

MINUTES OF THE WORK SESSION OF THE
CADDO PARISH COMMISSION
HELD ON THE 20th DAY OF MAY, 2019

The Caddo Parish Commission met in a Work Session, on the above date, at 3:30 p.m., in the Government Chambers, with Mrs. Gage-Watts, presiding, and the following members in attendance, constituting a quorum: Commissioners Atkins, Bowman, Cawthorne, Chavez, Dominick, Gage-Watts, Jackson, Louis Johnson, Lyndon B. Johnson, Linn, Middleton, and Smith (12). ABSENT: None (0).

The invocation was given by Mr. Bowman, and the Pledge of Allegiance was led by Mr. Louis Johnson.

AGENDA ADDITIONS

- It was **moved by Mr. Jackson**, seconded by Mr. Chavez, *to expand the agenda and add Special Resolution of Welcome & Recognition to Isabelle & Simon-Sanders Scholarship Awards Banquet.*

Mrs. Gage-Watts asked if there was anyone to speak in favor or against this agenda addition. There was no one to speak in favor or against this agenda addition.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Bowman, Cawthorne, Chavez, Dominick, Gage-Watts, Jackson, Louis Johnson, Lyndon B. Johnson, Linn, Middleton, and Smith (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

VISITORS

- Mr. Adam Bailey, MPC Community Planning & Design Manager
Brief Update regarding Shreveport/Caddo Master Plan Committee

Mr. Louis Johnson stated that he is a member of the Master Plan Committee. His commitment is to ensure the topics discussed during those meetings are brought before the Commission.

Mr. Adam Bailey stated that several key code text amendments to the UDC will come before the Commission and the City Council, which will include revised language about temporary use permits, revised language regarding annexations, and revised language regarding wireless telecommunications, specifically micro towers. Starting in June, the MPC will start creating neighborhood plans for the City. The Master Plan Committee has requested a tentative itinerary and schedule. The MPC also plans to attend more neighborhood meetings to help with community engagement. The Master Plan Committee would like to re-establish the Citizens Advisory Group (CAG). Each member has been tasked with submitting ten potential citizens to add to the master list. The committee will then narrow the list down to 20-30 names.

Mr. Keith Hanson, Chief Technology Officer City of Shreveport, conducted a presentation on Building Blocks. He said that program "is like Zillow" and allows the user to add filters and layers to visualize data. This will also allow the user to take data from several different silos and put it under "a single pane of glass". Building Blocks pulls together all of the information on a property from your existing systems, such as tax assessments, code violations, and police reports, all in one online profile so you know history and risk factors before you act. Building Blocks will save hours of combing through property files and layering data with GIS to identify and organize targets for select resources, programs, and interventions. It also helps raise awareness of and attention to growing problems by highlighting trends; stop them before they gain momentum. Users can export and share their finding and insights with their team, leadership, and key stakeholders.

Mr. Chavez asked Mr. Hanson to provide three different example that could be extracted from this program. Mr. Hanson stated property standards violations from a given area, crime maps, historical crime maps, property values, etc.

Mr. Bowman wanted to know how a person could use the police reports aspect of Building Blocks. Mr. Hanson explained that the data could for a specific location could be plotted, for example police reports for that location, property standards, etc.

Mr. Hanson also said that this is low cost and user friendly. He explained that there are several different departments and entities within the City who are interested in this software. The cost for the program is calculated by the population.

Mr. Atkins asked for more clarification on the cost of the program. Mr. Hanson explained that his plan is to prorate, so the Parish would only be paying for the population that is using the program. He also said that before he can provide the Parish with the "hard numbers", he would need to know which

entities will be using the program. Mr. Atkins pointed out that this is an Administration issue, not the Commission's rule.

Mr. Louis Johnson explained the reason he asked for them to come forward is the MPC's goal to remain business-friendly. From an MPC perspective, the user could utilize Building Blocks and receive a permits history, etc. in order to keep the project moving.

Mr. Dominick wanted to know if the whole Parish would be utilizing this program, or would it be just the MPC radius, which extends five miles beyond the city limits of Shreveport. Mr. Hanson stated that would be a decision made by the Administrator.

It was **moved by Mr. Chavez**, seconded by Mr. Bowman, *to move the discussion regarding Building Blocks to the Long Range Planning Committee.*

Point of Order by Mr. Dominick. He stated that a Commissioner cannot make a motion on a presentation. Attorney Frazier explained that there are no rules prohibiting the Commissioners from making a motion at this time. Mr. Bowman removed his second; Mr. Chavez removed his motion.

Mr. Chavez thanked Mr. Hanson for coming before the Commission and conducting a presentation regarding Building Blocks, but this is not the Commissioners' charge. He said that this will be a great tool for the City, but he is not sure that this would be beneficial to the Parish. Mr. Chavez would like to continue this discussion in the Long Range Planning Committee or the Technology Committee. Mr. Hanson explained that the Parish would benefit from as much data that is put into the system. He also mentioned that the City will be going forward with this program, regardless of the Parish's commitment.

Attorney Frazier pointed out that this would be a recommendation from Administration because it is regarding the day-to-day operations of the Parish. She suggested that Administration vet this, then bring a recommendation to committee or the full body.

Dr. Wilson agreed with Attorney Frazier. He said that he would like the opportunity to vet this first to see if it would benefit the Parish.

Mr. Jackson wanted to know if this presentation was an agenda item. Mr. Louis Johnson explained that this would be a part of the Master Plan Committee update since this program was discussed during its last meeting.

Mr. Jackson then asked about MyGovernmentOnline (MGO). Mr. Bailey explained that Building Blocks would take the information from MGO or MyPermitNow would be used in Building Blocks. Mr. Jackson said that they should be able to see all of this information through MGO or MyPermitNow. Mr. Kent Rogers explained that this program takes the visual tools from MyPermitNow and other databases and merges them into one. He said that it is another tool that would be easier to publish online and be easier to use for citizens. Mr. Rogers also explained that Building Blocks pulls the data from MyPermits, so the Commission would still need MyPermits. Mr. Hanson pointed out that MyPermits is focused on the workflow of permits; MyGovernmentOnline focuses on several pieces of the running of the government; and Building Blocks is focused on every single data point that is geospatial. Mr. Jackson requested that Administration review MyGovernmentOnline to ensure that we are using and maximizing all of the tools it offers.

Mr. Atkins reiterated that this is an Administration issue and should be vetted by them.

ADMINISTRATOR REPORT

- Update—NLCOG
Mr. J. Kent Rogers, Executive Director
Northwest Louisiana Council of Governments

Mr. Rogers came to update the Commission on the mega projects that NLCOG is working on. He forwarded a document to all of the Commissioners regarding the mega projects. He first talked about the I-49 Inner City Connector. The Cultural Resource Report has been submitted Federal Highways and DOTD. It has been reviewed by both organizations and forwarded to the State Historic Preservation Office (SHPO), which it is currently still being reviewed. The Preferred Identification Alternative Analysis was also submitted to DOTD. It has been reviewed by DOTD and forward to Federal Highways, who will not review the document until final comments have been received by the SHPO Report. Several other reports are being reviewed, so this project is not sitting at a standstill. They are hoping to submit the final draft for EIS to DOTD and Federal Highways for review by the end of this year. If they approve of it, public hearings can be scheduled.

He then talked about the 3132 Inner Loop Project, which the environmental document has been submitted to Federal Highways and DOTD. They received comments back last Friday and have a conference call scheduled for tomorrow to address those comments. They are hoping the document will be approved in the next 2-3 weeks. After it is approved, a public hearing can be set.

Mr. Rogers then talked about the I-49/ I-69 Port Connector. Within the segment, there is an SIU from Haughton to Stonewall. It has been broken down into five segments, within one of those segments is a frontage road project. That frontage road project is being developed to connect I-49 to the Port. FHWA has indicated the remaining I-69 earmarked funds can be used for the frontage road. The total available funds for Frontage Road is \$16,014,102.76. Those funds would be used to design and construct Frontage Road. It will also likely need to acquire full width of Interstate right-of-way to preclude any development along the south side of Frontage Road.

Mrs. Gage-Watts pointed out that the lighting issue on 3132 was not addressed. Mr. Rogers said that this project is on DOTD's XX list.

Mr. Jackson wanted to know the status of the I-49 Connector. Mr. Rogers said that they are moving forward with the environmental work on the project. He also said that there is a small chunk of money for the project.

Mr. Middleton asked for an update on I-20. Mr. Rogers explained that the State split the project into several mini projects. The construction from the weigh station to the state line is underway now. Then there will be some work backwards from the weigh station back into town.

Mr. Jackson requested the Mr. Rogers look into the work being done on Caddo and Ford. Mr. Jackson also asked about the right sizing program.

- Update—Comcast Cable Internet Essentials
Mr. Ronnie Colvin, Senior Director
External Affairs, Comcast Cable

Mr. Colvin talked about Internet Essentials, which has been in existence since 2011. Internet Essentials is for low-income households for \$9.95 per month with an option to purchase a computer for \$149.99 from Comcast. The eligibility requirements are: 1. Have at least one child who is eligible for the National School Lunch Program, receive HUD housing assistance or are a low-income veteran receiving state and/or federal assistance, 2. Live in an area where Comcast Internet is available, 3. have not subscribed to Comcast Internet within the last 90 days, and 4. Have no outstanding debt to Comcast that is less than one year old. He said that there are no credit checks, no contact, and no installation fee. It also comes with in-home WiFi. The service is a 15 megabit download service. He also said that all of the materials are available in English and Spanish.

Mr. Colvin said that they promote this program by going to several Back-to-School events, along with several PTA meetings and other presentations.

Mrs. Gage-Watts thanked Mr. Colvin for coming to the Commission and presenting this information. She said that this would be beneficial to several of Caddo Parish citizens.

Mr. Linn said that another internet service provider has a system in place to monitor the bandwidth a subscriber uses. He said that if that bandwidth goes below what the user is paying, it automatically brings it back up to where it should be. He asked Mr. Colvin if Comcast has the same system. Mr. Colvin stated that he has "not run across that". Mr. Colvin provided his contact information to all of the Commissioners.

Mr. Jackson also thanked Mr. Colvin for coming today and presenting this information for the citizens of Caddo Parish. He requested that Mr. Colvin provide him with more brochures to pass out.

Mr. Lyndon B. Johnson suggested that this program be presented to all of the schools at the beginning of the school year. He said that most of the homework nowadays is done on the internet or a computer. He requested that Mr. Colvin provide several brochures so he can pass them out at the schools in his district.

- 2019 Monthly Financials for April (Hand-Out)

Dr. Wilson provided the Commissioners with the 2019 Monthly Financials for April.

COMMISSION REMARKS

- Mr. Atkins stated that the Finance Committee met today to discuss bond issues. He said that the Parish is sound and well ran, but often times the expenses exceed the revenues on an annual basis, due partly to putting several long-term projects into the Capital Budget. The Committee believes it would be best to balance out those long-term projects with longer bonds. The Committee voted to forward to the full body recommendations to raise additional bonds, with no expansion of millages and no new taxes.

- Mr. Linn pointed out that the Commissioners received Animal Related Laws handouts. He requested that this be posted on the Caddo Parish website.

- Mr. Middleton requested additional booklets for the Animal Related Laws, so he can pass them out to Capt. John May.

PRESIDENT'S REPORT

Mrs. Gage-Watts requested that the summer programs that the Caddo Parish Commission offers be added to the Caddo Parish website.

Mrs. Gage-Watts asked that everyone be mindful of the weather. She asked them to take pictures if they experience any flooding or damage due to the weather.

NEW BUSINESS

It was **moved by Mr. Jackson**, seconded by Mr. Atkins, *that Zoning Case 19-300-P, in regards to Ordinance No. 5879 of 2019, to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Uniform Development Code, by amending the zoning of property located on the southwest corner of Williamson Way and Union Pacific Line from R-E, Residential Estate District to I-1, Light Industrial District* be moved to Thursday's agenda for introduction.

Substitute motion by Mr. Jackson, seconded by Mrs. Gage-Watts, *to englobo and move the following ordinances to Thursday's agenda for introduction:*

- *Zoning Case 19-300-P, in regards to Ordinance No. 5879 of 2019, to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Uniform Development Code, by amending the zoning of property located on the southwest corner of Williamson Way and Union Pacific Line from R-E, Residential Estate District to I-1, Light Industrial District*
- *Ordinance No. 5880 of 2019, amending Section 30-52 of the Code of Ordinances relative to Regulation of Industrial Waste, Garbage, and Junk, to include property in violation of Chapter 30, Article II, Dilapidated and Dangerous Buildings & Structures*
- *Ordinance No. 5881 of 2019, amending the Budget of Estimated Revenues & Expenditures for the Economic Development Fund in the amount of \$20,000 to provide an appropriation for the Small Business Development Center*
- *Resolution No. 40 of 2019, a resolution approving Ternium USA, Inc. for participation in the Industrial Tax Exemption Program at 2500 Ron Bean, Bld, Shreveport project site*
- *Resolution No. 41 of 2019, proclaiming May as "Skin Cancer Awareness Month" in Caddo Parish*
- *Resolution No. 42 of 2019, proclaiming May as "National Stroke Awareness Month" in Caddo Parish*

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes:
AYES: Commissioners Atkins, Bowman, Cawthorne, Chavez, Dominick, Gage-Watts, Jackson, Louis Johnson, Lyndon B. Johnson, Linn, Middleton, and Smith (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Dominick**, seconded by Mrs. Gage-Watts, *to authorize the Commission to make project selection to forward to the State for possible funding relative to the Louisiana Community Development Block Grant (LCDBG) project* be moved to Thursday's agenda.

Mr. Dominick asked for more clarification on this. Mrs. Anita Mills explained that the public hearing was held on April 24. Lakeview Water District and Pine Hill Water District were the only two entities that were in attendance. Pine Hill Water District was there only on information gathering purposes; they did not submit a project. Lakeview Water District did submit a project to replace approximately 54,000 linear feet of undersized water mains. They are also under a mandate by the State due to lead being in their water, so they need a chemical injection system. Ms. Mills say that they have a viable project and that area meet the low to moderate income which the grant requires.

Answering a question from Mr. Atkins regarding the size of the grant, Mrs. Mills said that the proposed request is for \$1.47M. She also explained that it is federal funding that comes to us through the Community Development Block Grant program. She also said that they are not matching funds.

Substitute motion by Mr. Linn, seconded by Mrs. Gage-Watts, *to englobo and move the following items to Thursday's agenda:*

- *Authorize the Commission to make project selection to forward to the State for possible funding relative to the Louisiana Community Development Block Grant (LCDBG) project*
- *Special Resolution recognizing the Booker T. Washington Girls Track Team, Louisiana Track & Field 4A Girls State Runner-up*
- *Special Reading and Recognition of Resolution No. 36 of 2019, National Maritime Day Resolution*
- *Special Resolution of Welcome & Recognition to the 25th Annual Isabella Simon-Sanders Scholarship Awards Banquet*

At this time, Mr. Linn's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Bowman, Cawthorne, Chavez, Dominick, Gage-Watts, Jackson, Louis Johnson, Lyndon B. Johnson, Linn, Middleton, and Smith (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

COMMUNIQUES/COMMITTEE REPORTS

- Mr. Lyndon B. Johnson asked that Legal research an appeals process for the Water and Sewerage Districts. He said that due to the rain, citizens in one sewer districts has sewage backing up into their houses. The districts are not giving the citizens satisfactory responses.
- Mrs. Gage-Watts asked about the Registrar of Voters Office. Dr. Wilson sent a former letter to the Commissioners, but Mr. Roberson will be out of the office for a little while. Mrs. Gage-Watts would like someone from that office to come before the Commission.
- Answering a question from Mr. Jackson regarding a pawn shop, Mr. Clark stated that they have not received any information regarding the former Chase Bank on 70th Street.
- Mr. Dominick gave kudos the Public Works Department in keeping the roads clear of fallen trees.

CONSENT AGENDA

- *Ordinance No. 5875 of 2019, to set the General Purpose Millages and Special Purpose Millages and to instruct the Tax Assessor to include said millages on the tax roll of the Parish of Caddo for the year 2019*
- *Ordinance No. 5876 of 2019, to adopt the values fixed, or to be fixed, by the Louisiana Tax Commission on all assessments for railways and other public service corporations, and to instruct the Assessor to extend such assessments and values on the tax roll of the Parish of Caddo for the year 2019*
- *Ordinance No. 5877 of 2019, setting the assessment of property classified as timberlands and to instruct the Assessor to include said assessment on the tax roll of the Parish of Caddo for the year 2019*
- *Ordinance No. 5878 of 2019, setting the Parish Millage for the purpose of paying principal and interest, due in 2019 on outstanding Parish Bond Issues and to instruct the Assessor to include said millage on the tax roll of the Parish of Caddo for the year 2019*

There being no further business to come before the Commission, the meeting was adjourned at 4:59 p.m.

/s/ Todd A. Hopkins
Todd A. Hopkins
Commission Clerk