

PROCEEDINGS OF THE CITY COUNCIL OF BOSSIER CITY
STATE OF LOUISIANA TAKEN AT THE REGULAR MEETING
NOVEMBER 5, 2019

The City Council of the City of Bossier City, State of Louisiana, met in regular session in Council Chambers, 620 Benton Road, Bossier City, Louisiana, November 5, 2019, at 3:00 PM

Invocation was given by Council Member Jeffery Darby

Pledge of Allegiance led by Council Member Timothy Larkin

Roll Call as follows:

Present: Honorable, President Scott Irwin, Honorable Councilors David Montgomery, Jr., Timothy Larkin, Jeffery Darby, Don Williams, Jeff Free and Thomas Harvey

Also Present: Mayor, Lorenz Walker, City Attorney, Jimmy Hall and City Clerk, Phyllis McGraw

By: Mr. Montgomery, Jr.

Motion to approve minutes October 15, 2019, Regular Meeting and dispense with the reading.

Seconded by Mr. Harvey

No comment

Motion carries unanimously

By: Mr. Montgomery, Jr.

Motion to approve Agenda.

Seconded by Mr. Williams

No comment

Vote in favor of motion is unanimous

Ceremonial Matters/Recognition of Guests-

Shane Cheatham, President – Bossier Parish School Board, thanked the Council and Mayor for the recent upgrades to lighting at some of the schools.

Stacy Brown, President – Shreveport Bossier Convention and Tourism Bureau, showed short video to everyone and spoke about their successes and upcoming 2020 plans and budget.

Committee Reports-

Jeremy Hefner, Bossier Arts Council – gave Council and Mayor update on the East Bank District. He also spoke about future events the District will be holding. Mr. Irwin asked for them to try to bring in more Street Musicians and try to boost number of events at District.

Unfinished Business –

The following Ordinance offered and adopted:

Ordinance No. 128 Of 2019

AN ORDINANCE AMENDING ORDINANCE 34 OF 2019 APPROPRIATING AN ADDITIONAL \$400,000.00 FROM THE JAIL AND MUNICIPAL CAPITAL BUILDING FUND FOR THE INSTALLATION OF A CONCRETE FLOOD WALL FOR THE POLICE EVIDENCE & STORAGE BUILDINGS

WHEREAS, the City of Bossier City authorized in Ordinance 34 of 2019 funds for a retainage wall around the Police Evidence and Storage Buildings to prevent flooding. It has been determined to eliminate future maintenance requirements the retainage wall should be a concrete flood wall;

WHEREAS, the concrete flood wall will increase costs by \$400,000.00; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of Bossier City, Louisiana in regular session convened, does hereby appropriate an additional \$400,000.00 from the Jail and Municipal Capital Building Funds to complete a concrete flood wall for the Police Evidence and Storage Buildings; and

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of Mr. David Montgomery, Jr., and seconded by Mr. Thomas Harvey, and adopted on the 5th, day of November, 2019, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby, Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

Scott Irwin, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

Ordinance No. 129 Of 2019

ADOPT AN ORDINANCE TO REPLACE 330 FEET OF GRAVITY MAIN ALONG MEADOWVIEW DRIVE BETWEEN VOSS AND SHED ROAD AT A COST OF \$70,000 TO COME FROM THE SEWER CAPITAL AND CONTINGENCY FUND AND AUTHORIZES THE CITY TO ENTER INTO A CONTRACT WITH HORSESHOE CONSTRUCTION, INC. FOR COMPLETION OF WORK.

WHEREAS, the City has been working over the last week to formalize resolution to a replace 330 feet of gravity main along Meadowview Drive. We secured quotes from 3 Contractors. Horseshoe was the low bidder at \$63,050.00; and

WHEREAS, \$70,000 will come from the Sewer Capital and Contingency Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Bossier City, Louisiana, in regular session convened, that the Bossier City Council does hereby approve an ordinance to appropriate \$70,000 to come from the Sewer Capital and Contingency Fund to replace gravity main on Meadowview Drive between Voss and Shed Road.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of Mr. David Montgomery, Jr., and seconded by Mr. Jeffery Darby, and adopted on the 5th, day of November, 2019, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby, Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

Scott Irwin, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

Ordinance No. 130 Of 2019

ADOPT AN ORDINANCE TO DECLARE CERTAIN EQUIPMENT OWNED BY THE CITY OF BOSSIER CITY AS SURPLUS TO THE CITY'S NEED AND PROVIDE FOR SALVAGE AND DISPOSAL ACCORDING TO LAW.

WHEREAS, the City has accumulated certain equipment which is now surplus to the City's need and it is in the best interest of the City to salvage and dispose of said equipment according to law.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Bossier City, Louisiana, in regular session convened, that the following equipment described is surplus to the City's needs:

<u>DESCRIPTION</u>	<u>SERIAL NUMBER</u>	<u>DEPARTMENT</u>		
ISCO 3710 Sampler Controller Division	12471-026	Utility Department	-	Environmental
ISCO 3710 Sampler Controller Division	09294-075	Utility Department	-	Environmental

NOW, THEREFORE, BE IT FURTHER ORDAINED by the City Council and the City of Bossier City, Louisiana, in regular session convened that the Purchasing Agent is authorized to dispose of said equipment in accordance to law.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of Mr. David Montgomery, Jr., and seconded by Mr. Don Williams, and adopted on the 5th, day of November, 2019, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby, Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

Scott Irwin, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

Ordinance No. 131 Of 2019

AN ORDINANCE APPROPRIATING ONE-HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) FROM THE LAND ACQUISITION FUND TO COMPLETE THE ACQUISITION AND CONSTRUCTION OF THE WALMART/KROGER CONNECTION PROJECT.

WHEREAS, engineering, appraisals, attorneys fees and construction expenses are necessary to complete this process;

NOW, THEREFORE BE IT ORDAINED by the City Council of Bossier City, Louisiana, in regular session convened that \$150,000.00 is hereby appropriated from the Land Acquisition fund to complete the Walmart/Kroger connection Project;

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of Mr. David Montgomery, Jr., and seconded by Mr. Thomas Harvey, and adopted on the 5th, day of November, 2019, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby, Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

Scott Irwin, President

Phyllis McGraw, City Clerk

Agenda Item called: Adopt an Ordinance appropriating Two-Hundred Eighty Thousand Dollars (\$280,000) from the 2014 Utility Bond to perform a Pilot Study to determine if Nanofiltration can eliminate enough organics from Bossier City Water to use free chlorine in lieu of chloramines.

By: Mr. Montgomery, Jr.

Motion to amend Ordinance to change funding source to Water Capital Contingency.

Seconded by Mr. Williams

No comment

Vote in favor of motion is unanimous.

By: Mr. Montgomery, Jr.

Motion to introduce an Ordinance appropriating Two-Hundred Eighty Thousand Dollars (\$280,000) from the Water Capital Contingency to perform a Pilot Study to determine if Nanofiltration can eliminate enough organics from Bossier City Water to use free chlorine in lieu of chloramines.

Seconded by Mr. Williams

No comment

Vote in favor of motion is unanimous

Ordinance No. 132 Of 2019

AN ORDINANCE REPEALING AND REENACTING CHAPTER 18 – BUILDINGS AND BUILDING REGULATIONS

WHEREAS, the permits ordinance has not been amended or updated in 13 years; and

WHEREAS, these amendments will create more parity between contractors and allow the permits department to raise revenue for the operation of the permits department; and

WHEREAS, the Code of Ordinances should be repealed and replaced as follows:

Chapter 18 – BUILDINGS AND BUILDING REGULATIONS.

Footnotes:

--- (1) ---

Editor's note— Ord. No. 64-2007, adopted July 24, 2007, repealed the former Ch. 18, and enacted a new Ch. 18 as set out herein. The former Ch. 18 pertained to similar subject matter. See Code Comparative Table for history.

Charter reference— Police power of city, § 2.04; regulation of buildings, § 7.08.

Cross reference— Community development, ch. 30; defacing building, § 38-283; environment, ch. 46; fire prevention and protection, ch. 50; floods, ch. 54; health and sanitation, ch. 58; planning, ch. 82; solid waste, ch. 94; streets, sidewalks and other public places, ch. 98; subdivisions, ch. 102; utilities, ch. 114; unified development code, app. A.

State Law reference— Adoption of building, electrical, etc., codes by reference, R.S. 33:1368 et seq.; building permits, R.S. 33:4744; removal of dangerous structures, R.S. 33:4761 et seq.; building codes, R.S. 33:4771 et seq.; regulation of electricians, R.S. 33:4782; plumbers, R.S. 37:1361 et seq.; occupational license tax, R.S. 47:341 et seq.

ARTICLE I. - IN GENERAL

Chapter 18 - BUILDINGS AND BUILDING REGULATIONS¹¹

Sec. 18-1. - Building official-Authority to inspect; remedies.

The building official shall be appointed per the City Charter under the engineering department, chapter 9.

- (a) *Powers and duties.* It shall be the duty of the building official to enforce all laws relating to the construction, alteration, removal and demolition of buildings and structures. The building official, in the discharge of his official duties, and upon proper identification, shall have authority to enter any building, structure or premises at any reasonable hour. When necessary to obtain such entry the building official is hereby authorized to institute appropriate proceedings to obtain a search warrant.
- (b) *Remedies.* The building official shall also have the authority to make or order any disconnection or turning off of utility services where he has reasonable cause to believe that a condition exists that creates an apparent danger to life or property, or contrary to or in violation of this code which makes the structure or premises unsafe, dangerous or hazardous, or which may interfere with the work of the fire department.
- (c) *Liability.* The building official or any employee charged with the enforcement of this chapter, acting in good faith and without malice for the city in the discharge of his duties, shall not thereby render himself liable personally and he is hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or by reason of any act or omission in the discharge of his duties. Any suit brought against the building official or employee, because of such act or omission performed by him in the enforcement of any provisions of this chapter, shall be defended by the legal department of the city until final termination of the proceedings.

(Ord. No. 64-2007, 7-24-2007)

Cross reference— Officers and employees, § 2-61 et seq.

Sec. 18-2. - Moving buildings.

It shall be unlawful for any person to erect or move any building or structure including house trailers and all portable structures supported by wheels or skids and place any such structure or trailer on any lot or plot of ground without prior submission to city council where approval or rejection of any such proposal will be given.

(Ord. No. 64-2007, 7-24-2007)

Cross reference— Environment, ch. 46; streets, sidewalks and other public places, ch. 98.

Secs. 18-3—18-30. - Reserved.

ARTICLE II. - BUILDING CODE¹²

Footnotes:

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Cross reference— Compliance with building and electrical codes required for signs, § 90-5.

Sec. 18-31. - Adopted.

There is hereby adopted for the purpose of establishing rules and regulations for the construction, alteration, removal, demolition, equipment, use and occupancy, location and maintenance of buildings and structures, including permits, penalties and jurisdiction, the most recent edition of the codes adopted by the Louisiana State Uniform Construction Code Council, not including, Chapter 11, and Chapter 27 and thereof, save and except such portions as are hereinafter deleted, modified or amended, and the same are hereby adopted and incorporated as fully as if set out at length herein.

(Ord. No. 64-2007, 7-24-2007)

State Law reference— Authority to adopt building code by reference, R.S. 33:1368 et seq.

Sec. 18-32. - Definitions.

(a) Whenever the term "municipality" is used in the building code, it shall be held to mean the City of Bossier City, Louisiana.

(b) Wherever the term "corporation counsel" is used in the building code, it shall be held to mean the city attorney for the City of Bossier City, Louisiana.

(Ord. No. 64-2007, 7-24-2007)

Cross reference— Definitions generally, § 1-2.

Sec. 18-33. - Conflicts.

In the event of a conflict between the provisions of this article and the publication adopted by reference in section 18-31, the provisions of the adopted codes referenced by 18-31 shall be controlling.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-34. - Fire limits established.

The fire limits of the city shall be as established by ordinance.

(Ord. No. 64-2007, 7-24-2007)

Cross reference— Fire prevention and protection, ch. 50.

State Law reference— Fire limits authorized, R.S. 33:4741.

Sec. 18-35. - Restrictions on city employees.

No officer or employee connected with this article, established by this article, shall be financially interested in the furnishing of labor, material, or appliances for the construction, alteration, or maintenance of building, plumbing, electrical or mechanical or in the making of plans or of specifications therefor, unless he is the owner of such building. No such officer or employee shall engage in any work which is inconsistent with his duties or with the interests of the division.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-36. - General.

All buildings or structures which are unsafe or not provided with adequate egress, or which constitute a fire hazard, or are otherwise dangerous to human life, or which in relations to existing use constitute a hazard to safety or health by reason of inadequate maintenance, dilapidation, obsolescence, or abandonment, are severally in contemplation of this section, unsafe buildings. All such unsafe buildings shall be abated by repair and rehabilitation or by demolition in accordance with the provisions of the International Property Maintenance Code, as amended and the following procedure:

- (a) Whenever the building or housing inspector shall find any building or structure or portion thereof to be unsafe as defined in this section, he shall in accordance with established procedure for legal notices, give the owner, agent or person in control of such building or structure written notice stating the defects thereof. This notice shall require the owner within a stated time either to complete specified repairs or improvements or to demolish and remove the building or structure or portion thereof.
- (b) If necessary, such notice shall also require the building, structure or portion thereof to be vacated forthwith and not reoccupied until the specified repairs or improvements are completed, inspected and approved by the building inspector. The building inspector shall cause to be posted at each entrance of such building or structure a notice: "THIS BUILDING IS UNSAFE AND ITS USE OR OCCUPANCY HAS BEEN PROHIBITED BY THE BUILDING INSPECTOR." Such notice shall remain posted until the required repairs are made or demolition is completed. It shall be unlawful for any person, firm or corporation or their agents or other servants, to remove such notice without written permission of the building inspector, or for any person to enter the building except for the purpose of making the required repairs or for demolishing same.
- (c) The owner, agent or person in control shall have the right, except in cases of grave public emergency, to appeal from the decision of the building inspector, as provided hereinafter, to file an appeal to the building code board of appeals. Notice of appeal shall be in writing on forms provided by the building official, within 30 days from the date of service of correction or demolition notice. Failure of any person to appear at the hearing set in accordance with the provisions of the chapter shall constitute a waiver of his right to an administrative hearing on the notice.
- (d) In case the owner, agent or person in control cannot be found within the stated time limit, or if such owner, agent or person in control shall fail, neglect or refuse to comply with notice to repair, rehabilitate or to demolish and remove such building or structure or portion thereof, the building inspector after having ascertained the cost, shall submit a written signed report recommending repair, rehabilitation or demolition or removal of the building or structure.
- (e) Notice to owner; absent owner; hearing. Before the city council may condemn any building or structure, there must be submitted to it a written report recommending the demolition or removal of the building signed by the building inspector. The mayor shall there upon serve notice on the owner of the building or structure requiring him to show cause at a meeting of the city council, regular or special, why the building or structure should not be condemned. The date and hour of the meeting shall be stated in the notice which shall be served at least ten days prior to the date of the hearing, except in cases of grave public emergency as hereinafter provided. The notice may be served by the city marshal or by any sheriff or deputy sheriff or constable having jurisdiction and power to serve legal process where the owner of the building or structure is found in the State of Louisiana, and the officer shall make return of the service as in ordinary cases. If the owner be absent from the state or unrepresented therein, then the notice shall be served upon the occupant of the condemned building or structure, if any, and also upon any attorney at law appointed by the mayor to represent the absentee. Domiciliary service may be made as in ordinary cases. In case of grave public emergency where the condition of the building is such as to cause possible immediate loss or damage to person or property, the city council may condemn the building after 24 hours' notice served upon the owner or his agent or the occupant and attorney at law appointed to represent the absentee owner.
- (f) After the hearing, if, in the opinion of the city council the facts justify it, an order shall be entered condemning the building and ordering that it be demolished or removed within a certain delay. If repairs will correct the dilapidated, dangerous or unsafe condition, the city council may grant the owner the option of making such repairs, but in such as case the general nature or extent of the repairs to be made, the time thereof, and the defects to be corrected, shall be specified in the decision of the city council. The decision and order of the city council shall be in writing and shall be final unless appealed from within five days as hereinafter provided.
- (g) Appeal from decision. The owner, occupant agent or other representative of the owner may appeal from the decision of the city council to the 26th Judicial District Court. The appeal shall be made by the filing of a suit against the city, setting forth the reasons why the decision or order of the city council is illegal or improper and the issue shall be tried

de novo and by the preference in the district court. Where a grave public emergency has been declared by the city council, the owner of the building who desires to prevent the demolition or removal thereof must file his petition within 48 hours and must, at the time of the filing of the petition, furnish such bond as may be fixed by the district judge to cover any damage that might be caused by the condition of the building.

- (h) Compliance with decision; demolition by city where owner fails to comply; notice. The owner or his designated agent may proceed to demolish and remove the building, or have it repaired, in accordance with the order of the city council, provided the owner or his agent executes a contract in writing obligating himself to have the work done within the required time and files with the mayor a copy of the contract, together with a bond to guarantee performance. In the event the owner or occupant of the building or structure fails or refuses to comply with the decision of the city council and fails to appeal there from within the legal delays provided herein, then, in that event, the mayor may proceed with the demolition or removal of the condemned building or structure, in which case neither the mayor nor the city shall be liable in damages. Prior to the demolition or removal of the building or structure by the city, the mayor or his designee shall serve notice on the owner, or his agent, and on the occupant of the building, if any there be, or upon the attorney at law appointed to represent the minor, interdict or absentee owner, giving the time when work will begin upon the demolition or removal of the building.
- (i) Lien and privilege for cost of demolition by the city. The City of Bossier City shall have a lien and privilege for the cost of demolishing or removing the building or structure against the lot and improvements upon which the building or structure is situated. In order to preserve the lien and privilege, it shall be the duty of the mayor to prepare and sign a sworn statement of facts, giving the description of the property and the approximate cost of demolishing or removing the building or structure, which statements of facts he shall cause to be filed and recorded in the mortgage office of the parish, and the city shall be entitled to recover the amount of this expense together with all costs of court, by ordinary process in the 26th Judicial District Court.
- (j) Attorney to represent absentee, minor, or interdict. In the event the building or structure is unoccupied and its owner is absent from the state and unrepresented therein, or in the event the building is owned by a minor who has no tutor or an interdict who has no curator, the mayor shall appoint any attorney at law to represent the absentee, minor or interdict upon whom the notices and other proceedings provided in this subpart may be served. The attorney shall be paid a reasonable fee to be taxed as cost.
- (k) After the demolition and removal of debris by the city, pursuant to due notices provided in this article, if the cost and expenses thereof has not been paid within ten days, the tax collector of the city shall furnish the owner, as shown on the last assessment roll of the city by registered mail, a written statement showing the cost and/or expense incurred for the work and the place or property on which the work was done. If such statement is not paid within ten days thereafter, the amount therefore shall be included in and form part of the taxes due by the owner of such property.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-36.1. - Requirements not covered by code.

Any requirement necessary for the strength or stability of an existing or proposed building or structure, or for the safety or health of the occupants thereof, not specifically covered by this Code, shall be determined by the building inspector.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-36.2. - Alternate materials and alternate methods of construction.

The provisions of this Code are not intended to prevent the use of any material, or method of construction not specifically prescribed by this Code, provided any such alternate has been approved and its use authorized by the building inspector. The building inspector shall approve any such alternate, provided he finds that the proposed design is satisfactory and complies with

the provisions of chapter 12, and that the materials, method, or work offered is, for the purpose intended, at least the equivalent of the prescribed in the Code in quality, strength, effectiveness, fire-resistance, durability, and safety. The building inspector shall require that sufficient evidence or proof be submitted to substantiate any claim that may be made regarding its use. If, in the opinion of the building inspector, the evidence and proof are not sufficient to justify approval, the applicant may refer the entire matter to the building code board of appeals as stipulated in Section 111.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-36.3. - Liability.

Any officer or employee, or member of the board of adjustments and appeals, charged with the enforcement of this Code, acting for the city, in the discharge of his duties, shall not thereby render himself liable personally, and he is hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of his duties. Any suit brought against any officer or employee because of such act performed by him in the enforcement of any provision of this Code shall be defended by the department of law until the final termination of the proceedings.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-36.4. - Reports.

The building inspector shall annually submit a report to the building official covering the work of the department during the proceeding year. He shall incorporate in such report a summary of the decisions of the board of adjustments and appeals during such year.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-37. - Tests.

The building inspector may require test or test reports as proof of compliance. Tests, if required, are to be made at the expense of the owner; or his agent, by an approved testing laboratory or other approved agency. Copies of such test reports or the results of all such test shall be kept on file in the office of the building inspector.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-38. - Application for permit.

(1) *When required.*

- (a) Any owner, authorized agent, or contractor who desires to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, or construct a sign of any description, or to install or alter fire-extinguishing apparatus, elevators, engines, or to install a steam boiler, furnace, heater, incinerator, or other heat producing apparatus, or other appurtenances, the installation of which is regulated by this Code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit therefor.
- (b) A general permit shall carry with it the right to install in any building or structure, or part thereof, elevators, sidewalk elevators, vaults, chutes, coal holes, lifts, cranes, derricks, steam power boilers, steam, oil, gas or vapor engines, provided the same are shown on the drawings and set forth in the specifications filed with the application for the permit; but where these are not shown on the drawings and covered by the specifications submitted with such application, special permits shall be required.
- (c) Ordinary minor repairs may be made with the approval of the building inspector without a permit; provided that such repairs shall not violate any of the provisions of this Code.
- (d) See chapter 31 for temporary structures.

(2) *Form.*

- (a) Each application for a permit with the required fee shall be filed with the building official on a form furnished by him and shall contain a general description of the proposed work and its location. The application shall be signed by owner or his authorized agent.
- (b) Each application for a permits shall indicate the proposed occupancy of all parts of the building and of that portion of the site or lot, if any, not covered by the building or structure and shall contain such other information as may be required by the building official.

(3) *Drawings and specifications.*

- (a) When required by the building official or his designee, two or more copies of specifications, and/or drawing s drawn to scale with sufficient clarity and detail to indicate the nature and character of the work, shall accompany every application. Such drawings and specifications shall contain information, in the form of notes or otherwise, as to the quality of materials, where quality is essential to conformity with this Code. Such information shall be specific, and this Code shall not be cited as a whole or in part, nor shall the term "legal" or its equivalent be used, as a substitute for specific information.
- (b) All drawings, specifications, and accompanying data shall bear the name and address of the designer. In the case of buildings or structures of Group A-Assembly Occupancy 2650 Square feet, Group B- Business Occupancy 4000 square feet, Group E-Educational Occupancy 2500 Square feet, Group F-Factory 5000 square feet, Group H-High hazard 1500 square feet, Group I-Institutional Occupancy 2500 Square feet, Group M-Mercantile 4000 Square feet, Group R-Residential, and Group S-Storage 6250 square feet, and all buildings or projects exceeding \$125,000 in cost, except one- and two-family dwellings, such designer shall be an architect or engineer legally registered under the laws of Louisiana regulating the practice of architecture or engineering and shall affix his official seal and assign his name to such drawings, specifications and accompanying data. In the case of out-of-state firm or persons qualified to practice in their own state preparing the plans and specifications, the associate Louisiana registered architect, register professional civil engineer shall review the drawings, check calculations if necessary, and assign his name to the plans.
- (c) The plans shall completely describe the entire construction, showing all architectural, structural, mechanical and electrical work. All plans shall include a plot plan, a foundation plan, floor plan, structural plan, roof plan, and elevation of all sides, with all details necessary to completely describe the work.
- (d) Prints of plans and specifications submitted shall be of sufficient clarity to indicate the nature and character of all the work proposed and to show that the requirements of the law will be fulfilled. Plans and specifications submitted in pencil or in a form that may be erased will not be accepted.
- (e) Computations, strain and stress diagrams and other date prepared by a registered architect or a professional engineer necessary to show the correctness of the plans shall accompany the plans and specifications when required by the building official.
- (f) Any specifications in which general expressions are used to the effect that "work shall be done in accordance with the codes" or "to the satisfaction of the building official" shall be deemed imperfect and incomplete and every reference to this Code shall be to the article or sub article applicable to the material to be used or to the method of construction proposed.
- (g) The application, plans and specifications filed by and applicant for a permit shall be checked by the building official upon receipt of the required permit fee. When such plans and specifications are found to be in conformity with the requirements of this Code and all other laws or ordinances applicable thereto, the building official shall issue a permit for the specified construction.
- (h) The whole building or group comprising an integral unit is considered one project and the work cannot be broken into separate smaller units to have each considered as a separate project to evade the provisions of this Code.

- (i) It shall be unlawful to erase, materially alter or modify any lines, figures, letters, words or coloring contained upon any such drawings, specifications or computations filed with or stamped by the building official. If, during the process of the execution of such work, it is desired to deviate in any manner from the terms of the applications, plans or specifications or statements of cost of work, which deviation would affect the construction or other essentials of the buildings, notice of such intention to alter or deviate shall be given in writing to the building official, and his written assent shall be obtained before such alterations or deviations may be made. If such change or deviation affects the carrying out of structural parts of such building or structure or its classification or its grade of occupancy, new plans therefor shall be submitted to the building official for approval, and, if necessary, an additional permit shall be secured.
- (4) *Plot diagram.* The plot plan shall include the location of the proposed building or structure; any existing building or structure thereon; parking layout, including driveways; area drainage and finished floor grades; existing sanitary sewer, water and gas mains. A boundary survey, prepared by a licensed surveyor, may also be required.
- (5) *Limitations.* An application for a permit for any proposed work shall be deemed to have been abandoned six months after the date of filing unless before that a permit shall have been issued, provided that for cause, one or more extensions of time for periods of not exceeding 90 days each may be allowed.
 - (1) A permit for proposed work on any property determined to be in need of demolition shall be deemed abandoned if the foundation has not been secured and 75 percent of the proposed repairs completed (electrical, plumbing, HVAC and building) within 45 days from the date of issuance of the permit. The city may then proceed with demolition upon expiration of the aforementioned time period.
- (6) *Examinations of drawings.* The building official shall examine or cause to be examined each application for permit and the drawings and computations filed therewith and shall ascertain by such examination whether construction indicated and described is in accordance with the requirements of this Code and all other pertinent laws or ordinances. If the plans submitted conform to the laws as to egress, type of construction and general arrangement and are accompanied by drawings showing the structural design, and by a statement that the plans and design conform to the requirements of this Code as to strengths, stresses, strains, loads and stability and are filed and sworn to by an architect or engineer, the building official may without further examination accept such affidavit provided that the architect or engineer who made such affidavit agrees to submit to the building official on the completion of the structure, a certification that the structure has been erected in accordance with the requirements of this Code.
- (7) *Street lines.* No permits shall be issued by the building official for the construction of any building, or for the alteration of any building where such walls, bays, balconies or other appendages or projections front on any lot or premises of any building or structure removed from another lot or premises, unless the applicant has obtained approval of the city engineer for the lines of the public street on which he propose to build, erect or locate such building; and it shall be the duty of the building official to see that the street lines are not encroached upon in any manner whatsoever except as provided for in chapter 32.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-39. - Permits.

- (1) *Action on application.*
 - (a) A person, firm or corporation shall not erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish any building or structure in the applicable jurisdiction, or cause the same to be done, without first obtaining a separate building permit for such building or structure for the building official.
 - (b) If the building official is satisfied that the work described in an application for permit and the drawings filed therewith conform to the requirements of this Code and other pertinent laws and ordinances, he shall issue a permit therefor to the applicant.
 - (c) If the application for a permit and the drawings filed therewith describe work which does not conform to the requirements of this Code or other pertinent laws or ordinances, the building official shall not issue a permit but shall return the drawings to the

applicant with his refusal to issue such permit. Such refusal shall, when requested, be in writing and shall contain the reasons therefor.

- (d) Building permits issued for the repair, reconstructions and rehabilitation of placarded substandard buildings or structures shall comply with the provisions set forth by the current codes adopted by the Louisiana State Uniform Construction Code Council. A bond equal to one-third of the cost of construction or a cash bond (certified check) of one-third of the cost of construction shall be posted with the permit application to be used as penalty fee in order to ensure compliance with the herein referenced codes. Failure to comply shall result in forfeiture of the bond in favor of the city and immediate commencement of condemnation hearings. Compliance shall result in the return of the bond to the applicant and allowance of occupancy.
- (2) *Contractors license and bond required.* Any person, firm or corporation, including subcontractors or specialty contractors, who for a fixed price, fee or wage shall undertake, direct or assume charge of any building construction, alteration, addition, repair, moving or demolition when the cost exceeds \$10,000.00 shall first file, and annually renew, a minimum \$100,000.00 indemnity bond or certificate of public liability and property damage insurance in a like amount.
- (3) *Condition of the permit.*
 - (a) The regular permit fee shall be doubled when any work is begun prior to securing a permit except as provided for in Section 106.6.
 - (b) No permit of any kind shall be issued for any other related work involving new construction, additions or relocated buildings or structures until the building permit shall have first been issued.
 - (c) The building official shall act upon an application for a permit with plans as filed, or as amended, without unreasonable or unnecessary delay. A permit issued shall be construed to be a license to proceed with the work and shall not be construed as authority to violate, cancel, alter or set aside any of the provisions of this Code, nor shall such issuance of a permit prevent the building official from thereafter requiring a correction of errors in plans as in construction or of violation of this Code. Any permit issued shall become invalid unless work authorized by it shall have been commenced within six months after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of one year after the time the work is commenced, provided that for cause, one or more extensions of the time for periods not exceeding 90 days each, may be allowed in writing by the building official.
- (4) *Drawings to be kept at site.* When the building official issues a permit, he shall endorse, in writing or stamp, both sets of plans "Reviewed for Code Compliance." One set of drawings so reviewed shall be retained by the building official and the other set shall be returned to the applicant. The permitted drawings shall be kept at the site of work and shall be open to inspection by the building official or his authorized representative.
- (5) *Permits issued upon affidavits.* Whenever a permit is to be issued in reliance upon an affidavit as provided in Section 105.6 or whenever the work to be covered by a permit involves construction under conditions which, in the opinion of the building official, are hazardous or complex, the building official shall require that the architect or engineer who signed the affidavit or made the drawings or computations shall supervise such work, be responsible for its conformity with the permitted drawings and forthwith upon its completion make an affidavit with the building official, written affidavit that the work has been done in conformity with the approved plans and with the structural provisions of the Code. In the event such architect or engineer is not available, the owner shall employ in this stead a competent person or agency whose qualifications are approved by the building official.
- (6) *Foundation permits.* When application for permit to erect or enlarge a building has been filed and pending issuance of such permit, the building official may, at his discretion, issue a special permit for the foundations of such building. The holder of such a special permit shall proceed at his own risk and without assurance that a permit for the superstructure will be granted.

Sec. 18-40. - Fees.

- (a) *General.* No permit shall be issued until the fees prescribed in this section shall have been paid. Nor shall an amendment to a permit be approved until the additional fee, if any, due to an increase in the estimated cost of the building or structure shall have been paid.
- (b) *Failure to obtain a permit.* If any person commences any work on a building or structure before obtaining the necessary permit from the city, he shall be subject to the penalty prescribed herein. On all work started without first obtaining a permit, the fees shall be doubled plus a \$500.00 penalty, but the paying of such double fees and penalty shall not relieve any person from fully complying with the requirements of this Code in the execution of the work.
- (c) *Accurate records.* The building official shall keep a permanent and accurate accounting of all permit fees and other monies collected, the names of all persons paying such fees, the permitted location, type of construction, the date and amount thereof.
- (d) *Schedule of permit fees.*
 - (1) *Permit fees.*
 - a. Commercial building permit fees shall be based upon the actual contract price of all new construction, additions, repairs and alterations.
 - b. Residential building permit fees shall be based upon actual contract price of all additions, repairs, and alterations.
 - c. New residential building permit fees shall have a set base fee and a cost per square foot under roof and including all habitable square footage on additional floors.
 - d. When a building or structure is constructed by the owner and no contract price is involved, the building permit fee shall be based on the valuation of average current building cost per square foot for the type of construction.
 - e. It shall be the duty and responsibility of the building official and the building inspector to establish and maintain a cost formula to determine the actual current cost of all construction work.
 - f. Industry notice of any revision of the cost formula shall be considered as having been given when such revision has been delivered or mailed to the local offices of the Associated General Contractors (A.G.C.) and the Home Builders Association (H.B.A.) with office copies available for public use.
 - g. On all buildings, structures or alterations requiring a building permit as set forth in Section 105, the fee shall be paid as required at the time of issuance of the permit in accordance with the schedule set forth in Subsections 107.4-2 through 107.5.
 - (2) *Fees for building permits.*
 - a. A minimum permit fee of \$50.00 shall be charged for any work governed by the requirements of this Code when the construction cost is less than \$2,000.00
 - b. For all such work costing in excess of the \$2,000.00, the fee shall be \$5.00 per \$1,000.00 or fraction thereof of the cost of construction.
 - c. Demolition. The permit fee for the demolition of any building or structure shall be \$50.00 when such demolition cost is less than \$2,000.00; for all such work costing in excess of \$2,000.00 the fee shall be \$5.00 per \$1,000.00 or the fraction thereof of the demolition cost.
 - d. New residential homes permit fees shall be \$350.00 plus \$.15 per square feet under roof to include all habitable rooms on additional floors.
 - e. Moving building. The permit fee for moving a building or structure across or along any street or streets, alley or alleys shall be: for a one-story building, \$50.00, for a 1½ story or two-story building, \$50.00, for all other buildings over two stories, \$50.00.

- f. Before moving any building, the permit shall be presented to the Bossier City Police Department for approval of the route for travel and arrangements for a travel escort as required by law.
- (3) *Fees for signs and billboards.*
- a. Building permits for signs and billboards to be constructed, erected, installed, structurally altered, changed or relocated will not be issued before first securing an electrical permit.
 - b. All new signs shall comply with the structural requirements of Section 3108 of this Code and with the provisions of chapter 90 of the Code of Ordinances, City of Bossier City, Louisiana.
 - c. No City of Bossier City building permit shall be issued for a billboard sign on any state or federal designated highway within the corporate limits without evidence of a permit having first been issued by the state department of transportation and development.
 - d. The minimum sign permit fee shall be \$50.00 or \$0.15 per square foot per face side of a sign.
- (4) *Fences and miscellaneous fees.* The permit fee for any of the following items of work shall be:
- a. As provided in Section 107.4-2(a), the minimum fee for any permit shall be \$50.00.
 - b. For fences, or masonry walls; painting; sand blasting; steam or chemical cleaning; fixed or movable marquees and awnings; installation of machinery or mechanical equipment, costing in excess of \$2,000.00, the fee shall be \$5.00 per \$1,000.00 or fraction thereof.
 - c. Mobile home, portable or prefabricated building. The permit fee for the setup and location of a mobile home, portable or prefabricated building shall be \$50.00.
- (5) *Fence and wall requirements.*
- a. In all residential and business districts, no fence or wall shall be erected to exceed the height of four feet in the required front yard areas, which constitutes the area from the front of the structure to the front of the property line, without first obtaining a variance from the Bossier City-Parish Metropolitan Board of Appeals. Rear and side fences or walls from front line of the structure to rear of property line shall not exceed seven feet in height. No fence or wall shall be erected or constructed along a side street property line exceeding four feet in height and that part of the rear property line from the side street line to a point in line with the required setback of the structure.
 - b. On a corner building site in any district in which a front yard is required, no fence wall, hedge or other structure or planting more than three feet in height shall be erected, placed, or maintained within the triangular area formed by the intersecting street lines and straight line connecting such street lines at points 30 feet from the point of intersection measured along such street lines.
 - c. No fence, wall, sign, or other structure, hedge or planting shall obstruct the view of traffic from any street, alley, or driveway.
 - d. Electrical fences may be approved in areas zoned for industrial uses. Electrical fences are prohibited in any form in any other areas of the City of Bossier City, including any wires or devices attached to or on top of any fence, wall or structure that may produce an electrical shock.
 - e. Barbwire for fences shall be used only high than six feet above ground.
 - f. Building permits shall be required for all masonry fences or walls and all types of fences in residential, commercial and industrial areas.
- (6) *Building permit valuations.*

(Ord. No. 64-2007, 7-24-2007; Ord. No. [17-2018](#), 3-6-2018)

Sec. 18-41. - Inspections.

(1) Inspections, general.

- (a) Before issuing a permit, the building inspector may examine or cause to be examined any building for which an application has been received for permit to enlarge, alter, repair, move, demolish, or change the occupancy thereof. He shall inspect all buildings and structures, from time to time, during and upon completion of the work for which a permit was issued. He shall make a record of every such examination and inspection and of all violations of this Code.
- (b) When deemed necessary by the building inspector, he shall make an inspection of materials or assemblies at the point of manufacture or fabrication. He shall make a record of every such examination and inspection and of all violations of this Code.
- (c) The building inspector may make, or cause to be made, the inspections required by this section. He may accept reports of inspectors of recognized inspection services provided that after investigation he is satisfied as to their qualifications and reliability. A certificate called for by any provisions of these requirements shall not be based on such reports unless the same are in writing and certified by a responsible officer of such service.

(2) Inspections required.

- (a) The building inspector shall inspect or cause to be inspected at various intervals all construction or work for which a permit is required, and a final inspection shall be made of every building or structure upon completion, prior to the issuance of the certificate of occupancy, as required in Sections 105 and 109.
- (b) Post permit and inspection cards. Work requiring a building permit shall not be commenced until the permit holder or his agent shall have posted the building permit card in a conspicuous place on the front of the premises. The permit shall be protected from the weather and located in such position as to permit the building inspector to conveniently make the required entries thereon. This permit card shall be maintained in such position by the permit holder until the certificate of occupancy has been issued by the building inspector.
- (c) Municipal and lot numbers required. The permit holder or his agent shall have posted on the job site a municipal number and also on new construction sites the lot number. The numbers or letters shall be a minimum of three inches in height and of a contrasting color from background so as to be visible from the street.
- (d) The building inspector, upon notification from the permit holder or his agent, shall make the following inspections of buildings and such other inspections as may be necessary, and shall either approve that portion of the construction as completed or shall notify the permit holder or his agent wherein the same fails to comply with the law:
 - (1) Foundation inspection: To be made after trenches are excavated and forms erected.
 - (2) Frame inspection: To be made after the roof, all framing, fire blocking and bracing is in place and all pipes, chimneys, windows, and vents are completed.
 - (3) Final inspection: To be made after the building is completed and ready for occupancy.
- (e) Work shall not be done on any part of a building or structure beyond the point indicated in each successive inspection without first obtaining the written approval of the building inspector. Such written approval shall be given only after an inspection shall have been made of each successive step in the construction as indicated by each of the foregoing three inspections.
- (f) Concealing in any manner. Reinforcing steel or structural frame work of any part of any building or structure shall not be covered or concealed in any manner whatsoever without first obtaining the approval of the building inspector, the designing architect or engineer.
- (g) Approval to apply plaster. In all buildings where plaster is used for fire protection purposes, the permit holder or his agent shall notify the building inspector after all

lathing and backing is in place. Plaster shall not be applied until the approval of the building inspector has been received (see Chapter 7).

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-42. - Certificate of occupancy.

- (1) *When required.* A new building shall not be occupied or a change be made in occupancy or the nature or the use of a building or part of a building until after the building inspector and zoning administrator shall have issued a certificate of occupancy therefor.
- (2) *Contents of certificate.* Upon completion of a building hereafter erected in accordance with approved plans, and after the final inspection herein referred to and upon application therefor, the zoning administrator shall issue a certificate of occupancy stating the nature of the occupancy permitted, the number of persons for each floor, the allowable load per square foot for each floor in accordance with the provisions of the Code.
- (3) *Temporary occupancy.* A temporary certificate of occupancy may be issued for a portion of a building which may safely be occupied prior to final completion of the building.
- (4) *Existing buildings.* A certificate of occupancy for any existing building shall be obtained by applying to the zoning administrator and supplying the information and data necessary to determine compliance with this Code and zoning regulations for the occupancy intended. When necessary, in the opinion of the building official, two sets of detailed drawings or a general inspection or both, may be required. When, upon examination and inspection, it is found that the building conforms to the provisions of this Code for such occupancy, a certificate of occupancy shall be issued.
- (5) *Municipal number required.* The occupant or his agent shall have posted on the building a municipal number. The number and/or letters shall be a minimum of three inches in height and of a contrasting color from background so as to be visible from the street.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-43. - Posting floor loads.

- (a) An existing or new building shall not be occupied for any purpose which will cause the floors thereof to be loaded beyond their safe capacity. The building inspector may permit occupancy of a building for mercantile, commercial, or industrial purposes, by a specific business, when he is satisfied that such capacity will not thereby be exceeded.
- (b) It shall be the responsibility of the owner, agent, proprietor or occupant of Group S - Storage Occupancy and Group F - Factory-Industrial Occupancy, or any occupancy where excessive floor loading is likely to occur, to employ a competent architect or engineer in computing the safe load capacity. All such computations shall be accompanied by an affidavit from the architect or engineer stating the safe allowable floor load on each floor in pounds per square foot uniformly distributed; it shall thereupon be filed as a permanent record of the building department.
 - (1) *Signs required.* In every building or part of a building used for business storage, industrial or hazardous purposes, the safe floor loads, as approved by the building inspector shall be marked on plates of approved design which shall be supplied and securely affixed by the owner of the building in a conspicuous place in each story to which they relate. Such plates shall not be removed or defaced, shall be replaced by the owner of the building.
 - (2) *Loads in excess of posted capacity.* The owner shall not place, or permit to be placed, on any floor of a building a greater load than the safe load so determined and posted.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-44. - Building code board of appeals.

- (1) *Appointment.* There shall be a building code board of appeals which shall consist of the city attorney ex officio and seven members to be appointed by the city council on the nomination of the mayor, all of whom (shall be) qualified electors of the City of Bossier

City. Two of the appointed members shall be engineers, two shall be building contractors, and three other qualified electors who shall be property taxpayers.

- (2) *Term of office.* The appointed members of this board shall hold office for four-year staggered terms. Vacancies shall be filled in the same manner for the unexpired portion of the term.
- (3) *Quorum.* Four members of the board shall constitute a quorum. In varying the application of any provisions of this Code or in modifying an order of the building official, affirmative votes of the majority present, but not less than three affirmative votes, shall be required. No board member shall act in a case of which he has a personal interest.
- (4) *Records.* The building official shall act as secretary of the building code board of appeals and shall make a detailed record of all its proceedings which shall set forth the reasons for its decision, the vote of each member participating therein, the absence of a member, and any failure of a member to vote.
- (5) *Procedure.*
 - (a) Any person aggrieved by a decision of the inspectors referred to in this section, in the enforcement of the building code or any other regulation adopted in accordance with Section 2.04 of the Charter of the City of Bossier City, 2005, or any person aggrieved by any decision of an examining board, may appeal to the building code board of appeals referred to in this section.
 - (b) The board shall establish rules and regulations for its own procedure not inconsistent with the provisions of this Code. The board shall meet at regular intervals to be determined by the chairman, or in any event, the board shall meet within ten days after notice of appeal has been received.
 - (c) The board shall not have the authority to waive the requirement of this code.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-45. - Appeals—Time limit.

- (a) Whenever the building official shall reject or refuse to approve the mode or manner of construction proposed to be followed, or material to be used in the erection or alteration of a building or structure, or when it is claimed that the provisions of this Code do not apply, or than an equally good or more desirable form of construction can be employed in any specific case, or when it is claimed that the true intent and meaning of this Code or any of the regulations thereunder have been misconstrued or wrongly interpreted, the owner of such building or structure, or his duly authorized agent, or anyone aggrieved by a decision of any inspector or an examining board, may appeal from the decision to the building board of appeals. Notice of appeal shall be in writing and filed within 30 days after the decision is rendered. A fee of \$25.00 shall accompany such notice of appeal.
- (b) In case a building or structure which is believed to be unsafe or dangerous, the building official may, in his order limit the time for such appeal to a shorter period. Appeals hereunder shall be requested in writing by the building official.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-46. - Decision of the building code board of appeals.

- (1) *Variations and modifications.*
 - (a) The building code board of appeals, when so appealed to and after a hearing, may vary the application of any provisions of this Code to any particular case when, in its opinion, the enforcement thereof would be manifest injustice and would be contrary to the spirit and purpose of this Code or public interest, or when in its opinion the interpretation of the building official should be modified or reversed.
 - (b) A decision of the building board of appeals to vary the application of any provision of this Code or modify an order of the building official or an examining board shall specify in what manner such variation or modification is made, the conditions upon which it is made and the reasons therefor.

(2) *Decisions.*

- (a) Every decision of the building code board of appeals shall be final, subject to the right of any person denied relief by such appeals board to pursue his remedy in a court of competent jurisdiction. It shall be in writing and shall indicate the vote upon the decision. Every decision shall be promptly filed in the office of the building official and shall be open to public inspection, a certified copy shall be sent by mail or otherwise to the appellant and a copy shall be kept publicly posted in the office of the building official for two weeks after filing.
- (b) The building code board of appeals shall in every case reach a decision without unreasonable or unnecessary delay.
- (c) If a decision of the building code board of appeals reverses or modifies a refusal, order, or disallowance of the building official or varies the application of any provision of this Code, the building official shall immediately take action in accordance with such decision.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-47. - Violations and penalties.

Any person, firm, corporation or agent who shall violate a provision of this Code or fail to comply therewith or with any of the requirements thereof or who shall erect, construct, alter, demolish or move any structure, or has erected, constructed, altered, repaired, moved or demolished a building or structure in violation of detailed statement or drawing submitted and approved thereunder, shall be guilty of a misdemeanor. Each such person shall be deemed guilty of a separate offence for each and every day or portion thereof during which any violation of any of the provisions of this Code is committed, or continued and upon conviction of any such violation such person shall be punished by a fine of not more than \$500.00 or imprisonment of not more than 60 days, or both fine and imprisonment.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-48. - Validity.

If any section, subsection, sentence, clause or phrase of this Code is for any reason held to be unconstitutional, such decisions shall not affect the validity of the remaining portions of this Code.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-49. - Solar systems.

Sec. 18-49.1. - Solar plan review.

A building permit is required for installing solar equipment. To obtain a solar permit the following is required:

- (1) Provide two complete sets demonstrating all requirements.
- Submit structural engineer's analysis indicating roof is capable of supporting the load of equipment and the mounting/racking system will withstand a 90 mph wind load. Include manufacturer's calculation for manufactured system.
 - The location of the solar panel system shall be indicated on the plans, including site plan, roof plan, and elevation and mounting details for panel installation. (Roof or ground mounted solar systems)
 - Submit an electrical plan (riser diagram) showing how the solar system is wired and connected to the building electrical system. Include wire size and type, grounding, over current protection rating and disconnects.

- Submit a plumbing plan for solar hot water system including pipe size and type, location of exchange tank, existing/backup water heater, and pump. Indicate if heat exchanger coil is in direct contact with potable water.
- Include adequate fire department access, pathways, and ventilation opportunities.
- Solar permits require a LA licensed electrical and solar contractor.
- Cut sheet and listing for inverter (DC to AC conversion).
- Note on plans that PV equipment shall be installed in accordance with current adopted edition of NFPA 70 (National Electric Code)

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.2. Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.2.1. - Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.2.2. - Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.2.3. Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.2.4. - Repeal.

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.3. Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.3.1. - Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.3.2. - Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.4. - Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.4.1. - Repeal.

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.4.2. Repeal.

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.4.3. - Repeal.

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.5. - Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.6. - Repeal

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.7. - Nonhabitable buildings.

This guideline does not apply to nonhabitable structures. Examples of nonhabitable structures include, but are not limited to, parking shade structures, solar trellises, etc.

(Ord. No. 100-2010, 10-5-2010)

Sec. 18-49.8. - Ground mounted photovoltaic arrays.

Show all setback requirements for ground mounted, freestanding photovoltaic array. All above requirements applicable to ground mounted systems shall be enforced.

(Ord. No. 100-2010, 10-5-2010)

Secs. 18-50—18-60. - Reserved.

ARTICLE III. - ELECTRICAL CODE^[3]

Footnotes:

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Charter reference— Police power of city, § 2.04.

Cross reference— Compliance with building and electrical codes required for signs, § 90-5; utilities, ch. 114.

DIVISION 1. - GENERALLY

Sec. 18-61. - Scope.

The provisions of this article shall apply to every electrical construction installation including alterations, repairs, replacement, fixtures, equipment, appliances, material, fittings and/or appurtenances thereto, which shall be enforced not only within the corporate city limits but within all subdivisions and any other locations that are supplied by water or sewer utilities, or both, by the city.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-62. - Article remedial.

This article is hereby declared to be remedial and shall be construed to secure the beneficial interest and purposes thereof, which are health, life and property and general public safety and welfare by regulating the installation and maintenance of all electrical construction.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-63. - Violation; penalty.

Any person who violates any provision of this article, or fails to comply therewith or any of the requirements of this article, shall be guilty of a misdemeanor. Each such person shall be deemed guilty of a separate offense for each and every day, during which any violation of any of the provisions of this article is committed or continued, and upon conviction of such violation shall be punished by a fine of not less than \$200.00 nor more than \$500.00 or imprisonment of not more than 60 days, or both.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-64. - Definitions.

- (a) The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Apprentice electrician means a natural person engaged in learning the electrical trade by working under the direct on-the-job supervision of a journeyman electrician and in the employ of an employing entity. Apprentice electricians shall be indentured in an apprenticeship program approved by the state department of labor, office of labor, apprenticeship division.

Approved means accepted or acceptable under an applicable specification stated or cited in this Code or accepted as suitable for the proposed use under provisions and powers of the chief electrical inspector.

Authority means the rights and powers given the electrical inspector to discharge his official duties.

Authorized person means any individual person licensed under the provisions of this article to do the work as permitted under the specific provisions of this article.

Contractor means any individual person qualified by license to construct, install or alter electrical systems as provided for in this article.

Electrical construction means and includes all work and materials used in installing, altering or otherwise extending an electrical system inside or outside or attached to any building, structure, lot or premises.

Electrical maintenance work means the keeping in safe repair any and all electrical installations, apparatus and equipment, and the keeping in safe repair electrical equipment within a building or in or on the premises where the maintenance electrician, as defined, is regularly employed on a permanent basis. This does not include the installation of new and additional electrical work, electrical equipment or electrical apparatus.

Electrical sign manufacturer means any individual person who manufactures, erects, or installs electrical signs requiring inspection and approval of the electrical inspector in lieu of approved testing laboratory labels.

Electrician means an individual person who is qualified under the provisions of this article to engage in the trade or business of electrical construction.

Equipment means conductors, material, fittings, devices, appliances, fixtures, apparatus, motors, transformers, and the like used as a part of or in connection with an electrical installation or system.

Inspector and *electrical inspector* mean the chief electrical inspector or his assistant inspectors who are duly qualified and employed as electrical inspectors by the city.

Journeyman electrician means any individual person possessing a current and valid license that is recorded in the records of the chief electrical inspector as a person authorized to do the electrical work for which he is qualified as defined in this article.

Jurisdiction of this article means the corporate limits of the city and any and all areas outside of such boundaries that are served by water or sewer mains of the public utilities department of the city.

Registered means an individual person who possesses a correct and valid license that is recorded in the records of the chief electrical inspector as a person authorized to do the electrical work for which he is qualified as defined in this article.

Maintenance electrician means electricians regularly employed on a permanent basis by any person, and who perform work only in the confines of the building, in or on the premises where they are regularly employed on a permanent basis, and who do "electrical maintenance work" as defined shall be known as "maintenance electricians."

Master electrician means any individual person possessing a current and valid license that is recorded in the records of the chief electrical inspector as a person authorized to do the electrical work for which he is qualified as defined in this article.

Person means a living individual.

Residential electrical work means any electrical work performed on or within a single or multi-family dwelling unit. This would include new construction, repair or remodeling. No

commercial, industrial or any other electrical type of work can be classified residential because of its location.

Residential electrician means any individual person possessing a current and valid license that is recorded in the records of the chief electrical inspector as a person authorized to do the electrical work for which he is qualified as defined in this article.

Specialty electrician means any individual person possessing a current and valid license that is duly recorded in the records of the chief electrical inspector as a person authorized to install, maintain and repair elevators, escalators, X-ray equipment or other equipment requiring special training and experience for which he is qualified as defined in this article.

- (b) Definitions contained in the latest edition of the National Electrical Code shall also apply to this article, except where the definitions in subsection (a) of this section shall apply.

(Ord. No. 64-2007, 7-24-2007)

Cross reference— Definitions generally, § 1-2.

Sec. 18-65. - Electrical inspector; qualifications, duties, and authority.

- (a) It shall be the duty of the electrical inspector under the direct supervision of the building official to enforce the provisions of this article. The electrical inspector shall make inspections of electrical installations to ensure compliance with all of the provisions of this Code. The electrical inspector shall keep complete records of all permits issued, inspections and reinspections made, and other official work performed in accordance with the provisions of this article.
- (b) It shall be unlawful for the electrical inspector or any of his assistants to engage in the business of the sale, installation, or maintenance of electrical equipment, either directly or indirectly and they shall have no financial interest in any concern engaged in such business at any time while holding such office as herein provided.
- (c) The electrical inspector and his assistants must be licensed master electricians or journeyman electricians with at least five years practical experience. The assistant inspectors and other employees of this division shall be appointed by the building official.
- (d) The electrical inspector or his authorized representative of the city be, and is hereby given police power with authority, to enter any building or premises in the discharge of his official duties or for the purpose of making any inspections, reinspections or tests of the electrical system contained therein or its installation. When any electrical system is found to be dangerous to persons or to property because it is defective or defectively installed, the person responsible for the electrical system shall be notified in writing and shall make any changes, repairs or tests required in the judgment of the electrical inspector to place such system in safe condition, and if such work is not completed within 15 days or any longer period that may be specified by the electrical inspector in such notice, the electrical inspector shall have the authority to disconnect or order the discontinuance of electrical service to such electrical system. In case of emergency, where necessary for safety of persons or of property or where the electrical system may interfere with the work of the fire department, the electrical inspector shall have the authority to immediately disconnect or cause the disconnection of any electrical system.
- (e) The electrical inspector shall have the right to remove or compel the removal of any obstruction such as lath, plastering, ceiling or flooring, which may hinder a full and complete inspection of such wires and apparatus.
- (f) The electrical inspector may remove or compel the removal of any conductors which are enclosed in conduit or otherwise inaccessible for complete inspection. When such conductors or appliances are not in accordance with the requirements of this article or found to be unsafe to life or property, he shall have the right to condemn such conductors or appliances as provided in this article.
- (g) The electrical inspector shall have the power to file legal charges for the violation of any of the provisions of this article and when necessary, issue a stop order on any electrical work being done in a manner prohibited by this article.
- (h) Whenever any electrical conductor or electrical material in or on any building or any electrical conductor on any pole or line or any conductor underground becomes or is in a

condition that is dangerous to life or property, the electrical inspector is hereby empowered to condemn, disconnect and cause the owner of such conductor or material to immediately correct such dangerous condition or have it removed.

- (i) The electrical inspector may delegate any of his powers or duties to any of his assistants.

(Ord. No. 64-2007, 7-24-2007)

Cross reference— Officers and employees, § 2-61 et seq.

Sec. 18-66. - Interference with inspector or assistants unlawful.

It shall be unlawful for any person to hinder or interfere with the electrical inspector or any of his assistants in the discharge of their duties under this article.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-67. - Maintenance requirements for existing and new installations.

All electrical construction installations both existing and new and all parts thereof shall be maintained in a safe condition. All devices or safeguards which are required by this article shall be maintained in good working order and the owner or his designated agent shall be responsible for maintenance thereof.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-68. - Addition or extension to existing system.

Master electricians making extensions or additions to existing electrical systems shall, before proceeding with such work, ascertain from the electrical inspector whether any of the old work must be changed or must be brought up to the requirements of this article.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-69. - Identification of service vehicles.

All persons, firms and corporations engaged in the electrical business within the jurisdiction of this article shall identify all vehicles used in such business with signs showing the name and business address of such business. This information shall be correct at all times and shall be painted on each of such company owned vehicles and shall be in full view and legible at all times.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-70—18-95. - Reserved.

DIVISION 2. – Registration

Subdivision I. - In General

Sec. 18-96. - Registration required generally; supervision of journeyman, residential, and apprentice electricians.

- (a) Except as hereinafter provided, it shall be unlawful for any person to do any electrical work within the jurisdiction of this article unless such person is registered under the provisions of this article by the city, as a master electrician, journeyman electrician, residential electrician, maintenance electrician, apprentice electrician, specialty electrician, sign manufacturer or sign journeyman.
- (b) All electrical construction work performed within the jurisdiction of this article shall be done under the control, supervision, direction and responsibility of a master electrician. A journeyman electrician, residential electrician, or apprentice electrician who performs the electrical work under the supervision, control and responsibility of a master electrician shall be an employee of the master electrician and licensed accordingly.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-97. - Apprentice electrician's registration

An apprentice electrician shall register his apprenticeship with the electrical inspector for which there will be a charge of \$15.00; however, a prerequisite to obtain this license will require submission of evidence of employment by a master electrician.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-98. - Specialty electrician's registration, application.

Any person, who by qualification is an employee of a company installing elevators, escalators, X-ray equipment or other equipment that requires special training and experience, must submit an application to the electrical inspector and shall appear in person in the interest of his application. The applicant shall present a letter from his employer identifying the applicant as being employed by such employer and qualified to install the particular equipment.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-99. - Electrical sign manufacturer's registration.

- (a) Any person desiring to manufacture, erect, or install electrical signs in the city shall obtain a registration from the electrical inspector.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-100. - Registration fees.

- (a) Registration fees shall be as follows:
- (1) Master or sign manufacturer annual fee \$150.00
 - (2) Journeyman, or specialty journeyman annual fee 30.00
 - (3) Residential electrician, Specialty, or maintenance electrician annual fee 25.00
 - (4) Apprentice annual fee 15.00
- (b) None of the required registration fees in subsection (a) of this section will be prorated.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-101. - Renewals of registration.

- (a) All registrations for every classification shall expire December 31 annually and shall be renewed on or before January 31 of each year.
- (b) Any person possessing a registration that is not renewed by January 31 of each year shall pay a penalty payment of \$30.00.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-102. - Prerequisite to issuance or renewal of certain registrations.

Before the issuance of an initial active or contractor master electrician or sign manufacturer registration or the renewal thereof, the applicant shall deposit with the electrical inspector an indemnity bond in the amount of \$100,000.00 or certificate of public liability and property damage insurance in the amount not less than that of the indemnity bond.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-103. - Revocation or suspension of registration; notice, hearing.

- (a) Before a registration may be revoked or suspended, the registered shall have notice in writing enumerating the charge against him and be entitled to a hearing by the electrical inspector no sooner than five days from receipt of the notice. The registered shall be given

an opportunity to present testimony, oral or written, and shall have the right to cross examination. The decision of the electrical inspector shall be based upon the evidence produced at the hearing and made part of the record thereof.

- (b) The electrical inspector may revoke or suspend any registration for any of the following reasons:
 - (1) Misrepresentation of a material fact in obtaining such registration; or the renewal thereof;
 - (2) Use of a registration; in obtaining a permit for another;
 - (3) Failure to secure the permits, inspections and approvals required by this article;
 - (4) Workmanship or work not in conformity with the provisions of this article if not in conformity with the permit issued therefor;
 - (5) Repeated violations of this article or failure or refusal to promptly correct an installation or part thereof made in violation of any provision of this article;
 - (6) Conviction of a felony involving the moral character of the registered provided such revocation or suspension is deemed necessary in the public interest;
 - (7) The use of unlicensed or unregistered people to perform electrical work without onsite licensed or unregistered supervision as required.
- (c) When a registration has been suspended three times, any subsequent action because of any of the reasons listed under this section shall include revocation of such registration.
- (d) A registration maybe suspended for a prescribed period, not to exceed 30 days, and the notice of suspension may require the registered whose registration is suspended to correct any other conditions because of which such registration was suspended before such registration is reinstated.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-104—18-120. - Reserved.

Subdivision II. - Master Electrician

Sec. 18-121. - Registered; privileges and responsibilities.

- (a) No individual, firm, partnership or corporation shall engage in the business of electrical contracting within the jurisdiction of this article unless the individual or a member of the firm, partnership or corporation has been registered as a master electrician under the provisions of this article. The master electrician shall be an active member of his firm, partnership or corporation.
- (b) No master electrician shall assign or in any other way convey his registration, the use thereof, or any rights thereof, or any rights thereunder, to anyone by power of attorney or any other process, or become involved in any type of agreement, or use whereby a master electrician will not have supervision, direction and responsibility of the electrical work for which the electrical permit is obtained by the master electrician. Should any master electrician violate this provision or any of the other provisions specifying that the master electrician must direct, supervise and be responsible for the work for which he obtains a permit, his master electrician's registration, issued to him under the provisions of this article may be revoked by the electrical inspector after notice and hearing as provided in Section 105.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-122. - Qualifications, examination, and issuance.

Any person desiring a master electrician's registration shall have a Louisiana State License and/or be ICC Certified as a master electrician.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-123-18-140. - Reserved.

Subdivision III. - Journeyman Electrician or Maintenance Electrician

Sec. 18-141. - Registered; qualifications, examination, and issuance.

Any person desiring a journeyman electrician's registration must be ICC Certified. Same for maintenance electrician.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-142—18-162. - Reserved.

Subdivision IV. - Permits

Sec. 18-163. - Permits required; exceptions.

- (a) Before proceeding with the installation, alteration of or the addition to any electrical wiring or equipment within or on any building, structure or premises, publicly or privately owned, within the jurisdiction of this article, the master electrician, electrical sign manufacturer or specialty electrician shall first file with the permit department an application on a form furnished by the electrical inspector and secure a permit therefor.
- (b) No permit shall be required to execute any of the following classes of electrical work:
 - (1) The replacement of lamps or the connections of portable electrical equipment to suitable permanently installed receptacles.
 - (2) The installation, alteration, or repair of electrical equipment for the operation of signals or for the transmission of intelligence by wire by a communications agency.
 - (3) The installation, alteration, or repair of electrical equipment installed by or for an electrical utility for use of such company in the generation, transmission, or distribution of electricity.
- (c) To expedite small jobs and services, master electricians, specialty electricians and electrical sign manufacturers shall be permitted to make minor repairs, alterations, or additions where labor and material does not exceed \$100.00 before first securing a permit; however, upon completion of such jobs, a permit shall be secured together with a request for inspection of the completed work.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-164. - Responsibility for securing permits and inspections, compliance with article.

- (a) Each registered master electrician, specialty electrician, or sign manufacturer shall be responsible for securing all permits for his work, requesting inspections of such work and the compliance with all provisions of this article.
- (b) For electrically powered signs, contractors must first secure an electrical permit before the building inspector can issue a sign permit.
- (c) After hours emergency repairs performed under the supervision of a master electrician will have a permit taken out on the first workday following the repair.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-165. - Application for permit.

- (a) *Contents generally.* The application for any permit shall fully describe the work to be done; give the exact street number of the premises where work is to be done, with the name of the owner, occupant or builder for whom the work is being done.
- (b) *Drawings and specifications.*
 - (1) Whenever the proposed installation is of such extent that it cannot be adequately described on the application for the permit, the application shall be accompanied by such drawings or descriptive data as are required to verify compliance with the provisions of this article.
 - (2) For all installations in commercial buildings which will cost \$20,000.00 or more, drawings and specifications therefor shall be submitted to the electrical inspector, all of

which must have been prepared by or under direct supervision of and bear the name of a state registered professional electrical engineer. In the case of out-of-state firms or persons qualified to practice in their own state preparing the plans and specifications, the associated registered professional engineer shall review the drawings, check calculations if necessary, and assign his name to the plans.

- (3) The plans shall completely describe the entire installation showing all electrical work and all necessary details.
 - (4) Prints of plans and specifications submitted shall be of sufficient clarity to indicate the nature and character of the work proposed and to show that the requirements of this article will be fulfilled. Plans and specifications submitted in pencil or in a form that may be erased will not be accepted.
 - (5) The plans and specifications shall be checked by the electrical inspector and if found to be in conformity with this article shall be issued a permit for the specified installation upon receipt of the required permit fee.
 - (6) The complete installation shall be considered one project and the work shall not be broken into units under \$20,000.00 to have each considered a separate project in order to evade the provisions of this article.
- (c) *Fees.* All applications for permits shall be accompanied by the payment of the inspection fees as required in this article.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-166. - Bond or insurance prerequisite to permitting certain installations.

Any person installing elevators, escalators, X-ray equipment or other equipment installed by a specialty electrician shall deposit with the electrical inspector an indemnity bond in the amount of \$100,000.00 or certificate of public liability and property damage insurance in the amounts not less than the indemnity bond before a permit for such work shall be issued.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-167. - Permit and inspection fees.

- (a) There shall be a minimum inspection fee of \$40.00 for any work requiring a permit.
- (b) Permit fees for all electric work shall be calculated at the following rates:

(1) *Service entrance equipment and feeders:*

Up to and including 60 amps	\$5.00
Up to and including 100 amps	6.00
Up to and including 200 amps	8.00
Up to and including 400 amps	9.00
Up to and including 600 amps	10.00
Up to and including 800 amps	12.00
Up to and including 1,000 amps	13.00
Up to and including 1,200 amps	16.00
Up to and including 1,400 amps	18.00
Up to and including 1,600 amps	20.00
Up to and including 1,800 amps	22.00
Up to and including 2,000 amps	24.00
All over 2,000 amps	30.00

(2) *Branch circuits:*

From 1 to 200 circuits 4.00

All over 200 circuits 3.00

(3) *Transformers and motors:*

Up to and including 5 KVA or 5 HP 4.00

Up to and including 10 KVA or 10 HP 5.00

Up to and including 20 KVA or 20 HP 6.00

All over 20 KVA or 20 HP 7.00

(4) *Miscellaneous inspection fees:*

Residential pool 60.00

Saw service (temporary pole) 40.00

Removal of any sign 40.00

Temporary cut-in on residence (30 days) 40.00

Temporary cut-in on commercial (90 days) 40.00

Minimum fees for repairs/alterations 40.00

Reinspections 50.00

Ditch Inspection 40.00

Minimum each sign inspection 40.00

All fees shall be based on individual building basis.

- (c) For items not covered by the fee schedules outlined in this section, the fee charged shall be figured at the rate of \$5.00 per \$1,000.00 of the cost of the proposed work.
- (d) In case the electrical inspector is required to make more than one trip from his office for the purpose of inspecting any work on account of violation of a rule, wrong address or any other irregularities caused by the master electrician, a charge of \$50.00 shall be made for each additional trip.
- (e) On installation where several persons are concerned with the installation of electrical conductors or appliances, each party shall be required to pay the fees as established for such work.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-168. - Beginning work without permit; fee, penalty.

A double permit fee plus a \$500.00 penalty shall be paid for any electrical work done before first securing a permit except as provided in subsection 18-163(c).

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-169. - Inspections and reports.

- (a) Master electricians, specialty electricians and sign manufacturers shall at all times keep the electrical inspector notified of the progress of their work and shall request inspections as the work progresses. Upon receipt of an application requesting inspections, the electrical inspector shall inspect or cause to be inspected such work within 48 hours after receiving request for inspection; Saturday, Sunday and holidays are not included in this time. After inspecting the electrical wiring covered by any permit, the electrical inspector shall leave a report which shall state that the work has been inspected and approved or that it is not approved and must be held open for correction, and if the wiring is to be held open for

reinspection, no person shall conceal such wiring until they are informed that the installations have been approved by the electrical inspector.

- (b) Master electricians, specialty electricians and sign manufacturers shall have all electrical work installed by them inspected before such work is covered or concealed. All cabinet and panel boards, covers or trims shall be left off for final inspection and any fitting or cover that conceals any wiring which may hinder the proper inspection of electrical work shall be removed at the request of the electrical inspector.
- (c) Immediately upon completion of each and every job, the master electrician shall request final inspection of his work. No permanent meter installation will be authorized until such final inspection has been made.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-170. - Responsibility for correction of defects.

- (a) Each master electrician, specialty electrician, or sign manufacturer, registered in accordance with this article shall be responsible for any defect of any construction insofar as correction thereof is concerned, installed by him, until such time as a certificate of approval has been issued and any defects that may have been concealed by such registered and discovered by the electrical inspector or his duly authorized agent after a certificate of approval has been issued by the electrical inspector approving such construction.
- (b) After the issuance of the certificate approval, the person in whose name the meter is contracted shall be responsible for all defects caused by such person.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-171. - Certificate of approval.

- (a) It shall be unlawful for any public service company, person, firm or corporation operating in the jurisdiction of this article to furnish current to any new building, tent, structure or outdoor wiring of any kind, nature or equipment, without first obtaining a certificate from the electrical inspector stating that such wiring is approved and a permit has been issued for the use of current. Whenever any service is discontinued to any building or structure for any cause whatever (excepting nonpayment of bill) a clearance will be necessary before such building or structure can be reconnected. Any time a building is vacated, the electrical inspector must make certain that there has not been any unauthorized changes made in wiring of such building that might create a fire hazard.
- (b) Upon completion and final inspection of air conditioning, building, electrical and plumbing work the electrical inspector shall issue a certificate of inspection to the electric utility company stating that the work has been done according to the provisions of this article. The certificate shall not relieve the master electrician of his responsibility for any defective work that may have been concealed or escaped the notice of the inspector.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-172—18-190. - Reserved.

DIVISION 3. - NATIONAL ELECTRICAL CODE; OTHER STANDARDS

Sec. 18-191. - National Electrical Code adopted.

There is hereby adopted by reference for the purpose of establishing rules, regulations and standards that certain electrical code known as the latest edition of the National Electrical Code, with amendments and modifications expressly stipulated and contained in this division.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-192. - Installation standards generally.

- (a) All installations shall be in strict conformity with provisions of this Code and shall be in conformity with approved standards of construction for safety to life and property. In every case where no specific type or class of material or no specific standards of construction are

prescribed by this Code, conformity with the regulations in the National Electric Code, electrical safety shall be prima facie evidence of conformity with approved standards of construction for safety to life and property.

- (b) No electrical apparatus, fitting or material shall be used or placed on sale unless such apparatus, fitting or material is approved by the electrical board as complying with the safety requirements of this Code provided; however, that all such apparatus, fittings, or material which bears the label of Underwriters' Laboratory, Inc., shall be deemed prima facie evidence to satisfy the requirements of this Code, and the electrical inspector is authorized to approve such apparatus, fittings or material without requiring further tests thereof to be made.
- (c) Except as otherwise specifically provided in this Code, approved methods of wiring shall be the same as those provided in the most current National Electrical Code.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-193.-Repeal

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-194.-Repeal

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-195. - Repeal

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-196. - Signs.

- (a) It shall be unlawful for any person to attach any electrical illuminated sign, device or representation used in the nature of advertisements, announcements, or direction of any electrical illuminated sign which would bring the bottom below minimum ten-foot clearance.
- (b) Unless a complete sign circuit is installed at the time of roughing in wiring, each store shall be provided with a raceway run from panel switchboard to the front of the building and shall be accessible.
- (c) There shall be provided one more space circuits in panel for each sign raceway.
- (d) Disconnection required for electrically illuminated signs, outline lighting installation and each sign of other than the portable type shall be controlled by an externally operable switch or breaker in a separate enclosure from other circuits. The disconnect device will open all ungrounded conductors within the sign.
- (e) The minimum size guy wire for an electrical illuminated sign shall be 3/16 of an inch.
- (f) Sign manufacturers or master electricians shall take out structural permits for signs.
- (g) When upon inspection or reinspection of any electrical illuminated sign is found to be in dangerous or unsafe condition and the owner or user thereof fails to place such sign in safe condition after being notified to do so by the electrical inspector within the time specified by him, the electrical inspector shall remove such sign at the expense of the owner or user.
- (h) Electrically illuminated signs shall be connected by an electrical contractor holding a license in the city.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-197. - Other rules and regulations.

- (a) All work shall be executed in a neat and workmanlike manner. Work not in keeping with good electrical practice shall be classed as defective and shall be immediately corrected by persons causing defective work. No work shall be done under the scope of this Code unless under the direction of a master electrician, electrical sign manufacturer or specialty electrician.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-198—18-220. - Reserved.

ARTICLE IV. - PLUMBING AND GAS PIPING CODE

DIVISION 1. - GENERALLY

Sec. 18-221. - Scope.

The provisions of this article shall apply to every plumbing and gas piping installation, including alterations, repairs, replacement, fixtures, equipment, appliances, materials, fittings, and/or appurtenances thereto, which shall be enforced not only within the corporate city limits but within all subdivisions and any other locations that are supplied by water or sewer utilities, or both, by the city.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-222. - Article remedial.

This article is hereby declared to be remedial and shall be construed to secure the beneficial interests and purposes thereof, which are health, sanitation, general public safety and welfare, by regulating the installation and maintenance of all plumbing and gas piping.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-223. - Violations.

In all cases where the plumbing inspector finds that the plumbing code of the city has been or is being violated, he shall arrest or cause to be arrested the person or persons violating the law and shall file the necessary charges against such person or persons who shall be dealt with and subject to punishment as provided in this article.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-224. - Application to existing premises.

In existing buildings or premises in which plumbing and gas piping installations are to be altered, repaired, or renovated, the plumbing inspector has discretionary powers to permit deviations from the provisions of this article, provided a proposal to deviate is first submitted from proper determination in order that health and safety requirements, as they pertain to plumbing and gas piping shall be observed.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-225. - Maintenance.

All plumbing and gas piping, both existing and new, and all parts thereof, shall be maintained in a safe and sanitary condition. All devices or safeguards which are required by this article shall be maintained in good working order. The owner, or his designated agent, shall be responsible for the maintenance of plumbing and gas piping.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-226. - Plumbing inspectors.

- (a) The plumbing inspector and his assistants must be licensed master plumbers or journeyman plumbers with at least five years practical experience or a graduate mechanical or sanitary engineer with three years' practical experience. The assistant inspectors and other employees of this subdepartment shall be appointed and removed by the building official.
- (b) It shall be the duty of the plumbing inspector under the direct supervision of the building official to sign and issue all notices and certificates and to pass on all plans submitted; to

keep a daily record of his work, including all notices and applications received, to report violations of this article and all other matters which may pertain thereto; to make daily, weekly, and quarterly reports, and annual reports of his operations to the building official. The plumbing inspector shall inspect or cause to be inspected all buildings in course of erection, alteration or repair, as often as may be necessary and shall see that all work for plumbing, drainage and venting is done in accordance with the provisions of this article.

- (c) The plumbing inspector or his authorized representative of the city be and is hereby given police power with authority to enter any and all buildings and places within the city limits for the purpose of inspecting plumbing, drainage and venting already constructed or in the course of construction, repair or alteration.
- (d) The plumbing inspector shall have the authority to disconnect or have disconnected any such pipes, devices, appliances, or equipment in cases of emergency where necessary for the safety of life or property, or to prevent the contamination of the city water supply and order the discontinuance of water, gas or sewage services to any plumbing or gas installation found not to be installed according to this article or in an unsafe or unsanitary condition, or which forms a cross connection.
- (e) The plumbing inspector is hereby authorized to delegate any of his authority or duties to any of his assistants.

(Ord. No. 64-2007, 7-24-2007)

Cross reference— Officers and employees, § 2-61 et seq.

Sec. 18-227. - Reserved.

Sec. 18-228. - Civil liability.

Any officer or employee charged with the enforcement of this article, acting for the local government body in the discharge of his duties, shall not thereby render himself liable personally and he is hereby relieved from all personal liability for any damage that may occur to persons or property as a result of any act required or permitted in the discharge of his duties. Any suit brought against any officer or employee because of such act performed by him in the enforcement of any provisions of this Code shall be defended by the department of law until the final termination of the proceedings.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-229. - Diverting gas or water unlawful.

- (a) It shall be unlawful by the existence of any bypass pipe or any other piping arrangement or device on or about the pipes or equipment installed or legally used by the utility in furnishing gas to a customer or interfering with proper use of such equipment for registering or measuring gas consumed shall constitute prima facie evidence of knowledge on the part of the person or persons having custody or control of the premises where such devices are located of the existence thereof and the effect of such devices or persons to unlawfully take or steal gas from the equipment installed by or used by the utility furnishing or making gas available to consumers and shall bring such person or persons prima facie within the scope, meaning and penalties of this article.
- (b) It shall be unlawful for any person to install or cause to be installed any piping, tubing, hose or device whatsoever for the purpose of using unmeasured water, or deflecting the flow of water around a meter, unless authorized by the water and sewerage department.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-230. - Identification of service vehicles required.

All persons engaged in the plumbing business in the city shall identify all vehicles used in such business with signs showing the name and business address of such business. This

information shall be correct at all times and shall be painted on each side of such company owned vehicle and shall be in full view and legible at all times.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-231—18-276. - Reserved.

DIVISION 2. Registration

Sec. 18-277. - Master plumber's license required.

No individual, firm, partnership or corporation shall engage in the business of plumbing or gas piping in the city unless the individual or a member of the firm, partnership or corporation has been licensed as a master plumber under the provisions of this article, and the State of Louisiana Plumbing Board.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-278. - Registration fees; renewal.

- (a) Any person desiring a master plumber registration shall provide a copy of his or her Louisiana master license.
- (b) The fee for the master plumber registration shall be \$150.00.
- (c) The master plumber registration shall expire on December 31 of the calendar year issued; any may be renewed on or before January 31 of each year. The renewal fee is \$150.00
- (d) Any person possessing a master plumber registration that is not renewed by January 31 of each year shall pay a penalty payment of \$30.00

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-279. - Registration fees; bond or insurance prerequisite to issuance.

Before the issuance of an initial master plumber registration or the renewal thereof, the applicant shall deposit with the plumbing inspector an indemnity bond in the amount of \$100,000.00 or a certificate of public liability and property damage insurance in the amounts not less than that of the indemnity bond.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-280. - Journeyman's registration —Required.

No individual shall engage in the practice of installing plumbing work in the city unless registered as a journeyman plumber under the provisions of this article, and the State of Louisiana Plumbing Board.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-281. - Same—Fee, renewal.

- (a) Any person desiring a journeyman plumber registration shall provide a copy of his or her Louisiana journeyman license.
- (b) The fee for a journeyman plumber's registration and the annual renewal fee shall be \$30.00, and such registration shall expire on December 31 of each year. After January 31, registrations may be renewed upon a penalty payment of \$30.00.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-282. - Apprentice plumber; registration.

An apprentice plumber shall register his apprenticeship with the plumbing inspector and obtain a certificate of registration showing the name of the master plumber for whom he works; and if he transfers, he shall immediately notify the plumbing inspector of such transfer. There

shall be a charge of \$15.00 for apprentice registration, but evidence of registration with the state apprenticeship council will be a prerequisite to obtain this certificate.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-283. - Revocation or suspension of registration.

- (a) The plumbing inspector may suspend or revoke any registration for any of the following reasons:
- (1) Misrepresentation of a material fact in obtaining a registration or the renewal thereof;
 - (2) Use of a registration in obtaining a permit for another;
 - (3) Failure to secure the permits; inspections and approvals required by this Code;
 - (4) Work, workmanship or materials not in conformity with the provisions of this article or not in conformity with the permit issued therefor;
 - (5) Repeated violations of the Code or failure to promptly correct an installation or part thereof made in an incompetent manner or in violation of any provisions of this article;
 - (6) Conviction of a felony involving the moral character of the registered, provided such suspension or revocation is deemed necessary in the public interest.
- (b) When a registration has been suspended three times, any subsequent action because of any of the reasons listed in subsection (a) of this section shall be the cause for the revocation of such registration.
- (c) It shall be the duty of the plumbing inspector to report such violations to the Louisiana State Plumbing Board.
- (d) A registration may be suspended for a prescribed period not to exceed six months, and the notice of suspension may require the corporation, company, firm or person whose registration is suspended to correct work improperly installed or to correct any other condition because of which the registration was suspended before such registration may be reinstated.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-284—18-305. - Reserved.

DIVISION 3. - PERMITS; INSPECTIONS; TESTING

Sec. 18-306. - Permit required; who shall obtain.

- (a) No plumbing or gas piping work, unless expressly accepted within this Code, shall be started prior to the issuance of a permit by the plumbing inspector. A permit shall be issued only to a registered person with Louisiana master gas fitter license or master plumbing license.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-307. - Certain repairs not requiring a permit.

Repairs involving only the working parts of a faucet or valve, the clearance of stoppages, repairing leaks, or replacement of defective faucets or valves may be made without a permit provided no changes are made in the piping to the fixture.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-308. - Master plumber's responsibility generally.

Any registered plumber who agrees to, or is hired to install, or who contracts, or subcontracts to install any plumbing, drainage, sewerage or gas piping in the city shall be responsible for the installation of such work in accordance with this article, for securing all permits and for requesting inspection of installations as required by this article and shall be in violation if he transfers this duty and responsibility to his employee, the person for whom he has contracted to install plumbing or to any subcontractor either under the supervision of the master

plumber or other contractors. Any exception to the provisions of this section shall be temporary and must have the approval of the plumbing inspector.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-309. - Application for permit.

Application for a permit for plumbing and/or gas piping work shall be made on a form provided by the plumbing inspector. The application shall be accompanied by the payment of fees in accordance with the schedule of fees in section 18-311.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-310. - Plans and specifications required.

No permit shall be issued until plans and specifications showing the proposed work in necessary detail have been submitted to the plumbing inspector and he has determined from examination of such plans and specifications that they give assurance that the work will conform to the provisions of this article. If a permit is denied, the applicant may submit revised plans and specifications without payment of additional fee. If, in the course of the work, it is found necessary to make any change from the plans and specifications on which a permit has been issued, amended plans and specifications shall be submitted and a supplementary permit subject to such amended plans and specifications shall be issued to cover the change. Plans and specifications will not be required for minor work or alterations and repair.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-311. - Permit and inspection fees.

(a) The following fees shall apply:

Any permit requiring inspection, minimum fee \$40.00

Each reinspection or defect 50.00

Each plumbing fixture and waste discharging device 6.00

Reconstructed sewer connection/replacement 35.00

Each water distribution system or service connection 35.00

Gas lights and/or gas grills 35.00

Incinerators, commercial 35.00

Clothes dryers, commercial 35.00

Clothes dryer, residential (new construction) 35.00

Each retest on gas distribution system or service connection 35.00

Repair or alteration of any plumbing system 35.00

Each swimming pool 35.00

Each fire hydrant 35.00

Each manhole 35.00

Grease trap 35.00

Backflow preventer 35.00

Inspections on water tap and meter connections:

¾" through 2" water tap and meter 35.00

Over 2" water tap and meter 65.00

Sewer connection fees:

4" sewer connection fee, residential 65.00

4" sewer connection fee, commercial 75.00

6" sewer connection fee, commercial 85.00

Sewer inspection fees:

4" sewer 35.00

6" and over sewer 35.00

All inspection fees must be paid before the inspection is made.

- (b) Any work begun or completed without first securing a permit, the fee shall be double the regular rate plus a \$500.00 penalty.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-312. - Inspections required.

All new plumbing work and such portions of existing systems as may be affected by new work or any changes shall be inspected to ensure compliance with all the requirements of this article and to ensure that the construction of the plumbing system and the installation of fixtures are in accordance with approved plans and permit.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-313. - Master plumber's responsibility regarding inspections and tests.

- (a) The master plumber shall notify the chief plumbing inspector of his request for inspection of plumbing work. No inspections except proven emergencies will be made on Saturdays, Sundays or on any city authorized legal holidays.
- (b) It shall be the duty of the master plumber to ascertain that his work will stand the test or tests prescribed before making his request for inspection.
- (c) The registered master plumber or a registered journeyman plumber must be present at the time of inspection except that an experienced laborer may be present at the time of inspection of the installation of a building sewer line.
- (d) No part of any plumbing, drainage, or water system shall be covered or concealed until it has been inspected and approved by the plumbing inspector. If any part is covered or concealed before being tested and approved, it shall be uncovered at the direction of the plumbing inspector.
- (e) The material, labor, power and equipment necessary and required for inspections and tests shall be furnished by the master plumber.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-314. - Retesting required, when.

When the plumbing inspectors find that the work does not pass the test or is in violation of the requirements of this article, the master plumber shall be required to make the necessary corrections and the work shall then be resubmitted for reinspection. On all work requiring reinspection an additional fee of \$50.00 shall be charged as prescribed in section 18-311.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-315. - Water test of drainage system.

The water test may be applied to the drainage system in its entirety or in sections. If applied to the entire system, all openings in the piping shall be tightly closed except the highest opening

above the roof and the entire system filled with water to the point of overflow above the roof. If the system is tested in sections, each opening shall be plugged except the highest opening of the section under test and each section shall be filled with water, but no section shall be tested with less than a ten-foot head of water. In testing successive sections, at least the upper ten feet of the next proceeding section shall be retested so that no joint or pipe in the building shall have been submitted to a test of less than a ten-foot head of water. The water shall be kept in the system or the portion under test for at least 15 minutes before inspection starts and the system shall be tight at all points.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-316. - Tests of water supply system.

- (a) Upon completion of the water supply and distribution system of a building or premises or of a separate portion thereof, it shall be tested and proved tight under a water pressure not less than the working pressure under which it is to be used. The water used for the test shall be obtained from the normal source of supply or as directed by the plumbing inspector. A jumper may be installed by the plumber for temporary test purposes only and shall be removed immediately after tests have been completed.
- (b) Any person turning on water into a water supply or distribution system or procuring another person to turn on water except for testing purposes as provided in subsection (a) of this section without such system having been inspected and tested shall be in violation of this article.
- (c) When all plumbing is fully completed and the building is ready for occupancy, the fixture traps are to be filled with water and the plumbing inspector notified that the system is ready for final tests and inspections. The gas piping system shall be retested at this time if the gas meter was released during construction for building purposes.
- (d) It shall be the duty of the plumber to make sure that his work will stand the tests prescribed in this section.
- (e) Backflow prevention assembly to be installed, must be readily accessible, and tested by a plumber holding a certification as a water supply specialist.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-317—18-335. - Reserved.

DIVISION 4. - TECHNICAL STANDARDS

Sec. 18-336. - Plumbing and gas codes adopted.

- (a) For the purpose of establishing rules, regulations and standards, the city adopted the codes the most recent edition of the codes adopted by the Louisiana State Uniform Construction Code Council.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-337. - Additional rules and regulations.

- (a) State licensed utility contractors shall be allowed to install approved water services in new development subdivisions with a plumbing permit. Water meter installations must be by licensed plumbers.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-338—18-360. - Reserved.

ARTICLE V. - MECHANICAL CODE⁴¹

Footnotes:

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Charter reference— Police power of city, § 2.04.

DIVISION 1. - GENERALLY

Sec. 18-361. - Purpose and scope.

- (a) The purpose of this article is to prescribe rules, regulations and minimum standards for the installation, alteration or repair of air conditioning, heating, mechanical refrigeration and ventilation systems to protect the health, lives and property of the general public.
- (b) For the purpose of this article, the term "system" shall include all the equipment, appliances, material, and/or apparatus required for the complete installation of any work within the jurisdiction of this article.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-362. - Jurisdiction.

This article is to be in effect and enforced both inside and outside the corporate city limits if the structure in which the system is installed is served by any portion of the utility systems services and maintained by the city.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-363. - Violation; penalty.

Any person not holding a valid license who shall be in violation of any of the provisions of this article shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine of not less than \$100.00 nor more than \$500.00 for each offense, together with the cost of prosecution, and in default of payment thereof, by imprisonment for not less than 30 days, nor more than 60 days.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-364. – Mechanical inspector.

- (a) There is hereby created the office of the inspector mechanical. The person chosen to fill the office of mechanical inspector shall be of good moral character, shall be possessed of such executive ability as is requisite for the performance of his duties, and shall have a thorough knowledge of the standard materials and methods used in the installation of all work covered by this article. The mechanical inspector shall be well versed in approved methods of construction for safety to persons and property and shall have at least five years' practical experience in the installation of air conditioning, heating, ventilation and refrigeration systems or shall be a graduate mechanical engineer with three years practical experience.
- (b) The mechanical inspector shall be appointed by the building official and shall be under his direct supervision.
- (c) The mechanical inspector shall appoint and remove such other assistants and employees of his subdepartment with the approval of the building official.
- (d) It shall be the duty of the mechanical inspector to sign and issue all notices and to pass on all plans submitted, to keep a daily record of his work, including all notices and applications received, to report violations of this article and all other matters which may pertain thereto, and to make such reports as deemed necessary by the mechanical board or the mayor. The mechanical inspector shall inspect or cause to be inspected all buildings in the course of erection, alteration or repair, as often as may be necessary, and shall see that all work is done in accordance with the provisions of this article.
- (e) The mechanical inspector or his authorized representative is hereby given police power with authority to enter any and all buildings and places within the jurisdiction of this article for the purpose of performing his duties as provided in subsection (d) of this section.
- (f) The mechanical inspector shall have the right to remove or to compel the removal of any obstructions, such as lath, plastering, ceiling, flooring or other construction which may hinder a full and complete inspection of any part of a system unless some means of access is provided for proper inspection.

- (g) The mechanical inspector shall have the power to make arrest for the violation of any of the provisions of this article and to compel the suspension of any work done in a manner prohibited by this article.
- (h) The mechanical inspector may delegate any of his powers or duties to any of his assistants.

(Ord. No. 64-2007, 7-24-2007)

Cross reference— Officers and employees, § 2-61 et seq.

Sec. 18-365. - Technical standards.

The most recent edition of the most recent edition of the codes adopted by the Louisiana State Uniform Construction Code Council is hereby adopted and included as fully as if set out at length in this section.

(Ord. No. 64-2007, 7-24-2007)

State Law reference— Adoption of technical codes by reference, R.S. 33:1368.

Sec. 18-366. - Identification of service vehicles required.

All persons engaged in the air conditioning, heating, and mechanical refrigeration business in the city shall identify all vehicles used in such business with signs showing the name and business address of such business. This information shall be correct at all times, and shall be on each side of such, company owned vehicle and shall be in full view and legible at all times.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-367. - Unauthorized use of sign or title prohibited.

No person, firm or corporation shall display any sign or use any title or designation such as "Registered" which tends to indicate that such person, firm or corporation has been registered by the city. No person in the city shall display any sign, or use any title or designation indicating that such person, firm or corporation is engaged in the business of installing any work which is subject to the provisions of this article, and can be installed only by registered installers, unless such person, firm or corporation has been registered under the applicable provisions of this article, and such certificate of registration has not lapsed or been revoked.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-368—18-405. - Reserved.

DIVISION 2. – Registration; CERTIFICATES

Sec. 18-406. - Registration required.

- (a) *Contractors.* No person shall engage in the business of installing, altering, and/or repairing of air conditioning, heating, mechanical refrigeration and/or ventilation systems, within the jurisdiction of this article, unless such person is properly registered in accordance with the provisions of this article (see section 18-408). Revocation or suspension of the registration of such person shall revoke or suspend respectively the right of such person to engage in the business authorized by such registration (see section 18-409).
- (b) *Journeyman.* All work under the jurisdiction of this article shall be performed by, or under the responsible supervision of an air conditioning journeyman except as follows:
 - (1) *Water piping.* All make-up water piping shall be done by a registered plumbing contractor, except that an air conditioning journeyman may make final connections to air conditioning, heating and/or refrigeration equipment from existing water services which have been provided by a registered plumbing contractor for specific equipment.

- (2) *Condensate drain piping.* A registered air conditioning journeyman may run a condensate drain to a trapped opening in the sewer line furnished by a registered plumbing contractor.
- (3) *Gas piping.* All gas piping shall be done by a registered plumbing contractor or gas fitter, except that an air conditioning journeyman may make final connections to air conditioning, heating and/or refrigeration equipment, from existing gas service which has been provided by a registered plumber or gas fitter for the specific equipment and provided such gas service, or outlet is within a fire separated space, or fully ventilated area. The air conditioning journeyman shall not cut into any existing gas line, but shall connect only to an existing plugged tee, or dead-end connection. All such gas piping shall be tested as directed by the air conditioning inspector.
- (4) *Electrical work.* All electrical work shall be done by a registered electrical contractor except that a mechanical journeyman may disconnect or reconnect electrical wiring and replace damaged wires to all motors and controls on load side of equipment disconnect switch. Also such journeyman may wire any devices of 40 volts or less.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-407. - Qualifications for contractors' registration.

- (a) All applications for contractor's registration shall be in the form prescribed by the board.
- (b) Applications for contractor's registration shall be sworn to by the applicant before a notary public.
- (c) No individual, firm, partnership or corporation shall engage in the business of mechanical contracting within the jurisdiction of this article unless the individual or member of the firm, partnership or corporation has been registered as a mechanical contractor under the provisions of this article. The contractor shall be an active member of his firm, partnership or corporation.
- (d) No mechanical contractor shall assign or in any other way convey his registration, the use thereof, or any right thereof, or any right thereunder, to anyone by power of attorney or any other process, or become involved in any type of agreement or use whereby an mechanical contractor will not have supervision, direction and responsibility of the work for which the permit was obtained. All permits must be signed by a registered contractor and intended for the exclusive use of his firm, partnership or corporation.
- (e) No applicant shall be issued a registration unless such applicant shall be:
 - (1) Not less than 18 years of age;
 - (2) Able to read and write the English language;
 - (3) Of good moral character; and
 - (4) LA State Mechanical or ICC Certified.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-408. - Issuance of contractor's journeyman registration, and apprentice certificates.

- (a) Upon receipt of the application in accordance with section 18-407, the mechanical inspector shall determine whether the applicant meets the requirements of section 18-407. After the applicant has met the requirements, and the inspector issues a registration permitting the person to engage in business, as classified, in the city. Contractors shall be classified as master mechanical. Fee for the contractor's registration shall be \$150.00
- (b) Annual renewal fee shall be paid on or before January 31 of each calendar year. Renewal Fee: \$150.00. Any person possessing a registration that is not renewed by January 31 of each year shall pay a penalty payment of \$30.00.
- (c) Before a person has been issued a contractor's registration or renewal of such registration, such person shall deposit with the mechanical inspector an indemnity bond in the amount of \$100,000.00 or a certificate of public liability and property damage insurance in the amount not less than that of the indemnity bond. This bond or certificate of public liability and property damage shall guarantee the following:

- (1) That all work performed by the contractor will be done in strict accordance with this article;
 - (2) Indemnify and protect the city against all costs and expenses which may in any way accrue against the city in consequence of the operation covered by the registration and/or permit issued by the mechanical inspector;
 - (3) Will defend all suits and hold the city harmless against any and all damage on account of either personal injuries or damages to property.
- (d) Any person desiring journeyman registration shall make application to the mechanical inspector accompanied by a fee of \$30.00. The city mechanical inspector shall grant the applicant an air conditioning journeyman's registration, provided the applicant proves that he has three years' or more experience qualifying him to hold a journeyman mechanical license and the applicant has passed the ICC Mechanical Journeyman test.
- (e) Annual renewal fees for the air conditioning journeyman registration shall be \$30.00 per year and shall be paid on or before January 31; after this date, a delinquent fee of \$30.00 shall be charged.
- (f) An apprentice air conditioning and heating mechanic shall register his apprenticeship with the mechanical inspector and obtain a certificate of registration showing the name of the licensed contractor for whom he works, and if he transfers he shall immediately notify the inspection of such transfer. There shall be a \$15.00 charge for apprentice registration.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-409. - Revocation or suspension of licenses.

- (a) The mechanical inspector may revoke or suspend any registration for any of the following reasons:
- (1) Misrepresentation of a material fact in obtaining registration or the renewal thereof;
 - (2) Failure to secure the permits, inspections and approvals required by this article;
 - (3) Repeated violations of this article, or failure or refusal to promptly correct an installation or part thereof made in violation of any provisions of this article;
 - (4) Conviction of a felony involving the moral character of the registrant, provided such revocation or suspension is deemed necessary in the public interest;
 - (5) Use of a registration in obtaining a permit for another.
- (b) A registration may be suspended for a prescribed period, not to exceed six months, and the suspended contractor shall be required to have corrections made on all work improperly installed before such license is reinstated.
- (c) The mechanical inspector may require the contractor whose registration has been suspended to comply with all the requirements of sections 18-406 and 18-407 before such registration can be reinstated.
- (d) A contractor whose registration has been revoked shall be permitted to apply for a new registration within six months from date of revocation and shall then be required to comply with all the requirements of sections 18-406 and 18-407 before such registration can be issued.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-410—18-425. - Reserved.

DIVISION 3. - PERMITS; INSPECTIONS

Sec. 18-426. - Permits required; exceptions.

- (a) Permits shall be required for the installation, alteration, replacement and/or repair (see subsection (b) of this section) of all vented type heating units; all air conditioning units; all suspended type infra-red heating units and/or combination air conditioning and heating units with duct work attached; all water cooled refrigeration units, remote or packaged type; all remotely installed air cooled refrigeration units; all air conditioning units of 54,000 BTU's per hour, or greater at Air Conditioning and Refrigeration Institute conditions; all steam and

hot water boilers; steam distribution system, hot water heating distribution; warm air distribution system; air conditioning distribution system; blower and/or exhaust or ventilating systems in other than residences; combustion air and induced draft fans and blowers; and evaporative coolers and ventilating hoods over the following: Cooking ranges and appliances for frying, barbecuing, broiling and/or baking of foods in other than residences.

- (b) Permits shall be required for repairs when any component part or piece of equipment is replaced when the cost of such repairs or replacements exceeds \$1,000.00 including labor.
- (c) Before applying for a permit for the alteration of a system the registered contractor shall first ascertain from the mechanical inspector whether or not old work must be changed or must be brought up to the requirements of this chapter.
- (d) This article shall not apply to the following:
 - (1) Unvented American Gas Association approved heating units, except suspended-type infra-red heaters;
 - (2) Factory assembled air cooled self-contained window-type air conditioning units, unless attached to ducts;
 - (3) Factory assembled air cooled self-contained refrigeration equipment; and
 - (4) Factory assembled water heaters for heating domestic water.
- (e) A permit shall be required before commencing any new installation or alteration of a system under the jurisdiction of this article. An alteration shall be any change involving an extension, replacement, addition, relocation or any other modification to the system including any change of the type or purpose of original installation, or size of the equipment utilized, or size or arrangement of any of the duct work, piping or combustion vents. For jobs started before a permit is obtained, a double fee plus a \$500.00 penalty shall be paid.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-427. - Drawings and specifications.

- (a) Whenever the proposed installation is of such extent that it cannot be adequately described on the application for the permit, the application shall be accompanied by such drawings or descriptive data as are required to verify compliance with the provisions of this article.
- (b) For all installations in commercial buildings which will cost \$20,000.00 or more, drawing and specifications therefor shall be submitted to the air conditioning inspector, all of which must have been prepared by or under direct supervision of and bear the name of a state registered professional engineer. In the case of out-of-state firms or persons qualified to practice in their own state preparing the plans and specifications, the associated registered professional engineer shall review the drawings, check calculations if necessary, and assign his name to the plans.
- (c) The plans shall completely describe the entire installation showing all mechanical work and all necessary details.
- (d) Prints of plans and specifications submitted shall be of sufficient clarity to indicate the nature and character of the work proposed and to show that the requirements of this article will be fulfilled. Plans and specifications submitted in pencil or in a form that may be erased will not be accepted.
- (e) The plans and specifications shall be checked by the air conditioning inspector and if found to be in conformity with this article he shall issue a permit for the specified installation upon receipt of the required permit fee.
- (f) The complete installation shall be considered one project and the work shall not be broken into units under \$20,000.00 to have each considered a separate project in order to evade the provisions of this article.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-428. - Permits issued to registered contractors only.

Permits required under this article shall be issued only to a person holding a valid registration in accordance with the provisions of this article.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-429. - Permit fees.

- (a) Permit fees shall be based upon the contract price of an installation, alteration or repair job. When material, labor and/or equipment are furnished separately, the fee shall be based on the value of all the material, labor and equipment required for the complete installation.
 - (1) The minimum fee, or fee for the first \$1,000.00 of the contract or selling price, shall be \$40.00.
 - (2) Fees after the first \$1,000.00 shall be \$6.00 for each additional \$1,000.00.
- (b) Applications for permit shall be made on forms provided by the mechanical inspector's office.
- (c) If any person commences any work under the responsibility of the mechanical inspector before obtaining the necessary permit from the city, he shall be subject to the penalty prescribed herein. On all work started without first obtaining a permit, the fees shall be doubled plus a \$500.00 penalty, but the paying of such double fee and penalty shall not relieve any person from fully complying with the requirements of this article in the execution of the work.

(Ord. No. 64-2007, 7-24-2007)

Sec. 18-430. - Inspections.

- (a) Immediately upon the completion of any installation or alteration which has been made under a permit, it shall be the duty of the person making the installation to notify the inspection department and to provide full access of the work to the air conditioning inspector at a prescribed time. A reinspection fee of \$50.00 shall be charged for failure to provide such access.
- (b) The inspector shall issue a final certificate of completion, when requested and when appropriate.
- (c) When any portion of the system is to be hidden from view by the permanent placement of parts of the building, the person, firm or corporation installing the system shall notify the inspection department, and such work shall not be concealed or hidden from view by ceilings, walls, or partitions for 24 hours, exclusive of Saturdays, Sundays and holidays, unless inspected sooner by the inspector. Should any work be concealed before inspection is made the contractor shall have such portion of work uncovered as may be necessary for proper inspection.
- (d) Whenever it is necessary that the inspector reinspect or cause to be reinspected any installation or alteration, a charge of \$50.00 shall be made for each such reinspection.
- (e) It shall be unlawful for any public utility company operating in the city to furnish utilities to any new building or structure without obtaining a clearance from the mechanical inspector stating that the installation of the air conditioning, heating, refrigeration and/or ventilating system has been inspected and approved.
- (f) Temporary clearance may be given by the inspector for the temporary use of such equipment during the construction or installation of the system. Such temporary clearance shall expire generally before, but in no case later than occupancy, at which time final clearance must be obtained.
- (g) The mechanical inspector shall have the authority to order the discontinuance of any utilities to any installation found not to be installed in accordance with the provisions of this article or which in his opinion is a hazard to public health or property.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-431—18-460. - Reserved.

ARTICLE VI. - EXISTING BUILDINGS CODE[\[5\]](#)

Footnotes:

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Charter reference— Police power of city, § 2.04.

Sec. 18-461. - Repeal

(Ord. No. 64-2007, 7-24-2007)

State Law reference— Authority to adopt codes by reference, R.S. 33:1368 et seq.

Secs. 18-462—18-490. - Reserved.

ARTICLE VII. - HOUSING CODE[161](#)

Footnotes:

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Charter reference— Police power of city, § 2.04.

Sec. 18-491. - Repeal

(Ord. No. 64-2007, 7-24-2007)

State Law reference— Adoption of technical code by reference, R.S. 33:1368 et seq.

Secs. 18-492—18-520. - Reserved. ARTICLE VIII. - UNSAFE BUILDING ABATEMENT CODE

Sec. 18-521. – International Property Maintenance Code.

- (a) The most recent edition of the International Property Maintenance Code, and the whole thereof, save and except such portions as are hereinafter deleted, modified or amended, is hereby adopted by reference as though copied fully in this section.
- (b) It shall be unlawful for any person to violate any of the provisions of the publication adopted by reference in subsection (a) of this section.

(Ord. No. 64-2007, 7-24-2007)

State Law reference— Authority to adopt codes by reference, R.S. 33:1368 et seq.

Secs. 18-522—18-550. - Reserved. ARTICLE IX. - SWIMMING POOL CO

Sec. 18-551. - International Swimming Pool Code.

- (a) There is hereby adopted by reference the most recent edition of that publication known as the International Swimming Pool Code.
- (b) It shall be unlawful for any person to violate any of the provisions of the publication adopted in subsection (a) of this section.

(Ord. No. 64-2007, 7-24-2007)

State Law reference— Authority to adopt codes by reference, R.S. 33:1368 et seq.

Secs. 18-552—18-580. - Reserved.

ARTICLE X. - AMUSEMENT DEVICE CODE[171](#)

Footnotes:

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Cross reference— Amusements and entertainments, ch. 10.

Sec. 18-581. - International Amusement Device Code.

- (a) The most recent edition of the International Amusement Device Code, and the whole thereof, save and except such portions as are hereinafter deleted, modified or amended, is hereby adopted by reference as though copied fully in this section.

- (b) It shall be unlawful for any person to violate any of the provisions of the publication adopted in subsection (a) of this section.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-582—18-590. - Reserved.

ARTICLE XI. - RESIDENTIAL CODE

Sec. 18-591. - International Residential Code.

- (a) There is hereby adopted by reference the most recent edition of the International Residential Code, not including Parts I, V, VII, VIII.
- (b) It shall be unlawful for any person to violate any of the provisions of the publication adopted by reference in subsection (a) of this section.

(Ord. No. 64-2007, 7-24-2007)

Secs. 18-592—18-600. - Reserved.

ARTICLE XII. - PROPERTY MAINTENANCE CODE

Sec. 18-601. - International Property Maintenance Code.

- (a) There is hereby adopted by reference the most recent edition of the International Property Maintenance Code.
- (b) It shall be unlawful for any person to violate any of the provisions of the publication adopted by reference in subsection (a) of this section.

(Ord. No. 64-2007, 7-24-2007)

NOW THEREFORE BE IT ORDAINED by the City Council of Bossier City, Louisiana in regular session convened, that Chapter 18 – Building and Building Regulations of the Bossier City Code of Ordinances is hereby repealed and reenacted as set forth herein.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of Mr. David Montgomery, Jr. and seconded by Mr. Timothy Larkin and adopted on the 5th, day of November, 2019, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby, Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

Scott Irwin, President

Phyllis McGraw, City Clerk

New Business –

Agenda Item Called - Witness opening of sealed bids for Bid #P19-25 Tinsley Concessions/Restroom Project

	Base Bid	Alt#1
Boggs & Poole Contracting Group, Inc.	\$1,178,000	\$ 8,400.00
Cochran Construction Company, Inc.	\$1,483,000	\$ 9,795.00
ELA Group, Inc.	\$1,289,000	\$90,850.00
M&M Builders, Inc.	\$1,148,000	\$10,000.00

By: Mr. Montgomery, Jr.

Motion to approve reading of bids and any changes need to come back to the Council prior to approval.

Seconded by Mr. Williams

Questions and concerns about all bids being over what was budgeted.

Vote in favor of motion is unanimous

Agenda Item Called - Witness opening of sealed bids for Bid #P19-26 Sports Complex; Tinsley Park Expansion

	Base Bid	Alt #1	Alt#2	Alt#3
Boggs & Poole Contracting Group, Inc.	\$12,843,000	\$279,000	\$314,000	\$186,000
Don M. Barron Contractor, Inc.	\$13,600,000	\$293,000	\$304,000	\$153,000
ELA Group, Inc.	\$12,958,000	\$236,000	\$341,000	\$151,800
Ratcliff Construction Company, LLC.	\$12,190,000	\$291,000	\$274,000	\$139,000
Testament Construction Services, LLC	\$11,989,343	\$302,518	\$143,146	\$201,544

By: Mr. Free

Motion to approve reading of bids.

Seconded by Mr. Montgomery, Jr.

No comment

Vote in favor of motion is unanimous

Agenda Item Called - Witness opening of sealed bids for Bid #19-1686 4613 Voss Drive Demolition

3GEN Construction, LLC	\$29,447.70
Lathan Construction, LLC	\$17,653.00
Precision Builders	\$32,400.00
SEMS, Inc.	\$22,161.00

By: Mr. Williams

Motion to approve reading of bids.

Seconded by Mr. Free

No comment

Vote in favor of motion is unanimous

By: Mr. Montgomery, Jr.

Motion to introduced an Ordinance to appropriate funds to cover construction cost for repairs to miscellaneous sewer lift stations (LS) for a total of \$100,000.00 to come from the Sewer Capital Contingency Fund.

Seconded by Mr. Larkin

No comment

Vote in favor of motion is unanimous

By: Mr. Williams

Motion to introduce an Ordinance to install a small grinder pump station to service the new Field of Dreams Restrooms at a cost of \$150,000 to come from the 2016 Sales Tax Fund.

Seconded by Mr. Irwin

No comment

Vote in favor of motion is unanimous

By: Mr. Montgomery, Jr.

Motion to introduce an Ordinance authorizing and approving the engagement of Heard, McElroy & Vestal, LLC to provide professional services to audit the financial statements of the City of Bossier City, Centurylink Arena Fund, Firemen's Pension and Relief Fund, and Policemen's Pension and Relief Fund.

Seconded by Mr. Larkin

No comment

Vote in favor of motion is unanimous

Resolution #81 of 2019

A RESOLUTION ADOPTING THE CITY OF BOSSIER CITY'S CURRENT INVESTMENT POLICY IN ACCORDANCE WITH LA. REVISED STATUTE R.S. 33:2955 (D) AND SECTION 16.02 (J) OF THE BOSSIER CITY CHARTER.

I. Introduction

In accordance with the provision of R.S. 33:2955 (D) and the authority of Section 16.02 (J) of the Charter of the City of Bossier City, the Director of Finance is authorized and required to make rules and regulations and to establish administrative policies and procedures relating to the cash management and investment policies of the City.

It is anticipated that this policy statement will be reviewed and evaluated on a regular basis, to ensure that the policies and procedures expressed herein are responsive to the prevailing cash management and investment environment. This policy statement must, therefore, be appropriately amended, expanded, or purged on continuing basis.

II. General Policies

In general, the City Of Bossier shall operate under the "Prudent Person" rule, exercising judgment and care, under the circumstances prevailing, which people of ordinary prudence would employ in the management of their own affairs - not in regard to speculation, but as to the permanent disposition of their funds, considering both income and safety of capital.

The assets of the City Of Bossier shall be held in trust by the fiduciary (fiduciaries) designated by the City Of Bossier.

This policy is not intended to remain static. Normally, the City Of Bossier will review this policy at least annually and, if deemed advisable, recommend changes. Recommendations from outside professionals leading to improvements in policies, procedures, and operations are always welcome.

OBJECTIVES

The primary investment objective of the City Of Bossier is to ensure that the current

and future obligations are adequately funded in a cost effective manner. The goals of this investment policy shall be (1) safety of principal, (2) liquidity, and (3) yield.

Preservation of capital and the realization of sufficient total return to ensure the ongoing financial integrity of the funds are essential. Preservation of capital encompasses two goals:

Managing the risk of loss of principal for the fund as a whole.

Managing the erosion of principal value through inflation.

The City Of Bossier shall establish internal controls for any derivatives in use to ensure that the risks inherent in derivatives are adequately managed. For purposes of this policy, "derivative" means any financial instrument created from or whose value depends on the value of one or more underlying assets or indexes of asset value.

RESPONSIBILITY

The investment of funds shall be managed by the Comptroller, subject to the approval of the Director of Finance, and may be accomplished by the selection of an investment manager (s). The selection must be approved by the City Council in accordance with the criteria established by the Director of Finance. The investment manager (s) must acknowledge in writing his obligations as a fiduciary responsible for the investment of the City Of Bossier assets.

Prospective investment managers shall be registered investment advisors with the Securities and Exchange Commission under the Investment Act of 1940 or bank trust departments regulated by the Office of the Comptroller of the Currency.

GUIDELINES

The assets of the City Of Bossier shall be invested, as provided in R.S.33:2955

(A) (1), as amended, in following:

1. Direct U.S. Treasury obligations, the principal and interest of which are fully guaranteed by the U.S. government.
2. Bonds, debentures, notes or other evidence of indebtedness issued or guaranteed by federal agencies and provided such obligations are backed by the full faith and credit of the U.S., including U.S. Export Import Bank, Farmers Home Administration, Federal Financing Bank, Federal Housing Administration

Debentures, General Services Administration, Government National Mortgage Association (guaranteed mortgage-backed bonds and guaranteed pass-through obligations), U.S. Maritime Administration (guaranteed Title XI financing), and U.S. Department of Housing and Urban Development.

3. Bonds, debentures, notes, or other evidence of indebtedness issued or guaranteed by U.S. government instrumentalities, which are federally sponsored, including Federal Home Loan Bank System, Federal Home Loan Mortgage Corporation, Federal National Mortgage Association, Student Loan Marketing Association, and Resolution Funding Corporation.
4. Direct security repurchase agreements of any federal bank entry only securities enumerated in paragraphs (1) through (3) above. "Direct security repurchase agreement" means an agreement under which the political subdivision buys, holds for a specified time, and then sells back those securities and obligations enumerated in paragraphs (1) through (3).
5. Time certificates of deposit of state banks organized under the laws of Louisiana, or national banks having their principal offices in the state of Louisiana, savings accounts or shares of savings and loan associations and savings banks, or share accounts and share certificates accounts of federally or state chartered credit unions issuing time certificate of deposit, provided that the rate of interest paid for time certificates of deposit shall be not less than fifty basis points below the prevailing market interest rate on direct obligations of the U.S. Treasury with a similar length of maturity. Funds invested in accordance with this paragraph shall not exceed at any time the amount insured by the Federal Deposit Insurance Corporation in any one bank, or in any one savings and loan association, or by the National Credit Union Administration in any one credit union, unless the uninsured portion is collateralized by the pledge of securities in the manner provided in R.S. 39:1221.
6. Mutual or trust fund institutions which are registered with the Securities and Exchange Commission under the Securities Act of 1933 and the Investment Act

of 1940, and which have underlying investments consisting solely of and limited to securities of the U.S. government or its agencies. Investment of funds in mutual or trust fund institutions shall be limited to 25% of the monies considered available for investment as provided by R.S. 33:2955(A) (2). The Attorney General has determined that only mutual funds created as a Massachusetts business trust are acceptable investments (Op. Atty. Gen. 88-546 (A)).

7. Bonds, debentures, notes, or other evidence of indebtedness issued by the State of Louisiana or any of its political subdivisions with the exception of those of the City of Bossier City. The indebtedness shall have a long-term rating of Baa3 or higher by Moody's Investor Service, a long-term rating of BBB- or higher by the Standard and Poor Corporation or a long-term rating of BBB- or higher by Fitch, Inc., or a short-term rating of M1G1 or VM1G1 by Moody's Investors Service, a short-term rating of A-1 or A-1+ by Standard & Poor's, or a short-term rating of F1 or F1+ by Fitch, Inc, and have a final maturity of no more than three years, except that such three year limitation shall no apply to (a) funds held by a trustee, escrow agent, paying agent, or other third party custodian in connection with a bond issue or (b) investment of funds held by either a hospital service district, a governmental 501(c)(3), or a public trust authority.
8. Bonds, debentures, notes, or other indebtedness issued by a state of the United States of America other than Louisiana or any such state's political subdivisions provided that all of the following conditions are met: (i) The indebtedness has a minimum rating of A3 or Higher by Moody's Investors Service or a rating of A- or higher by the Standard and Poor Corporation or a rating of A- or higher by Fitch, Inc., or a short-term rating of M1G1 or VM1G1 by Moody's Investor Service, a short-term rating of A-1 or A-1+ by Standard & Poor's, or a short-term rating of F1 or F1+ by Fitch, Inc. (ii) The indebtedness has a final maturity of no more than three years, except that such three-year limitation shall not apply to funds held by a trustee, escrow agent, paying agent, or other third-party custodian in connection with a bond issue nor to investment of funds held by either a hospital service district, a governmental 501(c)(3) organization, or a public trust authority, (iii) Prior to purchase of any such indebtedness and at all times during which such indebtedness is owned, the purchasing Louisiana political subdivision retains the services of an investment advisor registered with the United States Security and Exchange Commission.

The City of Bossier City shall also include in the footnotes to the Consolidated Annual Financial Report the disclosures required by Governmental Accounting Standards Board Statements 3 and 40. These footnotes shall address the common deposit and investments risks related to credit risk, concentration of credit risk, interest rate risk and foreign currency risk.

BE IT RESOLVED that the Investment Policy referenced herein is hereby adopted.

The above and foregoing resolution read in full at open and legal session convened, was on motion of Mr. David Montgomery, Jr., seconded by Mr. Timothy Larkin, and adopted on the 5th, day of November, 2019, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby, Mr. Williams, Mr. Free and Mr. Harvey
NAYS: none

ABSENT: none

ABSTAIN: none

Scott Irwin, President

Phyllis McGraw, City Clerk

RESOLUTION NO. 82 OF 2019

**A RESOLUTION ADOPTING QUESTIONNAIRE FROM
LEGISLATIVE AUDITOR AND CITY'S ANSWER
THERE TO.**

IT IS RESOLVED, that the Louisiana Compliance Questionnaire from the Legislative Auditor covering period, 1-1-2019 thru 12-31-2019, and City's answer thereto all of which are on file with City Clerk, are hereby adopted. A copy of this questionnaire and answers will be furnished to the City's certified public accountants, Heard, McElroy & Vestal.

The above and foregoing Resolution, was read in full at open and legal session convened, as on motion of Mr. David Montgomery, Jr. and seconded by Mr. Jeffery Darby and adopted on the 5th, day of November, 2019, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby, Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

Scott Irwin, President

Phyllis McGraw, City Clerk

By: Mr. Free

Motion to approve Parade Permit Fee Waiver for Battle it Out for Bubba, Saturday, November 9, 2019.

Seconded by Mr. Harvey

No comment

Vote in favor of motion is unanimous

By: Mr. Harvey

Motion to approve Report of Change Order 1st and Final for South Hardwick Drive Reconstruction a decrease of \$3,218.70. Total cost of contract with decrease \$178,778.30.

Seconded by Mr. Free

No comment

Vote in favor of motion is unanimous

The following Resolution offered and adopted:

RESOLUTION 83 Of 2019

A RESOLUTION AUTHORIZING THE HIRING OF A METER READER FOR THE CUSTOMER SERVICE DEPARTMENT

WHEREAS, Ordinance No. 21 of 2018 implemented a requirement assuring that the City department budgets not be exceeded by any hiring of any personnel;
and

WHEREAS, the position of a METER READER is vacant due to termination;
and

WHEREAS, the administration and the department assures that all current budgets have been verified and that no authorized salary has been exceeded; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to proceed with hiring procedures for the fulfillment of this position.

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of Mr. Jeffery Darby, and seconded by Mr. David Montgomery, Jr., and adopted on the 5th, day of November, 2019, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Larkin, Mr. Irwin, Mr. Darby, Mr. Williams, Mr. Free and Mr. Harvey

NAYS: none

ABSENT: none

ABSTAIN: none

Scott Irwin, President

Phyllis McGraw, City Clerk

Council congratulated City Clerk Ms. McGraw on her recent appointment to Region Director for the International Institute Municipal Clerks Association and wished her a happy birthday.

There being no further business to come before this Council, meeting adjourned at 3:54 PM by Mr. Irwin

Respectfully submitted:

Phyllis McGraw

City Clerk

Publish: November 13, 2019

Bossier Press Tribune