

MINUTES OF THE MEETING OF THE
2020 CHARTER REVIEW COMMITTEE
HELD ON THE 23rd DAY OF JULY, 2020

The Caddo Parish Charter Review Committee met, on the above date, at 10:00 a.m., via Zoom teleconference, with Caddo Commission President Mario Chavez, presiding, and the following members in attendance: Mr. Tom Arceneaux, Major Rolland Coleman, Mr. RJ Johnson, Mr. Calvin Lester, Mr. Randall Liles, Commission President Mario Chavez, Parish Administrator Dr. Woody Wilson, and Parish Attorney Donna Frazier (8). ABSENT: Mr. Ken Krefft (1).

Also, in attendance were Commission Clerk Jeff Everson and Caddo Information Services Director Nathan Schlichtemier.

An invocation was given by Dr. Wilson and the Pledge was led by Mr. Arceneaux.

CITIZENS COMMENTS

Jimmy Couvillion sent the following statements:

July 20, 2020 Creation of a Caddo Parish Historical Code/committee/districts Constitution Article 6 Section 17 State Statute 25 Sec. 731 While the City of Shreveport created it's Chapter 36 and Districts in Chapter 37, the parish has remained out of the authority, because of parish ownership of property, structures and sites, such as the courthouse. The established city , "Shreveport Downtown Cultural District" per the official map, on exhibit here, includes the courthouse grounds, owned by the Parish and under Parish Ordinances and authority. In reading the purpose creating the city chapter 36, I ponder the positive benefits to the parish.

July 19, 2020 At some point soon, the parish is going to need to spend public funds to inform the voters on financial matters. Suggest the committee add Title 18 Section 1465.

Louisiana Election Code Louisiana Revised Statute 18 Sec. 1299 Attached please find RS 18:1299 This Statute states that propositions, questions beyond constitutional and state statutes requirements, can be placed on a ballot if such proposition or question is adopted in a home rule charter.

July 18, 2020 Parish reserves shall be maintained at rate equal to 1.3 to annual expenses. Please find two attached documents: State Constitution Article 6 Local Government Louisiana Bid Law For Committee review Constitution: Sections 6,14 and 22 Section 6 prohibits legislature from making changes to parish distributions of power. Section 14 prohibits legislature from adding cost of operation to parish without addition funds provided either by legislature or locally approved authority Section 22 required ballot propositions per state law. I fail to find any language either in the constitution or revised statutes prohibiting any proposition or question from being placed on a parish ballot. Suggest language giving parish the power to place any proposition or question on a ballot For committee review Louisiana Bid Law Establishes a "Contract Limit to be adjusted each year per the Consumer Price Index. Consider some provisional language.

July 15, 2020 Reference section 9-12 Review of Charter No language on committee members who can vote. Suggest provisions created to document procedures for committee and commission review. Within the commission review to determine the ballot, a provision for commission to add provisions to charter is suggested.

CERTIFICATE OF TELECONFERENCE

WHEREAS, the Governor of the State of Louisiana has issued Proclamation Number 33 JBE 2020, stating that, due to the current Public Health emergency declared in the Governor's Proclamation Number 25 JBE 2020, and citing the provisions of La. R.S. 29:721, et seq., granting him the authority to control the "ingress and egress to and from a disaster, the movement of persons within the area, and the occupancy of premises therein; and,

WHEREAS, the Governor, in Proclamation Number 33 JBE 2020, has limited all gatherings of 10 or more people, for public safety purposes; and,

WHEREAS, Governor has issued a general stay at home order "unless performing an essential activity," 33 JBE 2020, Section 3; and,

WHEREAS, attendance at a Caddo Parish Commission Regular Session meeting is not stated in the list of essential activities, listed in 33 JBE 2020, Section 3; and,

WHEREAS, the usual conduct of the meeting would require travel and the presence of a number of persons in excess of ten (10); and,

WHEREAS, the Governor of the State, in Proclamation Number 30 JBE 2020, Section 4, issued on March 16, 2020, has invoked the aforementioned statutes authorizing him to allow attendance

at essential governmental meetings via teleconference or video conference during the pendency of this emergency; and,

THEREFORE, the Caddo Parish Commission hereby certifies that it will not be able to obtain a quorum and convene a meeting in a public forum on July 23, 2020 due to the Governor's proclamations, and will be required to meet by video conference, and, if necessary teleconference, on that date as allowed by law and the Proclamations of the Governor listed above.

Date: July 15th, 2020
/s/Mario Chavez, President

NEW BUSINESS

Mr. Arceneaux thanked everyone for attending the meeting and stated that the Committee will be discussing the following items:

- Determine process and order of the review of the Charter
- Set meeting schedule
- Discussion arising from public comments

Mr. Arceneaux said that Mr. Couvillion has provided good points for this Committee to consider, however, he feels that there needs to be a little more legal background on some of the items. He gave the example of public bid law, and would need to research if the Parish has the authority to make public bid law more restrictive than it currently is. He asked that Legal provide some guidance on this matter.

Mr. Arceneaux wanted to know if Mr. Couvillion served on a previous Charter Review Committee. Attorney Frazier stated that she believes he did. Mr. Arceneaux then wanted to know if the comments he submitted were ideas from that previous Committee. Attorney Frazier stated that she was not sure, but would need to review the previous minutes.

Dr. Wilson said that this Committee's task is to review the Charter. He said that the Charter speaks to how the Parish is operated, not state bid laws.

Mr. Arceneaux explained that the statute that Mr. Couvillion quoted in his comments, does not prohibit the Parish from spending money to educate the public about an issue or a bond proposal; it does, however, prohibit the Parish from taking a side. Dr. Wilson agreed. Mr. Arceneaux also explained that what Mr. Couvillion is referring to would be a provision of the charter that would require an operating reserve or a fund balance as a part of that budget process of a particular amount or percentage, and then whether or not the Parish Commission could submit a proposed ordinance for referendum.

He also explained that Mr. Couvillion talked about whether the Commission was able to make revision suggestions or place charter provisions on the ballot. He suggested to take the comments from Mr. Couvillion and get background information to look at during the next meeting.

Mr. Arceneaux also suggested that members of this committee review the Charter and bring recommendations or revisions to the committee to review, rather than going line by line.

Dr. Wilson suggested that the Finance Director be invited to attend one of the meetings because the Parish uses the Government Financial Accounting Rules, which change periodically.

Dr. Wilson also explained the process that has been used in the past. He said that the Committee would read and review each section to see if any changes need to be made. If there were any, the Charter would discuss and vote on them.

Mr. Johnson agreed with Dr. Wilson. He suggested that the meetings be scheduled with the appropriate section of the Charter attached to those meetings. That way the Committee knows exactly what to review prior to the next meeting. He said that this would also allow time for any guests to be invited to the meeting for questions.

Mr. Lester suggested that the Committee be given some time to review the Charter as a whole and come up with an omnibus list of changes that they desire to make and bring those before the Committee for discussion. Mr. Arceneaux agreed. He said that some of the sections may require more extensive discussion than others.

Mr. Arceneaux suggested that at the next meeting, the Committee take up the three suggestions as submitted by Mr. Couvillion. He also suggested that each Committee member review the Charter and submit any changes or additions 24 hours prior to the next meeting that they would like to

discuss. At the next meeting, the Committee will set forth a schedule or order to consider those suggestions and group those under sections or articles of the Charter itself.

Mr. Lester liked Mr. Arceneaux's suggestion, but also suggested to allow a 30-day open comment period to allow the public and Commissioners to make any potential suggestions. Attorney Frazier said that this may "push us out too far" if they decide on the 30-day open comment period. She also pointed out that the citizens comment portion has already been done in the initial press release. Attorney Frazier also said that the Committee has to have a public comments section on the agenda for each meeting, so the Committee is subject to get comment all the way through the entire process. Mr. Lester then suggested a 15-day period rather than a 30-day period.

Mr. Arceneaux wanted to know if the Commissioners were provided the press release. The Clerk of the Commission stated that they were. Mr. Arceneaux pointed out that the Commissioners utilize the Charter every day.

He also said that if the open comment period was changed to 15 days, then that would close on August 6th, and the Committee could meet on August 7th with the purpose of setting the list of Charter changes and then setting a program of work. Mr. Everson mentioned that the Commission staff has a budget retreat on August 7th.

The Committee then discussed different options for scheduling the next meeting. The Committee scheduled the next meeting for August 11th at 9:00 a.m. The purpose in this meeting will be to categorize the comments received and set a program of work for the Committee. Attorney Frazier suggested to shoot for the end of September to forward to the full Commission.

Answering a question from Attorney Frazier regarding the deadline for the Committee to submit changes to the Charter, Mr. Arceneaux said that the deadline would be August 7th.

Dr. Wilson wanted to know if the Committee will be discussing Mr. Couvillion's public comments at the next Committee meeting. Mr. Arceneaux said that they would. Mr. Lester stated that context would be helpful with regards to Mr. Couvillion's comments.

Mr. Arceneaux asked that Mr. Chavez send an email to the Commissioners to encourage any changes or revisions be submitted to this Committee by August 7th. Mr. Chavez also said that there are hard copies available at the Commission Clerk's Office.

There being no further business to come before the Committee, the meeting was adjourned at 10:46 a.m.



Michelle Nations
Assistant Commission Clerk