

MINUTES OF THE WORK SESSION
OF THE CADDO PARISH COMMISSION
HELD ON THE 17th DAY OF MAY, 2021

The Caddo Parish Commission met in a Work Session, on the above date, at 3:30 p.m., in the Government Chambers, with Mr. Johnson, presiding, and the following members in attendance constituting a quorum: Commissioners Atkins, Burrell, Cawthorne, Chavez, Gage-Watts, Hopkins, Johnson, Lazarus, Taliaferro, and Young (11). ABSENT: Commissioner Epperson (1).

The invocation was given by Mr. Hopkins, and Mr. Cawthorne led the Commission in the Pledge of Allegiance.

CITIZENS COMMENTS

Shelly Hunt came before the Commission and gave the following statement:

I'm with the Woodlawn Terrace Apartments and Lakefront Apartments here in town, and I was just checking on the rental assistance program to see if we're going to get any faster response on that to start getting some additional payments. I've received \$27,000, but my delinquency is still a half million dollars. It just seems like the money coming in is very slow. Are you guys going to still continue to do that on the lottery system?

At this time, the President of the Commission directed Ms. Hunt to speak with Mrs. Barnett.

VISITORS

- Louisiana Watershed Initiative

Mr. Matt Johns came before the Commission and introduced himself and the provisional steering committee. He said that the provisional steering committees were originally set up for watershed management by the State of Louisiana temporarily. His chairmanship of this will dissolve in the next year or so when a permanent coalition takes place. Mr. Johns further explained that HUD gave \$1.2B to the State to research a better way to deal with watershed management. There are also funds going to capital improvements, as well as monies going towards modeling.

Mr. Johns provided the Commissioners with a packet of information regarding the modeling for the watershed initiative. Flooding does not follow political boundaries and actions in one community can impact entire ecosystems. The Louisiana Watershed Initiative (LWI) could change how Louisiana addresses flood risk reduction by creating a regional watershed-based approach to floodplain management. A watershed is an area of land that drains to a common point. A large watershed contains smaller watersheds, each bound by natural ridges and human elements in the landscape.

LWI's mission is to reduce flood risk, improve floodplain management throughout the State and maximize the natural and beneficial functions of floodplains by using scientific tools and approaches, transparent and objective decision making, maximizing natural function of floodplains, and regional water management.

There will be a shared focus on resilience by receiving input from stakeholders and experts; creating technical advisory groups to work on projects, data and modeling, policy, outreach, and planning; and creating regional steering committees who are composed of 11-19 residents with diverse areas of expertise in watershed issues and organized within watershed-based boundaries.

The State awarded \$400,000 to each watershed region to form regional steering committees and watershed coalitions/management entities; provide recommendations for long-term regional watershed management frameworks; build regional staff capacity in outreach and floodplain management at the watershed scale; and produce a regional capital improvement inventory of flood risk reduction projects. The coordinating agencies include the Coordinating & Development Corporation, Kisatchie-Delta Regional Planning & Development District, Ouachita Parish Police Jury, Calcasieu Parish Police Jury, Acadiana Planning Commission, South Central Planning & Development Commission, Capital Regional Planning Commission, and New Orleans Regional Planning Commission.

The provisional regional recommendations roles and responsibilities would include: regional watershed management planning; warehousing, funding, and operating H&H models; clearinghouse for watershed data; centralizing and supporting NFIP compliance and Community Rating System involvement; providing technical assistance to communities; providing public outreach and education; and reviewing major flood mitigation projects for upstream and downstream impacts. Their authorities would be to contract with other governmental agencies, private and non-profit entities; generate revenue; conduct and/or oversee regional watershed management planning, including river and channel operations and maintenance planning; fund infrastructure project; manage watershed-related data, acquire property, issue permits, and adopt and enforce development codes.

Regional Steering Committees recommend the following actions to stand up and enable long-term regional coalitions: all recommend the coalition be enabled by legislation under a state agency, board, or commissions; all coalitions be enabled under a single charter; and appropriate state agency oversight be provided to promote consistency among regions and among state-level management. Most of the regions recommend that the boundaries of each watershed be approved by a state agency board or program through a public process.

Mr. Atkins wanted to know the involvement of the Caddo Parish Commission. Mr. Johns said that the Caddo Parish Commission already has an appointment to the provisional steering committee, but if the Commission would like to make that appointment permanent once the coalitions become permanent through the Legislature, that would be its next step. He also said that the Commission has the opportunity to provide recommendations to the provisional steering committee for the legislation for the State.

Mr. Atkins said that there are many members on this coalition. Mr. Johns said that some of the members are specialized in certain fields and that could carry over and “wear several different hats”.

Mr. Jackson wanted to know who was all involved in the coalition. Mr. Johns said that currently the coalition is made up of a representative from each of the parishes. Their recommendation is to keep those twelve members as well as an additional four members from Shreveport, Bossier, Minden, and Natchitoches. Mr. Jackson cautioned that the Caddo Parish Commission is currently detaching itself from the City of Shreveport.

Mr. Burrell wanted to know how the structure differ from the one that is currently in place and how would the Commission be affected. Mr. Johns said that this new political subdivision would have enabling legislation so that the Commission could choose to do it, but not be mandated to do so. He also said that currently the Commission has total control over the floodplain management program. This coalition could take that responsibility from the Commission.

Mr. Hopkins pointed out that this reminds him of the Caddo Lake Management. He cautioned that this will be “watched real close and not with a good eye”. Mr. Johns understands that this will be an uphill battle, but he is optimistic that the coalition can “show you our worth”.

Mr. Hopkins also mentioned that the Caddo Commission has several watershed commissions, i.e. Black Bayou Watershed Commission, Cross Lake Watershed Commission, etc. Mr. Johns said that this coalition provides several opportunities for consolidation.

Mr. Chavez wanted to know about the retention ponds from the MPC. Mr. Johns said that those specifics are to be determined.

Mr. Taliaferro wanted to know if this was unique to this region. Mr. Johns said that Harris County in Houston, Florida, Colorado, etc. have models like this. Mr. Taliaferro asked that these examples be forwarded to the Commissioners.

Mr. Johnson wanted to know about the funding sources for this coalition. Mr. Johns said that millages, sales tax, water usage fees, small scale development fees, etc. could be generated to keep the coalition up and running.

Mr. Johnson said that the COE looked at the Red River and determined that it could alleviate the flooding by installing a dam in North Caddo. Mr. Johns said that this would be a capital improvement project.

Mr. Johnson also said that there’s development in the flood plains of Cross Lake. He wanted to know how this coalition would alleviate those issues. Mr. Johns said that there are several programs for these types of issues to elevate or buyout those homes.

Mr. Jackson wanted to know if this would include the Hazard Mitigation funding. Mr. Johns said that it would if those funds were dedicated to the coalition.

NEW BUSINESS

It was **moved by Mr. Jackson**, seconded by Mr. Johnson, *that Ordinance No. 6067 of 2021, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, to establish the provisions for a Special Exception Use, and to otherwise provide with respect thereto* be moved to Thursday’s agenda for introduction.

Mr. Jackson wanted to know who sponsored this Ordinance. The Clerk of the Commission said that it came from the MPC. Attorney Bernstein explained that this deals with the mobile home issue which allows the applicant to come and apply to put a mobile home on a lot.

At this time, Mr. Jackson’s motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cawthorne, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Lazarus,

Taliaferro, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

It was **moved by Mr. Young**, seconded by Mr. Jackson, *that Ordinance No.6068 of 2021, an ordinance amending the Budget of Estimated Revenues & Expenditures for the Riverboat Fund in the amount of \$17,225 to provide an appropriation for Robinson Rescue and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction.

Mr. Young said that this would provide for funding for Robinson's Rescue. He said that it is the leftover funding from last year when the organization closed for the pandemic. They are asking that these funds roll over to this year.

Mr. Atkins mentioned that this helps Animal Services by providing spay and neuters to prevent unwanted litters.

Mr. Jackson pointed out that this is budget neutral.

Dr. Wilson said that this organization helps the Commission by providing spay and neuters thus reducing the amount of animals coming into the shelter.

At this time, Mr. Young's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cawthorne, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Lazarus, Taliaferro, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Burrell, *that Ordinance No. 6069 of 2021, an ordinance amending the Budget of Estimated Revenues & Expenditures for the E. Edwards Jones Housing Trust Fund for the year 2021 and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction.

Mr. Jackson said that this is an ordinance to accept the additional ERAP funding coming in.

Mr. Burrell wanted to know if this is for rental assistance. Mr. Jackson said it was, as well as for utilities and support of services.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cawthorne, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Lazarus, Taliaferro, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Burrell, *that Ordinance No. 6070 of 2021, an ordinance amending the Budget of Estimated Revenues & Expenditures for the General Fund to provide an appropriation for Wheelchair Ramp & Roof Repair Program and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction.

Mr. Jackson explained that this is utilizing the dollars from the CAFA fees the Commission received. This does not appropriate any dollars, it is for reimbursement.

Mr. Taliaferro said that this is a worthwhile program. He wanted to know how the fees are generated from CAFA. Mr. Johnson said that the applications fees are paid by the end user, and it is structured statewide.

Mr. Johnson wanted to know if this was limited to ramps and roofs. Mr. Jackson said that he didn't contemplate that, but is open to coming back to it. Dr. Wilson cautioned that there is a limited amount of funds for this program.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cawthorne, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Lazarus, Taliaferro, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

It was **moved by Mr. Chavez**, seconded by Mr. Hopkins, *that Ordinance No. 6071 of 2021, an ordinance to establish a Parish Planning & Zoning Commission, to provide for its membership, to provide for an effective date, and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction.

Amendment by Mr. Chavez, seconded by Mr. Hopkins, *to have four-year staggered terms.*

Mr. Chavez said that this came out of the Long-Range Planning Committee and passed favorably. He said that this sets up the Commission, but does not implement any type of zoning.

Mr. Burrell wanted to know if this is the same as the Citizens Advisory Committee. Mr. Hopkins stated that this is a separate board. The Advisory Committee is to look at the zoning outside of the city limits. He also explained that this ordinance would be the board that handles the Planning & Zoning in

Parish.

Mr. Jackson wanted to know if the State Constitution set up the MPC. Attorney Bernstein said that the State Constitution authorizes local governments to adopt regulations for land use and zoning.

At this time, Mr. Chavez's motion carried as amended, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cawthorne, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Lazarus, Taliaferro, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

It was **moved by Mr. Atkins**, seconded by Mr. Taliaferro, *that Resolution No. 43 of 2021, a resolution to authorize the acceptance of the Louisiana Compliance Questionnaire* be moved to Thursday's agenda.

Substitute motion by Mr. Johnson, seconded by Mr. Chavez, *to englobo and move the following items to Thursday's agenda:*

- *Resolution No. 43 of 2021, a resolution to authorize the acceptance of the Louisiana Compliance Questionnaire*
- *Resolution No. 44 of 2021, a resolution declaring May 22, 2021 as National Maritime Day and to otherwise provide with respect thereto*
- *Resolution No. 45 of 2021, a resolution in support of completing the I-49 Inner City Connector and to otherwise provide with respect thereto*
- *Special Resolution of Recognition & Appreciation for Kendrick Law*
- *Special Resolution of Recognition & Appreciation for Chyler Tuner*
- *Special Resolution of Recognition & Appreciation for Booker T. Washington High School's Girls Track and Field Team*

Mr. Jackson asked to be added as a sponsor for the Booker T. Washington High School's Girls Track & Field Team Special Resolution.

Mr. Atkins asked to be added as a sponsor for the I-49 Inner City Connector Resolution.

Mrs. Gage-Watts asked to be added as a sponsor for the I-49 Inner City Connector Resolution, as well as Mr. Johnson and Mr. Cawthorne.

At this time, Mr. Johnson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cawthorne, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Lazarus, Taliaferro, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

It was **moved by Mr. Young**, seconded by Mr. Chavez, *that the appointment of Gabriel Balderas to the Metropolitan Planning Commission Board to fulfill the unexpired term of Mauricio Roca (term to expire January 1, 2024)* be moved to Thursday's agenda.

Mr. Young said that Mr. Balderas is a local restaurant owner and has contributed to this community. Mr. Chavez also pointed out that he also speaks Spanish.

Mr. Atkins said that he will be supporting Mr. Balderas for this appointment.

Mr. Jackson pointed out that Mr. Balderas' term will expire in seven months.

At this time, Mr. Young's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cawthorne, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Lazarus, Taliaferro, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

It was **moved by Mr. Cawthorne**, seconded by Mr. Chavez, *that appointment of Loyd K. Thomas to the Long-Range Planning Citizen's Advisory Committee to study planning and zoning* be moved to Thursday's agenda.

Substitute motion by Mr. Jackson, seconded by Mr. Burrell, *to englobo and move the following appointments to Thursday's agenda:*

- *Authorize appointment of Loyd K. Thomas to the Long Range Planning Citizen's Advisory Committee to study zoning and planning*
- *Authorize appointment of Gen. Jim Graves to the Long Range Planning Citizen's*

Advisory Committee to study zoning and planning

- *Authorize appointment of Ray Tindel to the Long-Range Planning Citizen's Advisory Committee to study zoning and planning*
- *Authorize appointment of Don Razinsky to the Long-Range Planning Citizen's Advisory Committee to study zoning and planning*
- *Authorize appointment of Michael Billings, Sr. to the Long-Range Planning Citizen's Advisory Committee to study zoning and planning*
- *Authorize appointment of Jessica Tullis to the Long-Range Planning Citizen's Advisory Committee to study zoning and planning*

Mr. Burrell spoke on behalf of Mr. Billings, who owns Dixie Farms in North Caddo. He asked that the Commissioners support him.

Mr. Hopkins asked that those who do not have a resume, submit one before Thursday's meeting.

Mr. Jackson added that these appointments have been moved forward without any extra requirements.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cawthorne, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Lazarus, Taliaferro, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

ADMINISTRATOR REPORT

- Confederate Monument Update

Dr. Wilson said that only one bid which came in at four times what is budgeted for the project. They will resume the process and continue to look for a service provider that will relocate the monument within budget.

- Disparity Study Update

Administration has received the proposals from the disparity study and selected Keen Independent Research. They are in the process of completing a contract with them.

- I-49 Welcome Sign Update

LADOTD approved the design and are now in the permitting process with the State. They are hoping to receive sealed quotes in June.

- U.S. Treasury Emergency Rental Assistance Program

Dr. Wilson said that Caddo Parish has issued \$1.4M for emergency rental assistance. Nearly 50% of applications have been funded.

Mrs. Barnett said that they were allocated \$8M, as referenced in the ordinance, but were only due 40% of that allocation. The State received the other 60%. Mrs. Bryant said that they may still get it through the State, but more work needs to be done.

Mr. Jackson said that he would like to schedule a Pandemic Committee meeting to dive into the numbers of the ERAP.

Mrs. Gage-Watts voiced her concerns regarding the lottery process. She asked if there was any other way to do this. Dr. Wilson said that they are selecting approximately 400 applications per week.

Dr. Wilson also said that there is a helpline that citizens can call to get the status of their application and help in applying for the program. The number is 318-239-7777.

Mr. Cawthorne wanted to know if tenant and the landlord would need to contact the ERAP. Mrs. Barnett said that once the tenant make application, they will receive a referral code. If the landlord is not listed, they will contact the landlord.

- E. Edward Jones Housing Trust Fund RFP

Dr. Wilson said that the RFP was sent April 22 and is due back by June 30, 2021.

Mr. Atkins wanted to know the project that is being bid out. Dr. Wilson said that it is for management of the Housing Trust Fund.

- April Financials

Dr. Wilson said that the April financials have been placed at each of the Commissioners' desk, as well as have been attached to the agenda.

- Pin Ceremony

Dr. Wilson said that the Pin Ceremony was a successful event. He gave accolades to Ms. Krystle Beauchamp and Mr. Kelvin Samuel for putting on a great show.

- Requests from Commissioners

Mr. Jackson would like Dr. Wilson to add the Cherokee Park Cleanup to his Admin Report and remove the E. Edward Jones Housing Trust Fund.

Mrs. Gage-Watts said that she received complaints regarding illegal dumping. She asked that a cleanup be scheduled soon to keep Caddo clean. She also asked for an increase in patrolling in the South Lakeshore area on Sundays due to drag racing.

Mr. Burrell asked that Kent Rogers with NLCOG attend a meeting regarding the I-49 Inner City Connector.

Mr. Hopkins said that there has been illegal dumping on Winn School Road. Dr. Ward said that Public Works will go and pick up those illegal tires.

Mr. Johnson asked for additional tire days. Dr. Ward said that they take tires every day. Mr. Johnson asked that a campaign be sent out to the citizens informing them of this. Mr. Johnson also wanted to know if someone pulled up to a compactor site with a trailer load of tires. Dr. Ward said that they would need to communicate with Public Works prior to going to the compactor site.

Mr. Chavez wanted to know if batteries are accepted by the compactor sites. Dr. Ward said that batteries, oil, paint, etc. is not accepted, but they do partner with Shreveport Green once a year to accept those items.

- Master Plan Report

Mr. Alan Clarke said that they are working on initiatives with the Parish. Currently, they are working on a Special Exception Use for mobile homes within the planning limit. They are also in the process of drafting a residential rental code for single-family and multi-family homes. He explained that there are several sub-standard rental homes. This would make requirements for these units, such as inspections. Lastly, they are drafting a short-term rental unit's code. Citizens were concerned with homes that were being used for short-term rentals.

Mr. Clarke also said that the neighborhood participation plan meetings have been successful. He said that the purpose of these meetings is to engage citizens about potential developments in their neighborhood.

Mr. Jackson asked for more information regarding the rental standards code. Mr. Clarke said they are researching rental codes from around the country to address the concerns that citizens have regarding sub-standards rental properties. Mr. Jackson thinks this is a great idea and hopes that they get the support.

Mr. Atkins asked for more information regarding short-term rental codes. Mr. Clarke said that this refers to Air BNB and are defined as anything less than 30 days. It could be a bedroom, a house, or an accessory building. They are currently researching information about these properties.

COMMUNIQUES/COMMITTEE REPORTS

- Mr. Jackson gave an updated on the COVID-19 FEMA reimbursements. Dr. Ward said that their application from last March is still open, so he reached out to FEMA. They forwarded him a mutual aid agreement that is going through Administration now. He is also working with Mrs. Barnett to get their total CARES amount. The FEMA representative asked that they submit the whole CARES application to review the items that were not funded by CARES or insurance for possible payment. He also mentioned that not everything will be approved.

CONSENT AGENDA

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- *Ordinance No. 6064 of 2021, Zoning Case 21-5-P, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, by amending the zoning of property located on the north side of North Market Street, approximately two hundred and sixty feet east of Roy Road Extension, Caddo Parish, LA, from C-1, Neighborhood Commercial District to C-2, Corridor Commercial District, and to otherwise provide with respect thereto*
- *Ordinance No. 6065 of 2021, an ordinance amending the Budget of Estimated Revenues & Expenditures for the General Fund for the year 2021 to provide an appropriation for a one-time pay adjustment to Parish employees who performed essential work during the COVID-19 Pandemic, and to otherwise provide with respect thereto*
- *Ordinance No. 6066 of 2021, an ordinance amending the Budget of Estimated Revenues & Expenditures for the Economic Development Fund and the Oil & Gas Fund for Juneteenth firework display, and to otherwise provide with respect thereto*

At this time, there was no further discussion to come before the Commission, so the Commission adjourned at 5:13 p.m.

/s/Michelle Nations
Assistant Commission Clerk