

MINUTES

Metropolitan Planning Commission

Special Call Meeting

Monday, October 11, 2021

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

MEMBERS PRESENT:

Travis Beaty
H B Brual
James Fine
Dave Hadden
Donnie McDaniel
Art Schuldt

OTHERS PRESENT:

Carlotta Askew-Brown
Daniel Besinaiz
Jayme Gilmour
Neil Erwin
Gordon Moseley

MEMBERS ABSENT:

Mark Montgomery

A. CALL TO ORDER

Dave Hadden, Chairman, called the meeting to order at 2:28 p.m.

B. ROLL CALL

Jayme Gilmour called roll and stated a quorum was present.

C. PUBLIC HEARING/ACTION

1. Amend the 2022 Bossier City – Parish MPC Budget.

Askew-Brown: We have had a lot of changes happening in the last week. The GIS coordinator for Bossier City has put in his resignation and we have a delay in input zoning classifications since 2017 on the parish side. What I've had to do is make a line item for consultant fees for GIS services in the future. I did not increase the overall total at all. I just reconfigured some numbers.

Schuldt: Is that a shared expense, the GIS consultant fee?

Askew-Brown: Typically it is not. The previous GIS coordinator did it all because they just wanted to see it all. In coordination with the MPC, it was paid out through Engineering but they also did the MPC GIS. When we had new people come in, they chose not to do it because they felt as though they weren't being compensated for it so they did not do any parish GIS work. That has left us with a gap. Legally, that is an issue for us as we have appraisers calling and people calling for zoning classifications and our GIS information is not valid. I need to get that updated as soon as possible. There is a possibility that the Engineering Department may hire a new GIS person and we may be able to supplement their income so that he or she could take care of the MPC Zoning needs.

Schuldt: For the foreseeable future, the city and the parish are going to be two separate GIS systems?

Askew-Brown: Correct.

McDaniel: Who is the city engineer now?

Askew-Brown: Temporarily, it is Ben Rauschenbach with Manshak.

McDaniel: That is being subcontracted out now?

Askew-Brown: Correct. But that may change. No final numbers have increased or decreased. I've just merely moved some numbers around to account for that consultant fee line item.

Hadden: Do we need a motion?

Schuldt made a motion to approve the amended 2022 Bossier City-Parish MPC Budget. McDaniel seconded the motion. Motion carried unanimously.

2. Consider approval of the Bossier City – Parish Metropolitan Planning Commission office expansion funds not to exceed \$50,000 located in the Bossier City Municipal Complex and authorize the Executive Director to execute the documents.

Askew-Brown: We have reached capacity in the MPC Office. It is been that way since this building was constructed. As we grow, our staff grows. I've had to, in the past, use other department offices for our needs and as they have grown they have needed their office space back. We have consulted with Mike McSwain Architects to review our floor plan and to see how we could best use the space that we have for our current needs. He has provided us with a couple of options. Because things are consistently changing in the Engineering and MPC offices, this may change again. We need some funds for them to start working whenever we get a final plan but it is not to exceed \$50,000.00. I am able to pull funds from an employee space that I did not fulfill this year so it doesn't hurt us because I would have spent it anyway. I am asking for permission to use our reserve funds for up to \$50,000 but not to exceed that amount.

Hadden: We are going to pay half?

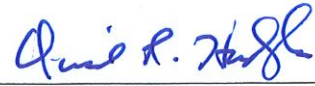
Askew-Brown: Yes and Engineering is going to pay the other half.

Hadden: Can I get a motion?

Schuldt made a motion to approve for the funds for the MPC office expansion not to exceed \$50,000.00. Beaty seconded the motion. Motion carried unanimously.

E. ADJOURN

Meeting adjourned at 2:32 p.m.



Dave Hadden, Chairman