

**PROCEEDINGS OF THE CHARTER REVIEW COMMISSION
OF BOSSIER CITY LOUISIANA TAKEN AT THE MEETING OF
February 12, 2024**

The Charter Commission of the City of Bossier City, State of Louisiana, had a meeting in the Bossier Council Chambers, 620 Benton Road, Bossier City, Louisiana, on February 12, 2024, at 6:00 PM.

Roll Call as follows:

Present: Vicky Whitman, Lisa Wilhite, Julianna Parks, Sandra Morehart, Preston Friedley, Jr., Lee A. Jeter, Sr., David Johnson.

Absent: Panderina Soumas, Shane Cheatham

Also present were ex officio non-voting members: Assistant City Attorney Richard Ray standing in for City Attorney Charles Jacobs, Chief Administrative Officer, Amanda Nottingham.

Invocation was given by Mr. Lee A. Jeter, Sr.

Pledge of Allegiance was led by Mrs. Julianna Parks.

Agenda Item called: Approve Agenda

By: Mr. Jeter **Motion to approve agenda.**

Second by Mrs. Whitman

No comment from the audience.

No comments from the commission.

Vote in favor of motion is unanimous.

Yeas: Preston Friedley, Jr., Lee A. Jeter, Sr., David Johnson, Sandra Morehart, Vicky Whitman, Lisa Wilhite and Julianna Parks

Nays: none

Absent: Panderina Soumas, Shane Cheatham

Abstain: none

Agenda Item called: Approve Minutes from February 5, 2024 meeting.

By: Mrs. Wilhite **Motion to approve minutes from February 5, 2024 meeting.**

Second by Mr. Johnson

No comment from the audience.

No comments from the commission.

Vote in favor of motion is unanimous.

Yeas: Preston Friedley, Jr., Lee A. Jeter, Sr., David Johnson, Sandra Morehart, Vicky Whitman, Lisa Wilhite and Julianna Parks

Nays: none

Absent: Panderina Soumas, Shane Cheatham

Abstain: none

Old Business

Agenda Item Called: Discussion of upcoming town hall meetings to receive input from the public.

Mr. Friedley discussed the commission email response of two to three emails. Members indicated they were not receiving the emails. Mr. Ray will check with IT for troubleshooting.

Mr. Friedley reviewed the scheduled town hall meetings.

Town Hall Meetings – doors will open at 6:00 pm and begin at 6:30 pm

Hooter Park February 20, 2024, 6:00 pm – 8:00 pm – Central Bossier

Shady Grove Recreation February 22, 2024, 6:00 pm – 8:00 pm – South Bossier

Bossier Instructional Center (BIC). February 27, 2024, 6:00 pm – 8:00 pm – North Bossier

Mr. Ray will ask Public Information to publicize the town hall meetings.

Members discussed the feedback form for use in town hall meetings. Mrs. Morehart will revise the feedback form based on this input.

Mr. Ray will provide 20 copies of the current Bossier City Charter.

Audience member Mrs. Lisa Johnson advised the review commission of options on questions and QR code process that has been used for other town halls.

Mrs. Wilhite volunteered to provide QR code and google form process to provide the feedback electronically during the February 20, 2024 town hall meeting. This will allow citizens to provide feedback even if they are not able to attend the meeting.

Mr. Jeter will provide a blue tooth speaker and microphone for the town halls.

By: Mrs. Parks **Motion to limit public comments to three (3) minutes per agenda item on which action is taken.**

Second by Mrs. Whitman

No comment from the audience.

No comments from the commission.

Vote in favor of motion is unanimous.

Yeas: Preston Friedley, Jr., Lee A. Jeter, Sr., David Johnson, Sandra Morehart, Vicky Whitman, Lisa Wilhite and Julianna Parks

Nays: none

Absent: Panderina Soumas, Shane Cheatham

Abstain: none

By: Mrs. Parks – **Motion to adopt Robert Rules of order 12th edition and to Limit public comment to three (3) minutes per common topic with completed comment card to allow everyone a chance to speak.**

2nd Mrs. Whitman

No comment from the audience.

No comments from the commission.

Vote in favor of motion is unanimous.

Yeas: Preston Friedley, Jr., Lee A. Jeter, Sr., David Johnson, Sandra Morehart, Vicky Whitman, Lisa Wilhite and Julianna Parks

Nays: none

Absent: Panderina Soumas, Shane Cheatham

Abstain: none

New Business.

Agenda Item Called: Update on status of input regarding proposed changes to Bossier City Charter

Mr. Ray stated Mayor included written submission in ordinance.

Mr. Ray is working through draft version with proposed changes in a new charter. He expects to be ready before the February 20, 2024. He will provide to Mayor and Councilmen for review and input.

Mr. Jeter stated the charter commission members should continue to review the charter and identify changes to share with each other.

Discussion regarding Bossier City Charter

Mr. Jeter stated the charter commission members should continue to review the charter and identify changes to share with each other. All members should put in writing the changes for discussion among the charter members.

Mrs. Morehart requested organizational charts on how the city government is currently operating. This should include the mayor and 2+ level of reporting with total number of employees for each director.

Mrs. Nottingham will provide this information.

Agenda Item Called: Discussion regarding Bossier City Charter

Mrs. Whitman asked that the charter commission set deadlines for the review chapter by chapter.

Mr. Jeter requested the commission go one chapter at a time. The review would look at public comments, mayor and councilmen changes and the charter commission changes.

By Mr. Jeter. **Motion: Review the Bossier City Charter chapter 1-5 in the March 4, 2024 meeting and share input to Bossier Charter Commission members by February 29.**

Second by Mrs. Wilhite.

No comment from the audience.

No comments from the commission.

Vote in favor of motion is unanimous.

Yeas: Preston Friedley, Jr., Lee A. Jeter, Sr., David Johnson, Sandra Morehart, Vicky Whitman, Lisa Wilhite and Julianna Parks

Nays: none

Absent: Panderina Soumas, Shane Cheatham

Abstain: none

Mr. Ray stated we must post meeting agenda 24 hours prior to the meeting. He recommends three (3) business day deadline for submission of the agenda and draft minutes.

By: Mrs. Wilhite **Motion to cancel February 26 meeting and defer to March 4.**
Second by Mr. Johnson

No comment from the audience.
No comments from the commission.

Vote in favor of motion is unanimous.
Yeas: Preston Friedley, Jr., Lee A. Jeter, Sr., David Johnson, Sandra Morehart, Vicky Whitman, Lisa Wilhite and Julianna Parks

Nays: none
Absent: Panderina Soumas, Shane Cheatham
Abstain: none

By: Mrs. Whitman **Motion to adjourn**
Second by Mr. Johnson
Adjournment – 12:21 pm

No comment from the audience.
No comments from the commission.

Vote in favor of motion is unanimous.
Yeas: Preston Friedley, Jr., Lee A. Jeter, Sr., David Johnson, Sandra Morehart, Vicky Whitman, Lisa Wilhite and Julianna Parks

Nays: none
Absent: Panderina Soumas, Shane Cheatham
Abstain: none

Respectfully submitted:

Publish _____, 2024