



AGENDA

Regular Council Meeting

3:00 PM - Tuesday, January 20, 2026

City Court Room, Bossier City Hall
620 Benton Road, Bossier City, Louisiana

Page

I. CALL TO ORDER

II. INVOCATION BY COUNCIL MEMBER DEBRA W. ROSS

III. PLEDGE OF ALLEGIANCE BY COUNCIL MEMBER CLIFF SMITH

IV. ROLL CALL

V. ANNOUNCEMENT

VI. CEREMONIAL MATTERS/RECOGNITION OF GUESTS

1. Mr. Keith Carter, Louisiana Rouxgaroux

VII. APPROVE AGENDA

VIII. APPROVE MINUTES

- 6 - 15
1. Approve Minutes of January 6, 2026 Regular Council meeting and dispense with the reading.
[January 6 of 2026 Minutes](#)

IX. BIDS

- 16
1. Witness Opening of Sealed Bids for Bid #P26-03 Unplanned Concrete 2026-Utility Department
[Witness Opening of Sealed Bids for Bid #P26-03 Unplanned Concrete 2026-Utility Department - Pdf](#)

- 17 - 18 2. Witness Opening of Sealed Bids for Bid #P26-07 Demolition of 2110 Benton Road (Old Nichols Lube Building)
[Witness Opening of Sealed Bids for Bid #P26-07 Demolition of 2110 Benton Road \(Old Nichols Lube Building\) - Pdf](#)

X. EMERGENT BUSINESS

- 19 - 21 1. Adopt an Ordinance to declare that an emergency did exist in the City of Bossier City which affected Property, Public Health, and Safety due to the requirement to replaced collapsed gravity sewer main on Voss Dr. at cost of \$297,000 to come from Sewer Capital Contingency Fund.
(First and Final Reading) (Williamson)
[Adopt an Ordinance to declare that an emergency did exist in the City of Bossier City which affected Property, Public Health, and Safety due to the re - Pdf](#)

- 22 - 24 2. Adopt an Ordinance to declare that an emergency did exist in the city of Bossier City which affected Property, Public Health, and Safety due to the requirement to replace influent sewer manhole at central park lift station at cost of \$92,000.00 to come from sewer capital contingency fund.
(First and Final Reading) (Williamson)
[Adopt an Ordinance to declare that an emergency did exist in the city of Bossier City which affected Property, Public Health, and Safety due to the re - Pdf](#)

XI. PUBLIC HEARING/ACTIONS ON UNFINISHED BUSINESS

- 25 - 29 1. Adopt an Ordinance to approve Report of Change Order 2 for the Lateral B-1 Ditch Paving Project, with an increase of \$88,750.00 and an additional 10 days for a total contract price of \$2,225,272.00.
(Final Reading) (Bajnauth)
[Adopt an Ordinance to approve Report of Change Order 2 for the Lateral B-1 Ditch Paving Project, with an increase of \\$88,750.00 and an additional - Pdf](#)

- 30 - 31 2. Adopt an Ordinance to repeal Ordinance 138 of 2015 and declare "The Voting Board" as surplus to the City's needs and provide for disposal according to law.
(Final Reading) (Cliff Smith)
[Adopt an Ordinance to repeal Ordinance 138 of 2015 and declare](#)

- 32 3. Adopt an Ordinance to transfer \$2,200,000 from the Riverboat Gaming Trust Fund to the Risk Management Fund for Workers' Compensation Premiums.
(Final Reading) (Williamson)
[Fund Transfer LWCC - Pdf](#)

- 33 4. Adopt an Ordinance to amend the 2026 City Council Operating and 2026 City Council Capital Fund Budgets.
(Final Reading) (Hammons)
[council budget updated](#)

XII. NEW BUSINESS

- 34 - 38 1. Introduce an Ordinance appropriating \$500,000 for the water capital and contingency fund to plan, design, and construct commercial water filling stations.
(First Reading) (Chandler)
[Introduce an Ordinance appropriating \\$500,000 for the water capital and contingency fund to plan, design, and construct commercial water filling stati - Pdf](#)
- 39 - 44 2. Introduce an Ordinance authorizing Mayor Thomas Chandler to execute the attached Memorandum of Understanding for Crossing Guards between the City of Bossier City and Bossier Parish School Board for the cost-sharing of Crossing Guards utilized throughout Bossier City.
(First Reading) (Chris Smith)
[Introduce an Ordinance authorizing Mayor Thomas Chandler to execute the attached Memorandum of Understanding for Crossing Guards between the City of B - Pdf](#)
- 45 - 46 3. Introduce an Ordinance amending Ordinance 121 of 2025 changing funding source from the 2025 Hotel/Motel fund budget to the 2026 Hotel/Motel fund budget.
(First Reading) (Anderson)
[Introduce an Ordinance amending Ordinance 121 of 2025 changing funding source from the 2025 Hotel/Motel fund budget to the 2026 Hotel/Motel fund budge - Pdf](#)
- 47 - 57 4. Adopt a Resolution to reappoint Angela Williamson to the LCDA Board for a term of 2 years. This term will begin on March 12, 2026 and run until March 11, 2028.
(First and Final Reading) (Chandler)
[Adopt a Resolution to reappoint Angela Williamson to the LCDA Board for a term of 2 years. This term will begin on March 12, 2026 and run until March - Pdf](#)
- 58 - 61 5. Adopt a Resolution nominating for confirmation by the Bossier City Council Shane Cheatham as the City's Chief Administrative Officer.
(First and Final Reading) (Chandler)
[Adopt a Resolution nominating for confirmation by the Bossier City Council Shane Cheatham as the City's Chief Administrative Officer. \(First and Final - Pdf](#)
- 62 - 63 6. Adopt a Resolution for Public Works to fill a full time Animal Control Officer position in the Animal Control division and backfill any vacant

position this creates.

(First and Final Reading) (Rich)

[Adopt a Resolution for Public Works to fill a full time Animal Control Officer position in the Animal Control division and backfill any vacant position - Pdf](#)

- 64 - 66 7. Adopt a Resolution for Parks and Recreation to fill a field supervisor in the parks and recreation division and backfill any vacant position this creates.

(First and Final Reading) (Ward)

[Adopt a Resolution for Parks and Recreation to fill a field supervisor in the parks and recreation division and backfill any vacant position this crea - Pdf](#)

- 67 - 68 8. Adopt a Resolution authorizing the hiring of a Utility Worker for Water Distribution in Public Utilities Dept.

(First and Final Reading) (Thompson)

[Adopt a Resolution authorizing the hiring of a Utility Worker for Water Distribution in Public Utilities Dept. \(First and Final Reading\) \(Thompson\) - Pdf](#)

- 69 - 70 9. Adopt a Resolution authorizing the hiring or promotion of an Application Analyst in the Information Services Department due to separation and backfilling any vacant positions this may create

(First and Final Reading) (Williamson)

[Application Analyst - Information Services - Pdf](#)

XIII. REPORTS

- 71 - 76 1. Angela Williamson, Finance Director - Monthly Financial Report
[December 2025 Financials - Pdf](#)
2. Andy Bajnauth, City Engineer - Monthly Project Report

XIV. ANNOUNCEMENTS

XV. ADJOURN

Livestream provided at <https://bossiercity.org/373/Live-Stream>

Any member of the public or the designated caregiver of any member of the public with an ADA-recognized disability may submit a request to provide written comment on an agenda item remotely via electronic means.

For more information contact: City Clerk Phyllis McGraw, 620 Benton Road, Bossier City, LA 71111, 318-741-8509 or cityclerk@bossiercity.org

**PROCEEDINGS OF THE CITY COUNCIL OF BOSSIER CITY
STATE OF LOUISIANA TAKEN AT A REGULAR MEETING
JANUARY 6, 2026**

The City Council of the City of Bossier City, State of Louisiana, met in Regular session in City Court, 620 Benton Road, Bossier City, Louisiana, January 6, 2026 at 3:00 PM.

Council President, Chris Smith called the meeting to order.

Invocation was given by Council Member Joel Girouard

Pledge of Allegiance led by Council Member Vince Maggio

Roll Call as follows:

Present: Honorable Councilor, President Chris Smith, Honorable Councilors Craton Cochran, Vince Maggio, Brian Hammons, Debra W. Ross, Cliff Smith, and Joel Girouard

Also Present: Mayor, Thomas Chandler, City Attorney, Charles Jacobs, and City Clerk, Phyllis McGraw

Ceremonial Matters/Recognition of Guests

Lisa Johnson, President of Bossier City Chamber of Commerce, went over the 2025 BeBossier campaign and various efforts to increase visitors, including blog posts and social media engagement. She also mentioned relaunching the BeBossier Annual Manual. Mrs. Johnson thanked the Council for funding the BeBossier campaign in 2026.

City Clerk, Phyllis McGraw read the statement about public participation in the meeting and disclosure of conflicts.

By: Mr. Joel Girouard

Motion to approve Agenda

Seconded by Mrs. Debra W. Ross

No comment

Vote in favor of motion is unanimous

By: Mr. Cliff Smith

Motion to approve Minutes of the December 16, 2025, Regular Meeting and dispense with the reading.

Seconded by Mr. Brian Hammons

No comment

Vote in favor of motion is unanimous

Bids

Witness Opening of Sealed Bids for Bid #1563-2025, Demolition of 2441 Hoyer Street

A Williams Enterprises, Inc.: \$17,000

Abatement Services: \$18,700

Eagle Industries, LLC: \$20,740

By: Mr. Brian Hammons
Motion to approve reading of bids
Seconded by: Mr. Vince Maggio
No comment
Vote in favor of motion is unanimous

Witness Opening of Sealed Bids for Bid #1574-2025, Demolition of 4807 Orchid Circle
Abatement Services: \$23,475
Eagle Industries, LLC: \$24,750

By: Mr. Joel Girouard
Motion to approve reading of bids
Seconded by: Mr. Cliff Smith
No comment
Vote in favor of motion is unanimous

Public Hearings/Actions on Unfinished Business

The following Ordinance offered and adopted:

ORDINANCE NO. 1 OF 2026

AN ORDINANCE APPROPRIATING \$21,989.73 FROM THE SEWER CAPITAL AND CONTINGENCY FUND FOR SEAL WATER IMPROVEMENT PROJECT ON VERTICAL TURBINE PUMPS AT BOTH THE INFLUENT AND EFFLUENT PUMPING STATIONS AT THE RED RIVER WASTEWATER TREATMENT PLANT.

WHEREAS, the Red River Wastewater Treatment Plant relies on multiple vertical turbine pumps at both the influent and effluent pumping stations to maintain continuous and reliable facility operations; and

WHEREAS, the existing seal water supply and distribution systems on these pumps require improvements to ensure proper cooling, lubrication, and protection of the pump shaft packing assemblies, thereby preventing seal failure, loss of pumping capacity, and potential plant process disruptions; and

WHEREAS, the Public Utilities Department has determined that the seal water improvements are necessary to extend equipment life, improve operational stability, and reduce unplanned maintenance; and

WHEREAS, the total cost for labor, materials, and installation for the seal water improvement project is \$21,989.73; and

WHEREAS, \$21,989.73 shall be appropriated from the Sewer Capital and Contingency Fund for this purpose;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Bossier City, Louisiana, in regular session convened, that \$21,989.73 is hereby appropriated from the Sewer Capital and Contingency Fund to complete seal water improvement projects for the vertical turbine pumps located at the influent and effluent pumping stations at the Red River Wastewater Treatment Plant.

BE IT FURTHER ORDAINED, that the 2025 Sewer Capital and Contingency Budget is hereby amended to increase expenditures for this project by \$21,989.73 and to reduce Fund Balance by the same amount.

BE IT FURTHER ORDAINED, that the Mayor is authorized to sign any and all documents necessary to execute the intent of this Ordinance.

The above and foregoing Ordinance was discussed and opened for public comment in open and legal session convened, was adopted on a motion by Mr. Brian Hammons and seconded by Mr. Joel Girouard and adopted on the 6th day of January 2026, with the votes listed below. Further this Ordinance will publish on January 14, 2026 and become legal 10 days following publication.

AYES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio

NAYS: None

ABSENT: None

ABSTAIN: None

Chris Smith, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. 2 OF 2026

AN ORDINANCE RECOGNIZING THE BOSSIER CITY MARSHAL VEHICLE LISTED SURPLUS TO THE NEEDS OF THE CITY OF BOSSIER CITY.

WHEREAS, the Bossier City Marshal's Office owns and is in possession of the following listed vehicle:

1. 2012 Chevrolet Tahoe VIN # 1GNLC2E05CR155319

WHEREAS, the 2012 Chevrolet Tahoe VIN # 1GNLC2E05CR155319 is a high mileage vehicle and is no longer fit for use by the Bossier City Marshal Office; and

WHEREAS, the condition and high mileage rate of said vehicle makes it unfit and impractical for sale at auction;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of Bossier City, Louisiana, in regular session convened, that the Bossier City Council declares said vehicle, 2012 Chevrolet Tahoe VIN # 1GNLC2E05CR155319, surplus to the needs of the City and hereby grants the Bossier City Marshal office the authority to donate said vehicle to the Hossten Police Department as authorized by law for public use of said vehicles. City Marshal, Jimmie A. Whitman shall be further authorized to execute any and all documentation necessary to effect said donation.

The above and foregoing Ordinance was discussed and opened for public comment in open and legal session convened, was adopted on a motion by Mrs. Debra W. Ross and seconded by Mr. Vince Maggio and adopted on the 6th day of January 2026, with the votes listed below. Further this Ordinance will publish on January 14, 2026 and become legal 10 days following publication.

AYES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio

NAYS: None

ABSENT: None

ABSTAIN: None

Chris Smith, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. 3 OF 2026

AN ORDINANCE AMENDING ORDINANCE 55 OF 2020 TO TRANSFER THE SURPLUS FUNDING AVAILABLE FOR DESIGN OF CAPITAL OUTLAY REQUEST PROJECT HAMILTON ROAD IMPROVEMENTS

WHEREAS, Hamilton Road is a major corridor and one of the first entry points into Bossier City, serving as a critical gateway from the interstate into the community. The project will enhance the roadway and its surrounding infrastructure to support safety, mobility, and economic development; and

WHEREAS, The City of Bossier City submitted a capital outlay request for improvements that include roadway rehabilitation, pedestrian enhancements, upgraded street lighting, and safety-focused modifications to reduce traffic hazards. As well as aesthetic and functional upgrades at interstate access points, creating a more welcoming and modern entrance into Bossier City; and

WHEREAS, Hamilton Road Improvement Project has a cost estimate of \$6,500,000 from Interstate 20 to state HWY 80; and

WHEREAS, Ordinance 55 of 2020 has surplus funding in the amount of \$425,000.00; and

WHEREAS, the surplus of \$425,000.00 shall be appropriated from the Walter O'Bigby Carriageway Fund for the design efforts and construction documents to begin ahead of capital outlay appropriations for Hamiton Road Improvement Project.

NOW, THEREFORE, BE IT RESOLVED, in regular session convened that the City Council of Bossier City, Louisiana, does hereby authorize the Mayor to appropriate the available surplus funding from the Walter O'Bigby Carriageway fund to be used to begin engineering design and construction documents for Hamilton Rd. Improvements; and authorizes the City to enter into any necessary contracts for completion of the work.

BE IT FURTHER ORDAINED, that the Mayor is authorized to sign any and all documents including but not limited to planning and design services in connection with the furtherance of this Ordinance.

BE IT FURTHER ORDAINED, that the Walter O'Bigby Carriageway fund is hereby amended to transfer surplus funding by \$425,000.00 and decrease Fund Balance by \$425,000.00.

The above and foregoing Ordinance was discussed and opened for public comment in open and legal session convened, was adopted on a motion by Mrs. Debra W. Ross and seconded by Mr. Vince Maggio and adopted on the 6th day of January 2026, with the votes listed below. Further this Ordinance will publish on January 14, 2026 and become legal 10 days following publication.

AYES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio

NAYS: None

ABSENT: None

ABSTAIN: None

Chris Smith, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. 4 OF 2026

AN ORDINANCE AUTHORIZING MAYOR THOMAS H. CHANDLER TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF BOSSIER CITY AND CENTRAL SQUARE TECHNOLOGIES, LLC TO UPGRADE EXISTING BUSINESS LICENSE TAX SOFTWARE

WHEREAS, Central Square Technologies, LLC has provided financial software to the City for a number of years; and

WHEREAS, this upgrade is essential due to the existing software no longer being supported; and

WHEREAS, an executed agreement is required to allow for the software to be upgraded; and

WHEREAS, sufficient funds are budgeted for the upgrade.

NOW, THEREFORE, BE IT ORDAINED, by the Bossier City Council, in regular session convened that Mayor Thomas H. Chandler is hereby authorized to execute the proposed agreement with Central Square Technologies, LLC and said agreement is hereby approved.

The above and foregoing Ordinance was discussed and opened for public comment in open and legal session convened, was adopted on a motion by Mr. Brian Hammons and seconded by Mr. Cliff

Smith and adopted on the 6th day of January 2026, with the votes listed below. Further this Ordinance will publish on January 14, 2026 and become legal 10 days following publication.
AYES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio
NAYS: None
ABSENT: None
ABSTAIN: None

Chris Smith, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. 5 OF 2026

AN ORDINANCE AUTHORIZING MAYOR THOMAS H. CHANDLER TO EXECUTE THE ATTACHED COOPERATIVE ENDEAVOR AGREEMENT BETWEEN THE CITY OF BOSSIER CITY AND THE STATE OF LOUISIANA, DIVISION OF ADMINISTRATION, OFFICE OF FACILITY PLANNING AND CONTROL

WHEREAS, the City of Bossier City received Capital Outlay funding in the amount of \$2,000,000 from the Louisiana State Legislature in the 2025 Regular Legislative Session; and

WHEREAS, The Capital Outlay Act requires that appropriations for Non-State Entities be administered by the Office of Facility Planning and Control under Cooperative Endeavor Agreements.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Bossier City, Louisiana, in regular session convened, hereby authorizes Mayor Thomas H. Chandler the authority to execute the attached Cooperative Endeavor Agreement between the City of Bossier City and the State of Louisiana.

BE IT FURTHER ORDAINED that Mayor Thomas H. Chandler is authorized to sign any and all documents in connection with the furtherance of FP&C Project No. 50-M29-25-01.

The above and foregoing Ordinance was discussed and opened for public comment in open and legal session convened, was adopted on a motion by Mrs. Debra W. Ross and seconded by Mr. Vince Maggio and adopted on the 6th day of January 2026, with the votes listed below. Further this Ordinance will publish on January 14, 2026 and become legal 10 days following publication.

AYES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio
NAYS: None
ABSENT: None
ABSTAIN: None

Chris Smith, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. 6 OF 2026

AN ORDINANCE AUTHORIZING MAYOR THOMAS H. CHANDLER TO EXECUTE THE ATTACHED JOINT AGREEMENT BETWEEN THE CITY OF BOSSIER CITY AND BOSSIER PARISH SCHOOL BOARD FOR THE COLLECTION OF SALES AND USE TAXES.

WHEREAS, on December 7, 1989, the City of Bossier City (“City”) and the Bossier Parish School Board (“BPSB”) entered into an agreement entitled JOINT/AGREEMENT FOR COLLECTION OF SALES AND USE TAXES. The purpose of said agreement included the establishment of the *Bossier City–Parish Sales and Use Division* (“Division”). This newly established department was created to provide for the collection of sales and use tax levied by the City as well as sales taxes levied by BPSB.

The agreement was also adopted to establish the payment terms whereby BPSB would reimburse the City for expenses and costs associated with the collection of sales tax by the City for the benefit of BPSB; and

WHEREAS, the BPSB has levied and has collected within the boundaries of the Parish of Bossier since September 1, 1979 a tax of one and one-half cent (1 ½%) and an additional one quarter cent (0.25%) since 2005 upon the sale at retail, the use, the lease or rental, the consumption and storage for use or consumption of tangible personal property and on sales of services in Bossier Parish; and

WHEREAS, the interest of Bossier Parish, its merchants, citizens and taxpayers are best served by the collection, by a single collector, of all sales and use taxes levied by the taxing authorities in accordance with La. R.S. 47:337.14(A); and

WHEREAS, the BPSB has agreed that the most efficient and practical method of collecting and distributing said taxes is to continue to contract with the City, as the single collector of all local sales and use taxes levied in Bossier Parish, for the collection of the BPSB's sales and use taxes; and

WHEREAS, Representatives of the City and BPSB have worked diligently in recent days to negotiate the draft agreement that provides for a ten (10) year extension of the collection of sales and use tax by the City on behalf of BPSB; and

NOW, THEREFORE, BE IT ORDAINED, by the City Council of Bossier City, in regular session convened, that Mayor Thomas H. Chandler is hereby authorized to execute the attached Joint Agreement marked as Exhibit "A" between the City of Bossier City and the Bossier Parish School Board for the collection of sales and use taxes.

The above and foregoing Ordinance was discussed and opened for public comment in open and legal session convened, was adopted on a motion by Mr. Joel Girouard and seconded by Mr. Vince Maggio and adopted on the 6th day of January 2026, with the votes listed below. Further this Ordinance will publish on January 14, 2026 and become legal 10 days following publication.

AYES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio

NAYS: None

ABSENT: None

ABSTAIN: None

Chris Smith, President

Phyllis McGraw, City Clerk

New Business

By: Mrs. Debra W. Ross

Motion to introduce an Ordinance to approve Report of Change Order 2 for the Lateral B-1 Ditch Paving Project, with an increase of \$88,750.00 and an additional 10 days for a total contract price of \$2,225,272.00.

Seconded by Mr. Vince Maggio

Mr. Hammons, Mr. Girouard, and Andy Bajnauth, City Engineer, discussed the location the change order work would cover.

No further comment

Vote in favor of motion is unanimous

By: Mr. Cliff Smith

Motion to introduce an Ordinance to repeal Ordinance 138 of 2015 and declare "The Voting Board" as surplus to the City's needs and provide for disposal according to law.

Seconded by Mr. Vince Maggio

No comment

Motion carried with the following votes:

AYES: Mr. Chris Smith, Mr. Cochran, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio
NAYS: None
ABSENT: None
ABSTAIN: Mr. Hammons

Agenda item called - Introduce an Ordinance to amend the 2026 City Council Operating and 2026 City Council Capital Fund Budgets.

By: Mr. Brian Hammons

Motion to amend Ordinance to remove \$55,000 from the 2026 General Fund Fund Balance to be added to City Council line item 52510 for Council initiated Audit Services and to remove the \$40,000 vehicle request from the Ordinance.

Seconded by Mr. Cliff Smith

No comment

Vote in favor of motion is unanimous

By: Mr. Joel Girouard

Motion to introduce Ordinance as amended.

Seconded by Mr. Cliff Smith

No comment

Vote in favor of motion is unanimous

Agenda item called - Introduce an Ordinance to transfer \$2,500,000 from the Riverboat Gaming Trust Fund to the Risk Management Fund for Workers' Compensation Premiums.

By: Mr. Joel Girouard

Motion to amend Ordinance by reducing the transfer amount from \$2,500,000 to \$2,200,000 from the Riverboat Gaming Trust Fund to the Risk Management Fund for Workers' Compensation Premiums.

Seconded by Mrs. Debra W. Ross

At Mr. Hammons request, Angela Williamson, Finance Director, explained the reasoning behind the reduction.

No further comment

Vote in favor of motion is unanimous

By: Mr. Joel Girouard

Motion to introduce Ordinance as amended.

Seconded by Mr. Cliff Smith

No comment

Vote in favor of motion is unanimous

Agenda item called - Adopt a Resolution Authorizing the Hiring of a Wastewater Plant Operator for the Red River Plant in Public Utilities Dept. Backfilling any vacancy this may create.

Mr. Girouard and Todd Thompson, with Waggoner Engineering discussed the position.

The following Resolution offered and adopted:

RESOLUTION 1 OF 2026

A RESOLUTION AUTHORIZING THE HIRING OF A WASTEWATER PLANT OPERATOR FOR THE RED RIVER PLANT IN PUBLIC UTILITIES DEPT. BACKFILLING ANY VACANCY THIS MAY CREATE.

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to the hiring or employment of any individual receiving wages, compensation, or remuneration for any labor including temporary or contractual employment.

WHEREAS, the position of Wastewater Plant Operator is vacant due to transferring to another dept.; and

WHEREAS, the administration and the department assure 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 Mrs. Debra W. Ross and seconded by Mr. Vince Maggio, and adopted on the 6th day of January 6th 2026 by the following vote:

AYES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio

NAYS: None

ABSENT: None

ABSTAIN: None

Chris Smith, President

Phyllis McGraw, City Clerk

The following Resolution offered and adopted:

RESOLUTION 2 of 2026

A RESOLUTION AUTHORIZING THE HIRING OF ONE TRAFFIC CONTROL TECHNICIAN IN THE TRAFFIC ENGINEERING DIVISION.

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to the hiring or employment of any individual receiving wages, compensation, or remuneration for any labor including temporary or contractual employment;

WHEREAS, the position of Traffic Control Technician is vacant due to resignation; and

WHEREAS, the administration and the department assure 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 presented and opened for public comment in open and legal session convened, was adopted on a motion by Mr. Joel Girouard and seconded by Mr. Cliff Smith and adopted on the 6th day of January 2026 by the following vote:

AYES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio

NAYS: None

ABSENT: None

ABSTAIN: None

Chris Smith, President

Phyllis McGraw, City Clerk

The following Resolution offered and adopted:

RESOLUTION NO. 3 OF 2026

**A RESOLUTION AUTHORIZING THE HIRING OR PROMOTION OF AN ACCOUNTANT I
IN THE FINANCE DEPARTMENT DUE TO RESIGNATION AND BACKFILLING ANY
VACANT POSITIONS THIS MAY CREATE**

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to the hiring or employment of any individual receiving wages, compensation, or remuneration for any labor including temporary or contractual employment; and

WHEREAS, the Finance Department has an available position due to resignation of an employee; and

WHEREAS, this resignation provides for an opportunity to hire a replacement or promote from within and backfill any vacancies created; and

WHEREAS, this action will have no impact on the existing budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to hire or promote an Accountant I in the Finance Department and backfill any vacancies this may create with no impact to the existing budget.

The above and foregoing Resolution was presented and opened for public comment in open and legal session convened, was adopted on a motion by Mrs. Debra W. Ross and seconded by Mr. Vince Maggio and adopted on the 6th day of January 2026 by the following vote:

AYES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio

NAYS: None

ABSENT: None

ABSTAIN: None

Chris Smith, President

Phyllis McGraw, City Clerk

Announcements

Mayor Tommy Chandler introduced new Fire Chief Blair Bockhaus.

Mr. Chris Smith thanked the Bossier City I.T. Department, Phyllis McGraw and Emily Pitts with the City Clerk's office for all their hard work in preparing and setting up the City Court for Council meetings.

There being no further business to come before this Council, Council President Smith adjourned the meeting at 3:35 PM

Respectfully submitted:

Phyllis McGraw, City Clerk

Publish January 14, 2026



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Purchasing
Prepared by: Denna Beauchemin, Purchasing Agent
Sponsor: Angela Williamson, Finance Director
Submitted: January 14, 2026

NOTED: RECOMMENDED BY:

Thomas Chandler, Mayor

TITLE:

Witness Opening of Sealed Bids for Bid #P26-03 Unplanned Concrete 2026-Utility Department

COST/BUDGET DATA:

Funds approved in 2026 Budget for Water Treatment and Sewer Maintenance for Unplanned Concrete
Estimated total \$300,000

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

Reviewed By:

Denna Beauchemin, Purchasing Agent	Approved - Jan 14 2026
Angela Williamson, Finance Director	Approved - Jan 14 2026
Charles Jacobs, CA	Approved - Jan 15 2026
Thomas Chandler, Mayor	Approved - Jan 15 2026
Emily Pitts, Administrative Assistant	Approved - Jan 15 2026
Phyllis McGraw, City Clerk	Approved - Jan 15 2026



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Purchasing
Prepared by: Denna Beauchemin, Purchasing Agent
Sponsor: Angela Williamson, Finance Director

NOTED: RECOMMENDED BY:


Thomas Chandler, Mayor

TITLE:

Witness Opening of Sealed Bids for Bid #P26-07 Demolition of 2110 Benton Road (Old Nichols Lube Building)

EXPLANATION OF PROPOSAL:

Ord 132 of 2025 deemed the property surplus to the City's needs and allowed for disposal according to law.

COST/BUDGET DATA:

Engineering Cost estimate for demolition \$40,000

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[Ord 132 of 2025-surplus 2110 Benton Rd](#)

Reviewed By:

Denna Beauchemin, Purchasing Agent
Angela Williamson, Finance Director
Charles Jacobs, CA
Thomas Chandler, Mayor
Emily Pitts, Administrative Assistant
Phyllis McGraw, City Clerk

Approved - Jan 14 2026
Approved - Jan 14 2026
Approved - Jan 15 2026

The following Ordinance offered and adopted:

Ordinance No. 132 Of 2025

AN ORDINANCE TO DECLARE CERTAIN IMPROVEMENTS TO IMMOVABLE PROPERTY OWNED BY THE CITY OF BOSSIER CITY AS SURPLUS TO THE CITY'S NEEDS AND PROVIDE FOR DISPOSAL ACCORDING TO LAW.

WHEREAS, the City of Bossier City owns immovable property located at 2110 Benton Road, Bossier City, Louisiana 71111 which includes improvements in the form of signage and a dilapidated structure that are no longer occupied or in use and are now surplus to the City's needs and it is in the best interest of the City to remove and dispose of said improvements according to law; and

WHEREAS, the City of Bossier City has a recorded servitude of access allowing the passage of vehicles to Riverwood Drive / Citizens Bank Drive behind the abandoned structure; and

WHEREAS, the City of Bossier City intends to maintain ownership of the immovable property until such time as the property can be sold but until such time the location of the vacant structure and signage are impeding the flow of traffic and limiting vehicle access to Benton Road, Riverwood Drive, and Citizens Bank Drive and a public purpose would be served by improving traffic flow and improving access for vehicles to the other properties located on the east side of Benton Road; and

WHEREAS, pursuant to La. R.S. 33:4761, the governing authority may cause to be demolished or removed any building or structure when it is in a condition that endangers the public welfare; and

WHEREAS, it is in the best interest of the public and the City of Bossier City to demolish and dispose of the dilapidated structure according to law and the Purchasing Agent will need authority to advertise and obtain bids to demolish the dilapidated structure and signage and to dispose of the materials including the sale of any materials as scrap in the manner according to law.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Bossier City, Louisiana, in regular session convened, that the improvements located at 2110 Benton Road, Bossier City, Louisiana 71111 are surplus to the needs of the City of Bossier City and the Purchasing Agent is authorized to advertise and obtain bids to demolish and dispose of the dilapidated structure located at 2110 Benton Road, Bossier City, Louisiana 71111 and to dispose of any materials as scrap in accordance to law.

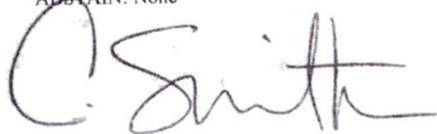
The above and foregoing Ordinance was discussed and opened for public comment in open and legal session convened, was adopted on a motion by Mr. Brian Hammons and seconded by Mr. Cliff Smith and adopted on the 4th day of November 2025, with the votes listed below. Further this Ordinance will publish on November 12, 2025 and become legal 10 days following publication.

YES: Mr. Chris Smith, Mr. Cochran, Mr. Hammons, Mrs. Ross, Mr. Cliff Smith, Mr. Girouard, and Mr. Maggio

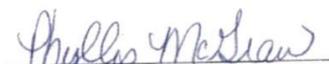
NAYS: None

ABSENT: None

ABSTAIN: None



Chris Smith, President



Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
 Regular Council

INTRO: Jan 20 2026
NOTICE: Jan 06 2026
ADOPT: Jan 20 2026

Meeting Date: Regular Council - Jan 20 2026
Department: Public Utilities
Prepared by: Todd Thompson, Construction Manager
Sponsor: Angela Williamson, Finance Director
Submitted: January 6, 2026

NOTED: RECOMMENDED BY:


 Thomas Chandler, Mayor

TITLE:

Adopt an Ordinance to declare that an emergency did exist in the City of Bossier City which affected Property, Public Health, and Safety due to the requirement to replaced collapsed gravity sewer main on Voss Dr. at cost of \$297,000 to come from Sewer Capital Contingency Fund.
 (First and Final Reading) (Williamson)

EXPLANATION OF PROPOSAL:

The Public Utilities Department responded to two emergency collapses on the gravity main along Voss Dr. causing sanitary sewer to back up requiring immediate bypass operation. The Public Utilities Department required support to make the repairs to the main due to the material, size, depth, and existing utility conflicts at the locations.

COST/BUDGET DATA:

The repairs and replacement of entire segment and service were solicited and determined it will cost \$297,000.00 in labor, equipment, and materials to complete the efforts.

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[ORD - Voss Drive Gravity Sewer Main Replacement](#)

Reviewed By:

Amanda Nottingham, Chief Administrative Officer	Approved - Jan 07 2026
Angela Williamson, Finance Director	Approved - Jan 12 2026
Charles Jacobs, CA	Approved - Jan 15 2026
Thomas Chandler, Mayor	Approved - Jan 15 2026

Emily Pitts, Administrative Assistant
Phyllis McGraw, City Clerk

Approved - Jan 15 2026
Approved - Jan 15 2026

The following Ordinance offered and adopted:

Ordinance No. _____ Of 2026

AN ORDINANCE TO DECLARE THAT AN EMERGENCY DID EXIST IN THE CITY OF BOSSIER CITY WHICH AFFECTED PROPERTY, PUBLIC HEALTH, AND SAFETY DUE TO THE REQUIREMENT TO REPLACE COLLAPSED GRAIVTY SEWER MAIN ON VOSS DR. AT COST OF \$297,000.00 TO COME FROM SEWER CAPITAL CONTINGENCY FUND.

WHEREAS, The Public Utilities Department responded to two emergency collapses on the gravity main along Voss Dr. causing sanitary sewer to back up requiring immediate bypass operation; and

WHEREAS, the Public Utilities Department required support to make the repairs to the main due to the material, size, depth, and existing utility conflicts at the locations; and

WHEREAS, the repairs and replacement of entire segment and service were solicited and determined it will cost \$297,000.00 in labor, equipment, and materials to complete the efforts; and

WHEREAS, \$297,000.00 shall be appropriated from the Sewer Capital Contingency Fund.

NOW, THEREFORE, BE IT RESOLVED, in regular session convened that the City Council of Bossier City, Louisiana, does hereby declare that an emergency exists and authorizes the Mayor to appropriate \$297,000.00 to come from the Sewer Capital and Contingency Fund to be used for the purpose of replacing the sewer main from each manhole.; and authorizes the City to enter into any necessary contracts for completion of the work.

BE IT FURTHER ORDAINED, that the Mayor is authorized to sign any and all documents in connection with the furtherance of this Ordinance.

BE IT FURTHER ORDAINED, that the 2026 Sewer Capital and Contingency Budget is hereby amended to increase expenditures for required repairs by \$297,000.00 and decrease Fund Balance by \$297,000.00.

The above and foregoing Report was read in full at open and legal session convened, was on motion of _____, and seconded by _____, and adopted on the 20th, day of January 2026, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
 Regular Council

INTRO: Jan 20 2026
NOTICE: Jan 06 2026
ADOPT: Jan 20 2026

Meeting Date: Regular Council - Jan 20 2026
Department: Public Utilities
Prepared by: Todd Thompson, Construction Manager
Sponsor: Angela Williamson, Finance Director
Submitted: January 6, 2026

NOTED: **RECOMMENDED BY:**


 Thomas Chandler, Mayor

TITLE:

Adopt an Ordinance to declare that an emergency did exist in the city of Bossier City which affected Property, Public Health, and Safety due to the requirement to replace influent sewer manhole at central park lift station at cost of \$92,000.00 to come from sewer capital contingency fund. (First and Final Reading) (Williamson)

EXPLANATION OF PROPOSAL:

The Public Utilities Department responded to an emergency sewer failure at 898 Central Park Blvd and replace influent manhole to the lift station servicing the central park neighborhood. The Public Utilities Department required support to make the repairs to the main due to the material, size, depth, and existing utility conflicts at the locations.

COST/BUDGET DATA:

The repairs were solicited and determined it will cost \$92,000.00 in labor, equipment, and materials to complete the repair efforts.

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[ORD - Influent MH Replacement Central Park LS](#)

Reviewed By:

Amanda Nottingham, Chief Administrative Officer	Approved - Jan 07 2026
Angela Williamson, Finance Director	Approved - Jan 12 2026
Charles Jacobs, CA	Approved - Jan 15 2026
Thomas Chandler, Mayor	Approved - Jan 15 2026

Emily Pitts, Administrative Assistant
Phyllis McGraw, City Clerk

Approved - Jan 15 2026
Approved - Jan 15 2026

The following Ordinance offered and adopted:

Ordinance No. _____ Of 2026

AN ORDINANCE TO DECLARE THAT AN EMERGENCY DID EXIST IN THE CITY OF BOSSIER CITY WHICH AFFECTED PROPERTY, PUBLIC HEALTH, AND SAFETY DUE TO THE REQUIREMENT TO REPLACE INFLUENT SEWER MANHOLE AT CENTRAL PARK LIFT STATION AT COST OF \$92,000.00 TO COME FROM SEWER CAPITAL CONTINGENCY FUND.

WHEREAS, The Public Utilities Department responded to an emergency sewer failure at 898 Central Park Blvd and replace influent manhole to the lift station servicing the central park neighborhood; and

WHEREAS, the Public Utilities Department required support to make the repairs to the main due to the material, size, depth, and existing utility conflicts at the locations; and

WHEREAS, the repairs were solicited and determined it will cost \$92,000.00 in labor, equipment, and materials to complete the repair efforts; and

WHEREAS, \$92,000.00 shall be appropriated from the Sewer Capital Contingency Fund.

NOW, THEREFORE, BE IT RESOLVED, in regular session convened that the City Council of Bossier City, Louisiana, does hereby declare that an emergency exists and authorizes the Mayor to appropriate \$92,000.00 to come from the Sewer Capital and Contingency Fund to be used for replacing influent manhole at central park lift station.; and authorizes the City to enter into any necessary contracts for completion of the work.

BE IT FURTHER ORDAINED, that the Mayor is authorized to sign any and all documents in connection with the furtherance of this Ordinance.

BE IT FURTHER ORDAINED, that the 2026 Sewer Capital and Contingency Budget is hereby amended to increase expenditures for required repairs by \$92,000.00 and decrease Fund Balance by \$92,000.00.

The above and foregoing Report was read in full at open and legal session convened, was on motion of _____, and seconded by _____, and adopted on the 20th, day of January 2026, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 06 2026
Department: Engineering Department
Prepared by: Regina Nation, Office Manager
Sponsor: Andy Bajnauth, City Engineer
Submitted: December 30, 2025

NOTED: RECOMMENDED BY:


Thomas Chandler, Mayor

TITLE:

Introduce an Ordinance to approve Report of Change Order 2 for the Lateral B-1 Ditch Paving Project, with an increase of \$88,750.00 and an additional 10 days for a total contract price of \$2,225,272.00.
(First Reading) (Bajnauth)

EXPLANATION OF PROPOSAL:

Additional funds are needed for the cleaning of the concrete ditch from Airline Drive to 50 ft. south of the railroad

COST/BUDGET DATA:

Increase of \$88,750.00 and 10 additional days.

COUNCIL DATE REQUESTED:

Regular Council - Jan 06 2026

ATTACHMENTS:

[Ordinance Change Order 2](#)
[20-24 Testament C.O. 2-A](#)

Reviewed By:

Andy Bajnauth, City Engineer	Approved - Dec 30 2025
Angela Williamson, Finance Director	Approved - Dec 31 2025
Charles Jacobs, CA	Approved - Dec 31 2025
Thomas Chandler, Mayor	Approved - Dec 31 2025
Emily Pitts, Administrative Assistant	Approved - Dec 31 2025

Phyllis McGraw, City Clerk

Approved - Dec 31 2025

The following Ordinance offered and adopted:

ORDINANCE NO. ____ OF 2025

AN ORDINANCE TO APPROVE REPORT OF CHANGE ORDER 2 FOR THE LATERAL B-1 DITCH PAVING PROJECT, WITH AN INCREASE OF \$88,750.00 AND AN ADDITIONAL 10 DAYS, FOR A TOTAL CONTRACT PRICE OF \$2,225,272.00.

WHEREAS; Ordinance 67 of 2022 appropriated \$35,000 for the design and study of potential improvements to the Lateral B-1 Drainage Canal; and

WHEREAS; Ordinance 120 of 2022 appropriated \$1,000,000 for the design and construction of improvements to the Lateral B-1 Drainage Canal; and

WHEREAS; Ordinance 69 of 2024 appropriated \$150,000 for the for the design and construction of improvements to the Lateral B-1 Drainage Canal; and

WHEREAS; the Bossier Parish Levee Board has agreed to provide \$1,200,000 towards this project; and

WHEREAS; the Lateral B-1 Ditch Paving Project requires the cleanout of the existing concrete ditch from Airline Drive to 50 feet South of the railroad; and

WHEREAS; the aforementioned work requires an additional lump sum of \$88,750.00 and an additional 10 days; and

WHEREAS; an additional \$88,750.00 and will be added to the contract price, for a total contract of \$2,225,272.00 for this project; and

NOW, THEREFORE, BE IT ORDAINED, in regular session convened that the Bossier City Council does hereby approve report of Change Order 2 for the Lateral B-1 Ditch Paving Project, with an increase of \$88,750.00, for a total contract price of \$2,225,272.00, and an additional ten working days; and

BE IT FURTHER ORDAINED, that the Mayor is hereby authorized to sign any and all instruments in connection with the furtherance of this Ordinance.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of _____ and seconded by _____, and adopted on the _____ day of _____, 2025, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
 Regular Council

Meeting Date: Regular Council - Jan 06 2026
Department: City Council Group
Prepared by: Phyllis McGraw, City Clerk
Sponsor: Cliff Smith, Council Member District 3
Submitted: December 31, 2025

NOTED: RECOMMENDED BY:


 Thomas Chandler, Mayor

TITLE:

Introduce an Ordinance to repeal Ordinance 138 of 2015 and declare "The Voting Board" as surplus to the City's needs and provide for disposal according to law.
 (First Reading) (Cliff Smith)

COUNCIL DATE REQUESTED:

Regular Council - Jan 06 2026

ATTACHMENTS:

[Repeal Ordinance 138 of 2015](#)

Reviewed By:

Emily Pitts, Administrative Assistant	Approved - Dec 31 2025
Angela Williamson, Finance Director	Approved - Dec 31 2025
Charles Jacobs, CA	Approved - Dec 31 2025
Richard Ray, ACA	Pending
Thomas Chandler, Mayor	Approved - Dec 31 2025
Barbara Nichols, Secretary	Pending
Phyllis McGraw, City Clerk	None

ORD OF 2026

AN ORDINANCE TO REPEAL ORDINANCE NO. 138 OF 2015 AND DECLARE “THE VOTING BOARD” AS SURPLUS TO THE CITY’S NEEDS AND PROVIDE FOR DISPOSAL ACCORDING TO LAW

WHEREAS, Ordinance No. 138 of 2015 designated the “Voting Board” from the City Council Chambers as having an historical significance; and

WHEREAS, Ordinance No. 138 of 2015 required preserving the Bossier City Council “Voting Board” from the City Council Chamber to be displayed in the Bossier City Council Conference Room in perpetuity; and

WHEREAS, due to upgrades in City Council Chambers and Council Clerk offices, the “Voting Board” will need to be removed and as such offices will no longer be able to accommodate Ord 138 of 2015; and

WHEREAS, the Bossier City Council wishes to declare the “Voting Board” as surplus to the City’s needs and authorizes the Purchasing Agent to dispose of said item in accordance with State law.

NOW THEREFORE, BE IT ORDAINED, that this Ordinance will repeal Ordinance 138 of 2015 and declare “The Voting Board” as surplus to the City’s needs and provide for disposal according to law.

The above and foregoing Ordinance was discussed and opened for public comment in open and legal session convened, was adopted on a motion by and seconded by and adopted on the , with the votes listed below. Further this Ordinance will publish on and become legal 10 days following publication.

AYES:

NAYES:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. _____ OF 2026

AN ORDINANCE TO TRANSFER \$2,200,000 FROM THE RIVERBOAT GAMING TRUST FUND TO THE RISK MANAGEMENT FUND FOR WORKERS' COMPENSATION PREMIUMS

WHEREAS, a transfer of \$2,200,000 from the Riverboat Gaming Trust Fund to the Risk Management Fund is needed to pay workers' compensation premiums; and

WHEREAS, a budget amendment is required to transfer appropriations between funds.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of Bossier City, in regular session convened, that the Council approves a transfer of \$2,200,000 from the Riverboat Gaming Trust Fund to the Risk Management Fund to pay workers' compensation premiums.

BE IT FURTHER ORDAINED, that the 2026 Riverboat Gaming Trust Fund Budget is hereby amended to increase Transfers Out by \$2,200,000 and decrease Fund Balance by \$2,200,000 and the 2026 Risk Management Fund Budget is hereby amended to increase Transfers In by \$2,200,000 and increase Insurance Premiums by \$2,200,000.

The above and foregoing Ordinance, read in full at open and legal session convened, was on motion of _____ and seconded by _____, and adopted on the _____ day of _____, 2026, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

Ordinance No. _____ Of 2026

AN ORDINANCE TO AMEND THE 2026 CITY COUNCIL OPERATING

WHEREAS, the Bossier City Charter Section 6.06 Additional appropriations and budget amendments require that additional appropriations be made by amending the respective budgets by ordinance; and

WHEREAS, the City Council Operating budget need to have amendments made to better serve the department operations; and

WHEREAS, it is estimated that additional appropriations of \$31,200 from the 2026 General Fund Fund Balance to cover operational and maintenance costs for the remainder of the fiscal year; and

WHEREAS, the 2026 City Council Operating budget need be amended to appropriate additional funding to ensure sufficient funds are available to cover anticipated expenses for the remainder of the fiscal year.

NOW, THEREFORE, BE IT ORDAINED that the City Council of Bossier City, Louisiana, in regular session convened, does hereby amend the 2026 City Council Operating Budget to increase Software Maintenance and Subscriptions by \$25,000, Postage by \$100, Storage fees by \$2,100, Memberships and Subscriptions by \$2,000, Fuel by \$1,500, Vehicle Maintenance and Repairs by \$500.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of _____, and seconded by _____, and adopted on the _____, day of _____, 2025, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Public Affairs
Prepared by: Barbara Nichols, Secretary
Sponsor: Thomas Chandler, Mayor
Submitted: January 13, 2026

NOTED: RECOMMENDED BY:


Thomas Chandler, Mayor

TITLE:

Introduce an Ordinance appropriating \$500,000 for the water capital and contingency fund to plan, design, and construct commercial water filling stations.
(First Reading) (Chandler)

EXPLANATION OF PROPOSAL:

Introduce an Ordinance appropriating \$500,000 for the water capital and contingency fund to plan, design, and construct commercial water filling stations.
(First Reading) (Chandler)

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[Bossier Bulk Water Filling Station Estimate](#)
[Ordinance - Water Filling Stations 2026](#)

Reviewed By:

Thomas Chandler, Mayor
Angela Williamson, Finance Director
Charles Jacobs, CA
Thomas Chandler, Mayor
Emily Pitts, Administrative Assistant
Phyllis McGraw, City Clerk

Approved - Jan 13 2026
Approved - Jan 14 2026
Approved - Jan 15 2026

Item	Description	Unit	Quantity	Est. Unit Price (\$)	Est. Amount (\$)
1.01	Mobilization, demobilization, bonds, insurance, submittals	LS	1	\$2,000.00	\$2,000.00
2.01	Site clearing, stripping, minor demolition	LS	1	\$2,000.00	\$2,000.00
2.02	Rough grading for driveway and pad, cut/fill and fine grading	LS	1	\$5,000.00	\$5,000.00
2.03	8" crushed stone base under driveway/pad (incl. materials & compaction)	SY	330	\$15.00	\$4,950.00
2.04	Erosion control (silt fence, inlet protection, construction entrance)	LS	1	\$1,500.00	\$1,500.00
3.01	8" reinforced PCC driveway & pad, incl. dowels, joints, curing	SF	2500	\$11.00	\$27,500.00
3.02	Thickened edge or integral curb at driveway entrance	LF	60	\$45.00	\$2,700.00
4.01	Tap existing water main (4"-8") incl. tapping sleeve/valve & tie-in	LS	1	\$7,000.00	\$7,000.00
4.02	4" C900 PVC or DI water line from main to station (incl. bedding, thrust blocks)	LF	80	\$180.00	\$14,400.00
4.03	4" gate valves with boxes	EA	2	\$2,000.00	\$4,000.00
4.04	Insulated underground/surface piping, heat tracing as required	LS	1	\$1,600.00	\$1,600.00
5.01	4" RPZ backflow assembly in vault/housing, incl. valves and drains	LS	1	\$10,000.00	\$10,000.00
5.02	Pre-engineered bulk water fill station package (heated enclosure, meter, control valve, access terminal, etc.) – installed	LS	1	\$87,000.00	\$87,000.00
5.03	Overhead or side truck fill assembly, 3"-4" with swivel and quick-connect	LS	1	\$10,000.00	\$10,000.00
6.01	Electrical service from existing source (panel, meter base, CTs, disconnects)	LS	1	\$8,000.00	\$8,000.00
6.02	Conduit/trenching/wiring to station, lights, receptacles, heaters	LS	1	\$7,000.00	\$7,000.00
6.03	Programming & commissioning of control panel, integration with billing	LS	1	\$5,000.00	\$5,000.00
7.01	Steel bollards (filled) around station and fill pipe	EA	8	\$800.00	\$6,400.00
7.02	Pavement striping / markings, directional arrows	LS	1	\$1,000.00	\$1,000.00
7.03	Chain-link fence and gate	LF	80	\$35.00	\$2,800.00
8.01	Survey, geotechnical, (civil, structural, electrical, controls)	LS	1	\$10,000.00	\$10,000.00
8.02	Permitting, utility coordination, City review fees	LS	1	\$3,000.00	\$3,000.00
8.03	Contingency (change orders, unknowns)	LS	1	\$20,000.00	\$20,000.00
				Total Construction (1.01–7.03):	\$209,850.00
				Total Soft Costs (8.01–8.03):	\$33,000.00
				Grand Total:	\$242,850.00

Item	Description	Unit	Quantity	Est. Unit Price (\$)	Est. Amount (\$)
1.01	Mobilization, demobilization, bonds, insurance, submittals	LS	1	\$2,000.00	\$2,000.00
2.01	Site clearing, stripping, minor demolition	LS	1	\$2,000.00	\$2,000.00
2.02	Rough grading for driveway and pad, cut/fill and fine grading	LS	1	\$5,000.00	\$5,000.00
2.03	8" crushed stone base under driveway/pad (incl. materials & compaction)	SY	330	\$15.00	\$4,950.00
2.04	Erosion control (silt fence, inlet protection, construction entrance)	LS	1	\$1,500.00	\$1,500.00
3.01	8" reinforced PCC driveway & pad, incl. dowels, joints, curing	SF	2500	\$11.00	\$27,500.00
3.02	Thickened edge or integral curb at driveway entrance	LF	60	\$45.00	\$2,700.00
4.01	Tap existing water main (4"-8") incl. tapping sleeve/valve & tie-in	LS	1	\$7,000.00	\$7,000.00
4.02	4" C900 PVC or DI water line from main to station (incl. bedding, thrust blocks)	LF	80	\$180.00	\$14,400.00
4.03	4" gate valves with boxes	EA	2	\$2,000.00	\$4,000.00
4.04	Insulated underground/surface piping, heat tracing as required	LS	1	\$1,600.00	\$1,600.00
5.01	4" RPZ backflow assembly in vault/housing, incl. valves and drains	LS	1	\$10,000.00	\$10,000.00
5.02	Pre-engineered bulk water fill station package (heated enclosure, meter, control valve, access terminal, etc.) – installed	LS	1	\$53,000.00	\$53,000.00
5.03	Overhead or side truck fill assembly, 3"-4" with swivel and quick-connect	LS	1	\$10,000.00	\$10,000.00
6.01	Electrical service from existing source (panel, meter base, CTs, disconnects)	LS	1	\$8,000.00	\$8,000.00
6.02	Conduit/trenching/wiring to station, lights, receptacles, heaters	LS	1	\$7,000.00	\$7,000.00
6.03	Programming & commissioning of control panel, integration with billing	LS	1	\$5,000.00	\$5,000.00
7.01	Steel bollards (filled) around station and fill pipe	EA	8	\$800.00	\$6,400.00
7.02	Pavement striping / markings, directional arrows	LS	1	\$1,000.00	\$1,000.00
7.03	Chain-link fence and gate	LF	80	\$35.00	\$2,800.00
8.01	Survey, geotechnical, (civil, structural, electrical, controls)	LS	1	\$10,000.00	\$10,000.00
8.02	Permitting, utility coordination, City review fees	LS	1	\$3,000.00	\$3,000.00
8.03	Contingency (change orders, unknowns)	LS	1	\$20,000.00	\$20,000.00
				Total Construction (1.01–7.03):	\$175,850.00
				Total Soft Costs (8.01–8.03):	\$33,000.00
				Grand Total:	\$208,850.00

The following Ordinance offered and adopted:

Ordinance No. _____ Of 2026

AN ORDINANCE APPROPRIATING \$500,000 FROM THE WATER CAPITAL AND CONTINGENCY FUND TO PLAN, DESIGN, AND CONSTRUCT COMMERCIAL WATER FILLING STATIONS.

WHEREAS, the City of Bossier City continues to experience significant commercial, industrial, and residential growth within both the City limits and the surrounding Parish; and

WHEREAS, commercial water filling stations provide a secure, metered, and automated method for delivering potable water to contractors, developers, industrial users, and bulk-water haulers, thereby reducing unauthorized hydrant use, protecting system integrity, and ensuring accurate consumption reporting; and

WHEREAS, the construction of commercial water filling stations is expected to generate new ongoing revenue through user fees, consumption charges, and system-access payments, with revenue projections increasing proportionally with anticipated development in the Parish; and

WHEREAS, the Water Capital and Contingency Fund is the appropriate funding source for infrastructure projects that are expected to strengthen long-term financial performance of the utility and reduce operational burdens associated with unregulated bulk water withdrawals; and

WHEREAS, investing in the construction of commercial water filling stations will improve system control, reduce strain on fire hydrants and distribution assets, enhance billing accuracy, and create a sustainable revenue stream that offsets the initial capital investment; and

WHEREAS, the proposed filling station improvements will include planning, engineering design, survey, permitting, construction, electrical service, metering, security infrastructure, and all related professional and administrative costs;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Bossier City, Louisiana, in regular session convened, that \$500,000 is hereby appropriated from the Water Capital and Contingency Fund to provide the required funding for the planning, design, and construction of commercial water filling stations.

BE IT FURTHER ORDAINED, that the Mayor is authorized to sign any and all documents, including permits, professional service agreements, and any construction-related documents necessary to implement the intent of this Ordinance.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of _____, and seconded by _____, and adopted on the _____, day of _____, 2026, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Legal
Prepared by: Jennifer Emert, Secretary
Sponsor: Chris Smith, Council Member
Submitted: January 15, 2026

NOTED: **RECOMMENDED BY:**


Thomas Chandler, Mayor

TITLE:

Introduce an Ordinance authorizing Mayor Thomas Chandler to execute the attached Memorandum of Understanding for Crossing Guards between the City of Bossier City and Bossier Parish School Board for the cost-sharing of Crossing Guards utilized throughout Bossier City.
(First Reading) (Chandler)

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[Ord authorizing Mayor Thomas Chandler to execute the attached MOU between COB and BPSB for crossing guards 1.15.26](#)
[Exhibit A - Crossing Guards MOU 1.15.26](#)

Reviewed By:

Charles Jacobs, CA	Approved - Jan 15 2026
Angela Williamson, Finance Director	Approved - Jan 15 2026
Thomas Chandler, Mayor	Approved - Jan 15 2026
Emily Pitts, Administrative Assistant	Approved - Jan 15 2026
Phyllis McGraw, City Clerk	Approved - Jan 15 2026

The following Ordinance offered and adopted:

Ordinance No. _____ Of 2026

AN ORDINANCE AUTHORIZING MAYOR THOMAS CHANDLER TO EXECUTE THE ATTACHED MEMORANDUM OF UNDERSTANDING FOR CROSSING GUARDS BETWEEN THE CITY OF BOSSIER CITY AND BOSSIER PARISH SCHOOL BOARD FOR THE COST-SHARING OF CROSSING GUARDS UTILIZED THROUGHOUT BOSSIER CITY.

WHEREAS, the City Bossier City and the Bossier Parish School Board are political subdivisions of the State of Louisiana; and

WHEREAS, the City Bossier City and the Bossier Parish School Board have an interest in the safety of the students, pedestrians, and motorists of Bossier City; and

WHEREAS, the City Bossier City and the Bossier Parish School Board have an extensive history of cooperation in the retention, payment, and placement of crossing guards; and

WHEREAS, the City Bossier City is proposing to budget the sum of \$150,000 for said total expenditure/cost.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of Bossier City, Louisiana, in regular session convened, that the Bossier City Council does hereby authorize Mayor Thomas Chandler to execute the attached Memorandum of Understanding for Crossing Guards marked as Exhibit "A" between the City of Bossier City and the Bossier Parish School Board for the cost-sharing of crossing guards utilized throughout Bossier City.

BE IT FURTHER ORDAINED, that the 2026 General Fund Budget is hereby amended to increase expenditures for Bossier Parish School Crossing Guards \$50,000 and decrease Fund Balance by \$50,000.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of _____, and seconded by _____, and adopted on the _____, day of _____, 2026, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



MEMORANDUM OF UNDERSTANDING FOR CROSSING GUARDS

This Memorandum of Understanding is entered into by and between:

The City of Bossier City ("Bossier City"), a political subdivision of the State of Louisiana, whose mailing address 620 Benton Road, Bossier City, Louisiana 71111, appearing by and through Thomas H. Chandler, its duly authorized Mayor.

Bossier Parish School Board ("BPSB"), a political subdivision of the State of Louisiana, whose mailing address is 410 Sibley Street, Benton, Louisiana 71006, appearing by and through _____, its duly authorized President.

Whereas Bossier City and BPSB are political subdivisions of the state of Louisiana;

Whereas Bossier City and BPSB have an interest in the safety of the students, pedestrians, and motorists of Bossier City;

Whereas Bossier City and BPSB have an extensive history of cooperation in the retention, payment, and placement of crossing guards;

THEREFORE, Bossier City and BPSB do agree as follows:

1. **AGREEMENT.** For and in consideration of the mutual benefits accruing to each of the parties and the citizens of Bossier City, Louisiana, and as authorized and provided for in Article VII, Section 14(c) of the Louisiana Constitution and LSA-R.S. 33:1321, *et seq.*, Bossier City and BPSB enter into this Memorandum of Understanding (the or this "MOU") for the cost-sharing of crossing guards utilized throughout Bossier City described hereinafter, pursuant to the terms and conditions set forth herein.
2. **SCHOOL BOARD OBLIGATIONS.** BPSB agrees to:
 - 2.1 Employ certain qualified individuals on a part-time basis persons to serve as crossing guards who shall be employees of BPSB and in any case where said BPSB's employees are covered by the Louisiana Worker's Compensation Act, La. R.S. 23:1021 *et seq.*, the parties agree that BPSB shall be and hereby is designated as the statutory employer of BPSB's direct, borrowed, special and statutory employees, pursuant to La. R.S. 23:1061(A)(3). The parties further agree that the work to be performed by the crossing guards is an integral part of and essential to BPSB's ability to facilitate the safe travel of students who reside near schools and have to cross streets when walking to school. This provision is included for the sole purpose of establishing a statutory employer relationship to gain the benefits expressed in La. R.S. 23:1061, and is not intended to create an employer/employee relationship for any other purpose.

- 2.2 Determine the number of crossing guards to hire and place around public schools located in the corporate limits of the City of Bossier City to adequately provide for the safety of students walking to Bossier Parish Schools. This obligation includes the hiring of substitute crossing guards to cover for absent crossing guards.
- 2.3 Pay the crossing guards at a rate of \$33.94 per working day. A working day is any day students attend school. There are typically one-hundred and seventy-two (172) working days per year. Should the state or BPSB issue a pay raise for school employees, crossing guards shall receive an increase equal to twenty-five percent (25%) of the employee pay raise for support staff, which shall be pro-rated over the crossing guards' working days.
- 2.4 BPSB shall pay the crossing guards' wages monthly from September to June for work performed from August to May. BPSB may pay the crossing guards for actual days worked in a month or pay the crossing guards in equal monthly installments from September to June by pro-rating the daily pay rate of crossing guards times the working days per school year over the ten-month pay period.
- 2.5 Substitute crossing guards shall be utilized when crossing guards are absent. Substitute crossing guards shall be paid at the daily rate of a normal crossing guard for working a full day and half the daily rate for working a half-day.
- 2.6 Implement and manage leave policies and absence management of crossing guards including the amount and accumulation of paid sick leave.
- 2.7 Discipline and/or terminate crossing guards in accordance with BPSB policy.
- 2.8 Create detailed monthly documentation of the total wage payments made to crossing guards and substitute crossing guards for each month of the September to June pay period. The documentation shall include the daily wage of crossing guards, the number of working days in the month, the number of crossing guards working, the number of substitute crossing guards utilized each month, the number of days worked by substitute crossing guards, and the amount of paid sick leave taken by crossing guards and the total amount of wages plus paid sick leave paid to crossing guards during the month. This documentation shall be used to create a detailed monthly invoice of the total amount of wages and paid sick leave paid by BPSB in each month to all crossing guards and substitute crossing guards plus a fee of \$26.46 per crossing guard and substitute crossing guard who works in that month.

3. **CITY OF BOSSIER CITY OBLIGATIONS.** Bossier City agrees to:
 - 3.1 Bossier City shall reimburse BPSB for BPSB's monthly expenditure of wages and paid sick leave paid to crossing guards and substitute crossing guards plus a fee of \$26.46 per month for each crossing guard and substitute crossing guard who works in that month, up to a maximum of One Hundred Fifty Thousand (\$150,000.00) Dollars per calendar year.
 - 3.2 This payment shall be executed by paying the monthly invoice provided by BPSB no later than thirty (30) days after receipt of the invoice. Payment shall be made by an employee of Bossier City who is duly authorized to make such a payment.
 - 3.3 Bossier City shall adopt any budget amendment necessary to provide for such expenditure and will include in each proposed and adopted budget beginning in 2026 and continuing through 2035 the sum of \$150,000.00 for said total expenditure/cost. Notwithstanding any other provision of this instant agreement, the Bossier City shall not be obligated to BPSB for any such expenditure or cost exceeding the total sum of \$150,000.00 per calendar year - i.e. Bossier City's portion of the expense/costs of said crossing guards shall be "capped" and subject to the total sum of \$150,000.00 per calendar year as provided herein and pursuant to the agreement of the parties.

4. **GENERAL PROVISIONS.** BPSB and Bossier City respectively agree as follows:
 - 4.1 This MOU may be amended, expanded, or modified at any time upon written consent of the parties.
 - 4.2 All parties to the MOU will communicate fully and openly with each other to resolve any problems that may arise in the fulfillment of the terms of this MOU.
 - 4.3 This Agreement shall be in effect upon the approval and signing of both parties.
 - 4.4 This Agreement is not contingent upon or tied to the existence of any other agreement between the parties and shall terminate on December 31, 2035. Such Agreement shall renew on a year-to-year basis thereafter, unless written notice of cancellation is provided to either party by the other no less than sixty (60) days prior to such termination date.
 - 4.5 Each of the undersigned parties appearing herein on behalf of a party in a representative capacity personally warrants that they have the power and authority to bind the respective parties they represent, after an official vote

of the governing board or council of each representative on the dates indicated hereinbelow.

CITY OF BOSSIER CITY, LOUISIANA

By: _____
Thomas H. Chandler, Mayor

Date: _____
Date of Ordinance: _____

BOSSIER PARISH SCHOOL BOARD

By: _____
_____, President

Date: _____
Date of Board Meeting at which Approved:



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Public Affairs
Prepared by: Barbara Nichols, Secretary
Sponsor: Carol Andersen,
Submitted: January 15, 2026

NOTED: RECOMMENDED BY:


Thomas Chandler, Mayor

TITLE:

Introduce an Ordinance amending Ordinance 121 of 2025 changing funding source from the 2025 Hotel/Motel fund budget to the 2026 Hotel/Motel fund budget.
(First Reading) (Anderson)

EXPLANATION OF PROPOSAL:

Amending Ordinance to move funding source from 2025 to 2026 Hotel/Motel Tax fund budget.

COST/BUDGET DATA:

N/A

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[2026 - Amend Ord 121 of 2025 Marketing CA](#)

Reviewed By:

Thomas Chandler, Mayor
Angela Williamson, Finance Director
Charles Jacobs, CA
Thomas Chandler, Mayor
Emily Pitts, Administrative Assistant
Phyllis McGraw, City Clerk

Approved - Jan 15 2026
Approved - Jan 15 2026

The following Ordinance offered and adopted:

Ordinance No. _____ Of 2026

ADOPT AN ORDINANCE AMENDING ORDINANCE 121 OF 2025 CHANGING FUNDING SOURCE FROM THE 2025 HOTEL/MOTEL FUND BUDGET TO THE 2026 HOTEL/MOTEL FUND BUDGET

WHEREAS Resolution 42 of 2025 endorsed and encouraged the administration to engage a professional marketing firm; and

WHEREAS, Ordinance 121 of 2025 appropriated \$100,000 from the 2025 Hotel/Motel Tax Fund Budget for the professional marketing services; and

WHEREAS, in November of 2025 the city engaged the services of a professional marketing firm. The marketing firm has been actively working since engagement, but no invoice was received by the Administration in 2025. The city made no payments to the marketing firm in 2025 and the budgeted appropriation lapsed at the end of fiscal year 2025; and

WHEREAS, , The funding source for this project should be changed from the 2025 Hotel/Motel Fund Budget to the 2026 Hotel/Motel Fund Budget.

NOW, THEREFORE, BE IT ORDAINED that the City Council of Bossier City, Louisiana, in regular session convened, does hereby amend the 2026 Hotel/Motel Budget to increase Marketing and Promotional expenditures \$100,000 and decrease Fund Balance \$100,000.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of _____, and seconded by _____, and adopted on the _____, day of _____, 2026, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
 Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Public Affairs
Prepared by: Barbara Nichols, Secretary
Sponsor: Thomas Chandler, Mayor
Submitted: January 15, 2026

NOTED: RECOMMENDED BY:


 Thomas Chandler, Mayor

TITLE:

Adopt a Resolution to reappoint Angela Williamson to the LCDA Board for a term of 2 years. This term will begin on March 12, 2026 and run until March 11, 2028.
 (First and Final Reading) (Chandler)

EXPLANATION OF PROPOSAL:

Reappointment of Angela Williamson to the LCDA Board for a term of 2 years. This term will begin on March 12, 2026 and run until March 11, 2028.

COST/BUDGET DATA:

N/A

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

- [LCDA BOD Minutes October 10, 2024 - Executed 10-13-2025](#)
- [LCDA BOD Minutes October 12, 2023 Executed 10-10-2024](#)
- [Resolution LCDA Board Appointment 2026](#)

Reviewed By:

Thomas Chandler, Mayor	Approved - Jan 15 2026
Angela Williamson, Finance Director	Approved - Jan 15 2026
Charles Jacobs, CA	Approved - Jan 15 2026
Thomas Chandler, Mayor	Approved - Jan 15 2026
Emily Pitts, Administrative Assistant	Approved - Jan 15 2026

Phyllis McGraw, City Clerk

Approved - Jan 15 2026

ORIGINAL

LOUISIANA LOCAL GOVERNMENT ENVIRONMENTAL FACILITIES and COMMUNITY DEVELOPMENT AUTHORITY

MINUTES OF LCDA BOARD OF DIRECTORS

OCTOBER 10, 2024

A meeting of the Louisiana Local Government Environmental Facilities and Community Development Authority ("LCDA") Board of Directors' was held on Thursday, October 10, 2024 at The Executive Center, 250 South Foster Drive, Baton Rouge, LA 70806 with advance notices having been mailed to each member. The meeting was called for 11:00 a.m.

EXECUTIVE COMMITTEE MEMBERS PRESENT

Mr. Mack Dellafosse – Vice Chairman
Mr. Jim Holland - Secretary/ Treasurer
Mayor David Camardelle
Mayor David Butler
Mr. Johnny Berthelot
Mr. David Rabalais

EXECUTIVE COMMITTEE MEMBERS ABSENT

Mr. Guy Cormier - Chairman

ADVISORY COMMITTEE MEMBERS PRESENT

Ms. Mary Adams

ADVISORY COMMITTEE MEMBERS ABSENT

BOARD OF DIRECTORS PRESENT

Parish President Matt Jewell – St. Charles Parish	Ms. Katie Armentor – Cameron Parish
Mr. Matt Johns – Rapides Area Planning Comm.	Mayor Joey Bouziga – Town of Golden Meadow
Mr. Eric P. Johnson – Vermilion Parish School Board	Mr. Philip Rodgers – Bossier Parish Police Jury
Mr. Michael Bradford – East Feliciana Parish GAS Dist 2	Mayor Darnell Waites – City of Baker
Mr. Richard Bushnell – England Airpark & Commission	Mr. Timothy Palmatier – Jefferson Parish
Mrs. Dawn Cabellero – Ascension Parish	Mr. Keith Roy – Vermilion Parish
Mayor Charlotte Clavier – City of Carencro	Mayor Ryan Williams – City of Ville Platte
Mayor Belinda Constant – City of Gretna	Ms. Angela Williamson- City of Bossier City
Parish President Mike Cooper – St. Tammany Parish	Mr. Paul Governale – St. Mary Parish
Mr. Steven Crispino – Terrebonne Parish	Dr. Kelli Joseph – St. Helena Parish School Board
Mayor Greg Cromer – City of Slidell	Mayor Mike Danahay – City of Sulphur
Mayor Wade Evans – City of Central	Mr. Michael Rister – Desoto Parish Police Jury
Mr. Jeff Gaudin – Ascension -St. James Airport Trans. Authority	
Mr. Damon Hardesty – Calcasieu Parish School Board	
Parish President_Jaclyn Hotard – St. John the Baptist Parish	
Mr. Dustin Rabalais – Bayou Lafourche Fresh Water District	
Ms. Ashley Beck- City of BR, EBR Parish, EBR Sewerage Commission	
Ms. Kim Montie – Cameron Parish Port, Harbor & Terminal District	

BOARD OF DIRECTORS' ABSENT

Mayor Rich Dupree – City of Pineville	Mayor Friday Ellis – City of Monroe
Mr. Eric England – Caddo Bossier Port Commission	Ms. Kim Torres – Assumption Parish Police Jury
Mr. Drew Heaphy – St. Bernard Port Harbor and Terminal District	Parish President Robby Miller – Tangipahoa Parish
Ms. Chasity Himel – Lafourche Parish School Board	Mr. Brian Abshire – Calcasieu Parish Police Jury
Mr. Jonathan Ringo – SWLA Convention & Visitors Bureau	Mr. John Wascom – Livingston Parish
Ms. Kathy Lynn Honaker – Algiers Development District	
Mr. Adrian Moreno – West Calcasieu Parish Community Center Authority	

LCDA STAFF

Mr. Ty E. Carlos, Executive Director
Ms. Amy K. Cedotal, Assistant Secretary/ Office Administrator
Ms. Kaylee Maglone, Project Manager

CALL TO ORDER

Meeting was called to order by Vice Chairman Mack Dellafosse. Mr. Dellafosse asked Ms. Amy Cedotal, Assistant Secretary if there was a quorum, she stated a quorum had been established. Mr. Richard Bushnell led the Invocation followed by Mr. Jim Holland with the Pledge of Allegiance.

MINUTES

Minutes of the LCDA Board of Directors' meeting of October 12, 2023, had previously been mailed to all members, and copies were provided for review. A motion to accept the minutes of the LCDA Board of Directors' meeting of October 12, 2023, as presented was made by Mr. Jim Holland, seconded by Mr. David Rabalais and with no objection the motion carried unanimously.

NOMINATING COMMITTEE REPORT

Mr. Mack Dellafosse stated a Nominating Committee was named by Chairman Cormier on September 17, 2024. The Nominating Committee consists of Mr. Johnny Berthelot-Chairman- City of Gonzaales, Mayor David Butler – Town of Woodworth, Mayor David Camardelle – Town of Grand Isle, Mayor Darnell Waites – City of Baker and Mayor Wade Evans – City of Central.

Mr. Berthelot stated the Nominating Committee met prior to the Board of Directors meeting, then referred to the committee's report.

Nominating Committee Chairman Mr. Johnny Berthelot presented the following:

[Mr. Mack Dellafosse – Chairman of the Board of Directors' and Executive Committee]

[Mr. Jim Holland – Vice Chairman of the Board of Directors' and Executive Committee]

[Mayor David Camardelle– Secretary/ Treasurer of the Board of Directors' and Executive Committee]

At Large Members of the Executive Committee:

Mayor David Butler– nominated for a one-year term

Mr. Johnny Berthelot – nominated for a two-year term

Mr. David Rabalais – nominated for a three-year term

Ms. Mary Adams – nominated for a four-year term

Mr. Guy Cormier – nominated for Advisory Board

Vice Chairman Dellafosse asked if there were any nominations from the floor and none were heard. A motion was made by Mayor Charlotte Clavier, seconded by Mayor Wade Evans to cease nominations, and accept the nominations put forth by the Nominating Committee. A motion to accept the nominations for 2025 Executive Committee members was made by Mr. David Rabalais, seconded by Mayor Ryan Williams. With a unanimous vote by the Board of Director's nominations were closed and the recommended Executive Members were approved.

Guest Speaker

Vice Chairman Dellafosse explained that our guest speaker, Mr. Kyle Ardoin had arrived, and we would allow a change in order of the agenda to let him speak early. Mr. Ty Carlos introduced Guest Speaker Mr. Kyle Ardoin, Office of the Governor, Director – Intergovernmental Affairs. Mr. Carlos thanked him for attending the LCDA Board of Directors' meeting.

FINANCIALS, BUDGET AND 2023 AUDIT REPORT

Mr. Ty Carlos reported to the Board of Directors' as of September 30, 2024, the Authority had earned 101% of budgeted revenues, while incurring 95% of the budgeted expenditures. Mr. Carlos reviewed the Authority's Financial Position statement, activities, and budget variance as of September 30, 2024. Mr. Carlos reviewed the Adopted Budget for 2024 and audit documentation from year-end 2023. Mr. Carlos reviewed a graph of revenues by source since 2014, as well as the LCDA Asset Management Summary submitted from Sisung Securities. A motion to accept the Financials, Budget and 2023 Audit Report was made by Mr. Michael Bradford, seconded by Mayor Darnell Waites and with no objection the motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

Mr. Ty Carlos presented his Director's Report providing a detailed summary on the LCDA creation and mission, a list of bonds the Authority issued from January through October 3, 2024 and full year 2023, new members to the Board of Directors, a list of projects on the Director's Pipeline, provided a list of par amounts issued since inception. Mr. Carlos concluded with several topics of interest which included Interest Rates, Refinancing and Refundings, The Bond Buyer Rankings, Program Development and Conference Participation.

Other Business

Vice Chairman Dellafosse asked for any additional business before the Board, with none being heard.

PUBLIC COMMENT

Vice Chairman Dellafosse asked for any public comment. Mr. Barney Arceneaux, Executive Director of the Louisiana Municipal Association, and Theo Sanders from LAMP spoke briefly. Vice Chairman Dellafosse stated that lunch would be served following the meeting and thanked the Board of Directors' and professionals for their attendance. Mr. Dellafosse thanked Melanie Harvey of Government Consultants for her assistance and Ms. Carmen Lavergne with Butler Snow Law Firm for sponsoring the luncheon.

ADJOURNMENT

With no further business to come to the attention of the LCDA Board of Directors', a motion to adjourn was made by Mr. David Rabalais, seconded by Mayor David Camardelle and with no objection the motion carried.

ATTEST:



Mr. Ty E. Carlos
Executive Director

SIGNED:



Mr. Mack Dellafosse
Vice Chairman

LOUISIANA LOCAL GOVERNMENT ENVIRONMENTAL FACILITIES
and COMMUNITY DEVELOPMENT AUTHORITY

MINUTES OF LCDA BOARD OF DIRECTORS

OCTOBER 12, 2023

A meeting of the Louisiana Local Government Environmental Facilities and Community Development Authority ("LCDA") Board of Directors' was held on Thursday, October 12, 2023 at The Executive Center, 250 South Foster Drive, Baton Rouge, LA 70806 with advance notices having been mailed to each member. The meeting was called for 11:00 a.m.

EXECUTIVE COMMITTEE MEMBERS PRESENT

Ms. Mary Adams – Chairwoman
Mr. Guy Cormier - Vice Chairman
Mr. Mack Dellafosse - Secretary/ Treasurer
Mr. Jim Holland
Mayor David Camardelle
Mayor David Butler
Mr. Johnny Berthelot

EXECUTIVE COMMITTEE MEMBERS ABSENT

ADVISORY COMMITTEE MEMBERS PRESENT

Mr. David Rabalais

ADVISORY COMMITTEE MEMBERS ABSENT

Mr. Billy D'Aquila

BOARD OF DIRECTORS PRESENT

Mr. Brian Abshire – Calcasieu Parish Police Jury
Ms. Katie Armentor – Cameron Parish
Mr. Jean Paul Bourg – St. Mary Parish
Mayor Joey Bouziga – Town of Golden Meadow
Mr. Steven Brown – Desoto Parish Police Jury
Mr. Richard Bushnell – England Airpark & Commission
Mayor Charlotte Clavier – City of Carencro
Mayor Belinda Constant – City of Gretna
Parish President Michael B. Cooper – St. Tammany Parish
Mr. Steven Crispino – Terrebonne Parish
Mayor Rich Dupree – City of Pineville
Mr. Wade Evans – City of Central
Mr. Patrick Goldsmith – Ascension Parish
Mr. Damon Hardesty – Calcasieu Parish School Board
Ms. Ashley Beck- City of BR, EBR Parish, EBR Sewerage Commission
Parish President Jaclyn Hotard – St. John the Baptist Parish
Mr. Adrian Moreno – West Calcasieu Parish Community Center Authority
Mr. Dustin Rabalais – Bayou Lafourche Fresh Water District
Ms. Kathy Lynn Honaker-Algiers Dev Dist.
Ms. LaFon Ortis – Lafourche Parish School Board
Mr. Timothy Palmatier – Jefferson Parish
Mr. Keith Roy – Vermilion Parish
Mayor Darnell Waites – City of Baker
Mr. John Wascom – Livingston Parish
Mayor Ryan Williams – City of Ville Platte
Ms. Angela Williamson- City of Bossier City

BOARD OF DIRECTORS' ABSENT

Mr. Billy D'Aquila – Town of St. Francisville Mayor Friday Ellis – City of Monroe
Mr. David Andras – St. John the Baptist School Board Mayor Mike Danahay – City of Sulphur
Ms. Rebecca Breaux – Terrebonne Parish School Board Mr. Philip Rodgers – Bossier Parish Police Jury
Parish President Matt Jewell – St. Charles Parish Ms. Kim Torres – Assumption Parish Police Jury
Mr. Eric England – Caddo Bossier Port Commission Dr. Kelli Joseph – St. Helena Parish School Board
Mr. Matt Johns – Rapides Area Planning Commission Mr. Eric P. Johnson – Vermilion Parish School Board
Mr. Drew Heaphy – St. Bernard Port Harbor and Terminal District
Mr. Jonathan Ringo – SWLA Convention & Visitors Bureau
Mr. Richard Webre – Ascension-St. James Airport Transportation Authority
Mr. John Wells – Louisiana Insurance Guaranty Association
Mr. Kevin Zerangue – City of New Iberia

LCDA STAFF

Mr. Ty E. Carlos, Executive Director
Ms. Amy K. Cedotal, Assistant Secretary/ Office Administrator
Ms. Kaylee Maglone, Project Manager

CALL TO ORDER

Meeting was called to order by Chairwoman, Mary Adams. Ms. Adams asked Ms. Amy Cedotal, Assistant Secretary if there was a quorum, she stated a quorum had been established. Mr. Richard Bushnell led the Invocation followed by Mayor David Camardelle with the Pledge of Allegiance.

MINUTES

Minutes of the LCDA Board of Directors' meeting of October 13, 2022, had previously been mailed to all members, and copies were provided for review. A motion to accept the minutes of the LCDA Board of Directors' meeting of October 13, 2022, as presented was made by Mayor David Butler, seconded by Mr. Johnny Berthelot and with no objection the motion carried unanimously.

NOMINATING COMMITTEE REPORT

Executive Director, Ty Carlos stated a Nominating Committee was named by Chairwoman Adams on September 14, 2023. The Nominating Committee consists of Mayor David Butler
Chairman – Town of Woodworth, Mayor David Camardelle – Town of Grand Isle, Mr. Jim Holland – Town of Oak Grove, Ms. Kathy Lynn Honaker- Algiers Development District and Mr. Drew Heaphy -St. Bernard Port Harbor and Terminal District (absent).

Mayor Butler stated the Nominating Committee met earlier in the day, then referred to the committee's report.

Nominating Committee Chairman Mayor David Butler presented the following:

[Mr. Guy Cormier – Chairman of the Board of Directors' and Executive Committee]

[Mr. Mack Dellafosse – Vice Chairman of the Board of Directors' and Executive Committee]

[Mr. Jim Holland– Secretary/ Treasurer of the Board of Directors' and Executive Committee]

At Large Members of the Executive Committee:

Mayor David Camardelle– nominated for a one-year term

Mayor David Butler – nominated for a two-year term

Mr. Johnny Berthelot – nominated for a three-year term

Mr. David Rabalais – nominated for a four-year term

Ms. Mary Adams – nominated for Advisory Board

Chairwoman Mary Adams asked if there were any nominations from the floor and none were heard. A motion was made by Mayor Wade Evans, seconded by Mayor Rich Dupree to cease nominations, and accept the nominations put forth by the Nominating Committee. With a unanimous vote by the Board of Director's nominations were closed and the recommended Executive Members were approved.

FINANCIALS, BUDGET AND 2020 AUDIT REPORT

Mr. Ty Carlos reported to the Board of Directors' as of September 30, 2023, the Authority had earned 132% of budgeted revenues, while incurring 95% of the budgeted expenditures. Mr. Carlos reviewed the Authority's Financial Position statement, activities, and budget variance as of September 30, 2023. Mr. Carlos reviewed the Adopted Budget for 2023 and concluded with audit documentation from year-end 2022. A motion to accept the Financials, Budget and 2022 Audit Report was made by Mr. Jim Holland, seconded by Mr. Johnny Berthelot and with no objection the motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

Mr. Ty Carlos presented his Director's Report providing a detailed summary on the LCDA creation and mission, a list of bonds the Authority issued from January through September 2023, new members to the Board of Directors, a list of project's on the Director's Pipeline, provided a list of par amounts issued since inception. Mr. Carlos concluded with several topics of interest which included Interest Rates, Refinancing and Refunding's, Hurricane Recovery, Program Development and LCDA Legislation. A motion to accept the Directors Report was made by Mayor Joey Bouziga, seconded by Mayor Belinda Constant and with no objection the motion carried unanimously.

PRESENTATION OF AWARD

Mr. Ty Carlos presented Ms. Mary Adams with an award for her dedicated service to the Executive Committee as Chairwoman.

Guest Speaker

Mr. Ty Carlos introduced Guest Speaker Mr. Warren Morris. Mr. Carlos thanked him for attending the LCDA Board of Directors' meeting.

Other Business

Chairwoman Adams asked for any additional business before the Board, with none being heard.

PUBLIC COMMENT

Chairwoman Adams asked for any public comment. Chairwoman Adams stated that lunch would be served following the meeting and thanked the Board of Directors' and professionals for their attendance. Ms.

Adams thanked Melanie Harvey of Government Consultants for her assistance and Mr. Todd Burall with Regions Bank for sponsoring the luncheon.

ADJOURNMENT

With no further business to come to the attention of the LCDA Board of Directors', a motion to adjourn was made by Mr. Johnny Berthelot, seconded by Mr. Guy Cormier the motion carried unanimously.

ATTEST:



Mr. Ty E. Carlos
Executive Director

SIGNED:



Ms. Mary Adams
Chairwoman

RESOLUTION NO. ____ of 2026

A RESOLUTION TO REAPPOINT ANGELA WILLIAMSON TO REPRESENT THE CITY OF BOSSIER CITY, STATE OF LOUISIANA ON THE BOARD OF DIRECTORS OF THE LOUISIANA LOCAL GOVERNMENT ENVIRONMENTAL FACILITIES AND COMMUNITY DEVELOPMENT AUTHORITY; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, Chapter 10-D of Title 33 of the Louisiana Revised Statutes of 1950, as amended, comprised of La. R.S. 33:4548.1 through 33:4548.16, inclusive, is known as the Louisiana Local Government Environmental Facilities and Community Development Authority Act (the "Act"); and

WHEREAS, the Act creates the Louisiana Local Government Environmental Facilities and Community Development Authority (the "Authority") for the purpose of assisting political subdivisions, as defined in the Act, and other designated entities in acquiring, financing and constructing certain facilities, including environmental, public infrastructure, community and economic development purposes and to otherwise establish programs to aid in the financing of local government and economic development projects; and

WHEREAS, the City of Bossier City, State of Louisiana (the "City"), is a participating political subdivision of the Authority in accordance with the Act; and

WHEREAS, pursuant to Section 4548.4 of the Act, this City Council of the City of Bossier City, State of Louisiana, acting as governing authority of the City, desires to approve the appointment of Angela Williamson to serve as a Director of the Authority;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bossier City, State of Louisiana (the "Governing Authority"), acting as the governing authority of the City of Bossier City, State of Louisiana (the "City"), that:

SECTION 1. Pursuant to the Act, the appointment of Angela Williamson to serve as a Director of the Authority for a term of two (2) years from the date hereof is hereby approved.

SECTION 2. This Resolution shall become effective immediately, and a certified copy hereof shall be forwarded to the offices of the Authority.

The above and foregoing Resolution, read in full at open and legal session convened, was on motion of _____, and seconded by _____, and adopted on the _____ day of _____, 2026 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, City Council President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Public Affairs
Prepared by: Barbara Nichols, Secretary
Sponsor: Thomas Chandler, Mayor

NOTED: RECOMMENDED BY:


Thomas Chandler, Mayor

TITLE:

Adopt a Resolution nominating for confirmation by the Bossier City Council Shane Cheatham as the City's Chief Administrative Officer.
(First and Final Reading) (Chandler)

EXPLANATION OF PROPOSAL:

Confirmation of Shane Cheatham for CAO. Resume attached.

COST/BUDGET DATA:

N/A

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[Nomination CAO - Jan 2026](#)
[MICHAEL SHANE CHEATHAM Resume](#)

Reviewed By:

Thomas Chandler, Mayor	Approved - Jan 14 2026
Angela Williamson, Finance Director	Approved - Jan 14 2026
Charles Jacobs, CA	Approved - Jan 15 2026
Thomas Chandler, Mayor	Approved - Jan 15 2026
Emily Pitts, Administrative Assistant	Approved - Jan 15 2026
Phyllis McGraw, City Clerk	Approved - Jan 15 2026

The following Resolution offered and adopted:

RESOLUTION NO. ____ OF 2026

A RESOLUTION NOMINATING FOR CONFIRMATION BY THE BOSSIER CITY COUNCIL SHANE CHEATHAM AS THE CITY’S CHIEF ADMINISTRATIVE OFFICER

WHEREAS, a vacancy exist in the position of Chief Administrative Officer for the City of Bossier City; and

WHEREAS, Shane Cheatham has all the required qualifications and experience necessary to be the Chief Administrative Officer; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the nomination of Shane Cheatham as Chief Administrative Officer at the same salary as the former Chief Administrative Officer is hereby confirmed.

The above and foregoing Resolution, read in full at open and legal session convened, was on motion of _____ and seconded by _____, and adopted on the _____ day of _____, 2026 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

_____, Council President

Phyllis McGraw, City Clerk

MICHAEL SHANE CHEATHAM

(318)200-0801
shanecheatham@me.com

EXECUTIVE SUMMARY

Senior public-sector and business leader with extensive experience in **municipal governance, intergovernmental relations, and rural development**. Proven ability to work collaboratively with **mayors, city councils, police juries, school board members, planning districts, and state leadership** to align resources, advance community priorities, and deliver results. Known for transparent leadership, fiscal responsibility, and steady operational management.

PROFESSIONAL EXPERIENCE

Office of the Governor – State of Louisiana
Regional Director, Office of Rural Development | 2024–Present

- Serve as regional liaison between the Governor’s Office and municipal and parish governments.
 - Coordinate directly with mayors, city councils, police juries, and regional planning districts to advance infrastructure, economic development, and community projects.
 - Facilitate communication between local governments and state agencies to align funding, compliance, and project implementation.
 - Assist communities in navigating intergovernmental processes and multi-agency coordination.
-

318 Real Estate, L.L.C. – Bossier City, LA
Owner / Realtor® | 2016–Present

- Founder and operator of locally owned real estate firm with **\$148+ million in closed sales**.
 - Responsible for budgeting, payroll, compliance, and daily operations.
 - Lead and train agents in residential and commercial transactions.
 - Coordinate with local governments and planning bodies on zoning, permitting, and development matters.
-

Bossier Parish School Board – Bossier Parish, LA
Elected Official, District 11 | 2015–2021

- Served as policy-making authority for a large public school system.
 - Oversaw annual operating budgets exceeding **\$226 million**.
 - Managed **\$60.8 million in capital projects** as Board President; supported **\$168+ million** in capital improvements overall.
 - Worked collaboratively with parish, municipal, and state officials on budgeting, capital planning, and compliance.
 - **President, Bossier Parish School Board (2019).**
-

ADDITIONAL LEADERSHIP EXPERIENCE

Owner – SmartPhone Specialists

General Manager – Verizon Wireless, Sprint, Office Depot

- Led multi-location operations, managed large teams, budgets, payroll, and performance metrics.
 - Consistent record of operational improvement, staff development, and customer service excellence.
-

EDUCATION & CREDENTIALS

- Community Development Institute Louisiana
 - Louisiana Real Estate Sales License
 - Louisiana State University – Shreveport
 - Parkway High School, Bossier City
-

AFFILIATIONS & INTERGOVERNMENTAL INVOLVEMENT

- Northwest Louisiana Association of Realtors
 - National Associations of Realtors
 - Former Chairman, Bossier Parish Republican Executive Committee
 - Member, Louisiana Republican State Central Committee
 - Board Member, Bryant Lee Foundation | Roy's Kids
 - Co-Founder, South Bossier Business Lunch Group
-

REFERENCES

Available upon request.



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Public Works
Prepared by: Dorothy Crenshaw, Office Manager
Sponsor: Wade Rich, Director

NOTED: RECOMMENDED BY:


Thomas Chandler, Mayor

TITLE:

Adopt a Resolution for Public Works to fill a full time Animal Control Officer position in the Animal Control division and backfill any vacant position this creates.
(First and Final Reading) (Rich)

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[Positions Resolution 2019n \(57\)](#)

Reviewed By:

Wade Rich, Director	Approved - Jan 13 2026
Angela Williamson, Finance Director	Approved - Jan 13 2026
Charles Jacobs, CA	Approved - Jan 15 2026
Thomas Chandler, Mayor	Approved - Jan 15 2026
Emily Pitts, Administrative Assistant	Approved - Jan 15 2026
Phyllis McGraw, City Clerk	Approved - Jan 15 2026

The following Resolution offered and adopted:

Resolution No. ____ Of 2025

A RESOLUTION FOR PUBLIC WORKS TO FILL A FULL TIME ANIMAL CONTROL OFFICER POSITION IN THE ANIMAL CONTROL DIVISION AND BACKFILL ANY VACANT POSITION THIS CREATES.

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to hiring or employment of any individual receiving wages, compensation, or remuneration for labor including temporary or contractual employment; and

WHEREAS, a full time Animal Control Officer position is vacant due to termination and creates the need to fulfill by hiring or promoting from within and backfill any position this creates; and

WHEREAS, the administration and department assure that the current budget has been verified and that funding available in the total budgeted salaries is not exceeded; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the Department of Public Works is hereby authorized to replace the position due to an opening and backfill any position this creates by hiring or promoting within the Department of Public Works with no impact to the existing budget.

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of _____, and seconded by _____, and adopted on the ____ day of _____, 2025, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Parks
Prepared by: Mary Ward, Parks Director
Sponsor: Mary Ward, Parks Director
Submitted: January 15, 2026

NOTED: RECOMMENDED BY:

Thomas Chandler, Mayor

TITLE:

Adopt a Resolution for Parks and Recreation to fill a field supervisor in the parks and recreation division and backfill any vacant position this creates.
(First and Final Reading) (Ward)

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[Resolution - Brian St. Andre](#)

Reviewed By:

Mary Ward, Parks Director
Angela Williamson, Finance Director
Charles Jacobs, CA
Thomas Chandler, Mayor
Emily Pitts, Administrative Assistant
Phyllis McGraw, City Clerk

Approved - Jan 15 2026
Approved - Jan 15 2026

A The following Resolution offered and adopted:

Resolution No. ____ Of 2026

**A RESOLUTION FOR PARKS AND RECREATION TO FILL A FIELD SUPERVISOR
IN THE PARKS AND RECREATION DIVISION AND BACKFILL ANY VACANT
POSITION THIS CREATES.**

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to hiring or employment of any individual receiving wages, compensation, or remuneration for labor including temporary or contractual employment; and

WHEREAS, a field supervisor position is vacant due to termination, creating the need to fulfill by hiring or promoting from within and backfill any position this creates; and

WHEREAS, the administration and department assure that the current budget has been verified and that funding available in the total budgeted salaries is not exceeded; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the Department of Parks and Recreation is hereby authorized to replace a position due to openings and backfill any position this creates by hiring or promoting within the Department of Parks and Recreation with no impact to the existing budget.

The above and foregoing Resolution was read in full at open and legal session convened, was on motion of _____, and seconded by _____, and adopted on the ___ day of _____, 2026, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Public Utilities
Prepared by: Kellie Bell, Office Manager
Sponsor: Todd Thompson, Construction Manager
Submitted: December 31, 2025

NOTED: RECOMMENDED BY:

Thomas Chandler, Mayor

TITLE:

Adopt a Resolution authorizing the hiring of a Utility Worker for Water Distribution in Public Utilities Dept.
(First and Final Reading) (Thompson)

EXPLANATION OF PROPOSAL:

Resignation

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[Resolution for Utility Worker](#)

Reviewed By:

Amanda Nottingham, Chief Administrative Officer	Approved - Dec 31 2025
Angela Williamson, Finance Director	Approved - Dec 31 2025
Charles Jacobs, CA	Approved - Jan 15 2026
Thomas Chandler, Mayor	Approved - Jan 15 2026
Emily Pitts, Administrative Assistant	Approved - Jan 15 2026
Phyllis McGraw, City Clerk	Approved - Jan 15 2026

The following Resolution offered and adopted:

RESOLUTION _____ OF 2026

A RESOLUTION AUTHORIZING THE HIRING OF A UTILITY
WORKER FOR WATER DISTRIBUTION IN PUBLIC UTILITIES DEPT.

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to the hiring or employment of any individual receiving wages, compensation, or remuneration for any labor including temporary or contractual employment.

WHEREAS, the position of Utility Worker is vacant due to resignation 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 _____ and seconded by _____, and adopted on the 20th day of January 2026 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, Council President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Finance
Prepared by: Angela Williamson, Finance Director
Sponsor: Angela Williamson, Finance Director
Submitted: January 15, 2026

NOTED: RECOMMENDED BY:


Thomas Chandler, Mayor

TITLE:

Adopt a Resolution authorizing the hiring or promotion of an Application Analyst in the Information Services Department due to separation and backfilling any vacant positions this may create (First and Final Reading) (Williamson)

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[Resolution - Application Analyst - Information Services](#)

Reviewed By:

Angela Williamson, Finance Director	Approved - Jan 15 2026
Charles Jacobs, CA	Approved - Jan 15 2026
Thomas Chandler, Mayor	Approved - Jan 15 2026
Emily Pitts, Administrative Assistant	Approved - Jan 15 2026
Phyllis McGraw, City Clerk	Approved - Jan 15 2026

The following Resolution offered and adopted:

RESOLUTION NO. OF 2026

A RESOLUTION AUTHORIZING THE HIRING OR PROMOTION OF AN APPLICATION ANALYST IN THE INFORMATION SERVICES DEPARTMENT DUE TO SEPARATION AND BACKFILLING ANY VACANT POSITIONS THIS MAY CREATE

WHEREAS, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to the hiring or employment of any individual receiving wages, compensation, or remuneration for any labor including temporary or contractual employment; and

WHEREAS, the Information Services Department has an available position due to separation of an employee; and

WHEREAS, this separation provides for an opportunity to hire a replacement or promote from within and backfill any vacancies created; and

WHEREAS, this action will have no impact on the existing budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to hire or promote an Application Analyst in the Information Services Department and backfill any vacancies this may create with no impact to the existing budget.

The above and foregoing Resolution, was discussed and opened for public input at open and legal session convened, was on motion of _____ and seconded by _____, and adopted on the _____ day of _____, 2026, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Chris Smith, President

Phyllis McGraw, City Clerk



City of Bossier City
ITEM FACT SHEET
Regular Council

Meeting Date: Regular Council - Jan 20 2026
Department: Finance
Prepared by: Angela Williamson, Finance Director
Sponsor: Angela Williamson, Finance Director
Submitted: January 15, 2026

NOTED: **RECOMMENDED BY:**

TITLE:

Angela Williamson, Finance Director - Monthly Financial Report

COUNCIL DATE REQUESTED:

Regular Council - Jan 20 2026

ATTACHMENTS:

[December 2025 Financials](#)

Reviewed By:

Angela Williamson, Finance Director
Emily Pitts, Administrative Assistant
Phyllis McGraw, City Clerk

Approved - Jan 15 2026
Approved - Jan 15 2026
Approved - Jan 15 2026

City of Bossier City

Revenue by Fund

December 2025

Fund Number	Fund Name	December 2025	December 2024	December 2025 YTD		% YTD Budget
				Actual	Budget	
100	General Fund	4,285,544	4,154,147	78,846,435	71,823,048	110%
230	Civic Center	329,990	324,937	717,127	629,500	114%
235	Hotel Motel Taxes	131,127	101,774	3,661,314	2,864,832	128%
240	Fire Improvements and Operations	374,382	367,956	4,817,186	3,831,756	126%
250	Jail and Municipal Building	224,590	301,865	2,927,111	2,296,575	127%
260	Streets and Drainage	270,071	265,069	3,545,988	4,476,968	79%
400	Sales Tax Capital	907,442	878,455	12,379,036	9,449,873	131%
410	Parkway Capital	1,679,508	1,725,546	20,404,448	16,932,995	121%
480	Riverboat Capital	1,079,223	887,854	12,755,365	10,835,000	118%
600	Water	1,761,041	1,432,289	18,712,943	17,702,611	106%
601	Sewer	1,524,123	1,601,472	17,977,677	18,842,500	95%
610	Emergency Medical Services	811,396	1,088,744	8,621,644	9,725,535	89%
620	Public Service and Sanitation	874,915	605,674	10,351,171	10,276,110	101%
800	Consolidated Sales Tax	15,156,685	14,537,051	191,650,503	135,807,290	141%
810	Riverboat Gaming Trust	123,245	87,966	1,608,003	50,000	3216%
820	Public Safety and Health Trust	63,298	62,206	946,100	25,000	3784%
Total		29,596,580	28,423,005	389,922,051	315,569,593	124%

City of Bossier Sales Tax Collections - Cash Basis 67,332,454 54,739,364 123%

General Fund Sales Tax 35,366,730 29,816,065 119%

City of Bossier City

Expenses by Fund

December 2025

Fund Number	Fund Name	December 2025	December 2024	December 2025 YTD		% YTD Budget
				Actual	Budget	
100	General Fund	5,789,992	4,778,558	71,380,809	78,035,712	91%
200	Metropolitan Planning Commission	53,613	58,011	833,022	1,140,645	73%
230	Civic Center	28,677	37,813	404,307	623,151	65%
600	Water	1,398,104	1,472,464	20,927,323	21,905,481	96%
601	Sewer	1,536,951	2,568,508	18,608,687	19,202,485	97%
610	Emergency Medical Services	808,525	809,304	8,421,449	9,743,220	86%
620	Public Service and Sanitation	701,357	764,255	9,004,422	10,024,991	90%
800	Sales Tax Administration	90,833	73,498	1,032,841	1,244,810	83%
Total		10,408,052	10,562,411	130,612,860	141,920,495	92%

BOSSIER CITY — PARISH



Sales and Use Tax Division

P.O. BOX 71313
 BOSSIER CITY, LOUISIANA 71171-1313
 PHONE NO: (318) 741-8549
 FAX NO: (318) 741-8997



COMPARATIVE REPORT

TO: Mayor Chandler
FROM: Bossier City - Parish Sales Tax Division
SUBJECT: Sales Tax Collection during December 2025

End of Month Date	12/31/2025	Amount	Percentage
12/31/2025 Collections		\$ 5,150,870	
12/31/2024 Collections		\$ 5,226,587	
	Decrease	\$ (75,717)	-1.4%
12/31/2025 YTD Collections		\$ 67,332,454	
12/31/2024 YTD Collections		\$ 64,413,750	
	Increase	\$ 2,918,704	4.5%
12/31/2025 Collections include state check of		\$ 256,399	
12/31/2024 Collections include state check of		\$ 316,433	
	Decrease	\$ (60,034)	-19.0%
12/31/2025 YTD Collections include state check of		\$ 3,871,337	
12/31/2024 YTD Collections include state check of		\$ 3,672,006	
	Increase	\$ 199,331	5.4%
December Audit Collections		\$ 13,347	
December Audit Collections YTD		\$ 417,214	
December Compliance Collections		\$ 154,941	
December Compliance Collections YTD		\$ 2,953,913	

THIS REPORT INCLUDES AMOUNTS FROM DMV CHECKS.

**CITY OF BOSSIER CITY
2025 BUDGET
MANNING TABLE REPORT**

Department	Full Time				Part Time				Notes
	December 2025 Current Manning	Budget 2025	Variance	Monthly Expense Including Benefits	December 2025 Current Manning	Budget 2025	Variance	Monthly Expense Including Benefits	
	01 CITY COUNCIL	9	9	-					
02 PUBLIC AFFAIRS	5	5	-						
03 FINANCE DEPARTMENT	7	9	(2)	12,080	1	1	-		
04 PURCHASING DIVISION	2	2	-						
05 HUMAN RESOURCES DEPARTMENT	4	4	-						
06 LEGAL DEPARTMENT	5	5	-						
07 CITY COURT	13	13	-		1	2	(1)	4,496	
08 CITY MARSHAL	16	16	-		1	1	-		
09 COMMUNITY DEVELOPMENT	3	3	-		-	1	(1)	1,866	
10 FLEET SERVICES	15	15	-						
11 BUILDING MAINTENANCE	6	6	-						
12 INFORMATION SERVICES	9	9	-						
15 ENGINEERING DEPARTMENT	9	10	(1)	4,312	-	1	(1)	3,172	
16 TRAFFIC ENGINEERING	5	7	(2)	10,000					
17 PERMITS & INSPECTIONS DIVISION	10	10	-						
20 POLICE DEPARTMENT	205	213	(8)	47,840	2	4	(2)	5,598	
21 FIRE DEPARTMENT	201	207	(6)	35,592					
25 PUBLIC WORKS DEPARTMENT	3	3	-						
26 STREET DIVISION	3	5	(2)	9,406	1	2	(1)	1,866	
27 SANITATION DIVISION	11	13	(2)	10,881	-	1	(1)	897	
28 HERBICIDE AND MOSQUITO CONTROL	1	1	-		-	1	(1)	1,346	
29 STREET SWEEPING AND GRASS CUTTING	9	11	(2)	9,014					
30 ANIMAL CONTROL	9	10	(1)	4,456	2	4	(2)	4,198	
32 PARKS AND RECREATION DEPARTMENT	29	31	(2)	10,005	4	6	(2)	3,639	
51 METROPOLITAN PLANNING COMMISSION	6	7	(1)	6,999	-	1	(1)	549	
54 CIVIC CENTER	1	2	(1)	5,888	2	3	(1)	1,399	
61 WATER ADMINISTRATION	2	2	-						
63 WATER TREATMENT PLANT	12	12	-						
64 WATER TRANSMISSION AND DISTRIBUTION	9	9	-						
66 CUSTOMER SERVICE	16	17	(1)	4,790					
72 RED RIVER TREATMENT PLANT	8	8	-		1	1	-		
73 SEWER MAINTENANCE	5	5	-						
74 SEWER LIFT STATION	10	10	-						
75 NORTHEAST SEWER TREATMENT PLANT	6	6	-						
76 ENVIRONMENTAL AFFAIRS	3	3	-						
81 SALES TAX ADMINISTRATION	11	11	-						
	678	709	(31)	\$ 171,263	15	29	(14)	\$ 29,026	Per month
Previous Report	687			\$ 2,055,156	15			\$ 348,312	Full Year
Change from Last Report	(9)			\$ 2,055,156	-			\$ 348,312	12 Months
Salaries	Actual	Budget	Variance	% Budget	Actual	Budget	Variance	% Budget	
Current Month	2,887,629	3,250,496	(362,867)	89%	28,952	61,229	(32,277)	47%	
Year-to-Date	35,708,800	39,005,948	(3,297,148)	92%	451,422	734,744	(283,322)	61%	
Annual	35,708,800	39,005,948	(3,297,148)	92%	451,422	734,744	(283,322)	61%	

**City of Bossier City
Water and Sewer
Year to Date December 2025**

	Actual 2025	Actual 2024		2025	2024		2025	Variance	12 months	12 months	
	Current Month	Prior Year	+ / -	Actual YTD	Actual YTD	+ / -	Budget YTD	+ / -	Jan 25 to Dec 25	Jan 24 to Dec 24	+ / -
Water Fund - 600											
Operating Revenues											
Water Sales - Charges	346,903	290,476		4,087,143	3,274,309		3,325,000		4,087,143	3,274,309	
Water Sales - Usage	1,123,210	1,065,145		12,290,791	11,674,442		12,550,000		12,290,791	11,674,442	
Water Sales - Hydrant Rental	5,000	5,000		60,000	60,000		60,000		60,000	60,000	
Other Revenue	285,929	71,667		2,275,010	1,556,770		1,767,611		2,275,010	1,556,770	
Total Operating Revenues	1,761,042	1,432,288	23%	18,712,944	16,565,521	13%	17,702,611	6%	18,712,944	16,565,521	13%
Operating Expenses											
Administration	130,655	261,428		1,818,619	1,611,068		1,812,701		1,818,619	1,611,068	
Water Treatment Plant	436,062	358,782		5,137,595	4,739,095		5,340,754		5,137,595	4,739,095	
Water Transmission and Distribution	106,844	69,343		1,159,823	1,098,212		1,246,676		1,159,823	1,098,212	
Customer Service	98,789	110,105		1,539,917	1,409,945		1,735,850		1,539,917	1,409,945	
Total Operating Expenses	772,350	799,658	-3%	9,655,954	8,858,320	9%	10,135,981	-5%	9,655,954	8,858,320	9%
Sewer Fund - 601											
Operating Revenues											
Sewer Charges	854,138	851,667		10,214,850	10,166,282		10,500,000		10,214,850	10,166,282	
Sewer Usage	475,417	537,986		5,514,342	5,945,488		6,150,000		5,514,342	5,945,488	
BAFB Contract	51,994	52,547		597,780	528,737		600,000		597,780	528,737	
Other Revenue	59,241	75,939		653,291	654,045		592,500		653,291	654,045	
Total Operating Revenues	1,440,790	1,518,139	-5%	16,980,263	17,294,552	-2%	17,842,500	-5%	16,980,263	17,294,552	-2%
Operating Expenses											
Administration	98,321	298,331		1,562,958	1,334,926		1,540,636		1,562,958	1,334,926	
Red River Treatment Plant	149,286	131,830		1,873,173	1,634,792		1,908,201		1,873,173	1,634,792	
Sewer Maintenance	64,237	64,797		623,914	541,015		681,505		623,914	541,015	
Sewer Lift Station	90,437	70,742		1,272,130	1,023,710		1,335,760		1,272,130	1,023,710	
Northeast Treatment Plant	87,725	67,908		1,098,554	860,794		1,091,842		1,098,554	860,794	
Sewer Pretreatment	21,031	20,035		262,400	246,721		283,428		262,400	246,721	
Total Operating Expenses	511,037	653,643	-22%	6,693,129	5,641,958	19%	6,841,372	-2%	6,693,129	5,641,958	19%
Total Operating Revenue	3,201,832	2,950,427	9%	35,693,207	33,860,073	5%	35,545,111	0%	35,693,207	33,860,073	5%
Total Operating Expenses	1,283,387	1,453,301	-12%	16,349,083	14,500,278	13%	16,977,353	-4%	16,349,083	14,500,278	13%
Net Operating Income	1,918,445	1,497,126	28%	19,344,124	19,359,795	0%	18,567,758	4%	19,344,124	19,359,795	0%
Transfer in For Debt Service	83,333	83,333		1,000,000	1,000,000		1,000,000		1,000,000	1,000,000	
Transfers out for Debt Service	(1,377,083)	(1,377,083)		(16,525,000)	(16,525,000)		(16,525,000)		(16,525,000)	(16,525,000)	
Net Operating Income after Debt Service	624,695	203,376	207%	3,819,124	3,834,795	0%	3,042,758	26%	3,819,124	3,834,795	0%