



# MINUTES

## Metropolitan Planning Commission Meeting

2:00 PM - Monday, January 10, 2022

City Council Chambers, Bossier City Hall  
620 Benton Road, Bossier City, Louisiana

### MEMBERS PRESENT:

H B Brual  
James Fine  
Dave Hadden  
Mark Montgomery  
Donnie McDaniel  
Art Schuldt

### OTHERS PRESENT:

Carlotta Askew-Brown  
Daniel Besinaiz  
Jayme Gilmour  
Chris Graham  
Micha Duffy  
James Miller  
Josh Morvant  
Ryan Estess  
Jackie Patterson

Ben Rauschenbach  
Clinton Patrick  
Eric Hudson  
Neil Erwin  
Javier Ochoa  
Tammy Johnson  
Jeff Raley  
Matt Redman

### MEMBERS ABSENT:

#### A. CALL TO ORDER

Art Schuldt, Chairman, called the meeting to order at 2:00:00 PM. Dave Hadden gave the invocation. H B Brual led the pledge of allegiance.

#### B. ROLL CALL

Jayme Gilmour called roll and stated a quorum was present.

#### C. APPROVE AGENDA

Hadden made a motion to approve the agenda. Fine seconded the motion. Motion carried unanimously.

#### D. PUBLIC HEARING/ACTION

- 2. C-84-21** – The application of Ruben Chavez, Pedros Bossier City, LLC, for a Conditional Use Approval the sale of high and low content alcohol for on premise consumption at a restaurant, Pedros Bossier City, a taco and tequila bar, located at 2400 Airline Drive, Bossier City, Louisiana. (City Council District 5) (Police Jury District 7)

The applicant was not present.

Hadden made a motion to move C-84-21 to the end of the public hearings. Beaty seconded the motion. Motion carried unanimously.

- 3. C-85-21** – The application of Chris Graham, requesting Temporary Use Approval for the Bossier City Farmers Market and Night Market to be located at 2950 East Texas Street and the Makers Fair to be located at 540 Boardwalk Blvd. Bossier City, Louisiana. (City Council District 2) (Police Jury District 9)

Chris Graham was present.

Graham: We are here to do the Bossier City Farmers Market again. We are proposing to do the Bossier City Farmers Market as usual in the parking lot of Pierre Bossier Mall every Saturday, April through November. We will do a makers fair twice this year at the Boardwalk in the same location with the same layout. We will do a night market. Previously we were doing three per year in the parking lot, the same spot that we do the farmers market except it is at night. This year we'd like to add a fourth and that would be in May. But again, it would be the same routine.

Schuldt: You have always done a good job and you have always done everything you've said you would do. This is a public hearing so if there is anybody who would like to come forward and speak for or against, please do so now. If not, I will entertain a motion.

Beaty made a motion to approve C-85-21. Montgomery seconded the motion. Motion carried unanimously.

4. **C-83-21** – The application of GGAP, LLC, for a Planned Unit Development, Smile Acres, 2.72 acres, more or less, located in Section 4, Township 18 North, Range 13 West, Bossier City, Louisiana. (located at the northwest corner of Brown Boulevard and Airline Drive) (City Council District 5) (Police Jury District 3)

Micha Duffey was present.

Duffy: I am here on behalf of the applicant to try and answer any questions you may have about our subdivision.

Schuldt: To be in compliance with our architectural standards, is there an option of the color being some off shade of white that would be more of an earth tone or is proposed to be just pure white?

Duffy: This would be a question to ask the architect or the owner and I can certainly pass that along. I don't know how firm they are on what you are seeing.

Schuldt: Everything else looks good in terms of the relief and massing.

Duffey: In the application, does it specifically say white or are you just looking at the pictures and seeing white?

Askew-Brown: Yes. The renderings are stark white.

Schuldt: Our preference would be for it to be an off white in a warm color rather than a pure white. Other than that, are there any questions from the board? This is a public hearing. If there is anybody that would like to come forward to speak to this application...

James Miller was present.

Miller: I was here last month. I have the exact same question. Last month, I was told this was going to be a dental office and then something that was identified as a general retail. Since I live directly beside the property, and I am half owner of a house across Airline Drive from Smile Acres, I just wonder what the general retail is going to be.

Duffy: I don't know of anybody who has shown an interest in the retail specifically. I'm not sure who they are marketing it to. I can find that out and give you a call.

Schuldt: Carlotta, since this is a PUD, would approval for that third building come to us?

Askew-Brown: It would not. The zoning is B-3. Anything that is allowed in a B-3 would be allowed in the buildings.

Schuldt: Right now, we don't know what the use would be. We would certainly take a close look at it if there is anything that required a liquor license, or would affect the amount of parking spaces that were originally planned or more traffic. That would come back to us. Hopefully it would just be another office space.

Miller: I'm curious because I live so very close and so many of my neighbors are asking. Many of them are elderly and some are not in good health. I guess I am the person that has been assigned to get answers if I can.

Schuldt: Is there anybody else that would like to speak to this application? If not, I will entertain a motion.

Beaty made a motion to approve C-83-21. Hadden seconded the motion. Motion carried unanimously.

5. **P-60-21** – The application of Sean Diel, Airline Lagniappe, LLC, for an architectural review located at 5430 Airline Drive, 5420 Airline Drive, 5440 Airline Drive, and 5450 Airline Drive, Bossier City, Louisiana. (Police Jury District 5)

Josh Morvant was present.

Morvant: I am here on behalf of Sean Diel and his partners. I am the builder for this project. I was here last month. I am here to answer any questions you might have.

Hadden: What changes have been made since last month?

Morvant: We have added the wood accent that we discussed and a color to the sides of the buildings along with the color renderings that Carlotta already had. It is an off white color. The name of the color is ballet.

Askew-Brown: Can you spell that color for me?

Morvant: Ballet... It is a Benjamin Moore paint.

Schuldt: That rear elevation.... let's talk about that first. Is that all in one single plane in elevation?

Morvant: (Inaudible response)

Schuldt: Where would the separation of color take place?

Morvant: The owner's intent was to keep the color ballet white above and below. The purpose of the wooded beam is to break the top up from the bottom and not a continuous brick wall all the way through it. It acts as a lineal.

Schuldt: Is the beam flush with the wall?

Morvant: We can do a number of different things with the beam.

Schuldt: The more relief we could get.... I'd prefer it to be protruding a little.

Morvant: That is easily done. We can protrude it, cap it and then go along with the bricks on top of that so it is weather tight.

Hadden: Carlotta, would that help meet the intent with the code.

Askew-Brown: Yes. It would help.

Morvant: You want it to protrude out? Instead of cutting it 5 1/2 inches, we can get it cut 8 inches and let it stick out. I can cap it with a piece of metal and then continue up with the bricks. That is an easy thing to fix.

Brual: I think that gets us closer to the intent of the code. It makes it more aesthetically pleasing.

Morvant: If that is what this board recommends, that is what we will do. I do not have to bring that to the owners, I can make that call myself. They have given me that authority.

Schuldt: We've talked about color. We've talked about massing and base cap.

Askew-Brown: The cap and base is supposed to have a determination of top, middle and bottom. It is just a way to help prevent long, blank expanses of walls. If he does what we've talked about, it help meet the intent of that.

Morvant: I would also ask to allow us to continue the porch all the way across.

Schuldt: What is the material of that awning?

Morvant: That is all rough cut pine. It is stained and clear coated. It has a metal top for a roof.

Schuldt: Any other questions from the board? This is a public hearing. Is there anybody from the public with any questions or concerns? If not, I will entertain a motion.

Brual made a motion to approve P-60-21 with the following conditions: The exterior paint color be "off-white". Add a 12 inch inset beam on rear elevation to protrude 8 inches to break up the massing. Add a metal cap at the top of the roof line. The sections of the front porch shown on the drawings be connected as one continual porch. Fine seconded the motion. Motion carried unanimously.

6. **C-53-21** - The application of Peter Hays, Cross Keys Bank, for a Zoning Amendment to change the zoning classification from R-A (Residential Agriculture) to B-2 (Limited Business) on a certain tract of land being 1.079 acres more or less, being a portion of Lot 3, Miciotto Park Unit No.2, Bossier City, Louisiana. (City Council District 5) (Police Jury District 5)

Schuldt: Would anyone be opposed to discussing the two cases together. We will have the votes separately but I think a lot of the discussion will cross back and forth between the zoning and the plat.

Askew-Brown: If you are not opposed, just have the second case read aloud.

Jayme Gilmour read aloud Item 7, C-46-21.

Ryan Estess was present.

Estess: I am here on behalf of the developers, Peter Hays with Cross Keys Bank and the Miciottos, to answer any questions you have. I think on Unit 2, it might be easier to discuss the plat. It's a two lot plat. One lot is specifically set out for the Cross Keys Bank. The second lot would be further subdivided into Unit 4, Unit 5 and Unit 6. They are planning on a PUD for this development so each subsequent property being sold here would have to come back before you.

Schuldt: Let's take a look at the plat in the second application. It is the ninth drawing in the file. The plat actually would change with the PUD concept. That cross access agreement there that we showed was when we were planning a straight street through from Swan Lake Road to Innovation Drive. Now that is more in the line of what you will see in the site plan for the development.

Hadden: So this is not going to be what you are proposing?

Estess: It would have to change because if you look at the site plan that was in your packet.... We were tabled based off of traffic study and with the site plan in your packet, it was originally... the city engineer had some hesitation for the cut through. We are trying to eliminate that via a development...

Hadden: Does the site plan now show the road now going in between the lots?

Estess: If you look at your package, since this is going to be a PUD they are going to go with a cross access parking, cross access agreement. This has the same private shared drive but now to help alleviate any cut through traffic from Innovation Drive to Swan Lake Road we will have multiple stop signs, multiple speed limit signs and speed bumps. When I was here last we discussed a development over off of Youree Drive, Shoppes at Bellemead. This has that same type of feel. It will be heavily landscaped, heavily green, very slow traffic. This was done to deter people from making a cut through. Originally, that went all the way through. We don't want it to be a cut through but we do want inner-connected parking and inner-connectivity like the Shoppes at Bellmead.... a higher end, lots of landscaping, slower speed, raised speed bumps. They are going for a higher end development. The plat was tabled at the same time. If you look at the plat, there needs to be cross access agreement. That was what was shown but it needs to reflect some sort of PUD atmosphere or some sort of PUD plan with all of these different buildings. We have an overall site plan that includes a couple of buildings to the south. We want those to be inner-connected also.

Hadden: Are you saying a couple of buildings below where the bank is going to be located?

Estess: Yes. They are planning a hotel site and another restaurant. They just want connectivity between the developments.

Schuldt: Have you been following any of the current email chains, recommendations from the City?

Estess: I received those emails late last week. I have been in discussions with the traffic engineer who prepared the traffic study. As you know his traffic study recommended no improvements were needed. We have already been granted access to the highway from the Parish. All we are asking for is to let us work those things out internally with the City. Any approval that you may make be subject to their approval of access onto Swan Lake Road.

Schuldt: We are understanding the recommendations as they stand now with the Parish and the City, when talking about Swan Lake Road access, would require right turn in, right turn out only access to Swan Lake Road with a concrete median in the center of Swan Lake Road to prevent any north bound or south bound left turn into the property. The second recommendation was to move this northern access to Innovation Drive further south to be more in line with the BIPSTIL driveway.

Estess: These would be the discussions that we would have directly with the City.

Schuldt: At this point, do you concur?

Estess: No sir. The owners are not in concurrence with that email. They would like to work directly with the City Engineer and directly with those entities to ensure that a mutual agreement can be made. All of this can be contingent upon those discussions.

Schuldt: I don't think we have any issue with the rezoning.

Estess: I am ok with delaying plat approval.

Schuldt: We don't have an approved plat that both parties appear to agree on.

Estess: That's fine. What I would like do, because it still has to go to the city council for their approval, is see if we can work that internally with City Engineer's and your approval be, of course, predicated upon the City Engineers Office okaying access to Swan Lake Road.

Schuldt: Ben, would you mind coming forward? Clinton and Eric, you may need to come forward too. The traffic impact study that we just received, that study basically addressed the current traffic counts, that data that was provided by the City and not any anticipated growth we will be seeing on Innovation Drive?

Ben Rauschenbach, Clinton Patrick and Eric Hudson were present.

Patrick: I believe the traffic counts were direct traffic counts that the city collected about six weeks ago. The traffic study did include increased traffic for this particular development but not for any other development along Innovation Drive.

Hadden: How long of a period was it?

Patrick: It was completed about six weeks ago for a period of seven days for data collection.

Hadden: When school was in session?

Estess: Yes. We had to wait until that. We waited until school was in session so we could make sure we got those counts accurately. It does not reflect any future Oschner, or any future single family residential because we can't predict when they are coming and what they are doing. We only can predict what we are trying to get done. It does account for that.

Hudson: Did it account for any impact it would have on a traffic signal at Innovation if we put that drive in?

Estess: If you look at the traffic study, the traffic signal is, it is a level of service "F" right now. We understand that the City Engineer's Office and the City of

Bossier is analyzing the traffic signal for moving forward with the traffic signal at that location.

Hudson: I think the concern was with DOTD and the Parish would be that if that full driveway had full access in and out that it would affect the left turn queue of the traffic signal that is proposed. The right in right out access was something we felt would be....

Beaty: Did the traffic study say that?

Hudson: The traffic study didn't address any impacts that it would have on a traffic signal. Knowing that it is coming, I think it should and it did not.

Rauschenbach: Currently, Ryan, I don't know if you are aware of this but Swan Lake is not a city road.

Estess: I am aware. I knew the Parish had granted access. They were turning over to the city whenever DOTD's project shut out there and then it will be a city road.

Rauschenbach: Some of our comments, again, are so you are aware when you are visiting with your traffic engineer. We got a study already back regarding the signal at Innovation that indicates it is warranted now. Some of our concerns, speaking on behalf of the City Engineer's Office, was that you have a two phased approach. The intent with the Innovation Drive signal was let's build Innovation Drive and see what happens. Innovation Drive is built and we need a signal now, not down the road, not later. There is concern on our part, to do a two phased approach, you are going to be at phase two quickly. It would be throwing good money after bad ultimately. That is more of a parish decision but we wanted you to be privy to those thoughts.

Estess: Are you saying.... maybe I am not following you. Are you saying the two phased approach verses a single phase approach?

Rauschenbach: If I am understanding the traffic study that you provided to the MPC it includes or it says the driveway can be in/out, normal driveway on Phase One but as things developed, a controlled right in, right out driveway would be needed, correct?

Estess: No. It would be a left in, right out drive. The only reason it would be a left in off of Swan Lake Road and a right in, right out. So no left out across the three lanes of traffic. So no left bound out turns. The Cross Keys Bank is isolated at this time. They are only going to build up to a point. All of the remainder of the development is not happening so it would be a full access driveway for the bank exclusively. When any future development comes along, I will have to make improvements to the driveway limiting left out going north bound toward Modica Lott Road. They still have the ability to limit that in the future. The owners feel that they were granted full access driveway. We have permits to show that. They are willing to look at a right in, right out, left in.

Brual: Is it fair to say that the initial phase for this bank, you don't have any access from Innovation Drive? You only have a single access from Swan Lake?

Estess: The right in, right out would require people that are north bound to make a U-turn or they would have to go up to Innovation Drive, make the U-turn back through and then come back south bound on Swan Lake Road and then into the site. If it is right in, right out, the owners are going to have issues.

Hadden: The queuing lane there is already full at certain times of the day. It is only going to get worse.

Estess: Hopefully the traffic signal would help alleviate that.

Schuldt: Only for maybe the bank. I'm having a hard time approving a plat just for the bank knowing that we are going to come back and completely change the required ingress and egress from what we may or may not approve today next month or the month after. It almost seems like in order to approve the plat for the bank we need to approve the plat for the entire development.

Estess: What about just holding up the plat? I'm perfectly ok holding up the plat and getting the re-zoning.

Schuldt: No access what-so-ever. We are talking about just the B-2 zoning.

Estess: Just the B-2 zoning. That will at least allow us conversations and not delay us another month. At least it will allow us to go to the City Council. As you know, the City Council doesn't review plats. That helps us out on the time line. If we could move forward and get the City Council approval process started, then delay the plat a month that will at least let us keep moving forward.

Hadden: We are addressing C-53-21 but not C-46-21? Do we have the authority to do that or would he need to pull it?

Schuldt: Would you be in agreement with us to postpone the plat?

Estess: Sure. That is fine. We can delay the plat. Nothing is getting done. We can work through issues internally with the city and the parish on the access.

Schuldt: Do you guys have any comments? Does that sound like a plan?

Hudson: The parish is fine with that. We will try to work through something. I do need to research this notion that there was full access granted. I think we agreed to restore a driveway that they already had there.

Schuldt: A driveway for an R-A property.

Hudson: Just like any development that we ever have, we would require a traffic study and re-evaluate it all at that time. Full access driveway for 10 acre development one with a hotel is a completely different ask.

Brual: Are you recommending that we hold off on the re-zoning until we understand the....

Hudson: That is up to you. If you want to hold off. I'm ok with zoning. We are not opposed to the rezoning. We are just opposed to the current configuration of the plat and the site.

Estess: The plat has to change anyway. The plat has to come back and change because of that cross access agreement. I am completely fine to table it and coming back to you after we reach an agreement.

Schuldt: Getting the zoning resolved now is really not an issue. We can probably go ahead and do that.

Brual: If we re-zone this to B-2 and we don't have an agreement the right-of-way, what then? Are they stuck with a B-2 property with no access?

Askew-Brown: I would suggest that you delay both. The plat would have to be delayed with permission from the applicant. They need to go together. You can't have a piece of zoned property with no access.

Estess: It has access.

Askew-Brown: The access is not agreed upon for a fully developed B-2 tract.

Schuldt: We know that property is going to go B-2 or B-3. I don't see the down side if it helps the applicant move things forward.

Brual: What prevents the applicant from talking to the city engineers as it was a B-2? Is that a requirement for you to have discussion with engineering?

Schuldt: I don't think the zoning affects the plat configuration.

Brual: And I don't believe the zoning has an impact on the discussion, either. So why wouldn't we just table it until we have the full information?

Fine: Don't they have to have the zoning approval to go to the City Council?

Estess: We have to have zoning approval through you to go to the City Council. The City Council has to act on this ordinance.

Schuldt: They would be acting on the zoning only.

Estess: The plat approval goes straight to you.

Fine: Basically, if we approve the zoning change without approving the plat change, we haven't stopped you from moving forward with what you need to do to get an accurate plat, is that correct? With that in mind, you would then have the zoning done. You could come back next month with a plat for this particular part of it for us to approve the plat.

Brual: What is the down side if we don't approve your zoning today?

Schuldt: Are we putting the cart before the horse by getting a B-2 zoning before the plat?

Neil Erwin was present.

Erwin: I can see where there would be an interest in having this move forward. Where I see a problem, as being the conflict, being kicked to the City Council which then has to resolve the same issues you are discussing today. It's a Police Jury road but they are asking for re-zoning where there is an issue as to exactly what access may or may not have been approved by the Police Jury that was with appreciation to Eric stated to be a different situation now. So while I think you understand it, I am concerned that the City Council is going to be placed in a position of not understanding it because of the mixed jurisdiction of that road being Police Jury now but City later. Carlotta's point is a good one. Why would you rezone property now without knowing what the access is? You would be left with a commercially zoned piece of property that has no access. I don't think you have ever done that before.

Beaty: Is there no access or is it just not the ideal access?

Erwin: It is not access according to Eric and what he just said.

Beaty: If it was B-2, they could have right in, right out. Is that correct?

Erwin: That hasn't been approved yet.

Schuldt: I think there is disagreement with the parish and the applicant over that driveway.

Erwin: Without saying that I want to put more responsibility on you, I think you are the best ones right now with your expertise to resolve this access issue before it moves forward to anybody else.

Schuldt: Ryan, to delay both we would need your concurrence. Do you see our position?

Estess: We are all in agreement that B-2 is a suitable zoning for this pending the access. I'm not going to have you make a motion to deny because of the access. At this time, the best thing we can do, if that's where this is going, then I will yield and table them. That is the only thing I can do.

Schuldt: Thank you Ryan. So I would need a motion for both C-53-21 and C-46-21 but before I get there, I would like to ask if there is anybody in the audience that would like to opine on this application. If not I will entertain a motion.

Hadden made a motion to table C-53-21 with applicant's consent. Fine seconded the motion. Motion carried unanimously.

7. **C-46-21** - The application of Ryan Estess, Raley & Associates, for an Amended Plat, Innovation Park, Unit 2, 9.943 acres more or less, being a resubdivision of Lot 3 of Miciotto Park Unit 2, Bossier City, Louisiana. (City Council District 5) (Police Jury District 7)

Hadden made a motion to delay C-46-21 with the applicant's consent. Montgomery seconded the motion. Motion carried unanimously.

8. **Repeat Item #2**

**C-84-21** – The application of Ruben Chavez, Pedros Bossier City, LLC, for a Conditional Use Approval the sale of high and low content alcohol for on premise consumption at a restaurant, Pedros Bossier City, a taco and tequila bar, located at 2400 Airline Drive, Bossier City, Louisiana. (City Council District 5) (Police Jury District 7)

Javier Ochoa was present.

Schuldt: We have been watching the progress on that building for quite a while. We are anxious to see it open. You are requesting alcohol?

Ochoa: Yes sir.

Schuldt: Any questions? This is a public hearing if there is anybody that would like to concur or object to the alcohol please come forward. If not, I will entertain a motion.

## E. MISCELLANEOUS

## F. PRELIMINARY HEARINGS

9. **P-63-21** – The application of Tammy Johnson, for a Zoning Amendment to change the zoning classification from R-A (Residential Agriculture) to R-LD (Residential Low Density) for a certain tract of land being 1.921 acres, more or less, located in Section 9, Township 18 North, Range 12 West, Bossier Parish, Louisiana. (Police Jury District 2)

Tammy Johnson was present.

Johnson: I am wanting to move back to my family property. In order to do that, I need to have it rezoned. In the future I'll be dividing it and giving it to my children.

Schuldt: Any questions from the board? Can I get a motion to move it forward?

Hadden made a motion to approve P-63-21 for public hearing. Fine seconded the motion. Motion carried unanimously.

10. **P-50-21**- The application of Jeff Raley, Raley & Associates, for a Zoning Amendment to change the zoning classification from R-A (Residential Agriculture) to B-3 (General Business) on a certain tract of land being 15.47 acres, more or less, located in Section 5, Township 16 North, Range 12 West, Bossier Parish, Louisiana. (Police Jury District 12)

Jeff Raley was present.

Raley: I'm representing Boswell Development. He has a large tract of land that actually fronts the river but along his Highway 71 frontage, he'd like to zone all of that commercial so he can start marketing it. There's a lot of interest down in South Bossier as you know and Caplis Sligo is just south of here as well as the Red River South Marina. We are asking for rezoning. I've been in touch with DOTD. My developer knows that they are going to require a south bound right turn lane and a north bound left turn lane if we do this development. We are prepared to do that at a future time. I've shown a couple of site plans with fast food type restaurants, a bank on the corner, just some regular retail, commercial type businesses.

Schuldt: Jeff are they abutting any residential or R-A properties right now?

Raley: There's a Catholic church on the south end and to the north is the Scopena Plantation properties back in there. We show where the proposed parkway is going south through this tract. It's cutting this tract in half.

Schuldt: Mr. Boswell would have to deed property for Arthur Ray Teague?

Raley: Yes.

Schuldt: I do have one comment. B-3 is steep without knowing what you will have. In the past, we've been more agreeable to a lesser zoning until things are developed more.

Raley: That might not be a problem. We just wanted to get it commercially zoned so we can market it.

Schuldt: I think once the parkway is out there and the access out to 71, I think things should start moving along pretty good. What would you recommend, B-1 or B-2? I think it is safe to stick with B-2.

Askew-Brown: Does the parish have any additional comments.

Matt Redman was present.

Redman: I am with Bossier Parish. You mentioned that LA DOTD review. Keep in mind your sewer and what you are going to do for sewer. It is hard to tell from the site plan that was provided to us. At this time it looks like there will be no connection to the parkway.

Raley: This road is an existing access road that he has to the other side. We will probably have to work out with you some access across there.

Redman: Just keep in mind the elevation is going to be quite a bit higher for the proposed parkway.

Jackie Patterson was present.

Patterson: I am the owner's daughter and also an employee. Do we not have access?

Redman: At this time, there is no connection approved for...

Raley: I don't think the parish has allowed access.

Patterson: I guess what I am asking is that is it out of the question?

Redman: I am not saying it is not out of the question but at this time....

Schuldt: It would be difficult given the parkway is designed to be restricted access to commercial development. I think there has only been one other access granted.

Raley: The problem is it is cutting his property in half so he has to have access to get over to the river side.

Redman: Those details will need to be worked out as you move forward into design.

Schuldt: Any other questions? Can I have a motion?

Fine made a motion to approve P-50-21 for public hearing for a B-2 zoning. Beatyseconded the motion. Motion carried unanimously.

## **G. APPROVE MINUTES**

Montgomery made a motion to approve the minutes from December 13, 2021. Beaty seconded the motion. Motion carried unanimously.

## **H. OLD/NEW BUSINESS**

- 12.** Consider the joint position and salary for a Geographical Information Service (GIS) Coordinator.

Carlotta Askew-Brown was present to address the Commission.

Askew-Brown: Our department has been searching for a GIS coordinator for a little over a year. It turns out there was a position that came open in the Engineering Department for the city. The Engineering department and I got together and decided to partner on this position and get someone really good that can take us into the future. This position would be jointly used by the City Engineering Department and would also be used for the City and Parish Jurisdiction for the Bossier MPC Jurisdiction. This would be permits, as-builts and any field work. We have found a candidate that we think would be really good. We are having to migrate off our existing GIS system to a new version of it and integrate it with a new Tyler Technology System that we going with City-wide. In order to accommodate this we think we are going to have to make the package nice for them to come to Bossier. In essence, we are looking to supplement their pay for the Engineering Department by \$22,000.00 on our side. In addition to that, it would also account for the retirement, which is an additional 15 percent. We are looking at \$26,000.00 that would come from the MPC side. That is just for this year. After this year, we will incorporate this into our salaries where we don't have to pull from our reserve account. We do have the funds available in the reserve account for this position. I wanted to bring it before you. This is just the first step before we can even make an offer.

Schuldt: Do you need a vote from us? Any questions? If not, I will entertain a motion.

Brual made a motion to approve the joint position for GIS Coordinator. Montgomery seconded the motion. Motion carried unanimously.

**I. PUBLIC COMMENTS - NON AGENDA ITEMS**

**J. ADJOURN**

Art Schuldt adjourned the meeting at 2:59 p.m.



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Art Schuldt, Chairman