

BOSSIER PARISH POLICE JURY  
CAPITAL IMPROVEMENTS/BUILDING AND GROUNDS COMMITTEE MEETING  
MINUTES

Mr. Glenn Benton, Chairman  
October 2, 2024

The Capital Improvements/Building and Grounds Committee of the Bossier Parish Police Jury met on this 2<sup>nd</sup> day of October, 2024, at 12:30 p.m., in the Police Jury Conference Room, Bossier Parish Courthouse, Benton, Louisiana. Mr. Glenn Benton, Chairman, called the meeting to order at 12:32 p.m., with the following members present:

Mr. Glenn Benton, Chairman, Mr. Tom Salzer, Co-Chairman, Mr. Bob Brotherton, Mr. Jimmy Cochran, Mr. Chris Marsiglia, Ms. Julianna Parks, Mr. Doug Rimmer, and Mr. Philip Rodgers.

Others present for the meeting:

Mr. Julian Darby	Ms. Monica Grappe
Ms. Ashley Ezell	Mr. Patrick Jackson
Ms. Stacie Fernandez	Mr. John Ed Jordan
Mr. Jim Firth	Ms. Megan Ramos
Mr. Butch Ford	Mr. Keith Sutton
Ms. Julie Gill	Dr. Ken Ward
Ms. Pam Glorioso	Mr. Rod White

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Mr. Butch Ford, Parish Administrator, stated that he is working with Prevot Design Services, APAC, to set design fees for renovation of the former Bossier Parish Library History Center. He stated that there is an issue with the proposed design fee, as the quote is similar to what is expected for the design of a new building instead of renovating an older building.

Dr. Ken Ward, Assistant Parish Administrator, stated that he met with Prevot Design Services regarding the design fees, and advised that he is currently working to schedule a meeting with Ms. Stephanie Agee, Bossier Parish Registrar of Voters, regarding storage of her equipment as the design fees are being considered.

Mr. Benton asked for clarification as to which building we are discussing today. Mr. Ford explained that the library administrative building on Shed Road and the renovation of the history center are tied together. He stated that The Coordinating and Development Company (CDC) is interested in purchasing the library administrative building on Shed Road and advised that the plan is to use the funds from that sale to renovate the old history center. He further stated that all administrative staff will be moved to the history center upon completion of the proposed renovations.

Mr. Ford stated that Mr. Jack Skaggs, President and Chief Executive Officer of the CDC, has advised that the CDC remains interested in purchasing the administrative building on Shed

Road, but the CDC does not currently have the grant match funding necessary to pay the appraised value of \$1,375,000. He stated that he has advised Mr. Skaggs to contact Mr. Patrick Jackson, Parish Attorney.

Mr. Benton stated that he is aware that the CDC Board has voted to approve the purchase of the building. Mr. Ford confirmed that the purchase has been approved by the CDC Board, but a match is required for the funding. Dr. Ward stated that the board has approved the purchase and Mr. Skaggs is working on a plan to complete the purchase. In response to Mr. Benton, Mr. Ford stated that a ten percent match is required for the funding. Dr. Ward stated that Mr. Skaggs is working to secure the necessary funding without the need for a loan. Mr. Ford asked Mr. Jackson if it is possible to sell the building or if the parish must surplus and accept bids. Mr. Jackson stated that he will provide more information regarding that question.

Mr. Ford stated that Mr. Skaggs has reached out to Ms. Stacie Fernandez, Parish Treasurer, regarding the police jury's annual payment of dues to the CDC. Mr. Jackson stated that at some point in the past, the parish paid dues to the CDC but stopped when the previous President and CEO was in office. Mr. Ford stated that a statement of fees is forthcoming, but is not included in the proposed 2025 budget as the deadline for budget requests has passed. Mr. Benton asked about the total cost of the dues. Dr. Ward stated that Mr. Skaggs is sending the current amount due along with information on the amounts paid by similar organizations, and on what the police jury has paid in the past. Mr. Jackson stated that he believes the fees are based on population.

Mr. Ford stated that once design fees are negotiated on the proposed renovation of the Bossier Parish Library History Center, the start of the renovations will be delayed until after the upcoming presidential election in November and city elections in March of 2025. He stated that the renovation will take approximately six months to complete, which will put move-in around fall of 2025.

Mr. Benton suggested that moving the Registrar's voting equipment over to the old library center next door be considered, if possible, to allow for an earlier start date for the proposed renovations. Mr. Ford stated that the public has gone to the history center for early voting for many years, and advised that he is developing a plan and will consult with Ms. Agee's office.

Mr. Rimmer stated that if an agreement cannot be reached with Prevot Design, because this is an administrative building and not a library, there are other firms that may be interested in the project. Mr. Ford stated that if an agreement cannot be reached, the parish may consider other

options, but he is hopeful that a contract with Prevot Design will be ready for approval at the next meeting. Mr. Ford stated that he will have Mr. Skaggs reach out to Mr. Jackson regarding the sale of the administrative building on Shed Road.

Mr. Ford stated that the CDC has grant funding for the purchase of the building and advised that he believes there is a match requirement under the grant. He stated that he will gather all necessary information and provide the same to Mr. Jackson.

Mr. Ford clarified that if the sale of the old library administrative building goes through, the proceeds from this sale will be used to pay for renovation of the old library history center and any remaining funds will be used in the construction of the new Haughton branch library.

Mr. Philip Rodgers asked for clarification that the building will not be sold for less than the appraised value. Mr. Ford stated that the parish cannot sell the building for less than the appraised value.

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Mr. Ford stated that this committee previously approved obtaining a fair market rental report from Mr. David W. Volentine, MAI, for the Johnny Gray Jones Youth Shelter facility. He stated that Mr. Volentine has completed the report and advised that the annual fair market value for rent of this property is \$195,000 per year, which is approximately \$16,000 per month. He further stated that one of the parties interested in renting the property recently contacted him and when he advised that the monthly rent may be \$16,000, the party asked to be removed from the list.

Mr. Ford stated that if the committee approves, he will contact each interested party to advise of the monthly rental cost and to determine if any party is interested in moving forward. He stated that the \$16,000 per month rent does not include utilities and advised that the parish will remain responsible for some maintenance. Mr. Benton stated that the money provided to the parish by the riverboat gaming statutes pays for the annual maintenance of the building. Mr. Ford stated that the parish receives approximately \$150,000 per year in riverboat gaming funds for the facility, and the annual fair market rental is \$195,000, with the tenant paying utilities. He stated that Mr. Jackson will assist with a lease agreement if any party is interested in leasing the property. He further stated that the police jury will approve the terms of the lease agreement prior to signing. Mr. Ford stated that annual rental fees received will also help pay for the cost of insurance and maintenance of the property. Mr. Chris Marsiglia stated that tenants will also be responsible for

carrying liability insurance.

Mr. Rimmer asked how many parties are interested in the Johnny Gray Jones facility. Mr. Ford stated that there were four parties interested initially, with three remaining as of today. He stated that none of the parties may be interested if the annual rent is \$195,000. Mr. Salzer asked if there is a law requiring the rent to be set at the fair market value. Mr. Jackson stated that for a private individual to lease the facility, fair market value is the standard. He stated that there is some flexibility when the parish receives a benefit, and the lessee provides a public service. He further stated that while fair market value is the standard, if the parish has a non-profit organization interested that provides a necessary service for which we have a mandate to provide, there may be some flexibility to allow for a reduction of the fair market rental value.

Mr. Ford stated that the parties which have expressed interest are all for-profit entities that receive some type of grant funding through the state. He stated that he will gather additional information and provide an update to the committee at the first meeting in November.

Mr. Marsiglia asked what is the per square foot rental for the property. Mr. Ford stated that the rental is \$10.38 per square foot. Mr. Jimmy Cochran stated that it may be difficult to find a tenant who carries the amount of insurance required and has funds available to pay the fair market rental value. He stated that if there is an entity which provides an essential service to the community, we may need to consider adjusting the cost of the monthly rent to allow for that service to be provided in the parish.

Mr. Ford stated that all the interested parties are currently located in Caddo Parish and are for-profit entities. He stated that he will contact each party to determine the type of services provided and to find out if they are still interested in leasing the facility at the fair market value. He further stated that if any of the entities provide a service for parish residents, he will verify what type of services are offered and the benefit for Bossier Parish residents.

Mr. Ford stated that he recently spoke with Mr. Kenny Loftin, Deputy Secretary for the Louisiana Office of Juvenile Justice, who advised that the state is not currently interested in leasing the facility. He stated that he has not reached out to Caddo Parish to determine if they are interested in the facility. Mr. Jackson stated that the Caddo Parish District Attorney's office has advised him that someone will be in contact with him regarding their potential interest in the facility. He stated that he has reached out approximately three times but advised that he has not received a return call. Ms. Julianna Parks asked if Juvenile Judge Justin Courtney has contacted Mr. Jackson, as he has

reached out to others regarding the facility. Mr. Jackson stated that he has not spoken with Judge Courtney. Dr. Ward stated that he has spoken with the Caddo Parish Commission Administration and advised that they do not have interest in leasing the facility at this time.

Mr. Ford asked Mr. Jim Firth, Facilities Director, for the approximate annual cost of maintaining the property. Ms. Stacie Fernandez, Parish Treasurer, stated that annual maintenance costs approximately \$50,000.

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Mr. Ford stated that upon the retirement of the previous Parish Administrator, Mr. Bill Altimus, he was appointed to his position on the Military Affairs Council Board. He stated that there is an effort to remove the museum from the Barksdale Air Force Base property to allow visitors access without the need to go on base. He further stated that Mr. Mark Greer, a fellow board member, proposed this plan during the summer. Mr. Ford stated that he and Mr. Eric Hudson, Parish Engineer, met with Bossier City Mayor Tommy Chandler regarding this proposed plan. He stated that Mr. Patrick Gullatt, President and CEO of Barksdale Federal Credit Union, has agreed to lease the city and/or parish the green space behind the Barksdale Federal Credit Union located on Northgate Road. He further stated that a parking lot can be constructed at this location to allow visitors to park and walk to the museum. Mr. Ford stated that the cost to expand this parking lot is approximately \$250,000, and advised that the City of Bossier has agreed to contribute \$125,000 towards this project. He stated that he is requesting approval from the police jury to pledge the same amount towards the parking lot expansion. Mr. Benton suggested that funding be requested from the Lieutenant Governor's office, as well. Mr. Tom Salzer asked if moving the museum to the new gate entrance off Interstate 220 is a possibility.

Mr. Jackson stated that previous commanders at Barksdale Air Force Base have identified moving the museum off base a priority upon their arrival. He stated that if the parish pledges funding to this project, those dollars cannot be spent before the existing chain link fence is moved. He further stated that he understands the Military Affairs Council wishes to provide a solution but advised that the big lift is the relocation of the fencing. He stated that the parish public works department can have the parking lot completed in a matter of days. Mr. Rimmer stated that the parish does not necessarily need to appropriate the money at this point, but instead commit to the funding in the future. Mr. Jackson stated that the parish can certainly commit to the project without appropriating any funding at this time.

Mr. Ford stated that the cost of moving the fence is approximately \$250,000, which must be finished prior to any agreements being signed and parking lot work completed. He stated that this is a way for the parish to exhibit good faith, along with the City of Bossier, to provide the parking lot. Mr. Benton asked if Barksdale Air Force Base must move the fence. Ms. Pam Glorioso stated that is federal property, which must be handled by the base. Mr. Ford stated that if the jury approves, he will make that commitment on behalf of the parish, to show good faith in the project.

Mr. Benton asked if anyone is opposed to this plan. Mr. Salzer stated that he is opposed to this plan and instead would like to see the museum moved to the new gate entrance at Interstate 220. Mr. Benton stated that while he agrees with Mr. Salzer, there is a great cost associated with moving a single B-52. He stated that he previously asked why the aircraft cannot be taxied to a new location and was advised that the wings must be removed to move each one. Mr. Ford stated that he suggested using half of the former golf course, or the new gate entrance, as a museum site. He stated that there is no funding available for that type of move. Mr. Benton stated that volunteer airmen maintain those aircrafts. Mr. Ford stated that half of the planes are not in the fenced area and can only be accessed by a scheduled tour.

Mr. Benton stated that the committee consensus is not unanimous, but passes by majority vote of the committee.

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Mr. Doug Rimmer recommended naming the new North South Corridor from Swan Lake Road to Crouch Road as Veterans Parkway. He stated that he would like to bring veterans to the grand opening ceremony, as well. He further stated that he understands the project is nearing the end and a name is needed soon. Mr. Rimmer asked for the jury's consideration of this name at the next regular meeting.

Mr. Rodgers asked what the speed limit will be for the road. Mr. Ford stated that the speed limit will be 45 miles per hour.

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This concluded the meeting of the Capital Improvements/Building and Grounds Committee Meeting. The meeting was adjourned by the Chairman at 12:51 p.m.

MEGAN C. RAMOS  
INTERIM PARISH SECRETARY

GLENN BENTON, CHAIRMAN  
BOSSIER PARISH POLICE JURY