHERD & STUART SUB., 181435-123-10.
181435123003400	City of Shreveport	1628 Anna	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 34, SHEPHERD & STUART SUB., 181435-123-34.
181435123003500	City of Shreveport	1620 Anna	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 35, SHEPHERD & STUART SUB.
181435123004400	City of Shreveport	1600 Anna	35-18-14	SHEPHERD & STUART SUBDIVISION	S. 60 FT OF LOTS 38, 39 & 40, SHEPHERD & STUART SUB., 181435-123-44
181435123004500	City of Shreveport	514 PIERRE AVE	35-18-14	SHEPHERD & STUART SUBDIVISION	N. 65 FT OF LOTS 38, 39 & 40, SHEPHERD & STUART SUB. 181435-123-45
181435123004800	City of Shreveport	12089 NONE	35-18-14	SHEPHERD & STUART SUBDIVISION	LOTS 1 & 2, SHEPERD & STUART SUBN., 181435-123-48
181435124001700	City of Shreveport	40798 NONE	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 17, SHEPHERD & STUART SUBN., 181435-124-17
181435124001800	City of Shreveport	1677 Logan St	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 18, SHEPHERD & STUART SUB 181435-124-18
181435124001900	City of Shreveport	1681 LOGAN ST	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 19, SHEPHERD & STUART SUB. 181435-124-19
181435124002000	City of Shreveport	505 Boisseau	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 20, SHEPHERD & STUART SUB., 181435-124-20.
181435124002900	City of Shreveport	1650 Anna	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 29 & N/2 OF LOT 28, SHEPHERD & STUART SUB. 181435-124-29 & 37
181435124003000	City of Shreveport	1648 ANNA ST	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 30, SHEPHERD & STUART SUB
181435124003100	City of Shreveport	1657 Logan St	35-18-14	SHEPHERD & STUART SUBDIVISION	E. 30 FT OF LOT 13, SHEPERD & STUART SUB 181435-124-31

Geography-Parcel Number	Site Control	Property Address	S-T-R	Subdivision	Legal
181435124004500	City of Shreveport	1669 Logan St	35-18-14	SHEPHERD & STUART SUBDIVISION	W/2 OF LOT 16, SHEPARD & STUART SUB. 181435-124-44
181435124004600	City of Shreveport	1649 Logan St	35-18-14	SHEPHERD & STUART SUBDIVISION	LOTS 11 & 12, SHEPARD AND STUART SUBN., 181435-124-46.
181435124004900	City of Shreveport	1656 Anna	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 27 & S/2 OF LOT 28, LESS W. 10 OF LOT 27 DED. FOR AN ALLEY, SHEPERD & STUART SUB., 181435-124-49
181435125004800	City of Shreveport	0 Anna	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 48, SHEPHERD & STUART SUB
181435125007100	City of Shreveport	1638 Abbie	35-18-14	SHEPHERD & STUART SUBDIVISION	LOT 71, SHEPHERD & STUART SUB.
181435125008500	City of Shreveport	0 , Shreveport	35-18-14	SHEPHERD & STUART SUBDIVISION	NORTH 1/3 OF LOTS 78, 79 & 80, SHEPARD & STUART SUBN.
181435125008800	City of Shreveport	0 , Shreveport	35-18-14	SHEPHERD & STUART SUBDIVISION	S. 31.8 FT OF LOTS 41 & 42, SOUTH 31.8 FT OF E. 20 FT. OF LOT 43, SHEPERD & STUART SUB
181435125009000	City of Shreveport	600 Pierre Ave	35-18-14	SHEPHERD & STUART SUBDIVISION	N. 61.7 FT OF LOT 41 & N. 61.7 FT OF E. 29.3 FT OF LOT 42, SHEPHERD & STUART SUB
181435125009100	City of Shreveport	23351 None	35-18-14	SHEPHERD & STUART SUBDIVISION	N. 31.5 FT OF S. 63.3 FT OF LOTS 41 & 42 & N. 31.5 FT OF S. 63.3 FT OF E. 20 FT OF LOT 43, SHEPERD & STUART SUB.
181435125009300	City of Shreveport	624 Pierre Ave	35-18-14	SHEPHERD & STUART SUBDIVISION	W. 76.5 FT OF N/2 OF S. 2/3 OF LOTS 78, 79 SHEPERD & STUART SUB. & THE N. 3 FT OF N/2 OF S. 2/3 OF SAID LOTS 79 & 80, 181435-125-93
181435127003500	City of Shreveport	1739 Logan St	35-18-14	BOISSEAU ANNEX	LOT 35, BOISSEAU ANNEX
181435127004000	City of Shreveport	1711 Logan St	35-18-14	BOISSEAU ANNEX	LOT 40, BOISSEAU ANNEX
181435127004100	City of Shreveport	23356 None	35-18-14	BOISSEAU ANNEX	LOT 41, BOISSEAU ANNEX
181435127004600	City of Shreveport	1712 Anna	35-18-14	BOISSEAU ANNEX	LOT 46, BOISSEAU ANNEX
181435127004700	City of Shreveport	1716 Anna	35-18-14	BOISSEAU ANNEX	LOT 47, BOISSEAU ANNEX 181435-127-47
181435127005400	City of Shreveport	1736 Anna	35-18-14	BOISSEAU ANNEX	S. 63 FT OF LOT 52, BOISSEAU ANNEX

**FACT SHEET  
District B**

TITLE	DATE	ORIGINATING DEPARTMENT
RESOLUTION APPROVING A RESTORATION TAX ABATEMENT RENEWAL APPLICATION FOR VENYU SOLUTIONS, LLC, 601 MILAM STREET, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO	December 6, 2021	DEPARTMENT OF COMMUNITY DEVELOPMENT REVIEWING AGENCY DEPARTMENT. OF COMMUNITY DEVELOPMENT

**PURPOSE**  
To approve a 5 year tax abatement on the ad valorem tax increase resulting from the restoration of the building.

**BACKGROUND INFORMATION**  
A 1983 State Constitutional Amendment provided for the Restoration Tax Abatement Program as an incentive for restoration in historic preservation, economic development, and downtown development districts. The **VENYU SOLUTIONS, LLC** building located at 601 Milam Street was built in 1956 and is in the Shreveport Downtown Development Authority District and Central City Economic Development District.  
This tax abatement will need to be approved by the State Board of Commerce and Industry after the resolution is approved by the City Council (including public hearing).  
The applicant, **VENYU SOLUTIONS, LLC** fully renovated a former vacant 80,000 square feet building (Selber Bros. Building) and rebuilt original storefront display windows that have been infilled with masonry; installed imagery approved by Louisiana State Historic Preservation Office; replaced curtain wall glazing on front façade to match original design; rebuilt falling south parapet wall; cleaned and repaired all brick and stone, resealed and repointed where needed; cleaned, repaired and resealed all remaining original windows; repaired roofing where required; installed new mechanical and electrical equipment in the Equipment Yard; and installed new mechanical and equipment above the Loading Dock.  
The total final cost of the project was \$16,849,700.00. The total City of Shreveport ad valorem taxes abated in the renewal will be \$67,199.97 per year for five years. The total Parish-School Board taxes abated in the renewal is \$337,263.59 per year for five years. The total DDA ad valorem taxes abated in the renewal \$22,848.19 per year for five years.

**TIMETABLE**  
The abatement renewal will become effective after introduction to the City Council on December 14, 2021, and approval (after public hearing) on January 11, 2022, and State Department of Commerce and Industry approval.

**SPECIAL PROCEDURAL REQUIREMENTS**  
Notice of the time and place of the public hearing is published at least twice in the official Journal of the City. The first publication must appear at least ten days before the date of the hearing.

<b>FINANCES</b>		
<b>COST AND REVENUE PROJECTIONS</b>	COST of total project was \$16,849,700.00* COST of this resolution \$67,199.97 /year*	<b>SOURCE OF FUNDS</b>
	RELATED annual operating Costs \$ -0-	CITY _____ % \$ N/A _____ % \$ _____ %
	INCREASED REVENUE EXPECTED/YEAR \$67,199.97 / year after the year 2027	NON-CITY _____ % \$ N/A _____ % \$ _____ %

**DISCUSSION**  
Alternatives:  
1. Approve the application.  
2. Disapprove the application.

**CONCLUSION**  
Alternative number 1 is recommended. The application conforms to the established guidelines for participation in the program.

FACT SHEET PREPARED BY: Frederick Lewis  
Department of Community Development

RESOLUTION NO. \_\_\_\_ of 2021

**RESOLUTION APPROVING A RESTORATION TAX ABATEMENT RENEWAL APPLICATION FOR VENYU SOLUTIONS, LLC, 601 MILAM STREET, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

BY:

**WHEREAS**, the Restoration Tax Abatement has been created by the Electors of the State of Louisiana as an Act 445 of 1983, and amended in Act 783 of 1984, Article VII, Part II, Section 21(H) of the Louisiana Constitution and Louisiana R.S. 47:4311-4319, to authorize the Board of Commerce and Industry, with the approval of the Governor and the local governing authority and in accordance with procedures and conditions provided by law, to enter into a contract granting property owners who propose the expansion, restoration, improvement or development of an existing structure or structures in a downtown development district, historic district, or economic development district, established in accordance with law, the right to pay ad valorem taxes based upon the assessed valuation of the property prior to the commencement of the expansion, restoration, improvement or development; and

**WHEREAS**, the City of Shreveport desires to promote economic activity, create and retain job opportunities, and improve the tax base throughout the City for the benefit of all citizens; and

**WHEREAS**, it is the desire of the City Council to foster the continued growth and development (and redevelopment) of the City to the continued prosperity and welfare of the City; and

**WHEREAS**, this project is located in the Downtown Development District and the Center City Economic Development District; and

**WHEREAS**, this project is a commercial property;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shreveport in due, regular, and legal session convened that the City Council hereby approves the **VENYU SOLUTIONS, LLC** renewal application **20151818** for participation in the Louisiana Restoration Tax Abatement Program.

**BE IT FURTHER RESOLVED** that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this resolution which can be given effect without the invalid provisions, items or applications and to this end the provisions of this resolution are hereby declared severable.

**BE IT FURTHER RESOLVED** that all resolutions or parts thereof in conflict herewith are hereby repealed.

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
City Attorney's Office

# Restoration Tax Abatement Program Renewal Application - (Const 7 21)

**Project ID:** 20151818-RTA

**Date Received:** 7/29/2021

## PROJECT INFORMATION

**Company:** Venyu Solutions, LLC  
**Project Name:** Venyu - Selber Bros. Building Renovation  
**Project Location:** 601 Milam Street , Shreveport, LA, 71101  
**Parish:** Caddo  
**City Limits?:** --

## CONFIRMATION OF AFFIDAVIT OF FINAL COST

**Residential:**  Yes  No  
**Owner-Occupied:**  Yes  No  
**Rented or Leased:**  Yes  No  
**Legal Description of Property:** No

## ACTUAL INVESTMENTS

**Total Investment Costs:** \$16,849,700.00

## ACTUAL JOBS

**Existing:**  
**Construction:**  
**New:**  
**Total Actual Jobs:** 0

## ACTUAL PAYROLL

**Existing:** \$0  
**Construction:** \$0  
**New:** \$0  
**Total Actual Payroll:** \$0.00

**Actual Gross Square Footage After**

**Project:**

**PROJECT DESCRIPTION**

**Did the actual results differ from the original Project Description on the application?**     Yes  No

**If yes, explain the difference:**

No

**FEES**

**Assessed Fee:** \$250.00  
**Amount Due:** \$0.00

**ATTACHMENTS**

Document Type	Document Name	Date
Signed Disclosure Authorization	RTA Disclosure_Authorization-2 (signed).pdf	7/29/2021

**PAYMENTS**

Fee Type	Amount Paid	Date Received	Confirmation #	Transaction Type
RNW	\$250.00	7/29/2021	ODDK5T86BY	master_credit

## PROJECT CONTACTS

Contact First Name	Contact Last Name	Email Address	Company Name	Mailing Address	Phone Number	Contact Type
Dare	Powers	rboatner@didierconsultants.com	Didier Consultants	1575 Church St Bldg 3, Zachary, LA, 70791	(225) 658-6065	Consultant
Lorraine	Kirk	lorraine.kirk@revbroadband.com	REV Broadband	913 S. Burnside Avenue , Gonzales, LA, 70737	(225) 202-7286	Business
Peter	Louviere	peter.louviere@revbroadband.com	REV Broadband	913 S. Burnside Avenue , Gonzales, LA, 70737	(985) 693-0265	Business Signatory
Lauren	Agosta	lagosta@didierconsultants.com	Didier Consultants, Inc.	1575 Church Street , Zachary, LA, 70791	(225) 658-6065	Consultant

## CONTRACT SIGNATORY

The contract signatory will be used when signing contracts. The contracts will be signed online and will take place after the board approves a form.

Title: CFO

First Name: Peter

Last Name: Louviere

Email Address: peter.louviere@revbroadband.com

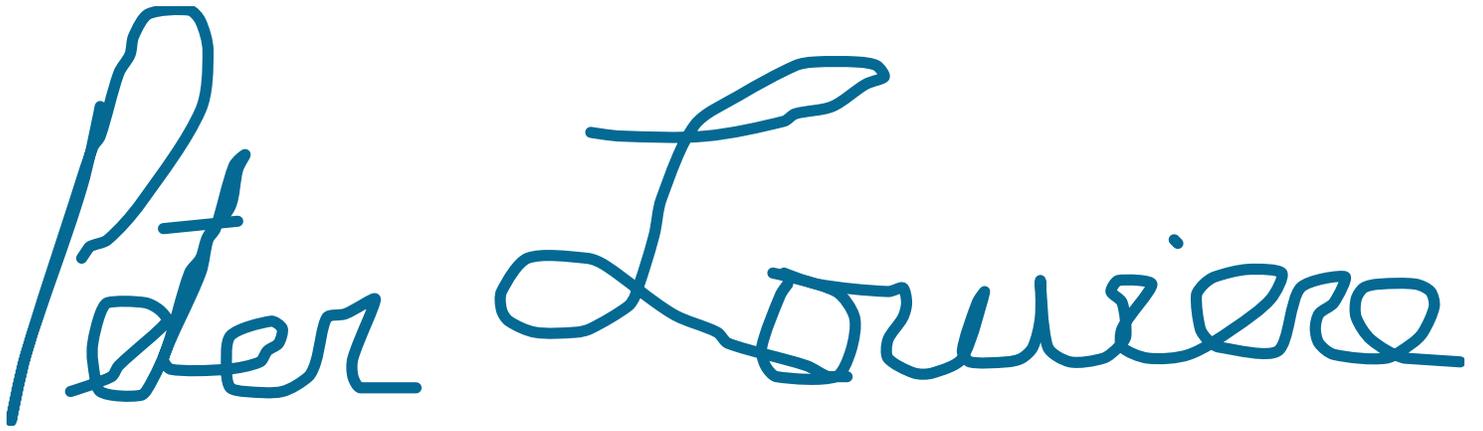
## CERTIFICATION STATEMENT

I hereby certify that this project meets all Constitutional, statutory and regulatory provisions applicable to this program. I hereby certify that the information provided in this document and additional materials is true and correct and that I am aware that my submission of any false information or omission of any pertinent information resulting in the false representation of a material fact may subject me to civil and/or criminal penalties for filing false public records (R.S. 14:133) and/or forfeiture of any tax benefits approved under this program. I understand that the application and information submitted shall not be returnable to the applicant.

## FORM SIGNATURE

I, **Peter Louviere**

, approve the above information.

A handwritten signature in blue ink that reads "Peter Louviere". The signature is written in a cursive style with a large initial "P" and "L".

<b>TITLE</b>	<b>DATE</b>	<b>ORIGINATING DEPT./DIV. SPONSOR OR COUNCIL MEMBER</b>
A RESOLUTION AUTHORIZING THE EMPLOYMENT OF SPECIAL LEGAL COUNSEL TO REPRESENT THE CITY OF SHREVEPORT AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.	1/5/22	OFFICE OF THE CITY ATTORNEY

**PURPOSE**

To authorize the Mayor to execute a retainer agreement with Michael Busada, Attorney at Law, with the law firm of Butler Snow LLP, to provide legal advice, counsel and representation to the City of Shreveport (“City”) on matters involving real estate and economic development including, but not limited to special taxing districts.

This Ordinance will have direct impact on Council District: **All**

**BACKGROUND INFORMATION**

The City desires to retain the services of Michael Busada, to provide legal advice, counsel and representation to the City on matters of real estate and economic development, from time to time throughout this Agreement. Michael Busada will be compensated at an hourly rate of \$150.00, plus expenses.

**TIMETABLE**

Introduction: **January 11, 2022**

Final Passage: **January 25, 2022**

**SPECIAL PROCEDURAL REQUIREMENTS**

None

**FINANCES**

**SOURCE OF FUNDS**

The attorney will be compensated at an hourly rate of \$150.00, plus expenses

**CONCLUSION**

**FACT SHEET PREPARED BY:** Danielle N. Brown, Deputy Chief of Litigation

**RESOLUTION NO. \_\_\_\_\_ OF 2022**

A RESOLUTION AUTHORIZING THE EMPLOYMENT OF SPECIAL LEGAL COUNSEL TO REPRESENT THE CITY OF SHREVEPORT AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

**WHEREAS**, the City of Shreveport (“City”) is involved in matters related to real estate and economic development; and

**WHEREAS**, the City desires to retain Michael Busada, Attorney at Law, to provide legal advice, counsel and representation in connection with matters related to real estate and economic development at an hourly rate of \$150.00, plus expenses; and

**WHEREAS**, the Office of the City Attorney recommends the employment of such special legal counsel to advise, counsel and represent the City in these matters pursuant to Section 8.03 of the City Charter.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Shreveport, in due, regular and legal session convened that the Mayor be and he is hereby authorized to execute, for and on behalf of the City of Shreveport, a retainer agreement with Michael Busada, Attorney at Law, to advise, counsel and represent the City of Shreveport in connection with real estate and/or economic development matters, substantially in accordance with the terms and conditions of the draft thereof which was filed for public inspection, together with the original copy of this resolution in the office of the Clerk of Council on January 11, 2022.

**BE IT FURTHER RESOLVED** that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or application of this resolution which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this resolution are hereby declared to be severable.

**BE IT FURTHER RESOLVED** that all resolutions or parts thereof in conflict herewith are hereby repealed.

**APPROVED AS TO LEGAL FORM:**

---

City Attorney’s Office

## **RETAINER AGREEMENT**

**THIS AGREEMENT**, is entered into on this \_\_\_\_\_ day of \_\_\_\_\_ 2022, by and between the City of Shreveport, a duly organized Louisiana municipal corporation represented herein by Adrian Perkins, Mayor, duly authorized to act herein pursuant to authority contained in Resolution No. \_\_\_\_\_ of 2022 a copy of which is attached hereto and made a part of hereof and Michael Busada.

### **WITNESSETH**

**WHEREAS**, the City is to retain the services of Michael Busada as outside counsel to provide legal advice, counsel and representation in connection with matters related to real estate and economic development.

**WHEREAS**, Michael Busada desires to accept such engagement.

**IT IS THEREFORE AGREED** between the City of Shreveport and Michael Busada that:

Michael Busada will provide legal advice, counsel, and representation to the City of Shreveport in connection with matters related to real estate and economic development as requested by from time to time by the City Attorney.

In consideration of performing said services and advancing necessary costs and expenses required to fulfill his responsibilities, it is hereby agreed that Michael Busada shall be compensated as follows:

Michael Busada ---- \$150.00 per hour

Compensation for other staff shall be as determine by the mutual agreement of the parties hereto.

In addition to any fees earned, Michael Busada shall receive and recover the amount of all costs, disbursement and expenses incurred in fulfilling his obligations hereunder, including reasonable out of pocket expenses incurred for approved out of town travel in accordance with the standards and at the rates approved by the City of Shreveport.

Subject to the prior written approval of the City Attorney, Michael Busada shall be authorized to retained outside experts or consultants, the services of which are necessary to aid Michael Busada in fulfilling its obligations and responsibilities to the City of Shreveport hereunder.

Michael Busada agrees that at no time shall he or any Partner, Associate or employee associated with any firm to which he is associated, with will utilize against the City of Shreveport, its officers, employees and agents, in litigation or otherwise, information of any nature or kind obtained directly or indirectly from or as a consequence of its representation of City of Shreveport.

This Agreement may be terminated in whole or in part by either party at any time by notifying the other in writing at least thirty (30) days prior to the effective date of such termination.

The parties expressly acknowledge and agree that in entering into this Agreement, that no party shall be liable to the other for any benefits or coverage as provided by the Workmen's Compensation Law of the State of Louisiana, and further that under the provisions of LSA-R.S. 23:1034, person employed by either party to this Agreement shall be considered an employee of the other party to the other party to this Agreement.

This Agreement shall be reasonably construed and substantial compliance with its terms, conditions and obligations are hereby intended, unless the context or a literal compliance requires otherwise. Whenever approval or consent is herein required by either party to this Agreement, the same shall not be unreasonably or arbitrarily withheld.

No failure of either party to this Agreement to exercise any power or right given hereunder or to insist upon strict compliance by the other party with its obligations hereunder, and no custom or practice of the parties at variance with the terms hereof shall constitute a waiver of the other party's right to demand at any time exact compliance with terms hereof.

The provisions of this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

If any provision or item of this Agreement is held invalid, such invalidity shall not affect other provisions or items of this Agreement which can be given effect without the invalid provisions and to this end the Agreement is hereby declared severable.

This Agreement shall constitute the entire agreement between the parties and shall not be otherwise affected by any other purported undertaking, whether written or oral.

*(Remainder of page intentionally left blank)*



## MICHAEL J. BUSADA

**Shreveport Office**  
(318) 703-5122  
Mike.Busada@butlersnow.com

*Mike Busada is an experienced public finance and economic development attorney representing local governments, school districts, 501(c)(3)s, and major companies. Mike serves as the Co-Chair of the Governmental Affairs Committee of the National Association of Bond Lawyers (NABL) and is a member of Louisiana's Committee of 100 for Economic Development. His work includes representing clients in financing projects totaling in excess of \$1 billion, including representing one of the world's largest companies in two of the largest non-industrial economic development projects in Louisiana history.*

### PRACTICE AREAS AND INDUSTRY TEAMS

- Public Finance
- Economic Development
- Housing Finance
- Public-Private Partnerships & Public Facilities

### EXPERIENCE

- Prior to joining the firm, Mike began practicing law in Baton Rouge with a large southern law firm in 2008. During this time, he had the opportunity to practice under some of the state's preeminent public finance and economic development attorneys. Over the last decade, he has represented numerous government bodies, economic development agencies, 501c3 organizations, private developers and large corporations on economic development projects utilizing a variety of tools including, but not limited to, tax increment financing (TIF), economic development district financing (EDD), payment in lieu of taxes financing (PILOT) and New Markets Tax Credit financing (NMTC). In 2010, Mike was instrumental in working with the state legislature to amend the state's PILOT laws to provide for more security to local governmental bodies and more opportunities for businesses. With workforce development representing a critical ingredient for successful economic development, Mike's experience representing one of Louisiana's major workforce development companies allows him to provide clients with unique insight.

### BAR ADMISSIONS

- Louisiana, 2008
- U.S. District Courts
  - Louisiana: Eastern, Western, and Middle Districts
- Federal Court, 2008

## **DISTINCTIONS**

- Appointed by Louisiana Gov. John Bel Edwards to serve on the Economic and Community Development Task Force of the Resilient Louisiana Commission
- Honorary Commander, United States Air Force, Office of the Staff Judge Advocate, 2nd Bomb Wing, Barksdale Air Force Base
- Greater Shreveport 40 Under 40
- Norman C. Francis Leadership Institute Fellow

## **CIVIC INVOLVEMENT**

- LSU Health Sciences Shreveport Foundation, Trustee
- Kappa Sigma Fraternity, Board of Directors, 2019-2021
- HBCU Legacy Bowl Inaugural Steering Committee Member
- Capital campaign responsible for developing, funding, and constructing a new \$7.5 million Kappa Sigma Fraternity House at LSU, Co-Chair, 2014-2018
- Shreveport-Bossier Military Affairs Council
  - Board of Directors
  - Membership Chair
- Eddie Robinson Legacy Society, National Chairman, 2012-2015
- Red River Valley Association, Board of Directors
- Captain Shreve High School Alumni Association, Board of Directors
- Mystic Krewe of Louisianans, Lieutenant (Washington, DC Mardi Gras)
- Elected to two terms on the Baton Rouge Bar Association's Young Lawyers Council, 2010-2011

## **ASSOCIATIONS**

- National Association of Bond Lawyers
  - Governmental Affairs Committee
  - Co-Chair
- Committee of 100 of Louisiana
- Louisiana Bar Association
- Shreveport Bar Association
- American Bar Association

## **EDUCATION & HONORS**

- Loyola University New Orleans College of Law, J.D., 2008
  - Commencement Speaker
- Louisiana State University, B.A., Political Science, 2005
  - Student Senate President
  - Leadership LSU
  - Omicron Delta Kappa

<b>ORDINANCE AND RESOLUTION FACT SHEET</b>		<b>City of Shreveport</b>
<b>TITLE</b>		
<b>DATE</b>		<b>ORIGINATING DEPT/DIV</b>
A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A COOPERATIVE PURCHASING AGREEMENT BETWEEN THE CITY OF SHREVEPORT AND THE BATON ROUGE FIRE DEPARTMENT, AND OTHERWISE PROVIDING WITH RESPECT THERETO.		Purchasing Division
		<b>SPONSOR OR COUNCIL MEMBER</b>
		Purchasing Division
<b>PURPOSE</b>		
To authorize the Mayor to execute a Cooperative Purchasing Agreement between the City of Shreveport and the Baton Rouge Fire Department.		
<b>BACKGROUND INFORMATION</b>		
The City of Shreveport awarded a proposal contract for the purchase of Bunker Gear to Ferrara Fire Apparatus under Proposal No. RFP 19-817. The Baton Rouge Fire Department is interested in purchasing these particular bunker gears under said City of Shreveport Proposal No. RFP 19-817. Therefore, the City of Shreveport and the Baton Rouge Fire Department desire to enter into a Cooperative Purchasing Agreement wherein the Baton Rouge Fire Department will purchase these items under the terms of the proposal contract awarded to Ferrara Fire Apparatus.		
<b>TIMETABLE</b>		
Introduction:	January 11, 2022	
Final Passage:	January 25, 2022	
<b>SPECIAL PROCEDURAL REQUIREMENTS</b>		
None		
<b>FINANCES</b>		<b>SOURCE OF FUNDS</b>
N/A		N/A
<b>CONCLUSION</b>		
The Purchasing Division recommends approval of this resolution.		
<b>FACT SHEET PREPARED BY:</b>	Renee Anderson, Interim Purchasing Agent Purchasing Division	

A RESOLUTION AUTHORIZING THE MAYOR TO  
EXECUTE A COOPERATIVE PURCHASING AGREEMENT  
BETWEEN THE CITY OF SHREVEPORT AND THE  
BATON ROUGE FIRE DEPARTMENT, AND  
OTHERWISE PROVIDING WITH RESPECT THERETO.

BY:

WHEREAS, La R.S. 38:2212.I(f) authorizes both the City of Shreveport and the Baton Rouge Fire Department into a cooperative purchasing agreement pursuant to the Louisiana Procurement Code La R.S. 39:1701, et seq; and,

WHEREAS, the City of Shreveport and the Baton Rouge Fire Department desire to enter into a cooperative purchasing agreement under the terms of a contract the City of Shreveport entered into under the terms of RFP No. 19-817.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shreveport in due, legal, and regular session convened that Adrian Perkins, Mayor, be and is hereby authorized to execute an agreement between the City of Shreveport and the Baton Rouge Police Department, substantially in accordance with the draft thereof filed in the Office of the Clerk of Council on January 11, 2022 and attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this resolution which can be given effect without the invalid provisions, items or applications and to this end the provisions of this resolution are hereby declared severable;

BE IT FURTHER RESOLVED that all resolutions or parts thereof in conflict herewith are hereby declared repealed.

APPROVED AS TO LEGAL FORM:

---

City Attorney's Office

STATE OF LOUISIANA

PARISH OF CADDO

**COOPERATIVE PURCHASING AGREEMENT  
BETWEEN  
THE CITY OF SHREVEPORT  
AND  
THE BATON ROUGE FIRE DEPARTMENT**

This Agreement, is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by and between the City of Shreveport (hereinafter sometimes referred to as the "City"), a political subdivision of the State of Louisiana, represented herein by Adrian D. Perkins, its Mayor, and the Baton Rouge Fire Department, represented herein by the undersigned, duly authorized to act herein, who declare as follows:

WHEREAS, La R.S. 38:2212.1(F) authorizes both the City of Shreveport and the Baton Rouge Fire Department into a cooperative purchasing agreement pursuant to the Louisiana Procurement Code La R.S. 39:1701, et seq; and,

WHEREAS, the City of Shreveport and the Baton Rouge Fire Department desire to enter into a cooperative purchasing agreement under the terms of a contract the City of Shreveport entered into under the terms of RFP No. 19-817.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the City of Shreveport and the Baton Rouge Fire Department agree as follows:

1. Purpose. The purpose of this Cooperative Purchasing Agreement is to allow the Baton Rouge Fire Department to procure bunker gears on the City of Shreveport RFP 19-817, tentatively awarded on July 31, 2019.
2. Indemnification. Throughout the term of this Cooperative Purchasing Agreement, an employee of Baton Rouge Fire Department or City, no matter what services may be performed under said Agreement, shall remain an employee of Baton Rouge Fire Department or City respectively. The Baton Rouge Fire Department agrees to indemnify, defend and hold City harmless from and against any and all losses, damages, judgments, expenses or other liabilities whatsoever, including, but not limited to judgment value, interest, attorney's fees, court costs and related costs of defense arising out of or in any way connected with claims for loss of use, data breach, personal injury, death, property damage, or contractual liability, that may be asserted against City, by any party or parties which arise or allegedly arise out of application of this Agreement, or the fault or the negligence of the Baton Rouge Fire Department employees, agents, or representatives.
3. Limitation of liability. In no event shall City or its officers, agents, employees or representatives) be liable for any damages whatsoever (including, without limitation: consequential, incidental, indirect, special, economic, punitive or similar damages, or damages for loss of business profits, loss of goodwill, business interruption, computer/equipment failure or malfunction, loss of business information or any and all other commercial or pecuniary damages or losses) arising out of the use of or inability to use the procured equipment, however caused and on any legal theory of liability (whether

in tort, contract or otherwise), even if City has been advised of the possibility of such damages, or for any claim by any other party.

4. Assignability. The parties herein shall not assign any interest in this Agreement and shall not transfer any interests without the prior written consent of all parties to this Agreement.
5. Compliance With Laws. The Baton Rouge Fire Department and City and their employees shall comply with all applicable federal, state, and local laws and ordinances in carrying out the provisions of this Agreement.
6. Legal Construction. In case any one or more of the provisions contained in this Agreement shall for any reason to be held to be invalid, illegal, or unenforceable in any respect, such invalidity illegality or unenforceability shall not affect any other provision thereof and this Agreement shall be considered as if such invalid illegal or unenforceable provision had never been contained in this Agreement.
7. Amendments. No amendment to this Agreement shall be effective unless it is in writing, signed by the duly authorized representatives of the Baton Rouge Fire Department and City, which shall be the Baton Rouge Fire Chief and the Mayor of the City of Shreveport, or their designees as authorized in writing, and by their signature.
8. Term. This Agreement shall be indefinite and in perpetuity unless the conditions of this Agreement are violated. However, the Baton Rouge Fire Department or City may terminate this Agreement with or without cause and without penalty, upon thirty days written notice to the Mayor of the City of Shreveport at the address provided herein or to the Baton Rouge Fire Chief at the address provided herein. Upon termination, any outstanding sums due either party pursuant to performance of this contract shall be paid within thirty (30) days of receipt of invoice.

**WITNESSES:**

**CITY OF SHREVEPORT**

(1) \_\_\_\_\_

\_\_\_\_\_  
**ADRIAN D. PERKINS, MAYOR**

Print: \_\_\_\_\_

(2) \_\_\_\_\_

Print: \_\_\_\_\_

**Baton Rouge Fire Department**

(1) \_\_\_\_\_

\_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

(2) \_\_\_\_\_

Print: \_\_\_\_\_

**RESOLUTION NO. 5 OF 2022**

**A RESOLUTION HONORING JAMES FLURRY FOR NEARLY 20 YEARS OF DEDICATED SERVICE AS A PUBLIC SERVANT AND OTHERWISE PROVIDING WITH RESPECT THERETO**

**BY: COUNCILMAN JERRY BOWMAN JR.**

**WHEREAS**, James Flurry, a lifelong resident of Shreveport for over 50 years, served as City of Shreveport Councilman for District E until he resigned on November 15, 2021; and

**WHEREAS**, James Flurry was first elected to the City Council in 2014 and reelected to office by the citizens of District E in 2018. His sense of fairness and commitment to community radiate from him while volunteering for the Clerk of Court's office with his beloved wife, Pat; and

**WHEREAS**, James Flurry served with integrity, dedication, and commitment—traits which in every instance impelled him to seek to do the “right thing” in the service of the people of District E, the City of Shreveport and Caddo Parish. He judiciously guarded the taxpayer assets placed in his trust, cared deeply about public safety and worked to build relationships that crossed traditional boundaries; and

**WHEREAS**, his departure from the City Council, in addition to being a personal milestone for him which will allow him to enjoy time with family and friends, is also an excellent opportunity to honor and thank him for his leadership which included an unprecedented run as Chairman of the City Council, a courageous and public battle with cancer, and an accessible and relatable personality noted for his realistic but hopeful outlook and caring personality; and

**WHEREAS**, after nearly 8 years of distinguished service as the District E City of Shreveport Councilman and retiring from his nearly 20 years in elected public service, including 12 years as a Justice of the Peace in Caddo Parish, Flurry said, “It’s been a pleasure to serve the people of District E and Shreveport,” and “I look forward to my retirement, and I just want to say thank you from the bottom of my heart.”

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Shreveport in due, legal and regular session convened, that the Shreveport City Council honors James Flurry for nearly 20 years of dedicated service as a public servant and wish him and his wife Patricia Gross Flurry, and their children, Dr. Angie Flurry Sherman and James Flurry Jr., many continued years of health, contentment and prosperity.

**BE IT FURTHER RESOLVED** that this resolution shall be executed in duplicate originals with one original presented to James Flurry and the other resolution filed in perpetuity in the office of the Clerk of Council for the City of Shreveport.

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James Green  
Council District F

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Tabatha Taylor  
Council District A

---

LeVette Fuller  
Council District B

---

John Nickelson  
Council District C

---

Grayson Boucher  
Council District D

---

Alan Jackson, Jr  
Council District E

---

Jerry Bowman, Jr.  
Council District G

**FACT SHEET****CITY OF SHREVEPORT, LOUISIANA**

<b><u>TITLE</u></b> A resolution amending the pay schedule for the Municipal Police Civil Service Personnel and Municipal Fire Civil Service Personnel and to otherwise provide with respect thereto.	<b><u>DATE</u></b> January 21, 2022	<b><u>ORIGINATING DEPARTMENT</u></b> NA
		<b><u>CITY COUNCIL DISTRICT</u></b> City-wide
		<b><u>SPONSOR</u></b>

**PURPOSE**

The purpose of this resolution is to revise the current pay schedules for the Municipal Police Civil Service Personnel and Municipal Fire Civil Service Personnel.

**BACKGROUND INFORMATION**

The Shreveport Police Department and Shreveport Fire Department are losing personnel due in part to the salaries within those departments being lower than other jurisdictions within the region. The revised pay schedule is a continuing effort to make these departments competitive regionally in regards to compensation for recruitment and retention purposes.

**TIMETABLE**

Introduction: January 25, 2022  
Final Passage: February 8, 2022

**ATTACHMENTS**

2022 Pay Schedules  
for Police and Fire

**SPECIAL PROCEDURAL REQUIREMENTS**

None

**FINANCES**

SPD: \$3,750,800  
SFD: \$4,276,219

**SOURCE OF FUNDS**

SPD: Vacant police officer positions  
SFD: Operating Reserves

**ALTERNATIVES**

(1) Adopt the resolution as submitted, or (2) Amend the resolution, or (3) Reject the resolution.

**RECOMMENDATION**

**FACT SHEET PREPARED BY:** Annette Cash, Interim ACAO

RESOLUTION NO. 6 OF 2022

**A RESOLUTION AMENDING THE PAY SCHEDULE FOR THE MUNICIPAL POLICE CIVIL SERVICE PERSONNEL AND MUNICIPAL FIRE CIVIL SERVICE PERSONNEL AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY: COUNCILMEMBER**

**WHEREAS**, it is the recommendation of the Administration that the current pay schedules for the Municipal Police Civil Service Personnel and Municipal Fire Civil Service Personnel be adjusted to aid in retention and recruitment within the Shreveport Police Department and Shreveport Fire Department; and

**WHEREAS**, the new pay schedules are a continuing effort for the Shreveport Police Department and Shreveport Fire Department to be more competitive in pay to surrounding jurisdictions.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shreveport, Louisiana, in due, legal, and regular session convened, that the SPD 2022 Pay Schedule, attached hereto as Exhibit A, and the SFD 2022 Pay Schedule, attached hereto as Exhibit B, be and is hereby approved, effective February 1, 2022; and

**BE IT FURTHER ORDAINED** that if any provision or item of this Resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Ordinance which can be given affect without the invalid provisions, items or applications and to this end the provisions of this Ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances, resolutions, or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective in accordance with the provisions of Shreveport City Charter Section 4.23.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

---

City Attorney's Office

# Shreveport Fire Department Pay Scale

BASE PAY INCREASE OF 13%

CURRENT PAY SCHEDULE				PROPOSED PAY SCHEDULE								
				<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 25%;">BASE</th> <th style="width: 25%;">EMT</th> <th style="width: 25%;">AEMT</th> <th style="width: 25%;">PARAMEDIC</th> </tr> </table>					BASE	EMT	AEMT	PARAMEDIC
BASE	EMT	AEMT	PARAMEDIC									
Fire Recruit <small>First 6 months in the Fire Academy</small>	City Monthly	\$ 2,360.08	Increase Monthly Base \$ 306.81 Increase ANNUAL \$ 3,681.72	Fire Recruit <small>First 6 months in the Fire Academy</small>	City Monthly	\$ 2,666.89	\$ 2,716.89	\$ 2,816.89	\$ 3,166.89			
	City Annual	\$ 28,320.96			City Annual	\$ 32,002.68	\$ 32,602.68	\$ 33,802.68	\$ 38,002.68			
	State Monthly	\$ -			State Monthly	\$ -	\$ -	\$ -	\$ -			
	State Annual	\$ -			State Annual	\$ -	\$ -	\$ -	\$ -			
	Total Annual	\$ 28,320.96			Total Annual	\$ 32,002.68	\$ 32,602.68	\$ 33,802.68	\$ 38,002.68			
Firefighter <small>State Pay begins after 1 year and FFI Cert.</small>	City Monthly	\$ 2,788.88	Increase Monthly Base \$ 362.55 Increase ANNUAL \$ 4,350.65 TOTAL POSITIONS: 174	Firefighter <small>State Pay begins after 1 year and FFI Cert.</small>	City Monthly	\$ 3,151.43	\$ 3,201.43	\$ 3,301.43	\$ 3,651.43			
	City Annual	\$ 33,466.56			City Annual	\$ 37,817.21	\$ 38,417.21	\$ 39,617.21	\$ 43,817.21			
	State Monthly	\$ 500.00			State Monthly	\$ 500.00	\$ 501.00	\$ 500.00	\$ 500.00			
	State Annual	\$ 6,000.00			State Annual	\$ 6,000.00	\$ 6,012.00	\$ 6,000.00	\$ 6,000.00			
	Total Annual	\$ 39,466.56			Total Annual	\$ 43,817.21	\$ 44,429.21	\$ 45,617.21	\$ 49,817.21			
Fire Engineer	City Monthly	\$ 3,068.10	Increase Monthly Base \$ 398.85 Increase ANNUAL \$ 4,786.24 TOTAL POSITIONS: 153	Fire Engineer	City Monthly	\$ 3,466.95	\$ 3,516.95	\$ 3,616.95	\$ 3,966.95			
	City Annual	\$ 36,817.20			City Annual	\$ 41,603.44	\$ 42,203.44	\$ 43,403.44	\$ 47,603.44			
	State Monthly	\$ 500.00			State Monthly	\$ 500.00	\$ 501.00	\$ 500.00	\$ 500.00			
	State Annual	\$ 6,000.00			State Annual	\$ 6,000.00	\$ 6,012.00	\$ 6,000.00	\$ 6,000.00			
	Total Annual	\$ 42,817.20			Total Annual	\$ 47,603.44	\$ 48,215.44	\$ 49,403.44	\$ 53,603.44			
Fire Captain and Division Officer	City Monthly	\$ 3,486.14	Increase Monthly Base \$ 453.20 Increase ANNUAL \$ 5,438.38 TOTAL POSITIONS: 174	Fire Captain and Division Officer	City Monthly	\$ 3,939.34	\$ 3,989.34	\$ 4,089.34	\$ 4,439.34			
	City Annual	\$ 41,833.68			City Annual	\$ 47,272.06	\$ 47,872.06	\$ 49,072.06	\$ 53,272.06			
	State Monthly	\$ 500.00			State Monthly	\$ 500.00	\$ 501.00	\$ 500.00	\$ 500.00			
	State Annual	\$ 6,000.00			State Annual	\$ 6,000.00	\$ 6,012.00	\$ 6,000.00	\$ 6,000.00			
	Total Annual	\$ 47,833.68			Total Annual	\$ 53,272.06	\$ 53,884.06	\$ 55,072.06	\$ 59,272.06			
Fire Communication Officer I <small>(Eligible for State not Required)</small>	City Monthly	\$ 3,486.14	Increase Monthly Base \$ 453.20 Increase ANNUAL \$ 5,438.38 TOTAL POSITIONS: 30	Fire Communication Officer I <small>(Eligible for State not Required)</small>	City Monthly	\$ 3,939.34	\$ 3,989.34	\$ 4,089.34	\$ 4,439.34			
	City Annual	\$ 41,833.68			City Annual	\$ 47,272.06	\$ 47,872.06	\$ 49,072.06	\$ 53,272.06			
	State Monthly	\$ -			State Monthly	\$ -	\$ -	\$ -	\$ -			
	State Annual	\$ -			State Annual	\$ -	\$ -	\$ -	\$ -			
	Total Annual	\$ 41,833.68			Total Annual	\$ 47,272.06	\$ 47,872.06	\$ 49,072.06	\$ 53,272.06			
EVT II and Fire Communication Officer II <small>(Eligible for State not Required)</small>	City Monthly	\$ 3,694.14	Increase Monthly Base \$ 480.24 Increase ANNUAL \$ 5,762.86 TOTAL POSITIONS: 9	EVT II and Fire Communication Officer II <small>(Eligible for State not Required)</small>	City Monthly	\$ 4,174.38	\$ 4,224.38	\$ 4,324.38	\$ 4,674.38			
	City Annual	\$ 44,329.68			City Annual	\$ 50,092.54	\$ 50,692.54	\$ 51,892.54	\$ 56,092.54			
	State Monthly	\$ -			State Monthly	\$ -	\$ -	\$ -	\$ -			
	State Annual	\$ -			State Annual	\$ -	\$ -	\$ -	\$ -			
	Total Annual	\$ 44,329.68			Total Annual	\$ 50,092.54	\$ 50,692.54	\$ 51,892.54	\$ 56,092.54			
Fire Battalion Chief and Asst. Division Chief	City Monthly	\$ 3,904.34	Increase Monthly Base \$ 507.56 Increase ANNUAL \$ 6,090.77 TOTAL POSITIONS: 32	Fire Battalion Chief and Asst. Division Chief	City Monthly	\$ 4,411.90	\$ 4,461.90	\$ 4,561.90	\$ 4,911.90			
	City Annual	\$ 46,852.08			City Annual	\$ 52,942.85	\$ 53,542.85	\$ 54,742.85	\$ 58,942.85			
	State Monthly	\$ 500.00			State Monthly	\$ 500.00	\$ 501.00	\$ 500.00	\$ 500.00			
	State Annual	\$ 6,000.00			State Annual	\$ 6,000.00	\$ 6,012.00	\$ 6,000.00	\$ 6,000.00			
	Total Annual	\$ 52,852.08			Total Annual	\$ 58,942.85	\$ 59,554.85	\$ 60,742.85	\$ 64,942.85			
Assistant Fire Chief and Division Chief	City Monthly	\$ 4,342.74	Increase Monthly Base \$ 564.56 Increase ANNUAL \$ 6,774.67 TOTAL POSITIONS: 11	Assistant Fire Chief and Division Chief	City Monthly	\$ 4,907.30	\$ 4,957.30	\$ 5,057.30	\$ 5,407.30			
	City Annual	\$ 52,112.88			City Annual	\$ 58,887.55	\$ 59,487.55	\$ 60,687.55	\$ 64,887.55			
	State Monthly	\$ 500.00			State Monthly	\$ 500.00	\$ 501.00	\$ 500.00	\$ 500.00			
	State Annual	\$ 6,000.00			State Annual	\$ 6,000.00	\$ 6,012.00	\$ 6,000.00	\$ 6,000.00			
	Total Annual	\$ 58,112.88			Total Annual	\$ 64,887.55	\$ 65,499.55	\$ 66,687.55	\$ 70,887.55			
Deputy Fire Chief	City Monthly	\$ 5,033.34	Increase Monthly Base \$ 654.33 Increase ANNUAL \$ 7,852.01 TOTAL POSITIONS: 1	Deputy Fire Chief	City Monthly	\$ 5,687.67	\$ 5,737.67	\$ 5,837.67	\$ 6,187.67			
	City Annual	\$ 60,400.08			City Annual	\$ 68,252.09	\$ 68,852.09	\$ 70,052.09	\$ 74,252.09			
	State Monthly	\$ 500.00			State Monthly	\$ 500.00	\$ 501.00	\$ 500.00	\$ 500.00			
	State Annual	\$ 6,000.00			State Annual	\$ 6,000.00	\$ 6,012.00	\$ 6,000.00	\$ 6,000.00			
	Total Annual	\$ 66,400.08			Total Annual	\$ 74,252.09	\$ 74,864.09	\$ 76,052.09	\$ 80,252.09			
Fire Chief	City Monthly	\$ 10,625.00	Increase Monthly Base \$ 1,381.25 Increase ANNUAL \$ 16,575.00 TOTAL POSITIONS: 1	Fire Chief	City Monthly	\$ 12,006.25	\$ 12,056.25	\$ 12,156.25	\$ 12,506.25			
	City Annual	\$ 127,500.00			City Annual	\$ 144,075.00	\$ 144,675.00	\$ 145,875.00	\$ 150,075.00			
	State Monthly	\$ 500.00			State Monthly	\$ 500.00	\$ 501.00	\$ 500.00	\$ 500.00			
	State Annual	\$ 6,000.00			State Annual	\$ 6,000.00	\$ 6,012.00	\$ 6,000.00	\$ 6,000.00			
	Total Annual	\$ 133,500.00			Total Annual	\$ 150,075.00	\$ 150,687.00	\$ 151,875.00	\$ 156,075.00			
<b>TOTAL Plan Cost \$4,276,219 (Base Increase: \$ 2,944,456; FRS: \$1,079,046; FLSA: \$137,279; HT: \$115,438)</b>												

13% SPD PAY 2022

RANK	NUMBER OF EMPLOYEES	CURRENT PAY	13% DIFFERENCE	NEW PAY	TOTAL DIFFERENCE	TOTAL PAY
RECRUITS	16	\$28,922.40	\$3,759.91	\$32,682.31	\$60,158.59	\$522,916.99
OFFICER	124	\$35,349.60	\$4,595.45	\$39,945.05	\$569,835.55	\$4,953,185.95
CORPORAL I	9	\$36,894.62	\$4,796.30	\$41,690.92	\$43,166.71	\$375,218.29
CORPORAL II	16	\$37,629.20	\$4,891.80	\$42,521.00	\$78,268.74	\$680,335.94
CORPORAL III	7	\$38,634.07	\$5,022.43	\$43,656.50	\$35,157.00	\$305,595.49
CORPORAL IV	136	\$39,099.09	\$5,082.88	\$44,181.97	\$691,271.91	\$6,008,748.15
SERGEANT	99	\$43,008.99	\$5,591.17	\$48,600.16	\$553,525.70	\$4,811,415.71
LIEUTENANT	43	\$47,309.90	\$6,150.29	\$53,460.19	\$264,462.34	\$2,298,788.04
CAPTAIN/CAA	15	\$52,040.89	\$6,765.32	\$58,806.21	\$101,479.74	\$882,093.09
SECRETARY TO THE CHIEF	1	\$43,008.99	\$5,591.17	\$48,600.16	\$5,591.17	\$48,600.16
ASSISTANT CHIEF OF POLICE	4	\$58,462.80	\$7,600.16	\$66,062.96	\$30,400.66	\$264,251.86
DEUPTY CHIEF OF POLICE	1	\$75,000.00	\$9,750.00	\$84,750.00	\$9,750.00	\$84,750.00
CHIEF OF POLICE	1	\$127,500.00	\$16,575.00	\$144,075.00	\$16,575.00	\$144,075.00
<b>TOTAL NUMBER OF OFFICERS</b>	<b>472</b>					
JAILER I (YR 1)	2	\$30,726.51	\$3,994.45	\$34,720.96	\$7,988.89	\$69,441.91
JAILER I (YR 2)	2	\$31,780.54	\$4,131.47	\$35,912.01	\$8,262.94	\$71,824.02
JAILER I (YR 3)	4	\$32,834.63	\$4,268.50	\$37,103.13	\$17,074.01	\$148,412.53
JAILER I (YR 4)	4	\$33,901.42	\$4,407.18	\$38,308.60	\$17,628.74	\$153,234.42
JAILER I (YR 5)	4	\$34,951.49	\$4,543.69	\$39,495.18	\$18,174.77	\$157,980.73
JAILER I (YR 6)	4	\$36,009.54	\$4,681.24	\$40,690.78	\$18,724.96	\$162,763.12
JAILER I (YR 7)	8	\$37,063.60	\$4,818.27	\$41,881.87	\$38,546.14	\$335,054.94
JAILER II	6	\$40,769.96	\$5,300.09	\$46,070.05	\$31,800.57	\$276,420.33
JAILER III	3	\$44,846.96	\$5,830.10	\$50,677.06	\$17,490.31	\$152,031.19
JAIL SUPERINTENDENT	1	\$49,331.66	\$6,413.12	\$55,744.78	\$6,413.12	\$55,744.78
PCO I	38	41873.15	5443.5095	47316.6595	206853.361	1798033.061
PCO II	6	46060.46	5987.8598	52048.3198	35927.1588	312289.9188
POLICE VEH TECH I	5	41455.56	5389.2228	46844.7828	\$26,946.11	\$234,223.91

POLICE VEH TECH II	1	45601.12	5928.1456	51529.2656	\$5,928.15	\$51,529.27
ASST SUPT VEH MAINT	1	50161.23	6520.9599	56682.1899	6520.9599	56682.1899
SUPT VEH MAINT	1	58462.8	7600.164	66062.964	7600.164	66062.964

SPD PAY PROPOSAL 2022

RANK	NUMBER OF EMPLOYEES	CURRENT PAY	13% DIFFERENCE	NEW PAY	TOTAL DIFFERENCE	TOTAL PAY
JAILER I (YR 1)	2	\$30,726.51	\$3,994.45	\$34,720.96	\$7,988.89	\$69,441.91
JAILER I (YR 2)	2	\$31,780.54	\$4,131.47	\$35,912.01	\$8,262.94	\$71,824.02
JAILER I (YR 3)	4	\$32,834.63	\$4,268.50	\$37,103.13	\$17,074.01	\$148,412.53
JAILER I (YR 4)	4	\$33,901.42	\$4,407.18	\$38,308.60	\$17,628.74	\$153,234.42
JAILER I (YR 5)	4	\$34,951.49	\$4,543.69	\$39,495.18	\$18,174.77	\$157,980.73
JAILER I (YR 6)	4	\$36,009.54	\$4,681.24	\$40,690.78	\$18,724.96	\$162,763.12
JAILER I (YR 7)	8	\$37,063.60	\$4,818.27	\$41,881.87	\$38,546.14	\$335,054.94
JAILER II	6	\$40,769.96	\$5,300.09	\$46,070.05	\$31,800.57	\$276,420.33
JAILER III	3	\$44,846.96	\$5,830.10	\$50,677.06	\$17,490.31	\$152,031.19
JAIL SUPERINTENDENT	1	\$49,331.66	\$6,413.12	\$55,744.78	\$6,413.12	\$55,744.78
				PAY DIFFERENCE	\$182,104.46	\$1,582,907.98
				MPERS (30%)	\$54,631.34	\$474,872.39
				TOTAL BENEFIT	<b>\$236,735.79</b>	\$2,057,780.37
						<b>TOTAL PAY</b>

SPD PAY PROPOSAL 2022

RANK	NUMBER OF EMPLOYEES	CURRENT PAY	13% DIFFERENCE	NEW PAY	TOTAL DIFFERENCE	TOTAL PAY	
PCO I	38	\$41,873.15	\$5,443.51	\$47,316.66	\$206,853.36	\$1,798,033.06	
PCO II	6	\$46,060.46	\$5,987.86	\$52,048.32	\$35,927.16	\$312,289.92	
POLICE VEH TECH I	5	\$41,455.56	\$5,389.22	\$46,844.78	\$26,946.11	\$234,223.91	
POLICE VEH TECH II	1	\$45,601.12	\$5,928.15	\$51,529.27	\$5,928.15	\$51,529.27	
ASST SUPT VEH MAINT	1	\$50,161.23	\$6,520.96	\$56,682.19	\$6,520.96	\$56,682.19	
SUPT VEH MAINT	1	\$58,462.80	\$7,600.16	\$66,062.96	\$7,600.16	\$66,062.96	
					PAY DIFFERENCE	\$289,775.90	\$2,518,821.31
					MPERS (30%)	\$86,932.77	\$755,646.39
					TOTAL BENEFIT	<b>\$376,708.67</b>	\$3,274,467.71

SPD PAY PROPOSAL 2022

TITLE	NUMBER OF EMPLOYEES	CURRENT PAY	13% DIFFERENCE	NEW PAY	TOTAL DIFFERENCE	TOTAL PAY
COMPLAINT TAKER	4	\$27,125.28	\$3,526.29	\$30,651.57	\$14,105.15	\$122,606.27
OFFICE ASSOCIATE	9	\$27,125.28	\$3,526.29	\$30,651.57	\$31,736.58	\$275,864.10
OFFICE SPECIALIST	9	\$27,125.28	\$3,526.29	\$30,651.57	\$31,736.58	\$275,864.10
HOSTLER	1	\$27,125.28	\$3,526.29	\$30,651.57	\$3,526.29	\$30,651.57
ADMINISTRATIVE ASSISTANT	15	\$30,881.76	\$4,014.63	\$34,896.39	\$60,219.43	\$523,445.83
MANAGEMENT ASSISTANT	2	\$33,874.08	\$4,403.63	\$38,277.71	\$8,807.26	\$76,555.42
NAT OFFICER	1	\$31,995.60	\$4,159.43	\$36,155.03	\$4,159.43	\$36,155.03
NAT SUPERVISOR	1	\$40,382.40	\$5,249.71	\$45,632.11	\$5,249.71	\$45,632.11
AFIS OPERATOR	6	\$27,125.28	\$3,526.29	\$30,651.57	\$21,157.72	\$183,909.40
AFIS SUPERVISOR	3	\$28,523.28	\$3,708.03	\$32,231.31	\$11,124.08	\$96,693.92
AFIS ADMINISTRATOR	1	\$33,874.08	\$4,403.63	\$38,277.71	\$4,403.63	\$38,277.71
LATENT PRINT EXAMINER	1	\$44,138.47	\$5,738.00	\$49,876.47	\$5,738.00	\$49,876.47
CRIME SCENE TECHNICIAN I	1	\$36,975.36	\$4,806.80	\$41,782.16	\$4,806.80	\$41,782.16
PC TECHNICIAN	2	\$33,874.08	\$4,403.63	\$38,277.71	\$8,807.26	\$76,555.42
SENIOR CRIME ANALYST	1	\$44,138.40	\$5,737.99	\$49,876.39	\$5,737.99	\$49,876.39
POLICE SYSTEMS ADMINISTRATOR	1	\$44,138.40	\$5,737.99	\$49,876.39	\$5,737.99	\$49,876.39
MANAGEMENT ANALYST II	2	\$38,351.04	\$4,985.64	\$43,336.68	\$9,971.27	\$86,673.35
GRANT ADMINISTRATOR	1	\$50,057.28	\$6,507.45	\$56,564.73	\$6,507.45	\$56,564.73
FALSE ALARM COORDINATOR	1	\$31,078.32	\$4,040.18	\$35,118.50	\$4,040.18	\$35,118.50
VEHICLE FOR HIRE COORDINATOR	1	\$38,078.32	\$4,950.18	\$43,028.50	\$4,950.18	\$43,028.50
CHIEF ADMINISTRATIVE MANAGER	2	\$41,889.12	\$5,445.59	\$47,334.71	\$10,891.17	\$94,669.41
TOTAL	65					
				PAY DIFFERENCE	\$187,858.70	\$1,632,925.65
				ERS (30%)	\$56,357.61	\$489,877.70
				TOTAL BENEFIT	<b>\$244,216.31</b>	\$2,122,803.35
						<b>TOTAL PAY</b>

**FACT SHEET****CITY OF SHREVEPORT, LOUISIANA**

<b><u>TITLE</u></b>	<b><u>DATE</u></b>	<b><u>ORIGINATING DEPARTMENT</u></b>
A Resolution accepting the public dedication of the west side of the Chestnut Park Lane and Provenance Place intersection rights-of-way in Provenance Subdivision and otherwise providing with respect thereto.	January 14, 2021	Department of Engineering and Environmental Services
		<b><u>COUNCIL DISTRICT</u></b>
		“D”
		<b><u>SPONSOR</u></b>

**PURPOSE**

Section 2.03(a) of the City Charter of 1978 authorizes the City Council to accept the dedication of streets and other grounds.

This Resolution will have direct impact on Council District: D

**BACKGROUND INFORMATION**

The Chestnut Park Lane and Provenance Place intersection is located in southeast Shreveport, in the Provenance subdivision. Provenance subdivision is located north of Southern Loop and east of Wallace Lake Road.

The Metropolitan Planning Commission approved the plat on January 6, 2022.

The Master Plan makes no specific recommendation regarding the standard practice of street dedication for public use.

**TIMETABLE**

Introduction: January 25, 2022  
Final Passage: February 08, 2022

**ATTACHMENTS**

Chestnut Park Lane in Provenance Dedication Plat

**SPECIAL PROCEDURAL REQUIREMENTS**

None

**FINANCES**

No associated costs.

**SOURCE OF FUNDS**

None

**RECOMMENDATION**

**FACT SHEET PREPARED BY:** Thomas Jenkins  
Department of Engineering and Environmental Services

RESOLUTION NUMBER \_\_\_\_\_ OF 2022

**A RESOLUTION ACCEPTING THE PUBLIC DEDICATION OF THE WEST SIDE OF THE CHESTNUT PARK LANE AND PROVENANCE PLACE INTERSECTION RIGHTS-OF-WAY IN PROVENANCE SUBDIVISION AND OTHERWISE PROVIDING WITH RESPECT THERETO.**

**BE IT RESOLVED** by the City Council of the City of Shreveport, in due, legal, and regular session convened, that the dedication of the west side of the Chestnut Park Lane and Provenance Place Intersection rights-of-way in Section 20, (T16N-R13W), Caddo Parish, Louisiana, and as shown on the Chestnut Park Lane in Provenance Dedication plat attached hereto and made a part hereof, be and the same is hereby accepted as dedicated to the public for public use in the City of Shreveport.

**BE IT FURTHER RESOLVED** that the original plat reflecting the dedication of the west side of the Chestnut Park Lane and Provenance Place intersection rights-of-way be recorded in the official records of the Clerk of Court for Caddo Parish, Louisiana.

**BE IT FURTHER RESOLVED** that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications and to this end the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER RESOLVED** that all ordinances or resolutions or parts thereof in conflict herewith are hereby repealed.

**THUS DONE AND RESOLVED** by the City Council of the City of Shreveport, Louisiana.

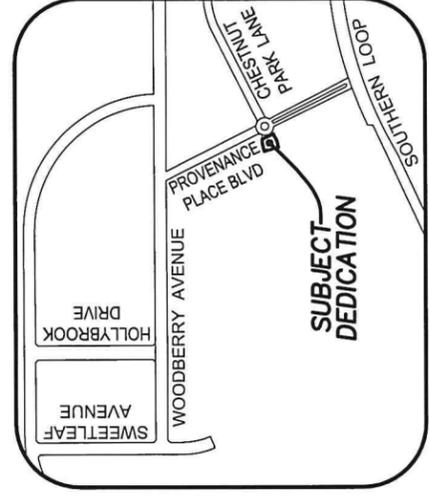
**APPROVED AS TO LEGAL FORM:**

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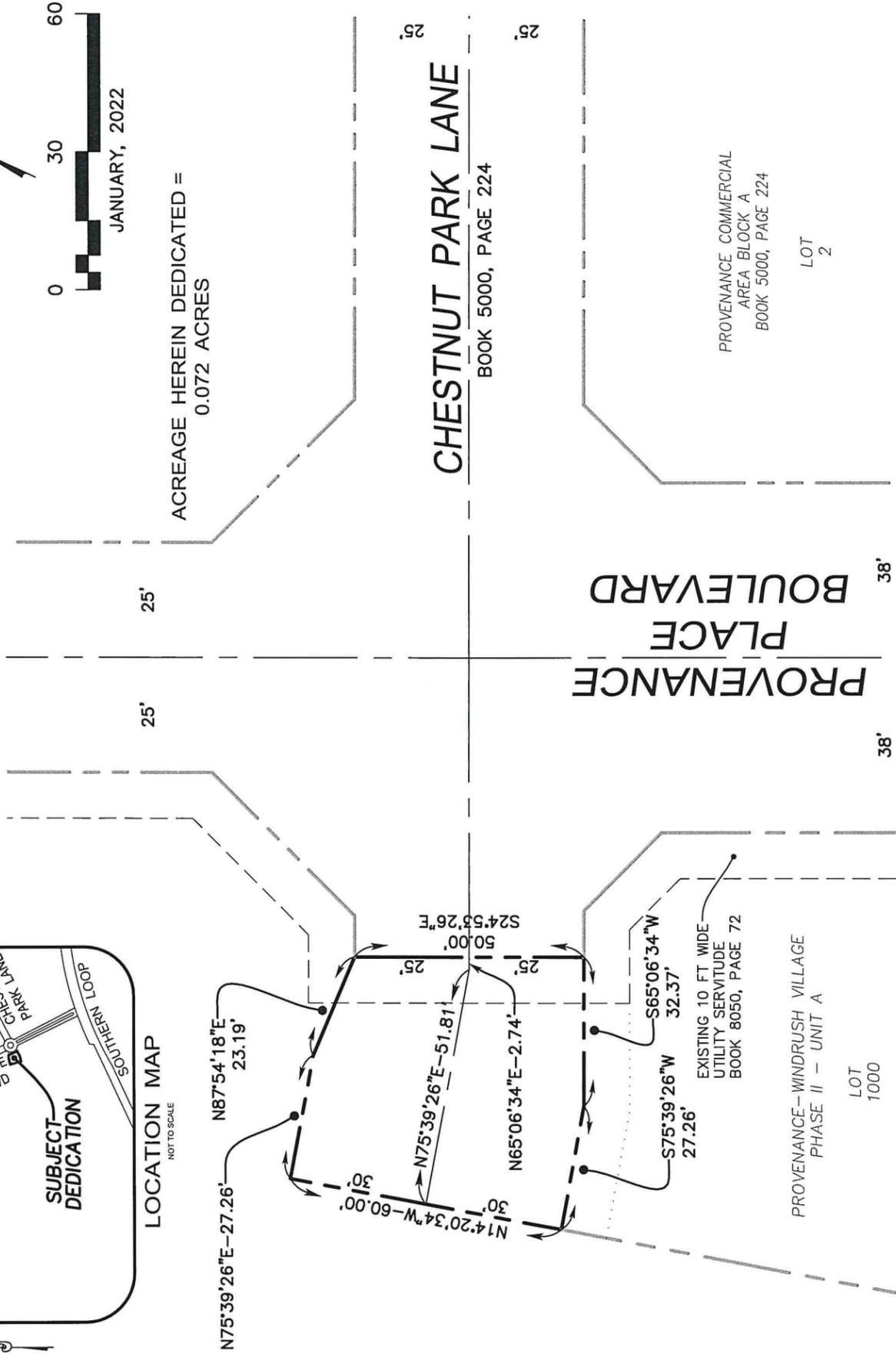
City Attorney's Office

# CHESTNUT PARK LANE IN PROVENANCE DEDICATION PLAT

LOCATED IN SECTION 20, TOWNSHIP 16 NORTH, RANGE 13 WEST,  
SHREVEPORT, CADDO PARISH, LOUISIANA.



LOCATION MAP  
NOT TO SCALE



NOTES:

- 1/2" IRON ROD SET AT RIGHT-OF-WAY CORNERS.
- BEARINGS SHOWN ON THIS PLAT ARE BASED UPON PREVIOUS PLAT FILINGS.
- THIS STREET DEDICATION IS NOT LOCATED IN A FLOOD HAZARD ZONE AS PER CADDO PARISH, LA FLOOD BOUNDARY AND FLOOD MAP, AS PER PANEL No. 22017C-0605H, DATED MAY 19, 2014.
- THIS PLAT DOES NOT CONSTITUTE THE FOLLOWING:  
 A. WETLANDS DETERMINATION  
 B. SUBSURFACE DETERMINATION  
 C. ENVIRONMENTAL ASSESSMENTS
- THIS PLAT CONFORMS TO LA R.S. 33:5051.
- THIS PLAT CONFORMS TO THE CITY OF SHREVEPORT UDC SUBDIVISION STANDARDS (ARTICLE 13).
- THE CITY SHALL BE HELD HARMLESS FOR ANY DAMAGE, INTENTIONAL OR ACCIDENTAL, TO ANY PRIVATE PROPERTY (STREETS, SIDEWALKS, HOUSES, DRIVEWAYS, VEHICLES, SPRINKLER SYSTEMS, TREES, LANDSCAPE, FENCES, WALLS, ETC.) THAT MAY RESULT FROM THE WATER AND SEWER INFRASTRUCTURE OR FROM ACTIVITIES ASSOCIATED WITH ACCESSING THE WATER AND SEWER INFRASTRUCTURE FOR MAINTENANCE, REPAIR, REPLACEMENT, ETC. THE CITY WILL NOT REPLACE ANY PRIVATE IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO STREETS THAT MUST BE REMOVED FOR ACCESS TO THE WATER AND SEWER INFRASTRUCTURE.
- DEDICATION IS LOCATED IN THE LOUISIANA NORTHWESTERN LAND DISTRICT, LOUISIANA MERIDIAN.

ACCEPTED BY CITY COUNCIL

RES. NO. \_\_\_\_\_ OF 2022

ADRIAN PERKINS  
MAYOR

DATE

APPROVED:

*Adrian Perkins* 1-6-2022  
METROPOLITAN PLANNING COMMISSION DATE

*Patrick Furlong* 1-13-22  
PATRICK FURLONG, P.E. DATE

DEDICATION:  
 THE RECORD OWNERS HEREIN DEDICATE TO THE PUBLIC USE IN PERPETUITY THE STREET RIGHT-OF-WAY AS SHOWN ON THIS DEDICATION PLAT. IN ADDITION, AEP/SWEP/CO, AT&T/BELLSOUTH, COMCAST/TIME WARNER CABLE, CENTERPOINT ENERGY/ARKLA AND THE CITY OF SHREVEPORT, ARE HEREBY GRANTED THE RIGHT TO GO UPON THE RIGHT-OF-WAY DEDICATED HEREIN TO INSTALL, MAINTAIN, AND REMOVE FACILITIES APPROPRIATE TO THEIR SERVICE; TO HAVE INGRESS AND EGRESS THERETO OVER ADJACENT LOTS AND LANDS; AND TO TRIM AND/OR CUT AND REMOVE TREES OR OTHER OBSTRUCTIONS AS MAY INTERFERE WITH OR ENDANGER THE LIFE OR THE OPERATION OF SUCH FACILITIES OR THEIR EFFICIENCY. THE RECORD OWNER FURTHER AGREES TO HOLD HARMLESS THE CITY OF SHREVEPORT AND THE PARISH OF CADDO FROM DAMAGES DUE TO CHANGES IN STREET GRADES. BINDING HEREIN THEIR HEIRS, SUCCESSORS AND ASSIGNS.

THE UNDERSIGNED OWNER HEREBY AUTHORIZES THE PLATTING AND RECORDING OF THIS STREET DEDICATION:  
 PROVENANCE DEVELOPMENT COMPANY, L.L.C.  
 BY PROVENANCE OPERATING COMPANY, L.L.C.,  
 ITS MANAGER:

*David M. Alexander* 1/5/22  
 DAVID M. ALEXANDER, MANAGER DATE

THE SURVEY FOR THIS DEDICATION PLAT WAS PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION AND CONTROL. I HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO CITY OF SHREVEPORT ORDINANCE NO. 129 OF 2016 AND AMENDMENTS THERETO AND R.S. 33:5051. THE SURVEY FOR THIS PLAT WAS PREPARED IN ACCORDANCE WITH "STANDARDS OF PRACTICE FOR ROUTE SURVEYS".



*Desmond C. Sprawls* 01/04/2022  
 DESMOND C. SPRAWLS DATE

**FACT SHEET****CITY OF SHREVEPORT, LOUISIANA**

<b><u>TITLE</u></b>	<b><u>DATE</u></b>	<b><u>ORIGINATING DEPARTMENT</u></b>
A Resolution accepting the public dedication of Pecan Square Avenue, Fairwoods Drive and Woodberry Avenue rights-of-way and 30-foot-wide drainage servitude in Provenance Subdivision Phase IV – Unit A and otherwise providing with respect thereto.	January 14, 2021	Department of Engineering and Environmental Services
		<b><u>COUNCIL DISTRICT</u></b>
		“D”
		<b><u>SPONSOR</u></b>

**PURPOSE**

Section 2.03(a) of the City Charter of 1978 authorizes the City Council to accept the dedication of streets and other grounds.

This Resolution will have direct impact on Council District: D

**BACKGROUND INFORMATION**

Provenance Phase IV – Unit A is located in southeast Shreveport, in the Provenance subdivision. Provenance subdivision is located north of Southern Loop and east of Wallace Lake Road.

The Metropolitan Planning Commission approved the plat on January 10, 2022.

The Master Plan makes no specific recommendation regarding the standard practice of street dedication for public use.

**TIMETABLE**

Introduction: January 25, 2022  
Final Passage: February 08, 2022

**ATTACHMENTS**

Provenance Phase IV – Unit A Plat

**SPECIAL PROCEDURAL REQUIREMENTS**

None

**FINANCES**

No associated costs.

**SOURCE OF FUNDS**

None

**RECOMMENDATION**

**FACT SHEET PREPARED BY:** Thomas Jenkins  
Department of Engineering and Environmental Services

RESOLUTION NUMBER \_\_\_\_\_ OF 2022

**A RESOLUTION ACCEPTING THE PUBLIC DEDICATION OF PECAN SQUARE AVENUE, FAIRWOODS DRIVE AND WOODBERRY AVENUE RIGHTS-OF-WAY AND 30-FOOT-WIDE DRAINAGE SERVITUDE IN PROVENANCE SUBDIVISION PHASE IV – UNIT A AND OTHERWISE PROVIDING WITH RESPECT THERETO.**

**BE IT RESOLVED** by the City Council of the City of Shreveport, in due, legal, and regular session convened, that the dedication of Pecan Square Avenue, Fairwoods Drive and Woodberry Avenue rights-of-way and 30-foot wide drainage servitude in Provenance Subdivision Phase IV in Sections 19 and 20, (T16N-R13W), Caddo Parish, Louisiana, and as shown on the Provenance Phase IV – Unit A plat attached hereto and made a part hereof, be and the same is hereby accepted as dedicated to the public for public use in the City of Shreveport.

**BE IT FURTHER RESOLVED** that the original plat reflecting the dedication of Pecan Square Avenue, Fairwoods Drive and Woodberry Avenue rights-of-way and 30-foot-wide drainage servitude be recorded in the official records of the Clerk of Court for Caddo Parish, Louisiana.

**BE IT FURTHER RESOLVED** that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications and to this end the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER RESOLVED** that all ordinances or resolutions or parts thereof in conflict herewith are hereby repealed.

**THUS DONE AND RESOLVED** by the City Council of the City of Shreveport, Louisiana.

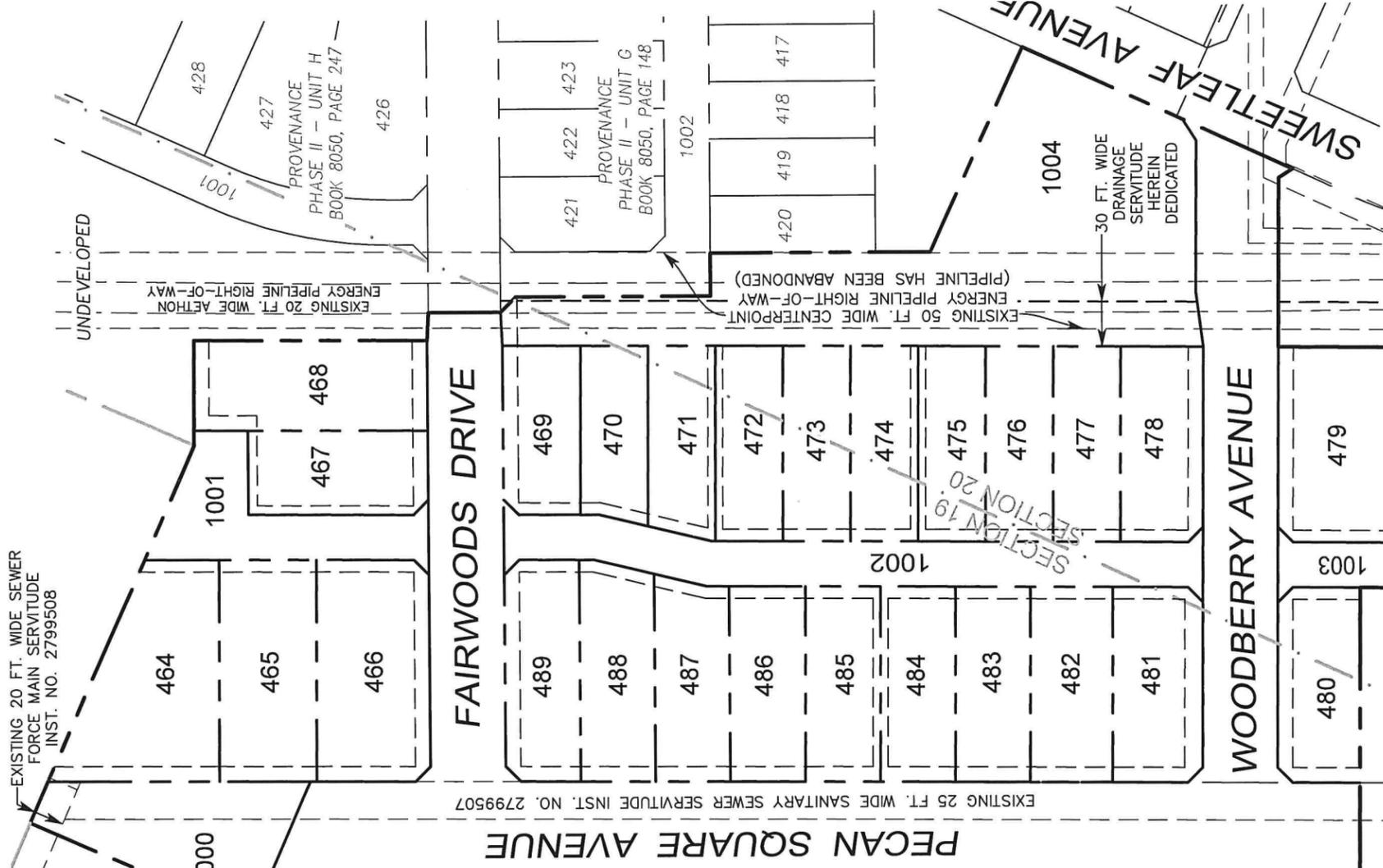
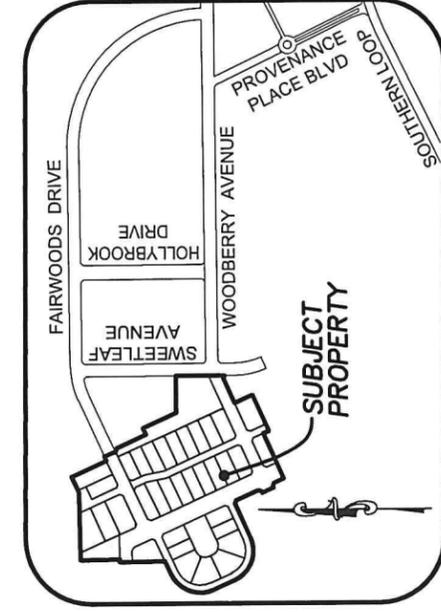
**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

# PROVENANCE PHASE IV - UNIT A

A SUBDIVISION LOCATED IN SECTIONS 19 AND 20, TOWNSHIP 16 NORTH, RANGE 13 WEST, SHREVEPORT, CADDO PARISH, LOUISIANA.



TOTAL AREA = 10.563 ACRES

**NOTES:**

1. 1/2" IRON ROD SET AT LOT CORNERS.
2. BEARINGS SHOWN ON THIS PLAT ARE BASED UPON PREVIOUS PLAT FILINGS.
3. THIS SUBDIVISION IS NOT LOCATED IN A FLOOD HAZARD ZONE AS PER CADDO PARISH, LA FLOOD BOUNDARY AND FLOOD MAP, AS PER PANEL No. 22017C-0605H, DATED MAY 19, 2014.
4. THIS PLAT DOES NOT CONSTITUTE THE FOLLOWING:
  - A. WETLANDS DETERMINATION
  - B. SUBSURFACE DETERMINATION
  - C. ENVIRONMENTAL ASSESSMENTS
5. THIS PLAT CONFORMS TO LA R.S. 33:5051.
6. THIS PLAT CONFORMS TO THE CITY OF SHREVEPORT UDC SUBDIVISION STANDARDS (ARTICLE 13).
7. LOTS 1000 THRU 1006 ARE NOT BUILDING SITES.
8. THE CITY SHALL BE HELD HARMLESS FOR ANY DAMAGE, INTENTIONAL OR ACCIDENTAL, TO ANY PRIVATE PROPERTY (STREETS, SIDEWALKS, HOUSES, DRIVEWAYS, VEHICLES, SPRINKLER SYSTEMS, TREES, LANDSCAPE, FENCES, WALLS, ETC.) THAT MAY RESULT FROM THE WATER AND SEWER INFRASTRUCTURE OR FROM ACTIVITIES ASSOCIATED WITH ACCESSING THE WATER AND SEWER INFRASTRUCTURE FOR MAINTENANCE, REPAIR, REPLACEMENT, ETC. THE CITY WILL NOT REPLACE ANY PRIVATE IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO STREETS THAT MUST BE REMOVED FOR ACCESS TO THE WATER AND SEWER INFRASTRUCTURE.
9. SUBDIVISION IS LOCATED IN THE LOUISIANA NORTHWESTERN LAND DISTRICT, LOUISIANA MERIDIAN.

**DEDICATION:**

THE RECORD OWNER HEREBY DEDICATES TO THE PUBLIC USE IN PERPETUITY THE STREET RIGHT-OF-WAY AND DRAINAGE SERVITUDE AS SHOWN ON THIS SUBDIVISION PLAT. ALL UTILITY SERVITUDES AND LOTS 1000-1006 SHOWN HEREON ARE PRIVATE AND ARE GRAN HEREIN IN FAVOR OF AEP/SWEPCO, AT&T/BELLSOUTH, COMCAST/TIME WARNER CABLE, CENTERPOINT ENERGY/ARKLA AND THE CITY OF SHREVEPORT. IN ADDITION, THE ABOVE NAMED UTILITY COMPANIES, PRIVATE OR PUBLIC, ARE HEREBY GRANTED THE RIGHT TO GO UPON LOTS 1000-1006 AND THE SERVITUDES GRANTED HEREIN TO INSTALL, MAINTAIN, A REMOVE FACILITIES APPROPRIATE TO THEIR SERVICE; TO HAVE INGRESS AND EGRESS THERETO OVER ADJACENT LOTS AND LANDS; AND TO TRIM AND/OR CUT AND REMOVE TREES OR OTHER OBSTRUCTIONS AS MAY INTERFERE WITH OR ENDANGER THE LIFE OR OPERATION OF SUCH FACILITIES OR THEIR EFFICIENCY. THE OWNERS OF LOTS 27 THRU 3 ARE HEREBY GRANTED THE RIGHT TO GO UPON THE ADJOINING COMMON LOT TO INSTALL AND MAINTAIN PRIVATE WATER LINES. THE RECORD OWNER FURTHER AGREES TO HOLD HARMLESS THE CITY OF SHREVEPORT AND THE PARISH OF CADDO FROM DAMAGES DUE CHANGES IN STREET GRADES. BINDING HEREIN THEIR HEIRS, SUCCESSORS AND ASSIGNS.

THE UNDERSIGNED OWNER HEREBY AUTHORIZES THE PLATTING AND RECORDING OF THIS SUBDIVISION:

PROVENANCE DEVELOPMENT COMPANY, L.L.C.  
BY PROVENANCE OPERATING COMPANY, L.L.C.,  
ITS MANAGER:

*[Signature]*  
DAVID M. ALEXANDER, MANAGER

DATE

THE SURVEY FOR THIS SUBDIVISION PLAT WAS PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION AND CONTROL. I HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO CITY OF SHREVEPORT ORDINANCE NO. 129 OF 2016 AND AMENDMENTS THERETO AND R.S. 33:5051. THE SURVEY FOR THIS PLAT WAS PREPARED IN ACCORDANCE WITH "STANDARDS OF PRACTICE FOR BOUNDARY SURVEYS" FOR A CLASS "B" SURVEY.

ACCEPTED BY CITY COUNCIL  
RES. NO. \_\_\_\_\_ OF \_\_\_\_\_

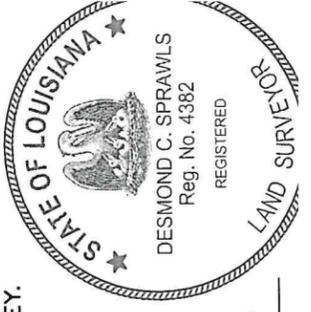
ADRIAN PERKINS  
MAYOR

DATE

APPROVED: *[Signature]* 1-10-2022

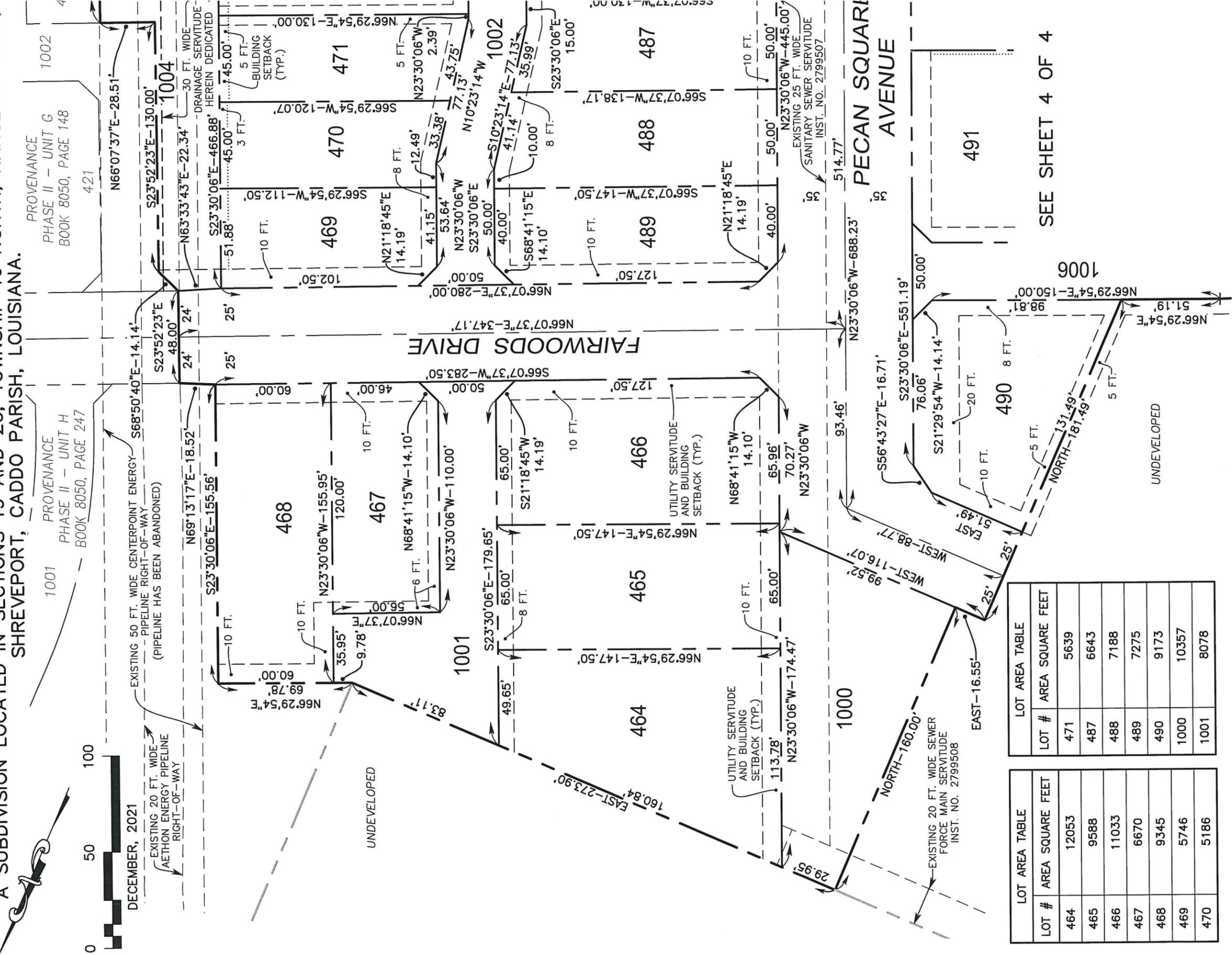
METROPOLITAN PLANNING COMMISSION

*[Signature]* 12/15/2021  
DATE



# PROVENANCE PHASE IV - UNIT A

A SUBDIVISION LOCATED IN SECTIONS 19 AND 20, TOWNSHIP 16 NORTH, RANGE 13 WEST, SHREVEPORT, CADDO PARISH, LOUISIANA.



LOT AREA TABLE		LOT AREA TABLE	
LOT #	AREA SQUARE FEET	LOT #	AREA SQUARE FEET
464	12053	471	5639
465	9588	487	6643
466	11033	488	7188
467	6670	489	7275
468	9345	490	9173
469	5746	1000	10357
470	5186	1001	8078

ACCEPTED BY CITY COUNCIL  
 RES. NO. \_\_\_\_\_ OF \_\_\_\_\_  
 DATE \_\_\_\_\_

ADRIAN PERKINS  
 MAYOR

APPROVED: *Adrian Perkins* 1-10-2022  
 METROPOLITAN PLANNING COMMISSION DATE

NOTE: ALL UTILITY SERVITUDES SHOWN HEREON ARE UTILITY SERVITUDES & BUILDING SETBACK LIMITATIONS. THE SURVEY FOR THIS SUBDIVISION PLAT WAS PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION AND CONTROL. I HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO CITY OF SHREVEPORT ORDINANCE NO. 129 OF 2016 AND AMENDMENTS THERETO. THE SURVEY FOR THIS PLAT WAS PREPARED IN ACCORDANCE WITH "STANDARDS OF PRACTICE FOR BOUNDARY SURVEYS" FOR CLASS "B" SURVEY.

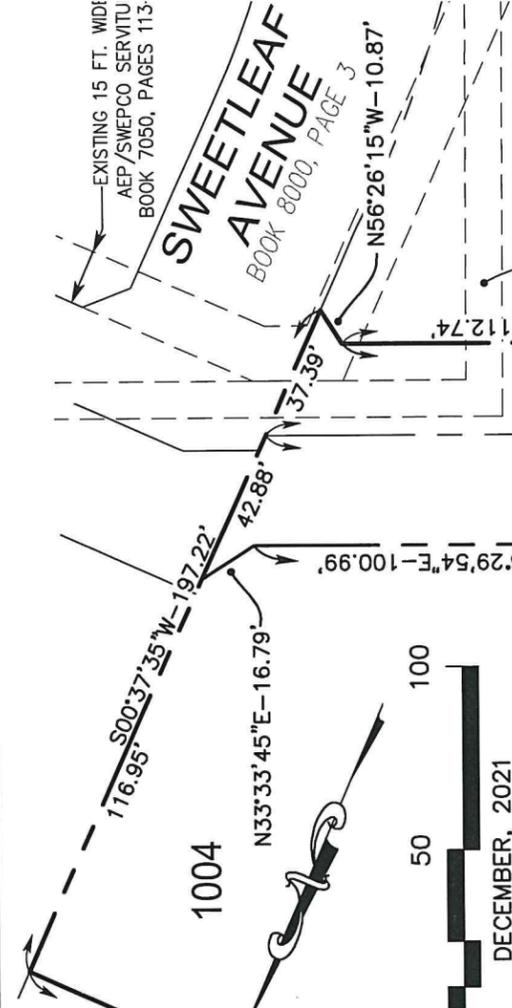


*Desmond C. Sprawls*  
 12/15/2021

SEE SHEET 4 OF 4

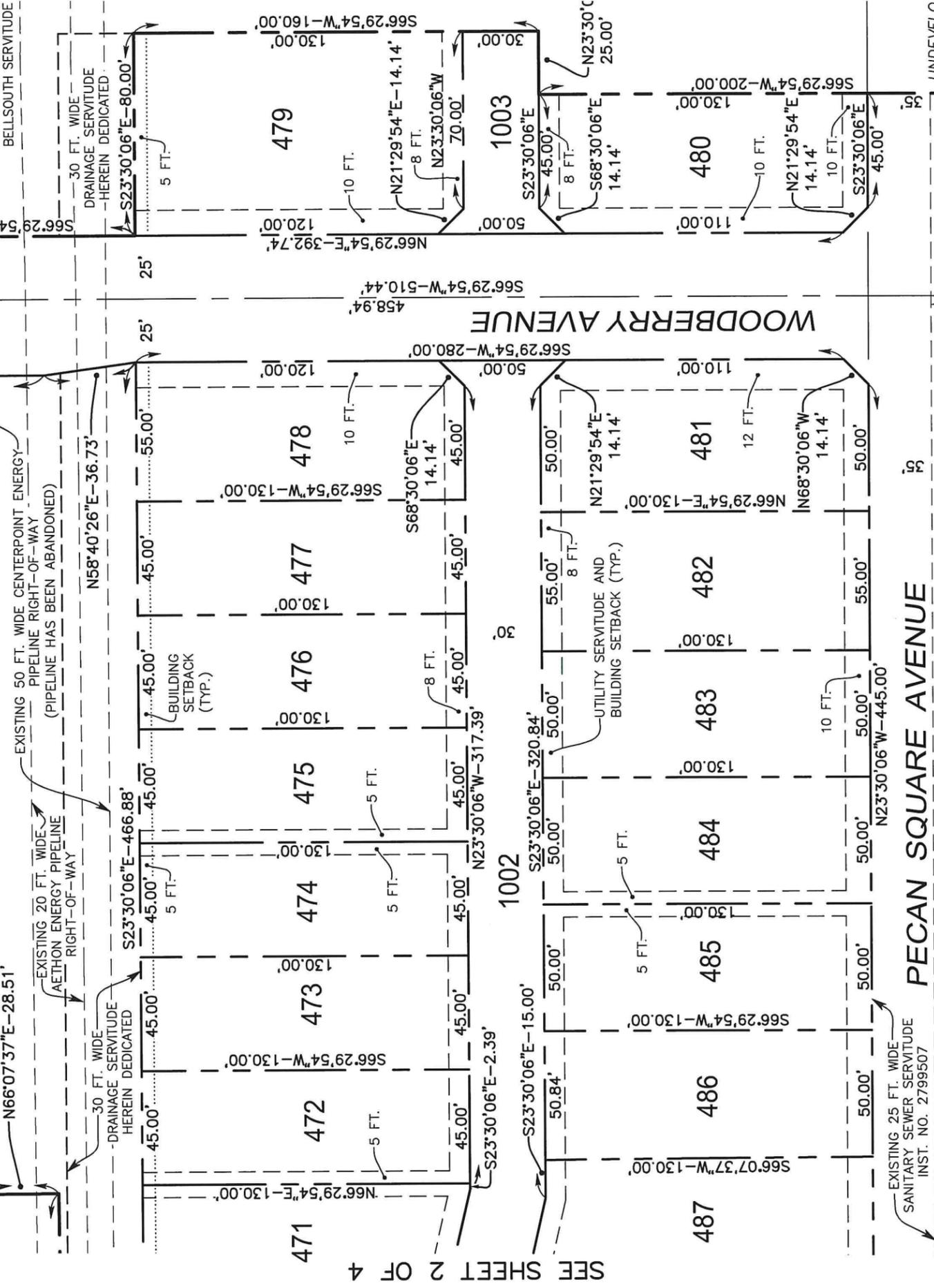
# PROVENANCE PHASE IV - UNIT A

A SUBDIVISION LOCATED IN SECTIONS 19 AND 20, TOWNSHIP 16 NORTH, RANGE 13 WEST, SHREVEPORT, CADDO PARISH, LOUISIANA.



418  
PROVENANCE  
PHASE II - UNIT G  
BOOK 8050, PAGE 148  
419  
420

DECEMBER, 2021



SEE SHEET 2 OF 4

SEE SHEET 4 OF 4

LOT AREA TABLE	
LOT #	AREA SQUARE FEET
472	5850
473	5850
474	5850
475	5850
476	5850

LOT AREA TABLE	
LOT #	AREA SQUARE FEET
477	5850
478	7100
479	10350
480	7050
481	7700

LOT AREA TABLE	
LOT #	AREA SQUARE FEET
482	7150
483	6500
484	6500
485	6500
486	6555

LOT AREA TABLE	
LOT #	AREA SQUARE FEET
1002	14242
1003	2500
1004	41749

UNDEVELOPED

NOTE:  
ALL UTILITY SERVICITUDES SHOWN HEREON ARE UTILITY SERVICITUDES & BUILDING SETBACK LINES.

ACCEPTED BY CITY COUNCIL  
RES. NO. \_\_\_\_\_ OF \_\_\_\_\_

ADRIAN PERKINS  
MAYOR

DATE

APPROVED: *Adrian Perkins* 1-10-2022  
METROPOLITAN PLANNING COMMISSION DATE

*Adrian Perkins* 12/15/2021

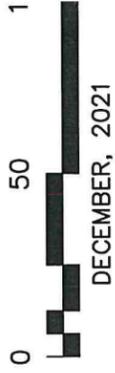
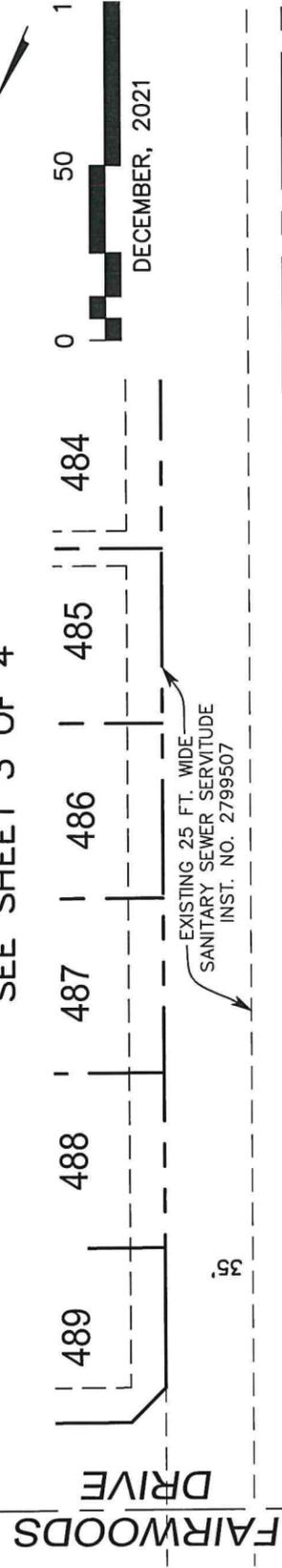
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# PROVENANCE PHASE IV - UNIT A

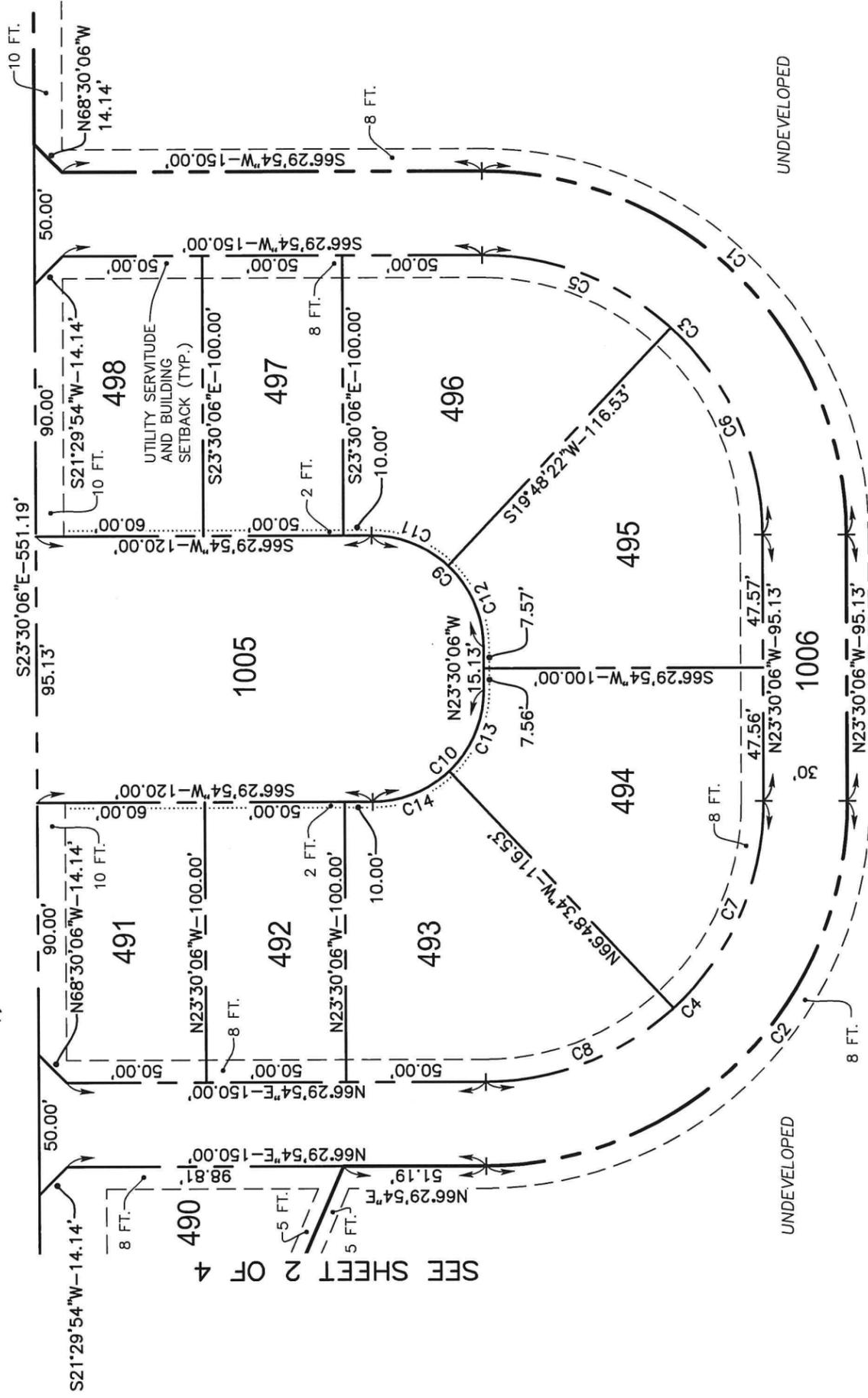
A SUBDIVISION LOCATED IN SECTIONS 19 AND 20, TOWNSHIP 16 NORTH, RANGE 13 WEST, SHREVEPORT, CADDO PARISH, LOUISIANA.

SEE SHEET 3 OF 4



DECEMBER, 2021

## PECAN SQUARE AVENUE



SEE SHEET 2 OF 4

CURVE TABLE			
CURVE #	RADIUS	CHORD LENGTH	CHORD
C1	130.00'	204.20'	N68°30'06"W 183.85'
C2	130.00'	204.20'	N21°29'54"E 183.85'
C3	100.00'	157.08'	N68°30'06"W 141.42'
C4	100.00'	157.08'	N21°29'55"E 141.42'
C5	100.00'	73.92'	S87°40'25"W 72.24'
C6	100.00'	83.16'	N47°19'35"W 80.79'
C7	100.00'	83.16'	N00°19'23"E 80.79'
C8	100.00'	73.92'	N45°19'23"E 72.25'
C9	40.00'	62.83'	N68°30'06"W 56.57'
C10	40.00'	62.83'	N21°29'54"E 56.57'
C11	40.00'	30.23'	S88°09'08"W 29.52'
C12	40.00'	32.60'	N46°50'52"W 31.70'
C13	40.00'	32.60'	N00°09'20"W 31.70'
C14	40.00'	30.23'	N44°50'40"E 29.52'

ACCEPTED BY CITY COUNCIL

RES. NO. \_\_\_\_\_ OF \_\_\_\_\_

ADRIAN PERKINS  
MAYOR

DATE

APPROVED:

*Adrian Perkins* 1-10-2022  
METROPOLITAN PLANNING COMMISSION DATE

*Desmond C. Sprawls* 12/15/2021



LOT AREA TABLE	
LOT #	AREA SQUARE FEET
491	5950
492	5000
493	8760
494	9193
495	9193

LOT AREA TABLE	
LOT #	AREA SQUARE FEET
496	8760
497	5000
498	5950
1005	14534
1006	23492

NOTE:  
ALL UTILITY SERVITUDES SHOWN HEREON ARE UTILITY SERVITUDES & BUILDING SETBACK L  
THE SURVEY FOR THIS SUBDIVISION PLAT WAS PERFORMED BY ME OR UNDER A  
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PLAT CONFORMS TO CITY OF SHREVEPORT ORDINANCE NO. 129 OF 2016 AND  
AMENDMENTS THERETO. THE SURVEY FOR THIS PLAT WAS PREPARED IN  
ACCORDANCE WITH "STANDARDS OF PRACTICE FOR BOUNDARY SURVEYS" FOR  
CLASS "B" SURVEY.

**FACT SHEET**

**CITY OF SHREVEPORT, LOUISIANA**

**TITLE**

A Resolution authorizing a request to be made to the Louisiana Department of Natural Resources, Louisiana State Mineral and Energy Board, to seek public bids for an oil, gas and mineral lease involving the property located in Districts F and G and described herein and to execute the lease for certain mineral interests owned by the City of Shreveport; and to authorize the mayor to execute any and all documents related to the intent of this Resolution; and to otherwise provide with respect thereto.

**DATE**

January 11, 2022

**ORIGINATING DEPARTMENT**

Office of Engineering  
Property Management Section

**CITY COUNCIL DISTRICT**

F & G

**SPONSOR**

**PURPOSE**

To authorize the State Mineral and Energy Board to seek public bids for an oil, gas and mineral lease for City-owned property and to execute a lease for certain mineral interests owned by the City.

**BACKGROUND INFORMATION**

The Louisiana State Mineral and Energy Board is available, upon the request of the City, to seek public bids for an oil, gas and mineral lease and to execute the lease of the property described herein for oil, gas and other minerals. All rights and authority in connection to any lease *shall be vested in the City* to the same extent as if the City had itself leased the land.

The property is located and identified in Exhibit “A”.

**TIMETABLE**

Introduction: January 25, 2022  
Final Passage: February 8, 2022

**ATTACHMENTS**

Exhibit “A” – Property Description  
Exhibit “B” – Proposal Letter

**SPECIAL PROCEDURAL REQUIREMENTS**

The City should not follow La. R.S. [33:4712](#) for the lease of its minerals; instead it should follow [La. R.S. 30:151](#) et. seq. Pursuant to [La. R.S. 30:153\(A\)](#), the City may direct the State Mineral and Energy Board to lease its land by Resolution.

**FINANCES**

+ > \$1500.00  
Projected Bonus and Annual Delay Rentals  
[*plus* Lease Royalties after production begins.]

**SOURCE OF FUNDS**

Successful Bidder

**ALTERNATIVES**

(1) Adopt the Resolution as submitted, or (2) Amend the Resolution, or (3) Reject the Resolution.

**RECOMMENDATION**

It is recommended the City Council adopt the Resolution.

**FACT SHEET PREPARED**

Malcolm Stadtlander,

**BY:**

Property Management Administrator

RESOLUTION NO. \_\_\_\_\_ OF 2022

**A RESOLUTION AUTHORIZING A REQUEST TO BE MADE TO THE LOUISIANA DEPARTMENT OF NATURAL RESOURCES, LOUISIANA STATE MINERAL AND ENERGY BOARD, TO SEEK PUBLIC BIDS FOR AN OIL, GAS AND MINERAL LEASE INVOLVING THE PROPERTY LOCATED IN DISTRICTS F AND G AND DESCRIBED HEREIN AND TO EXECUTE THE LEASE FOR CERTAIN MINERAL INTERESTS OWNED BY THE CITY OF SHREVEPORT; AND TO AUTHORIZE THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS RELATED TO THE INTENT OF THIS RESOLUTION; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY: COUNCILMEMBER**

**WHEREAS**, the City of Shreveport (“City”) may own certain mineral rights underlying the described property in Exhibit “A” (“the property”); and

**WHEREAS**, every agency [including every municipality] is authorized to lease its land for the development and production of minerals; and

**WHEREAS**, the City desires to lease its interest in the property for oil, gas and other minerals subject to conditions contained herein; and

**WHEREAS**, the Louisiana Department of Natural Resources, Louisiana State Mineral and Energy Board, is available upon the request of the City of Shreveport to seek public bids for an oil, gas and mineral lease and to execute the lease of the property described herein in Exhibit “A” for oil, gas and other minerals if requested to do so by the City of Shreveport; and

**WHEREAS**, this Resolution is authorized pursuant to Louisiana Revised Statutes, Title 30; Subtitle I; Chapter 2; Subpart B. Leases by State Agencies [and Municipalities] ([La. R.S. 30:151 – 30:159](#)); and

**WHEREAS**, pursuant to [La. R.S. 30:153\(A\)](#), any agency [Municipality] may, by Resolution, direct the State Mineral and Energy Board to lease the City’s interest in the property for such purposes; and

**WHEREAS**, pursuant to [La. R.S. 30:153\(A\)](#), after the execution of the original lease, all rights and authority in connection therewith shall be vested in the agency [Municipality] to the same extent as if the agency [Municipality] had itself leased the land; and

**WHEREAS**, pursuant to [La. R.S. 30:153\(A\)](#) the bonus money, if any, received for the lease shall be transmitted by the State Mineral and Energy Board to the agency [Municipality];

**WHEREAS**, the City of Shreveport has received a written request from Joe K. McGinty, Jr., on behalf of McGinty-Durham, Inc., that the City seek public bids for an oil, gas and mineral lease covering said described property in Exhibit “A”; and

**WHEREAS**, the City of Shreveport does not, by way of the instant Resolution, guarantee Joe K. McGinty, Jr., on behalf of McGinty-Durham, Inc., or any other bidding entity, the award of successful bid on the described property in Exhibit “A” (“the property”).

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shreveport, Louisiana, in due, legal, and regular session convened, that:

1. The City of Shreveport declares it may own certain mineral rights underlying the following described property, to-wit: *See* Exhibit “A” – Property Description
2. The Louisiana Department of Natural Resources, State Mineral and Energy Board, be and it is hereby requested and authorized to seek public bids for an oil, gas and mineral lease covering the property described herein above.
3. The Louisiana Department of Natural Resources, State Mineral and Energy Board, be and it is hereby requested and authorized to execute a lease covering the property described herein above.
4. The Mayor, Adrian Perkins, and/or his designee, is hereby authorized to execute, for and on behalf of the City of Shreveport, any and all documents related to the execution and intent of this Resolution.
5. **Any such lease shall contain a NO SURFACE OPERATIONS provision to read the same or substantially the same as the following:**

Lessee, its successors or assigns, may produce oil, gas and other minerals from the leased premises by drilling from a surface location on other lands, but notwithstanding any other provision of this lease, Lessee, its successors or assigns, shall not use the surface of the Lessor's property for

drilling or any other operations without prior written permission of Lessor, which permission may be withheld at Lessor's discretion.

6. **Any such lease shall contain a HORIZONTAL PUGH clause to read the same or substantially the same as the following:**

Notwithstanding anything to the contrary herein contained, at the end of the primary term or any extension thereof by operations, if the Commission of Conservation of the State of Louisiana establishes a drilling unit which includes a part of the land herein leased, the production of oil, gas and other minerals from such unit shall maintain this lease in full force and effect only as to such portions of the leased land embraced in said pooled unit; and this lease shall expire as to that part of the land herein leased not included in such unit; and Lessee, its successors and assigns agrees to relinquish by formal instrument any portion of the leased land not included in a unit created by the Commission of Conservation while this lease is in effect.

7. **Any such lease shall contain a VERTICAL PUGH clause to read the same or substantially the same as the following:**

Upon the expiration of the primary term hereof or any extension thereof by operations, this lease shall automatically terminate and be of no further force or effect except as to all that part of the leased premises then included within the geographical boundaries of a producing unit duly established by governmental agency or authority having jurisdiction, from the surface of the earth to a depth of one hundred (100) feet below the deepest depth from which any well commenced during the primary term hereof on the leased premises or on lands pooled therewith is completed and from which there is production in paying quantities, such depth determination to be made on a unit-by-unit basis. In the absence of units so established, this lease shall terminate except as to forty (40) acres around each producing oil well and one hundred sixty (160) acres around each producing or shut-in gas well located on the leased premises, in as near the form of a square as is practicable, from the surface of the earth down to a depth of one hundred (100) feet below the deepest depth from which said well or wells are completed and from which there is production in paying quantities, such depth determination to be made on a well-by-well basis.

8. **Any such lease shall contain a minimum CASH PAYMENT BONUS provision as follows:** Cash Payment Bonus of not less than one thousand five hundred dollars (\$1500.00) per acre.

9. **Any such lease shall contain a minimum ROYALTY provision as follows:** Royalty of not less than twenty percent (20%).
10. **Any such lease shall contain a maximum TERM provision as follows:** Primary term of lease shall not exceed three (3) years.
11. Any such lease shall contain a provision expressly stating that any lease granted by the City of Shreveport and accepted by Lessee shall be **WITHOUT WARRANTY OF TITLE** and **WITHOUT RECOURSE AGAINST THE CITY**, whether expressed or implied, even for the return of any monies paid, and further, that City shall not be required to return any payments received or be otherwise responsible to Lessee therefore.
12. Any error in any legal description contained in this Resolution and/or in Exhibit "A" which may be discovered by the State Mineral and Energy Board, or its staff, during its review of the City's application, which are subsequently corrected by the City of Shreveport, provided such irregularities do not materially change the property being herein authorized for lease, shall not affect any authorization granted or conveyed herein and the State Mineral and Energy Board is hereby authorized to advertise and subsequently lease the said property as correctly described.
13. A certified copy of the executed *Lease Agreement* authorized herein and all Exhibits attached thereto, or an extract thereof, shall be filed and recorded in the conveyance records of Caddo Parish, Louisiana.

**BE IT FURTHER RESOLVED** that if any provision or item of this Resolution or the application thereof is held invalid, such invalidity shall not affect other, provisions, items or applications of this Resolution which can be given effect without the invalid provisions, items or application, and to this end, the provisions of this Resolution are hereby declared severable.

**BE IT FURTHER RESOLVED** that all resolutions, ordinances or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER RESOLVED** that this Resolution shall become effective in accordance with the provisions of [Shreveport City Charter Section 4.23](#).

**THUS DONE AND RESOLVED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

## Exhibit "A"

### CITY OF SHREVEPORT, LOUISIANA NOMINATION 1: (All lands in Sections 13 & 24-17N-15W)

Those certain tracts of land, excluding the beds and bottoms of all navigable waters, belonging to and not presently under mineral lease from City of Shreveport on February 12, 2020, being more fully described as follows: 1a) All dedicated highways, roads, streets, alleys, drainage and rights of way located in Sections 13 and 24, Township 17 North, Range 15 West, Caddo Parish, Louisiana, containing **68.591225 acres**, more or less; 1b) That certain tract of land belonging to the City of Shreveport within Section 13, Township 17 North, Range 15 West, Caddo Parish, Louisiana, with GEO Identification Number 017-171513-000-0056-00 containing **34.891 acres**, more or less, acquired by City of Shreveport as recorded in Book 1482, Page 93, Instrument No. 645649; 1c) That certain tract of land belonging to the City of Shreveport within Section 13, Township 17 North, Range 15 West, Caddo Parish, Louisiana, with GEO Identification Number 017-171513-000-0043-00 containing **21.21 acres**, more or less, acquired by City of Shreveport as recorded in Book 1482, Page 89, Instrument No. 645648; 1d) That certain tract of land belonging to the City of Shreveport within Section 13, Township 17 North, Range 15 West, Caddo Parish, Louisiana, with GEO Identification Number 017-171513-018-0017-00 containing **0.920033 acres**, more or less, acquired by City of Shreveport as recorded in Book 1482, Page 89, Instrument No. 645648; 1e) That certain tract of land belonging to the City of Shreveport within Section 13, Township 17 North, Range 15 West, Caddo Parish, Louisiana, with GEO Identification Number 017-171513-018-0019-00 containing **3.628994 acres**, more or less, acquired by City of Shreveport as recorded in Book 1482, Page 89, Instrument No. 645648; 1f) That certain tract of land belonging to the City of Shreveport within Section 13, Township 17 North, Range 15 West, Caddo Parish, Louisiana, with GEO Identification Number 017-171513-018-0020-00 containing **0.072421 acres**, more or less, acquired by City of Shreveport as recorded in Book 1482, Page 89, Instrument No. 645648; 1g) That certain tract of land belonging to the City of Shreveport within Section 13, Township 17 North, Range 15 West, Caddo Parish, Louisiana, with GEO Identification Number 017-171513-012-0030-00 containing **0.091939 acres**, more or less, acquired by City of Shreveport as recorded in Book 2471, Page 736, Instrument No. 1166363; 1h) That certain tract of land belonging to the City of Shreveport within Section 24, Township 17 North, Range 15 West, Caddo Parish, Louisiana, with GEO Identification Number 017-171524-000-0036-00 containing **1.641850 acres**, more or less, acquired by City of Shreveport as recorded in Book 1238, Page 739, Instrument No. 493138 and Book 1314, Page 172, Instrument No. 542878; 1i) All tax adjudicated properties in Sections 13 and 24, Township 17 North, Range 15 West containing **3.99 acres**, more or less; the total acreage for Sections 13 and 24, Township 17 North, Range 15 West containing **135.24 acres**.

# McGINTY-DURHAM, INC.

*Energy Land Services*  
(318) 445-0054 FAX (318) 445-0804

Exhibit "B"

Post Office Box 7979  
Alexandria, Louisiana 71306-0979

1326 Jackson Street  
Alexandria, Louisiana 71301

December 17, 2021

The Honorable Adrian Perkins, Mayor  
CITY OF SHREVEPORT, LOUISIANA  
505 Travis Street, Suite 200  
Shreveport, LA 71101

Re: Nomination of City of Shreveport Acreage  
For Oil, Gas & Mineral Lease  
Sections 13 & 24, Township 17 North, Range 15 West  
Caddo Parish, Louisiana

Dear Mayor Perkins:

McGinty-Durham, Inc. desires to obtain Oil, Gas and Mineral Lease coverage as to approximately **135.24 acres** located in Sections 13 & 24 of Township 17 North, Range 15 West, Caddo Parish, Louisiana. In order to obtain said lease coverage, the City of Shreveport needs to enact a Resolution authorizing the State Mineral Board of the State of Louisiana to advertise and receive sealed bids in a future State Lease Sale. Please note that this is the identical acreage that was previously approved by the City Council and nominated for the June 9, 2021 State Lease Sale; however, no bids for this acreage were submitted at that time. We are now hopeful that a successful bidder will appear to lease this acreage.

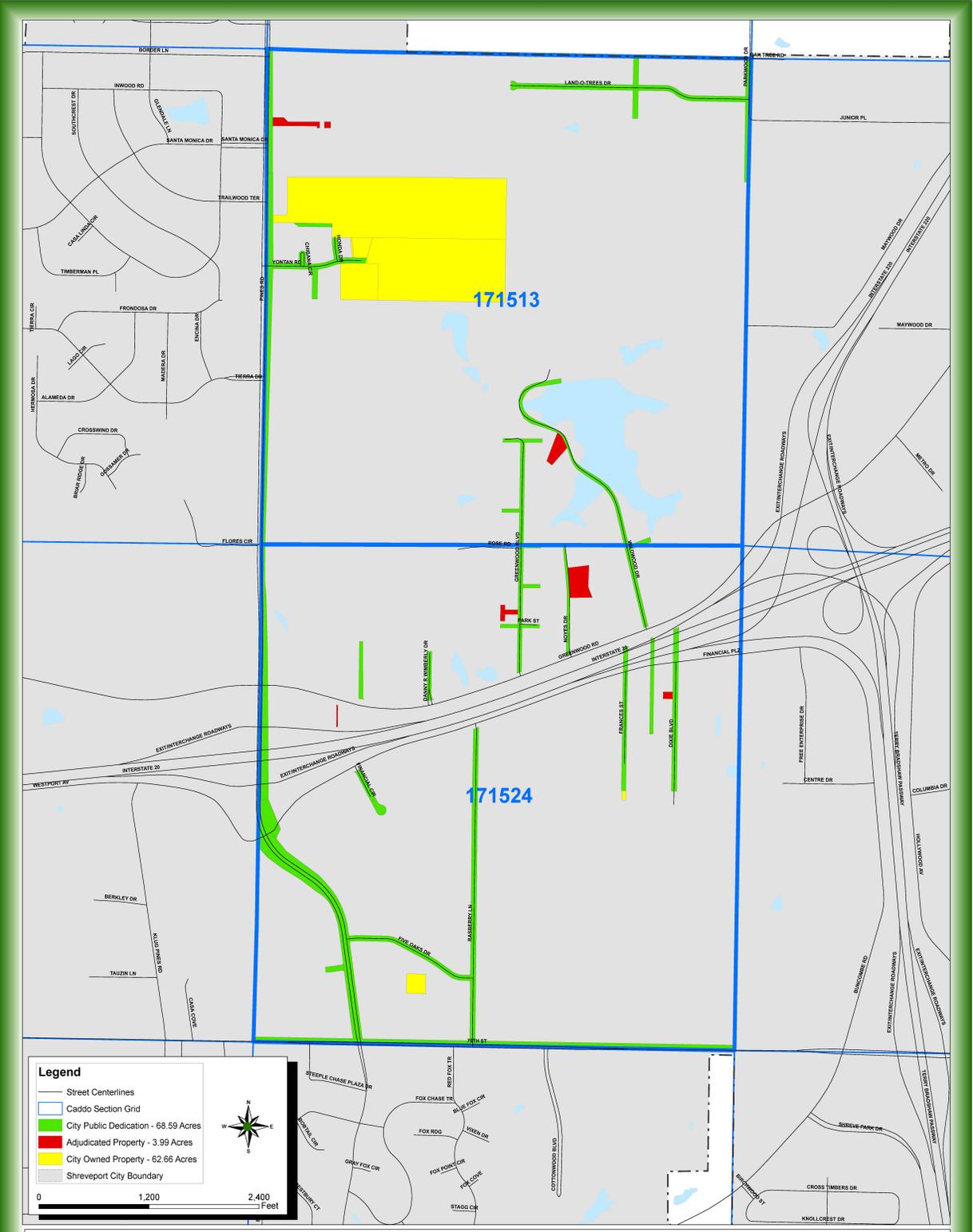
The schedule of upcoming State Lease Sales indicates that the appropriate resolution should be received by the State Mineral Board prior to a **January 24, 2022 deadline** in order to make the April 13, 2022 State Lease Sale; therefore, we respectfully request that this issue be included on the agenda for the next regular meeting of the Board to be held on **December 28, 2021** or as soon thereafter as possible. The resolution should authorize the State Mineral Board to act on behalf of the City of Shreveport and should be delivered to the Office of Mineral Resources; Petroleum Lands Division; P.O. Box 2827, Baton Rouge, LA 70821-2827. Since additional plats, descriptions and checks must accompany the Resolution, we would suggest that we pick up said Resolution once it has been prepared, provide the checks and additional information requested, then complete the process. Please note that these identical tracts were previously approved for nomination by the City Council on prior occasions in November, 2019, August, 2020, and March, 2021.

According to the rules promulgated by the State Mineral Board, this acreage within two (2) sections has been compiled into a single nomination. Included herewith is a map of the proposed nomination and the descriptions of the City-owned acreage within the nomination. This nomination includes both fee lands owned by the City along with roadbed minerals acquired by the City through various statutory dedications and tax adjudicated lands.

Should you have any questions or comments whatsoever, please do not hesitate to contact me at the above address/telephone number. We thank you very much for your cooperation and assistance in this matter.

Very truly yours,  
**Joe K. McGinty, Jr.**  
Joe K. McGinty, Jr.

Encl:



**Legend**

- Street Centerlines
- Caddo Section Grid
- City Public Dedication - 68.59 Acres
- Adjudicated Property - 3.99 Acres
- City Owned Property - 62.66 Acres
- Shreveport City Boundary

0 1,200 2,400 Feet

W N E S

# City of Shreveport

Oil & Gas Nomination - 135.24 Total Acres

**FACT SHEET****CITY OF SHREVEPORT, LOUISIANA**

<u>TITLE</u>	<u>DATE</u>	<u>ORIGINATING DEPARTMENT</u>
A Resolution to authorize the Shreveport Airport Authority, to discard of surplus property Passenger Boarding Bridges IFB #22-066 otherwise provide with respect thereto.	January 20, 2022	Purchasing Division
		<u>COUNCIL DISTRICT</u>
		City-wide
		<u>SPONSOR</u>

**PURPOSE**

To authorize the Shreveport Airport Authority, to discard of said surplus property passenger boarding bridges.

**BACKGROUND INFORMATION**

On January 18, 2022 no bids was for Sale of Passenger Boarding Bridges IFB Bid # 22-066. IFB #22-066 was published in the times, our official journal on December 2, 2021 and January 6, 2022.

The Purchasing Agent, after consultation with the Airport, is recommending that the items be deemed to have no value, and it may be discarded. This resolution will also authorize the Shreveport Airport Authority to discard said surplus movable property in accordance with applicable law.

**TIMETABLE**

Introduction: January 25, 2022  
Final Passage: February 8, 2022

**ATTACHMENT(S)**

N/A

**SPECIAL PROCEDURAL REQUIREMENTS**

NA

**FINANCES**

NA

**SOURCE OF FUNDS**

NA

**ALTERNATIVES**

(1) Adopt the Resolution as submitted, or (2) Amend the Resolution, or (3) Reject the Resolution.

**RECOMMENDATION**

It is recommended that the City Council adopt the Resolution.

**FACT SHEET PREPARED BY:**

DeReka Abner-Mims, Senior Buyer  
Purchasing Division

**RESOLUTION NO. \_\_\_\_\_ OF 2022**

**A RESOLUTION TO AUTHORIZE THE SHREVEPORT AIRPORT AUTHORITY, TO DISCARD OF SURPLUS PROPERTY PASSENGER BOARDING BRIDGES IFB #22-066 OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY COUNCILMEMBER:**

**WHEREAS**, on January 18, 2022, no bids was received for the second time for IFB 22-066 Sale of Passenger Boarding Bridges.

**WHEREAS**, Shreveport City Charter Section 10.04 (e) states, the Purchasing Agent shall have the authority to transfer, to or between departments and agencies of the City, or to sell supplies, materials and equipment determined to be surplus, obsolete or unused after consultation with the head of the department concerned; and

**WHEREAS**, the Purchasing Agent, after consultation with the Shreveport Airport Authority, is recommending that the passenger boarding bridges be deemed to have no value, and it may be discarded.

**WHEREAS**, the Purchasing Agent is recommending such action(s) be taken in the best interest of the City.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shreveport, Louisiana, in due, legal, and regular session convened that the Shreveport Airport Authority, is hereby authorized to discard of the passenger boarding bridges.

**BE IT FURTHER RESOLVED** that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this resolution which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this resolution are hereby declared severable.

**BE IT FURTHER RESOLVED** that all resolutions or parts thereof in conflict herewith are hereby repealed.

**THUS DONE AND RESOLVED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

**FACT SHEET****CITY OF SHREVEPORT, LOUISIANA****TITLE**

A Resolution to Amend Resolution no. 139 of 2021 which was adopted to execute an Agreement between the City of Shreveport and Carr, Riggs & Ingram, LLC for the purpose of an external audit of the City for fiscal year January 1, 2021, through December 31, 2021, and to otherwise provide with respect thereto.

**DATE**

January 25, 2022

**ORIGINATING DEPARTMENT**

City Council / Internal Audit

**COUNCIL DISTRICT**

City-wide

**SPONSOR**

Councilmember John Nickelson

**PURPOSE**

To amend Resolution 139 of 2021 as to contract language to comply with updated auditing standards.

**BACKGROUND INFORMATION**

On December 14, 2021, Resolution 139 of 2021 was adopted to execute an agreement with Carr, Riggs & Ingram for the external audit of the City. After the original engagement letter was issued, guidance was finalized regarding audits of local governments for years ended December 31, 2021 after implementing SAS No. 134 and Related SASs. The original engagement letter contemplated the expected language and form; after the guidance release, it was necessary to adjust the original engagement letter in order to be compliant with auditing standards. This resolution is to modify some technical aspects of the language in the agreement to comply with updated auditing standards.

**TIMETABLE**

Introduction: January 25, 2022  
Final Passage: February 8, 2022

**ATTACHMENTS**

Exhibit "A" *Letter Agreement and PFC Letter*

**SPECIAL PROCEDURAL REQUIREMENTS**

NA

**FINANCES**

\$254,930

**SOURCE OF FUNDS**

General Fund, CDBG, WIA, Airport,  
Water & Sewerage, and Various Other Funds

**ALTERNATIVES**

(1) Adopt the resolution as submitted, or (2) Amend the resolution, or (3) Reject the resolution.

**RECOMMENDATION**

It is recommended that the City Council adopt the resolution.

**FACT SHEET PREPARED BY:**

Leanis L. Steward  
City Internal Auditor

**RESOLUTION NO. \_\_\_\_\_ OF 2022**

**A RESOLUTION TO AMEND RESOLUTION NO. 139 OF 2021 WHICH WAS ADOPTED TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF SHREVEPORT AND CARR, RIGGS & INGRAM, LLC FOR THE PURPOSE OF AN EXTERNAL AUDIT OF THE CITY FOR FISCAL YEAR JANUARY 1, 2021, THROUGH DECEMBER 31, 2021, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY: COUNCILMEMBER: NICKELSON**

**WHEREAS**, the City is required by Shreveport [City Charter Section 4.28](#) to cause to have accomplished an annual financial audit of the City; and

**WHEREAS**, Carr, Riggs & Ingram, LLC agrees to conduct an audit of the City in accordance with the requirements of the City Charter and applicable law; and

**WHEREAS**, an agreement was previously adopted by the City Council for the fiscal year January 1, 2021 through December 31, 2021 external audit; and

**WHEREAS**, it is necessary to amend the agreement to comply with updated auditing standards.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Shreveport, Louisiana, in due, regular and legal session convened, that the Mayor is hereby authorized to execute an amendment to Resolution 139 of 2021 to adjust the original engagement letter between the City of Shreveport and Carr, Riggs & Ingram, LLC, for the fiscal year January 1, 2021 through December 31, 2021 external audit, in order to be compliant with updated auditing standards, relative to the authorization granted herein, substantially in accord with the draft thereof which was filed for public inspection in the Office of the Clerk of Council.

**BE IT FURTHER RESOLVED** that if any provision or item of this Resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Resolution which can be given effect without the invalid provisions, items or applications and to this end the provisions of this Resolution are hereby declared severable.

**BE IT FURTHER RESOLVED** that all Resolutions or parts thereof in conflict herewith are hereby repealed.

**THUS DONE AND RESOLVED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office



**Carr, Riggs & Ingram, LLC**

1000 East Preston Avenue  
Suite 200  
Shreveport, LA 71105

Mailing Address:

P.O. Box 4278  
Shreveport, LA 71134-0278

(318) 222-2222

(318) 226-7150 (fax)

CRlcpa.com

January 19, 2022

The Honorable Adrian Perkins, Mayor  
Members of the City Council  
City of Shreveport  
Shreveport, Louisiana

We are pleased to confirm our understanding of the services we are to provide the City of Shreveport for the year ended December 31, 2021. We will audit the passenger facility charges revenue and disbursement schedule (the "Schedule"), including the related notes to the Schedule, of the City of Shreveport as of and for the year ended December 31, 2021.

#### **Audit Scope and Objectives**

We will audit the City of Shreveport, Louisiana (the City)'s compliance with the compliance requirements described in the *Passenger Facility Charge Audit Guide for Public Agencies* (the Guide), issued by the Federal Aviation Administration, for its passenger facility charge program for the year ended December 31, 2020.

The objective of our audit is the expression of opinions as to whether the Schedule is free from material misstatement, whether due to fraud or error; is fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objective also includes reporting on –

- Internal control over financial reporting and compliance with the provisions, laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*.
- Internal control over compliance related to the passenger facility charge program and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of the passenger facility charge program that could have a direct and material effect on the passenger facility charge program in accordance with the *Passenger Facility Charge Audit Guide for Public Agencies* (the "Guide").

The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance.

The Guide report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control and compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing is based on the requirements of the Guide. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the provisions of the Guide, and will include tests of accounting records, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Compliance Audit. Our reports will be addressed to the Mayor and Members of City Council of the City of Shreveport. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

### **Auditor's Responsibilities for the Audit of the Passenger Facility Charges Revenue and Disbursement Schedule**

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of the City and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the Schedule, including the disclosures, and determine whether the Schedule represents the underlying transactions and events in a manner that achieves fair presentation. WE will plan and perform the audit to obtain reasonable assurance about whether the Schedule is free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

### **Audit Procedures—Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As required by the *Passenger Facility Charge Audit Guide for Public Agencies*, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operations of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to the passenger facility charge program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Guide.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

## **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Shreveport's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The *Passenger Facility Charge Audit Guide for Public Agencies*, issued by the Federal Aviation Administration, requires that we also plan and perform the audit to obtain reasonable assurance about whether the City of Shreveport has complied with the federal statutes, regulations, and the terms and conditions of the passenger facility charge program. Our procedures will consist of tests of transactions and other applicable procedures described in the Guide for the types of compliance requirements that could have a direct and material effect on the City of Shreveport's passenger facility charge programs. The purpose of these procedures will be to express an opinion on City of Shreveport's compliance with requirements applicable to the passenger facility charge program in our report on compliance issued pursuant to the Guide.

## **Other Services**

We will also assist in preparing the passenger facility charges revenue and disbursement schedule, and related notes and the passenger facility charge audit summary of the City of Shreveport in conformity with U.S. generally accepted accounting principles and any other nonattest service requested by you, based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services, passenger facility charges revenue and disbursement schedule, and related notes and passenger facility charge audit summary and any other nonattest service as deemed appropriate. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## **Responsibilities of Management for the Passenger Facility Charges Revenue and Disbursement Schedule**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statement services, passenger facility charges revenue and disbursement schedule, and related notes, and the passenger facility charge audit summary and any other nonattest service we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the passenger facility charges revenue and disbursement schedule, and related note, and passenger facility charge audit and any other nonaudit services we provide, and that you have reviewed and approved the passenger facility charges revenue and disbursement schedule, and related notes, and passenger facility charge audit summary and any other nonaudit services we provide prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

## **Dispute Resolution**

In the event of a dispute between the parties which arises out of or relates to this contract or engagement letter, the breach thereof or the services provided or to be provided hereunder, if the dispute cannot be settled through negotiation, the parties agree that before initiating arbitration, litigation or other dispute resolution procedure, they will first try, in good faith, to resolve the dispute through non-binding mediation. All parties agree that an alternative form of dispute resolution shall not be undertaken by either party until the expiration of fifteen (15) calendar days following notice being provided to the other party indicating that the dispute cannot be settled through mediation. The mediation will be administered by the American Arbitration Association under its *Dispute Resolution Rules for Professional Accounting and Related Services Disputes*. The costs of any mediation proceedings shall be shared equally by all parties.

## **Electronic Data Communication and Storage and Use of Third Party Service Provider**

In the interest of facilitating our services to you, we may send data over the Internet, securely store electronic data via computer software applications hosted remotely on the Internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data that is confidential to you may be transmitted or stored using these methods. We may use third-party service providers to store or transmit this data, such as, but not limited to, providers of tax return preparation software. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and data access secure in accordance with our obligations under applicable laws and professional standards. We also require our third-party vendors to do the same.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors. You consent to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement.

To enhance our services to you, we will use a combination of remote access, secure file transfer, virtual private network or other collaborative, virtual workspace or other online tools or environments. Access through any combination of these tools allows for on-demand and/or real-time collaboration across geographic boundaries and time zones and allows CRI and you to share data, engagement information, knowledge, and deliverables in a protected environment. In order to use certain of these tools and in addition to execution of this acknowledgement and engagement letter, you may be required to execute a separate client acknowledgement or agreement and agree to be bound by the terms, conditions and limitations of such agreement. You agree that CRI has no responsibility for the activities of its third-party vendors supplying these tools and agree to indemnify and hold CRI harmless with respect to any and all claims arising from or related to the operation of these tools. While we may back up your files to facilitate our services, you are solely responsible for the backup of your files and records; therefore, we recommend that you also maintain your own backup files of these records.

## **Engagement Administration, Fees, and Other**

We may from time to time and depending on the circumstances, use third-party service providers in serving your account, including those firms engaged under the City's Faire Share Program. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information.

In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the Mayor and Members of the City Council of the City of Shreveport; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Carr, Riggs & Ingram, LLC. It is understood that our audit documentation is confidential information. However, we will make our audit documentation available to the Legislative Auditor, any successor auditor, or any organization of the Louisiana Board of Certified Public Accountants authorized to perform quality assurance reviews. We will follow the Louisiana Legislative Auditor's policy regarding confidentiality of audit documentation found in the Louisiana Governmental Audit Guide when giving access to audit documentation to any parties other than those previously named individuals and organizations. Should we become aware of any illegal acts, we will make our engagement documentation available to the local district attorney and/or any other state or federal enforcement or regulatory agency without liability. Subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Carr, Riggs & Ingram, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by Cognizant or Oversight Agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately April 2022 and to issue our thereafter. Tom Simms is the engagement partner and Josh Trahan is the onsite audit partner. Tom Simms is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services are included in the engagement letter for the audit of the City of Shreveport for the year ended December 31, 2021. Our fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

#### **Additional Work**

The total all-inclusive maximum price included in the City of Shreveport audit engagement letter for the year ended December 31, 2021 shall not be exceeded without the prior written approval by the Internal Auditor of the work and the maximum amount of the increase. No additional work will be approved unless it was work that could not have been anticipated prior to the submission of the proposal. The request for approval of additional work shall be made in writing to the Internal Auditor before such work is done, and shall be accompanied by documentation explaining the necessity to exceed the original pricing in the engagement letter, and the maximum amount of the increase requested.

If a multi-year engagement is entered into, all outstanding invoices for work performed during any prior engagement will be paid in full before work commences on the current engagement.

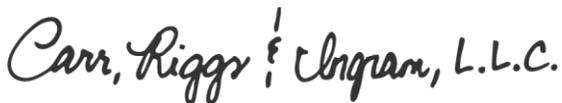
**Reporting**

We will issue a written report upon completion of our audit of the City’s Passenger Facility Charges Revenue and Disbursement Schedule. Our report will be addressed to the Mayor and the City Council of the City of Shreveport. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor’s report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the City of Shreveport and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



RESPONSE:

This letter correctly sets forth the understanding of City of Shreveport.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**Carr, Riggs & Ingram, LLC**  
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CRlcpa.com

January 19, 2022

The Honorable Adrian Perkins, Mayor  
Members of the City Council  
City of Shreveport  
Shreveport, Louisiana

Dear Mayor Perkins and Members of the City Council:

We are pleased to confirm our understanding of the services we are to provide the City of Shreveport (the "City") for the year ended December 31, 2021.

**Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City as of and for the year ended December 31, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedules
- 3) Schedule of Changes in Total OPEB Liability and Related Ratios and Notes
- 4) Schedule of Changes in Net Pension Liability
- 5) Schedule of Investment Returns
- 6) Schedule of Pension Contributions
- 7) Notes to Required Supplementary Pension Information
- 8) Schedule of Employer's Proportionate Share of Net Pension Liability – State
- 9) Schedule of Employer Contributions - State

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Nonmajor Fund Budgetary Comparison Schedules
- 2) Combining Individual Statements of Nonmajor Governmental / Special Revenue Funds
- 3) Combining Statement of Nonmajor Enterprise Funds
- 4) Combining Statements of Internal Service Funds
- 5) Combining Statements of Component Units
- 6) Schedule of Compensation, Benefits, and Other Payments to Agency head or Chief Executive Officer
- 7) Justice System Funding Schedule – Receiving Entity as Required by Act 87 of the 2020 Regular Legislative Session
- 8) Schedule of Expenditures of Federal Awards

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Introductory Section
- 2) Statistical Section

It is our understanding that our audit will encompass the following component units and funds:

- City of Shreveport (primary government)
- **Governmental Fund Types**
- General Fund
- Special Revenue Funds:
  - Enrichment Fund
  - Community Development Fund
  - Riverfront Development
  - Police Grants
  - Downtown Entertainment Economic Development
  - Redevelopment
  - Environmental Grants
  - Streets Fund
  - Diversion Program
- Debt Service Fund
- Capital Projects Funds:
  - 2003A General Obligation Bond
  - 2011 General Obligation Bonds
  - 2014 General Obligation Bonds
  - Miscellaneous Capital Projects
  - Miscellaneous General Obligation Bonds
- **Proprietary Fund types**
- Enterprise Funds:

- Municipal and Regional Airports
  - Water and Sewerage
  - Shreveport Area Transit System
  - Golf
  - Downtown Parking
  - Convention Center
  - Convention Center Hotel
  - Solid Waste
- Internal Service Funds:
    - Employees' Health Care Fund
    - Retained Risk
  - **Fiduciary Fund Types**
  - Fiduciary Funds - Pensions:
    - Employees' Retirement System
    - Firemen's Pension and Relief
    - Policemen's Pension and Relief
  - **Component Units**
    - Metropolitan Planning Commission
    - Shreveport Home Mortgage Authority
    - Shreve Memorial Library

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Mayor and the City Council of the City. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Our engagement will also be performed in accordance with the *Louisiana Governmental Audit Guide*, authorized by Louisiana Revised Statute 24:513 A. (5)(a)(i), which is published jointly by the Louisiana Legislative Auditor and the Society of Louisiana Certified Public Accountants.

### **Auditors' Responsibilities for the Audit of the Financial Statements and Single Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of your accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We will obtain an understanding of the City and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Risk of material misstatement due to revenue recognition
- Risk of material misstatement due to management override of controls

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

We will notify the Legislative Auditor, immediately and in writing, of:

- Any fraud, abuse or illegal acts that are detected during our engagement
- Any client imposed scope restrictions, to include failure to provide the appropriate books and records in a timely manner; or denial of access to appropriate books and records
- Any significant disagreements with the local auditee
- Any change in the scope of the engagement (for example, a change from an audit engagement to a review/attestation engagement), to include all reasons for such change
- Any decision to withdraw from or cancel the engagement, to include all substantive reasons for the withdrawal or cancellation
- Our decision to disclaim the auditors' opinion, or to render an adverse opinion on the financial statements for any reason other than omitted component units.

At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We may assist in preparing the financial statements, the preparation of GASB related computations and adjustments for pensions, OPEBS and other related items, the schedule of expenditures of federal awards and data collection form, and related notes of the City in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Responsibilities of Management for the Financial Statements and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implement systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also including identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the City involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the City received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the City complies with applicable laws, regulations, contracts, agreements and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluating and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on March 31, 2022.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to [include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

CRI, by issuing the Comprehensive Annual Financial Report opinion, gives the City permission to reproduce the audit opinion letter as a part of the basic financial statements on the internet and public offerings.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Engagement Administration, Fees, and Other**

We may from time to time and depending on the circumstances, use third-party service providers in serving your account, including those firms engaged under the City's Faire Share Program. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City and the Louisiana Legislative Auditor; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

Either we or the local auditee will submit a copy of the report, any management letter, and management's corrective action plan (if applicable) to the following persons and agencies, as applicable:

- Each member of the local auditee's governing board
- Each Louisiana State agency providing financial assistance to the local auditee
- The Federal Audit Clearinghouse, as required by 2 CFR Section 200.512

It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse.

Our audit will include a review of any prior-year suggestions and recommendations and will indicate the extent to which the summary schedule of prior year audit findings is fairly stated. As to any current-year recommendations and suggestions, we will afford you the opportunity to respond to such matters and will include your response(s) in management's corrective action plan.

The audit documentation for this engagement is the property of Carr, Riggs & Ingram, LLC. It is understood that our audit documentation is confidential information. However, we will make our audit documentation available to the Legislative Auditor, any successor auditor, or any organization of the Louisiana Board of Certified Public Accountants authorized to perform quality assurance reviews. We will follow the Louisiana Legislative Auditor's policy regarding confidentiality of audit documentation found in the *Louisiana Governmental Audit Guide* when giving access to audit documentation to any parties other than those previously named individuals and organizations. Should we become aware of any illegal acts, we will make our engagement documentation available to the local district attorney and/or any other state or federal enforcement or regulatory agency without liability. Subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal agency providing direct or indirect funding,

or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Carr, Riggs & Ingram, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the [Name of Cognizant Agency, Oversight Agency for Audit, or Pass-through Entity]. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Subsequent to the issuance of the report, should it be necessary to revise and reissue the report, we will notify the Legislative Auditor immediately. We will distribute such revised and reissued report in the same manner and to the same individuals and organizations as the original report.

The local auditee will prepare and sign the local government compliance questionnaire (from the Louisiana Legislative Auditor's website); adopt it in an open meeting of the local auditee's board, and return it to us by March 15, 2021. We will test the local auditee's compliance with the applicable laws during the performance of our audit, and will report on any matters of noncompliance that are material to the financial statements.

The schedule of compensation, reimbursements, benefits, and other payments to the local auditee's agency head, political subdivision head, or chief executive officer required by Louisiana Revised Statute 24:513 A. (3) will be included in the report as supplementary information other than required supplementary information; or in the notes to the financial statements. If included as supplementary information, we will provide an opinion on the schedule in relation to the financial statements as a whole.

The schedule of per diem paid to the local auditee's board members required by House Concurrent Resolution No. 54 of the 1979 Legislative Session will be included in the report, if applicable.

We expect to begin our audit in preliminary planning in December 2021, with testing, fieldwork and related wrap-up beginning the first week of April 2022 and ending on April 30, 2022, expect to receive the draft Comprehensive Annual Financial Report from the City Finance Department no later than May 15, 2022 in order to issue our reports no later than June 30, 2022. Tom Simms is the engagement partner, and Josh Trahan is the on-site audit partner, and are responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. It is our understanding that you have assigned Ms. Leanis Steward and the City's Controller as your representatives during the engagement.

Our fees for all services are related to our standard hourly rates in effect at the time services are performed. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your engagement. Our fee for this engagement, which we estimate, will not exceed \$254,930 (see Appendix I) including out-of-pocket expenses. Our invoices for these fees will be rendered each month as work progresses and are payable upon presentation. The fee estimate is based on the assumption that you will provide assistance, anticipated cooperation from your personnel, and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Any amendments to the not-to-exceed amount of the fees will be in writing and signed by both our firm and the City.

#### **Additional Work**

The total all-inclusive maximum price shall not be exceeded without the prior written approval by the Internal Auditor of the work and the maximum amount of the increase. No additional work will be approved unless it was work that could not have been anticipated prior to the submission of the proposal. The request for approval of additional work shall be made in writing to the Internal Auditor before such work is done, and shall be accompanied by documentation explaining the necessity to exceed the original pricing in the engagement letter, and the maximum amount of the increase requested. Our estimate for additional work related to the preparation of the comprehensive annual financial report, which we estimate, is to be between \$20,000 and \$30,000 and is dependent on the work completed by City personnel.

If a multi-year engagement is entered into, all outstanding invoices for work performed during any prior engagement will be paid in full before work commences on the current engagement.

**Dispute Resolution**

In the event of a dispute between the parties which arises out of or relates to this contract or engagement letter, the breach thereof or the services provided or to be provided hereunder, and, if the dispute cannot be settled through negotiation, the parties agree that before initiating arbitration, litigation or some other dispute resolution procedure, they will first try in good faith to resolve the dispute through non-binding mediation. The mediation will be administered by the American Arbitration Association under its *Dispute Resolution Rules for Professional Accounting and Related Services Disputes*. The costs of any mediation proceedings shall be shared equally by all parties.

**Electronic Data Communication and Storage and Use of Third Party Service Provider**

In the interest of facilitating our services to you, we may send data over the Internet, securely store electronic data via computer software applications hosted remotely on the Internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data that is confidential to you may be transmitted or stored using these methods. We may use third-party service providers to store or transmit this data, such as, but not limited to, providers of tax return preparation software. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and data access secure in accordance with our obligations under applicable laws and professional standards. We also require our third-party vendors to do the same.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors. You consent to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement.

To enhance our services to you, we will use a combination of remote access, secure file transfer, virtual private network or other collaborative, virtual workspace or other online tools or environments. Access through any combination of these tools allows for on-demand and/or real-time collaboration across geographic boundaries and time zones and allows CRI and you to share data, engagement information, knowledge, and deliverables in a protected environment. In order to use certain of these tools and in addition to execution of this acknowledgement and engagement letter, you may be required to execute a separate client acknowledgement or agreement and agree to be bound by the terms, conditions and limitations of such agreement. You agree that CRI has no responsibility for the activities of its third-party vendors supplying these tools and agree to indemnify and hold CRI harmless with respect to any and all claims arising from or related to the operation of these tools. While we may back up your files to facilitate our services, you are solely responsible for the backup of your files and records; therefore, we recommend that you also maintain your own backup files of these records.

**Reporting**

We will issue a written report upon completion of our audit of the City's financial statements. Our report will be addressed to the Mayor and the City Council of the City of Shreveport. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

**Approval**

We appreciate the opportunity to be of service to the City of Shreveport and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

*Carr, Riggs & Ingram, L.L.C.*

Carr, Riggs & Ingram, LLC

RESPONSE:

This letter correctly sets forth the understanding of City of Shreveport.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

AGREEMENT FOR EXTERNAL AUDIT SERVICES

This agreement is entered into between Carr, Riggs, & Ingram LLC, herein represented by Tom Simms, Partner, duly authorized, hereinafter referred to as CRI, and City of Shreveport, herein represented by Adrian Perkins, Mayor and hereinafter referred to as City.

CRI and City hereby agree as follows:

1. a. CRI shall serve as certified public accountants for the purpose of auditing and reporting on the financial statements of the various funds of the City of Shreveport for the year ended December 31, 2021.  
b. The services shall be provided in accordance with the Request for Proposals No. 19-829, "RFP", CRI's Proposal dated November 5, 2019, and the Engagement Letter. In the event of any conflict between those documents, they shall take precedence in the order stated above.
2. For the services provided herein, City shall pay a total fee of \$254,930, including out of pocket expenses, allocated as provided in the Engagement Letter.
3. The term of this Agreement shall be for a period of one year for the fiscal year ended December 31, 2021, with commencement of work and scheduling as provided in the contract documents referenced above. This shall be renewable for successive one year terms at the City Council's option in accordance with the RFP and Proposal.
4. This Agreement shall be governed by and construed in accordance with the laws of the State of Louisiana, without giving effect to any choice of law or conflict of law provision or rule that would cause the application of the laws of any jurisdiction other than the State of Louisiana. The exclusive venue for all disputes hereunder shall be in the First Judicial District Court in Caddo Parish, Louisiana.

Thus done and signed on the dates written herein below.

Carr, Riggs & Ingram LLC

City of Shreveport

By:   
Partner

By: Adrian Perkins  
Mayor

Date: 10/5/2021

Date: \_\_\_\_\_

## Appendix I

### Fees for Services

Based upon our discussions with and representations of the City of Shreveport, our fees for the audit of the financial statements of the City for the year ended December 31, 2021, will be \$254,930. Our fees will be allocated to the various funds as follows:

• General Fund, including the General Fund, Enrichment Fund, Metropolitan Planning Commission, Riverfront Development, Police Grants, Downtown Entertainment Economic Development Fund, Redevelopment Fund, Environmental Grants, Fund, Debt Service Fund, Capital Projects Funds (Miscellaneous General Obligation Bonds, 2003A and 2011 GOB Funds, Miscellaneous Capital Projects), Employers Health Care Fund, Retained Risk Fund, Convention Center and Hotel, and Streets Fund.	\$97,675
• Community Development	36,931
• Work Force/Housing/Community Service	15,625
• Municipal and Regional Airports	26,988
• Shreveport Area Transit System (billed separately)	12,000
• Department of Water and Sewerage	34,091
• Shreveport Home Mortgage Authority (billed separately)	11,620
• Golf	2,000
• Employees' Retirement System	7,500
• Firemen's Pension and Relief Fund	3,500
• Policemen's Pension and Relief Fund	3,500
• Solid Waste Fund	3,500
Total	<u>\$254,930</u>

The fees above anticipate auditing four major programs as part of the Single Audit. To the extent that the number of major programs deviates from three programs, the audit fee will be increased or decreased accordingly in the amount of \$6,225 for each major program added or deleted.

### Other Reports:

We will also issue a report on the Passenger Facility Charge Program as part of this engagement under a separate engagement letter.

We will issue bond covenant opinion letters on the following bond coverage issues concerning compliance with the bond resolutions and/or bond ordinances: Municipal and Regional Airports Revenue Bonds, Water and Sewerage Revenue Bonds, and Other Bond issues as required.

**FACT SHEET****CITY OF SHREVEPORT, LOUISIANA**

<b><u>TITLE</u></b> A RESOLUTION WHEREBY THE MAYOR IS MAKING A RECOMMENDATION TO THE CITY COUNCIL FOR ITS APPROVAL REGARDING THE AMOUNT AND TYPE OF VARIOUS INSURANCE PREMIUMS AND TO AUTHORIZE THE MAYOR TO EXECUTE A PAYMENT TO THE AGENT OF RECORD FOR THE PURPOSE OF BINDING INSURANCE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.	<b><u>DATE</u></b> January 19, 2022	<b><u>ORIGINATING DEPARTMENT</u></b> Risk Management <b><u>COUNCIL DISTRICT</u></b> City-wide <b><u>SPONSOR</u></b>
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**PURPOSE**

To provide documentation to the City Council to execute a payment to the agent of record for the purpose of binding insurance for the City of Shreveport.

**BACKGROUND INFORMATION****TIMETABLE**

Introduction: January 25, 2022  
Final Passage: February 8, 2022

**ATTACHMENTS**

Exhibit A

**SPECIAL PROCEDURAL REQUIREMENTS****FINANCES**

**\$638,978.00**

**SOURCE OF FUNDS**

Retained Risk Fund

**ALTERNATIVES**

(1) Adopt the resolution as submitted, or (2) Amend the resolution, or (3) Reject the resolution.

**RECOMMENDATION**

It is recommended that the City Council adopt the resolution.

**FACT SHEET PREPARED BY:** Richard Hunter, Senior Risk Manager

RESOLUTION NO. \_\_\_\_\_ OF 2021

**A RESOLUTION WHEREBY THE MAYOR IS MAKING A RECOMMENDATION TO THE CITY COUNCIL FOR ITS APPROVAL REGARDING THE AMOUNT AND TYPE OF VARIOUS INSURANCE PREMIUMS AND TO AUTHORIZE THE MAYOR TO EXECUTE A PAYMENT TO THE AGENT OF RECORD FOR THE PURPOSE OF BINDING INSURANCE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY: COUNCILMEMBER**

**WHEREAS,** [Section 10.02\(r\)](#) of the Shreveport City Charter reads in pertinent part as follows: "...the amount of various types of insurance on which the City pays the premiums in whole or in part shall be approved by the council after a recommendation by the Mayor"; and

**WHEREAS,** Ordinance No. 18 of 2019 amending Ordinance No. 94 of 2018, amended Section 4 in Ordinance No. 94 to reinstate the practice referenced in the City Charter requiring (1) the Mayor to make a recommendation to the City Council for approval regarding the amount of various types of insurance on which the City pays the premiums in whole or in part, and (2) to further require that the Mayor's recommendation include the procedure used and data analysis which supports the recommendation; and

**WHEREAS,** pursuant to Shreveport City Charter [Section 10.02\(r\)](#) and Ordinance No. 18 of 2019, the Mayor is making a recommendation to the City Council for its approval regarding the amount and type of all insurance premiums; and

**WHEREAS,** pursuant to Shreveport City Charter [Section 10.02\(r\)](#) and Ordinance No. 18 of 2019, the procedure used and data analysis which supports the recommendation is as follows: A list of the bound premiums were completed in Exhibit A which is to support recommendation.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Shreveport, Louisiana in due, regular and legal session convened, that:

The amount and type of renewed insurance is hereby approved and the Mayor is hereby authorized to execute reimbursement for premiums paid for the purpose of binding insurance coverage.

**BE IT FURTHER RESOLVED** that if any provision or item of this Resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Resolution which can be given effect without the invalid provisions, items or applications and to this end the provisions of this Resolution are hereby declared severable.

**BE IT FURTHER RESOLVED** that all Resolutions or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER RESOLVED** that this Resolution shall become effective in accordance with the provisions of [Shreveport City Charter Section 4.23](#).

**THUS DONE AND RESOLVED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

# INVOICE

## 3rd MILLENNIUM

**New Orleans Offices**  
10001 Lake Forest Blvd., Suite 609  
New Orleans, LA 70127  
Phone: 504-2451400 Fax: 504-246-2870

**Statement #:** 12-14-21-03VJ  
**Date:** 12/14/2021

Bill To:  
City of Shreveport  
Office of Risk Management  
505 Travis St., Suite 680  
Shreveport, La 71101

COVERAGE PERIOD	DESCRIPTION	POLICY NUMBER	TOTAL
01/01/2022 - 01/01/2023	Renewal of Excess Workers Compensation policy with Safety National Insurance Company	TBA	\$598,910.00
	Payment Terms: Upon Receipt	<b>Premium + Fees and Taxes</b> Brokerage Fees	\$ 598,910.00
		<b>Grand Total</b>	<b>\$ 598,910.00</b>

I certify that I understand all of the coverages, pricing, and fees contained in this document and agree to the terms specified herein.

If you have any questions regarding your policy, please refer them to your Service Representative,

**Virgil Jonson**

X \_\_\_\_\_

Signature

Make check payable to:

Remittance Address:

**3rd Millennium Insurance & Financial Services, Inc.**  
10001 Lake Forest Blvd., Ste. 609  
New Orleans, LA 70127

# INVOICE

**3rd MILLENNIUM**  
New Orleans Offices  
10001 Lake Forest Blvd., Suite 609  
New Orleans, LA 70127  
Phone: 504-2451400 Fax: 504-246-2870

Statement #: 12-14-21-03VJ  
Date: 12/14/2021

Bill To:  
City of Shreveport  
Office of Risk Management  
505 Travis St., Suite 680  
Shreveport, La 71101

COVERAGE PERIOD	DESCRIPTION	POLICY NUMBER	TOTAL
01/01/2022 - 01/01/2023	Renewal of Inland Marine Policy with Travelers	TBA	\$40,068.00
	Payment Terms: Due Upon Receipt	Premium + Fees and Taxes Brokerage Fees	\$ 40,068.00
		<b>Grand Total</b>	<b>\$ 40,068.00</b>

I certify that I understand all of the coverages, pricing, and fees contained in this document and agree to the terms specified herein.

If you have any questions regarding your policy, please refer them to your Service Representative,

**Virgil Jonson**

X \_\_\_\_\_

Signature

Make check payable to:

Remittance Address:  
3rd Millennium Insurance & Financial Services, Inc.  
10001 Lake Forest Blvd., Ste. 609  
New Orleans, LA 70127

**ORDINANCE AND RESOLUTION FACT SHEET**

City of Shreveport

<b>TITLE</b>	<b>DATE</b>	<b>ORIGINATING DEPT./DIV.</b>
<b>AN ORDINANCE AMENDING THE 2022 BUDGET FOR THE GENERAL FUND AND OTHERWISE PROVIDING WITH RESPECT THERETO.</b>	1/20/22	City Council/Legislative
		<b>SPONSOR OR COUNCIL MEMBER</b>
		Councilmen Grayson Boucher and John Nickelson

**PURPOSE**

To move funds from GF Operating Reserves to fund the Gingerbread House  
This Ordinance or Resolution will have direct impact on  
Council District:

**TIMETABLE**

Introduction: **January 25, 2022**

Final  
Passage: **February 8, 2022**

**SPECIAL PROCEDURAL REQUIREMENTS**

None.

**FINANCES**

\$30,000

**SOURCE OF FUNDS**

| GF Operating Reserves

**CONCLUSION**

**FACT SHEET PREPARED BY:** Jacqueline M. White  
Council Analyst

ORDINANCE NO. \_\_\_\_\_ OF 2022

**AN ORDINANCE AMENDING THE 2022 BUDGET FOR THE  
GENERAL FUND AND OTHERWISE PROVIDING WITH RESPECT  
THERETO**

BY: Councilmen Grayson Boucher and John Nickelson

WHEREAS, the City Charter provides for the amendment of any previously adopted budget; and

WHEREAS, the City Council finds it necessary to amend the 2022 budget for the General Fund to adjust appropriations, reflect current revenue estimates and for other purposes.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Shreveport, in legal session convened, that Ordinance No. 154 of 2021, the 2022 budget for the General Fund, is hereby amended as follows:

In Section 2 (Appropriations):

**General Government**

Decrease Operating Reserves by \$30,000

**Police Department**

Increase Other Charges by \$30,000

Adjust totals and subtotals accordingly.

BE IT FURTHER ORDAINED that the remainder of Ordinance No. 154 of 2021 shall remain unchanged and in full force and effect.

BE IT FURTHER ORDAINED that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications; and, to this end, the provisions of this ordinance are hereby declared to be severable.

BE IT FURTHER ORDAINED that all ordinances or parts thereof in conflict herewith are hereby repealed.

APPROVED AS TO LEGAL FORM:

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City Attorney's Office

**FACT SHEET**

**CITY OF SHREVEPORT,  
LOUISIANA**

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<b><u>TITLE</u></b> <b>AN ORDINANCE AMENDING THE 2022 GENERAL FUND BUDGET AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.</b>	<b><u>DATE</u></b> January 21, 2022	<b><u>ORIGINATING DEPARTMENT</u></b>  <b><u>COUNCIL DISTRICT</u></b> All <b><u>SPONSOR</u></b>
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**PURPOSE**  
To amend the 2022 General Fund Budget.

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The purpose of this ordinance is to correct the amount budgeted to cover the 13% increase to base pay for Shreveport Fire Department Municipal Civil Service Personnel.

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<b><u>TIMETABLE</u></b> Introduction: January 25, 2022 Final Passage: February 8, 2022	<b><u>ATTACHMENT(S)</u></b>
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**SPECIAL PROCEDURAL REQUIREMENTS**  
[N/A]

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<b><u>FINANCE</u></b> S -\$1,330,900	<b><u>SOURCE OF FUNDS</u></b>  General Fund
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**ALTERNATIVES**  
(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

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**RECOMMENDATION**  
It is recommended that the City Council adopt the ordinance.

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**FACT SHEET PREPARED BY:** Annette Cash, Interim ACAO

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ORDINANCE NO. \_\_\_\_\_ OF 2022

**AN ORDINANCE AMENDING THE 2022 GENERAL FUND BUDGET AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY COUNCILMEMBER:**

**WHEREAS**, the City Council finds it necessary to amend the 2022 General Fund Budget.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due, regular and legal session convened, that:

Ordinance Number 154 of 2021, the 2022 General Fund Budget, is hereby amended as follows:  
In Section 1. (Receipts):

In Section 2. (Appropriations):

General Government

Increase Operating Reserves by \$1,330,900

Fire

Decrease Personal Services by \$1,330,900

Adjust totals and subtotals accordingly.

**BE IT FURTHER ORDAINED** that the remainder of Ordinance 154 of 2021 as amended, shall remain unchanged and in full force and effect.

**BE IT FURTHER ORDAINED** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications; and to this end, the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances or parts thereof in conflict herewith are hereby repealed.

**THUS, DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office



<b>TITLE</b>	<b>DATE</b>	<b>ORIGINATING DEPT./DIV.</b>	<b>SPONSOR OR COUNCIL MEMBER</b>
An Ordinance amending the 2022 General Fund Budget and otherwise providing with respect thereto.	1/20/22	Finance/Administration	

**PURPOSE**

This Ordinance or Resolution will have direct impact on Council District

**BACKGROUND INFORMATION****TIMETABLE**

Introduction: **January 25, 2022**  
Final Passage: **February 8, 2022**

**SPECIAL PROCEDURAL REQUIREMENTS****FINANCES**

\$175,000

**SOURCE OF FUNDS****CONCLUSION**

**FACT SHEET PREPARED BY:** Kasey Brown, Interim CFO

ORDINANCE NO. \_\_\_\_\_ OF 2022

**AN ORDINANCE AMENDING THE 2022 GENERAL  
FUND BUDGET AND OTHERWISE PROVIDING WITH  
RESPECT THERETO.**

**BY COUNCILMEMBER:**

**WHEREAS**, the City Council finds it necessary to amend the 2022 General Fund Budget.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due, regular and legal session convened, that Ordinance Number 154 of 2021, the 2022 General Fund Budget, is hereby amended as follows.

**(Appropriations):**

Public Works

Decrease Contractual Services by \$175,000

General Government

Establish transfer to Downtown Parking Enterprise at \$175,000

Adjust totals and subtotals accordingly.

**BE IT FURTHER ORDAINED** that the remainder of Ordinance 154 of 2021 as amended, shall remain unchanged and in full force and effect.

**BE IT FURTHER ORDAINED** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications; and to this end, the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances or parts thereof in conflict herewith are hereby repealed.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

<b>TITLE</b>	<b>DATE</b>	<b>ORIGINATING DEPT./DIV.</b>
<b>An Ordinance amending the 2022 Downtown Parking Enterprise Fund Budget and otherwise providing with respect thereto.</b>	<b>1/20/22</b>	<b>Finance/Administration</b>

**SPONSOR OR COUNCIL MEMBER**

**PURPOSE**

This Ordinance or Resolution will have direct impact on Council District

**BACKGROUND INFORMATION**

**TIMETABLE**

Introduction: **January 25, 2022**  
Final Passage: **February 8, 2022**

**SPECIAL PROCEDURAL REQUIREMENTS**

**FINANCES**

\$175,000

**SOURCE OF FUNDS**

**CONCLUSION**

**FACT SHEET PREPARED BY:** Kasey Brown, Interim CFO

ORDINANCE NO. \_\_\_\_\_ OF 2022

**AN ORDINANCE AMENDING THE 2022 DOWNTOWN  
PARKING ENTERPRISE FUND BUDGET AND  
OTHERWISE PROVIDING WITH RESPECT THERETO.**

**BY COUNCILMEMBER:**

**WHEREAS**, the City Council finds it necessary to amend the 2022 Downtown Parking Enterprise Fund Budget.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due, regular and legal session convened, that Ordinance Number 165 of 2021, the 2022 Downtown Parking Enterprise Fund Budget, is hereby amended as follows.

**(Estimated Receipts):**

Establish Transfer from General Fund at \$175,000

**(Appropriations):**

Increase Contractual Services by \$175,000

Adjust totals and subtotals accordingly.

**BE IT FURTHER ORDAINED** that the remainder of Ordinance 165 of 2021 as amended, shall remain unchanged and in full force and effect.

**BE IT FURTHER ORDAINED** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications; and to this end, the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances or parts thereof in conflict herewith are hereby repealed.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

**FACT SHEET**

**CITY OF SHREVEPORT, LOUISIANA**

<p><b><u>TITLE</u></b> An ordinance amending the City of Shreveport, Louisiana, 2022 Streets Special Revenue Fund Budget, appropriating the funds authorized herein and to otherwise provide with respect thereto.</p>	<p><b><u>DATE</u></b> January 11, 2022</p>	<p><b><u>ORIGINATING DEPARTMENT</u></b> Department of Public Works, Engineering Division <b><u>CITY COUNCIL DISTRICT</u></b> All <b><u>SPONSOR</u></b></p>
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**PURPOSE**  
Act #485 of 2021 has granted the City of Shreveport State Capital Outlay funding in the amount of \$500,000 to address roads in State District #3. This ordinance will allow the City to leverage State funding by acting as a partial match to the Facility Planning and Control Project, allocating \$170,000 to the newly created District 3 Road Rehabilitation Project.

**BACKGROUND INFORMATION**  
Ordinance 170 of 2021 adopted the 2022 Streets Special Revenue Fund Budget.

<p><b><u>TIMETABLE</u></b> Introduction: January 25, 2022 Final Passage: February 8, 2022</p>	<p><b><u>ATTACHMENTS</u></b> NA</p>
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**SPECIAL PROCEDURAL REQUIREMENTS**  
None

<p><b><u>FINANCES</u></b> Decrease Operating Reserves by \$170,000. Establish increase transfer to capital by \$170,000.00 (Project C22003)</p>	<p><b><u>SOURCE OF FUNDS</u></b> Streets Special Revenue Fund</p>
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**ALTERNATIVES**  
(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

**RECOMMENDATION**  
It is recommended that the City Council adopt the ordinance.

**FACT SHEET PREPARED BY:** Stephen Terese  
Department of Public Works  
Engineering

ORDINANCE NO. \_\_\_\_\_ OF 2022

AN ORDINANCE AMENDING THE CITY OF SHREVEPORT, LOUISIANA 2022 STREETS SPECIAL REVENUE FUND BUDGET, APPROPRIATING THE FUNDS AUTHORIZED HEREIN, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

**BY COUNCILMEMBER:**

**WHEREAS**, the City Council provides for the amendment of any previously adopted budget; and

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due, regular and legal session convened, that Ordinance No. 170 of 2021, the 2022 Streets Special Revenue Fund Budget, is hereby amended as follows:

**In Section 2 (Appropriations)**

Decrease Operating Reserves by \$170,000.00

Establish increase transfer to capital (C22003) by \$170,000.00

**BE IT FURTHER ORDAINED** that the remainder of Ordinance 170 of 2021, as amended, shall remain unchanged and in full force and effect.

**BE IT FURTHER ORDAINED** that if any provision or item of this Ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Ordinance which can be given effect without the invalid provisions, items or applications and to this end, the provisions of this Ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances or parts thereof in conflict herewith are hereby repealed.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

**FACT SHEET**

**CITY OF SHREVEPORT,  
LOUISIANA**

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<b><u>TITLE</u></b> An ordinance amending the City of Shreveport, Louisiana, 2022 Capital Projects Fund Budget, appropriating the funds authorized herein and to otherwise provide with respect thereto.	<b><u>DATE</u></b> January 6, 2022	<b><u>ORIGINATING DEPARTMENT</u></b> Public Works <b><u>COUNCIL DISTRICT</u></b> All <b><u>SPONSOR</u></b> Public Works, Engineering Division
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**PURPOSE**  
To modify funds in project C22003, District 3 Road Rehabilitation, Planning and Construction.

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**BACKGROUND INFORMATION**  
Act #485 of 2021 has granted the City of Shreveport State Capital Outlay funding in the amount of \$500,000 to address roads in State District #3. This ordinance will allow the City to leverage State funding by acting as a partial match to the Facility Planning and Control project, allocating \$170,000 to the newly created District 3 Road Rehabilitation, Planning and Construction project.

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<b><u>TIMETABLE</u></b> Introduction: January 25, 2022 Final Passage: February 8, 2022	<b><u>ATTACHMENT(S)</u></b>
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**SPECIAL PROCEDURAL REQUIREMENTS**  
None

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<b><u>FINANCES</u></b> Budget Amendment:  \$170,000 INCREASE to Project C22003 (District 3 Road Rehabilitation)	<b><u>SOURCE OF FUNDS</u></b>  Streets Special Revenue Fund
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**ALTERNATIVES**  
(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

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**RECOMMENDATION**  
The Department of Engineering and Environmental Services recommends adoption of this Ordinance.

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**FACT SHEET PREPARED BY:** Stephen Terese,  
Department of Public Works  
Engineering

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ORDINANCE NO. \_\_\_\_\_ OF 2022

**AN ORDINANCE AMENDING THE CITY OF SHREVEPORT,  
LOUISIANA, 2022 CAPITAL PROJECTS FUND BUDGET,  
APPROPRIATING THE FUNDS AUTHORIZED HEREIN AND  
TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY:**

**WHEREAS**, the City Council provides for the amendment of any previously adopted budget, and

**WHEREAS**, the City Council finds it necessary to amend the 2022 Capital Projects Fund Budget to adjust appropriations and for other purposes.

**NOW THEREFORE BE IT ORDAINED** by the City Council of the City of Shreveport, in due, regular and legal session convened, that Ordinance No. 152 of 2021, the 2022 Capital Projects Fund Budget, be further amended and re-enacted as follows:

**In Program C (Street Improvements):**

Increase Project C22003, District 3 Road Rehabilitation, Planning and Construction by \$170,000.

Adjust totals and subtotals accordingly.

**BE IT FURTHER ORDAINED** that the remainder of Ordinance 152 of 2021, as amended, shall remain in full force and effect.

**BE IT FURTHER ORDAINED** that if any provisions or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications; and, to this end, the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances or parts thereof in conflict herewith are hereby repealed.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

**FACT SHEET**

**CITY OF SHREVEPORT,  
LOUISIANA**

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<b><u>TITLE</u></b>	<b><u>DATE</u></b>	<b><u>ORIGINATING DEPARTMENT</u></b>
<b>AN ORDINANCE AMENDING THE 2022 COMMUNITY DEVELOPMENT SPECIAL REVENUE FUND BUDGET AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.</b>	01/19/2022	Department of Community Development
		<b><u>COUNCIL DISTRICT</u></b>
		All
		<b><u>SPONSOR</u></b>

**PURPOSE**

To amend the 2022 Community Development Special Revenue Fund Budget to reflect funding donated by the Mayor's for a Guaranteed Income Coalition to support the Shreveport Guaranteed Income pilot program.

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**BACKGROUND INFORMATION**

Funding in the amount of \$500,000 is being provided by the Mayor's for a Guaranteed Income Coalition (MGI) to support and fund the Shreveport Guaranteed Income Pilot Program in accordance with the terms of a Memorandum of Understanding authorized for execution by the City on September 28, 2021.

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<b><u>TIMETABLE</u></b>		<b><u>ATTACHMENT(S)</u></b>
Introduction:	January 25, 2022	None.
Final Passage:	February 8, 2022	

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**SPECIAL PROCEDURAL REQUIREMENTS**

[N/A]

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<b><u>FINANCES</u></b>	<b><u>SOURCE OF FUNDS</u></b>
\$500,000	Mayor's for a Guaranteed Income Coalition

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**ALTERNATIVES**

(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

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**RECOMMENDATION**

Approval of this ordinance is recommended.

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**FACT SHEET PREPARED BY:** Thea R. Scott, Community Development

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**ORDINANCE NO. \_\_\_\_\_ OF 2022**

**AN ORDINANCE AMENDING THE 2022 COMMUNITY DEVELOPMENT SPECIAL REVENUE FUND BUDGET AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY COUNCILMEMBER:**

**WHEREAS**, the City Council finds it necessary to amend the 2022 Community Development Special Revenue Fund Budget.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due, regular and legal session convened, that:

Ordinance Number 157 of 2021, the 2022 Community Development Special Revenue Fund Budget is hereby amended as follows:

In Section 1. (Receipts):

Fiscal Year 2022 Funds	
Shreveport Guaranteed Income Program - Establish	\$500,000
Grand Total:	\$500,000

In Section 2. (Appropriations):

Fiscal Year 2022 Funds	
Comm Dev Admin	\$500,000
Shreveport Guaranteed Income Program - Establish	
Grand Total:	\$500,000

Adjust totals and subtotals accordingly.

**BE IT FURTHER ORDAINED** that the remainder of Ordinance 157 of 2021 as amended, shall remain unchanged and in full force and effect.

**BE IT FURTHER ORDAINED** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications; and to this end, the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances or parts thereof in conflict herewith are hereby repealed.

**THUS, DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office



**FACT SHEET**

**CITY OF SHREVEPORT, LOUISIANA**

<p><b><u>TITLE</u></b>  <b>AN ORDINANCE DECLARING THE CITY’S INTEREST IN DECLARING CERTAIN LAND AS SURPLUS, AND OUR INTENTION TO DONATE CERTAIN LAND TO VOLUNTEERS OF AMERICA OF NORTH LOUISIANA AND TO OTHERWISE PROVIDE WITH RESPECT THERETO</b></p>	<p><b><u>DATE</u></b>  1/18/2022</p>	<p><b><u>ORIGINATING DEPARTMENT</u></b>  Department of Community Development</p> <p><b><u>CITY COUNCIL DISTRICT</u></b>  A</p> <p><b><u>SPONSOR</u></b></p>
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**PURPOSE**

The City of Shreveport Department of Community Development is requesting authorization to surplus and donate certain property located in the Allendale-Lakeside neighborhoods to Volunteers of America for the purpose of developing affordable multigenerational housing.

**BACKGROUND INFORMATION**

The Department of Community Development desires to donate certain property to Volunteers of America of North Louisiana for the purpose of developing the Antoine Park Place Community. The proposed community will provide for approximately 12 one-bedroom rental units and will primarily serve low to moderate income adults in the Allendale-Lakeside community. This development is intended to provide recreational programming, activities, amenities and other essential services to residents of this community.

Volunteers of America of North Louisiana has requested donation of this property to develop, manage and construct this project with the aim of aligning with the purposes and vision of Shreveport’s Choice Neighborhoods.

**TIMETABLE**

Introduction:	January 25,2022
Final Passage:	February 22, 2022

**ATTACHMENT(S)**

Exhibit “A”      Legal Descriptions and Property Map

**SPECIAL PROCEDURAL REQUIREMENTS**

LSA-R.S. 33-4712 requires that notice of this ordinance be published at least three (3) times within fifteen (15) days, one week apart.

**FINANCES**

N/A

**SOURCE OF FUNDS**

N/A

**ALTERNATIVES**

(1) Adopt the Resolution as submitted, or (2) Amend the Resolution, or (3) Reject the Resolution.

**RECOMMENDATION**

It is recommended that the City Council adopt the Resolution.

**FACT SHEET PREPARED BY:**

Thea R. Scott,  
Department of Community Development  
Bureau Chief of Admin.

**ORDINANCE NO. \_\_\_\_\_ OF 2022**

**AN ORDINANCE DECLARING THE CITY'S INTEREST IN DECLARING CERTAIN LAND AS SURPLUS, AND OUR INTENTION TO DONATE CERTAIN LAND TO VOLUNTEERS OF AMERICA OF NORTH LOUISIANA AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

**WHEREAS**, the City of Shreveport, possesses and owns title to certain property identified as:

1. LOTS 3 & 4, BLK. 1, WYCHE & STINSON SUBN. & 1/2 ABAND. ALLEY ADJ. LOT 3, 181435-104-16.
2. LOTS 5 & 6, BLK. 1, WYCHE & STINSON SUBN., 181435-104-18
3. LOTS 7 THRU 12, BLK. 1, WYCHE & STINSON SUBN., 181435-104-17
4. LOT 13, BLK 1, WYCHE & STINSON SUB 181435-104-13
5. LOT 20, BLK 4, ALLENDALE HTS SUB., 181435-108-20
6. LOT 21, BLK 4, ALLENDALE HEIGHTS SUB. 181435-108-21
7. S. 80 FT OF LOTS 28, 29 & 30, BLK 4, ALLENDALE HTS. SUB., 181435-108-37

**WHEREAS**, the Volunteers of America of North Louisiana is a not-for-profit community-based development organization and satisfies the criteria as it relates to providing housing opportunities benefiting low and moderate income persons; and

**WHEREAS**, the donation must be used to provide permanent housing for low and moderate income families and seniors within one year after execution of this agreement, or for such longer period of time as determined to be appropriate by the City; and

**WHEREAS**, the said property is not needed by the City for a public purpose and should therefore be declared to be surplus property; and

**WHEREAS**, LSA-R.S. 33:4712 requires that notice of this ordinance be published at least three (3) times within fifteen (15) days, one week apart.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport in due, regular and legal session convened, that:

1. LOTS 3 & 4, BLK. 1, WYCHE & STINSON SUBN. & 1/2 ABAND. ALLEY ADJ. LOT 3, 181435-104-16.
2. LOTS 5 & 6, BLK. 1, WYCHE & STINSON SUBN., 181435-104-18
3. LOTS 7 THRU 12, BLK. 1, WYCHE & STINSON SUBN., 181435-104-17
4. LOT 13, BLK 1, WYCHE & STINSON SUB 181435-104-13
5. LOT 20, BLK 4, ALLENDALE HTS SUB., 181435-108-20
6. LOT 21, BLK 4, ALLENDALE HEIGHTS SUB. 181435-108-21
7. S. 80 FT OF LOTS 28, 29 & 30, BLK 4, ALLENDALE HTS. SUB., 181435-108-37

are hereby declared to be surplus property and not needed by the City of Shreveport for public purpose.

**BE IT FURTHER ORDAINED**, that the City of Shreveport is hereby authorized to donate the aforementioned property to Volunteers of America of North Louisiana in its “as is” condition and without warranty of title or recourse whatsoever against the City of Shreveport, in accordance with all applicable state law, city ordinances, and deed restrictions.

**BE IT FURTHER ORDAINED** that the Mayor of the City of Shreveport is authorized to execute and deliver, for and on behalf of the City of Shreveport, any and all documents relative to the donation of the property to Volunteers of America, Inc. after review and approval of such document(s) by the Office of the City Attorney, and to do any and all things necessary and incidental to carry out the authorization expressed in this ordinance relative to donation of the said property.

**BE IT FURTHER ORDAINED** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications and to this end the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances or parts thereof in conflict herewith are hereby repealed.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

**STATE OF LOUISIANA**

**PARISH OF CADDO**

**ACT OF DONATION**

**BE IT KNOWN** that before me, the undersigned Notary Public, duly commissioned and qualified, in and for the Parish of Caddo, State of Louisiana, therein residing, and in the presence of the witnesses hereinafter named and undersigned, personally came and appeared:

**CITY OF SHREVEPORT, (EIN: 72-6001326)**, a political subdivision of the State of Louisiana, whose mailing address is 505 Travis Street, Shreveport, Louisiana, 71101, herein represented by Adrian Perkins, Mayor, duly authorized to act pursuant to Ordinance Number \_\_\_\_\_ of \_\_\_\_\_, a certified copy of which is attached hereto and made a part of, hereinafter referred to as "Donor." and;

**AND**

**VOLUNTEERS OF AMERICA OF NORTH LOUISIANA,** (EIN: \_\_\_\_\_), a private non-profit corporation authorized to do business in the State of Louisiana, whose mailing address is 360 Jordan Street, Shreveport, Louisiana 71101, herein represented by \_\_\_\_\_, its duly authorized \_\_\_\_\_ (hereinafter referred to as "Donee"),

who declared that the City of Shreveport does by these presents irrevocably donate, grant, convey, transfer; set over, assign, with all legal warranties and with full substitution and subrogation in and to all rights and actions of warranty which said Donor has or may have against all preceding owners and vendors, and deliver unto Donee, the following described properties to-wit:

1. LOTS 3 & 4, BLK. 1, WYCHE & STINSON SUBN. & 1/2 ABAND. ALLEY ADJ. LOT 3, 181435-104-16.
2. LOTS 5 & 6, BLK. 1, WYCHE & STINSON SUBN., 181435-104-18
3. LOTS 7 THRU 12, BLK. 1, WYCHE & STINSON SUBN., 181435-104-17
4. LOT 13, BLK 1, WYCHE & STINSON SUB 181435-104-13
5. LOT 20, BLK 4, ALLENDALE HTS SUB., 181435-108-20
6. LOT 21, BLK 4, ALLENDALE HEIGHTS SUB. 181435-108-21
7. S. 80 FT OF LOTS 28, 29 & 30, BLK 4, ALLENDALE HTS. SUB., 181435-108-37

**TO HAVE AND TO HOLD**, the herein described Property unto Donee, its heirs,

successors and assigns forever subject however to all covenants, restrictions, reservations and other matters of record in the real property records of Caddo Parish, Louisiana or contained herein. This conveyance is made by Donor and accepted by Donee without any warranty, express or implied.

Except as set forth hereinbelow, the Donor waives and forever renounces any right of revocation of this donation, in whole or in part, and the Donor does forever divest itself of any present or future interest in or control or dominion over the property donated herein.

The Donee acknowledges and agrees with the Donor that the Donee is accepting the property in an "AS IS" condition, with all faults, liabilities, defects or other adverse matters that may be associated with the property.

Without in any way limiting the generality of the foregoing, the Donee specifically acknowledges and agrees that it hereby waives, releases and discharges any claim it has, might have had or may have against the Donor with respect to the title to the property, the condition of the property, either patent or latent, the ability or inability to obtain or maintain building permits, either temporary or final certificates of occupancy or other licenses for the use or occupancy of the property, and/or certificates of compliance for the property, the actual or potential income or profits to be derived from this property, the real estate taxes or assessments now or hereafter payable thereon, the compliance with any federal state or local environmental protection, 2 pollution or land use laws, rules, regulations or requirements, and any other state of facts which exists with respect to the property. Notwithstanding the foregoing, Donor will reasonably cooperate and assist Donee in effort to cure title problems, if any, and to obtain building permits and occupancy permits in furtherance of the goal of providing safe, affordable housing to the citizens of the City of Shreveport.

Donee hereby waives and releases Donor from any and all claims, demands, and suits arising out of any environmental pollution, hazardous waste, or hazardous substance as the terms "environmental pollution," "hazardous waste," and "hazardous substance" are defined by any federal, state or local law, rule, regulation or requirement, in connection with or resulting from the use, ownership or any other disposition of the property donated herein.

The Donee shall defend, indemnify, and hold harmless the Donor and all of its officers, agents, servants, and employees from and against any and all claims, demands, suits, losses, damages, judgments, costs and expense whether direct, indirect or consequential, and including, but not limited to, all fees, expenses and charges of attorneys and other professionals, as well as court and alternative dispute resolution costs and expenses for bodily injury, including death, personal injury and property damage, arising out of, in connection with, or resulting from the use, ownership or any other disposition of the property donated herein.

The Donee shall further defend, indemnify, and hold harmless the Donor and all of its officers, agents, servants and employees from and against any and all claims, demands, suits, losses, damages, judgments, costs and expenses whether direct, indirect or consequential, and including, but not limited to, all fees, expenses and charges of attorneys and other professionals, as well as court and alternative dispute resolution costs and expenses for any environmental

pollution, hazardous waste, or hazardous substance as the terms “environmental pollution,” “hazardous waste” and hazardous substance” are defined by any federal, state or local law, rule, regulation or requirement arising out of, in connection with or resulting from the use, ownership or any other disposition of the property donated herein.

Donee hereby covenants and agrees not to utilize the property described herein but for the purpose specified in this agreement. Donee agrees that it will not be able to sell, transfer, sublease or to otherwise dispose of the property subject to this project, or any portion thereof, without obtaining the prior written consent of the City.

Notwithstanding any provision contained in this Act of Donation to the contrary, this donation is made subject to the following suspensive conditions. Should Donee fail to comply with the suspensive conditions, this Act of Donation shall be rescinded and the property shall revert to the Donor without any penalty or expense to Donor:

- 1) The donation must be used to meet the national objectives in 570.208 until five years after execution of this agreement, or for such longer period of time as determined to be appropriate by the City;
- 2) Donee shall abide by all local, state, and federal statutes, rules, requirements, regulations, ordinances applicable to this agreement and HUD Assurances and Certifications, where applicable.
- 3) Donee shall not, in providing program assistance, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion or religious belief nor make it a condition of service.
- 4) The Donee may not change the use or planned use of any such property (including the beneficiaries of such use) from that for which has been approved in this agreements unless otherwise approved by the City.
- 5) Donee shall commence the construction activities on said property within twelve (12) months of the execution of this Act of Donation, and also complete the work and provide homeownership to a low and moderate income, family, or senior within one (1) year of the execution of this Act of Donation. All work shall be performed in accordance with federal, state, and local laws and regulations. Donee shall provide Donor with a monthly status report throughout the implementation period; and
- 6) Donee shall use the property donated herein as stated above, and shall have up to six (6) months, after completion of construction to sell the property to a qualified individual or entity. Donee shall provide Donor with an annual report no later than December 31st of each year, setting forth the disposition of the property, beneficiary information, and any relative data requested by Donor.

The Donee hereby accepts this donation with gratitude and acknowledges delivery and possession thereof.

Donee takes the Property subject to all taxes which may be due and agrees to pay all taxes which may be due or hereafter become due against any or all of the Property conveyed herein.

This Act of Donation is passed before me, Notary, without a request for examination of title and none was made by me. The description herein was furnished to me, Notary, by the parties. The parties hereby waive any conveyance, mortgage and any other certificates and relieve and release me, Notary, from any and all responsibilities in connection therewith.

**THUS DONE AND SIGNED** in Shreveport, Louisiana on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, in the presence of the undersigned competent witnesses and me, Notary, after due reading of the whole.

**WITNESSES:**

**CITY OF SHREVEPORT**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Adrian Perkins, Mayor**

\_\_\_\_\_  
**Notary Public**

**THUS DONE AND SIGNED** in Shreveport, Louisiana on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, in the presence of the undersigned competent witnesses and me, Notary, after due reading of the whole.

**WITNESSES:**

**VOLUNTEERS OF AMERICA  
OF NORTH LOUISIANA**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Print:** \_\_\_\_\_

\_\_\_\_\_  
**Notary Public**

Property Owner	Physical Address	Legal Description	Type	Lots	Acreage	Land Value	Bldg Value	Total Value
City of Shreveport	1642 POLAND ST	LOTS 3 & 4, BLK. 1, WYCHE & STINSON SUBN. & 1/2 ABAND. ALLEY ADJ. LOT 3, 181435-104-16.	(RV) Res. Vacant	2.00	0.1595	\$6,715.00	\$0.00	\$6,715.00
City of Shreveport	1618 POLAND ST	LOTS 5 & 6, BLK. 1, WYCHE & STINSON SUBN., 181435-104-18	(RV) Res. Vacant	2.00	0.1518	\$6,320.00	\$0.00	\$6,320.00
City of Shreveport	70788 NONE	LOTS 7 THRU 12, BLK. 1, WYCHE & STINSON SUBN., 181435-104-17.	(RV) Res. Vacant	6.00	0.4466	\$18,960.00	\$0.00	\$18,960.00
City of Shreveport	1652 POLAND ST	LOT 13, BLK 1, WYCHE & STINSON SUB 181435-104-13	(RV) Res. Vacant	1.00	0.0729	\$3,160.00	\$0.00	\$3,160.00
City of Shreveport	1641 POLAND ST	LOT 20, BLK 4, ALLENDALE HTS SUB., 181435-108-20	(RV) Res. Vacant	1.00	0.1133	\$3,960.00	\$0.00	\$3,960.00
City of Shreveport	0 Poland	LOT 21, BLK 4, ALLENDALE HEIGHTS SUB. 181435-108-21	(RV) Res. Vacant	1.00	0.1128	\$3,960.00	\$0.00	\$3,960.00
City of Shreveport	808 PIERRE AVE	S. 80 FT OF LOTS 28, 29 & 30, BLK 4, ALLENDALE HTS. SUB., 181435-108-37	(RV) Res. Vacant	2.00	0.2199	\$7,920.00	\$0.00	\$7,920.00



**FACT SHEET**

<p><b><u>TITLE</u></b> An ordinance to amend and repeal sections in Chapter 70 Planning and Development of the City of Shreveport, Louisiana, Code of Ordinances relative to Shreveport Metropolitan Planning Commission of Caddo Parish and to otherwise provide with respect thereto.</p>	<p><b><u>DATE</u></b> January 25, 2022</p>	<p><b><u>ORIGINATING DEPARTMENT</u></b> Office of the City Attorney <b><u>COUNCIL DISTRICT</u></b> City-wide <b><u>SPONSOR</u></b></p>
<p><b><u>PURPOSE</u></b> To amend and repeal sections of City Code Chapter 70 relative to Shreveport Metropolitan Planning Commission of Caddo Parish.</p>		
<p><b><u>BACKGROUND INFORMATION</u></b> Currently, the City ordinances relative to the Shreveport Metropolitan Planning Commission are contrary to recently passed legislation on the same matter. The proposed revisions will bring our current ordinances into compliance with those laws recently enacted by the Louisiana State Legislature.</p>		
<p><b><u>TIMETABLE</u></b> Introduction: January 25, 2022 Final Passage: February 8, 2022</p>	<p><b><u>ATTACHMENTS</u></b> Exhibit "A" Act No. 294 of the 2020</p>	
<p><b><u>SPECIAL PROCEDURAL REQUIREMENTS</u></b> NA</p>		
<p><b><u>FINANCES</u></b> NA</p>	<p><b><u>SOURCE OF FUNDS</u></b> NA</p>	
<p><b><u>ALTERNATIVES</u></b> (1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.</p>		
<p><b><u>RECOMMENDATION</u></b> It is recommended that the City Council adopt the ordinance.</p>		
<p><b><u>FACT SHEET PREPARED BY:</u></b> Danielle N. Brown, Assistant City Attorney</p>		

ORDINANCE NO. \_\_\_\_\_ OF 2022

**AN ORDINANCE TO AMEND AND REPEAL SECTIONS IN CHAPTER 70 PLANNING AND DEVELOPMENT OF THE CITY OF SHREVEPORT, LOUISIANA, CODE OF ORDINANCES RELATIVE TO SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY COUNCILMEMBER:**

**WHEREAS**, during the 2020 Regular Session of the Louisiana State Legislature passed House Bill 697 and it was subsequently signed by the Governor, becoming effective January 1, 2022;

**WHEREAS**, upon the signature of the Governor, House Bill 697 became Act No. 294;

**WHEREAS**, Act No. 294, among other things, removes the territory of Caddo Parish from the jurisdiction of the Shreveport Metropolitan Planning Commission of Caddo Parish and makes the makeup of the commission entirely of members confirmed by the Shreveport City Council, who live within the municipality;

**WHEREAS**, Act No. 294 requires amendment to various sections of the City of Shreveport's metropolitan planning commission ordinances, located in Chapter 70, Article II of the City's Code of Ordinances;

**WHEREAS**, Act No. 294 also requires the repeal of all of the sections of the City of Shreveport's metropolitan planning commission ordinances, located in Chapter 70, Article III of the City's Code of Ordinances.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport, in due, legal, and regular session convened, that Chapter 70, Article III – Regional Planning be hereby repealed;

**BE IT FURTHER ORDAINED** by the City Council of the City of Shreveport, in due, legal, and regular session convened, that Chapter 70, Article II – Metropolitan Planning Commission be hereby amended to now read as follows:

## **ARTICLE II. – METROPOLITAN PLANNING COMMISSION**

\* \* \*

### **Sec. 70-27. Created, composition, etc.**

Pursuant to provisions of Act 294 of 2020, there is hereby created the Shreveport Metropolitan Planning Commission of Caddo Parish, the membership of which and the appointment and terms of its members shall be as provided in such act.  
(Code 1971, § 27-17)

\* \* \*

### **Sec. 70-28. General powers and duties.**

The powers, duties and authority of the metropolitan planning commission, as imposed, conferred and delegated to such commission by city ordinances, the Charter of the city, and by Act 294 of 2020, are hereby granted, conferred and imposed upon such commission.

\* \* \*

### **Sec. 70-29. Assumption of powers and duties of city planning commission.**

All of the duties, obligations, powers and authority presently conferred upon the city planning commission by city ordinances, which are not in conflict with Act 294 of 2020, are hereby granted, conferred, transferred and imposed upon the metropolitan planning commission, effective as of January 1, 2022..  
(Code 1971, § 27-19)

\* \* \*

### **Secs. 70-30—70-90. Reserved.**

\* \* \*

**BE IT FURTHER ORDAINED** that if any provision or item of this Ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Ordinance which can be given affect without the invalid provisions, items or applications and to this end the provisions of this Ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all Ordinances or parts thereof in conflict herewith are hereby repealed.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

**ACT No. 294**

2020 Regular Session

HOUSE BILL NO. 697

BY REPRESENTATIVE MCCORMICK

1 AN ACT

2 To amend and reenact Subpart D of Part IV of Chapter 1 of Title 33 of the Louisiana  
3 Revised Statutes of 1950, comprised of R.S. 33:140.1 through 140.36, relative to the  
4 Shreveport Metropolitan Planning Commission of Caddo Parish; to remove the  
5 territory of Caddo Parish from the jurisdiction of the commission; to remove the  
6 powers granted to the governing authority of Caddo Parish to participate in  
7 commission functions; and to provide for related matters.

8 Notice of intention to introduce this Act has been published  
9 as provided by Article III, Section 13 of the Constitution of  
10 Louisiana.

11 Be it enacted by the Legislature of Louisiana:

12 Section 1. Subpart D of Part IV of Chapter 1 of Title 33 of the Louisiana Revised  
13 Statutes of 1950, comprised of R.S. 33:140.1 through 140.36, is hereby amended and  
14 reenacted to read as follows:

15 SUBPART D. SHREVEPORT METROPOLITAN PLANNING

16 §140.1. General purposes

17 A. It is the purpose and intent of this ~~Sub-Part~~ Subpart to authorize  
18 metropolitan planning in the ~~City~~ city of Shreveport ~~and its environs~~ and to provide  
19 for the creation, organization, powers and duties of a metropolitan planning  
20 commission; for the regulation of the subdivision of land in the metropolitan  
21 planning area, as defined ~~herein~~ in this Subpart; for the making and adoption of an  
22 official map or maps to preserve the integrity of the major street plan and other plans  
23 by the regulation of buildings in mapped streets; for the making and adoption of a  
24 zoning plan and zoning ordinance or ordinances; for the adoption of ordinances

1           prescribing minimum construction, health, and sanitation standards to prevent the  
 2           spread of slums and to encourage and assist public and private agencies,  
 3           corporations, and individuals in the rehabilitation and redevelopment of blighted  
 4           areas; and for the adoption of other plans, ordinances, and measures to effectuate the  
 5           purposes of this ~~Sub-Part~~ Subpart.

6           B. It is the intent of this ~~Sub-Part~~ Subpart to provide for the planning and the  
 7           effectuation of plans for the orderly physical development of the metropolitan  
 8           planning area as a whole. ~~To this end provision is made for unified planning of the~~  
 9           ~~area within the City of Shreveport and environs, and, further, provision is made for~~  
 10          ~~joint or correlated action by the City Council of the City of Shreveport and the Police~~  
 11          ~~Jury of Caddo Parish in the adoption of ordinances or other measures to effectuate~~  
 12          ~~such unified plans.~~

13          ~~§140.2. Separate actions by city and parish~~

14          ~~A. Where joint or correlated legislative action is required, as above provided,~~  
 15          ~~it is contemplated in this Sub-Part that such joint or correlated legislative action will~~  
 16          ~~be taken within a reasonable time after the submission of such ordinances or other~~  
 17          ~~measures to the City Council or the Police Jury by the planning commission.~~

18          ~~B. In the event such legislative action is not taken by either the City Council~~  
 19          ~~or the Police Jury, nothing in this Sub-Part shall be construed to prohibit, prevent,~~  
 20          ~~or impair the other from taking such action unilaterally with respect to the territory~~  
 21          ~~within its lawful jurisdiction, provided, that in such case either the City Council or~~  
 22          ~~Police Jury, as the case may be, that has failed to take such legislative action shall~~  
 23          ~~forfeit to the other all rights and privileges with respect to joint action, such as~~  
 24          ~~appointment of members of the board of appeals, and such rights and privileges shall~~  
 25          ~~remain forfeited until such time as the joint or correlated action contemplated is~~  
 26          ~~taken.~~

27          ~~§140.3. §140.2. Conflict with other laws~~

28          ~~A. Where~~ If other laws relating to the physical planning, zoning, airport  
 29          zoning, effectuation of plans, platting, and other purposes of this ~~Sub-Part~~ Subpart  
 30          are in conflict with the provisions of this ~~Sub-Part~~ Subpart, the provisions of this

1           ~~Sub-Part~~ Subpart shall prevail; provided, however, that where such other laws or  
 2           provisions thereof provide for other and additional duties, powers, authority, and  
 3           responsibility, such other laws shall be applicable insofar as they are not in conflict  
 4           with the provisions of this ~~Sub-Part~~ Subpart.

5                     B. It is distinctly recognized, however, that should either party hereto fail to  
 6           ~~take advantage of or to use the instant legislation, this Sub-Part will in no way~~ If the  
 7           ~~city council fails to make use of the provisions of this Subpart, the provisions of this~~  
 8           ~~Subpart shall not~~ be construed to displace, amend, supersede or affect existing  
 9           planning or zoning laws or statutes of the State state of Louisiana or of ~~either~~  
 10          ~~jurisdiction herein which are now in effect~~ the municipality.

11          ~~§140.4. Delegation of authority~~

12                     A. ~~Where, for reasons of convenience, economy, or effectiveness in the~~  
 13          ~~administration of plans, ordinances, or other measures, such as zoning, it is desired~~  
 14          ~~that the City Council or Police Jury or department, bureau, or agent of either~~  
 15          ~~undertake the administration of such plans, ordinances, or other measures with~~  
 16          ~~respect to the territory of the other, the City Council and Police Jury are hereby~~  
 17          ~~authorized and empowered to enter into such arrangement as may be mutually agreed~~  
 18          ~~upon for such administration and to provide compensation therefor to the governing~~  
 19          ~~body or department, bureau, or agent thereof, commensurate with the value and~~  
 20          ~~extent of the administration and work involved.~~

21                     B. ~~Nothing in this section shall be construed as authorizing the delegation~~  
 22          ~~by the City Council or the Police Jury to the other or to any department, bureau, or~~  
 23          ~~agent thereof, of the legislative authority vested by law in such governing body.~~

24          ~~§140.5. §140.3. Definitions~~

25                     For the purposes of this Subpart, certain words and phrases used herein are  
 26          defined as follows:

27                     (1) ~~Municipal and municipality relate to the City of Shreveport, and where~~  
 28          ~~appropriate to the context, to that area lying within the corporate limits of such city~~  
 29          ~~as such corporate limits exist or may exist in the future.~~

1                   ~~(2) City council relates to the chief legislative body of the City of~~  
2                   ~~Shreveport.~~

3                   ~~(3) Parish relates to Caddo Parish as such parish exists today or may exist~~  
4                   ~~in the future.~~

5                   ~~(4) Police Jury relates to the chief legislative body of Caddo Parish.~~

6                   ~~(5) Planning Commission or commission means the Shreveport Metropolitan~~  
7                   ~~Planning Commission of Caddo Parish as provided for in R.S. 33:140.6.~~

8                   ~~(6) Metropolitan planning area means the City of Shreveport and any areas~~  
9                   ~~outside of its boundaries which, in the commission's judgment, bear relation to the~~  
10                  ~~planning of the municipality; provided, however, that such metropolitan planning~~  
11                  ~~area shall not extend more than five (5) miles beyond the City of Shreveport as such~~  
12                  ~~City exists or may exist in the future.~~

13                  ~~(7) Street or streets means, relates to, and includes streets, avenues,~~  
14                  ~~boulevards, roads, lanes, alleys and other ways.~~

15                  ~~(8) Subdivision means the division of a lot, a tract, or parcel of land or a~~  
16                  ~~portion thereof, into two or more lots, sites, or other divisions, any one or more of~~  
17                  ~~which is to be platted as a lot of record for the purpose, whether immediate or future,~~  
18                  ~~of sale or building development, and also means resubdivision, or the consolidation~~  
19                  ~~of lots or tracts or portions thereof into single lots, and, when appropriate to the~~  
20                  ~~context, relates to the process of subdividing, as to the land or area subdivided.~~

21                  (1) "City council" means the governing authority of the city of Shreveport.

22                  (2) "Commission" means the Shreveport Metropolitan Planning Commission  
23                  of Caddo Parish as provided for in R.S. 33:140.4.

24                  (3) "Metropolitan planning area" means the territory included within the  
25                  boundaries of the city of Shreveport.

26                  (4) "Municipal" and "municipality" means the city of Shreveport.

27                  (5) "Street" or "streets" mean public thoroughfares, avenues, boulevards,  
28                  roads, lanes, alleys, and other ways.

29                  (6) "Subdivision" means the division of a lot, a tract, or parcel of land or a  
30                  portion thereof, into two or more lots, sites, or other divisions, any one or more of

1 which is to be platted as a lot of record for the purpose, whether immediate or future,  
 2 of sale or building development, and also means resubdivision, or the consolidation  
 3 of lots or tracts or portions thereof into single lots, and, when appropriate to the  
 4 context, relates to the process of subdividing, as to the land or area subdivided.

5 ~~§140.6.~~ §140.4. Metropolitan planning commission; creation and appointment

6 A. ~~The City Council of the City of Shreveport and the Police Jury of Caddo~~  
 7 ~~Parish~~ city council may create a commission, to be known as the Shreveport  
 8 Metropolitan Planning Commission of Caddo Parish. ~~The Commission~~ commission  
 9 shall consist of nine members who shall be residents and qualified voters of ~~Caddo~~  
 10 ~~Parish, four (4) members appointed by the City Council of the City of Shreveport,~~  
 11 ~~four (4) members appointed by the Police Jury of Caddo Parish, and one member~~  
 12 ~~elected by joint action of the City Council of the City of Shreveport and the Police~~  
 13 ~~Jury of Caddo Parish. The term of each member shall be six years, except that of the~~  
 14 ~~members first appointed, the terms of the four (4) members appointed by the City~~  
 15 ~~Council and the terms of the four (4) members appointed by the Police Jury shall be~~  
 16 ~~two, four, five, and six years respectively, and the term of the member elected by~~  
 17 ~~joint action of the City Council and the Police Jury shall be three years. Any vacancy~~  
 18 ~~shall be filled for the unexpired term by the appointive authority, which shall have~~  
 19 ~~also the authority to remove any member for cause stated in writing and after public~~  
 20 ~~hearing; provided, however, that the filling of an unexpired term of the removal of~~  
 21 ~~any member elected by the City Council and the Police Jury shall be done only by~~  
 22 ~~the City Council and the Police Jury. All members shall serve without compensation~~  
 23 the municipality.

24 B. Members shall serve six-year terms after initial terms as provided in this  
 25 Subsection. One member shall serve an initial term of one year; one shall serve two  
 26 years; one shall serve three years; two shall serve four years; two shall serve five  
 27 years; and two shall serve six years, as determined by lot at the first meeting.

28 C. Members shall serve without compensation.

29 D. Vacancies for any reason shall be filled for the remainder of the  
 30 unexpired term in the manner of the original appointment.

1                    E. A member may be removed for cause stated in writing and after a public  
 2                    hearing.

3                    ~~§140.7.~~ §140.5. Organization, rules, staff

4                    A. The commission shall elect its chairman from among its members. The  
 5                    term of the chairman shall be one year with eligibility for reelection. The  
 6                    commission shall adopt rules for the transaction of business and shall keep a record  
 7                    of its resolutions, transactions, findings, and determinations, and the recorded vote  
 8                    of each member to be included, and each record shall be a public record.

9                    B. The commission may appoint such employees and staff as it deems  
 10                    necessary for its work, and where, for convenience, economy, or effectiveness in the  
 11                    administration of plans, ordinances, or other measures, such as zoning, the  
 12                    commission desires to delegate certain authority to its employees and staff to act in  
 13                    its behalf, it may do so when such authority is specified in the plan, ordinance or  
 14                    other measure.

15                    C. The commission may contract with city planners and other consultants for  
 16                    such services as it may require.

17                    ~~§140.8.~~ §140.6. Budget

18                    The commission shall prepare an annual budget of its operating expenses, the  
 19                    total amount of which, exclusive of gifts, shall be within the total amounts  
 20                    appropriated for the purpose by the ~~City Council and the Police Jury~~ city council.  
 21                    ~~The City of Shreveport~~ municipality shall act as fiscal agent for the commission.

22                    ~~§140.9.~~ §140.7. Area of jurisdiction

23                    The area of jurisdiction of the commission shall be the metropolitan planning  
 24                    area as defined ~~herein~~ in this Subpart. In its planning, the commission may take into  
 25                    consideration and may make plans for such other area as, in its judgment bears  
 26                    relation to the metropolitan planning area, but the plans for such other area shall not  
 27                    ~~in themselves or by reason of this Sub-part~~ Subpart have any legal or official status.

28                    ~~§140.10.~~ §140.8. Master plan

29                    A. It shall be the function and duty of the commission to make and  
 30                    recommend to the ~~City Council and the Police Jury~~ city council a master plan for the

1 physical development of the municipality, ~~including any areas outside of its~~  
 2 ~~boundaries which, in the commission's judgment, bear relation to the planning of the~~  
 3 ~~municipality.~~

4 B. The master plan, consisting of maps, plats, charts, and descriptive and  
 5 explanatory matter, shall show the commission's recommendations for such physical  
 6 development, and may include, among other things, the general location, character  
 7 and extent of streets, bridges, viaducts, parks, parkways, waterway and waterfront  
 8 developments, playgrounds, airports, and other public ways, grounds, places and  
 9 spaces; the general location of public buildings, schools and school sites, and other  
 10 public property; the general location and extent of public utilities and terminals,  
 11 whether publicly or privately owned, for water, power, heat, light, sanitation,  
 12 transportation, communication, and other purposes; the acceptance, widening,  
 13 removal, extensions, re-location, narrowing, vacation, abandonment, or change of  
 14 use of any of the foregoing public ways, grounds, places, spaces, buildings,  
 15 properties, utilities, or terminals; a zoning plan for the regulation of the height, area,  
 16 bulk, location, and use of private and public structures and premises, and of  
 17 population density; the general location, character, layout, the extent of the  
 18 neighborhood units and communities or groups of neighborhood units, of  
 19 neighborhood and community centers; and of the general character, extent, and  
 20 layout of the replanning of blighted districts and slum areas.

21 C. The commission may from time to time recommend amendments to  
 22 extend or add to the plan.

23 ~~§140.11.~~ §140.9. General purpose of the plan

24 In the preparation of the master plan, the commission shall make careful and  
 25 comprehensive surveys and studies of the existing conditions and probable future  
 26 growth of the ~~City of Shreveport and its environs~~ municipality. The plan shall be  
 27 made with the general purpose of guiding and accomplishing a coordinated, adjusted,  
 28 and harmonious development of the metropolitan planning area which will, in  
 29 accordance with existing and future needs, best promote public health, safety,

1           morals, order, convenience, prosperity, or the general welfare, as well as efficiency  
 2           and economy in the process of development.

3           ~~§140.12:~~ §140.10. Adoption of master plan

4                     The commission may recommend the adoption of the master plan as a whole,  
 5           or, as the work of making the whole master plan progresses, may from time to time  
 6           recommend a part or parts thereof, any such part to correspond generally with one  
 7           or more of the functional subdivisions of the subject matter of the plan. The  
 8           adoption of the plan or any part, amendment, or addition, shall be by resolution  
 9           carried by the affirmative votes of a majority of the ~~City Council, in the case of its~~  
 10          ~~applicability to the City of Shreveport, or by the Police Jury, in the case of its~~  
 11          ~~applicability to areas outside of the City of Shreveport~~ city council. The resolution  
 12          shall refer expressly to the maps, descriptive matter, and other matters intended by  
 13          the commission to form the whole or part of the plan, and the action taken shall be  
 14          recorded on the adopted plan or part thereof by the identifying signature of the  
 15          secretary of the ~~City Council or the Police Jury~~ city council, and a copy of the plan  
 16          or part thereof shall be certified to ~~each of the following: The City Council of the~~  
 17          ~~City of Shreveport, the Police Jury of Caddo Parish, the Caddo Parish School Board,~~  
 18          ~~the Board of Commissioners of the Caddo Levee District, and the Clerk of Court and~~  
 19          ~~Recorder of Caddo Parish~~ the city council and the clerk of court of Caddo Parish,  
 20          who shall record such plan or part thereof on the conveyance records of Caddo  
 21          Parish. The plan or part thereof shall take effect after the date it shall have been  
 22          adopted by the ~~City Council, in the case of its applicability to the City of Shreveport,~~  
 23          ~~or by the Police Jury, in the case of its applicability to areas outside the City of~~  
 24          ~~Shreveport~~ city council.

25          ~~§140.13:~~ §140.11. Miscellaneous powers of the commission

26                     The commission may make reports and recommendations relating to the plan  
 27          and development of the area within its jurisdiction to public officials and agencies,  
 28          public utility companies, civic, educational, professional and other organizations and  
 29          citizens. It may recommend to the executive or legislative officials of the ~~City of~~  
 30          ~~Shreveport and Caddo Parish~~ municipality, and to other public or semi-public

boards, commissions, agencies, or other bodies, programs for public improvements and the financing thereof. All public officials shall, upon request, make available to the commission, within a reasonable time, such available information as it may require for its work. The commission, its members and employees, in the performance of its functions, may enter upon any land, make examinations and surveys, and place and maintain necessary monuments and marks thereon. In general, the commission shall have such additional powers as granted by ordinances adopted by the ~~City Council or the Police Jury as the case may be~~ city council.

~~§140.14.~~ §140.12. Legal status of plan

A. After adoption of the master plan or any part thereof, then and thenceforth no street, park, or any public way, ground, place, or space, no public building or structure, school or school site, or no public utility, whether publicly or privately owned, shall be constructed or authorized in the area of the adopted plan until and unless the location and extent thereof shall have been submitted to and approved by the ~~planning~~ commission; provided that in the case of disapproval, the commission shall communicate its reasons to the ~~City Council or Police Jury, as appropriate~~ city council, and the ~~City Council or Police Jury~~ city council, by a vote of not less than ~~two-thirds~~ majority of its entire membership shall have the power to overrule such disapproval and, upon such overruling, the ~~City Council, Police Jury~~ city council, or the appropriate board or officer shall have the power to proceed; provided, however, that if the public way, ground, place, space, building, structure, school or school site, or utility be one the authorization or financing of which does not, under the law or charter provisions governing the same, fall within the province of the ~~City Council or Police Jury~~ city council or other body or official of the ~~City of Shreveport or of Caddo Parish~~ municipality, then the submission to the ~~planning~~ commission shall be by the board or official having such jurisdiction, and the ~~planning~~ commission's disapproval may be overruled by such board by a vote of not less than ~~two-thirds~~ majority of its entire membership or by ~~said~~ the official.

B. The acceptance, widening, removal, extension, relocation, narrowing, vacation, abandonment, change of use, acquisition of land for, or sale or lease of any

CODING: Words in ~~struck through~~ type are deletions from existing law; words underscored are additions.

1 street or other public way, ground, place, property, or structure shall be subject to  
 2 similar submission and approval, and the failure to approve may be similarly  
 3 overruled. The secretary of the commission or his deputy shall issue a receipt  
 4 showing the date, time, and sufficient description to identify any document submitted  
 5 to it for approval. The failure of the commission to act within sixty (60) days from  
 6 the date of official filing shall be deemed approval, unless a longer period be is  
 7 granted by the ~~City Council, Police Jury~~ city council, or other submitting agency or  
 8 official, provided that the acceptance, widening, removal, extension, relocation,  
 9 narrowing, vacation, abandonment, change of use, acquisition of land for, or sale or  
 10 lease of any street, or other public way, ground, place, property, or structure by the  
 11 ~~Police Jury of Caddo Parish or by the City Council of the City of Shreveport, as the~~  
 12 ~~case may be,~~ city council need not be submitted for approval by the commission  
 13 unless in conflict with ~~said~~ the master plan.

14 ~~§140.15. Effective date~~

15 ~~In creating a metropolitan planning commission, as authorized by this Sub~~  
 16 ~~Part, the City Council of the City of Shreveport and the Police Jury of Caddo Parish~~  
 17 ~~shall, by mutual agreement, designate the date upon which the powers, duties and~~  
 18 ~~authority of the commission shall take effect. Until such time as the Metropolitan~~  
 19 ~~Planning Commission begins the performance of its duties the existing City Planning~~  
 20 ~~Commission of the City of Shreveport shall be continued with all the powers and~~  
 21 ~~duties heretofore held; and, by the aforesaid date the City Planning Commission shall~~  
 22 ~~have turned over to the Metropolitan Planning Commission all of its records, plans,~~  
 23 ~~studies, or other instruments of its work and planning. Upon the attachment of the~~  
 24 ~~jurisdiction of the Metropolitan Planning Commission, the powers of the City~~  
 25 ~~Planning Commission of the City of Shreveport in conflict herewith, shall cease to~~  
 26 ~~exist; provided, however, that such plans or parts thereof as have been lawfully~~  
 27 ~~adopted by the City Planning Commission, including but not limited to the~~  
 28 ~~subdivision regulations, major street plan, and zoning plan, shall continue in effect~~  
 29 ~~and shall be administered by the Metropolitan Planning Commission until repealed~~

1           ~~or replaced by such Metropolitan Planning Commission in accordance with this Sub-~~  
2           ~~Part.~~

3           ~~§140.16.~~ §140.13. Planning commission as platting authority

4                   ~~From and after the time when the Shreveport Metropolitan Planning~~  
5           ~~Commission of Caddo Parish shall have recommended, and the City Council and the~~  
6           ~~Police Jury have~~ After the commission has recommended and the city council has  
7           adopted a master plan in whole or in part, no plat of a subdivision of land lying  
8           within the area covered by the ~~said~~ plan shall be filed or recorded until it shall have  
9           been submitted to and approved by the commission, and such approval entered in  
10          writing on the plat by the secretary of the commission. ~~The Clerk of Court and~~  
11          ~~Recorder~~ clerk of court of Caddo Parish shall not file or record a plat of a subdivision  
12          without the approval of the ~~Planning Commission~~ commission as required by this  
13          ~~Sub-Part~~ Subpart; the filing or recording of a plat of a subdivision without the  
14          approval of the ~~Planning Commission~~ commission as required by this Section shall  
15          be void.

16          ~~§140.17.~~ §140.14. Subdivision, regulations

17                   A. In exercising the powers granted to it by this ~~Sub-part~~ Subpart, the  
18          ~~planning~~ commission shall recommend regulations governing the subdivision of land  
19          within the metropolitan planning area. Such regulations may provide for the  
20          harmonious development of the metropolitan planning area; for the coordination of  
21          streets within subdivisions with other existing or planned streets or with other  
22          features of the master plan or official map of the metropolitan planning area; for  
23          adequate open spaces for traffic, recreation, light and air; and for the distribution of  
24          population and traffic which will tend to create conditions favorable to health, safety,  
25          convenience, or prosperity.

26                   B. Such regulations may include requirements as to the extent to which and  
27          the manner in which streets shall be graded and improved and water, sewer and other  
28          utility mains, piping, connections, or other facilities shall be installed as a condition  
29          precedent to the approval of the plat. The regulations or practice of the commission  
30          may provide for the tentative approval of the plat previous to such improvement and

1 installation; but any such tentative approval shall not be entered on the plat. Such  
 2 regulations may provide that, in lieu of the completion of such work and installations  
 3 previous to the final approval of a plat, the commission may accept a bond, in an  
 4 amount and with surety and conditions satisfactory to it, providing for the securing  
 5 to the ~~City of Shreveport or to Caddo Parish, as appropriate~~ municipality, the actual  
 6 construction and installation of such improvements and utilities within a period  
 7 specified by the commission and expressed in the bond; and the ~~City Council of the~~  
 8 ~~City of Shreveport and the Police Jury of Caddo Parish~~ are city council is hereby  
 9 granted the power to enforce such bonds by all appropriate legal and equitable  
 10 remedies. Such regulations may provide, in lieu of the completion of such work and  
 11 installations previous to the final approval of a plat, for an assessment or other  
 12 method whereby the ~~City of Shreveport or Caddo Parish, as appropriate,~~  
 13 municipality is put in an assured position to do such work and make such  
 14 installations at the cost of the owners of the property within the subdivision.

15 C. Before recommending its subdivision regulations or any amendments  
 16 thereto, the commission shall hold a public hearing thereon, at least ten ~~(10)~~ days  
 17 notice of the time and place of which shall be published in a newspaper of general  
 18 circulation in the municipality ~~and parish~~; certified copies of these regulations to be  
 19 filed with the ~~local legislative body and the Clerk of Court~~ city council and the clerk  
 20 of court of Caddo Parish. The commission shall then present its recommendation for  
 21 subdivision regulations to the ~~City Council or the Police Jury~~ for adoption by the  
 22 ~~City Council or the Police Jury, as the case may be~~ city council.

23 ~~§140.18:~~ §140.15. Procedure on subdivision plats; appeals

24 A.(1) The secretary of the commission or his deputy shall issue a receipt  
 25 showing the date, time, and sufficient description to identify any plat submitted to  
 26 it for approval.

27 (2) The commission shall approve or disapprove the plat within sixty days  
 28 thereof, otherwise ~~said~~ the plat shall be deemed to be approved and a certificate to  
 29 that effect shall be issued by the commission on demand; however, the applicant for

1 commission approval may waive this requirement and consent to the extension of  
 2 such period.

3 (3) The ground of disapproval of any plat shall be stated upon the records of  
 4 the commission, with the recorded vote of each member included in ~~said~~ the records.

5 (4) No plat shall be disapproved by the commission without affording a  
 6 hearing thereon.

7 B. Any applicant or other person may appeal commission approval or  
 8 disapproval of a subdivision plat to the city council ~~or the police jury, as the case~~  
 9 ~~may be~~, under such procedures and provisions as shall be established in the  
 10 subdivision regulations.

11 ~~§140.19:~~ §140.16. Effect of plat approval on status of dedications

12 The approval of a plat by the planning commission shall not be deemed to  
 13 constitute or affect any acceptance by the municipality ~~or parish~~ or public body of  
 14 the dedication of any street or other ground shown upon the plat.

15 ~~§140.20:~~ §140.17. Penalties for transferring lots in unapproved subdivisions

16 ~~Whoever, being~~ If the owner or the agent of the owner of any land located  
 17 within the area covered by the adopted plan; transfers or sells or agrees to sell or  
 18 negotiates to sell such land by reference to or exhibition of or by other use of a plat  
 19 of subdivision of such land before such plat has been approved by such commission  
 20 and recorded in the office of the ~~Clerk of Court and Recorder of Caddo Parish,~~ clerk  
 21 of court of Caddo Parish, the owner or the agent of the owner shall be subject to a  
 22 penalty of one hundred dollars for each lot so transferred or sold or agreed or  
 23 negotiated to be sold; and the description by metes and bounds in the instrument of  
 24 transfer or other document used in the process of selling or transferring shall not  
 25 exempt the transaction from such penalties. The municipality ~~or the parish,~~ as  
 26 ~~appropriate,~~ through its attorney or other designated official, may enjoin such  
 27 transfer of sale or agreement by action for injunction or may recover the penalty by  
 28 civil action.

1           ~~§140.21.~~ §140.18. Acceptance of and improvements in unapproved streets

2                     ~~From and after the time when the platting jurisdiction of the planning~~  
 3           ~~commission shall have attached by virtue of~~ After the adoption of a master plan, in  
 4           whole or in part, as provided in ~~R.S. 33:140.16~~ R.S. 33:140.13, the municipality ~~or~~  
 5           ~~parish~~ or other public body shall not accept, lay out, open, improve, grade, pave, or  
 6           light any street within the area covered by the adopted plan, which conflicts with the  
 7           plan unless such street shall have been accepted or opened as, or shall have otherwise  
 8           received the legal status of, a public street prior to such attachment of the  
 9           commission's platting jurisdiction, or unless such street corresponds in its location  
 10          and lines with a street shown on a subdivision plat approved by such commission or  
 11          on a street plat made by and adopted by such commission; provided, however, that  
 12          the ~~City Council, or, in the case of a street outside of the municipality, the Police~~  
 13          ~~Jury~~ city council may locate and construct or may accept any other street if the  
 14          ordinance or other measure for such location and construction or for such acceptance  
 15          be first submitted to such commission for its approval, and, if disapproved by the  
 16          commission, be passed by not less than ~~two-thirds~~ majority of the entire membership  
 17          of the ~~City Council or Police Jury, as appropriate~~ city council; and a street approved  
 18          by the commission upon such submission, or constructed or accepted by such ~~two-~~  
 19          ~~thirds~~ majority vote after disapproval by the commission, shall have the status of an  
 20          approved street as fully as though it has been originally shown on a subdivision plat  
 21          approved by the commission or on a plat made and adopted by the commission.

22           ~~§140.22.~~ §140.19. Building permits

23                     ~~Whenever the planning commission has recommended to the City Council~~  
 24          ~~and the Police Jury, and the City Council or Police Jury~~ After the commission has  
 25          recommended to the city council and the city council has adopted in whole or in part,  
 26          a building permit plan, including both the full text of a building permit ordinance and  
 27          the map or maps, showing the districts or zones in which building permits will be  
 28          required, then and thereafter no building shall be erected in those areas without first  
 29          having secured the required building permit.

1           ~~§140.23.~~ §140.20. Platting of street lines by planning commission

2                         ~~From and after the time when the planning commission shall have~~  
 3           ~~recommended and the City Council and the Police Jury~~ After the commission has  
 4           recommended and the city council has adopted a master plan in whole or in part,  
 5           which includes at least a major street plan, or shall have progressed in its master  
 6           planning to the state of the making and recommending a major street plan, such  
 7           commission shall have the power to make or cause to be made, from time to time,  
 8           plats on which are indicated the locations of the lines recommended by the  
 9           commission as the planned or mapped lines of future streets, street extensions, street  
 10          widening, or street narrowings. The making or certifying of a plat by the  
 11          commission shall not in and of itself constitute or be deemed to constitute the  
 12          opening or establishment of any street or the taking or acceptance of any land for  
 13          street purposes.

14          ~~§140.24.~~ §140.21. Establishment of official map

15                         ~~When the City Council and the Police Jury have~~ After the commission has  
 16          recommended and the city council has adopted a master plan which includes at least  
 17          a major street plan, or the ~~Planning Commission~~ commission has progressed in its  
 18          master planning to the state of the making and recommending of a major street plan,  
 19          and shall have certified a copy of such major street plan to the ~~City Council and one~~  
 20          ~~to the Police Jury, then the City Council and the Police Jury~~ city council, then the  
 21          city council may establish an official map of the municipality, ~~in the case of the City~~  
 22          ~~Council, and that part of Caddo Parish within the area included within the adopted~~  
 23          ~~plan but outside the City of Shreveport, in the case of the Police Jury.~~ The official  
 24          map shall show the location of the streets theretofore existing and established by law  
 25          as public streets. Such official map may also show the location of the lines of streets  
 26          on plats of subdivisions which ~~shall~~ have been approved by the ~~planning~~  
 27          commission. The ~~City Council and the Police Jury~~ city council shall certify the fact  
 28          of the establishment of the official map to the ~~Clerk of Court and Recorder of Caddo~~  
 29          ~~Parish~~ clerk of court of Caddo Parish.

1           ~~§140.25.~~ §140.22. Official map; additions and changes

2                   The ~~City Council and the Police Jury~~ city council may add to the official  
 3 map, ~~each in its own jurisdiction,~~ by placing thereon, from time to time, the lines of  
 4 streets in accordance with the plat of any subdivision which ~~shall~~ have been  
 5 approved by the planning commission. The ~~City Council and the Police Jury~~ city  
 6 council may make, from time to time, other additions to or modifications of the  
 7 official map by placing thereon the lines of planned new streets or street extensions,  
 8 widenings, narrowings, or vacations. The placing of any street or street line upon the  
 9 official map shall not, in or of itself, constitute or be deemed to constitute the  
 10 opening or establishing of any street or the taking or accepting of any land for street  
 11 purposes.

12           ~~§140.26.~~ §140.23. Regulation of buildings in bed of mapped streets

13                   A. For the purpose of preserving the integrity of the official map, the ~~City~~  
 14 ~~Council and the Police Jury~~ city council may provide by general ordinance or other  
 15 legislative action that no permit shall be issued for any building or structure or part  
 16 thereof on any land located between the mapped lines of any street as shown on the  
 17 official map.

18                   B. Any such ordinance or legislative act shall provide that the ~~Board of~~  
 19 ~~Appeals~~ board of appeals, as provided for in this ~~Sub-part~~ Subpart, shall have the  
 20 power, upon an appeal filed with it by the owner of any such land, to authorize the  
 21 grant of a permit for a building or structure or part thereof within any such mapped  
 22 street location in any case in which such board finds, upon the evidence and  
 23 arguments presented to it upon such appeal,

24                   ~~(1) That~~ that the property of the appellant of which such mapped street  
 25 location forms a part will not yield a reasonable return to the owner unless such  
 26 permit be granted, or

27                   ~~(2) That~~ that balancing the interest of the municipality ~~or parish~~ in preserving  
 28 the integrity of the official map and the interest of the owner in the use and benefits  
 29 of his property, the grant of such permit is required by considerations of justice and  
 30 equity.

1            C. Before taking any such action, the board of appeals shall hold a hearing  
 2            thereon, at least ten days notice of the time and place of which shall be given to the  
 3            appellant by mail at the address specified by the appellant in his appeal petition. In  
 4            the event that the board of appeals decides to authorize a building permit, it shall  
 5            have the power to specify the exact location, ground area, height, and other details  
 6            and conditions of extent and character, and also the duration of the building,  
 7            structure or part thereof to be permitted.

8            ~~§140.27.~~ §140.24. Municipal improvements in streets; buildings not on mapped  
 9            streets

10           A. Except in streets existing and established by law as public streets at the  
 11           date of the establishment of the official map, no public water facilities, sewer, or  
 12           other public utilities or improvements shall be constructed after such date in any  
 13           street until such street is duly placed on the official map.

14           B. The city council ~~and the police jury~~ may provide by ordinance that no  
 15           permit for the erection of any building shall be issued unless a street giving access  
 16           to such proposed building existed and was established by law as a public street at the  
 17           time of the establishment of the official map or shall have been duly placed on the  
 18           official map in accordance with the provisions of ~~R.S. 33:140.24 and R.S. 33:140.25~~  
 19           R.S. 33:140.21 and 140.22; provided, however, that such ordinance shall contain a  
 20           provision whereby the applicant for such permit may appeal to the board of appeals,  
 21           hearing upon which appeal and notice of the time and place of which shall be  
 22           published in a newspaper of general circulation in the ~~city and parish~~ municipality,  
 23           and such board shall have the authority to authorize such a permit, subject to such  
 24           conditions as the board may impose, where the circumstances of the case do not  
 25           require the proposed building to be related to the existing streets or to streets as  
 26           shown on the official map and where the permit would not tend to distort or increase  
 27           the difficulty of carrying out the official map of the master plan of the municipality.

28           ~~§140.28.~~ §140.25. Grant of power

29           For the purpose of promoting the public health, safety, morals, convenience,  
 30           order, prosperity and general welfare, the ~~City Council of the City of Shreveport and~~

1           ~~the Police Jury of Caddo Parish~~ city council is hereby empowered, in accordance  
 2           with the conditions and the procedures specified in this ~~Sub-Part~~ Subpart, to regulate  
 3           the location, height, bulk, number of stories and size of buildings and other  
 4           structures, the percentage of the lot which may be occupied, the sizes of yards, courts  
 5           or other open spaces, the density of population, and the uses of buildings, structures  
 6           and land for trade, industry, residence, recreation, civic activities, and ~~otherp~~ other  
 7           purposes, within the municipality, ~~in the case of the City of Shreveport, and within~~  
 8           ~~that part of Caddo Parish within the metropolitan planning area but outside the City~~  
 9           ~~of Shreveport in the case of Caddo Parish.~~

10           ~~§140.29:~~ §140.26. The zoning plan

11                     ~~Whenever the planning~~ If the commission recommends to the ~~City Council~~  
 12           ~~of the City of Shreveport and to the Police Jury of Caddo Parish~~ city council a zoning  
 13           plan, including both the full text of a zoning ordinance and the map or maps,  
 14           representing the recommendations of the ~~planning~~ commission for the regulation by  
 15           districts or zones of the location, height, bulk, number of stories, and size of  
 16           buildings and other structures, the percentage of the lot which may be occupied, the  
 17           size of yards, courts and other open spaces, the density of population, and the uses  
 18           of buildings, structures, and land for trade, industry, residence, recreation, civic  
 19           activities, and other purposes, then the ~~City Council and the Police Jury~~ city council  
 20           may exercise the powers granted for the purpose mentioned in R.S. ~~33:140.28~~ R.S.  
 21           ~~33:140.25~~ 33:140.25 and may divide the municipality ~~or that part of the parish within the~~  
 22           ~~metropolitan planning area outside the City of Shreveport, as the case may be,~~ into  
 23           districts or zones of such number, shape, and area as it may determine, and, for such  
 24           purposes, may regulate the erection, construction, reconstruction, conversion,  
 25           alteration, and uses of buildings and structures and the uses of land. All such  
 26           regulations shall be uniform for each class or kind of building throughout each  
 27           district, but the regulations in one district may differ from those in other districts.

28           ~~§140.30:~~ §140.27. Method of procedure

29                     Before enacting the zoning ordinance or any amendment thereto, the ~~Police~~  
 30           ~~Jury~~ city council shall hold a public hearing thereon, at least ten days notice of the

CODING: Words in ~~struck through~~ type are deletions from existing law; words underscored are additions.

1 time and place of which shall be published in a newspaper of general circulation in  
 2 the ~~parish~~ municipality. The zoning ordinance, including the map or maps, may  
 3 from time to time be amended; but no amendment shall become effective unless it  
 4 be first submitted to and approved by the ~~planning~~ commission, or, if disapproved,  
 5 shall receive the favorable vote of not less than ~~two-thirds~~ majority of the entire  
 6 membership of the ~~City Council or the Police Jury, as the case may be~~ city council.

7 ~~§140.31.~~ §140.28. Non-conforming uses

8 A. The lawful use of a building or premises exactly as such use existed at the  
 9 time of the enactment of any regulation affecting it may be continued although such  
 10 use does not conform with the provisions of such regulation. ~~The City Council or~~  
 11 ~~the Police Jury, as appropriate,~~ city council may provide for the termination of non-  
 12 conforming uses either by specifying the period or periods within which they shall  
 13 be required to cease or by providing a formula or formulas whereby the compulsory  
 14 termination of a non-conforming use shall be so fixed as to allow a reasonable period  
 15 for the recovery or amortization of the investment in the non-conformance or with  
 16 adequate compensation by a court of competent jurisdiction.

17 B. ~~The City Council or the Police Jury, as appropriate,~~ The city council may  
 18 in its discretion provide by ordinance for the resumption, restoration, reconstruction,  
 19 extension, or substitution of non-conforming uses upon such terms and conditions  
 20 as may be set forth in the ordinance.

21 ~~§140.32.~~ §140.29. Board of appeals

22 A.(1) The zoning ordinances shall provide for a ~~Board of Appeals~~ board of  
 23 appeals comprised of seven members, ~~each to be appointed for a term of five years.~~  
 24 ~~Three members shall be appointed by the city council of the city of Shreveport, three~~  
 25 ~~members shall be appointed by the policy jury of Caddo Parish, and one member~~  
 26 ~~shall be elected by the joint action of the city council and the police jury. Of the~~  
 27 ~~members first appointed by the city council, one shall be appointed for a term of five~~  
 28 ~~years and two for a period of three years; of the members first appointed by the~~  
 29 ~~police jury, one shall be appointed for a term of four years and two for a period of~~  
 30 ~~two years; the member elected by joint action of the city council and police jury shall~~

1 ~~be elected for a term of one year. Members shall serve without compensation. Any~~  
 2 ~~vacancy shall be filled for the unexpired term by the appointive authority, which~~  
 3 ~~shall have also the authority to remove any member for cause stated in writing and~~  
 4 ~~after public hearing. Notwithstanding anything contained herein to the contrary,~~  
 5 ~~those members presently serving on the board of appeals will be allowed to complete~~  
 6 ~~their present terms and the two alternate members will be allowed to complete their~~  
 7 ~~terms as members, subject to the authority of the appointing authorities to remove~~  
 8 ~~any member for cause stated in writing and after public hearing all of whom shall be~~  
 9 ~~appointed by the city council.~~

10 (2) Members shall serve five-year terms after initial terms as provided in this  
 11 Subsection. Two members shall serve an initial term of one year; two shall serve  
 12 two years; one shall serve three years; one shall serve four years; and one shall serve  
 13 five years, as determined by lot at the first meeting of the board.

14 (3) Members shall serve without compensation.

15 (4) Vacancies resulting from the expiration of a term or for any other reason  
 16 shall be filled for the remainder of the unexpired term in the manner of the original  
 17 appointment.

18 (5) A member may be removed for cause stated in writing and after a public  
 19 hearing.

20 B. The zoning ordinance may provide and specify general rules to govern the  
 21 organization and procedure of such board of appeals, which rules shall not be  
 22 inconsistent with the provisions of this Subpart.

23 C. The zoning ordinance may provide that the board of appeals may permit  
 24 special exemptions to the zoning regulations in the classes of cases or situations and  
 25 in accordance with the principles, conditions, safeguards, and procedures specified  
 26 in the ordinance. The ordinance may also authorize the board of appeals to interpret  
 27 the zoning maps and pass upon disputed questions of lot lines or district boundary  
 28 lines or similar questions as they arise in the administration of the zoning  
 29 regulations. The ordinance may also authorize the board of appeals to grant a

1 variance from the strict application of zoning regulations where other procedures for  
2 variance or modification are not specified in the zoning ordinance.

3 D. Appeals to the board of appeals may be taken by any person aggrieved  
4 or by any officer, department, board or bureau of the ~~City or Parish~~ municipality  
5 affected by any grant or refusal of a building permit or other act or decision of the  
6 building inspector or permit and zoning clerk of the municipality ~~or parish~~ or other  
7 administrative official based in whole or in part upon the provisions of any ordinance  
8 enacted under this Subpart.

9 E. The board of appeals shall have the following powers:

10 (1) To hear and decide appeals where it is alleged by the appellant that there  
11 is error in any order, requirement, permit, decision, or refusal made by the municipal  
12 building commissioner or any other administrative official in the carrying out or  
13 enforcement of any provision of any ordinance enacted pursuant to this Subpart.

14 (2) To hear and decide, in accordance with the provisions of any such  
15 ordinance, request for special exceptions or for interpretations of the map or for  
16 decisions upon other special questions upon which such board is authorized by any  
17 such ordinance to pass.

18 (3) To hear and decide on requests for a variance from the strict application  
19 of the zoning regulations where no other procedure for obtaining relief is specified  
20 in the ordinance and where due to exceptional topographic conditions or other  
21 extraordinary and exceptional characteristics of a specific piece of property, the strict  
22 application of regulations would result in peculiar and exceptional or undue hardship  
23 upon the owner of such property, provided such relief may be granted without  
24 substantial detriment to the public good and without substantially impairing the  
25 intent and purpose of the zoning plan and zoning ordinance.

26 ~~§140.33.~~ §140.30. Enforcement and remedies

27 The city council ~~and the police jury~~ may provide for the enforcement of any  
28 ordinance enacted under this ~~Sub-part~~ Subpart. A violation of any such ordinance  
29 is hereby declared a misdemeanor. In case any building or structure is or is proposed  
30 to be erected, constructed, reconstructed, altered, converted, or maintained, or any

1 building structure, or land is or is proposed to be used in violation of any ordinance  
 2 enacted under this ~~Sub-Part~~ Subpart, the building inspector, permit and zoning clerk,  
 3 municipal ~~or parish~~ counsel, or other appropriate authority of the municipality ~~or of~~  
 4 ~~the parish~~, or any adjacent or neighboring property owner who would be specifically  
 5 damaged by such violation, may, in addition to other remedies, institute injunction,  
 6 mandamus, or other appropriate action or proceeding to prevent such unlawful  
 7 erection, construction, reconstruction, alteration, conversion, maintenance, or use,  
 8 or to correct or abate such violation, or to prevent the occupancy of such building,  
 9 structure, or land.

10 ~~§140.34.~~ §140.31. Conflict with other laws

11 A. ~~Whenever the~~ If regulations made under authority of this ~~Sub-Part~~  
 12 Subpart require a greater width or size of yards, courts, or other open spaces, or  
 13 require a lower height of buildings or less number of stories, or require a greater  
 14 percentage of lot to be left unoccupied, or impose other higher standards than are  
 15 required in any other statute, the provisions of the regulations made under authority  
 16 of this ~~Sub-part~~ Subpart shall govern.

17 B. ~~Whenever the provisions of any other statute require~~ If any other  
 18 provision of law requires a greater width or size of yards, courts, or other open  
 19 spaces, or require a greater percentage of lot to be left unoccupied, or impose other  
 20 higher standards than are required by the regulations made under authority of this  
 21 ~~Sub-part~~ Subpart, the provisions of such statute shall govern.

22 ~~§140.35.~~ §140.32. Existing zoning ordinances

23 Existing zoning ordinances of the ~~city of Shreveport~~ municipality shall  
 24 continue in effect until repealed by ordinances enacted under the authority of this  
 25 ~~Sub-Part~~ Subpart.

26 ~~§140.36.~~ §140.33. Grant of power

27 For the purposes of promoting the public health, safety, morals, convenience,  
 28 order, prosperity, and general welfare, the ~~City Council of the City of Shreveport and~~  
 29 ~~the Police Jury of Caddo Parish are~~ city council is hereby empowered, in accordance  
 30 with the conditions and procedures specified in this ~~Sub-Part~~ Subpart, to adopt

1 housing codes prescribing minimum standards for the area, volume, light, air,  
 2 ventilation, illumination, occupancy and density of occupancy, and sanitation of  
 3 dwellings and dwelling places; to adopt building codes, plumbing codes, electrical  
 4 codes and related measures to regulate the construction, reconstruction, alteration,  
 5 extension, conversion, or maintenance of buildings; to regulate by building and  
 6 housing codes or other measures or ordinances conditions of sanitation, including  
 7 requirements for water supply and sewerage disposal and drainage; and to adopt such  
 8 other ordinances, regulations, and plans as, in their judgment, are necessary to effect  
 9 the rehabilitation of substandard dwellings and blighted areas within the  
 10 municipality, ~~in the case of the City of Shreveport, and within that part of Caddo~~  
 11 ~~Parish within the metropolitan planning area but outside the City of Shreveport, in~~  
 12 ~~the case of Caddo Parish; provided, however, that such codes, ordinances, plans or~~  
 13 ~~other measures may be adopted with respect only to such portion of the metropolitan~~  
 14 ~~planning area outside the City of Shreveport as, in the judgment of the Police Jury,~~  
 15 ~~is deemed necessary.~~

16 ~~§140.37.~~ §140.34. ~~Planning commission~~ Commission

17 The ~~planning~~ commission may prepare and recommend to the ~~City Council~~  
 18 ~~and the Police Jury~~ city council for adoption such codes, ordinances, plans, or other  
 19 measures as, in its judgment, may be necessary to accomplish the purpose of this  
 20 ~~Sub-Part~~ Subpart.

21 ~~§140.38.~~ §140.35. Method of procedure

22 Except for the adopting of the zoning ordinance or any amendment thereto  
 23 by the city council, before adopting any code, ordinance, plan, or other measure  
 24 pursuant to this Subpart, the city council ~~or the police jury, as the case may be,~~ shall  
 25 hold a public hearing thereon, at least ten days notice of the time and place of which  
 26 shall be published in a newspaper of general circulation in the municipality ~~or in the~~  
 27 ~~parish, as the case may be.~~

28 ~~§140.39.~~ §140.36. Enforcement and remedies

29 The ~~City Council and the Police Jury~~ city council may provide, ~~in their~~  
 30 ~~respective jurisdictions,~~ for the enforcement of any code, ordinance, or other measure

1           enacted under this ~~Sub-Part~~ Subpart. A violation of any such code, ordinance, or  
2           other measure is hereby declared a misdemeanor. In case any building or structure  
3           is or is proposed to be constructed, reconstructed, altered, extended, converted, or  
4           maintained in violation of any code or ordinance enacted under this ~~Sub-Part~~  
5           Subpart, the building inspector, permit or zoning clerk, municipal ~~or parish~~ counsel,  
6           or other appropriate authority of the municipality ~~or of the parish~~, or any adjacent or  
7           neighboring property owner who would be specifically damaged by such violation,  
8           may, in addition to other remedies, institute injunction, mandamus, or other  
9           appropriate action or proceeding to prevent such unlawful construction,  
10          reconstruction, alteration, extension, conversion, maintenance, or use, or to correct  
11          or abate such violation, or to prevent the occupancy of such building.

12          Section 2. This Act shall become effective on January 1, 2022.

\_\_\_\_\_  
SPEAKER OF THE HOUSE OF REPRESENTATIVES

\_\_\_\_\_  
PRESIDENT OF THE SENATE

\_\_\_\_\_  
GOVERNOR OF THE STATE OF LOUISIANA

APPROVED: \_\_\_\_\_

**FACT SHEET**

**CITY OF SHREVEPORT, LOUISIANA**

<b>TITLE</b> An ordinance to amend various articles and sections in the City of Shreveport, Louisiana, Unified Development Code, related to fence requirements and restrictions, and to otherwise provide with respect thereto.	<b>DATE</b> January 25, 2022	<b>ORIGINATING DEPARTMENT</b> Shreveport   Caddo Metropolitan Planning Commission (“MPC”) <b>COUNCIL DISTRICT</b> City-wide <b>SPONSOR</b>
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**PURPOSE**  
To amend the code text in the Shreveport Unified Development Code.

**BACKGROUND INFORMATION**  
The City of Shreveport Unified Development Code (UDC) undergoes regular review in order to ensure that the Code promotes sound, stable, and desirable development within the jurisdiction of the City, to correct errors in the text or to accommodate changed or changing conditions in a particular area.

These proposed amendments are aimed at updating the permitting process and use standards for fences in residential and non-residential districts. These amendments will affect the following article: Article 7. On Site Development Standards, by updating the maximum allowable non-open fence height in the corner side and reverse corner side yards in residential districts, and expanding the districts in which barbed wire, razor wire, spiked posts and the like are permitted.

<b>TIMETABLE</b>	<b>ATTACHMENTS</b>
MPC Introduction: December 1, 2021	Exhibit “A” MPC Memo
MPC Review & Recommendation: January 5, 2022	Exhibit “B” MPC Staff Report
Introduction to City Council: January 25, 2022	
Final Passage by City Council: February 8, 2022	

**SPECIAL PROCEDURAL REQUIREMENTS**  
**MPC Recommendation.** Pursuant to La. R.S. 33:140.30, no amendment shall become effective unless it be first submitted to and approved (recommendation) by the MPC. The MPC reviewed these amendments and provided a favorable recommendation on January 5, 2022. Therefore, the City Council may render its decision to approve the amendments by a simple majority vote. See La. R.S. 33:140.30 and Shreveport UDC 16.1 (D)(3)(b).

**Notice and Public Hearing at MPC.** In accordance with the intent of La. R.S. 33:140.30 for a Public Hearing and Notice to be issued, the MPC held a Public Hearing at its Public Meeting on January 5, 2022, before voting on the proposed amendments. At least fourteen (14) days’ notice of the time and place of the Public Hearing was published on December 15, 2021 in *The Shreveport Times* (a newspaper of general circulation in the parish).

<b>FINANCES</b> \$0	<b>SOURCE OF FUNDS</b> NA
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**ALTERNATIVES**  
(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

**RECOMMENDATION**  
It is recommended that the City Council adopt the ordinance.

**FACT SHEET PREPARED BY:** Emily Trant, Community Planner

ORDINANCE NO. \_\_\_\_\_ OF 2022

**AN ORDINANCE TO AMEND VARIOUS ARTICLES AND SECTIONS IN THE CITY OF SHREVEPORT, LOUISIANA, UNIFIED DEVELOPMENT CODE, RELATED TO FENCE REQUIREMENTS AND RESTRICTIONS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY COUNCILMEMBER:**

**WHEREAS**, the City desires to make every effort to notify the public and to encourage public participation and input on these proposed *code text amendments* to the Shreveport Unified Development Code; and

**WHEREAS**, on December 1, 2021, the first draft proposals of these *code text amendments* were submitted to the Shreveport-Caddo Metropolitan Planning Commission (MPC), at its regular public board meeting, for informal review and discussion; and

**WHEREAS**, on January 5, 2022, these *code text amendments* were submitted to the Shreveport-Caddo MPC, at its regular board meeting, for review and recommendation in accordance with [La. R.S. 33:140.30](#); and

**WHEREAS**, in accordance with the intent of [La. R.S. 33:140.30](#) for a Public Hearing and Notice to be issued, the MPC held a Public Hearing at its Public Meeting, on January 5, 2022, before voting and providing a favorable recommendation, to the City Council, regarding the proposed amendments; and

**WHEREAS**, at least fourteen (14) days' Notice of the time and place of the Public Hearing was published, at the request of the Shreveport-Caddo MPC staff, in *The Shreveport Times* (a newspaper of general circulation in the parish) and said Notice was published on December 15, 2021; and

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in a due, legal and regular session convened, that the following amendments to the City of Shreveport, Louisiana, Unified Development Code ("Shreveport UDC") are hereby authorized as follows:

1. Amend and add new subsection in ARTICLE 7. ON-SITE DEVELOPMENT STANDARDS, SECTION 7.3 ACCESSORY STRUCTURES AND USES. Subsection 7.3.L.2.a: in the Shreveport UDC to now read as follows:
  - a. **Fence Height in Residential Districts**
    - i. In the front, corner side, and reverse corner side yards, an open fence is permitted up to a maximum height of six feet. Any other type of fence (any non-open fence), wall, or hedge is permitted in the front yard but is limited to a maximum height of three feet.
    - ii. Any other type of fence (any non-open fence), wall, or hedge is permitted in the corner side, and reverse corner side yards, but is limited to a maximum height of six feet. The height of the fence may exceed six feet to maintain an even fence line only when grade

decreases from the highest grade where the fence is to be installed, and in no case shall the total fence height exceed eight feet.

- iii. In the interior side and rear yards, a fence of any type, wall, or hedge is permitted up to a maximum height of eight feet.
- iv. No solid fence permitted or required by this Article, or other sections of this Code, shall be built within the sight triangle, as identified in Article 7.1.E of this code.

2. Amend subsection in ARTICLE 7. ON-SITE DEVELOPMENT STANDARDS, SECTION 7.3 ACCESSORY STRUCTURES AND USES. Subsection 7.3.L.3.a: in the Shreveport UDC to now read as follows:

**3. Barbed Wire and Razor Wire Fences**

- a. Barbed wire, razor wire, spiked posts, or fences of similar material are only permitted on a lot used for a utility in any district, or in the R-A, C-3, C-4, I-MU, I-1, or I-2 District.

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**BE IT FURTHER ORDAINED** that the Mayor of the City of Shreveport, or his/her designee, and the Executive Director of the Shreveport-Caddo Metropolitan Planning Commission, or his/her designee, shall be and is hereby authorized to do any and all things and to sign any and all documents in a form acceptable to the City Attorney, or his/her designee, necessary to effectuate the purposes set forth herein.

**BE IT FURTHER ORDAINED** that if any provision or item of this Ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Ordinance which can be given affect without the invalid provisions, items or applications and to this end the provisions of this Ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances, resolutions or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective in accordance with the provisions of Shreveport City Charter Section 4.23.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office



**RECOMMENDED UDC AMENDMENTS. January 5, 2022**

The City of Shreveport Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development. Periodically, revisions are required to correct errors in the text or to accommodate changed or the changing nature of business in our community. These amendments will affect the following articles, or portions thereof: Article 7. On-Site Development Standards, by updating the fence height requirements in residential and non-residential districts, with all their provisions included therein.

Staff is requesting the Shreveport UDC be amended as follows: [~~strikeout~~ indicates deleted text, underline indicates added text].

**Explanation:** *The purpose of these code text amendments is to increase the maximum allowable non-open fence height located in the corner side and reverse corner side yards in residential districts. The intent is to align the UDC with the regional and national fence code standards and to provide a user-friendly code that reduces the need for variance applications.*

**1. Amend and add new subsections in ARTICLE 7. ON-SITE DEVELOPMENT STANDARDS, SECTION 7.3 ACCESSORY STRUCTURES AND USES. Subsection 7.3.L.2.:**

**a. Fence Height in Residential Districts**

- i. In the front, corner side, and reverse corner side yards, an open fence is permitted up to a maximum height of six feet. Any other type of fence (any non-open fence), wall, or hedge is permitted in the front, ~~corner side, and reverse corner side~~ yards but is limited to a maximum height of three feet.
- ii. Any other type of fence (any non-open fence), wall, or hedge is permitted in the corner side, and reverse corner side yards, but is limited to a maximum height of six feet. The height of the fence may exceed six feet to maintain an even fence line only when grade decreases from the highest grade where the fence is to be installed, and in no case shall the total fence height exceed eight feet.
- iii. In the interior side and rear yards, a fence of any type, wall, or hedge is permitted up to a maximum height of eight feet.
- iv. No solid fence permitted or required by this Article, or other sections of this Code, shall be built within the sight triangle, as identified in Article 7.1.E of this code.

**2. Amend and add new subsection in ARTICLE 7. ON-SITE DEVELOPMENT STANDARDS, SECTION 7.3 ACCESSORY STRUCTURES AND USES. Subsection 7.3.L.3:**

**3. Barbed Wire and Razor Wire Fences**

- a. Barbed wire, razor wire, spiked posts, or fences of similar material are only permitted on a lot used for a utility in any district, or in the R-A, C-3, C-4, I-MU, I-1, or I-2 District.
- b. Barbed wire, razor wire, and similar material must be located a minimum of eight feet above the adjacent ground.

## STAFF REPORT – CITY OF SHREVEPORT

JANUARY 5, 2022

**AGENDA ITEM NUMBER: 10**  
**MPC Staff Member:** Emily Trant  
**City Council District:** All Districts  
**Parish Commission District:** All Districts

**CASE NUMBER:** 22-1-CTAC: City of Shreveport Code-Text Amendments  
**APPLICANT:** METROPOLITAN PLANNING COMMISSION  
**REQUEST:** Code Text (Ordinance) Amendments to the Shreveport UDC

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**DESCRIPTION:** The City of Shreveport Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development. Periodically, revisions are required to correct errors in the text or to accommodate changed or the changing nature of business in our community. These proposed amendments are aimed at updating the permitting process and use standards for fences in residential and non-residential districts. These amendments will affect the following article, or portions thereof: Article 7. On Site Development Standards, by updating the maximum allowable non-open fence height in the corner side and reverse corner side yards in residential districts and expanding the districts in which barbed wire is permitted.

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**BACKGROUND:** The purpose of the UDC was to update, consolidate, and reformat the former subdivision and zoning regulations. It was recognized that upon adoption that additional corrections and policy amendments to these regulations would be forthcoming in the future.

In relation to the fence height in residential districts, the existing code only allows non-open fences to be built to a maximum height of three feet in the corner side and reverse corner side yard. Should a property owner wish to exceed the three-foot allowance, the fence would have to be an open fence, such as a chain link fence type. Many property owners have expressed concern that there is a need to build a non-open fence at a height greater than three feet to protect their health, safety, and welfare, resulting in Zoning Board of Appeals (ZBA) variance requests. In several instances, a variance was denied due to the inability to prove a hardship beyond a mere inconvenience.

Nonetheless, MPC staff are understanding of the necessity for a higher non-open fence in the corner side and reverse corner side yard, thus codes from other municipalities in the region and across the nation were studied. Findings indicated that other municipalities are more generous with their fence height standards, allowing fences up to a maximum height of six feet. While uncommon, some municipalities allow a maximum of eight feet. MPC staff proposes to allow non-open fences to be a maximum height of six feet in the corner side and reverse corner side yards. Finally, MPC staff proposes to allow fence height to be a maximum height of eight feet in instances where the grade slopes and causes areas of the yard being enclosed to be exposed from the right of way. This would also reduce the wavy effect that can happen when a fence is built along a property with an uneven grade. Approval of the proposed code text amendments would bring the City of Shreveport UDC in line with the regional and national best practices and result in fewer variance applications. Additionally, these code text amendments would eliminate non-conforming fences.

In a similar circumstance, applicants who operate commercial businesses in the City of Shreveport have expressed concerns about the inability to use barbed wire fencing to secure their property and

## STAFF REPORT – CITY OF SHREVEPORT

products that are stored outside. Currently, barbed wire, razor wire, spiked posts, or fences of similar material are only permitted on a lot used for a utility in any district, or in the R-A, C-4, I-MU, I-1, or I-2 District. To address security concerns, staff proposes to permit barbed wire, and the like, in the C-3, General Commercial district by right.

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### PROPOSED UDC CODE TEXT AMENDMENT(S):

Staff is proposing the following UDC Articles at this time:

- Amend Article 7, *On-Site Development Standards*

#### **Amendment 1.**

*Amend maximum permitted height for Fence Height in Residential District in Article 7 and add two new subsections.*

#### **Amendment 2.**

*Amend districts that permit barbed wire, razor wire, spiked posts, or fences of similar materials.*

#### See Attachments:

- Exhibit “A” for memorandum describing these amendments in full detail.

**APPROVAL STANDARDS:** The purpose of Section 16.1.E.1 is to provide a uniform means for amending the text of the Unified Development Code whenever the public necessity, convenience, general welfare, comprehensive plan, or appropriate land use practices justify or require doing so. In determining whether to recommend approval or denial of the proposed text amendment, the MPC shall weigh the relevance to which the proposed amendment:

- Promotes the public health, safety, and welfare.**  
*The proposed text amendments promotes the public health, safety, and welfare.*
- Promotes the Master Plan and any adopted land use policies.**  
*The proposed text amendments are consistent with the Master Plan.*
- Promotes intent of this Code.**  
*These amendments will simplify current practices, thus promoting the intent of the Code.*
- Corrects an error or omission, adds clarification to existing requirements, or reflects a change in policy.**  
*The proposed amendments reflect changes in policy.*
- The extent to which the proposed amendment creates nonconformities.**  
*These amendments help alleviate nonconformities, not create them.*

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**STAFF  
RECOMMENDATION:** Based on staff analysis, review of the above standards and facts of record, MPC Staff

## STAFF REPORT – CITY OF SHREVEPORT

concludes that the recommendation to APPROVE the code text amendments is warranted. If approved by City Council, Article 7 of the Shreveport UDC would be amended, as described within. A majority vote of the MPC Board members present and voting is required to recommend approval to the City Council.

Alternatively, based on information provided at the public hearing, the MPC Board may:

- Deny the proposed code text amendment;
- Deny specific provisions, and approve any subsequent amendments and/or provisions; or
- Modify specific language in the proposed amendment and approve, as modified.

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**PUBLIC ASSESSMENT:** There was no opposition present.

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**MPC BOARD**  
**RECOMMENDATION:** The Board voted 8-0 to recommend this application for approval.

ORDINANCE NO. \_\_\_\_ OF 2021

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF SHREVEPORT UNIFIED DEVELOPMENT CODE, BY REZONING PROPERTY LOCATED ENTER WEST OF LINWOOD AVE & APPROX. 83' SOUTH OF W. 83RD ST., SHREVEPORT, CADDO PARISH, LA., FROM R-1-7, SINGLE-FAMILY RESIDENTIAL DISTRICT TO C-2, CORRIDOR COMMERCIAL DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BY:

SECTION I: BE IT ORDAINED by the City Council of the City of Shreveport, Caddo Parish, LA, in due, legal and regular session convened, that the zoning classification of property located west of Linwood Ave & approx. 83' south of W. 83rd St., Shreveport, Caddo Parish, Louisiana, legally described below: be and the same is hereby changed from R-1-7, Single-Family Residential District to C-2, Corridor Commercial District

LOT 59, LESS E. 10 FT. FOR R/W, WOODHAVEN SUBN. SECTION 26, T17N, R14W, CADDO PARISH, LOUISIANA and LOT 60, LESS E. 10 FT. FOR R/W, WOODHAVEN SUB., SECTION 26, T17N, R14W, CADDO PARISH, LOUISIANA.

BE IT FURTHER ORDAINED that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items, or applications of this ordinance which can be given effect without the invalid provisions, items, or applications and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that all ordinances or parts thereof in conflict herewith are hereby repealed.

21-184-C  
THERESA DICKEY

*draft*

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH  
SUMMARY MINUTES OF THE PUBLIC HEARING JANUARY 5, 2022**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, January 5, 2022 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. The members met virtually on January 4 for case manager presentations.

**Members Present**

Winzer Andrews, Chair  
Curtis Joseph, Vice Chair  
Chris Elberson, Secretary  
Laura Neubert  
Rudy Morton  
Gabriel Balderas  
Rachel Jackson  
Bill Robertson

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Reginald Jordan, Zoning Administrator  
Adam Bailey, Community Planning & Design Manager  
Jasmin Samuels, Executive Assistant  
Manushka Desgage, City Attorney's Office

**Members Absent**

Harold Sater

The hearing was opened with prayer by **MS. JACKSON** . The Pledge of Allegiance was led by **MS. NEUBERT**.

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the Metropolitan Planning Commission are subject to appeal to the appropriate governing body, either the City Council or the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Metropolitan Planning Commission.

A motion was made by **MR. ELBERSON**, seconded by **MS. NEUBERT**, to approve the minutes of the December 1, 2021 public hearing as submitted.

The motion was adopted by the following 7-0 vote: Ayes: Messrs. **ANDREWS, ELBERSON, JOSEPH, MORTON, ROBERTSON**, and Meses. **JACKSON & NEUBERT** Nays: **NONE**. Absent: **BALDERAS, & SATER**

**PUBLIC HEARING**

**CASE NO. 22-184-C ZONING REQUEST**

Applicant:	Theresa Dickey
Owner:	Theresa Dickey
Location:	8316 LINWOOD AVE (West of Linwood Ave & approx. 83' south of W. 83rd St.)
Existing Zoning:	R-1-7
Request:	R-1-7 to C-2
Proposed Use:	Restaurant

**Representative &/or support:**

**Opposition:**

There was no opposition present.

Mr. Andrews asked staff what is the normal policy at this point with no representative present.

*draft*

Mr. Clarke stated the Board has two options. They could move this to the end of the agenda to allow for the applicant to arrive or they can accept the case with the staff recommendations if the Board has no other questions, to make a decision on the application.

Mr. Andrews reiterated they have two options currently. They can either entertain a motion to move this to the end of the agenda today, allowing the applicant a chance perhaps maybe appear or they could accept the recommendations of the staff as printed and then move forward with that.

\*Due to technical difficulties the Board voted on this case and every case after by a show of hands\*

**A motion was made by MS. NEUBERT, seconded by MR. JOSEPH To recommend this application for approval.**

**The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, BALDERAS, ELBERSON, JOSEPH, MORTON, & ROBERTSON, and Meses. JACKSON & NEUBERT Nays: NONE. Absent: Messrs. SATER**

## STAFF REPORT – CITY OF SHREVEPORT

JANUARY 5, 2022

**AGENDA ITEM NUMBER: 7**  
**MPC Staff Member:** Austin Chen  
**City Council District:** F/James Green  
**Parish Commission District:** 6/Jones

**CASE NUMBER 21-184-C: ZONING REQUEST**

**APPLICANT:** THERESA DICKEY  
**OWNER:** Theresa Dickey  
**LOCATION:** 8306 & 8316 Linwood Ave (West side of Linwood Ave, approx. 83' south of W. 83rd St)  
**EXISTING ZONING:** R-1-7  
**REQUEST:** R-1-7 to C-2  
**PROPOSED USE:** Restaurant

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**DESCRIPTION:** The applicant is requesting rezoning of a 0.22-acre tract of vacant land from R-1-7 (Single-family Residential) to C-2 (Corridor Commercial) for operating a restaurant. Adjacent to the North and West, are zoned R-1-7, adjacent to the South is zoned C-2. Across Linwood Ave is zoned C-2.

There is no previous case associated with this property. Nearby relevant cases include: approval of rezoning to B-1 (Buffer Business; C-1 Neighborhood Commercial under UDC) for a daycare center (C-1-98) and Office (C-43-02) and Counseling office (C-64-14). Approval of rezoning to B-2 (Neighborhood Business; C-2 Corridor Commercial under UDC) for a Restaurant. Approval of rezoning to R-1D-E (One- Family Residence Extended Use) for a community center & computer lab (C-42-07).

Nearby neighborhoods include: Brookwood, Cedar Grove, Hollywood, Hyde Park, Suburban Acres, West Cedar Grove.

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**REMARKS:** December 14, 2021 Update: The neighborhood meeting occurred at 11:00 AM on December 13, 2021. No one attended the meeting; therefore, no opposition was stated during the meeting. The staff report has been updated according to the meeting report.

November 16, 2021 Update: The neighborhood participation meeting (NPP) did not occur on November 16 due to miscommunication between the applicant and the MPC office. Since the neighborhood participation meeting is mandatory for this rezoning case, deferring this case to January 5 will provide enough time for the applicant to host the second neighborhood participation meeting.

The applicant is requesting the rezoning of a 0.22-acre tract of vacant land from R-1-7 (Single-family Residential) to C-2 (Corridor Commercial) for operating a restaurant. At the time of writing this report, except for the directly adjacent land to the southwest, all other directly adjacent land is vacant. The applicant is considering adding a drive-through in the future. Requesting C-2 is reasonable for the

## STAFF REPORT – CITY OF SHREVEPORT

drive-through facility. C-2 is also the predominant Zoning in this Linwood corridor.

As stated in Article 4.3 of the Unified Development Code (UDC), C-2 is defined as "*The C-2 Corridor Commercial Zoning District is intended to accommodate the commercial corridors of the City of Shreveport. The C-2 District addresses primarily auto-oriented retail, both individual businesses and retail centers, with the intent of improving the pedestrian environment along the corridor. Mixed-use development is encouraged with residential dwelling units allowed above the ground floor.*" The permitted by right uses in C-2 zoning district include *Agriculture, Amusement Facility – Indoor, Animal Care Facility, Animal Shelter, Animal Shelter – Operated by Public Authority, Art Gallery, Arts Studio, Automated Teller Machine – Standalone, Body Modification Establishment, Broadcasting Facility TV/Radio - Without Antennae, Bus Transfer Station, Business Support Services, Commercial Facility For Pop-Up Use, Community Center, Community Garden, Cultural Facility, Day Care Center, Dwelling – Above the, Ground Floor, Educational Facility - Primary or Secondary, Education Facility- University, College or Vocational, Financial Institution, Financial Institution with Drive-Through, Food Truck and Trailer Vendor, Government Office, Healthcare Institution, Lodge/Meeting Hall, Medical/Dental Office, Office, Outdoor Dining, Personal Service Establishment, Place of Worship, Public Park, Public Safety Facility, Restaurant, Retail Goods Establishment, Retail Sales of Alcohol- Beer/Wine, Self-Service Ice Vending Unit, Soup Kitchen, Soup Kitchen-Accessory, Specialty Food Service, Wireless Telecommunications – Attachments to Existing Structures (Other than Towers), Wireless Telecommunications – Modifications, Temporary Farmers' Market, Temporary Outdoor Events, Temporary Sale of Non-Seasonal Merchandise, Temporary Seasonal Sales.*

The subject property is in a large area of R-1-7 single-family residential zoning and directly adjacent to the large area of C-2 Corridor Commercial zoning. North and West of the subject property are large tracts of R-1-7 residential Zoning, East and South are Corridor Commercial zoning; about 130 feet south of the subject property are two existing restaurants. Several businesses near the subject property include restaurants, a supercenter, a pawn shop, and a liquor & wine store. All the other possible C-2 uses are compatible with the surrounding Zoning and the existing uses in the area, the C-2 Zoning is generally compatible with the surrounding Zoning and existing uses. Therefore, approval of rezoning to C-2 would not introduce incompatible uses into the area.

Regarding the future land use of this site, the Future Land Use Map of the 2030 Great Expectation Master Plan shows the subject property is zoned Residential Low. The C-2 Corridor Commercial zoning would not be consistent with the intentions of the Master Plan. However, there are already several restaurants close by, and the subject property is on Linwood Avenue, which is one of the heavily traveled thoroughfares. At the same time, the subject property has been vacant for almost two decades, and newly built restaurants will positively impact the local economy. Based on practical considerations, approval of this rezoning will positively impact the community.

Per UDC requirements, the applicant hosted a neighborhood participation meeting at 11:00 AM on December 13, 2021, to present their proposed operation to interested parties. No one attended the

## STAFF REPORT – CITY OF SHREVEPORT

meeting; therefore, there was no opposition stated during the meeting.

Field observations were made on December 17. All directly adjacent land is vacant except for the lot to the southwest corner, which is a small residential building. The overall density of nearby residential areas is low, and there were several abandoned residential buildings observed near the subject site. Across Linwood Ave is Piggly Wiggly supermarket; there are two existing restaurants within 200 feet, and there is a thrifty liquor store within 250 feet. Therefore, approval of rezoning to C-2 would not introduce incompatible uses into the area.

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### STAFF

**ASSESSMENT:** Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that approval of R-1-7 (Single-family Residential) to C-2 (Corridor Commercial) is warranted, due to compatibility with the surrounding area.

**Alternatively, based on information provided at the public hearing the MPC may:**

1. Approve rezoning to C-1 Neighborhood Commercial, if a drive-through is not planned.
2. Deny the zoning request.

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**PUBLIC ASSESSMENT:** There was no opposition present.

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### MPC BOARD

**RECOMMENDATION:** The Board voted 8-0 to recommend this application for approval.

**OS**

**21-184-C**

81ST

CLEVELAND

LINWOOD

**R-1-7**

82ND

**R-1-7**



R-1-7  
to  
C-2

**C-2**

84TH

DAVID

DONNA

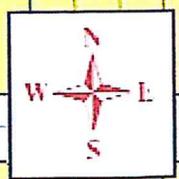
**C-2**

**C-3**

500' NOTIFICATION  
AREA

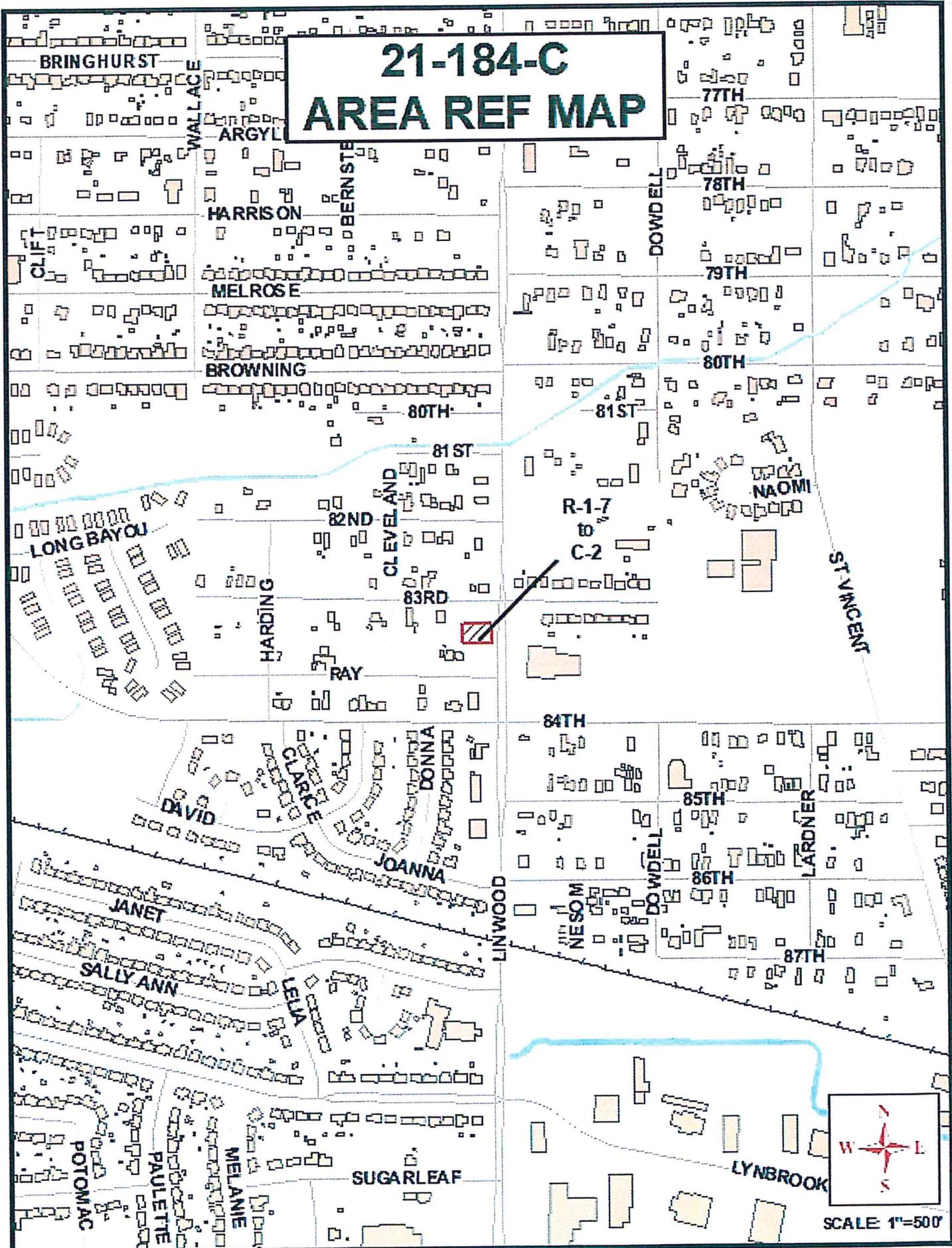
**R-1-5**

85TH



SCALE: 1"=200'

# 21-184-C AREA REF MAP





1/19/2021



11/19/2021



1/19/2021



11/19/2021

Dear neighbors,

I Theresa Dickey owns vacant land at 8306 and 8316 Linwood Ave. I would like to open a new restaurant it will be open for breakfast and lunch hours of operation will be 7 AM to 3 PM Monday through Saturday and closed on Sunday.

The site location is located between W. 83rd in the Linwood Avenue R-1-7 residential zoning district, where a restaurant is not allowed according to the article 5 section 5.2 of the united development code. Therefore I will be applying for a zone change to be at 8306 and 8316 Linwood Ave C-UC Urban Corridor District in order to operate a standard restaurant. This site is a single-story residential structure with a combined square foot of 5000 ft. The parking will be located on site and on-street parking will not be provided and no variance or waivers are required.

Because you are a nearby neighbor or otherwise interested in the neighborhood. I am inviting you to a meeting where you can learn more about what we propose, and present questions or concerns. Our application has to be heard by the Metropolitan Planning Commission and the City Council and we are required t do this before we submit our application to the Metropolitan Planning Commission.

The meeting will take place:

Monday December 13, 2021 @ 11:00am. Location will be 8316 Linwood Ave

At the meeting, I'll provide a sign-in sheet to obtain email addresses, so that I can keep you updated if there are any changes to the project. If you are unable to attend and would like to receive info from the meeting, please feel free to contact me. If you have additional questions or comments,here how to reach me. I hope to see you at the meeting on March 1st.

Sincerely,  
Theresa Dickey  
[theresa.dickey@yahoo.com](mailto:theresa.dickey@yahoo.com)



Office of the MPC  
505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6440 | fax 318-673-6112

### Neighborhood Participation Plan Report

**i** This template is for informational purposes only, and should be used as a guide—and modified accordingly—to meet the specifics for your meeting. Items 1-11, along with a notary signature and stamp, are required for submittal.

1. Project Name: *Linwood Rezoning*
2. Contact Name: *Theresa Dickey*
3. Meeting Date: *Dec 13, 2021*
4. Meeting Location: *5306 + 8316 Linwood Ave*
5. Meeting Start Time: *11 am*
6. Meeting End Time: *1:30 PM*
7. Number of People in Attendance: *2*
8. Date of Filing of Land Use Application: *10/19/21*
9. General Introduction: *NONE*

Please include information about who you reached out to for the meeting, communication outreach methods (letters, Facebook, emails, etc), what you were proposing at the time of the neighborhood meeting, the meeting format (PowerPoint, Q&A, Display Boards, etc), and who attended the meeting on behalf of the applicant (architect, engineer, attorney, developer, property owner, etc). Additional information that you feel is important to include is welcomed.

10. Summary of Concerns and Issues Raised at the Meeting: *NONE*  
Please list and respond to each one individually; include as many items that were discussed.

- a) List question/concern/comment/request for changes to the proposed plans.  
Applicant Response:
- b) List question/concern/comment/request for changes to the proposed plans.  
Applicant Response:

#### 11. Additional Items Required for Report Submittal:

- Copy of address list for mailing *NONE*
- Meeting sign-in sheet
- Meeting minutes
- Copy of any Site Plan and/or Renderings that was presented at the Neighborhood Meeting

#### 12. Deadline:

- If your land use application requires a Public Hearing before the MPC Board, then your Neighborhood Participation Report must be submitted a minimum of 2-weeks prior to the Public Hearing.
- If your land use application does not require a Public Hearing, no decision on your land use application will be made until a Neighborhood Participation Plan Report has been submitted to your Case Manager.

I, the undersigned, as the applicant or an authorized representative of the applicant do solemnly swear and attest that the information provided is true and accurate. I have included a complete record of the neighborhood meeting, as well as an honest response regarding the intentions for development.

*Theresa Dickey* \_\_\_\_\_ *12/13/21* \_\_\_\_\_  
Signature of Applicant or Authorized Representative Date

*Theresa Dickey*  
Type or Print Name of Applicant (or Authorized Representative)



**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

Members of the MPC's Land Development department are available to outline the development review process, verify submittal requirements and identify UDC requirements specific to all development requests.

DO NOT WRITE IN THIS AREA-OFFICIAL USE ONLY					
Date: _____	Planner: _____	Case No: <u>21-184-C</u> Application Fee: <u>\$800</u>			
Project Name: <u>Linwood Rezoning</u>		Associated Case: _____			
Project Address/Location: <u>8306 &amp; 8316 Linwood Ave</u>					
Current Zoning District: <u>R17</u>	Proposed Zoning District (if applicable): <u>C2</u>	Parcel Number(s): <u>171426033005900 + 171426033006000</u>			
<table style="width:100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top; border: none;"> <input checked="" type="checkbox"/> Zoning Map Amendment (Rezoning)  <input type="checkbox"/> Special Use Permit  <input type="checkbox"/> Preliminary &amp; Final Plat (7 or more lots)  <input type="checkbox"/> Final Plat (Less than 7 lots)  <input type="checkbox"/> Re-Plat             </td> <td style="width: 33%; vertical-align: top; border: none;"> <input type="checkbox"/> Planned Unit Development (PUD)                  Zoning Map Amendment and Preliminary Site Plan  <input type="checkbox"/> PUD Site Plan (Administrative)  <input type="checkbox"/> Small Planned Unit Development (SPUD)                  Zoning Map Amendment and Site Plan             </td> <td style="width: 33%; vertical-align: top; border: none;"> <input type="checkbox"/> Public Right-of-Way Closure and Abandonment  <input type="checkbox"/> Site Plan Approval  <input type="checkbox"/> Site Plan Revision  <input type="checkbox"/> Site Plan Modification  <input type="checkbox"/> Other: _____             </td> </tr> </table>			<input checked="" type="checkbox"/> Zoning Map Amendment (Rezoning) <input type="checkbox"/> Special Use Permit <input type="checkbox"/> Preliminary & Final Plat (7 or more lots) <input type="checkbox"/> Final Plat (Less than 7 lots) <input type="checkbox"/> Re-Plat	<input type="checkbox"/> Planned Unit Development (PUD) Zoning Map Amendment and Preliminary Site Plan <input type="checkbox"/> PUD Site Plan (Administrative) <input type="checkbox"/> Small Planned Unit Development (SPUD) Zoning Map Amendment and Site Plan	<input type="checkbox"/> Public Right-of-Way Closure and Abandonment <input type="checkbox"/> Site Plan Approval <input type="checkbox"/> Site Plan Revision <input type="checkbox"/> Site Plan Modification <input type="checkbox"/> Other: _____
<input checked="" type="checkbox"/> Zoning Map Amendment (Rezoning) <input type="checkbox"/> Special Use Permit <input type="checkbox"/> Preliminary & Final Plat (7 or more lots) <input type="checkbox"/> Final Plat (Less than 7 lots) <input type="checkbox"/> Re-Plat	<input type="checkbox"/> Planned Unit Development (PUD) Zoning Map Amendment and Preliminary Site Plan <input type="checkbox"/> PUD Site Plan (Administrative) <input type="checkbox"/> Small Planned Unit Development (SPUD) Zoning Map Amendment and Site Plan	<input type="checkbox"/> Public Right-of-Way Closure and Abandonment <input type="checkbox"/> Site Plan Approval <input type="checkbox"/> Site Plan Revision <input type="checkbox"/> Site Plan Modification <input type="checkbox"/> Other: _____			
(existing platted subdivision name, block and lot designation; if un-platted, provide a detailed metes and bounds description) <u>See Attached Sheet</u>					
(street address and/or frontage, and distance to cross street) <u>W. 83rd &amp; Linwood Ave</u>					
Provide a brief explanation, attach additional sheets, if necessary  					
<input type="checkbox"/> Single-Family Residential <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Mixed-Use <input type="checkbox"/> Townhouse Residential <input type="checkbox"/> Duplex Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial					



UDC City of Shreveport  
Revised August 21, 2020

**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

**CONTACT INFORMATION**

**IMPORTANT NOTE ABOUT PROJECT CONTACT**

If property owner designates an agent as the coordinator for the project, this person (the applicant) shall attend all necessary meetings and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. All contact for this project will be made through the applicant listed below.

**NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS:** ALL property owners must sign. All property owners must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.

**APPLICANT CONTACT INFORMATION:**

Check if Primary Contact

Name: THERESA DICKEY Company: \_\_\_\_\_  
E-mail: theresa.dickey@upho.com Phone: 318-573-6730 Fax: \_\_\_\_\_  
Address: 9516 Champarral Ln City: Shreveport State: LA Zip: 71118

**ARCHITECT CONTACT INFORMATION:**

Check if Primary Contact

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**ENGINEER CONTACT INFORMATION:**

Check if Primary Contact

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**CURRENT PROPERTY OWNER CONTACT INFORMATION:**

Check if Primary Contact

Name: "Same" Company: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Designee Contact Name: \_\_\_\_\_ Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:**

\_\_\_\_ I will represent the application myself, OR \_\_\_\_ I hereby designate \_\_\_\_\_ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.

**ACKNOWLEDGEMENT:**

I hereby certify that I am the owner of the property and further certify that the information regarding property ownership provided on this development application is true and correct.

Theresa Dickey  
Property Owner Signature

10/19/21  
Date

THERESA DICKEY  
Applicant Signature

10/19/21  
Date

OWNER	STREET ADDRESS	CITY	STATE	ZIP
Rogers, Margaret Ann Brown	514 W 84th St	Shreveport	La	71106
Green, Jimmy L.	459 East 83rd Street	Shreveport	La	71106
Wilson, Cassandra	Po Box 36804	Shreveport	La	71133
Phelps, H. B. & Shirley Ann Harris Phelps	425 W 82nd St	Shreveport	La	71106-5303
318 Property Llc	10002 Trailridge Dr	Shreveport	La	71106
Dontia Properties, Llc	463 Railsback Rd	Shreveport	La	71106
Blackburn, Maude Esther	329 W 84th St	Shreveport	La	71106-5425
Dickey, Theresa	9516 Chaparral Ln	Shreveport	La	71118
K-Developers, L.L.C.	543 S Main St	Springhill	La	71075-4027
Cavarria Smith Llc	6077 Dorchester Cir	Keithville	La	71047
Atklins, Terry S. And Kearra S. Atkins	8702 Lelia Dr	Shreveport	La	71106
Perry, Adriananna	423 West 82nd Street	Shreveport	La	71106
Smith, Easter Deloise	505 W 82nd St	Shreveport	La	71106-5305
Stevens, Veva Walker 1/2, Glenda Faye Stevens	519 W 83rd St	Shreveport	La	71106-5311
Williams, Marchello Lynn 1/4, Etal	206 Lakehurst	Shreveport	La	71108
Mc Gee, Easter Deloise Smith	505 West 82nd St	Shreveport	La	71106
Vandiver Enterprises Ii Llc	3814 White Post Ct	Alexandria	Va	22304
Johnson, Willie Mack, Jr. And	424 W 82nd St	Shreveport	La	71106-5304
Peaceful Rest Missionary Baptist Church	8200 St Vincent Ave	Shreveport	La	71106
Arcadia Land Company, Llc.	707 Benton Rd Ste 201	Bossier City	La	71111-3731
Swan, Rodger Dane 1/3, Michael Wayne Swan 1/3	10701 Bethany State Line Rd	Bethany	La	71007-9745
Diamond One Properties, Inc.	2108 Chase Cv	Shreveport	La	71118-4610
Samuel-Wade, Sharon Renee	8405 Donna Ln	Shreveport	La	71106-5335
Brewer Ventures, Llc	9587 Basin St	Shreveport	La	71106
Washington, Lee Ervin	3040 Devaughn St	Shreveport	La	71108
Tucker, Rece, Jr	8110 Linwood Ave	Shreveport	La	71106-5408
Moody Investment Corporation	1854 Linton Rd	Benton	La	71006-8762
Chc Realty, Llc	8943 Kingston Rd	Shreveport	La	71118
Reagan, John, Jr.	601 W 74th St	Shreveport	La	71106-3605
London, Danny Ray	641 Melrose St	Shreveport	La	71106
Chandler, Nancy D. 50% And	8118 Jewella Ave	Shreveport	La	71108
High Sierra Tax Sale Properties Llc	Po Box 850001	Orlando	Fl	32885-0001
Wildes Llc	9896 Deepwoods Dr	Shreveport	La	71118

Nebraska Alliance Realty Company 1% Etal	5106 California St	Omaha	Ne	68132
Rives Property Management, L.L.C.	708 Martinique Ct	Shreveport	La	71115-4614
G & J Miciotto Properties, L.P.	533 Northampton Dr	Shreveport	La	71106-6823
Sanders, Olanza	1210 Gibbs St	Mansfield	La	71052
Davis, Joe Daniel And Reavie Lee Terrell	244 N Emerald Loop	Shreveport	La	71106-5563
Abigail Land Holdings 21 Llc	13575 Lynam Dr	Omaha	Ne	68138
Hootsell, Charlie, Jr And	408 W. 84th St	Shreveport	La	71106
Henderson, Linda B	3990 Vitruvian Way Unit 850	Addison	Tx	75001
Murray, Raleigh	1224 Reedsport	Desoto	Tx	75115
Plum Orchard Properties, Llc	11625 Ellerbe	Shreveport	La	71115
Johnson, Willie, Iii	419 W 82nd St	Shreveport	La	71106
Foster, Freda Amalong 1/3, Etal	8208 Linwood Ave	Shreveport	La	71106-5410
Hill, Maribeth	1326 Summers	Shreveport	La	71108
Collins, Buddy And Associates, Inc.	Po Box 5477	Bossier	La	71171-5477
Velasco, Claudio Santiago	127miller Street	Benton	La	71006
Turner, Jeffrey William And	2923 Chardonnay Cir	Shreveport	La	71106-8418
Kelley, James E. And Judy Ann Kelley	6008 Thornhill Ave	Shreveport	La	71106-2026
1st Pharmacy Corporation	P O Box 325	Justin	Tx	76247
K-Developers, Llc	543 South Main Mall	Springhill	La	71075
Samuels, Savannah 1/2 And	C/O Lelia S. Wayne	Shreveport	La	71129
Adair Asset Management, Llc/Us Bank 50% And	405 N 115th St Ste 100	Omaha	Ne	68154-2507
Houston, Janie Russell	8402 Donna Ln	Shreveport	La	71106-5336
Dontia Properties, L.L.C.	463 Railsback Road	Shreveport	La	71106
Johnson, Willie Iii	424 W 82nd St	Shreveport	La	71106
Ora Hart	7931 Thornhill Avenue	Shreveport	La	71106
James Djamba	505 Travis Street Suite 440	Shreveport	La	71101

CC3825

NOTICE TO THE PUBLIC

Control #21173

Notice is hereby given that the Shreveport Metropolitan Planning Commission of Caddo Parish, LA, will hold a public hearing on Wednesday, December 1, 2021, at 3:00 p.m. in the Government Plaza Chamber, 1st Floor, 505 Travis Street, Shreveport, LA, for the purpose of considering the following subdivision applications &/or amendments to the City of Shreveport and Caddo Parish Unified Development Codes & the official Zoning Map for the Shreveport Metropolitan Planning Area of Caddo Parish, LA.

**CASE NO. 21-184-C ZONING REQUEST:** 8316 LINWOOD AVE. Application by THERESA DICKEY for approval to rezone property located west of Linwood Ave & approx. 83' south of W. 83rd St., from R-1-7, Single-Family Residential District to C-2, Corridor Commercial District, being more particularly described as LOT 59, LESS E. 10 FT. FOR R/W, WOODHAVEN SUBN. SECTION 26, T17N, R14W, CADDO PARISH, LOUISIANA and LOT 60, LESS E. 10 FT. FOR R/W, WOODHAVEN SUB., SECTION 26, T17N, R14W, CADDO PARISH, LOUISIANA.

Alan Clarke, Executive Director  
Metropolitan Planning Commission  
The Shreveport Times

ORDINANCE NO. \_\_\_\_ OF 2021

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF SHREVEPORT UNIFIED DEVELOPMENT CODE, BY REZONING PROPERTY LOCATED ON THE SOUTH SIDE OF BERT KOUNS INDUSTRIAL LOOP EXPY, APPROX. 520' EAST OF LINWOOD AVE., SHREVEPORT, CADDO PARISH, LA., **FROM C-3, GENERAL COMMERCIAL DISTRICT TO C-4, HEAVY COMMERCIAL DISTRICT**, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BY:

SECTION I: BE IT ORDAINED by the City Council of the City of Shreveport, Caddo Parish, LA, in due, legal and regular session convened, that the zoning classification of property located on the south side of Bert Kouns Industrial Loop Expy, approx. 520' east of Linwood Ave., Shreveport, Caddo Parish, Louisiana, legally described below: be and the same is hereby changed **from C-3, General Commercial District to C-4, Heavy Commercial District**

4.117 ACS. M/L- LOT 1, AUTO BODY EXPRESS COMMERCIAL SUBDIVISION, SECTION 11, T16N, R14W, Caddo Parish, Louisiana.

BE IT FURTHER ORDAINED that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items, or applications of this ordinance which can be given effect without the invalid provisions, items, or applications and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that all ordinances or parts thereof in conflict herewith are hereby repealed.

21-199-C  
CROSS DEVELOPMENT

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH  
SUMMARY MINUTES OF THE PUBLIC HEARING JANUARY 5, 2022**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, January 5, 2022 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. The members met virtually on January 4 for case manager presentations.

**Members Present**

Winzer Andrews, Chair  
Curtis Joseph, Vice Chair  
Chris Elberson, Secretary  
Laura Neubert  
Rudy Morton  
Gabriel Balderas  
Rachel Jackson  
Bill Robertson

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Reginald Jordan, Zoning Administrator  
Adam Bailey, Community Planning & Design Manager  
Jasmin Samuels, Executive Assistant  
Manushka Desgagne, City Attorney's Office

**Members Absent**

Harold Sater

The hearing was opened with prayer by **MS. JACKSON**. The Pledge of Allegiance was led by **MS. NEUBERT**.

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the Metropolitan Planning Commission are subject to appeal to the appropriate governing body, either the City Council or the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Metropolitan Planning Commission.

A motion was made by **MR. ELBERSON**, seconded by **MS. NEUBERT**, to approve the minutes of the December 1, 2021 public hearing as submitted.

The motion was adopted by the following 7-0 vote: Ayes: Messrs. **ANDREWS, ELBERSON, JOSEPH, MORTON, ROBERTSON**, and Meses. **JACKSON & NEUBERT** Nays: **NONE**. Absent: **BALDERAS, & SATER**

**PUBLIC HEARING**

**CASE NO. 21-199-C ZONING REQUEST**

Applicant: Cross Development  
Owner: Dox Properties  
Location: 400 Blk BERT KOUNS INDUSTRIAL LP (South side of Bert Kouns Industrial Loop Expy., approx. 520' east of Linwood Ave.)  
Existing Zoning: C-3  
Request: C-3 to C-4  
Proposed Use: Vehicle Repair/Service – Major

**Representative &/or support:**

Joe Dell 4336 Marsh Ridge Road, Carrollton, TX 75010

Mr. Dell stated they would like to rezone the property to allow for an automotive repair major use. He stated they agree with the staff's assessments and comments.

*draft*

Ms. Neubert asked about a brief understanding of the difference on how you're operating now compared to how you're going to be operation with this change.

Mr. Dell stated the current zoning is C-3 which he doesn't believe allows an automotive repair major as a use and so they are going to be operating auto body minor, he thinks is oil change places and minor work. He stated they are actually a auto body shop which was presented there a while back. He stated he did not know the outcome of that one, but auto body major is what they are requesting for on this side which is an auto body shop, paint and body.

**Opposition:**

There was no opposition present.

**A motion was made by MR. JOSEPH, seconded by MR. MORTON To recommend this application for approval**

**The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, BALDERAS, ELBERSON, JOSEPH, MORTON, & ROBERTSON, and Meses. JACKSON & NEUBERT Nays: NONE. Absent: Messrs. SATER**

## STAFF REPORT – CITY OF SHREVEPORT

JANUARY 5, 2022

**AGENDA ITEM NUMBER: 8**  
**MPC Staff Member:** Austin Chen  
**City Council District:** E/Jackson  
**Parish Commission District:** 10/Chavez

**CASE NUMBER 21-199-C: ZONING REQUEST**

**APPLICANT:** CROSS DEVELOPMENT  
**OWNER:** Dox Properties  
**LOCATION:** 400 BLK BERT KOUNS INDUSTRIAL LP (Southside of Bert Kouns Industrial Loop Expy., approx. 520' east of Linwood Ave.)  
**EXISTING ZONING:** C-3  
**REQUEST:** C-3 to C-4  
**PROPOSED USE:** Vehicle Repair/Service - Major

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**DESCRIPTION:** The applicant is requesting rezoning of a 4.12-acre tract of vacant land from C-3 (General Commercial) to C-4 (Heavy Commercial) for Vehicle Repair/Service - Major. Adjacent to the South, West, and East are zone C-3. Across the Bert Kouns Industrial Loop is zoned C-3.

There is one previous case associated with this property: approval of rezoning to B-3 (Community Business, C-3 under UDC) for a Car Rental and Auto Body Repair Shop (C-68-16). Nearby relevant cases include: approval of rezoning to B-3 (Community Business; C-3 under UDC) for a for B-3 development (C-30-13; C-72-12; C-14-99) and a convenience store (C-59-04), a car wash (C-97-94), a shopping center (C-78-94), and a truck stop/gaming establishment (C-34-95); approval of rezoning to B-2 (Neighborhood Business, C-2 Corridor Commercial under UDC) for a hospital (C-132-83). Denial of rezoning to B-2 for a convenience store (C-54-82).

Nearby neighborhoods include: Boggy Bayou, Brookwood, Southern Hills, Suburban Acres, Wallace Lake Heights.

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**REMARKS:** The applicant is requesting rezoning of a 4.12-acre tract of vacant land from C-3 (General Commercial) to C-4 (Heavy Commercial) for Vehicle Repair/Service – Major. According to the satellite map from Google, the subject property has been vacant since 1985. There is not any residential within 400 feet. The subject property is entirely surrounded by C-3 business zoning districts.

As stated in Article 4.3 of the Unified Development Code (UDC), C-4 is defined as "The C-4 Heavy Commercial Zoning District is intended for areas of more intense commercial use, including uses related to motor vehicles and those that may require outdoor storage. Because of the impacts from more intensive commercial uses, the district regulations ensure that setbacks, buffering, and site development controls are in place to mitigate negative impacts on neighboring uses." The permitted by right uses in C-4 zoning district include Agriculture, Amusement Facility – Indoor, Amusement

## STAFF REPORT – CITY OF SHREVEPORT

Facility – Outdoor, Animal Care Facility, Animal Shelter, Animal Shelter – Operated by Public Authority, Art Gallery, Arts Studio, Automated Teller Machine – Standalone, Body Modification Establishment, Brewery, Broadcasting Facility TV/Radio - With Antennae, Broadcasting Facility TV/Radio - Without Antennae, Bus Transfer Station, Retail Sales of Alcohol-Beer/Wine, Business Support Services, Car Wash, Commercial Facility For Pop-Up Use, Contractor Office, Cultural Facility, Day Care Center, Distillery, Drive-Through Facility, Dwelling – Above the Ground Floor, Educational Facility - Primary or Secondary Financial Institution, Financial Institution with Drive-Through, Food Truck and Trailer Vendor, Funeral Home, Furniture, Furnishings and Equipment Sales, Gas Station, Government Office, Greenhouse/Nursery – Retail, Healthcare Institution, Heavy Retail, Rental, and Service, Hotel, Industrial - Artisan Industrial Design, Industrial Services, Live Performance Venue, Lodge/Meeting Hall, Medical/Dental Office, Office, Retail Sales of Alcohol-Liquor ,Outdoor Dining, Parking Lot (Principal Use)Parking Structure (Principal Use)Passenger Terminal, Personal Service Establishment, Place of Worship, Public Park, Public Safety Facility, Public Works Facility, Reception Facility, Research and Development, Residential Care Facility, Restaurant Retail Goods Establishment Self-Service Ice Vending Unit, Self-Storage Facility: Climate-Controlled, Self-Storage Facility – Outdoor, Shelter Housing, Social Service Center, Soup Kitchen, Soup Kitchen, Accessory, Specialty Food Service, Storage Yard – Outdoor Utility, Vehicle Dealership – Enclosed, Vehicle Dealership – With Outdoor Storage/Display, Vehicle Operation Facility, Vehicle Rental – Enclosed Vehicle Rental – With Outdoor Storage/Display, Vehicle Repair/Service– Major, Vehicle Repair/Service – Minor Winery, Wireless Telecommunications – Attachments to Existing Structures (Other than Towers)Wireless Telecommunications – Modifications Farmers' Market, Temporary Outdoor Events, Temporary Sale of Non-Seasonal Merchandise, and Temporary Seasonal Sales..

The subject property is in a large area of a C-3 commercial zoning. The subject property is entirely surrounded by C-3 business districts. The nearest residential area which can be reached by road is approximately 0.3 miles away. Several businesses near the subject property include a gas station, liquor sales, car wash, supermarket, heavy retail, rental, and service, and several fast-food restaurants. All the possible C-4 uses are compatible with what exists in the area. The subject property is on W Bert Kouns Industrial Loop, which is one of the city's heavily traveled thoroughfares, it is also close to one of the interchanges of I-49. Approval of rezoning to C-4 would not introduce incompatible uses into the area.

Regarding the future land use of this site, the Future Land Use Map of the 2030 Great Expectation Master Plan shows the subject property is zoned General Commercial. The C-4 Heavy Commercial District would be consistent with the intentions of the Master Plan. Additionally, the subject property has been vacant since 1985. Allowing the applicant to develop the land may have a positive effect on the economy of the nearby community. It will also strengthen the commercial attributes of the nearby commercial corridor, which may bring more opportunities to the community.

Field observations revealed on December 17; the subject property is still undeveloped. The overall terrain of the subject subdivision area is relatively flat, suitable for Vehicle Repair Shop. A car wash

## STAFF REPORT – CITY OF SHREVEPORT

and gas station are very close to the subject property. If approved, the proposed use would complement the existing automobile service uses in the immediate area. The subject property is surrounded by a robust commercial atmosphere, and there is no residential area directly adjacent to it. Therefore, approval of rezoning to C-4 would not introduce incompatible uses into the area.

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### STAFF

**ASSESSMENT:** Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that approval of C-3 (General Commercial) to C-4 (Heavy Commercial) is warranted, due to the compatibility with the surrounding area.

Alternatively, based on information provided at the public hearing the MPC may:

1. Approve the rezoning request for a different zoning type.
2. Deny the zoning request.

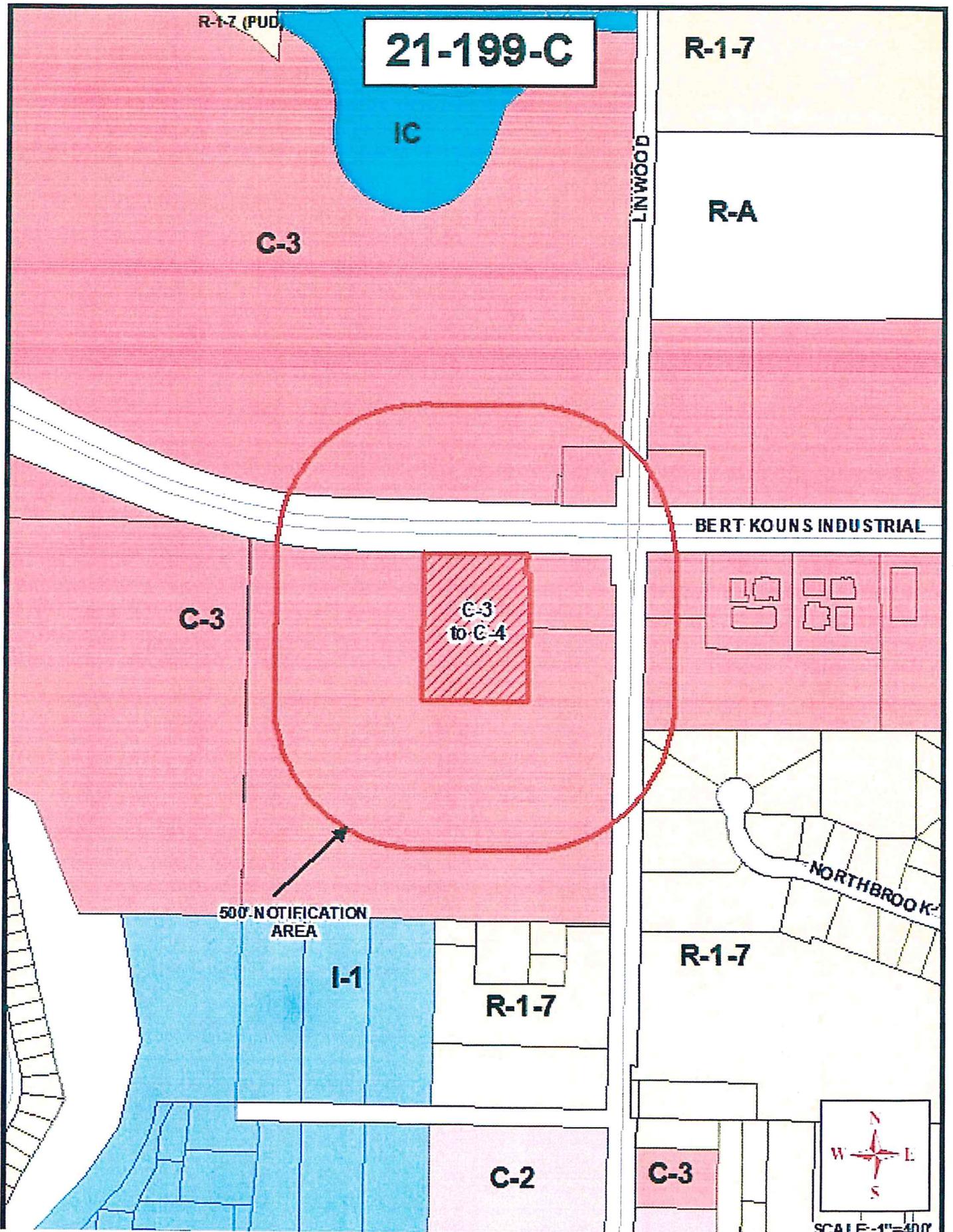
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**PUBLIC ASSESSMENT:** One spoke in support. There was no opposition present.

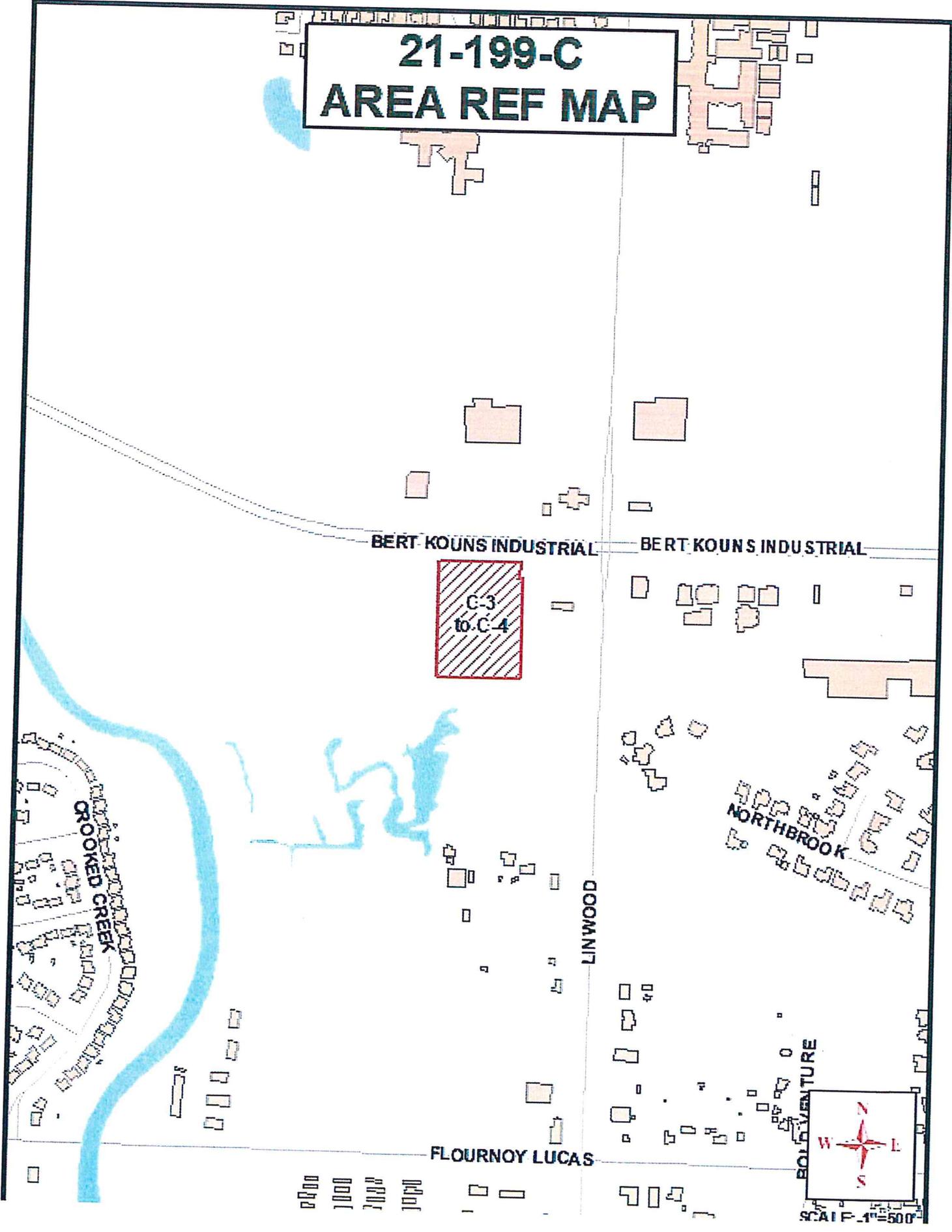
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### MPC BOARD

**RECOMMENDATION:** The Board voted 8-0 to recommend this application for approval.



# 21-199-C AREA REF MAP



BERT KOUNS INDUSTRIAL

BERT KOUNS INDUSTRIAL

C-3  
to C-4

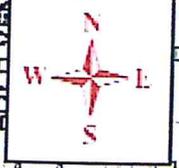
CROOKED CREEK

NORTHBROOK

LINWOOD

FLOURNOY LUCAS

BOLD VENTURE

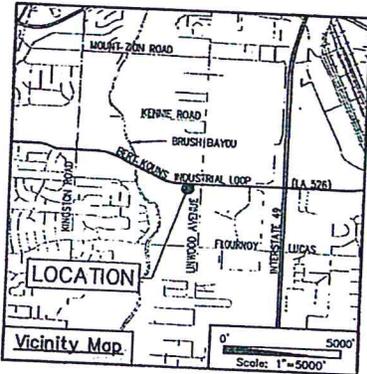


SCALE 1"=500'

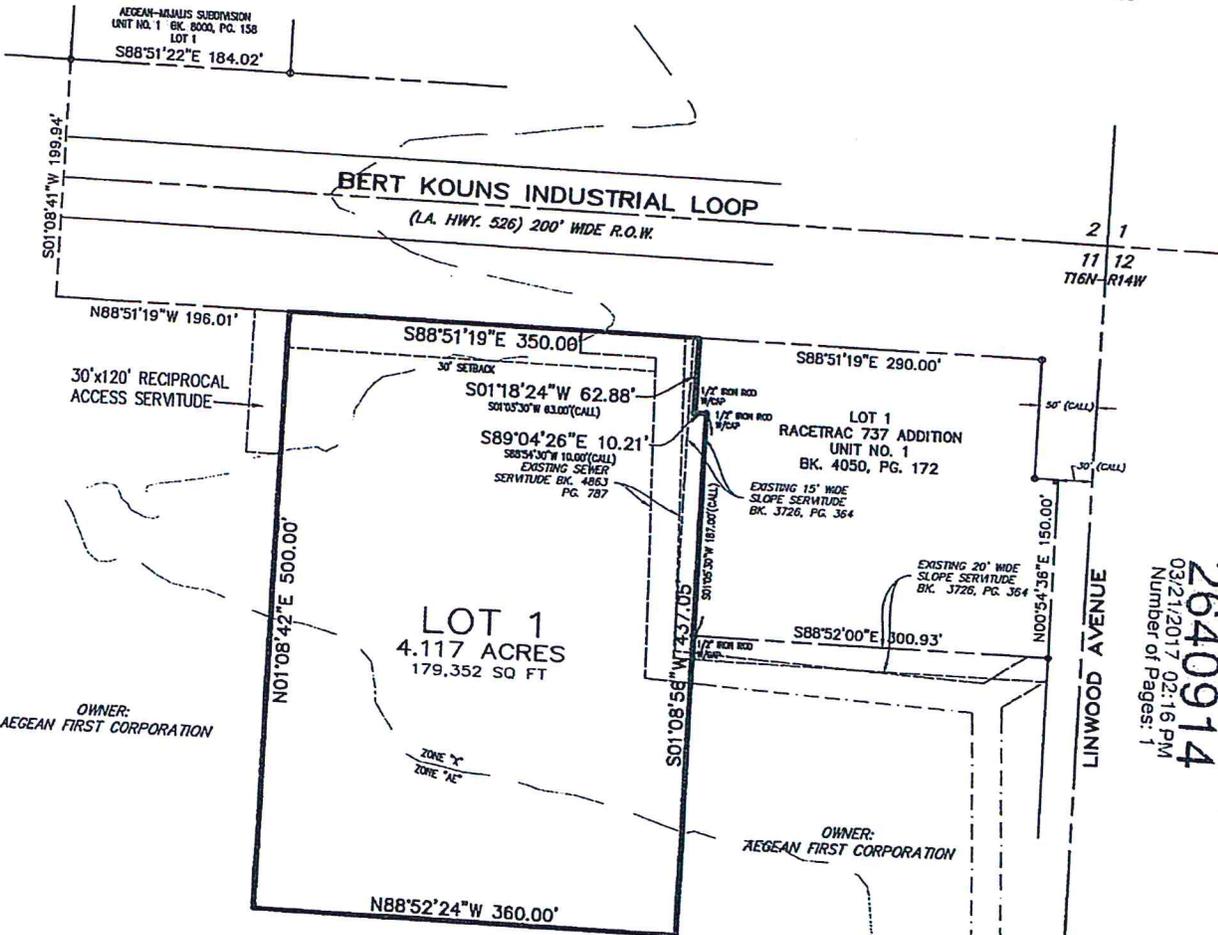


# 8050-63 AUTO BODY EXPRESS COMMERCIAL SUBDIVISION

BEING A 4.117 ACRE (MORE OR LESS) SUBDIVISION IN THE EAST HALF OF SECTION 11, TOWNSHIP 16 NORTH,  
RANGE 14 WEST, SHREVEPORT, CADDO PARISH, LOUISIANA.



SURVEYOR DOES NOT GUARANTEE TITLE, OWNERSHIP OR THAT ALL SERVITUDES OF RECORD OR USE AFFECTING THIS PROPERTY ARE SHOWN HEREON. THE TITLE, OWNERSHIP, SERVITUDES AND RESTRICTIONS SHOWN ARE LIMITED TO THOSE SET FORTH IN THE INFORMATION PROVIDED TO THIS FIRM. THE SURVEYOR HAS NOT MADE A COMPREHENSIVE TITLE SEARCH OR PUBLIC RECORD SEARCH IN COMPILING THE DATA FOR THIS MAP.



Mike Spence, Caddo Clerk of Court  
 2640914  
 03/21/2017 02:16 PM  
 Number of Pages: 1

**NOTES:**

1/2" DIA. IRON PIPES SET AT ALL CORNERS UNLESS SHOWN OTHERWISE.

SUBJECT TRACT IS LOCATED IN ZONE "AE" PER FLOOD INSURANCE RATE MAP PANEL NUMBER 22017C0469H DATED MAY 19, 2014. BFE=170.0, MINIMUM FF TO BE 1 FOOT ABOVE BFE.

BEARINGS ARE GRID, LA. NORTH ZONE, NAD '83.

THE UNDERSIGNED OWNER HEREBY AUTHORIZES THE PLATTING AND RECORDING OF THIS SUBDIVISION.

RECORD OWNER:

AEGEAN FIRST CORPORATION

OWNER:  
AEGEAN FIRST CORPORATION



HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED UNDER MY DIRECT SUPERVISION IN ACCORDANCE WITH THE LOUISIANA "STANDARDS OF PRACTICE" FOR A CLASS "B" PROPERTY BOUNDARY SURVEY.

I HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ORDINANCE NO. 115 OF 1970, AND AMENDMENTS THERETO AND R.S. 33:5051.

APPROVED:

*Gus S. Mijalis*  
GUS S. MIJALIS, PRESIDENT

2/8/17  
Date

*[Signature]*  
City Engineer

3/19/17  
Date

*Johnnie A. Craig*  
Johnnie A. Craig  
9/19/16  
Date

PROPOSED  
**ZONING  
CHANGE**  
CALL  
**673-6480**  
METROPOLITAN  
PLANNING  
COMMISSION

2/23/2021



12/23/2021



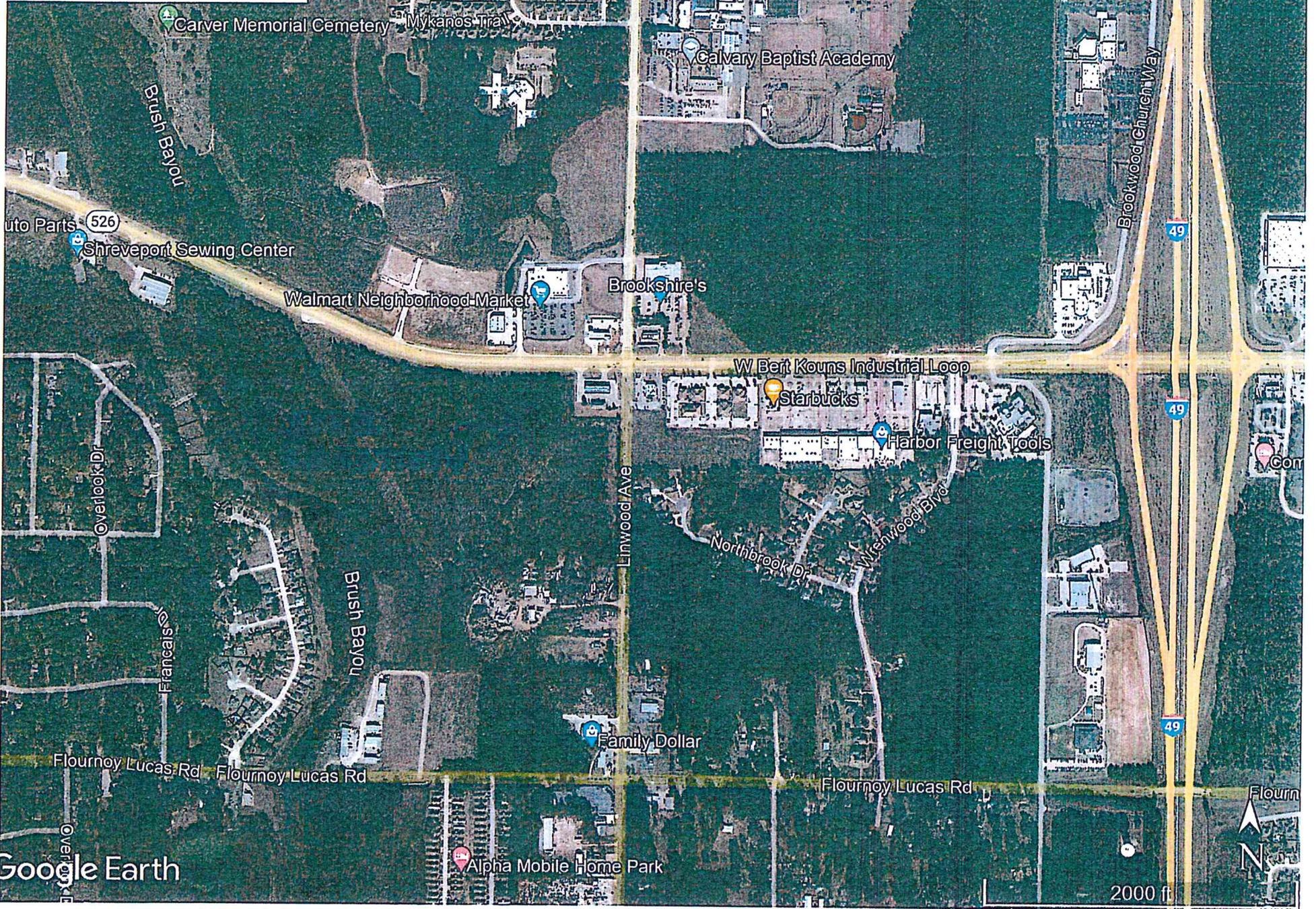
12/23/2021



# Untitled Map

Write a description for your map.

## Legend





UDC City of Shreveport  
Revised August 21, 2020

**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

Members of the MPC's Land Development department are available to outline the development review process, verify submittal requirements and identify UDC requirements specific to all development requests.

DO NOT WRITE IN THIS AREA-OFFICIAL USE ONLY										
Date: _____ Planner: _____ Case No: _____ Application Fee: _____										
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; padding: 5px;">Project Name: <b>CALIBER COLLISION</b></td> <td style="width:50%; padding: 5px;">Associated Case: <b>N/A</b></td> </tr> <tr> <td colspan="2" style="padding: 5px;">Project Address/Location: <b>SOUTH SIDE OF BERT KOUNS, 0.7 MILES WEST OF I-49. SEE VIGNITYMAP</b></td> </tr> <tr> <td style="padding: 5px;">Current Zoning District: <b>C-3</b></td> <td style="padding: 5px;">Proposed Zoning District (if applicable): <b>C-4</b></td> </tr> <tr> <td colspan="2" style="padding: 5px;">Parcel Number(s): <b>161411051000100</b></td> </tr> </table>			Project Name: <b>CALIBER COLLISION</b>	Associated Case: <b>N/A</b>	Project Address/Location: <b>SOUTH SIDE OF BERT KOUNS, 0.7 MILES WEST OF I-49. SEE VIGNITYMAP</b>		Current Zoning District: <b>C-3</b>	Proposed Zoning District (if applicable): <b>C-4</b>	Parcel Number(s): <b>161411051000100</b>	
Project Name: <b>CALIBER COLLISION</b>	Associated Case: <b>N/A</b>									
Project Address/Location: <b>SOUTH SIDE OF BERT KOUNS, 0.7 MILES WEST OF I-49. SEE VIGNITYMAP</b>										
Current Zoning District: <b>C-3</b>	Proposed Zoning District (if applicable): <b>C-4</b>									
Parcel Number(s): <b>161411051000100</b>										
<table border="0" style="width:100%;"> <tr> <td style="width:33%; vertical-align: top; padding: 5px;"> <input checked="" type="checkbox"/> Zoning Map Amendment (Rezoning)  <input type="checkbox"/> Special Use Permit  <input type="checkbox"/> Preliminary &amp; Final Plat (7 or more lots)  <input type="checkbox"/> Final Plat (Less than 7 lots)  <input type="checkbox"/> Re-Plat         </td> <td style="width:33%; vertical-align: top; padding: 5px;"> <input type="checkbox"/> Planned Unit Development (PUD)              Zoning Map Amendment and Preliminary Site Plan  <input type="checkbox"/> PUD Site Plan (Administrative)  <input type="checkbox"/> Small Planned Unit Development (SPUD)              Zoning Map Amendment and Site Plan         </td> <td style="width:33%; vertical-align: top; padding: 5px;"> <input type="checkbox"/> Public Right-of-Way Closure and Abandonment  <input type="checkbox"/> Site Plan Approval  <input type="checkbox"/> Site Plan Revision  <input type="checkbox"/> Site Plan Modification  <input type="checkbox"/> Other: _____         </td> </tr> </table>			<input checked="" type="checkbox"/> Zoning Map Amendment (Rezoning) <input type="checkbox"/> Special Use Permit <input type="checkbox"/> Preliminary & Final Plat (7 or more lots) <input type="checkbox"/> Final Plat (Less than 7 lots) <input type="checkbox"/> Re-Plat	<input type="checkbox"/> Planned Unit Development (PUD) Zoning Map Amendment and Preliminary Site Plan <input type="checkbox"/> PUD Site Plan (Administrative) <input type="checkbox"/> Small Planned Unit Development (SPUD) Zoning Map Amendment and Site Plan	<input type="checkbox"/> Public Right-of-Way Closure and Abandonment <input type="checkbox"/> Site Plan Approval <input type="checkbox"/> Site Plan Revision <input type="checkbox"/> Site Plan Modification <input type="checkbox"/> Other: _____					
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<p>(existing platted subdivision name, block and lot designation; if un-platted, provide a detailed metes and bounds description)</p> <p><b>SEE THE ATTACHED PLAT &amp; SURVEY</b></p>										
<p>(street address and/or frontage, and distance to cross street)</p> <p><b>SOUTH SIDE OF BERT KOUNS, 0.7 MILES WEST OF I-49. I HAVE ATTACHED A VIGNITY MAP</b></p>										
<p>DISPROPOSED USE OF THE PROPERTY</p> <p> <input type="checkbox"/> Single-Family Residential             <input type="checkbox"/> Multi-Family Residential             <input type="checkbox"/> Mixed-Use             <input type="checkbox"/> Townhouse Residential             <input type="checkbox"/> Duplex Residential             <input checked="" type="checkbox"/> Commercial             <input type="checkbox"/> Industrial         </p>										
<p>Provide a brief explanation, attach additional sheets, if necessary</p> <p><b>VEHICLE REPAIR SHOP</b></p>										



UDC City of Shreveport  
Revised August 21, 2020

**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

1. ZONING DISTRICT INFORMATION		2. BUILDING USE INFORMATION	
Current Zoning District(s): <b>L-3</b>	Proposed Zoning District(s): <b>L-4</b>	Proposed Building Use(s): <b>VEHICLE REPAIR</b>	
If more than one district, provide the acreage of each: <b>N/A</b>		Existing Building(s) sq. ft. gross: <b>N/A</b>	
Special Purpose Overlay District (if applicable): <b>N/A</b>		Proposed Building(s) sq. ft. gross: <b>16,100 SF</b>	
Total Site Acres: <b>4.119</b>		Total sq. ft. gross (existing & proposed): <b>16,100</b>	
Off-Street Parking Required:		Proposed height of building(s):	Number of stories:
Off-Street Parking Provided:		Ceiling height of First Floor:	
3. DIMENSIONAL STANDARDS			
Lot Area (square footage): <b>179,424</b>		Lot Coverage (Total Area in square feet): <b>60,350</b>	
Lot Coverage Percentage of Total Lot Area: <b>≈ 33%</b>			
4. ENVIRONMENTAL REGULATION INFORMATION			
Existing Impervious Surface: <input type="checkbox"/> acres/square feet	Hazard Flood Area <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Proposed Impervious Surface: <b>60,350</b> acres/square feet	Red River <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Cross Lake Watershed <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Wetlands <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		



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**UDC DEVELOPMENT APPLICATION**

<b>IMPORTANT NOTE ABOUT PROJECT CONTACT</b>	<p>If property owner designates an agent as the coordinator for the project, this person (the applicant) shall attend all necessary meetings and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. All contact for this project will be made through the applicant listed below.</p> <p><b>NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS:</b> <u>ALL</u> property owners must sign. All <u>property owners</u> must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. <u>If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.</u></p>
<b>APPLICANT CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span>	
Name: <u>JOE DELL</u> Company: <u>CROSS DEVELOPMENT</u>	
E-mail: <u>JOE@CROSSDEVELOPMENT.NET</u> Phone: <u>214-614-2252</u> Fax: <u>903-774-9444 cell</u>	
Address: <u>4336 MARSH RIDGE RD.</u> City: <u>CARROLLTON</u> State: <u>TX</u> Zip: <u>75010</u>	
<b>ARCHITECT CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span>	
Name: <u>Lance Rose</u> Company: <u>NCA</u>	
E-mail: <u>lance@ncapartners.com</u> Phone: <u>214-3961-9901 x118</u> Fax: _____	
Address: <u>5646 Milton St Suite 610</u> City: <u>Dallas</u> State: <u>TX</u> Zip: <u>75206</u>	
<b>ENGINEER CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input checked="" type="checkbox"/></span>	
Name: <u>MICHAEL KELSCH</u> Company: <u>RALEY AND ASSOCIATES, INC</u>	
E-mail: <u>MIKE@RALEYANDASSOCIATES.COM</u> Phone: <u>318-752-9023</u> Fax: <u>318-752-9025</u>	
Address: <u>4913 SHED RD.</u> City: <u>BOSSIER CITY</u> State: <u>LA</u> Zip: <u>71111</u>	
<b>CURRENT PROPERTY OWNER CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span>	
Name: <u>JAMES STATEN FONTAINE</u> Company: <u>DOX PROPERTIES-SHREVEPORT</u>	
E-mail: <u>J.STATEN.FONTAINE@GMAIL.COM</u> Phone: <u>318-510-7223</u> Fax: _____	
Address: <u>3701 BENJAMIN ROAD</u> City: <u>BOSSIER CITY</u> State: <u>LA</u> Zip: <u>71111</u>	
Designee Contact Name: <u>J. STATEN FONTAINE</u> Email Address: <u>J.STATEN.FONTAINE@GMAIL.COM</u> Phone Number: <u>318-510-7223</u>	
<b>PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:</b>	
<p><input type="checkbox"/> I will represent the application myself; OR <input checked="" type="checkbox"/> I hereby designate <u>MICHAEL KELSCH, P.E.</u> (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.</p>	
<b>ACKNOWLEDGEMENT:</b>	
I hereby certify that I am the owner of the property and further certify that the information regarding property ownership provided on this development application is true and correct.	
 Property Owner Signature	<u>11/12/21</u> Date
 Applicant Signature	<u>11/11/21</u> Date

Metropolitan **Planning** Commission

*City of Shreveport | Caddo Parish*

# Unified Development Code Zoning Checklist

A Checklist for Zoning Applications for the Unified Development Code  
(Revised August.21.2020)



**CITY OF SHREVEPORT**  
UNIFIED DEVELOPMENT CODE

**Land Development Department**

505 Travis Street, Suite 440



UDC City of Shreveport  
Revised August 21, 2020

**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6480 | fax 318-673-6461

**UDC ZONING CHECKLIST**

The following information is required for all zoning map amendment requests (rezonings). Failure to provide all requested information by the application filing date will result in a significant delay in scheduling your application for MPC Board consideration. Please provide a copy of the completed checklist with your application.

		TO BE COMPLETED BY STAFF
<b>PLAN FORMAT AND GENERAL STANDARDS</b>		
• <b>Application Form.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>Application Fee Worksheet.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>Subject Property Information with Accurate Parcel Description.</b> The owner must provide enough information about the location of the parcel to enable staff to locate the parcel with reasonable accuracy in relation to its neighbors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>Property Ownership and Authorization.</b> Signed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>Current Tax Certificate.</b> One copy from all taxing agencies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>Project Representative Designation Completed.</b> If applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>Legal Description.</b> Legal identification of the property (i.e., plat and lot number or other legal description).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>Owner.</b> Name and address of property owner, developer, and designer.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>Preparer's Name.</b> Label company name, name, address, and phone number of the plan preparer (e.g., surveyor, engineer, architect, landscape architect, etc.) in the vicinity of the title block..	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>PROPERTY MAP INFORMATION</b>		
• <b>Zoning Location Maps.</b> Two (2) 8-1/2" x 11" Zoning Location Maps at a Scale of 1"= 50' or 100' showing properties and streets at least within 300' of the subject property.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>North Arrow.</b> Provide north arrow, graphic scale, and written scale in close proximity to each other. Orient plan so that north is to the top or left-hand side of the sheet.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>Title Block.</b> Title block shall be in the lower, right-hand corner of the plan. Label company name, preparer name, address, and phone number of plan preparer (e.g., surveyor, engineer, architect, landscape architect, etc.) in the vicinity of the title block.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

(Please refer to MPC web site at [www.shreveportcaddompc.com](http://www.shreveportcaddompc.com) for zoning map information)

**CC3825**

**NOTICE TO THE PUBLIC**

**Control #22007**

Notice is hereby given that the Shreveport Metropolitan Planning Commission of Caddo Parish, LA, will hold a public hearing on Wednesday, January 5, 2022, at 3:00 p.m. in the **Government Plaza Chamber, 1st Floor, 505 Travis Street, Shreveport, LA**, for the purpose of considering the following subdivision applications &/or amendments to the City of Shreveport and Caddo Parish Unified Development Codes & the official Zoning Map for the Shreveport Metropolitan Planning Area of Caddo Parish, LA.

**CASE NO. 21-199-C ZONING REQUEST:** 400 BIK BERT KOUNS INDUSTRIAL LP. Application by CROSS DEVELOPMENT for approval to rezone property located on the south side of Bert Kouns Industrial Loop Expy, approx. 520' east of Linwood Ave., from C-3 General Commercial District to C-4 Heavy Commercial District, being more particularly described 4.117 ACS. M/L- LOT 1, AUTO BODY EXPRESS COMMERCIAL SUBDIVISION, SECTION 11, T16N, R14W, Caddo Parish, Louisiana.

Alan Clarke, Executive Director  
Metropolitan Planning Commission  
The Shreveport Times

**TITLE**  
**AN ORDINANCE TO AMEND CERTAIN PORTIONS OF CHAPTER 26 OF THE CITY OF SHREVEPORT CODE OF ORDINANCES RELATIVE TO THE ARCHITECTURAL AND ENGINEERING SELECTION PROCESS, AND OTHERWISE PROVIDING WITH RESPECT THERETO.**

**DATE**

05/06/2021

**ORIGINATING DEPT./DIV.**

The Office of the City Attorney

**SPONSOR OR COUNCILMEMBER**

COUNCILWOMAN LEVETTE FULLER

**PURPOSE**

This ordinance will amend and update the processes and procedures utilized by the architectural and engineering selection committee relative to the selection of firms to provide architectural, engineering, interior design construction management, land surveying and landscape architectural services for City projects.

This Ordinance or Resolution will have direct impact on Council District:

**ALL****BACKGROUND INFORMATION**

The Architectural and Engineering (A&E) selection committee has deemed it desirable and necessary to amend certain provisions of the selection process for firms seeking to provide architectural, engineering, interior design construction management, land surveying and landscape architectural services on City projects of maintenance, construction and other public works.

An A&E subcommittee was convened for the purposes of discussion and implementation of an updated selection process which will give the members of the selection committee greater opportunity to make selections objectively and provide for greater transparency. These changes will provide for more even dispersion of City contracts to local qualified firms through a more streamlined and detailed qualification based selection process.

**TIMETABLE**

Introduction: **May 11, 2021**

Final Passage: **May 25, 2021**

**SPECIAL PROCEDURAL REQUIREMENTS****FINANCES**

N/A

**SOURCE OF FUNDS**

N/A

**CONCLUSION**

The council may:

1. Approve the Resolution if deemed appropriate.
2. Approve an amended version of the Resolution.
3. Reject the Resolution.

**FACT SHEET PREPARED BY:**

Thea R. Scott, Deputy City Attorney

ORDINANCE NO. \_\_\_\_\_ OF 2021

**AN ORDINANCE TO AMEND CERTAIN PORTIONS OF  
CHAPTER 26 OF THE CITY OF SHREVEPORT CODE OF  
ORDINANCES RELATIVE TO THE ARCHITECTURAL  
AND ENGINEERING SELECTION PROCESS, AND  
OTHERWISE PROVIDING WITH RESPECT THERETO.**

**BY COUNCIL MEMBER: LEVETTE FULLER**

**WHEREAS**, the City of Shreveport's Architectural and Engineering Selection Committee has deemed it desirable and necessary to amend certain provisions of the selection process for firms seeking to provide architectural, engineering, interior design construction management, land surveying and landscape architectural services on City projects of maintenance, construction and other public works.

**BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due regular and legal session convened, that Chapter 26, Article VI, Division 3 is hereby amended and re-enacted to read as follows:

DIVISION 3. - ARCHITECTURAL AND ENGINEERING SERVICES

\*\*\*

**Sec. 26-241. - Purpose.**

The purposes of this division are to assure that the city selects qualified firms to provide it with architectural, engineering, interior design, construction management, land surveying and landscape architectural services in an open and competitive manner and to provide that firms whose primary business address is in the Shreveport-Bossier metropolitan area are selected to provide these services when they are properly qualified and are experienced in the type of work needed by the city.

(Ord. No. 203, 1996, 3-11-97)

**Sec. 26-242. - Definitions.**

For the purposes of this division, the following words and phrases shall have the meanings set forth below unless the context clearly indicates otherwise.

*A/E selection committee* means the architectural and engineering selection committee created under the provisions of this division.

*Architect* means any person registered and licensed to practice architecture under the laws of the state of Louisiana.

*Architectural/engineering (A/E) professional service* means services that are required to be performed by a person or entity of is licensed, registered or certified to perform those services. These services are of an architectural, engineering, interior design, land surveying, construction management or landscape architectural

nature plus incidental services that members of these professions and their employees may logically or justifiably perform. A/E services shall include the following specific but nonexclusive list of services:

- (1) Feasibility studies, project master plans, environmental impact studies or assessments, space studies, preparation of applications for funding, analyses of overhead, operations and maintenance expenses, the preparation of cash flow analyses, rate schedules and economic analyses and such other study and evaluation documents as may be needed for a project;
- (2) Design services to provide drawings, plans, specifications and cost estimates for construction which may include program development, energy analysis, interior design and landscaping;
- (3) Construction layout and staking services;
- (4) Observation and inspection of project construction;
- (5) Construction manager/advisor services, as defined herein;
- (6) Special supplementary work items such as surveys, models, displays or presentations;
- (7) Participation in structured independent review processes, including, but not limited to, cost estimating, project peer review, value engineering and constructability reviews.

*City* means the City of Shreveport, Louisiana, its departments and subdepartments and the city's agencies, boards and commissions.

*City's agencies, boards and commissions* means agencies, boards and commissions that are controlled by or dependent on the city's executive and legislative branches, as well as the metropolitan planning commission.

*Construction manager/advisor* means a design professional who assists, beyond ordinary project inspection and observation, in the management of construction projects for the city.

*Design professional* means any architect, engineer, interior designer, land surveyor, construction manager or landscape architect, as appropriate.

*Engineer* means any person registered and licensed to practice engineering under the laws of the state of Louisiana.

*Interior designer* means any person registered as an interior designer under the laws of the state of Louisiana or any unlicensed person who provides similar services.

*Land surveyor* means any person registered and licensed to conduct land surveying under the laws of the state of Louisiana.

*Landscape architect* means any person registered and licensed to practice landscape architecture under the laws of the state of Louisiana.

*Mayor* means the duly-elected mayor of the city or the mayor pro tem when vested with the powers of the office of the mayor.

*Project* means the description of work as described in the announcement published in the official journal as described in this division.

*User agency* means the city department, board, commission or authority or public utility undertaking a

specific project.

(Ord. No. 203, 1996, 3-11-97)

**Sec. 26-243. - Architectural and engineering (A/E) selection committee**

The competitive selection process for A/E professional services shall be conducted by an eleven (11) member A/E selection committee.

- (a) Director-Members. There shall be five (5) members of the A/E selection committee as follows: The directors of public works, water and sewerage, airports, and the city engineer and the director of the Fair Share Program.
- (b) Citizen-Members. The mayor shall appoint the following three (3) citizen members to the A/E selection committee subject to their confirmation by the city council:
  - (1) Business or Finance - One (1) citizen, who is not a city employee and who holds or has retired from executive or managerial positions in the business or financial community.
  - (2) Architect - One (1) architect who is not a city employee, who resides in Caddo Parish and who is recommended the Shreveport Chapter of the American Institute of Architects.
  - (3) Engineer - One (1) engineer who is not a city employee, who resides in Caddo Parish and who is recommended by the Shreveport Chapter of the American Society of Engineers or the Shreveport Chapter of the Louisiana Engineering Society.
  - (4) These citizen members may serve two (2) consecutive three-year terms from the confirmation of their appointment and until their respective successors are qualified, appointed and confirmed. No citizen appointee shall serve a third consecutive term.
  - (5) The citizen appointees including the architect and the engineer, and their employing firms, if appropriate, shall not be eligible to compete for city A/E contracts or be employed by or be a subcontractor to an A/E firm awarded a contract through the A/E selection process (1) while serving on the A/E selection committee; and (2) for six months after their term of service has ended, and for any additional period of time required by applicable law, including the Louisiana Code of Governmental Ethics.
- (c) City Council-Members. The chairperson of the city council and their city council member designee shall serve as members of the A/E selection committee.
- (d) Six voting members of the A/E selection committee, including at least two of the members named in subsections (b) and (c) above shall constitute a quorum.
- (e) The committee members shall select a chairman who shall serve a one-year term or until their respective successor is elected. An election for chairman shall be held each year.
- (f) The purchasing agent shall serve as a nonvoting member of the A/E selection committee and shall maintain its records.
- (g) When the user agency for a specific project is not otherwise represented on the A/E selection

committee or when specialized expertise is desired by the committee, the mayor may designate one or more persons to serve as nonvoting members of the committee while it considers matters related to that specific project.

**Sec. 26-244. - Architectural and engineering contract amount**

- (a) This process shall apply to all architectural/engineering (A/E) professional services contracts negotiated by any city agency, board, commission or authority when the initial amount of the contract exceeds \$100,000.00 or when the initial amount of the contract is less than \$100,000.00 but the scope of work is likely to increase so that the final contract amount exceeds \$100,000.00.
- (b) All contracts for A/E professional services where the initial amount of such contract exceeds \$100,000.00 or when the initial amount of the contract is less than \$100,000.00 but the scope of work is likely to increase so that the final contract amount exceeds \$100,000.00 shall be selected on a competitive basis based on the qualifications of the firm, its employees or individual design professionals and any other relevant criteria, except that price shall not become a factor until after selection.

**Sec. 26-245. - Architectural and engineering selection process.**

- (a) It shall be the policy of the city to publicly announce all requirements for the competitive selection of A/E professional services and to negotiate contracts for those services on the basis of demonstrated competency, qualifications.
- (b) When it is determined that the city needs to obtain A/E services, the mayor shall require that the announcement for such services be published in the official journal, transmitted via the City's electronic bid notification and procurement system, published on the official website for the City of Shreveport and mailed to each member of the city council. This announcement shall invite all interested parties to submit within a specified time (minimum of 25 calendar days) letters of interest in being selected for this specific project, together with a Form SF 330 describing the firm or individual's experience related to the project and such other information as the announcement may specify. The notice shall contain a general description of the project and an estimated fee range for the contract, if known. These submittals shall include the relevant pages of the SF 330 form and any information which is deemed relevant by the A/E firm or which has been requested in the city's official notification. They should include a description of the firm's experience on similar projects, its current workload with the city, and (when known) the personnel who the firm intends to assign to the project.
- (c) The A/E selection committee may conduct interviews with up to five of the submitting firms if it

finds that such interviews are warranted and will assist in the selection process. When interviews are held, no member or representative of a submitting firm or individual for the project under consideration who is not being interviewed shall be present.

- (d) Once the A/E selection committee has evaluated all of the submittals received relative to a project, it shall recommend up to three firms to the mayor and shall submit the list of firms in order of preference.
- (e) For all contracts, the mayor shall then select any one of the firms recommended to him by the A/E selection committee and direct the relevant department, agency or commission to negotiate a contract with the selected firm for services for a fee or at rates of pay fair to both parties.
- (f) Once the mayor has selected an A/E firm from the list submitted to him by the A/E selection committee, the committee shall notify all firms which submitted letters of interest on the project of the selection which has been made.
- (g) Should the mayor or his designee be unable to negotiate a satisfactory contract with any one of the firms or individuals recommended by the A/E selection committee, negotiations with that firm or individual shall be terminated and the A/E firm or individual notified in writing of the reason(s) therefor. The mayor may then direct the appropriate persons to negotiate with either one of the remaining A/E firms recommended for the project by the A/E selection committee. If the mayor is unable to reach a satisfactory agreement with any of the firms recommended by the A/E selection committee for a project then the A/E selection committee shall be required to reopen the selection process by publishing a new announcement as required by subsection (9) herein and submit a new list of firms to the mayor.
- (h) The mayor shall cause the A/E selection committee to:
  - (1) Provide notice and an agenda of all meetings to each Council Member at the time committee members are notified;
  - (2) Provide each council member with a copy of the minutes of each meeting which shall include all recommendations of the committee, and
  - (3) Produce a report for the council and to deliver to the clerk of council by April 1, July 1, October 1, and January 1 for the prior three months showing the names of the A/E firms selected during the previous three months, the dollar amount of each contract, and amendments to each contract, the names of the firms submitted to the mayor and not selected for each project and other information requested by the chairman of the council or the chairman of the audit and finance committee. This report shall also include the names of A/E firms selected during the previous three months for which the initial contract amount was less than \$100,000.00, the initial dollar amounts of each contract and subsequent amendments to it and the purpose of the work. This report shall also include

the total amount of fees awarded by the city for professional services within the past four years for each firm or individual design professional providing A/E professional services.

**Sec. 26-445. Evaluation Criteria**

- (a) The A/E selection committee shall evaluate all submittals from A/E firms to determine the firms which it considers most qualified for and suited to perform the work.
- (b) Numerical factors ranging from one (1) to five (5) shall be assigned to the following criterion on the basis of the City's priorities and conception of the importance of each factor in the completion of a successful project:
  - (1) Capability to perform all or most aspects of the project
  - (2) Recent experience with comparable City of Shreveport projects
  - (3) Firms reputation for integrity and competence
  - (4) Fair share participation pursuant to City Code of Ordinances Secs. 2-401-426
  - (5) Key personnel's professional qualifications essential to the work to be performed
  - (6) Current workload
  - (7) Qualifications of Sub-Consultants
  - (8) Team work Location (find joint venture language)
  - (9) Understanding of program or project including potential challenges and the City's special concerns, if any
  - (10) Past performance on City projects including meeting deadlines
    - a. If there has been no performance on past City projects, the City may solicit past performance information from all available sources including, references and clients identified by the firm.
    - b. References other than those identified by the firm may be contacted and considered in the evaluation process.
  - (11) Location of assigned staff office relative to project
- (c) The political activities of a design professional or firm of design professionals, including support for or against a candidate for city elective office, shall not be a consideration in the selection process.

**Sec. 26-246. – Prequalification**

- (a) Firms or individual design professionals wishing to be selected for professional services by the city shall submit annually to the city a statement of their qualifications and interest. General information and/or information about a firm's interest and expertise in specific project areas (streets, drainage, parks, airports, buildings, etc.) shall be submitted on a Form SF 330 (Architect-Engineer and Related Services Questionnaire) or on such other form as may provide similar

information which is acceptable to the A/E selection committee. Firms may provide updated SF 330 forms or other relevant information to the city at any time. All firms or individual design professionals with current SF 330 Forms on file will be sent a notification of public announcement for each project via the City's electronic bid notification and procurement system.

**Sec. 26-246. – Prohibited Communications Prior to Selection**

- (a) There shall be a prohibition on communications by all submitting firms and/or their representatives with City staff, the Mayor and staff, council members and staff and members of the selection committee at any time prior to the selection of a firm for professional services.
- (b) This does not apply to oral communications at pre-submittal conferences, oral presentations before the selection committee, contract negotiations, or communications in writing at any time with any city employee or elected official regarding matters not concerning the competitive selection process.

**Sec. 26-247. – Post project evaluation**

A post project evaluation shall be conducted following completion of any project for which an award has been made by the A/E committee. Post project evaluations shall be utilized in a firm's evaluation for any future projects pursuant to Sec. 26-445(b)(10). The following criterion may be considered in post project evaluations:

- (a) Planned duration of awarded project vs. actual duration of awarded project
- (b) Project efficiency and timeliness of completion
- (c) Causes for any delay in the completion of the awarded project, if any
- (d) Budgeted or planned cost for awarded project vs. actual cost for awarded project
- (e) Reasons for increased costs, if any
- (f) Quality of work performed
- (g) Compliance with specifications of project
- (h) Adherence to all local, state and federal regulations during the completion of the awarded project
- (i) Compliance with all local, state and federal safety regulations during the completion of the awarded project
- (j) Ability to address foreseeable and unforeseeable risks during the completion of the awarded project

Secs. 26-248—26-264. - Reserved.

**BE IT FURTHER ORDAINED** that the remainder of Chapter 26, of the City of Shreveport Code of Ordinances shall remain unchanged and in full force and effect.

**BE IT FURTHER ORDAINED** that if any provision or item of this ordinance or the application thereof

is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications; and to this end, the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all Ordinances or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective in accordance with the provisions of Shreveport City Charter Section 4.23.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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OFFICE OF THE CITY ATTORNEY

**FACT SHEET**

**CITY OF SHREVEPORT, LOUISIANA**

<p><b><u>TITLE</u></b>  <b>AN ORDINANCE DECLARING THE CITY’S INTEREST IN CERTAIN LAND AS SURPLUS, AND OUR INTENTION TO DONATE CERTAIN LAND ACQUIRED BY THE DEPARTMENT OF COMMUNITY DEVELOPMENT TO VOLUNTEERS OF AMERICA OF NORTH LOUISIANA AND TO OTHERWISE PROVIDE WITH RESPECT THERETO</b></p>	<p><b><u>DATE</u></b>  11/2/2021</p>	<p><b><u>ORIGINATING DEPARTMENT</u></b>  Department of Community Development</p> <p><b><u>CITY COUNCIL DISTRICT</u></b>  A</p> <p><b><u>SPONSOR</u></b></p>
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**PURPOSE**  
The City of Shreveport Department of Community Development is requesting authorization to surplus and donate certain property located in the Allendale-Lakeside neighborhoods and acquired for the purpose of developing affordable multigenerational housing, to Volunteers of America of North Louisiana.

**BACKGROUND INFORMATION**  
The Department of Community Development desires to donate certain property to Volunteers of America of North Louisiana for the purpose of developing the Antoine Park Place Community. The proposed community will provide for approximately 12 one-bedroom rental units and will primarily serve low to moderate income adults in the Allendale-Lakeside community. This development is intended to provide recreational programming, activities, amenities and other essential services to residents of this community.

Volunteers of America of North Louisiana has requested donation of this property to develop, manage and construct this project with the aim of aligning with the purposes and vision of Shreveport’s Choice Neighborhoods.

<p><b><u>TIMETABLE</u></b>  Introduction: November 9, 2021  Final Passage: December 14, 2021</p>	<p><b><u>ATTACHMENT(S)</u></b>  Exhibit “A” Legal Descriptions and Property Map</p>
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**SPECIAL PROCEDURAL REQUIREMENTS**  
LSA-R.S. 33-4712 requires that notice of this ordinance be published at least three (3) times within fifteen (15) days, one week apart.

<p><b><u>FINANCES</u></b>  N/A</p>	<p><b><u>SOURCE OF FUNDS</u></b>  N/A</p>
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**ALTERNATIVES**  
(1) Adopt the Resolution as submitted, or (2) Amend the Resolution, or (3) Reject the Resolution.

**RECOMMENDATION**  
It is recommended that the City Council adopt the Resolution.

**FACT SHEET PREPARED BY:** Thea R. Scott,  
Department of Community Development  
Bureau Chief of Admin.

**ORDINANCE NO. \_\_\_\_\_ OF 2021**

**AN ORDINANCE DECLARING THE CITY'S INTEREST IN CERTAIN LAND AS SURPLUS, AND OUR INTENTION TO DONATE CERTAIN LAND ACQUIRED BY THE DEPARTMENT OF COMMUNITY DEVELOPMENT TO VOLUNTEERS OF AMERICA OF NORTH LOUISIANA AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

**WHEREAS**, the City of Shreveport, through the Department of Community Development, has acquired title to certain property identified as:

1. LOTS 3 & 4, BLK. 1, WYCHE & STINSON SUBN. & 1/2 ABAND. ALLEY ADJ. LOT 3, 181435-104-16.
2. LOTS 5 & 6, BLK. 1, WYCHE & STINSON SUBN., 181435-104-18
3. LOTS 7 THRU 12, BLK. 1, WYCHE & STINSON SUBN., 181435-104-17
4. LOT 13, BLK 1, WYCHE & STINSON SUB 181435-104-13
5. LOT 20, BLK 4, ALLENDALE HTS SUB., 181435-108-20
6. LOT 21, BLK 4, ALLENDALE HEIGHTS SUB. 181435-108-21
7. S. 80 FT OF LOTS 28, 29 & 30, BLK 4, ALLENDALE HTS. SUB., 181435-108-37

**WHEREAS**, the said property was acquired by the City with the intent that it ultimately be conveyed to qualified individuals or organizations for authorized uses in accordance acquisition of said property; and

**WHEREAS**, the Volunteers of America of North Louisiana is a not-for-profit community-based development organization and satisfies the criteria as it relates to providing housing opportunities benefitting low and moderate income persons; and

**WHEREAS**, the donation must be used to provide permanent housing for low and moderate income families and seniors within one year after execution of this agreement, or for such longer period of time as determined to be appropriate by the City; and

**WHEREAS**, the said property are not needed by the City for a public purpose and should therefore be declared to be surplus property; and

**WHEREAS**, LSA-R.S. 33:4712 requires that notice of this ordinance be published at least three (3) times within fifteen (15) days, one week apart.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport in due, regular and legal session convened, that:

1. LOTS 3 & 4, BLK. 1, WYCHE & STINSON SUBN. & 1/2 ABAND. ALLEY ADJ. LOT 3, 181435-104-16.
2. LOTS 5 & 6, BLK. 1, WYCHE & STINSON SUBN., 181435-104-18
3. LOTS 7 THRU 12, BLK. 1, WYCHE & STINSON SUBN., 181435-104-17
4. LOT 13, BLK 1, WYCHE & STINSON SUB 181435-104-13
5. LOT 20, BLK 4, ALLENDALE HTS SUB., 181435-108-20
6. LOT 21, BLK 4, ALLENDALE HEIGHTS SUB. 181435-108-21
7. S. 80 FT OF LOTS 28, 29 & 30, BLK 4, ALLENDALE HTS. SUB., 181435-108-37

are hereby declared to be surplus property and not needed by the City of Shreveport for public purpose.

**BE IT FURTHER ORDAINED**, that the City of Shreveport is hereby authorized to donate the aforementioned property to Volunteers of America of North Louisiana in its “as is” condition and without warranty of title or recourse whatsoever against the City of Shreveport, in accordance with state law, city ordinances, and deed restrictions imposed by Community Development.

**BE IT FURTHER ORDAINED** that the Mayor of the City of Shreveport is authorized to execute and deliver, for and on behalf of the City of Shreveport, any and all documents relative to the donation of the property to Volunteers of America, Inc. after review and approval of such document(s) by the Office of the City Attorney, and to do any and all things necessary and incidental to carry out the authorization expressed in this ordinance relative to donation of the said property.

**BE IT FURTHER ORDAINED** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications and to this end the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances or parts thereof in conflict herewith are hereby repealed.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

**STATE OF LOUISIANA**

**PARISH OF CADDO**

**ACT OF DONATION**

**BE IT KNOWN** that before me, the undersigned Notary Public, duly commissioned and qualified, in and for the Parish of Caddo, State of Louisiana, therein residing, and in the presence of the witnesses hereinafter named and undersigned, personally came and appeared:

**CITY OF SHREVEPORT, (EIN: 72-6001326)**, a political subdivision of the State of Louisiana, whose mailing address is 505 Travis Street, Shreveport, Louisiana, 71101, herein represented by Adrian Perkins, Mayor, duly authorized to act pursuant to Ordinance Number \_\_\_\_\_ of \_\_\_\_\_, a certified copy of which is attached hereto and made a part of, hereinafter referred to as “Donor.” and;

**AND**

**VOLUNTEERS OF AMERICA OF NORTH LOUISIANA,** (EIN: \_\_\_\_\_), a private non-profit corporation authorized to do business in the State of Louisiana, whose mailing address is 360 Jordan Street, Shreveport, Louisiana 71101, herein represented by Chuck Meehan, its President/CEO (hereinafter referred to as “Donee”),

who declared that the City of Shreveport does by these presents irrevocably donate, grant, convey, transfer; set over, assign, with all legal warranties and with full substitution and subrogation in and to all rights and actions of warranty which said Donor has or may have against all preceding owners and vendors, and deliver unto Donee, the following described properties to-wit:

1. LOTS 3 & 4, BLK. 1, WYCHE & STINSON SUBN. & 1/2 ABAND. ALLEY ADJ. LOT 3, 181435-104-16.
2. LOTS 5 & 6, BLK. 1, WYCHE & STINSON SUBN., 181435-104-18
3. LOTS 7 THRU 12, BLK. 1, WYCHE & STINSON SUBN., 181435-104-17
4. LOT 13, BLK 1, WYCHE & STINSON SUB 181435-104-13
5. LOT 20, BLK 4, ALLENDALE HTS SUB., 181435-108-20
6. LOT 21, BLK 4, ALLENDALE HEIGHTS SUB. 181435-108-21
7. S. 80 FT OF LOTS 28, 29 & 30, BLK 4, ALLENDALE HTS. SUB., 181435-108-37

**TO HAVE AND TO HOLD**, the herein described Property unto Donee, its heirs,

successors and assigns forever subject however to all covenants, restrictions, reservations and other matters of record in the real property records of Caddo Parish, Louisiana or contained herein. This conveyance is made by Donor and accepted by Donee without any warranty, express or implied.

Except as set forth hereinbelow, the Donor waives and forever renounces any right of revocation of this donation, in whole or in part, and the Donor does forever divest itself of any present or future interest in or control or dominion over the property donated herein.

The Donee acknowledges and agrees with the Donor that the Donee is accepting the property in an "AS IS" condition, with all faults, liabilities, defects or other adverse matters that may be associated with the property.

Without in any way limiting the generality of the foregoing, the Donee specifically acknowledges and agrees that it hereby waives, releases and discharges any claim it has, might have had or may have against the Donor with respect to the title to the property, the condition of the property, either patent or latent, the ability or inability to obtain or maintain building permits, either temporary or final certificates of occupancy or other licenses for the use or occupancy of the property, and/or certificates of compliance for the property, the actual or potential income or profits to be derived from this property, the real estate taxes or assessments now or hereafter payable thereon, the compliance with any federal state or local environmental protection, 2 pollution or land use laws, rules, regulations or requirements, and any other state of facts which exists with respect to the property. Notwithstanding the foregoing, Donor will reasonably cooperate and assist Donee in effort to cure title problems, if any, and to obtain building permits and occupancy permits in furtherance of the goal of providing safe, affordable housing to the citizens of the City of Shreveport.

Donee hereby waives and releases Donor from any and all claims, demands, and suits arising out of any environmental pollution, hazardous waste, or hazardous substance as the terms "environmental pollution," "hazardous waste," and "hazardous substance" are defined by any federal, state or local law, rule, regulation or requirement, in connection with or resulting from the use, ownership or any other disposition of the property donated herein.

The Donee shall defend, indemnify, and hold harmless the Donor and all of its officers, agents, servants, and employees from and against any and all claims, demands, suits, losses, damages, judgments, costs and expense whether direct, indirect or consequential, and including, but not limited to, all fees, expenses and charges of attorneys and other professionals, as well as court and alternative dispute resolution costs and expenses for bodily injury, including death, personal injury and property damage, arising out of, in connection with, or resulting from the use, ownership or any other disposition of the property donated herein.

The Donee shall further defend, indemnify, and hold harmless the Donor and all of its officers, agents, servants and employees from and against any and all claims, demands, suits, losses, damages, judgments, costs and expenses whether direct, indirect or consequential, and including, but not limited to, all fees, expenses and charges of attorneys and other professionals, as well as court and alternative dispute resolution costs and expenses for any environmental

pollution, hazardous waste, or hazardous substance as the terms “environmental pollution,” “hazardous waste” and hazardous substance” are defined by any federal, state or local law, rule, regulation or requirement arising out of, in connection with or resulting from the use, ownership or any other disposition of the property donated herein.

Donee hereby covenants and agrees not to utilize the property described herein but for the purpose specified in this agreement. Donee agrees that it will not be able to sell, transfer, sublease or to otherwise dispose of the property subject to this project, or any portion thereof, without obtaining the prior written consent of the City.

Notwithstanding any provision contained in this Act of Donation to the contrary, this donation is made subject to the following suspensive conditions. Should Donee fail to comply with the suspensive conditions, this Act of Donation shall be rescinded and the property shall revert to the Donor without any penalty or expense to Donor:

- 1) The donation must be used to meet the national objectives in 570.208 until five years after execution of this agreement, or for such longer period of time as determined to be appropriate by the City;
- 2) Donee shall abide by all local, state, and federal statutes, rules, requirements, regulations, ordinances applicable to this agreement and HUD Assurances and Certifications, where applicable.
- 3) Donee shall not, in providing program assistance, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion or religious belief nor make it a condition of service.
- 4) The Donee may not change the use or planned use of any such property (including the beneficiaries of such use) from that for which has been approved in this agreements unless otherwise approved by the City.
- 5) Donee shall commence the construction activities on said property within twelve (12) months of the execution of this Act of Donation, and also complete the work and provide homeownership to a low and moderate income, family, or senior within one (1) year of the execution of this Act of Donation. All work shall be performed in accordance with federal, state, and local laws and regulations. Donee shall provide Donor with a monthly status report throughout the implementation period; and
- 6) Donee shall use the property donated herein as stated above, and shall have up to six (6) months, after completion of construction to sell the property to a qualified individual or entity. Donee shall provide Donor with an annual report no later than December 31st of each year, setting forth the disposition of the property, beneficiary information, and any relative data requested by Donor.

The Donee hereby accepts this donation with gratitude and acknowledges delivery and possession thereof.

Donee takes the Property subject to all taxes which may be due and agrees to pay all taxes which may be due or hereafter become due against any or all of the Property conveyed herein.

This Act of Donation is passed before me, Notary, without a request for examination of title and none was made by me. The description herein was furnished to me, Notary, by the parties. The parties hereby waive any conveyance, mortgage and any other certificates and relieve and release me, Notary, from any and all responsibilities in connection therewith.

**THUS DONE AND SIGNED** in Shreveport, Louisiana on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, in the presence of the undersigned competent witnesses and me, Notary, after due reading of the whole.

**WITNESSES:**

**CITY OF SHREVEPORT**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Adrian Perkins, Mayor**

\_\_\_\_\_  
**Notary Public**

**THUS DONE AND SIGNED** in Shreveport, Louisiana on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, in the presence of the undersigned competent witnesses and me, Notary, after due reading of the whole.

**WITNESSES:**

**VOLUNTEERS OF AMERICA  
OF NORTH LOUISIANA**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Chuck Meehan, President/CEO**

\_\_\_\_\_  
**Notary Public**

Property Owner	Physical Address	Legal Description	Type	Lots	Acreage	Land Value	Bldg Value	Total Value
City of Shreveport	1642 POLAND ST	LOTS 3 & 4, BLK. 1, WYCHE & STINSON SUBN. & 1/2 ABAND. ALLEY ADJ. LOT 3, 181435-104-16.	(RV) Res. Vacant	2.00	0.1595	\$6,715.00	\$0.00	\$6,715.00
City of Shreveport	1618 POLAND ST	LOTS 5 & 6, BLK. 1, WYCHE & STINSON SUBN., 181435-104-18	(RV) Res. Vacant	2.00	0.1518	\$6,320.00	\$0.00	\$6,320.00
City of Shreveport	70788 NONE	LOTS 7 THRU 12, BLK. 1, WYCHE & STINSON SUBN., 181435-104-17.	(RV) Res. Vacant	6.00	0.4466	\$18,960.00	\$0.00	\$18,960.00
City of Shreveport	1652 POLAND ST	LOT 13, BLK 1, WYCHE & STINSON SUB 181435-104-13	(RV) Res. Vacant	1.00	0.0729	\$3,160.00	\$0.00	\$3,160.00
City of Shreveport	1641 POLAND ST	LOT 20, BLK 4, ALLENDALE HTS SUB., 181435-108-20	(RV) Res. Vacant	1.00	0.1133	\$3,960.00	\$0.00	\$3,960.00
City of Shreveport	0 Poland	LOT 21, BLK 4, ALLENDALE HEIGHTS SUB. 181435-108-21	(RV) Res. Vacant	1.00	0.1128	\$3,960.00	\$0.00	\$3,960.00
City of Shreveport	808 PIERRE AVE	S. 80 FT OF LOTS 28, 29 & 30, BLK 4, ALLENDALE HTS. SUB., 181435-108-37	(RV) Res. Vacant	2.00	0.2199	\$7,920.00	\$0.00	\$7,920.00



**FACT SHEET**

**CITY OF SHREVEPORT, LOUISIANA**

<b><u>TITLE</u></b> An ordinance to amend Chapter 58, Article IV, Division 1 and Chapter 78, Article VIII, Division 1 of the City of Shreveport, Louisiana, Code of Ordinances relative to litter and dumping, and to otherwise provide with respect thereto.	<b><u>DATE</u></b> November 9, 2021	<b><u>ORIGINATING DEPARTMENT</u></b>  <b><u>COUNCIL DISTRICT</u></b> City-wide <b><u>SPONSORS</u></b> Councilmembers James Green and Tabatha Taylor
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**PURPOSE**  
This ordinance amends the penalties in Sec. 58-118 and Sec. 78-322 of the Code of Ordinances.

**BACKGROUND INFORMATION**  
This ordinance increases the maximum penalty for littering in Chapter 58; the fine increases from \$1,000.00 to \$1,500.00, imprisonment from 10 days to 30 days, and community service from four to twelve eight-hour days. In addition, the maximum penalty for littering on vacant lots is increased to \$2,500 for a first offense and \$5,000.00 for a second or subsequent offense, imprisonment is increased to 60 days, and community service to twenty-four eight-hour days.

This ordinance also increases the maximum penalty for littering and dumping in Chapter 78; the fine increases from \$500.00 to \$1,500.00, imprisonment from 10 days to 30 days and community service from four to twelve eight-hour days.

<b><u>TIMETABLE</u></b> Introduction: November 9, 2021 Final Passage: December 14, 2021	<b><u>ATTACHMENTS</u></b> None
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**SPECIAL PROCEDURAL REQUIREMENTS**  
NA

<b><u>FINANCES</u></b> NA	<b><u>SOURCE OF FUNDS</u></b> NA
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**ALTERNATIVES**  
(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

**RECOMMENDATION**  
Councilmembers James Green and Tabatha Taylor recommend that the City Council adopt this ordinance.

**FACT SHEET PREPARED BY:** Danielle A. Farr Ewing,  
Clerk of Council

ORDINANCE NO. \_\_\_\_\_ OF 2021

**AN ORDINANCE TO AMEND CHAPTER 58, ARTICLE IV, DIVISION 1 AND CHAPTER 78, ARTICLE VIII, DIVISION 1 OF THE CITY OF SHREVEPORT, LOUISIANA, CODE OF ORDINANCES RELATIVE TO LITTER AND DUMPING, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY COUNCILMEMBERS: JAMES GREEN AND  
TABATHA TAYLOR**

**BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana in due, legal and regular session convened, that Chapter 58 – Nuisances, Article IV. Litter, Division 1. Generally, Sec. 58-118 of the City of Shreveport, Louisiana Code of Ordinances is hereby amended to read as follows:

**Sec. 58-118. Penalty for violations of article.**

Any person convicted of violating the provisions of this section shall be punished by a fine not to exceed \$1,500.00 or imprisonment for not more than thirty days, or both. In lieu of imprisonment, such person may be required to perform up to twelve eight-hour days picking up trash or refuse, or performing other court-approved community service activities. Except, any person convicted of violating Sec. 58-138 shall be punished by a fine not to exceed \$2,500.00 for the first offense, a fine not to exceed \$5,000.00 for the second or any subsequent offense, or imprisonment for not more than sixty days, or both. In lieu of imprisonment, such person may be required to perform up to twenty-four eight-hour days picking up trash or refuse, or performing other court-approved community service activities. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

**BE IT FURTHER ORDAINED** that Chapter 78 – Streets, Sidewalks and Other Public Places, Article VIII. Cross Lake, Division 1. Generally, Sec. 78-322 of the City of Shreveport, Louisiana Code of Ordinances is hereby amended to read as follows:

**Sec. 78-322. Littering or dumping prohibited; penalty.**

\* \* \*

(b) Any person convicted of violating the provisions of this section shall be punished by a fine not to exceed \$1,500.00 or imprisonment for not more than thirty days, or both. In lieu of imprisonment, such person may be required to perform up to twelve eight-hour days picking up trash or refuse, or performing other court-approved community service activities.

**BE IT FURTHER ORDAINED** that if any provision or item of this Ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Ordinance which can be given affect without the invalid provisions, items or applications and to this end the provisions of this Ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all Ordinances or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective in accordance with the provisions of Shreveport City Charter Section 4.23.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office

ORDINANCE NO. \_\_\_\_ OF 2021

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF SHREVEPORT UNIFIED DEVELOPMENT CODE, BY REZONING PROPERTY LOCATED ON THE SOUTHEAST CORNER OF LEGARDY ST. & HAWKINS ST., SHREVEPORT, CADDO PARISH, LA., **FROM R-1-5, SINGLE-FAMILY RESIDENTIAL DISTRICT TO R-A, RURAL-AGRICULTURAL DISTRICT**, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BY:

SECTION I: BE IT ORDAINED by the City Council of the City of Shreveport, Caddo Parish, LA, in due, legal and regular session convened, that the zoning classification of property located on the southeast corner of Legardy St. & Hawkins St., Shreveport, Caddo Parish, Louisiana, legally described below: be and the same is hereby changed **from R-1-5, Single-Family Residential District to R-A, Rural-Agricultural District**

LOTS A, B, C, D, E, F, G AND H-JAMES PARKER SUBN., SECTION 16, T18N, R14W, CADDO PARISH, LOUISIANA.

BE IT FURTHER ORDAINED that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items, or applications of this ordinance which can be given effect without the invalid provisions, items, or applications and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that all ordinances or parts thereof in conflict herewith are hereby repealed.

21-158-C  
ROBERT JOHNSON

*draft*

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH  
SUMMARY MINUTES OF THE PUBLIC HEARING NOVEMBER 3, 2021**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, November 3, 2021 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. The members met virtually on June 21 for case manager presentations.

**Members Present**

Winzer Andrews, Chair  
Curtis Joseph, Vice Chair  
Chris Elberson, Secretary  
Laura Neubert  
Rudy Morton  
Gabriel Balderas  
Bill Robertson  
Harold Sater

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Reginald Jordan, Zoning Administrator  
Adam Bailey, Community Planning & Design Manager  
Jasmin Samuels, Executive Assistant  
Manushka Desgagne, City Attorney's Office

**Members Absent**

Rachel Jackson

The hearing was opened with prayer by **MR. ROBERTSON**. The Pledge of Allegiance was led by **MS. NEUBERT**.

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the Metropolitan Planning Commission are subject to appeal to the appropriate governing body, either the City Council or the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Metropolitan Planning Commission.

**A motion was made by MR. JOSEPH, seconded by MS. NEUBERT, to approve the minutes of the October 6, 2021 public hearing as submitted.**

**The motion was adopted by the following 7-0 vote: Ayes: Messrs. ANDREWS, BALDERAS, JOSEPH, MORTON, ROBERTSON, & SATER and Mses. NEUBERT Nays: NONE. Absent: Messrs. ELBERSON and Mses. JACKSON.**

**CASE NO. 21-158-C ZONING REQUEST**

Applicant: **Robert Johnson**  
Owner: **George & James Johnson**  
Location: 2443 Hawkins St. (SE corner of Legardy St. & Hawkins St.)  
Existing Zoning: **R-1-5**  
Request: **R-1-5 to R-A**  
Proposed Use: Dwelling- Single-Family

**Representative &/or support:**

**Robert Johnson 2619 Legardy Street, Shreveport, LA 71107**

Mr. Johnson stated he was present in hopes to get the property rezoned to keep his horses where they are currently located.

Ms. Neubert inquired about how long Mr. Johnson lived at the property and if the horses were there the whole time he was at the property.

*draft*

Mr. Johnson responded 21 years and the horses have been there since he was a kid.

Ms. Neubert asked if the property was family property and how many horses he currently had.

Mr. Johnson replied yes, and he had four horses currently.

Ms. Neubert stated if Mr. Johnson was aware of the request in reduction in the number of horses if the application is recommended for approval.

Mr. Johnson stated his daughter involved a place in Grand Cane and this is where some of his horses are going to be moved to. He stated he wants some of the horses to stay with him, but majority will be going to Grand Cane.

Ms. Neubert clarified the total number of horses he could keep at his property were two. She stated it is a little over an acre of the property.

**Opposition:**

Linda Sylvie 2121 Ruby Street, Shreveport, LA 71107

Lillian Washington 2108 Ruby Street, Shreveport, LA 71107

Ms. Sylvie stated she owned property at 2109 Ruby Street, and she owned two vacant lots. She is in opposition of the horses because they could not get suitable zoning. She shared there was zoning for double wide homes once before. She stated it was changed without any notification. Ms. Sylvie stated they cannot get double wide homes, but they are putting horses everywhere they tear a house down. She expressed it is not fair that a horse can be placed where people want to put homes. She clarifies that the horses have not been there for 21 years. She shared that some people did have horses there every so often, but there were only one or two. She stated now they must wake up every morning to run horses out of their yards. She ends with the neighborhood really does not want the horses there. She pointed out on a map where she wished to put a double wide home, which she can no longer afford to do because of the zone change to a singular manufactured home.

Ms. Neubert inquired if anyone else in the neighborhood had horses.

Ms. Sylvie replied they do not. She stated there are horses down Narcissus Drive that get out as well and are in her yard every morning. She shared that she does not know who they belong to.

Mr. Clarke shared with Ms. Sylvie that the staff listened to the concerns of the citizens in the neighborhood in the City of Shreveport and she was right. The ability to request approval for manufactured housing was repealed and it has been reinstated. He shared that every lot in the MLK area is eligible to apply for manufactured housing.

Ms. Washington stated she was against the rezoning because 40 years ago she lived in that same house, and it was clean. She further states that now it is not clean and needs to be cleaned up. She inquired about the economical impact would the zone change bring to the area. Ms. Washington reiterated that she lived at the property before and there were no horses, and it was clean. She presented to the Board where she lived currently which was behind Hawkins and stated there are only four houses on the street she lives on now. She shared she grew up in the area and has been there for 69 years.

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**Rebuttal:**

Mr. Johnson stated he agree with the citizens about the horses getting out, but as long as he can remember, his grandparents and himself have had the horses and they have never got out. He shared with the Board that a fellow neighbor also has horses, and they often get out and wander to the school. Most of the time it is him who gathers them up and gets them back home. He states that people see his face and assume they are his horses. He stated he runs the horses back and that they are back in the woods as well. Mr. Johnson shared with the Board that he tries to help the neighbor keep his horses up, but it is a full-time job.

Mr. Chairman inquired about Mr. Johnson's recommendation on what he think should be done in cases where some people have horses that just roam the neighborhood.

Mr. Johnson replied his neighbor is at the age where he is unable to ride anymore, and he was thinking he would sell the horses. He reiterated he has tried to help him a couple of times, going back there to check on the horses and keep them fed, but it was a wear and tear on him because he works everyday as well. He stated he could not do it anymore and that he has tried for two years to help keep them from getting out, but they get out anytime they get ready. He explained the horses would get not the new neighborhood and they would come to his house about the horses, and he would make it very clear they weren't his horses,

*draft*

but he would get them out the yard. Mr. Johnson stated he lived across from the school and would see the horses. He would get on his four-wheeler to pick them up to keep the peace with everybody.

A motion was made by MR. JOSEPH, seconded by MS. NEUBERT To recommend this application for approval.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, BALDERAS, ELBERSON, JOSEPH, MORTON, ROBERTSON, & SATER and Mses. NEUBERT Nays: NONE. Absent: Mses. JACKSON

**ADJOURN 5:02 p.m.**

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**Winzer Andrews, Chair**

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**Chris Elberson, Secretary**

## STAFF REPORT – CITY OF SHREVEPORT

NOVEMBER 3, 2021

**AGENDA ITEM NUMBER: 10**  
**MPC Staff Member:** Austin Chen  
**City Council District:** A/Tabatha Taylor  
**Parish Commission District:** 2/Johnson

**CASE NUMBER** 21-158-C: **ZONING REQUEST**  
**APPLICANT:** ROBERT JOHNSON  
**OWNER:** George & James Houston  
**LOCATION:** 2443 Hawkins St. (SE corner of Legardy St. & Hawkins St.)  
**EXISTING ZONING:** R-1-5  
**REQUEST:** R-A  
**PROPOSED USE:** Dwelling - Single-Family Detached

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**DESCRIPTION:** The applicant is requesting rezoning of a 1.76-acre tract of land from R-1-5 (Single-family Residential) to R-A (Rural-Agricultural) for Single Family Residential. Adjacent to the east and south are zoned R-1-5, across Hawkins St is zoned R-1-5, across Legardy St is zoned R-1-7.

There are no previous cases on the site or nearby relevant cases.

Nearby neighborhoods include: Martin Luther King, North Highland.

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**REMARKS:** The applicant is requesting rezoning of a 1.76-acre tract of land from R-1-5 (Single-family Residential) to R-A (Rural-Agricultural) for Single Family Residential. The applicant received a violation for keeping horses. According to UDC code 7.3.P, it states "*Keeping of livestock, including the required livestock enclosures, is permitted as an accessory use only in the R-A, R-E, and R-1-12 Districts*". The applicant can have 1 acre for the first horse, and 10,000 square feet for each additional horse. Therefore, to keep horses, it has to be rezoned to R-A or R-E or R-1-12. R-A is the most suitable zoning in this area.

As stated in Article 4.2 of the Unified Development Code (UDC), R-A is defined as "*The intent of the R-A Rural Agricultural District is to permit single-family residences within agricultural areas. All residences within this district must be compatible with surrounding agricultural operations and must maintain and preserve agricultural activities. Regulations are structured to protect the agricultural character of the district.*" The permitted by right uses in R-A zoning district include Agriculture, Animal Shelter – Operated by Public Authority, Bed and Breakfast, Cemetery, Community Center, Community Garden, Conservation Area, Day Care Home, Dwelling – Manufactured Home, Dwelling - Single-Family Detached, Educational Facility - Primary or Secondary, Group Home, Place of Worship, Public Park, Soup Kitchen, Accessory, Wireless Telecommunications – Attachments to Existing Structures (Other than Towers), Wireless Telecommunications – Modifications, Farmers' Market, Temporary Outdoor Events, and Temporary Subdivision Sales Office. As stated in Article 7.3.P of the Unified Development Code (UDC), The following activities are permitted as part of the operation of a horse stable: *Riding*

## STAFF REPORT – CITY OF SHREVEPORT

*lessons, Boarding horses, Renting horses for recreational riding, Therapeutic riding.*

The subject property is in a neighborhood with a semi-rural character; there are several undeveloped lots, several small houses, and some regular single-family houses. At the same time, the subject property is in a large R-1-7, R-1-5 and R-A residential district. North of the subject property are large tracts of R-1-5 and R-A zoning; East, South, and West of the subject property are large tracts of existing R-1-7 and R-1-5 zoning. The subject property is only 600 feet away from the nearest R-A. If this rezoning request is approved, the subject property remains residential. The only change is that the applicant can legally have horses on this property. Therefore, approval of rezoning to R-A would not introduce incompatible uses into the area.

Rezoning from R-1-7 to R-A will not introduce heavier traffic to the neighborhood, the subject property is still residential. Therefore, approval of rezoning is not anticipated to cause heavier traffic to the neighborhood.

Regarding the future land use of this site, the Future Land Use Map of the 2030 Great Expectation Master Plan shows the subject property is zone Residential Low. The R-A Urban Corridor District would be consistent with the intentions of the Master Plan.

In lieu of a Neighborhood Participation Program meeting, the applicant was asked by the MPC Executive Director to secure a petition from the adjacent neighbors indicating their support or that they have no objection to the applicant to have horses at this location. The signed petition has been provided, showing the neighbors' support of the applicant's request. There are twenty-five signatures of the petition; considering the area's population density, twenty-five signatures demonstrate that the horses are welcomed in the neighborhood. However, an opposition letter with four signatures was received on 10/25/2021. Opponents believe that horses are harmful to the local community.

Field observations revealed on October 19, the subject property is in a neighborhood with a semi-rural character with low traffic. There are fences around the horses, that keep the horses contained within the property boundaries.

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### STAFF

**ASSESSMENT:** Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that approval of R-1-5 (Single-family Residential) to R-A (Rural-Agricultural) is warranted, due to the lack of impact on the area as well as the proposed development fitting the character of the surrounding area.

**Alternatively, based on information provided at the public hearing the MPC may:**

1. Approve the rezoning request for a different zoning type.
2. Deny the zoning request.

## **STAFF REPORT – CITY OF SHREVEPORT**

**PUBLIC ASSESSMENT:** Two spoke in opposition.

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**MPC BOARD**  
**RECOMMENDATION:** The Board voted 8-0 to recommend this application for approval.

**CC3825**

**NOTICE TO THE PUBLIC**

**Control # 21152**

Notice is hereby given that the Shreveport Metropolitan Planning Commission of Caddo Parish, LA, will hold a public hearing on Wednesday, November 3, 2021, at 3:00 p.m. in the **Government Plaza Chamber, 1st Floor, 505 Travis Street, Shreveport, LA,** for the purpose of considering the following subdivision applications &/or amendments to the City of Shreveport and Caddo Parish Unified Development Codes & the official Zoning Map for the Shreveport Metropolitan Planning Area of Caddo Parish, LA.

**CASE NO. 21-158-C:** 2443 HAWKINS ST. Application by ROBERT JOHNSON for approval to rezone property located on the southeast corner of Legardy St. & Hawkins St., from R-1-5, Single-Family Residential to R-A, Rural-Agricultural District, being more particularly described as LOTS A, B, C, D, E, F, G AND H-JAMES PARKER SUBN., SECTION 16, T18N, R14W, CADDO PARISH, LOUISIANA.

Alan Clarke, Executive Director  
Metropolitan Planning Commission  
The Shreveport Times

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21-158-C

R-A

NARCISSUS

R-1-5

R-1-7

HAWKINS

R-1-5

R-1-5  
to  
R-A

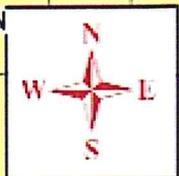
HANNA

THOMAS E HOWARD

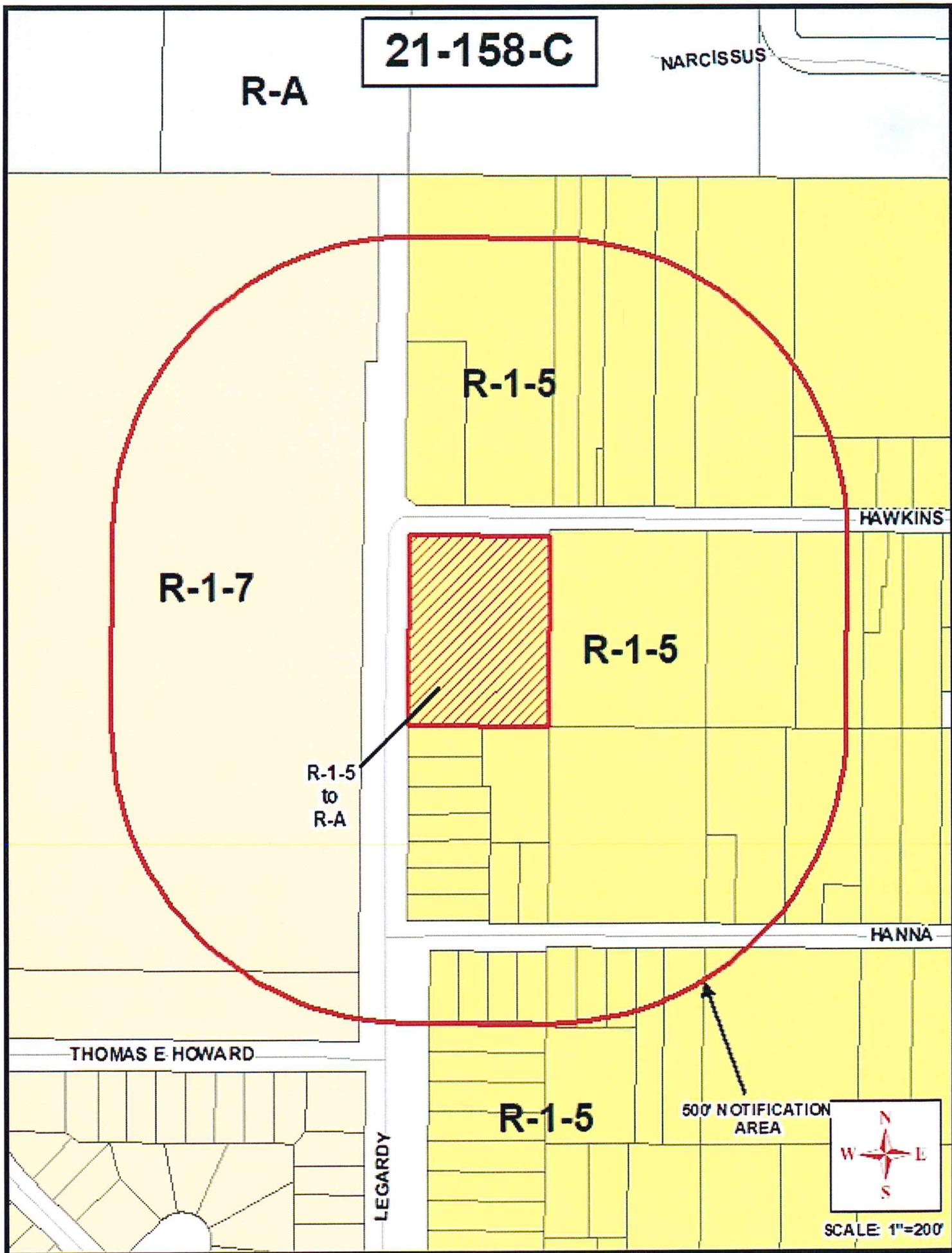
LEGARDY

R-1-5

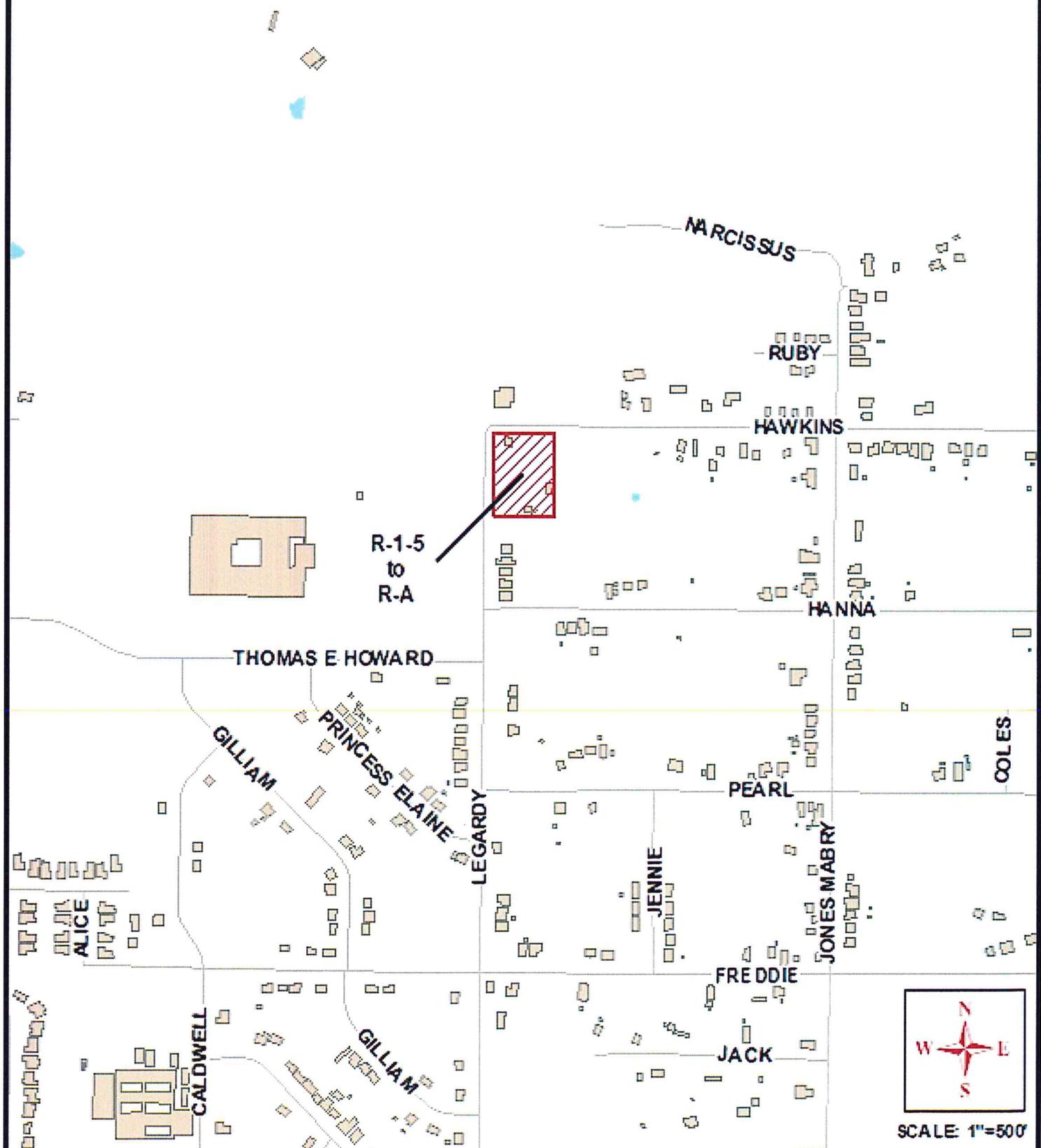
500' NOTIFICATION  
AREA



SCALE: 1"=200'



# 21-158-C AREA REF MAP





SPEED  
LIMIT  
25

SVC

22/10/2021



22/10/2021



22/10/2021

KEEP  
Aug  
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NAME

ADDRESS

SIGNATURE

1. Sherika Marshall (Sherika Marshall) 2609 Legardy St  
Shreveport, LA 71107

2. Kristen Blankenship 2419 Jones Mabry Rd  
Shreveport 71107

3. Dorcas Dotie 1747 Simpkin De Spoot LA  
71107

4. Douglas ~~St~~ 2615 Legard St

5. Anthony May ~~St~~ Jr 2741 Phelps Rd

6. ~~St~~ 3234 Tower Dr.

7. Zackary ~~St~~ 2474 Coburn Lane

8. Deonte Crawford 1731 Avocado Drive

9. Stephanie Ellis 1867 Christopher Glen Shreveport, La 71107

10. Reginald Stroughton 2623 Legardy St Shreveport  
71107

11. Helen Smith - 2627 Legardy St.

21. 19 Legardy St.

12. Savannah Syluz 3100 Shed rd. C20  
Bossier City, LA 71111

13. Travis Brooks 3100 Shed rd. C20  
Bossier City, LA 71111

14. Valerie S. Dennis 2532 Legardy  
Shreveport, LA 71107

15. Jason S. De 2532 Legardy 71107  
Shreveport, LA

16. Dennis McCullough Sr 2542 Jones Mabry Rd  
71107

17. Anthony McCullough 2542 Jones Mabry Rd  
71107

18. Sunshine McCullough 2536 Legardy St  
71107

19. Travis McCullough Jr 2542 Jones Mabry Rd  
71107

20. Mildred Sylvie 2536 Legardy  
Shreveport, LA 71107

21. Mattie Brown 2536 Legardy  
Shreveport, LA 71107

22. Cynthia Jefferson 2645 David Raines  
Shreveport, LA 71107

23. Charles Jefferson 2540 Legardy St  
Shreveport, LA 71107

24. James Sprain 2542 Legardy  
Shreveport, LA 71107

KEEP

SIGNED

25. Alu Blankenship 2619 Legardy St.

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19. Pa

20. M

10/24/21, 12:57 PM

Gmail - (no subject)



jackie palmer <palm71107@gmail.com>

(no subject)

Jackie palmer <palm71107@gmail.com>  
Draft

Sun, Oct 24, 2021 at 12:53 PM

# OPPOSITION

I'm writing to express my strong opposition to case number 21-158C, the proposed rezoning at the SE corner of Legardy and Hawkins street, which is 2443 Hawkins.

First of all, the property is in a residential area, and horses roam up and down the street leaving horse manure in the street and in neighbors' yards. All times of the day and sometimes at night, horses are galloping up and down the street. This is a safety hazard for vehicles and property owners as well as others who travel Hawkins Street. I have witnessed horses in the middle of the street and almost causing an accident as cars drive on Hawkins street.

This is also an eyesore for tax payers of the properties of Hawkins Street who care about their homes. Horses on the street bring down the property value and that is a concern, as well. This property is directly across from the side of Green Oaks High School and visible to all who travel near Hawkins street.

Rezoning violates the Statue as it is written. The Statue states the following:

## R-A Rural Agricultural Zoning District

The intent of the R-A Rural Agricultural District is to permit single-family residences within agricultural areas. All residences within this district must be compatible with surrounding agricultural operations, and must maintain and preserve agricultural activities. Regulations are structured to protect the agricultural character of the district.

Notice it says "All" residences within this district must be compatible with surrounding agricultural operations, and must maintain and preserve agricultural activities. This is not the case because all do not preserve agricultural activities.

Thank you in advance for not allowing the rezoning and for stepping up to mandate that the horses are not allowed in a residential area.

Signatures

  
Jackie Palmer  
  
Betty J. Caraway  
  
Darwin Holmes



**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

Members of the MPC's Land Development department are available to outline the development review process, verify submittal requirements and identify UDC requirements specific to all development requests.

DO NOT WRITE IN THIS AREA-OFFICIAL USE ONLY		
Date: _____ Planner: _____ Case No: _____ Application Fee: _____		
1. PROPERTY INFORMATION		
<b>Project Name:</b> _____	<b>Associated Case:</b> _____	
<b>Project Address/Location:</b> 2443 Hawkins St		
<b>Current Zoning District:</b> R-1-S	<b>Proposed Zoning District (if applicable):</b> R-A	<b>Parcel Number(s):</b> 181416033000900
2. CASE TYPE		
<input checked="" type="checkbox"/> Zoning Map Amendment (Rezoning)	<input type="checkbox"/> Planned Unit Development (PUD)	<input type="checkbox"/> Public Right-of-Way Closure and Abandonment
<input type="checkbox"/> Special Use Permit	<input type="checkbox"/> Zoning Map Amendment and Preliminary Site Plan	<input type="checkbox"/> Site Plan Approval
<input type="checkbox"/> Preliminary & Final Plat (7 or more lots)	<input type="checkbox"/> PUD Site Plan (Administrative)	<input type="checkbox"/> Site Plan Revision
<input type="checkbox"/> Final Plat (Less than 7 lots)	<input type="checkbox"/> Small Planned Unit Development (SPUD)	<input type="checkbox"/> Site Plan Modification
<input type="checkbox"/> Re-Plat	<input type="checkbox"/> Zoning Map Amendment and Site Plan	<input type="checkbox"/> Other: _____
3. PARCEL DESCRIPTION		
<i>(existing platted subdivision name, block and lot designation; if un-platted, provide a detailed metes and bounds description)</i>		
4. GENERAL LOCATION OF PROPERTY		
<i>(street address and/or frontage, and distance to cross street)</i>		
5. PROPOSED USE OF THE PROPERTY		
<input type="checkbox"/> Single-Family Residential <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Mixed-Use <input type="checkbox"/> Townhouse Residential <input type="checkbox"/> Duplex Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial		
<b>Provide a brief explanation, attach additional sheets, if necessary</b>		



**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

**II. CONTACT INFORMATION**

**IMPORTANT NOTE ABOUT PROJECT CONTACT**

If property owner designates an agent as the coordinator for the project, this person (the applicant) shall attend all necessary meetings and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. All contact for this project will be made through the applicant listed below.

**NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS:** ALL property owners must sign. All **property owners** must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. **If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.**

**APPLICANT CONTACT INFORMATION:**

Check if Primary Contact

Name: Robert J Johnson Company: \_\_\_\_\_  
E-mail: Trayrobert@aol.com Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: 2619 Legardy St City: Shreveport State: La Zip: 71107

**ARCHITECT CONTACT INFORMATION:**

Check if Primary Contact

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**ENGINEER CONTACT INFORMATION:**

Check if Primary Contact

Name: George Lee Houston Company: \_\_\_\_\_  
Name: James Houston Company: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Phone: 318-401-6222 Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ City: Shreveport State: La Zip: \_\_\_\_\_

**CURRENT PROPERTY OWNER CONTACT INFORMATION:**

Check if Primary Contact

Name: Houston, George Lee + James Lee Company: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Phone: 318-401-6222 Fax: \_\_\_\_\_  
Address: 2905 Montana St. City: Shreveport State: La Zip: 71107  
Designee Contact Name: \_\_\_\_\_ Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:**

\_\_\_\_ I will represent the application myself; OR  I hereby designate Robert J Johnson (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.

**ACKNOWLEDGEMENT:**

I hereby certify that I am the owner of the property and further certify that the information regarding property ownership provided on this development application is true and correct.

James L. Houston 9/8/21 Robert J Johnson 9/8/21  
Property Owner Signature Date Applicant Signature Date

George S. Houston

ORDINANCE NO. \_\_\_\_ OF 2021

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF SHREVEPORT UNIFIED DEVELOPMENT CODE, BY REZONING PROPERTY LOCATED ON THE NORTHEAST CORNER OF DAVID RAINES RD. AND WILLIS ST., SHREVEPORT, CADDO PARISH, LA., **FROM R-1-5, SINGLE-FAMILY RESIDENTIAL DISTRICT TO C-1, NEIGHBORHOOD COMMERCIAL DISTRICT**, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BY:

SECTION I: BE IT ORDAINED by the City Council of the City of Shreveport, Caddo Parish, LA, in due, legal and regular session convened, that the zoning classification of property located on the northeast corner of David Raines Rd. and Willis St., Shreveport, Caddo Parish, Louisiana, legally described below: be and the same is hereby changed **from R-1-5, Single-Family Residential District to C-1, Neighborhood Commercial District**

LOT 5 MARY JOE PLACE SUBN., LESS R/W, AND LOT 6 MARY JOE PLACE SUBDIVISION, SECTION 17, T18N, R14W, CADDO PARISH LOUISIANA.

BE IT FURTHER ORDAINED that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items, or applications of this ordinance which can be given effect without the invalid provisions, items, or applications and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that all ordinances or parts thereof in conflict herewith are hereby repealed.

21-185-C  
A & E THRIFT

**CC3825**

**NOTICE TO THE PUBLIC**

**Control #21173**

Notice is hereby given that the Shreveport Metropolitan Planning Commission of Caddo Parish, LA, will hold a public hearing on Wednesday, December 1, 2021, at 3:00 p.m. in the **Government Plaza Chamber, 1st Floor, 505 Travis Street, Shreveport, LA**, for the purpose of considering the following subdivision applications &/or amendments to the City of Shreveport and Caddo Parish Unified Development Codes & the official Zoning Map for the Shreveport Metropolitan Planning Area of Caddo Parish, LA.

**CASE NO. 21-185-C ZONING REQUEST:** 2103 DAVID RAINES RD. Application by A & E THRIFT for approval to rezone property located on the northeast corner of David Raines Rd. and Willis St., from R-1-5, Single-Family Residential District to C-1, Neighborhood Commercial District, being more particularly described as LOT 5 MARY JOE PLACE SUBN., LESS R/W, AND LOT 6 MARY JOE PLACE SUBDIVISION, SECTION 17, T18N, R14W, CADDO PARISH LOUISIANA.

Alan Clarke, Executive Director  
Metropolitan Planning Commission  
The Shreveport Times

*draft*

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH  
SUMMARY MINUTES OF THE PUBLIC HEARING DECEMBER 1, 2021**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, December 1, 2021 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. The members met virtually on November 30 for case manager presentations.

**Members Present**

Winzer Andrews, Chair  
Curtis Joseph, Vice Chair  
Chris Elbersen, Secretary  
Laura Neubert  
Rudy Morton  
Gabriel Balderas  
Rachel Jackson  
Bill Robertson  
Harold Sater

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Reginald Jordan, Zoning Administrator  
Adam Bailey, Community Planning & Design Manager  
Jasmin Samuels, Executive Assistant  
Manushka Desgage, City Attorney's Office  
Henry Bernstein, Parish Attorney's Office

**Members Absent**

None

The hearing was opened with prayer by **MS. JACKSON** . The Pledge of Allegiance was led by **MS. NEUBERT** .

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the Metropolitan Planning Commission are subject to appeal to the appropriate governing body, either the City Council or the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Metropolitan Planning Commission.

**A motion was made by MS. NEUBERT, seconded by MR. JOSEPH, to approve the minutes of the November 3, 2021 public hearing as submitted.**

**The motion was adopted by the following 9-0 vote: Ayes: Messrs. ANDREWS, BALDERAS, ELBERSON, JOSEPH, MORTON, ROBERTSON, & SATER and Mses. JACKSON & NEUBERT Nays: NONE. Absent: NONE**

**PUBLIC HEARING**

**CASE NO. 21-185-C ZONING REQUEST**

Applicant: A & E Thrift  
Owner: A & E Thrift  
Location: 2103 DAVID RAINES RD (NE corner of David Raines Rd. and Willis St.)  
Existing Zoning: R-1-5  
Request: R-1-5 to C-1  
Proposed Use: Retail Goods Establishment

**Representative &/or support:**

Dedremus Norris 2103 David Raines Road, Shreveport, LA 71107

Mr. Norris stated he was trying to put a thrift store up, selling liquidation products from offline and everything else from Amazon Prime liquidation palettes. He stated you name it; he will have it.

*draft*

Ms. Neubert asked if Mr. Norris anticipated that one of the products that he will be offering would be school clothes for children in the area.

Mr. Norris replied yes.

Ms. Jackson inquired about some examples of some of the things Mr. Norris will be selling.

Mr. Norris stated the products will be from the liquidation palettes, there are stack of microwaves from any kind of household good, non-breakable wears, housing decorations and pretty much a little bit of everything.

Mr. Morton inquired about the current size of the building and if Mr. Norris planned to do any kind of remodeling, expansion.

Mr. Norris stated he planned 40x60 or 30x50 size building.

Mr. Morton asked if he had plans to demolish the current building and rebuild.

Mr. Norris stated he already has. He shared it will be fully insulated with AC and restrooms.

Mr. Clarke shared as discussed previously, staff could not recommend to the Board to approve this spot zoning, C-1, in the middle of the R-1-5 in the area on David Raines, but the staff did suggest that it is a possibility that a SPUD could be proposed by the applicant. He explained it would retain the base zoning, R-1-5, but allow him to only do the thrift shop that he is proposing to do. He stated that would require that this case to be deferred and continued today. Mr. Clarke shared the staff would have to sit down with the applicant to determine some amenities that would be required in order to transform this site from residential to commercial site. He shared that the staff revisited records of the neighborhood participation planned meeting and initially he was under the impression that four people attended the meeting, when in fact 40 people attended and 40 citizens have shown an interest that done properly that this use could be beneficial to the area.

Mr. Andrews inquired about Mr. Norris having any problems with deferring and continuing to give him an opportunity to sit with staff.

Mr. Norris replied no sir.

**Opposition:**

There was no opposition present.

**A motion was made by MS. NEUBERT, seconded by MR. ROBERTSON To recommend this application for approval.**

**The motion was adopted by the following 7-2 vote: Ayes: Messrs. BALDERAS, ELBERSON, MORTON, ROBERTSON, & SATER and Mses. JACKSON & NEUBERT Nays: Messrs. ANDREWS & JOSEPH. Absent: NONE**



## STAFF REPORT – CITY OF SHREVEPORT

DECEMBER 1, 2021

**AGENDA ITEM NUMBER: 10**  
**MPC Staff Member: Ben Mohler**  
**City Council District: A/Tabatha Taylor**  
**Parish Commission District: 2/Johnson**

### CASE NUMBER 21-185-C: ZONING REQUEST

**APPLICANT:** A & E THRIFT  
**OWNER:** A & E Thrift  
**LOCATION:** 2103 David Raines Road (NE corner of David Raines Rd. and Willis St.)  
**EXISTING ZONING:** R-1-5  
**REQUEST:** R-1-5 to C-1  
**PROPOSED USE:** Retail Goods Establishment

---

**DESCRIPTION:** The applicant is requesting approval to rezone approximately 0.32-acres from R-1-5 (Single-Family Residential) to C-1 (Neighborhood Commercial) to allow a thrift store, defined as a retail goods establishment within the Unified Development Code, to be allowed within the property. The property is surrounded to the north, west and south across Willis St. by existing R-1-5, while to the west across David Raines Rd. is property zoned IC (Institutional Campus).

There are no relevant cases associated with the subject property, there are several relevant cases associated with nearby properties; C-116-81 granted rezoning approval from R-A (Residential Agricultural) to B-3 (General Commercial) for a residence and garage. C-109-84 granted rezoning approval from R-A to I-2 for a warehouse, C-7-01 granted approval from R-1H (Single-Family Residential) to B-3 for a church, and C-70-13 granted Planned Business Group approval in a B-2 for retail sales of tires.

Nearby neighborhoods include: Lakeview, Martin Luther King, North Highland, West Cooper Road

---

**REMARKS:** A rezoning of the property from R-1-5 to C-1 is requested for the purpose of allowing a retail goods establishment by right. The site in question has been sitting vacant as a residential property for several years.

As stated in Article 4.3 of the Unified Development Code (UDC), C-1 is defined as "The C-1 Neighborhood Commercial District is intended to accommodate local non-residential uses that predominantly serve the needs of the nearby residential neighborhoods and are similar in character of the surrounding residential neighborhood. Residential dwelling units are allowed above the ground floor." The permitted by right uses in R-MHS zoning district include Agriculture, Amusement Facility – Indoor, Animal Shelter – Operated by Public Authority, Art Gallery, Arts Studio, Automated Teller Machine – Standalone, Bus Transfer Station, Community Center, Community Garden, Cultural Facility, Day Care Center, Dwelling – Above the Ground Floor, Educational Facility - Primary or Secondary, Financial Institution, Financial Institution with Drive-Through, Food Truck and Trailer

## STAFF REPORT – CITY OF SHREVEPORT

Vendor, Government Office, Lodge/Meeting Hall, Medical/Dental Office, Office, Personal Service Establishment, Place of Worship, Public Park, Public Safety Facility, Restaurant, Retail Goods Establishment, Soup Kitchen, Soup Kitchen - Accessory, Specialty Food Service, Wireless Telecommunications – Attachments to Existing Structures (Other than Towers), Wireless Telecommunications – Modifications, Farmers' Market, Temporary Outdoor Events, Temporary Sale of Non-Seasonal Merchandise, and Temporary Seasonal Sales.

Regarding the Master Plan vision, the Future Land Use Map of the 2030 Great Expectations Master Plan shows the site in question sitting at a corner with "Residential Medium" being projected along Willis Street, and "Institutional" going north-to-south along David Raines Road. A rezoning to commercial would not be keeping in line with the Master Plan vision and would be converting existing residential property into commercial. While this is not unprecedented for the surrounding area, the existing commercial found to the south of the subject property concentrates along Dr Martin Luther King Drive, creating a commercial corridor away from the proposed subject property.

While the area to the south of the subject property along Dr. Martin Luther King Jr Drive has built itself up in recent years a commercial corridor, the subject property would be pushing the commercial further into the predominately residential area that is currently existing. While the argument can be made that the applicant would be converting a currently vacant property into a commercial business, the threat to the existing residents of their almost entirely residential neighborhoods is too large of a potentially negative impact for the rezoning to be considered good land use practice.

Per UDC requirements, the applicant hosted a neighborhood participation meeting on November 9th at 4 PM. There was a total of 4 participants, and the applicant has stated many of the questions involved what kind of development would be going in should the rezoning be approved as well as what he planned on doing with the existing structure on site. The applicant has stated no one seemed opposed to the project, and the office of the MPC has received no calls regarding this project at this time.

A site visit was conducted by MPC staff to in order to assess current site conditions as well as the surrounding area. The site in question was found to be undeveloped, retaining many of the characteristics seen in similar undeveloped property in the area.

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### STAFF

**ASSESSMENT:** Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that denial of the rezoning request from R-1-5 (Single-Family Residential) to C-1 (Neighborhood Commercial) is warranted, due to the potential negative impact commercial zoning would have on the surrounding residential area.

**Alternatively, based on public comment the MPC Board may:**

1. Vote to approve the rezoning application.



505 Travis Street, Suite 440 | Shreveport, LA 71101  
318-673-6480 | fax 318-673-6461 | [www.shreveportcaddmpc.com](http://www.shreveportcaddmpc.com)

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## STAFF REPORT – CITY OF SHREVEPORT

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**PUBLIC ASSESSMENT:** There was no opposition present.

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**MPC BOARD**  
**RECOMMENDATION:** The Board voted 7-2 to recommend this application for approval.

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**21-185-C**

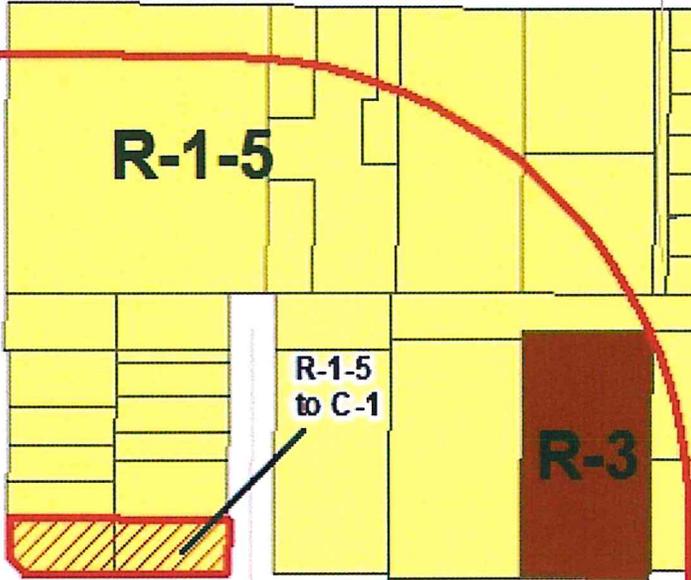
**R-3**

**R-1-5**

DAVID RAINES

NORTON

WILLIE MAYS



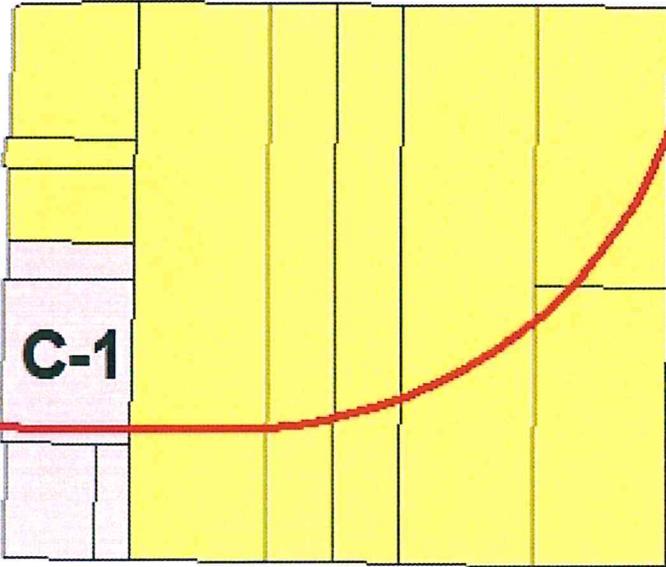
**R-1-5**

R-1-5  
to C-1

**R-3**

**IC**

WILLIS



**C-1**

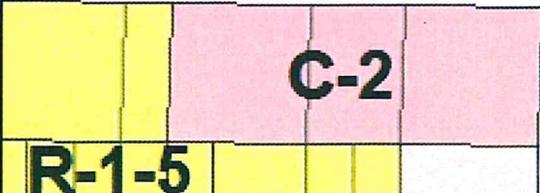
HAZEL

**C-2**

500' NOTIFICATION  
AREA

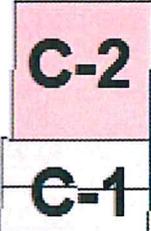
DR MARTIN LUTHER KING JR

DR MARTIN LUTHER KING JR



**C-2**

**R-1-5**



**C-2**

**C-1**

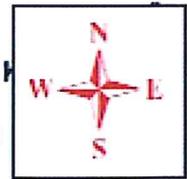
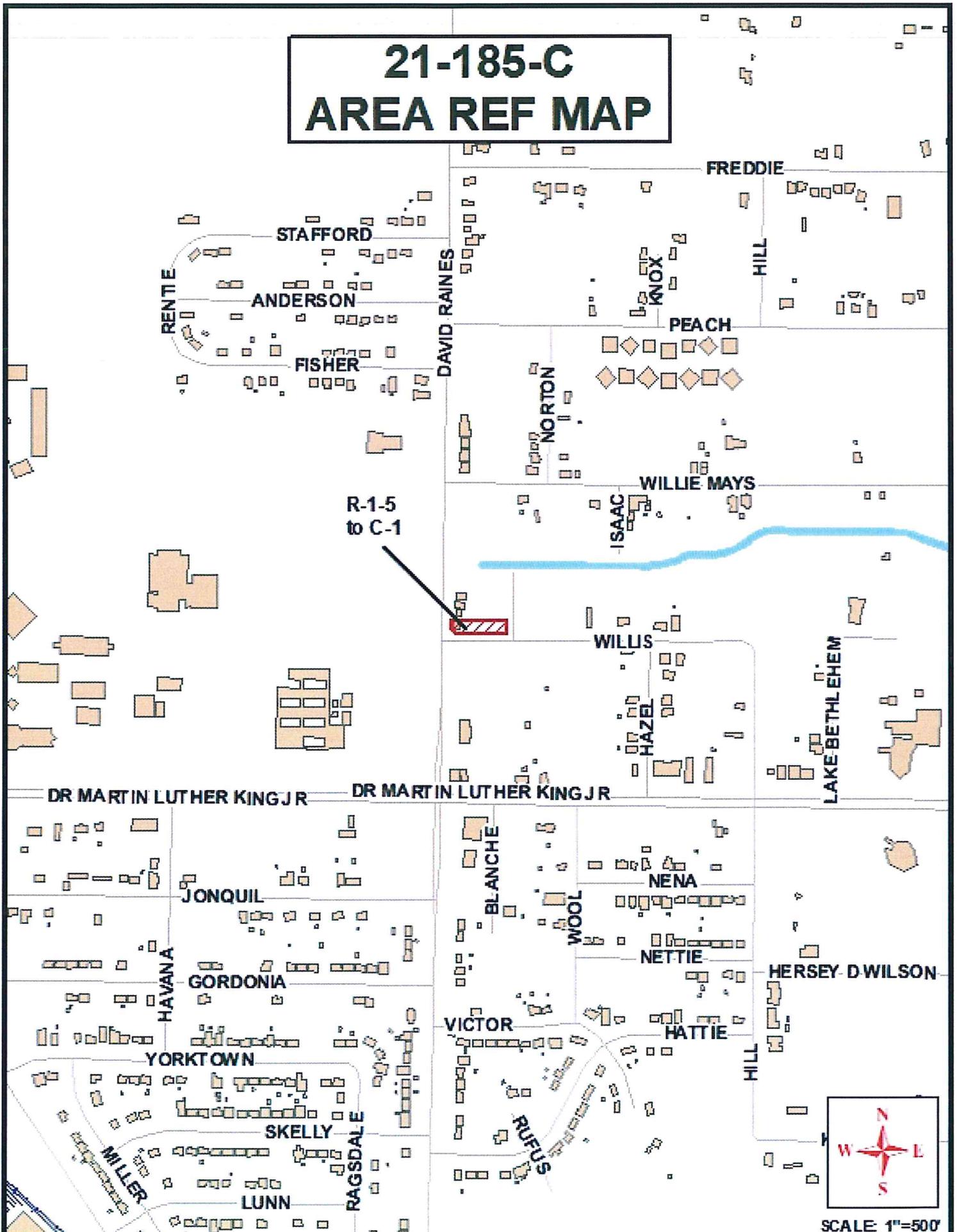
BLANCHE

WOOL



SCALE 1"=200'

# 21-185-C AREA REF MAP



SCALE: 1"=500'



18/11/2021



18/11/2021



8/11/2021



18/11/2021

OWNER	STREET ADDRESS	CITY	STATE	ZIP
	Red River C Po Box 1795	Shreveport	La	71166-1795
	Shreveport 1234 Texas Ave	Shreveport	La	71101-3345
	Thomas, W 2115 David Raines Rd	Shreveport	La	71107-4715
	Frierson, Je 14719 El Grande Dr	Houston	Tx	77083-3226
	Suttle, Sam C/O Sheila Suttle	Shreveport	La	71107
	Gowest Prc 2150 Fm Road 727	Jefferson	Tx	75657
	Apostolic C 2998 Martin Luther King Drive	Shreveport	La	71107
	Louisiana S Po Box 94064	Baton Rouge	La	70804-9064
	Spearman, 2976 Dr Martin Luther King Jr	Shreveport	La	71107
	Francis, Et 2975 Willie Mays St	Shreveport	La	71107-4843
	Shreveport 1234 Texas Ave	Shreveport	La	71101-3345
	Deveraux, , Po Box 5176	Shreveport	La	71135-5176
	Avery, Mar 2111 David Raines Rd	Shreveport	La	71107-4715
	Easter, Car 2975 Willie Mays St	Shreveport	La	71107-4843
	Shreveport 1234 Texas Ave	Shreveport	La	71101
	Casey, Lillia C/O Nathaniel Francis	Shreveport	LA	71107
	Shreveport 1234 Texas Ave	Shreveport	LA	71101
	Collins, Cla 2107 David Raines Rd	Shreveport	La	71107
	Jones, Huri 150 Tiffany Est	Shreveport	La	71051-8082
	Walette, N 2944 Milam St	Shreveport	la	71103
	Apostolic C 2998 Dr. Martin Luther King, Jr. Drive	shreveport	la	71107
	Shreveport 1234 Texas Ave	Shreveport,	la	71101
	Moore, Lut 3946 Treat Dr	shreveport	la	71119
	Raphel, Pei 329 Southwest 71st Street	Lawton	OK	73505
	Brown, Anr 2247 Audrey Ln	shreveport	la	71107
	Apostolic C 2998 Dr. Martin Luther King, Jr. Drive	shreveport	la	71107
	Fertitta, Jol 224 Pomeroy Dr	Shreveport	La	71115-2612
	Edwards, C 2103 David Raines Rd	Shreveport	la	71107
	Emily Trant 505 Travis Street Suite 440	Shreveport	LA	71101
	Irma Roger 3067 Dr. Martin Luther King Drive	Shreveport	LA	71107
	Bennie Dot 1341 Russell Road	shreveport	LA	71107
	Kelly Killian 1500 N Market Street Suite B104	Shreveport	LA	71107
	Virginia Ev 2817 Hersey D. Wilson Drive	Shreveport	LA	71107



**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

Members of the MPC's Land Development department are available to outline the development review process, verify submittal requirements and identify UDC requirements specific to all development requests.

<b>DO NOT WRITE IN THIS AREA-OFFICIAL USE ONLY</b>		
Date: <u>10/19/21</u>	Planner: <u>A. Correa</u>	Case No: <u>21-185-C</u> Application Fee: <u>\$800</u>
<b>1. PROPERTY INFORMATION</b>		
Project Name: <u>A&amp;E Thrift</u>	Associated Case:	
Project Address/Location: <u>2103 David Raines RD</u>		
Current Zoning District: <u>R-1-5</u>	Proposed Zoning District (if applicable): <u>C-1</u>	Parcel Number(s): <u>181417-16-5, -6</u>
<b>2. CASE TYPE</b>		
<input checked="" type="checkbox"/> Zoning Map Amendment (Rezoning) <input type="checkbox"/> Special Use Permit <input type="checkbox"/> Preliminary & Final Plat (7 or more lots) <input type="checkbox"/> Final Plat (Less than 7 lots) <input type="checkbox"/> Re-Plat	<input type="checkbox"/> Planned Unit Development (PUD) Zoning Map Amendment and Preliminary Site Plan <input type="checkbox"/> PUD Site Plan (Administrative) <input type="checkbox"/> Small Planned Unit Development (SPUD) Zoning Map Amendment and Site Plan	<input type="checkbox"/> Public Right-of-Way Closure and Abandonment <input type="checkbox"/> Site Plan Approval <input type="checkbox"/> Site Plan Revision <input type="checkbox"/> Site Plan Modification <input type="checkbox"/> Other: _____
<b>3. PARCEL DESCRIPTION</b>		
<i>(existing platted subdivision name, block and lot designation; if un-platted, provide a detailed metes and bounds description)</i>		
<u>Helping low-income families with everyday essential</u>		
<b>4. GENERAL LOCATION OF PROPERTY</b>		
<i>(street address and/or frontage, and distance to cross street)</i>		
<u>2103 David Raines RD</u>		
<b>5. PROPOSED USE OF THE PROPERTY</b>		
<input type="checkbox"/> Single-Family Residential <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Mixed-Use <input type="checkbox"/> Townhouse Residential <input type="checkbox"/> Duplex Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial		
Provide a brief explanation, attach additional sheets, if necessary		



UDC City of Shreveport  
 Revised August 21, 2020

**Land Development**

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**UDC DEVELOPMENT APPLICATION**

6. ZONING INFORMATION		7. BUILDING INFORMATION	
Current Zoning District(s): <b>R-1-5</b>	Proposed Zoning District(s): <b>C-1</b>	Proposed Building Use(s):	
If more than one district, provide the acreage of each:		Existing Building(s) sq. ft. gross:	
Special Purpose Overlay District (if applicable):		Proposed Building(s) sq. ft. gross:	
Total Site Acres: <b>0.16</b>		Total sq. ft. gross (existing & proposed):	
Off-Street Parking Required:		Proposed height of building(s):	Number of stories:
Off-Street Parking Provided:		Ceiling height of First Floor:	
8. DIMENSIONAL STANDARDS			
Lot Area (square footage):		Lot Coverage (Total Area in square feet):	
Lot Coverage Percentage of Total Lot Area:			
9. STORMWATER INFORMATION			
Existing Impervious Surface:	acres/square feet	Hazard Flood Area	<input type="checkbox"/> Yes <input type="checkbox"/> No
Proposed Impervious Surface:	acres/square feet	Red River	<input type="checkbox"/> Yes <input type="checkbox"/> No
Cross Lake Watershed	<input type="checkbox"/> Yes <input type="checkbox"/> No	Wetlands	<input type="checkbox"/> Yes <input type="checkbox"/> No



UDC City of Shreveport  
Revised August 21, 2020

**Land Development**

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**UDC DEVELOPMENT APPLICATION**

**10. CONTACT INFORMATION**

**IMPORTANT NOTE ABOUT PROJECT CONTACT**

If property owner designates an agent as the coordinator for the project, this person (the applicant) shall attend all necessary meetings and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. **All contact for this project will be made through the applicant listed below.**

**NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS:** ALL property owners must sign. All property owners must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. **If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.**

**APPLICANT CONTACT INFORMATION:**

Name: Dedremus M Norris Company: A&E Thift Check if Primary Contact   
 E-mail: DedremusNorris01@gmail.com Phone: 318 464-9302 Fax: \_\_\_\_\_  
 Address: 2107 David Raines RD City: Shreveport State: LA Zip: 71107

**ARCHITECT CONTACT INFORMATION:**

Name: \_\_\_\_\_ Company: \_\_\_\_\_ Check if Primary Contact   
 E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**ENGINEER CONTACT INFORMATION:**

Name: \_\_\_\_\_ Company: \_\_\_\_\_ Check if Primary Contact   
 E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**CURRENT PROPERTY OWNER CONTACT INFORMATION:**

Name: Dedremus Norris Company: A&E Thifts Check if Primary Contact   
 E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Designee Contact Name: \_\_\_\_\_ Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:**

I will represent the application myself; OR  I hereby designate \_\_\_\_\_ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.

**ACKNOWLEDGEMENT:**

I hereby certify that I am the owner of the property and further certify that the information regarding property ownership provided on this development application is true and correct.

Norris, D  
Property Owner Signature

10-19-21  
Date

Dedremus Norris  
Applicant Signature

10-19-21  
Date

**FACT SHEET**

**CITY OF SHREVEPORT,  
LOUISIANA**

**TITLE**  
**A RESOLUTION IN SUPPORT OF AND ESTABLISHING A TAX INCREMENT FINANCING (TIF) DISTRICT, A PROPOSED PUBLIC IMPROVEMENT DISTRICT, WHOLLY WITHIN THE CITY LIMITS OF THE CITY OF SHREVEPORT, AND OTHERWISE PROVIDING WITH RESPECT THERETO.**

**DATE**  
12/21/2021

**ORIGINATING DEPARTMENT**  
City Council  
**COUNCIL DISTRICT**

**SPONSOR**  
COUNCILMAN JAMES GREEN

**PURPOSE**

To support and consent to the City of Shreveport, District F, creating a TIF district – a public improvement district.

**BACKGROUND INFORMATION**

La. R S. 33:9038.32(3) requires that, “if the governing authority of a parish proposes to establish, by ordinance, an economic development district whose boundaries include any territory located within the corporate limits of a municipality, then the governing authority of the parish shall not adopt the ordinance to create any such district without the prior written consent of the governing authority of the municipality.”

This resolution is to consent to the City of Shreveport, District F, for the creation of a TIF district wholly within the bounds shown in Exhibits A and B.

**TIMETABLE**

Introduction: December 28, 2021  
Final Passage: December 28, 2021

**ATTACHMENT(S)**

Exhibit A  
Exhibit B

**SPECIAL PROCEDURAL REQUIREMENTS**

**ALTERNATIVES**

(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

**RECOMMENDATION**

Approval of this ordinance is recommended.

**FACT SHEET PREPARED BY:** Manushka Gracia-Desgage,  
Assistant City Attorney

**RESOLUTION NO. \_\_\_\_ OF 2021**

**A RESOLUTION IN SUPPORT OF AND ESTABLISHING A TAX INCREMENT FINANCING (TIF) DISTRICT, A PROPOSED PUBLIC IMPROVEMENT DISTRICT, WHOLLY WITHIN THE CITY LIMITS OF THE CITY OF SHREVEPORT, AND OTHERWISE PROVIDING WITH RESPECT THERETO.**

**BY COUNCILMEMBER: JAMES GREEN**

**WHEREAS**, the City of Shreveport, District F, is considering the creation of a TIF district with the boundaries shown in EXHIBITS A and B, and;

**WHEREAS**, the boundaries of the district lie wholly within the City of Shreveport; and

**WHEREAS**, per La. R S. 33:9038.32(3), “if the governing authority of a parish proposes to establish, by ordinance, an economic development district whose boundaries include any territory located within the corporate limits of a municipality, then the governing authority of the parish shall not adopt the ordinance to create any such district without the prior written consent of the governing authority of the municipality.”

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shreveport in due, legal and regular session convened that the City of Shreveport consents to Caddo Parish’s establishment of the “Amazon TIF District, State of Louisiana,” with the boundaries shown in EXHIBIT A, said boundaries lying wholly within the City of Shreveport.

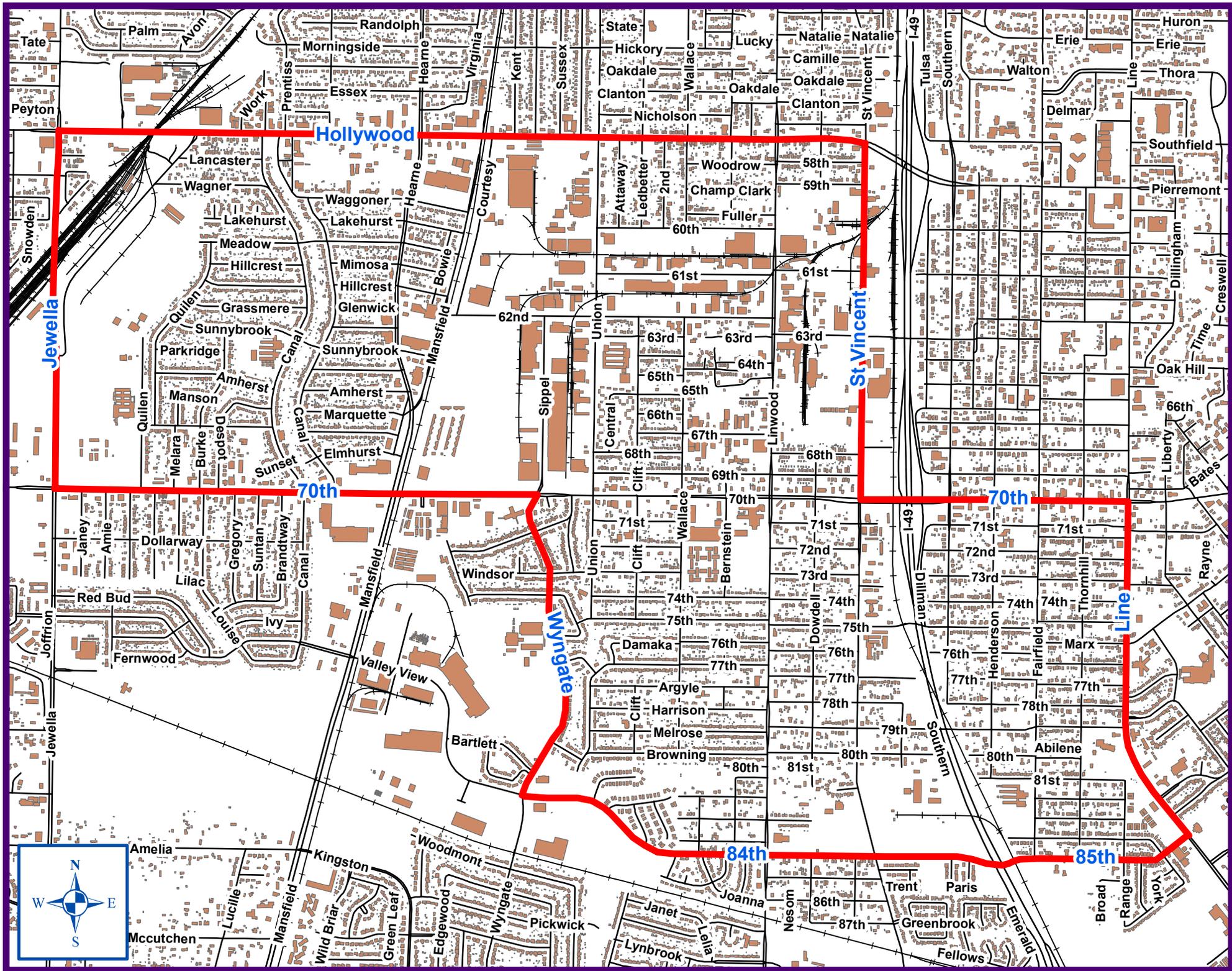
**BE IT FURTHER RESOLVED** that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this resolution which can be given effect without the invalid provisions, items or application, and to this end, the provisions of this resolution are hereby declared severable.

**BE IT FURTHER RESOLVED** that all resolutions or parts thereof in conflict herewith are hereby repealed.

APPROVED AS TO LEGAL FORM:

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City Attorney’s Office



**North:**

Starts at Jewella & Hollywood and continues until Hollywood & St. Vincent Avenue:

**East:**

Starts at Hollywood and St. Vincent Avenue and runs southward to the intersection St. Vincent and 70th Street and continues east on 70th street to Line Ave and continues south on Line Avenue and stops at the Line Avenue and East 84th Street.

**South:**

Starts at Line Avenue and East 84th Street and continues west until Wyngate Blvd. Continues North on Wyngate Blvd to the intersection of Wyngate and 70th and continues west until Jewella.

**West:**

Start at West 70th and Jewella and continue north and stop at Hollywood Avenue.

<b>TITLE</b>	<b>DATE</b>	<b>ORIGINATING DEPT./DIV.</b>
<b>AN ORDINANCE TO AMEND CERTAIN PORTIONS OF CHAPTER 22 OF THE CITY OF SHREVEPORT CODE OF ORDINANCES RELATIVE TO DEMOLITION DELAY IN THE DOWNTOWN DEVELOPMENT DISTRICT AND OTHERWISE PROVIDING WITH RESPECT THERETO</b>	06/3/2021	<b>SPONSOR OR COUNCILMEMBER</b> COUNCILWOMAN FULLER

**PURPOSE**

This ordinance will reduce the automatic demolition delay of property located in the Downtown Development District in the absence of good cause shown for an extended delay period.

This Ordinance or Resolution will have direct impact on Council District:

**BACKGROUND INFORMATION**

Section 22.3 of the City of Shreveport Code of Ordinances currently provides for a delay of 180 days prior to the issuance of a demolition permit for structures located in the Downtown Development District. In an effort to allow for more efficient elimination of blighted property and improve the overall appearance of downtown Shreveport, this proposed ordinance seeks to reduce the amount of time for delay of the demolition of property located in the Downtown Development District to 30 days and requires good cause be shown as to why a demolition delay should be extended up to 180 days.

**TIMETABLE**

Introduction: **June 8, 2021**

Final Passage: **June 22, 2021**

**SPECIAL PROCEDURAL REQUIREMENTS****FINANCES**

N/A

**SOURCE OF FUNDS**

N/A

**CONCLUSION**

The council may:

1. Approve the Resolution if deemed appropriate.
2. Approve an amended version of the Resolution.
3. Reject the Resolution.

**FACT SHEET PREPARED BY:**

Thea R. Scott, Deputy City Attorney

ORDINANCE NO. \_\_\_\_\_ OF 2021

**AN ORDINANCE TO AMEND CERTAIN PORTIONS OF  
CHAPTER 22 OF THE CITY OF SHREVEPORT CODE OF  
ORDINANCES RELATIVE TO DEMOLITION DELAY IN  
THE DOWNTOWN DEVELOPMENT DISTRICT AND  
OTHERWISE PROVIDING WITH RESPECT THERETO**

**BY COUNCIL MEMBER: FULLER**

**WHEREAS**, the City of Shreveport desires to more effectively eliminate the presence of blighted property within the Downtown Development District; and

**BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due regular and legal session convened, that Chapter 22, Article I is hereby amended and re-enacted to read as follows:

\*\*\*

**Chapter 22 – BUILDINGS AND BUILDING REGULATIONS**

**ARTICLE I- IN GENERAL**

Sec. 22-3. Demolition delay in the Downtown Development District.

- (a) Any application for a demolition permit involving a structure in the Downtown Development District, as defined in R.S. 33:2740.38, shall be delayed 30 days from the date of filing of any application for a demolition permit in an attempt to secure an alternative purchaser/use.
- (b) When any application for a demolition permit is delayed pursuant to this section, the chief building official shall, within 10 days of receipt of the application notify the director of the downtown development authority of the application.
- (c) The city council may allow an extension of demolition delay for up to 180 days retroactive to the date of the filing of any application for a demolition permit only upon a showing of good cause at a public hearing requested by the director of the downtown development authority prior to the elapse of the initial 30 day demolition delay.
- (d) The city council shall have the authority to approve the immediate issuance of a demolition permit by resolution at any time.
- (e) Nothing in this section shall be construed to limit any procedural requirement relative to properties lying within any Historic Preservation Overlay District.

(Ord. No. 124, 2019 , 9-24-19)

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**BE IT FURTHER ORDAINED** that the remainder of Chapter 22, of the City of Shreveport Code of Ordinances shall remain unchanged and in full force and effect.

**BE IT FURTHER ORDAINED** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications; and to this end, the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all Ordinances or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective in accordance with the provisions of Shreveport City Charter Section 4.23.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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OFFICE OF THE CITY ATTORNEY

**ORDINANCE NO. 94 OF 2021**

**AN ORDINANCE TO REPEAL SECTION 50-212 (a)(10) AND TO AMEND SECTION 50-212 (b) OF ARTICLE V OF THE CODE OF ORDINANCES OF THE CITY OF SHREVEPORT RELATIVE TO THE SMOKEFREE AIR ACT AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY: COUNCILMAN JAMES FLURRY**

**BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due, regular and legal session convened, that Section 50-212 (a) (10) of Article V of the Code of Ordinances of the City of Shreveport relative to the Smoke-Free Air Act is hereby repealed in its entirety.

**BE IT FURTHER ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due, regular and legal session convened, that Section 50-212 (b) of Article V of the Code of Ordinances of the City of Shreveport relative to the Smoke-Free Air Act is hereby amended to read as follows:

Sec. 50-212. - General smoking prohibitions; exemptions.

\* \* \* \*

- (b) Nothing in this article shall prohibit smoking in any of the following places:
  - (1) Private homes, private residences, and private automobiles; except that this subsection shall not apply if any such home, residence, or vehicle is being used for childcare or day care or if a private vehicle is being used for the public transportation of children or as part of health care or day care transportation in which case smoking is prohibited.
  - (2) Any retail tobacco business.
  - (3) Cigar or Hookah bars.
  - (4) The outdoor area of places of employment, except as follows:
    - a. As provided in subsection (a)(4), and
    - b. Except that the owner or manager of such business may post signs prohibiting smoking in any such outdoor area, which shall have the effect of making that outdoor area an area in which smoking is prohibited under the provisions of this article.

- (5) Any Gambling facility in which gaming operations are permitted to occur upon a riverboat, except smoking is limited to designated gaming areas relative to riverboats as defined in La. R.S. 27:44; at land-based casinos, at a facility, including bars licensed for the operation of electronic video draw poker devices, at an eligible facility licensed for the operation of slot machines, by a licensed charitable organization, or at a pari-mutuel wagering facility or off-track wagering facility which is licensed for operation and regulated under the provisions of Chapters 4 and 11 of Title 4 and Chapters 4, 5, 6 and 7 of Title 27 of the Louisiana Revised Statutes of 1950, or any other gaming operations authorized by law.

**BE IT FURTHER ORDAINED** that the remainder of Chapter 50, Article V of the Code of Ordinances shall remain unchanged and in full force and effect.

**BE IT FURTHER ORDAINED** that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications; and to this end, the provisions of this ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective in accordance with the provisions of Section 4.23 of the Shreveport City Charter.

**APPROVED AS TO LEGAL FORM:**

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**City Attorney's Office**

**FACT SHEET****CITY OF SHREVEPORT, LOUISIANA****TITLE**

An Ordinance amending Section 10-69 of Chapter 10, Article IV, Division 2 of the City of Shreveport, Louisiana, Code of Ordinances with respect to the Fee and Term for alcoholic beverage handling employee cards, and to otherwise provide with respect thereto.

**DATE****ORIGINATING DEPARTMENT**

Shreveport Police Department

**COUNCIL DISTRICT**

City-wide

**SPONSORS****PURPOSE**

This ordinance amends Section 10-69 to the Code of Ordinances to update the ABO card processing fees; and to provide for the fees related to the respective classes of ABO employee cards.

**BACKGROUND INFORMATION**

The Shreveport Police Department ABO office proposes that upon the adoption of legislation that establishes two (2) classes of ABO employee handling cards the processing fees for the respective classes of cards is amended in relation thereto. This ordinance proposes that the current processing fees are increased from \$24.00 to \$40.00; and the replacement fee reduced from \$24.00 to \$20.00.

**TIMETABLE**

Introduction:      October 12, 2021  
Final Passage:    October 26, 2021

**ATTACHMENTS**

2

**SPECIAL PROCEDURAL REQUIREMENTS**

N/A

**FINANCES**

NA

**SOURCE OF FUNDS**

NA

**ALTERNATIVES**

(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

**RECOMMENDATION**

Approval of this ordinance is recommended.

**FACT SHEET PREPARED BY:** Corporal Carlos Glass-Bradley, Police

ORDINANCE NO. \_\_\_\_\_ OF 2021

**AN ORDINANCE AMENDING SECTION 10-69 OF CHAPTER 10, ARTICLE IV, DIVISION 2 OF THE CITY OF SHREVEPORT, LOUISIANA, CODE OF ORDINANCES WITH RESPECT TO THE FEE AND TERM FOR ALCOHOLIC BEVERAGE HANDLING EMPLOYEE CARDS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY COUNCILMEMBER:**

**BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana in due, legal and regular session convened, that a new Section 10-69 be hereby added to Chapter 10 of the City of Shreveport, Louisiana Code of Ordinances to read as follows: **Sec. 10-69. – Fee and Term**

**Sec. 10-69. - Fee and term.**

- (a) Alcoholic beverage handling employee cards shall expire two years from the date of issuance.
- (b) A processing fee of \$40.00 will be charged for a new alcoholic beverage handling employee card application or for a renewal application of an existing alcoholic beverage handling employee card. The fee shall be non-refundable in the event a card is denied.
- (c) In addition to the fee provided in subsection (b) of this section and, except as otherwise provided in subsection (e) of this section, a processing fee of \$26.00 will be charged for a criminal history check for a new alcoholic beverage handling employee card application or for a renewal application of an existing alcoholic beverage handling employee card. The fee shall be non-refundable in the event a card is denied.
- (d) A fee of \$20.00 will be charged for replacement of an alcoholic beverage handling employee card that is valid and in effect at the time of re-issuance. The expiration date for the replacement card shall be the same as the date on the original alcoholic beverage handling employee card. A

processing fee for a criminal history check shall not be charged for replacement of an alcoholic beverage handling employee card that is valid at the time of re-issuance.

(e) In the event that multiple cards are applied for at the same time (i.e., alcoholic beverage handling employee card and sexually oriented business employee card), only one processing fee for a criminal history check will be charged.

**BE IT FURTHER ORDAINED** that if any provision or item of this Ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Ordinance which can be given effect without the invalid provisions, items or applications and to this end the provisions of this Ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all Ordinances or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective in accordance with the provisions of [Shreveport City Charter Section 4.23](#).

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney's Office