**NOTICE POSTED:** November 13, 2026 4:00 P.M.

**NOTICE OF A BOGALUSA CITY COUNCIL REGULAR MEETING**

**A BOGALUSA CITY COUNCIL REGULAR MEETING will be held as follows:**

**Date:** November 17, 2026

**Time:** 5:30 P.M.

**Place of Meeting:** BOGALUSA CITY HALL COURTROOM

**AGENDA:**

1. Call to Order
2. Invocation followed by the Pledge of Allegiance.
3. Roll Call: **VICE PRESIDENT SMITH**
   **COUNCILWOMAN KATES**
   **COUNCILMAN DUNAWAY**
   **COUNCILWOMAN TEMPLES**
   **COUNCILMAN HILLMAN**
   **PRESIDENT IRVINE**
   **COUNCILWOMAN DOUGLAS**
4. Approval of minutes from October 20, 2026.
5. RECOGNITION AND AWARDS:
6. APPOINTMENTS & NOMINATIONS of BOARDS & COMMITTEE MEMBERS:
   Christmas in the Park Nominations:
   Elizabeth Roberts, Faye Warner, Brandi Cotton, Sharon Cotton, Virginia Williams Kristan Martin Anderson, Hallie Williams, Melissa Crain, Chelsea Bonir, Greg Williams, Buffy Williams, Holly Gabrial
7. ADOPTION OF RESOLUTIONS:
   **A ZONING RESOLUTION** to approve the Planning & Zoning Request: Building and Development permit Application from Our Lady of the Angels Hospital, Inc. for the proposed use of a helipad at 433 Plaza St., Bogalusa, La *(Introduced by Councilwoman Kates)*
8. INTRODUCTION OF ORDINANCES:
   **AN ORDINANCE** for the City of Bogalusa to enter into a Fixed Base Operator Lease and Operating Agreement *(Introduced by Councilwoman Douglas)*
   **AN ORDINANCE** to regulate open burning of leaves, yard waste, and debris, within the corporate limits of the City of Bogalusa; to establish minimum distance requirements from buildings, structures, and adjacent property; to provide for enforcement and penalties; and to provide for related matters *(Introduced by President Irvine )*
   **AN ORDINANCE** to preserve the established and customary locations of the offices and facilities of the City Council, Police Department, City Marshal, City Court, Clerk of Court, and Courtroom; to prohibit the unilateral relocation, removal, o r reassignment of

such offices and facilities by the Mayor without the approval of the affected agency head and the City Council; and to provide for related matters *(Introduced by Councilwoman Douglas)*

9. **PUBLIC HEARINGS & ADOPTION OF ORDINANCES**:

   **AN ORDINANCE** to approve the Planning & Zoning request for new construction at 508 East 4th Street, Bogalusa, for a walk-up restaurant/concession stand *(Introduced by Councilwoman Kates)*

   **AN ORDINANCE** to approve the Planning & Zoning request for new construction at 508 East 4th Street, Bogalusa, for a walk-up restaurant/concession stand *(Introduced by Councilwoman Kates)*

10. **Administrative Remarks**
11. **Council Remarks**
12. **Announcements**: Next Council Meeting will be held on **December 1, 2026.**
13. **Meeting Adjourned.**

**Signed:** _____

**Carie Edwards, City Council Secretary**
**City of Bogalusa**
**214 Arkansas Street**
**985-732-6202**

**In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Leslie Pittman at 985-732-6211 ext. 249 describing the assistance that is necessary.**
**As required by LA R.S. 42:14, the City Council will allow a public comment period at any point in the meeting prior to action on an agenda item upon which a vote is to be taken.**
**To watch Bogalusa City Council Meetings on Live Stream, go to Youtube.com/@CityofBogalusa or Facebook at Bogalusa City Council as per Louisiana Live Stream Law Act 539 R.S. 42:23 passed in 2024.**
**The foregoing City Council agenda is preliminary; a final agenda will be posted at City Hall no less than 24 hours prior to the City Council meeting as required by La. R.S. 42:19. The final agenda may also be amended by unanimous approval of the City Council members present at the City Council meeting.**

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Melissa Crain

CELL PHONE: 985-750-1821

E-MAIL ADDRESS: melcrain1821@gmail.com

ADDRESS: 1640 Pincy Branch Rd

CITY: Bogalusa

STATE: Louisiana

COMMISSION APPLYING FOR: Christmas In The Park

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES ☒ NO

HAVE YOU EVER WORKED FOR THE CITY? ☐ YES ☒ NO

DO YOU CONSENT TO A BACKGROUND CHECK? ☒ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

A lifelong resident of Bogalusa, I have attended Christmas In The Park every year since it began. I have worked on many committees served on the Bogalusa Blues & Heritage Board for 9 years, served as Room Parent Chairperson/event coordinator at ACS for 9 years organizing the Halloween Carnival among other events & served in the same position at Pope John Paul for 2 years. I finally have time to serve my community & would like to.

### EDUCATION

HIGH SCHOOL ATTENDED: Bogalusa High School

DID YOU GRADUATE? ☒ YES ☐ NO

COLLEGE ATTENDED: Southeastern

DID YOU GRADUATE? ☐ YES ☒ NO

DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Buddy Adams | FULL NAME: ~~Ben Stevens~~ Tabitha Ezell | FULL NAME: Mack McGehee |
| COMPANY: | COMPANY: Annciation | COMPANY: |
| ADDRESS: Conklin Dr Bog | ADDRESS: | ADDRESS: |
| RELATIONSHIP: Family Friend | RELATIONSHIP: Family Friend | RELATIONSHIP: Family Friend |
| PHONE: 985 514 2330 | PHONE: 985 516 1920 | PHONE: 985 750 7337 |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

SIGNATURE

DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Brandi Cotton

CELL PHONE: 985 516 6850

E-MAIL ADDRESS: Brandi.62@Gmail.com

ADDRESS: 612 Ave H

CITY: Bogalusa

STATE:

COMMISSION APPLYING FOR: Christmas in the park

HAVE YOU EVER WORKED FOR THE CITY?

☐ YES ☑ NO

HAVE YOU EVER BEEN CONVICTED OF A FELONY?

☐ YES ☑ NO

DO YOU CONSENT TO A BACKGROUND CHECK?

☑ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

### EDUCATION

HIGH SCHOOL ATTENDED: Ben Ford

DID YOU GRADUATE? ☑ YES ☐ NO

COLLEGE ATTENDED:

DID YOU GRADUATE? ☐ YES ☐ NO

DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Sharon Cotton | FULL NAME: Faye Warner | FULL NAME: |
| COMPANY: | COMPANY: | COMPANY: |
| ADDRESS: | ADDRESS: | ADDRESS: |
| RELATIONSHIP: Sister | RELATIONSHIP: | RELATIONSHIP: |
| PHONE: 985 516 6850 | PHONE: 985 516 2938 | PHONE: |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

Brandi Cotton — 10/7/26

SIGNATURE — DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Faye Warner

CELL PHONE: 985-150-5234

E-MAIL ADDRESS: rain_beaut_1@hotmail.com

ADDRESS: 59429 Cutrer Ln.

CITY: Bogalusa

STATE: La.

COMMISSION APPLYING FOR: N/A

HAVE YOU EVER WORKED FOR THE CITY?

☐ YES ☑ NO

HAVE YOU EVER BEEN CONVICTED OF A FELONY?

☐ YES ☑ NO

DO YOU CONSENT TO A BACKGROUND CHECK?

☑ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

She wants to help children enjoy Christmas in park.

### EDUCATION

HIGH SCHOOL ATTENDED: American Academy

DID YOU GRADUATE? ☑ YES ☐ NO

COLLEGE ATTENDED:

DID YOU GRADUATE? ☐ YES ☐ NO

DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Sharon Cotton | FULL NAME: | FULL NAME: |
| COMPANY: | COMPANY: | COMPANY: |
| ADDRESS: | ADDRESS: | ADDRESS: |
| RELATIONSHIP: | RELATIONSHIP: | RELATIONSHIP: |
| PHONE: 985-516-9816 | PHONE: | PHONE: |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

Faye Warner
SIGNATURE

10-7-2026
DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Holly Gabriel
CELL PHONE:
E-MAIL ADDRESS:
ADDRESS: 402 West 5th St.
CITY: Bogalusa
STATE: La
COMMISSION APPLYING FOR: Christmas in the park
HAVE YOU EVER WORKED FOR THE CITY? ☐ YES ☑ NO
HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES ☑ NO
DO YOU CONSENT TO A BACKGROUND CHECK? ☑ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:
Volunteer - with Bash Baseball. and in the meeting.

### EDUCATION

HIGH SCHOOL ATTENDED:
DID YOU GRADUATE? ☑ YES ☐ NO
COLLEGE ATTENDED:
DID YOU GRADUATE? ☐ YES ☑ NO
DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Sharon cotton | FULL NAME: Samatha Williams | FULL NAME: |
| COMPANY: | COMPANY: | COMPANY: |
| ADDRESS: | ADDRESS: | ADDRESS: |
| RELATIONSHIP: | RELATIONSHIP: | RELATIONSHIP: |
| PHONE: 985-516-9816 | PHONE: 985-[illegible]-3339 | PHONE: |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

SIGNATURE: Holly Gabriel
DATE: 10/8/26

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Kristan Martin Anderson

CELL PHONE: 985-502-2719

E-MAIL ADDRESS: Knoelm040403@gmail.com

ADDRESS: 1806 Ave E

CITY: Bogalusa

STATE: La.

COMMISSION APPLYING FOR: Christmas in the Park

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES ☑ NO

HAVE YOU EVER WORKED FOR THE CITY? ☑ YES ☐ NO

DO YOU CONSENT TO A BACKGROUND CHECK? ☑ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

### EDUCATION

HIGH SCHOOL ATTENDED: Bogalusa High School — DID YOU GRADUATE? ☑ YES ☐ NO

COLLEGE ATTENDED: Delgado — DID YOU GRADUATE? ☐ YES ☑ NO

DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Sherry Martin | FULL NAME: Tammy Spears | FULL NAME: Ashley Sheridan |
| COMPANY: W.P. assessors office | COMPANY: W.P. Clerk of Court | COMPANY: D.C.F.S. |
| ADDRESS: | ADDRESS: | ADDRESS: |
| RELATIONSHIP: mother | RELATIONSHIP: aunt | RELATIONSHIP: sister |
| PHONE: 985-515-3503 | PHONE: 985-516-1850 | PHONE: 985-515-9110 |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

Kristan Martin Anderson — SIGNATURE

10-12-26 — DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Deanna Davis

CELL PHONE: 769-378-0078

E-MAIL ADDRESS: deeflip1989@gmail.com

ADDRESS: 911 Blueberry Dr. Apt 3

CITY: Bogalusa

STATE: LA

COMMISSION APPLYING FOR:

HAVE YOU EVER WORKED FOR THE CITY? ☐ YES ☑ NO

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☒ YES ☐ NO

DO YOU CONSENT TO A BACKGROUND CHECK? ☒ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

I would like to be able to experience being a part of something that helps the community. I have also helped at functions before.

### EDUCATION

HIGH SCHOOL ATTENDED: Youth Challenge Academy

DID YOU GRADUATE? ☒ YES ☐ NO

COLLEGE ATTENDED:

DID YOU GRADUATE? ☐ YES ☐ NO

DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Jaclyn Powell | FULL NAME: Lacy Davenport | FULL NAME: |
| COMPANY: First Baptist Church | COMPANY: Drug Court | COMPANY: |
| ADDRESS: Avenue F | ADDRESS: Hattiesburg | ADDRESS: |
| RELATIONSHIP: Friend / Pastor Wife | RELATIONSHIP: Manager | RELATIONSHIP: |
| PHONE: 337-578-2337 | PHONE: 601 466 8058 | PHONE: |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

SIGNATURE

DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Chelsea Bonin

CELL PHONE: 985-516-2705

E-MAIL ADDRESS: gchelsa19@yahoo.com

ADDRESS: 1110 Claiborne Ave

CITY: Bogalusa

STATE: LA

COMMISSION APPLYING FOR: Christmas in the park

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES ☒ NO

HAVE YOU EVER WORKED FOR THE CITY? ☐ YES ☐ NO

DO YOU CONSENT TO A BACKGROUND CHECK? ☑ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

I enjoy serving my community. I helped at CIP for the last three years

### EDUCATION

HIGH SCHOOL ATTENDED: BHS — DID YOU GRADUATE? ☑ YES ☐ NO

COLLEGE ATTENDED: Southeastern — DID YOU GRADUATE? ☐ YES ☒ NO

DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Cindy Brumfield | FULL NAME: Samantha Williams | FULL NAME: Sandy Miller |
| COMPANY: NCS | COMPANY: City Hall | COMPANY: Sandy's Kids |
| ADDRESS: | ADDRESS: | ADDRESS: 1810 Ave F |
| RELATIONSHIP: family | RELATIONSHIP: friend | RELATIONSHIP: Boss |
| PHONE: 985-422-9413 | PHONE: 985-922-3739 | PHONE: 985 750 4081 |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

Chelsea Bonin
SIGNATURE

DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Virginia Williams

CELL PHONE: 985-750-7763

E-MAIL ADDRESS: virginiagg0330@gmail.com

ADDRESS: 1942 S. Columbia St.

CITY: Bogalusa

STATE: La

COMMISSION APPLYING FOR: Christmas in the Park

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES ☒ NO

HAVE YOU EVER WORKED FOR THE CITY? ☐ YES ☒ NO

DO YOU CONSENT TO A BACKGROUND CHECK? ☒ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

To come and enjoy workings and bring a good attitude for everyone to enjoy them sets this year at the Christmas in park I have helped with Christmas in the park before.

### EDUCATION

HIGH SCHOOL ATTENDED: Bogaulsa La

DID YOU GRADUATE? ☐ YES ☒ NO

COLLEGE ATTENDED:

DID YOU GRADUATE? ☐ YES ☒ NO

DEGREE TYPE: GED

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| FULL NAME | FULL NAME | FULL NAME |
|---|---|---|
| Adrain | Chelsea | Samantha |
| COMPANY | COMPANY | COMPANY |
| Fire Department | Daycare worker | City Hall |
| ADDRESS | ADDRESS | ADDRESS |
| | | |
| RELATIONSHIP | RELATIONSHIP | RELATIONSHIP |
| | friend | Sister |
| PHONE | PHONE | PHONE |
| 985-294-9241 | 985-516-2708 | 985-922-3739 |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

SIGNATURE

DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Sharon Cotton

CELL PHONE: 985.516.9816

E-MAIL ADDRESS: sjchair-eyo@aol.com

ADDRESS: 1102 Ruby PL

CITY: Bogalusa

STATE: La

COMMISSION APPLYING FOR: Christmas in the Park

HAVE YOU EVER WORKED FOR THE CITY? ☐ YES ☑ NO

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES ☑ NO

DO YOU CONSENT TO A BACKGROUND CHECK? ☑ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

I volunteer for Christmas in Park, Easter in Park, School Supply give way - support Fire & police Dept.

### EDUCATION

HIGH SCHOOL ATTENDED: Bogalusa High

DID YOU GRADUATE? ☑ YES ☐ NO

COLLEGE ATTENDED: PRC - 2 yrs.

DID YOU GRADUATE? ☐ YES ☑ NO

DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Samatha Williams | FULL NAME: Cody | FULL NAME: Rob Wallace |
| COMPANY: | COMPANY: | COMPANY: |
| ADDRESS: | ADDRESS: | ADDRESS: |
| RELATIONSHIP: Friend | RELATIONSHIP: Friend | RELATIONSHIP: Friend |
| PHONE: | PHONE: | PHONE: |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

Sharon Cotton — SIGNATURE

10/7/26 — DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Buffy Williams

CELL PHONE: 985-516-1184

E-MAIL ADDRESS: buffyw@bellsouth.net

ADDRESS: 1729 Bateman Dr.

CITY: Bogalusa

STATE: LA

COMMISSION APPLYING FOR:

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES ☑ NO

HAVE YOU EVER WORKED FOR THE CITY? ☐ YES ☑ NO

DO YOU CONSENT TO A BACKGROUND CHECK? ☑ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

I have always loved Christmas. It brings me so much joy to see others enjoying the experience of the season as well. My own yard is probably one of the most decorated in Bogalusa. I'm educated, honest, fair, and work well with people from all walks of life. I would be honored to be a part of something so special to our community.

### EDUCATION

HIGH SCHOOL ATTENDED: Bogalusa High School — DID YOU GRADUATE? ☑ YES ☐ NO

COLLEGE ATTENDED: Southeastern — DID YOU GRADUATE? ☑ YES ☐ NO

DEGREE TYPE: Bachelor Degree

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Casey Bond | FULL NAME: Dee Dee McCullough | FULL NAME: Samantha Williams |
| COMPANY: Northshore Charter School | COMPANY: Northshore Charter School | COMPANY: Bogalusa City Hall |
| ADDRESS: 111 Walker St. Bog, LA | ADDRESS: 111 Walker St. Bog, LA | ADDRESS: 202 Ar Kansas Ave Bog LA |
| RELATIONSHIP: SPED Coordinator | RELATIONSHIP: CEO | RELATIONSHIP: Family friend |
| PHONE: 985-732-0005 | PHONE: 985-732-0005 | PHONE: 985-922-3739 |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

Buffy Williams

SIGNATURE

DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Greg Williams

CELL PHONE: 9857503542

E-MAIL ADDRESS: gsw3542@yahoo.com

ADDRESS: 1724 Bateman DR.

CITY: Bogalusa

STATE: LA

COMMISSION APPLYING FOR:

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES ☑ NO

HAVE YOU EVER WORKED FOR THE CITY? ☐ YES ☑ NO

DO YOU CONSENT TO A BACKGROUND CHECK? ☑ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

I love Christmas, I just want to give back to the community

### EDUCATION

HIGH SCHOOL ATTENDED: Bogalusa High School

DID YOU GRADUATE? ☐ YES ☑ NO GED

COLLEGE ATTENDED:

DID YOU GRADUATE? ☐ YES ☐ NO

DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Michael Hall | FULL NAME: Justin Rowsom | FULL NAME: Samuel Williams |
| COMPANY: Rowsom | COMPANY: Rowsom | COMPANY: Bog City Hall |
| ADDRESS: Covington | ADDRESS: | ADDRESS: |
| RELATIONSHIP: Owner | RELATIONSHIP: Owner | RELATIONSHIP: Family friend |
| PHONE: 504-913-2860 | PHONE: 504/390-4222 | PHONE: 985-922-3739 |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

SIGNATURE: Greg Williams

DATE:

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT: Hallie Williams

CELL PHONE: 985-900-7707

E-MAIL ADDRESS: Hallie.williams2007@yahoo.com

ADDRESS: 23388 hwy 436

CITY:

STATE:

COMMISSION APPLYING FOR:

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ YES ☒ NO

HAVE YOU EVER WORKED FOR THE CITY? ☒ YES ☐ NO

DO YOU CONSENT TO A BACKGROUND CHECK? ☒ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

I have volunteered at community projects before and I enjoyed it. I love helping others and connecting with the kids in our community.

### EDUCATION

HIGH SCHOOL ATTENDED: Penn Foster

DID YOU GRADUATE? ☒ YES ☐ NO

COLLEGE ATTENDED:

DID YOU GRADUATE? ☐ YES ☐ NO

DEGREE TYPE:

### REFERENCES

*PLEASE LIST THREE PROFESSIONAL REFERENCES*

| | | |
|---|---|---|
| FULL NAME: Adrian Brister | FULL NAME: Katy Busby | FULL NAME: Chelsea Graner |
| COMPANY: | COMPANY: | COMPANY: |
| ADDRESS: | ADDRESS: | ADDRESS: |
| RELATIONSHIP: Recruiter | RELATIONSHIP: ~~ex employer~~ boss | RELATIONSHIP: |
| PHONE: 985-264-9241 | PHONE: 985-570-7779 | PHONE: 985-516-2708 |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

Hallie Williams

SIGNATURE

DATE

# CITY OF BOGALUSA

## COUNCIL APPOINTED VOLUNTEER BOARD AND COMMISSION APPLICATION

### APPLICANT INFORMATION

NAME OF APPLICANT
Elizabeth Roberts

CELL PHONE
985-516-3562

E-MAIL ADDRESS
goonersroberts@bellsouth.net

ADDRESS
1401 Charwood Drive

CITY
Bogalusa

STATE
LA

COMMISSION APPLYING FOR
Christmas in the Park

HAVE YOU EVER BEEN CONVICTED OF A FELONY?
☐ YES ☑ NO

HAVE YOU EVER WORKED FOR THE CITY?
☐ YES ☑ NO

DO YOU CONSENT TO A BACKGROUND CHECK?
☑ YES ☐ NO

Please briefly describe your interest in serving on this commission and any skills, experience, or perspectives you would bring:

I would like to serve on the Christmas in the Park Commission because this event has a long and meaningful history in our community and I want to help that tradition continue for many years to come. As a member of the Dogwood Ladies league, I've had the opportunity to support the event by donating my time and helping with decorations. I would be proud to continue serving in a new way, share ideas, and help make Christmas in the Park even better for our community

### EDUCATION

HIGH SCHOOL ATTENDED
Port St. Joe High School

DID YOU GRADUATE? ☑ YES ☐ NO

COLLEGE ATTENDED
Judson College

DID YOU GRADUATE? ☑ YES ☐ NO

DEGREE TYPE
Interior Design and Art

### REFERENCES

PLEASE LIST THREE PROFESSIONAL REFERENCES

| FULL NAME | FULL NAME | FULL NAME |
|---|---|---|
| Cristi Tanner | | |
| COMPANY | COMPANY | COMPANY |
| Gayla's Jewelers | | |
| ADDRESS | ADDRESS | ADDRESS |
| 404 Columbia Street | | |
| RELATIONSHIP | RELATIONSHIP | RELATIONSHIP |
| Employer - Friend | | |
| PHONE | PHONE | PHONE |
| 985-516-3562 | | |

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to an appointment, I understand that false or misleading information may result in my release.*

SIGNATURE _____ DATE _____

ZONING RESOLUTION NO. _____
CITY OF BOGALUSA

_____
DATE

The following ordinance was offered for final adoption by _____and seconded by _____.

**ZONING RESOLUTION**

**AN ZONING RESOLUTION TO APPROVE THE PLANNING AND ZONING REQUEST: Building and development permit application from our Lady of the Angels Hospital Inc. for the proposed use of a Helipad at 433 Plaza St. Bogalusa, LA; and,**

**WHEREAS,** a zoning resolution or conditional use permit resolution to formally approve a helipad; and,

**WHEREAS,** the City Council approves the Planning and Zoning request of a building and developmental permit application from our Lady Of The Angels Hospital Incorporated for the proposed use of a Helipad. See the attached Planning & Zoning Commission records.

**WHEREAS,** this project is defined as a helipad associated with Lady of the Angels Hospital. Scope of Work: A new helipad with perimeter fence, and covered walkway to the hospital; and,

**WHEREAS,** the property involved is fully described as follows: Parcel #: 9440009700 Legal: 2.05 ACRES MORE OR LESS IN THE NE PART OF BLOCK 50 RE-SUB SOUTH BOGALUSA IN HR 38-3-13; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED,** that it is hereby approved the request to rezone and the Bogalusa Zoning Map is to be amended in accordance therewith; and,

**BE IT FURTHER RESOLVED,** that it is hereby approved the request to rezone and the Bogalusa Zoning Map is to be amended in accordance therewith; and any and all ordinances and/or parts of ordinances in conflict herewith are hereby repealed. This resolution is effective when passed by the Council and signed by the Fiscal Administrator. If not signed by the Fiscal Administrator, then it is effective as provided for in the Charter.

This Ordinance having been submitted to a vote, the vote thereon was as follows:

| Member | Aye | Nay | Absent | Abstain |
|---|---|---|---|---|
| Penny Douglas, At-Large | | | | |
| Tamira Smith, At-Large | | | | |
| Gloria Kates, District A | | | | |
| Wilton Dunnaway, District B | | | | |
| Shelby Temples, District C | | | | |
| Chanda Hilman, District D | | | | |
| Mark Irvine, District E | | | | |

And the Resolution was declared adopted at a public meeting held on this, the ____ day of _____, 2026.

_____
**Mark Irvine, President**
**Bogalusa City Council**

_____
**Robert Neilson**
**Fiscal Administrator**

**ATTEST:**

_____
**Carle Edwards, City Council Secretary**

# CITY OF BOGALUSA

# PLANNING & ZONING COMMISSION

# OFFICIAL MEETING MINUTES

**Date: November 10, 2026**

**Time: 10:00 A.M.**

**Location: City Hall Council Chambers**

## 1. Call to Order

Called to order at 10:06 A.M. by Chairperson Dena Willett.

## 2. Invocation

The Invocation was given by Gladys Lampton

## 3. Roll Call

Roll call - Secretary Kenyatta Henry

### Commissioners Present:

Dena Willett, Chairperson

Debbie McCloud

Cristl Tanner

Patricia Keller

Tiyu Yayu

Gladys Lampton

Kenyatta Henry, Secretary

### A quorum was present

### Commissioners Absent:

Ellen Hopgood

Elbert Buckley

## 4. Review and Approval of Minutes

Debbie McLoud made a motion to approve October 13, 2026 meeting minutes. Motion seconded by Cristi Tanner. Motion carried unanimously.

## 5. New Business

- **Introduction** for rezoning from **A-3 RESIDENTIAL TO B- BUSINESS** for a Car Lot 803/805 EAST 5TH STREET
- **Vote** for New Construction of Apartments/ Duplex 816 Arnold Ct. Four Duplex, two apartments per duplex, A-3 Residential zoning for new build Motion to approve by Debbie McCloud, seconded by Cristi Tanner. Motion carried unanimously.
- **Vote** for Our Lady of the Angels Hospital located at 433 Plaza Street seeking rezoning of adjacent property at 409 Plaza Street for proposed helipad with a conditional use permit and zoning change from **A-2 RESIDENTIAL** to **COMMERCIAL.** Motion to approve by Dena Willett, motion seconded by Cristi Tanner. Motion carried unanimously.

## 6. Open Discussion

7. Bogalusa Major Corridors Planning & Zoning Project Outline corridors that was prepared by Debbie McCloud for Sullivan Drive, Louisiana Avenue, Carolina Avenue and future uses.

## 8. Adjournment

There being no further business to come before the Commission, meeting adjourned at 11:07 AM. Motion to adjourn unanimously.

THE CITY OF BOGALUSA
Administrative Offices • Post Office Drawer 1179 • Bogalusa, LA 70429-1179
Phone: (985)732-6280 • Fax: (985)732-6246 • www.bogalusa.org

# BUILDING & DEVELOPMENT PERMIT APPLICATION

Application No.: _____ Date Received: 9/18/26

## PROPERTY INFORMATION

Property Address:
433 Plaza St., Bogalusa, LA 70427

Property Owner: Our Lady of the Angels Hospital, Inc.

## APPLICANT INFORMATION

Applicant is:
☐ Property Owner ☒ Contractor ☐ Other: _____

Name: ALLIANCE CONSTRUCTION & REMODELING

Address: 34276 CLINTON ALLEN RD City: DENHAM SPRINGS
State: LA ZIP: 70706 Phone: 225-892-6582 Email: ALLIANCECONSTRUCTIONBIDS @ YAHOO.COM

## PROJECT INFORMATION

Type of Project

☐ New Construction
☐ Addition
☐ Renovation / Repair
☐ Accessory Structure / Shed
☐ Commercial Construction
☐ Change of Use / Occupancy
☐ New Business in Existing Building
☐ Demolition
☒ Other: Helipad associated with Our Lady of the Angels Hospital

Current use of property/building:

☐ Residential ☐ Commercial/Business ☐ Mixed Use ☒ Vacant ☐ Other: _____

Proposed use of property/building:

☐ Residential ☐ Commercial/Business ☐ Mixed Use ☐ Vacant ☒ Other: Helipad

Will any business or commercial activity take place at this property?

☐ No
☒ Yes — Describe: Helicopter operations associated with the hospital, including patient transport

Scope of Work

Describe the work being proposed. Include size, type of construction, renovations, additions, or other relevant information.

A new helipad with perimeter fence, and covered walkway to the hospital.

Supporting documents attached, if applicable:

☐ Site Plan
☐ Building/Construction Plans
☐ Property Survey
☐ Contractor Information
☐ Other: _____

APPLICANT NOTICE

Not every application requires Planning & Zoning Commission or City Council action. Applications will be routed according to the type of project, proposed use, zoning classification, and approvals required by applicable City ordinances. Applicants will be notified when additional information, Planning & Zoning review, City Council action, or other approval is required. Do not begin work or change the use of a property or structure until all required City and Washington Parish approvals have been obtained.

REZONING FEE

Rezoning Fee: $250.00, when applicable. N/A

Date Paid: _____ Receipt No.: _____

APPLICANT CERTIFICATION

I certify that the information provided in this application is true and accurately describes both the proposed work and the intended use of the property or structure.I understand that any approval issued by the City of Bogalusa is limited to the work and use described in this application. Any material change in the scope of work or use of the property or structure must be reported to the City and may require additional review or approval. I understand that City zoning or development approval does not replace any building permit, inspection, certificate of occupancy, or other approval required by Washington Parish or another governmental agency.

Applicant Signature: _____ Date: 9/18/26

# City of Bogalusa Planning &

# Zoning Commission

Tuesday, November 10, 2026, at 10:00 A.M.

City Hall Council Chambers, Bogalusa, La.

MEETING AGENDA

1. Call to Order

2. Invocation

3. Roll Call

4. Approval of Minutes

Review and approval of the

October 13, 2026 Planning &

Zoning Commission meeting minutes.

5. New Business

- Introduction for Rezoning from A-3 Residential to B-1 Business Transitional at 803\805 East 5th Street for a Carlot.
- Vote – 816 Arnold Court proposed new construction of apartments/duplex.
- Vote – Our Lady of the Angels Hospital located at 433 Plaza Street seeking rezoning of adjacent property at 409 Plaza Street for proposed helipad-conditional use permit from A-2 Residential to Commercial.

6. Open Discussion

7. Adjournment

C-2.0

JUNE 18, 2025

635 PLAZA ST.
BOGALUSA, LA 70427

OUR LADY OF THE ANGELES HOSPITAL

ADMINISTRATION FOR

GREENLEAF | ARCHITECTS

GREENLEAFARCH.COM | 985.778.2080 | 404 E GIBSON ST STE 1 | COVINGTON LA

# CITY OF BOGALUSA

# PLANNING & ZONING COMMISSION

# OFFICIAL MEETING MINUTES

**Date: October 13, 2026**

**Time: 10:00 A.M.**

**Location: City Hall Council Chambers**

## 1. Call to Order

Called to order at 10:06 A.M. by Chairperson Dena Willett.

## 2. Invocation

The Invocation was given by Tiyu Yayu

## 3. Roll Call

Roll call - Secretary Kenyatta Henry

### Commissioners Present:

Dena Willett, Chairperson

Debbie McCloud

Cristi Tanner

Ellen Hopgood

Patricia Keller

Elbert Buckley

Tiyu Yayu

Kenyatta Henry, Secretary

### A quorum was present

### Commissioners Absent:

Gladys Lampton

## 4. Review and Approval of Minutes

Cristi Tanner made motion to approve September 8, 2026 meeting minutes. Motion seconded by Ellen Hopgood. Motion carried unanimously.

## 5. New Business

- **Introduction:** New Construction of Apartments/ Duplex 816 Arnold Ct. Four Duplex, two apartments per duplex, A-3 Residential zone with Commercial rezoning request, correct zoning is A-3 Residential multi-family, parking concerns, build U shaped facing inside w/2 parking spaces per unit, lot size, setbacks for Sullivan Drive (state highway) which is not regulated by City of Bogalusa, portions are maintained by the City of Bogalusa, concerns about corridors or making certain areas COMMERCIAL, concerns about approval for apartments in the area, ideas of a plan for that area now versus the future, discussion concerning corridors to be added to agenda, questions about decisions for housing in that area, needs for such a build, currently rental property owner as stated the need for housing per the request as the highway is expanding and future growth within the City of Bogalusa, is this for out-of-towners only, low income housing?, verification of ownership, plat map, building width 32ft with 3ft front porch back door exit, lot size, verified in the area apartments across Sullivan Dr, Washington Parish Planning and Permitting verifies building specifications, property located off Sullivan Dr. does not front Sullivan Dr., commissioners to receive copies of plat maps, ownership deed, process permits w/ Washington Parish Planning and Permitting Office prior to our next meeting.
- **Introduction:** Our Lady of the Angels Hospital for Rezoning due to current zoning for & new build of a Helipad at 433 Plaza Drive presented by Kyle Shcroder currently landing across the street behind the YMCA will build a formal Helipad that will be fenced, scheduled tree removal at site and install lights for visibility with a covered walk-way from the Helipad to the Hospital with landscape improvements, mention future project of a medical facility building for the same location (New Outpatient Clinic for Hospital) for zoning approval on today for any future build that was not included in this Helipad application but was confirmed that it was a separate project that they would submit a separate application at a later date, lights will be FAA approved and on poles as well, residential property in the area, location on the corner of West 3rd Street and Plaza for proposed location where sign is for future build, fenced in chain-link about 4ft. tall, confirmed location is different from sign location which is West 3rd Street, per Kyle, architect.
- Vote for New Construction of a Restaurant/Concession Stand 508 East 4th Street, commercial land lease with Bryan Genco, proposal for 30 x 30 metal building for walk-up restaurant/concession, questions about permits through Parish, seating/covered porch, setback questions, concerns for

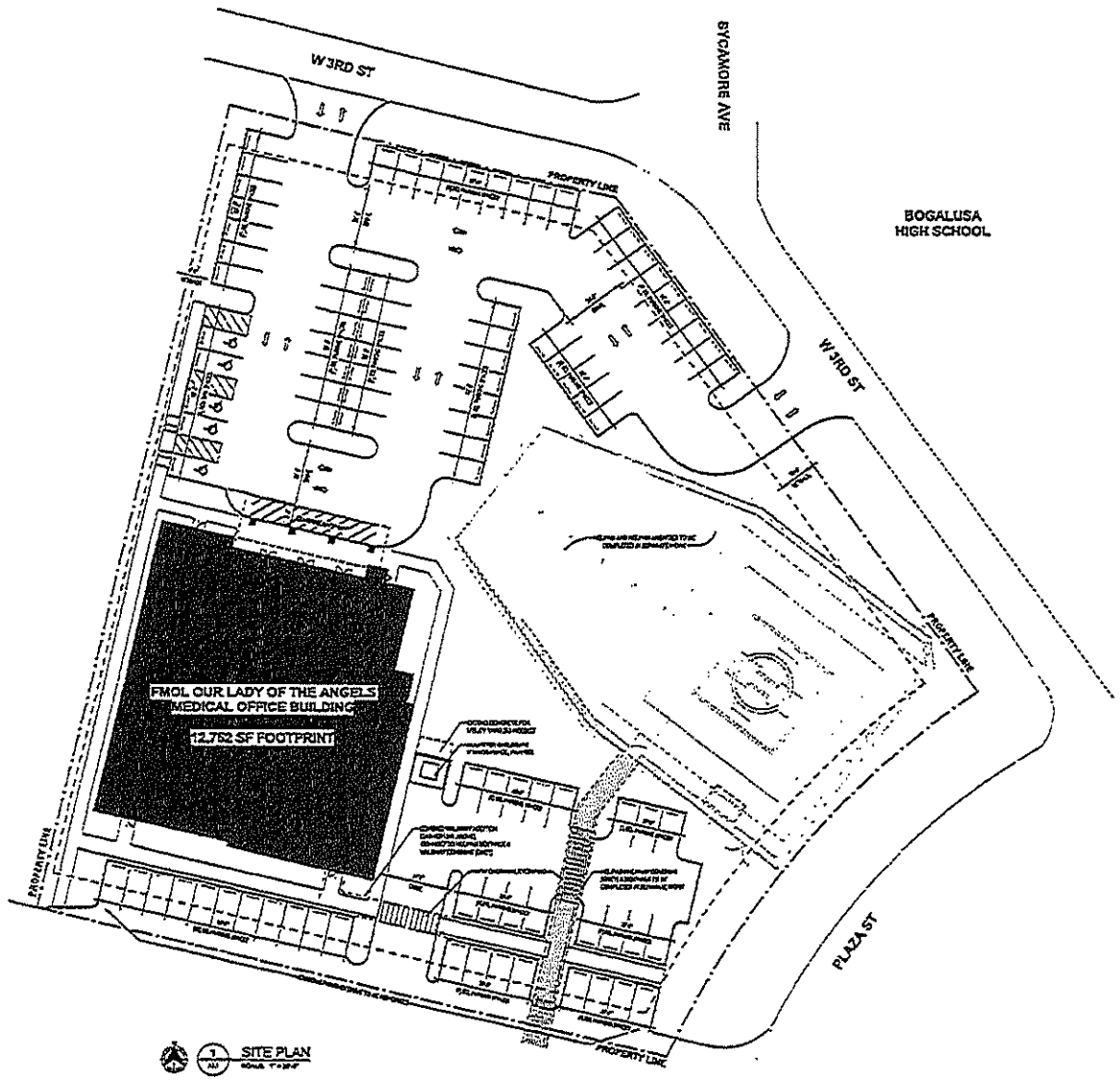
construction of metal buildings, no ordinance against such. Patricia Keller made motion to approve. Motioned seconded by Tlyu Yayu. Motion carried unanimously.

## 6. Open Discussion

- Possible corridors that was mentioned by Debbie McCloud for Sullivan Drive, Louisiana Avenue, Carolina Avenue for our corridors to be an agenda item to see better development for those areas, funding for master plan and the map, tried to get it adopted a year ago with updates, for new updates on zoning changes by mapping company, Capital Region Planning Commission, discussion of a map that has updates, who does the updates, information given by the public of changes that was not recorded, new businesses coming, need funding for map, should be updated every so many years, last update appeared to be 2012 as date on the map, told by Marta with mapping company who said that current map was not approved by council for the updates, Steve Villavaso in the training a year ago said that we could use the map as is, questions about backup for the map, logs from planning and zoning as well as council, digital map questions, need approval for an updated map, get on council agenda for approval of current map and work on updated map, map cannot be updated until approved by council, cost of yearly updates every 3 years or so.

## 7. Adjournment

There being no further business to come before the Commission, meeting adjourned at 11:07 AM. Motion to adjourn unanimously.




1 SITE PLAN

## GENERAL SITE PLAN NOTES

## PARKING CALCULATIONS

## ZONING REGULATIONS

GREENLEAF | ARCHITECTS

A NEW MEDICAL OFFICE BUILDING FOR

OUR LADY OF THE ANGELS

419 PLAZA ST, BOGALUSA, LA 70427

PRELIMINARY
FOR REVIEW ONLY
NOT FOR CONSTRUCTION

SCHEMATIC DESIGN

SITE PLAN

A1.1

# Washington Parish Recording Page

Johnny D. Crain, Jr.
Clerk of Court
Washington Parish Courthouse
P.O. Box 607
Franklinton, LA 70438
(985) 839-4663

**Received From :**
JASON S MICKENHEIM
326 AUSTIN STREET
BOGALUSA, LA 70427

**First VENDOR**
BOGALUSA COMMUNITY MEDICAL CENTER

**First VENDEE**
OUR LADY OF THE ANGELS HOSPITAL INC

**Index Type :** CONVEYANCE

**File Number :** 2025-002029

**Type of Document :** CASH DEED CASH SALE

**Book :** 983 **Page :** 588

**Recording Pages :** 9

## Recorded Information

I hereby certify that the attached document was filed for registry and recorded in the Clerk of Court's office for Washington Parish, Louisiana.

On (Recorded Date) : 05/12/2025

At (Recorded Time) : 2:23:40PM

Patricia Causey
Deputy Clerk

Doc ID - 004586030009

**Return To :**

Do not Detach this Recording Page from Original Document

ACT OF CASH SALE

BE IT KNOWN, that before the undersigned Notaries Public for the Parishes/Counties and States set forth below, and in the presence of the subscribing witnesses personally appeared:

> Bogalusa Community Medical Center, a Corporation domiciled in the State of Louisiana, represented herein by Ronald J. Moreau, Jr., its duly authorized representative, pursuant to a corporate resolution attached hereto and made a part herein, whose mailing address is 747 Daventry Drive, Baton Rouge, LA 70808. (hereinafter referred to as "Seller");

who declared that for the price of TWO HUNDRED EIGHTY FIVE THOUSAND AND 00/100 ($285,000.00) DOLLARS, cash in hand paid, receipt of which is hereby acknowledged, Seller does hereby sell and deliver, with full warranty of title and subrogation to all rights and actions of warranty Seller may have unto Buyer:

> Our Lady of the Angels Hospital, Inc., a Corporation domiciled in the State of Louisiana, represented herein by Charles L. Spicer, Jr., its duly authorized representative, pursuant to a corporate resolution attached hereto and made a part herein, whose mailing address is 4200 Essen Lane, Baton Rouge, LA 70809. (hereinafter referred to as "Buyer");

who acknowledges delivery and possession of all rights, title and interest in and to the following described property:

> 3.08 acres of land, more or less, in the Northeast part of Block 50 of Re-Subdivision or Supplemental Map No. 1 of Original Map of South Bogalusa, being in Headright 38, Township 3 South, Range 13 East, City of Bogalusa, Parish of Washington, State of Louisiana, more fully described as follows:
>
> Beginning at the Southeast corner of Block 50 being the intersection of the North margin of 5th Street and the West margin of Plaza; thence run in a Northerly direction along West margin of Plaza a distance of 300.00 feet to Point of Curve; thence continue in a Northerly direction along west margin of Plaza along curve to the right with a radius of 360.00 feet and consuming an angle of 11 degrees 32 minutes a distance of 72.47 feet to a point on said curve being the Northeast corner of property conveyed to Bogalusa Community Medical Center by deed dated December 29, 1951, the POINT OF BEGINNING; thence continue in a Northerly direction along West margin of Plaza along a curve to the right with a radius of 360.00 feet and consuming an angle of 30 degrees 29 minutes a distance of 191.53 feet to the intersection of the South margin of Sycamore Street; thence from a tangent at said point, turn an angle of 91 degrees 24 minutes to the left and run in a Northwesterly direction along South margin of Sycamore Street, a distance of 244.20 feet to the South margin of 3rd Street; thence turn an angle of 40 degrees 37 minutes to the left and run in a Westerly direction along South margin of 3rd Street, a distance of 290.00 feet; thence turn an angle of 90 degrees to the left and run in a Southerly direction a distance of 327.87 feet to the north line of Medical Center property above referred to; thence turn an angle of 90 degrees to the left and run in an Easterly direction along North line of said Medical Center property a distance of 390.08 feet to the POINT OF BEGINNING.

LESS AND EXCEPT

1.026 acres of land located in the Northeast part of Block 50 of Re-Subdivision or Supplemental Map No. 1 of the Original Map of South Bogalusa, Headright 38, Township 3 South, Range 13 East, City of Bogalusa, Washington Parish, Louisiana, more particularly described as follows:

Commence from the intersection of the Eastern line of Avenue F and the Southern line of Third Street, 197.19 feet along the Southern line of Third Street in an Easterly direction to the POINT OF BEGINNING; thence from the POINT OF BEGINNING continue in an Easterly direction along the Southern line of Third Street, 136.28 feet; thence turn an angle of 90 degrees to the right and go 327.87 feet; thence turn an angle of 90 degrees to the right and go 136.28 feet; thence turn an angle of 90 degrees to the right and go 327.87 feet to the POINT OF BEGINNING. All as shown on a survey by Richard B. Edwards dated March 18, 1993.

Being the same property now described according to that "Plat Prepared for Bogalusa Community Medical Center, Fidelity National Title Insurance Company, and Kean Miller LLP Showing a Survey of: 2.02 Acres of Land Being a Portion of Block 50 of the Re-Subdivision of South Bogalusa Located in Headright 38 Township 03 South Range 13 East, St. Helena Meridian, City of Bogalusa, Louisiana", dated July 15, 2016, revised October 27, 2016, by Nobles & Associates L.L.C., Job Number 2128, as follows:

Commence at the corner reported to be North 13 degrees 18 minutes 49 seconds East 300.00 feet from the North right of way of 5th Street and the West right of way of Plaza Drive; thence run along said right of way of Plaza Drive at a curve to the right with Arc Length 72.47 feet, Radius 360.00 feet, Chord Bearing North 19 degrees 35 minutes 39 seconds East, Chord Length 72.35 feet to a 1/2" iron rod set and THE POINT OF BEGINNING; thence leave said right of way North 76 degrees 38 minutes 28 seconds West 253.80 feet (Title: North 75 degrees 45 minutes 00 seconds West) to a railroad spike found; thence North 13 degrees 19 minutes 52 seconds East 327.89 feet (Title: 327.87 feet) to a 1/2" iron rod found on the South right of way of Third Street; thence run along said right of way South 76 degrees 39 minutes 42 seconds East 155.84 feet to a 1/2" iron rod found on the West right of way of Sycamore Street; thence leave said right of way of Third Street and run along said right of way of Sycamore Street South 35 degrees 47 minutes 41 seconds East 244.20 feet to a 1/2" iron rod set on the West right of way of Plaza Drive; thence leave said right of way of Sycamore Street and run along said right of way of Plaza Drive at a curve to the left with Arc Length 191.47 feet, Radius 360.00 feet, Chord Bearing South 40 degrees 35 minutes 52 seconds West, Chord Length 189.22 feet to a 1/2 iron rod set and THE POINT OF BEGINNING.

Tax Assessment Number: 9440009700

Municipal: 409 Plaza Street, Bogalusa, LA 70427

Said property is conveyed and accepted subject to all valid restrictions, servitudes, and mineral conveyance and/or reservations of record.

To have and to hold said property unto the Buyer, Buyer's heirs, successors and assigns forever.

All parties signing the within instrument, either as parties or as witnesses, have described themselves to be of full legal capacity. All agreements and stipulations herein, and all the obligations herein assumed shall inure to the benefit of and be binding upon the heirs, successors and assigns of the respective parties.

Except as expressly provided in any separate writing, no title examination or title opinion has been requested or performed on behalf of the Buyer by the undersigned notary public, attorney, title company or settlement agent and the Buyer expressly rejects the necessity of the same and agrees to release and relieve the notary public, attorney, title company and settlement agent from any responsibility and liability in connection therewith.

Taxes for the year 2025 will be paid by pro/rata shares.

Buyer agrees that Seller, except as to warranty of title, shall not be responsible or liable to Buyer for any construction defect, errors, omissions or on account of any conditions affect the Property, as Buyer is purchasing the Property AS IS, WHERE IS and WITH ALL DEFECTS AND VICES, WHETHER LATENT OR APPARENT, KNOWN OR UNKNOWN. Except as to the warranty of title, Buyer hereby fully release Seller, its employees, officers, directors, partners, representatives and agents from any and all claims that it may now have or hereafter acquire against Seller, its employees, officers, directors, partners, representatives and agents for any costs, loss, liability, damage, expense, demand, action or cause of action arising from or related to any construction defects, errors, omissions, or other conditions affecting the Property. Buyer further acknowledges and agrees that this release shall be given full force and effect, according to each of its expressed terms and provisions, including, but not limited to, those relating to unknown and unsuspected claims, damages, and cause of action. Buyer expressly waives the warranty of fitness and warranty against redhibitory vices imposed by La. Civil Code Ann. Articles 2475, 2524 or any other applicable federal law. Buyer further waives any rights it may have in redhibition or to a reduction in or restitution of purchase price and revenues and/or costs pursuant to La. Civil Code and Articles 2520 to 2548, inclusive, in connection with the purchase of the Property. Buyer expressly acknowledges such waivers and Buyers express exercise of its rights to waive warranty pursuant to La. Civil Code Article 2548. Buyer acknowledges that Seller is not a builder within the intended meaning and coverage of La. R.S. 9:3143.

BUYERS INTIALS CR _____

THUS DONE AND SIGNED this 1st day of May, 2025, in the City of Baton Rouge, Parish of East Baton Rouge, State of Louisiana, in the presence of me, Notary, and the undersigned competent witnesses.

WITNESSES:

Renee Brown
Renee Brown

Jessica Pannell
Jessica Pannell

Our Lady of the Angels Hospital, Inc.

By: _____
Charles L. Spicer, Jr.

_____
Notary Public
Notary Name: Dawn Dietrich Bonnecaze
Notary ID Number: 25032

THUS DONE AND SIGNED this 6th day of May, 2025, in the City of Baton Rouge, Parish/County of East Baton Rouge, State of Louisiana, in the presence of me, Notary, and the undersigned competent witnesses.

WITNESSES:

Signature of Witness 1

Katie Sloth

Printed Name of Witness 1

Signature of Witness 2

Kelly P. McKnight

Printed Name of Witness 2

Bogalusa Community Medical Center

By: Ronald J. Moreau, Jr.

Bryan M. Denison, Notary Public
BRN: 26860

OFFICIAL SEAL
BRYAN M. DENISON
NOTARY ID # 26860
STATE OF LOUISIANA
PARISH OF EAST BATON ROUGE
Commissioned for Life

Cypress Title, LLC
1800 City Farm Drive, Building 3
Baton Rouge, LA 70806
DOI#: 320651
U/W: First American Title Insurance Company of Louisiana
Title Examiner: Bryan M. Denison, BRN: 26860
File No. BR-25-23

CERTIFICATE OF AUTHORITY AND RESOLUTION
OUR LADY OF THE ANGELS HOSPITAL, INC.

BE IT KNOWN, that on the 1st day of May, 2025, the Member of OUR LADY OF THE LAKE HOSPITAL, INC., did convene and agree that:

CHARLES L. SPICER, JR., who is the Market President of OUR LADY OF THE ANGELS HOSPITAL, INC., a Louisiana non-profit corporation ("Buyer"), is hereby authorized to buy for the purchase price of TWO HUNDRED EIGHTY-FIVE THOUSAND and NO/100 ($285,000.00) on behalf of Buyer from BOGALUSA COMMUNITY MEDICAL CENTER, a Louisiana non-profit corporation ("Seller"), the following described immovable property described on Exhibit "A", situated in Parish of Washington, State of Louisiana, to-wit:

Tract and Parcel as described on Exhibit A (attached hereto and made a part hereof)

BE IT FURTHER RESOLVED that authority granted to the above named Market President of Our Lady of Angels Hospital, Inc. shall further include the right to sign any and all documents which may be necessary or required in the future to consummate this transaction, including acts of the ratification or correction and that all acts performed prior to the passage of this Resolution are hereby ratified, confirmed and approved.

THUS DONE AND SIGNED, on the dates specified above.

MEMBER:
OUR LADY OF THE ANGELS HOSPITAL, INC.

By: _____
CHARLES L. SPICER, JR.
Title: Market President

EXHIBIT A

3.08 acres of land, more or less, in the Northeast part of Block 50 of Re-Subdivision or Supplemental Map No. 1 of Original Map of South Bogalusa, being in Headright 38, Township 3 South, Range 13 East, City of Bogalusa, Parish of Washington, State of Louisiana, more fully described as follows:

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LESS AND EXCEPT

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seconds East, Chord Length 72.35 feet to a 1/2" iron rod set and THE POINT OF BEGINNING; thence leave said right of way North 76 degrees 38 minutes 28 seconds West 253.80 feet (Title: North 75 degrees 45 minutes 00 seconds West) to a railroad spike found; thence North 13 degrees 19 minutes 52 seconds East 327.89 feet (Title: 327.87 feet) to a 1/2" iron rod found on the South right of way of Third Street; thence run along said right of way South 76 degrees 39 minutes 42 seconds East 155.84 feet to a 1/2" iron rod found on the West right of way of Sycamore Street; thence leave said right of way of Third Street and run along said right of way of Sycamore Street South 35 degrees 47 minutes 41 seconds East 244.20 feet to a 1/2" iron rod set on the West right of way of Plaza Drive; thence leave said right of way of Sycamore Street and run along said right of way of Plaza Drive at a curve to the left with Arc Length 191.47 feet, Radius 360.00 feet, Chord Bearing South 40 degrees 35 minutes 52 seconds West, Chord Length 189.22 feet to a 1/2 iron rod set and THE POINT OF BEGINNING.

Tax Assessment Number: 9440009700

Municipal: 409 Plaza Street, Bogalusa, LA 70427

RESOLUTION OF THE BOARD OF DIRECTORS OF
RUSTON COMMUNITY MEDICAL CENTER

BE IT RESOLVED that Ronald Moreau, Agent, be and he is hereby authorized and empowered for and on behalf of the above named corporation to buy, sell, lease or otherwise alienate, hypothecate and deal in all types of property, real, personal or mixed, movable or immovable, now or hereafter owned by the corporation in the State of Louisiana, and to execute any and all contracts obligations and documents upon such terms and conditions as he may determine and deem proper, the corporation hereby ratifying all prior sales, purchases, mortgages and contracts made on behalf of the corporation by him.

BE IT FURTHER RESOLVED that the above named officer be and he is hereby authorized and empowered for and on behalf of the corporation to borrow money for the corporation in such amounts and payable in such a manner and bearing such interest rates as he may determine proper. In connection with the authority herein granted, he is authorized and empowered to mortgage any of the property owned by the corporation in the State of Louisiana, to secure any loan, such acts of mortgage to contain all of the usual and customary clauses contained in mortgage instruments in Louisiana, including the confession of judgment, waiver of appraisement, and pact de non alienando.

BE IT FURTHER RESOLVED that the above named officer be and he is hereby authorized and empowered on behalf of the corporation to sign leases (including, but not limited to, oil, gas and/or other mineral leases), acts of sale, acts of mortgage, acts of sale with mortgage, acts of title with mortgage subject to mortgage, acts of assumption of mortgage, chattel mortgages, contracts, promissory notes and other documents necessary to carry out the authority granted in this resolution, and that all prior acts of the said officer in these matters are hereby ratified.

BE IT FURTHER RESOLVED that the above named officer be and he is hereby authorized and empowered on behalf of the corporation to accept funds, disburse funds, open bank accounts, sign checks, sign contracts, execute assignments and endorsements of promissory notes, security agreements, pledge agreements, and to execute any and all other documents which might be necessary in conducting the business of a corporation.

CERTIFICATE

I, Secretary, hereby certify that the above and foregoing is a true and correct copy of the Resolutions adopted by the Board of Directors at the above named corporation, at a meeting held on the _____ day of May, 2025, at which meeting a quorum was present and voting.

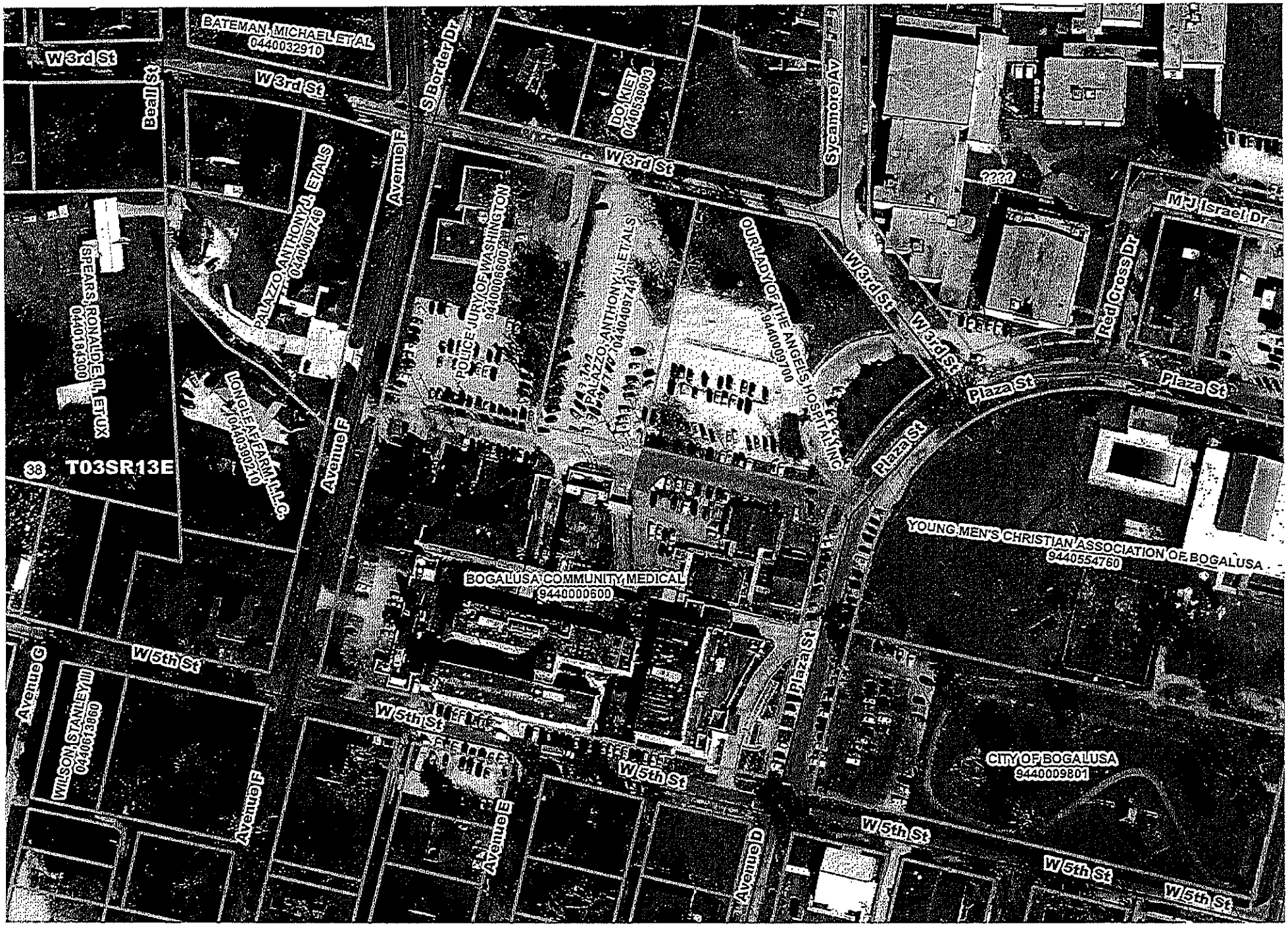
ATTEST:

Secretary

DARYL S. DIETRICH

President

RONALD J. MOREAU JR.


BATEMAN, MICHAEL ET AL
0440032910
W 3rd St
Beall St
S Border Dr
Sycamore Av
DO KIET
0440038903
W 3rd St
????
M J Israel Dr
Red Cross Dr
PALAZZO, ANTHONY J. ETALS
0440040746
SPEARS, RONALD E. II, ETUX
0440184300
POLICE JURY OF WASHINGTON
9440006600
PALAZZO, ANTHONY J. ETALS
0440040746
OUR LADY OF THE ANGELS HOSPITAL INC
9440009700
W 3rd St
Plaza St
Plaza St
Plaza St
LONGLEAF FARM, L.L.C.
0440390210
38 T03SR13E
Avenue F
Avenue F
YOUNG MEN'S CHRISTIAN ASSOCIATION OF BOGALUSA
9440554760
BOGALUSA COMMUNITY MEDICAL
9440000600
W 5th St
Avenue G
W 5th St
Plaza St
WILSON, STANLEY III
0440613860
Avenue F
Avenue B
W 5th St
CITY OF BOGALUSA
9440009801
Avenue D
W 5th St
W 5th St
W 5th St

# Washington Parish Assessor
# 2027 Assessment Listing

**Parcel#**
9440009700

**Primary Owner**
OUR LADY OF THE ANGELS HOSPITAL INC

**Mailing Address**
4200 ESSEN LANE
BATON ROUGE LA 70809

**Ward**
WARD 4 BOGA

**Type**
EXEMPT PROPERTY

**Legal**
2.05 ACRES MORE OR LESS IN NE PART OF BLOCK 50 RE-SUB SOUTH BOGALUSA IN HR 38-3-13

**Physical Address**
409 PLAZA STREET

## Parcel Items

| Property Class | Assessed Value | Market Value | Units | Homestead |
|---|---|---|---|---|
| COMMERCIAL ACREAGE | 20,000 | 200,000 | 2.00 | 20,000 |
| **TOTAL** | **20,000** | **200,000** | **2.00** | **20,000** |

## Deeds

| Deed# | Type | Date | Amount | Book | Page |
|---|---|---|---|---|---|
| 00 | ASSESSMENT CHANGES | 9/2/2026 | 0 | | |
| 25-002029 | Cash Sale | 5/12/2025 | 285,000 | 983 | 588 |
| 16-005486 | Cash Sale | 12/9/2016 | 300,000 | 814 | 107 |
| 00 | ASSESSMENT CHANGES | 9/30/2016 | 0 | | |

## Ownership History

| Homestead? | Name | Primary? | % Ownership | % Tax | From | To | Address |
|---|---|---|---|---|---|---|---|
| NO | OUR LADY OF THE ANGELS HOSPITAL INC | YES | 100.0000 | 100.0000 | 5/12/2025 | | |
| NO | BOGALUSA COMMUNITY MEDICAL CENTER | YES | 100.0000 | 100.0000 | 12/9/2016 | 5/12/2025 | |
| NO | YOUNG WOMEN'S CHRISTIAN | YES | 100.0000 | 100.0000 | 7/21/2004 | 12/9/2016 | |

## Locations

| Subdivision | Block | Lot | Section | Township | Range | Tract |
|---|---|---|---|---|---|---|
| Re-Sub South Bog. | 050 | | 38 | 03 | 13 | |

## PARISH

| Millage | Mills | Taxpayer Tax | Homestead Tax |
|---|---|---|---|
| WASH. PARISH GOV. I 24.72M | 24.7200 | 0.00 | 494.40 |
| BOGA. SCHOOL ALL MILLS 40.70M | 40.7000 | 0.00 | 814.00 |
| LAW ENFORCE 10.96M | 10.9600 | 0.00 | 219.20 |
| ASSESSOR 5.37 M | 5.3700 | 0.00 | 107.40 |
| FLORIDA PARISH. JUVENILE 3.0M | 3.0000 | 0.00 | 60.00 |
| BOGALUSA SCHOOL C/M 22.050 | 22.0500 | 0.00 | 441.00 |
| W. P. COUNCIL ON AGING 2.80 M | 2.8000 | 0.00 | 56.00 |
| **TOTALS** | **109.6000** | **0.00** | **2,192.00** |

## CITY

| Millage | Mills | Taxpayer Tax | Homestead Tax |
|---|---|---|---|
| CITY OF BOGALUSA OP 10.89M | 10.8900 | 0.00 | 217.80 |
| CITY OF BOGALUSA SPECIAL 28.63 | 28.6300 | 0.00 | 572.60 |
| CITY OF BOGALUSA MO 2.73M | 2.7300 | 0.00 | 54.60 |
| **TOTALS** | **42.2500** | **0.00** | **845.00** |

ORDINANCE NO. _____
CITY OF BOGALUSA

_____
DATE

The following ordinance was offered for final adoption by _____ and seconded by_____.

**ORDINANCE**
**AN ORDINANCE FOR THE CITY OF BOGALUSA TO ENTER INTO A FIXED BASE OPERATOR LEASE AND OPERATING AGREEMENT**

**Whereas,** this agreement, made and entered into this ___ day of _____, 2026, by and between the City of Bogalusa, a Louisiana municipal corporation (hereinafter "Owner"), and Sandy Hook Aviation, LLC. (hereinafter "Operator").

**WHEREAS,** the City of Bogalusa is the owner of the Bogalusa Municipal Airport (George R. Carr Memorial Airfield) located in the City of Bogalusa, Washington Parish, Louisiana (hereinafter the "Airport"); and

**WHEREAS,** the Owner desires to establish the lease agreement to the Provider for an exclusive lease allowing the Operator to perform functions on the premises of the Airport such as aircraft maintenance, inspections, servicing, flight school operations, training aircraft and related business activities; and

**WHEREAS,** the Operator, in exercising some of all of its rights under this lease, will require the use of all of the existing FBO building, aviation fuel farm and rear portion of the Main Hangar for authorized aviation operations. The City shall retain control of the remainder of the Main Hangar and general aircraft storage arrangements; and

**WHEREAS,** the Owner is willing to grant the Operator permission to use these Facilities pursuant to the terms and conditions of this Agreement. Operator shall not sublease City facilities or convert the rear area to unrelated long-term aircraft storage without written City approval; and

**WHEREAS,** the initial rental term is six years, beginning December 1, 2026 and ending December 31, 2032, unless earlier terminated in accordance with this agreement. The commencement date is also authorized possession and FBO takeover date for purposes of this agreement. The Operator shall have the option to renew this Agreement for up to two (2) additional terms of five (5) years each, upon written notice to the City at least 180 days before expiration of the then-current term. Renewal shall be subject to Operator being in good standing under this agreement and any approvals required by applicable law.

**WHEREAS,** the Operator shall pay the City the following base rent, due on the tenth day of each month. No base rent shall be due for 90 days after authorized possession. The 90-day startup period permits cleaning, organization, minor facility maintenance, cosmetic improvements, and establishment of FBO operations.

| Lease Year | Monthly Base Rent | Annual Base Rent |
|---|---|---|
| 1 | $500 | $6,000 |
| 2 | $500 | $6,000 |

| | | |
|---|---|---|
| 3 | $600 | $7,200 |
| 4 | $650 | $7,800 |
| 5 | $700 | $8,400 |
| 6 | $750 | $9,000 |
| **Total** | | **$44,400** |

**WHEREAS,** the base rent covers use of the FBO building, fuel farm and rear portion of the Main hangar. The six-year schedule base rent totals $44,400 before application of the startup rent waiver. Additionally, the Operator shall pay the City ten percent (10%) of net fuel sales proceeds from 100LL, JET-A, and any other aviation fuel sold through the operation. Net fuel sales proceeds shall mean gross aviation fuel sales revenue for the month, less separately stated sales taxes, documented refunds or voided sales, documented acquisition cost of the fuel sold, delivery and transportation charges attributable to that fuel, and merchant processing fees directly attributable to those sales.

**THEREFORE, BE IT FURTHER ORDAINED,** that any and all ordinances and/or parts of ordinances in conflict herewith are hereby repealed. This ordinance is effective when passed by the Council and signed by the Fiscal Administrator. If not signed by the Fiscal Administrator, then it is effective as provided for in the Charter.

**WHEREUPON,** the above and foregoing having been submitted to a vote, on this, the ____ day of _____, 2026, the vote thereupon resulted as follows:

| Member | Aye | Nay | Absent | Abstain |
|---|---|---|---|---|
| Penny Douglas, At-Large | | | | |
| Tamira Smith At-Large | | | | |
| Gloria Kates, District A | | | | |
| Wilton Dunaway, District B | | | | |
| Shelby Temples, District C | | | | |
| Chanda Hillman, District D | | | | |
| Mark Irvine, District E | | | | |

And the Ordinance was declared adopted at a public meeting held on this, the _____day of _____, 2026.

_____
**Mark Irvine, President**
**Bogalusa City Council**

_____
**Robert Nellson, Fiscal Administrator**
**City of Bogalusa, Louisiana**

Introduced: _____
Advertised: _____
Public Hearing: _____
Adopted: _____
Delivered to Mayor: _____ Hour: _____
Returned by Mayor: _____ Hour: _____
Published: _____

ATTEST:

_____

Carie Edwards, City Council Secretary



Sandy Hook Aviation, LLC

459 Old Hwy 35 South | Sandy Hook, MS 39478 | 601-674-1941

# Proposal for FBO Services

*Sandy Hook Aviation*
*George R. Carr Memorial Airfield KBXA*

Sandy Hook Aviation proposes to establish a fixed-base operation at George R. Carr Memorial Airfield that supports local jobs, strengthens airport services, and creates opportunities for additional revenue for the City. By providing dependable fuel service, aircraft maintenance, and flight instruction, we aim to encourage greater use of the airport and make Bogalusa a welcoming destination for pilots, aircraft owners, and business visitors. We propose building this operation in phases, expanding as customer demand and revenue grow.

## About Sandy Hook Aviation

We are expanding Sandy Hook Aviation through aircraft operations, flight instruction, maintenance support, investment in facilities, and plans for future Part 135 charter operations. Bogalusa offers an opportunity to build a lasting business presence while developing services that benefit the airport and surrounding community.

Sandy Hook Aviation brings an existing foundation of six aircraft, a certificated flight instructor and an airframe and powerplant mechanic on staff, and a mechanic with inspection authorization under contract. These resources give us a practical starting point for developing services at Bogalusa. As demand grows, we anticipate adding maintenance support and other staff to expand service capacity.

We see the FBO opportunity as a way to connect our own aviation plans with services that benefit other airport users. Our approach will be hands-on and gradual: establish dependable daily operations, build relationships with customers, and expand where demand supports it.

## Fuel operations and customer service

We propose managing fuel services and providing a consistent point of contact for based and visiting pilots. Our focus will include safe fuel handling, accurate transaction records, clear communication about available services, and timely assistance with routine customer needs.

A welcoming FBO can help make the airport easier to use. We will work toward an orderly customer area, accessible service information, and coordination of aircraft parking and other ground assistance within the agreed operating scope. We will also seek feedback from airport users to identify practical improvements.

## Management and flight instruction

The owners of Sandy Hook Aviation have an extensive background in aviation, including multi-engine and instrument ratings.

Our staff includes a certificated flight instructor who is also our prospective FBO manager. This combination supports both day-to-day FBO operations and opportunities for local pilot training. We will develop a staffing plan that allows instruction to take place while maintaining appropriate coverage for FBO customers.

Local access to flight instruction can help area residents pursue recreational flying or take their first steps toward aviation careers, while bringing students to the airport on a recurring basis.

## Aircraft maintenance support

We will help make aircraft maintenance more accessible at Bogalusa. Our existing A&P mechanic and relationship with a contracted IA mechanic offer a starting point for scheduled maintenance services. Our A&P mechanic is preparing to take the inspection authorization examination within the next month. Once he successfully completes the examination and receives FAA authorization, we will have an additional IA-qualified mechanic on our team.

Maintenance will develop around confirmed qualifications, workspace, equipment, and scheduling. We will initially focus on services that can be reliably scheduled, with plans to expand as demand grows.

## Benefits to the airport and community

Dependable airport services can give pilots and aircraft owners more reasons to choose Bogalusa for fuel, maintenance, and training—and to return. Visiting pilots, students, and passengers may also support local restaurants, lodging, transportation, and other businesses. Our goal is to make better use of the City's existing airport and strengthen its contribution to the local economy.

We anticipate creating 3–5 jobs during the initial development of the operation, with a long-term goal of 10 or more. Hiring and service expansion will occur in phases as customer demand and revenue grow, rather than all at once at startup. Improved airport services may also help attract businesses to Bogalusa, supporting additional employment and economic activity throughout the community.

We will build awareness through relationships with pilots, aircraft owners, instructors, and local businesses, along with current airport and service listings. As activity develops and increases, we will find appropriate opportunities to introduce the community to aviation and encourage greater use of the airport.

## Investment and longer term plans

We plan to invest in mutually agreed improvements that support customer service and daily operations. As the FBO operation becomes established, we also plan to develop a private Sandy Hook Aviation hangar, subject to a separate agreement with the City and required approvals. This planned investment reflects our intention to build a lasting business presence in Bogalusa.

## A partnership for airport growth

We propose a phased partnership focused on dependable service, responsible growth, and measurable benefits for Bogalusa. We would begin with services that available staff, facilities, and equipment can reliably support, then work with the City to evaluate opportunities for expansion as demand grows.

We propose sharing 10% of fuel-sales profit with the City, creating an opportunity for City revenue to grow alongside the operation. We will work to build fuel sales through dependable service, outreach to pilots and aircraft owners, and efforts to attract repeat visits to Bogalusa. The definition and calculation of fuel-sales profit will be established in the written agreement.

This proposal expresses our interest and intended direction; final commitments will be subject to mutually acceptable written terms and the City's applicable approval process.

# FIXED BASE OPERATOR LEASE AND OPERATING AGREEMENT

*City of Bogalusa, Louisiana • Sandy Hook Aviation, LLC*

## ARTICLE 1— PARTIES AND PURPOSE

1.1 This Fixed Base Operator Lease and Operating Agreement ("Agreement") is entered into effective December 1, 2026 ("Effective Date") between the City of Bogalusa, Louisiana ("City"), owner and sponsor of George R. Carr Memorial Air Field ("Airport" or "BXA"), and Sandy Hook Aviation, LLC of Sandy Hook, MS ("Operator").

## ARTICLE 2 — FACILITIES AND USE

2.1 City shall provide Operator use of the existing FBO building, aviation fuel farm and rear portion of the Main Hangar for authorized aviation operations.

2.2 Operator may use the rear portion of the Main Hangar for aircraft maintenance, inspections, servicing, flight school operations, training aircraft and related business activities. No measured boundary, square-footage description or drawing is required by this Agreement. Use shall be coordinated in good faith with the Airport Manager for safe shared operations.

2.3 City retains control of the remainder of the Main Hangar and general aircraft storage arrangements. Operator shall not sublease City facilities or convert the rear area to unrelated long-term aircraft storage without written City approval.

2.4 Buildings, fixed fuel equipment and permanent improvements remain City property. Operator receives a contractual right of use, not ownership.

## ARTICLE 3 — TERM

3.1 The initial term is six (6) years, beginning December 1, 2026 and ending December 31, 2032, unless earlier terminated in accordance with this Agreement. The commencement date is also the authorized possession and FBO takeover date for purposes of this Agreement.

3.2 Operator shall have the option to renew this Agreement for up to two (2) additional terms of five (5) years each, upon written notice to City at least 180 days before expiration of the then-current term. Renewal shall be subject to Operator being in good standing under this Agreement and any approvals required by applicable law. Renewal rent shall be determined by an agreed formula as set forth in Article 4.

## ARTICLE 4 — LEASE COMPENSATION AND REVENUE

4.1 Operator shall pay City the following base rent, due on the tenth day of each month. No base rent shall be due for 90 days after authorized possession. The 90-day startup period permits cleaning, organization, minor facility maintenance, cosmetic improvements, and establishment of FBO operations.

| Lease year | Monthly base rent | Annual base rent |
|---|---|---|
| 1 | $500 | $6,000 |
| 2 | $500 | $6,000 |
| 3 | $600 | $7,200 |
| 4 | $650 | $7,800 |
| 5 | $700 | $8,400 |
| 6 | $750 | $9,000 |
| TOTAL | — | $44,400 |

4.2 The base rent covers use of the FBO building, fuel farm and rear portion of the Main Hangar described in Article 2. The six-year scheduled base rent totals $44,400 before application of the startup rent waiver and any legally required index adjustments.

4.3 In addition to base rent, Operator shall pay City ten percent (10%) of net fuel sales proceeds from 100LL, Jet-A, and any other aviation fuel sold through the operation. Net fuel sales proceeds shall mean gross aviation fuel sales revenue for the month, less separately stated sales taxes, documented refunds or voided sales, documented acquisition cost of the fuel sold, delivery and transportation charges attributable to that fuel, and merchant processing fees directly attributable to those sales. This is a percentage-of-sales fee, not a per-gallon charge.

4.4 Operator shall buy and own its fuel inventory, set retail prices, collect fuel receipts and retain the balance after payment of City fees and Operator expenses. The City shall retain all general aircraft storage and Main Hangar rental revenue in City-controlled areas.

4.5 Operator shall retain revenue from authorized aircraft maintenance, inspections, flight instruction, aircraft rental and related services and shall pay its own operating and staffing costs. City owes no management fee, subsidy or guaranteed compensation unless separately approved in writing.

4.6 By the tenth day of each month, Operator shall submit the prior month's fuel sales report by fuel type, including gallons sold, gross sales, excluded taxes, refunds, net fee base and the City's 10% fee, and remit the fee. City may inspect supporting meter, point-of-sale, invoice and accounting records on reasonable notice; Operator shall preserve such records for at least five years.

4.7 For compliance with any applicable Louisiana statutory requirement for periodic economic-index adjustment on leases of five years or longer, the parties shall apply an annual adjustment based on the CPI-U, U.S. City Average, All Items, on each anniversary beginning in Year 2, only to the extent legally required and as specified by City counsel before execution. The table in Section 4.1 states the negotiated scheduled base amounts; the parties must confirm in writing how any required CPI adjustment interacts with that schedule to avoid double escalation.

## ARTICLE 5 — FUEL OPERATIONS

5.1 Operator shall procure fuel, maintain inventories, conduct dispensing and sales, and perform fuel quality assurance, receiving checks, sampling, filtration, inspections and record keeping consistent with applicable laws, standards and airport procedures.

5.2 Operator shall maintain fuel spill response procedures, required training, permits and applicable fire and environmental compliance. Spills, suspected contamination, major equipment failures and unsafe conditions shall be reported promptly to Airport Manager.

5.3 City-owned tanks, pumps and permanent equipment remain City property. Operator is responsible for routine operating inspections, cleaning, fuel-quality testing and servicing; City is responsible for major structural repairs and replacement of City-owned fixed equipment except where damage is caused by Operator. City may inspect the fuel farm and records reasonably or immediately in emergencies.

## ARTICLE 6 — CITY HANGAR RENTALS

6.1 City sets rates, contracts with tenants and collects rent for general aircraft storage in City-controlled hangar space. Operator shall coordinate aircraft movement and shared access with Airport Manager.

6.2 Operator shall not collect or retain City hangar rents or grant storage rights outside its authorized operating use without written City approval.

## ARTICLE 7 — AIRCRAFT MAINTENANCE

7.1 Operator shall provide aircraft maintenance services using appropriately certificated personnel, including access to an FAA-certificated Airframe and Powerplant mechanic holding a current Inspection Authorization (IA).

7.2 Only authorized personnel may perform, supervise, inspect and approve maintenance or return aircraft to service as required by FAA regulations. Operator provides tools, equipment, parts, supplies, labor and maintenance records.

7.3 Operator shall maintain safe work areas, fire protection, appropriate hazardous material storage and waste disposal, and shall keep emergency exits and shared access unobstructed. Material interruption of the IA capability shall be reported to Airport Manager with a corrective plan.

## ARTICLE 8 — PERSONNEL AND OPERATIONS

8.1 Operator shall hire, direct and pay its employees and contractors and is responsible for wages, taxes, benefits, workers' compensation, training and workplace compliance. Operator is an independent contractor, not an agent or employee of City.

8.2 Operator shall maintain service standards, staffing and operating hours consistent with this Agreement and the Airport's reasonable published operating rules.

## ARTICLE 9 — FLIGHT SCHOOL

9.1 Operator is authorized to conduct or facilitate flight training at BXA using the rear portion of the Main Hangar and approved airport facilities.

9.2 Training may include private, instrument, commercial, recurrent and other authorized instruction under applicable FAA regulations.

9.3 Instructors shall hold appropriate FAA certificates and privileges. Aircraft used in instruction shall meet applicable registration, airworthiness, inspection and maintenance requirements.

9.4 Operator is responsible for instructional aircraft, personnel, equipment, student agreements, scheduling and operating costs.

9.5 Operator shall carry insurance appropriate to flight instruction, student pilots and rental operations as required by Article 12.

9.6 Flight school activities shall be coordinated with airport operations and shall not unreasonably interfere with other authorized users.

## ARTICLE 10 — FACILITY CARE

10.1 Operator shall keep its assigned facilities clean, orderly and safe and repair damage caused by its operations, personnel, contractors or invitees, except ordinary wear and tear.

10.2 City remains responsible for major structural components and existing fixed infrastructure, except for damage caused by Operator or its employees, contractors or customers.

10.3 No structural alteration, permanent installation or construction is permitted without prior written City approval and required permits.

## ARTICLE 11 — UTILITIES AND EQUIPMENT

11.1 City shall provide and pay for existing building electricity, water, telephone service, internet service, and ordinary waste collection for the FBO facilities. Operator shall be responsible for specialized equipment utilities, aviation maintenance waste, hazardous materials, used oil, fuel-contaminated waste, and any other regulated waste generated by its operations, including lawful handling and disposal. Operator shall perform routine servicing and testing of equipment used in its operations; City shall perform major repairs and replacement of City-owned fixed infrastructure, except for damage caused by Operator.

11.2 Operator shall promptly notify City of material defects or unsafe conditions affecting City-owned facilities.

## ARTICLE 12 — INSURANCE AND INDEMNITY

12.1 Before taking possession or commencing operations, Operator shall furnish proof of insurance with coverage limits and endorsements approved in writing by the City's risk manager. Coverage shall address aviation premises/operations, fuel operations, pollution, hangarkeepers, aircraft maintenance, flight instruction, workers' compensation and automobile exposure as applicable.

12.2 City shall be named an additional insured where appropriate and available. Operator shall indemnify City to the extent permitted by Louisiana law for third-party claims caused by Operator's negligence, misconduct or breach, excluding losses to the extent caused by City's own fault. No immunity is waived.

## ARTICLE 13 — AIRPORT OPERATIONS AND COMPLIANCE

13.1 Airport Manager retains authority over airport safety, airport-owned infrastructure and published operating rules.

13.2 Operator shall comply with applicable FAA regulations, airport minimum standards, federal grant obligations and lawful airport rules.

13.3 Runways, taxiways and common-use areas remain under City control and available to authorized airport users.

13.4 Operator shall promptly report accidents, incidents, spills, unsafe conditions and matters requiring airport management response.

13.5 Applicable federal airport obligations and Louisiana law control in the event of conflict with this Agreement. Nothing herein authorizes an unlawful exclusive aeronautical right.

## ARTICLE 14 — REPORTING AND INSPECTIONS

14.1 Operator shall submit fuel sales and flowage reports monthly. Other activity summaries may be available upon request. City may inspect City-owned premises on reasonable notice, or without delay for emergencies.

14.2 Either party may request a meeting concerning operations, safety, facility conditions or compliance. Meeting shall be scheduled at a mutually agreeable time.

## ARTICLE 15 — DEFAULT AND TERMINATION

15.1 Material default includes failure to pay fees, failure to maintain required insurance, serious safety violations, unauthorized facility use, or persistent failure to meet material service requirements under this Agreement.

15.2 Except for immediate safety action or circumstances requiring faster action under law, the non-defaulting party shall provide written notice describing the breach and thirty (30) days to cure.

15.3 If cure reasonably requires longer, City may approve a written corrective schedule if Operator promptly commences and diligently pursues cure.

15.4 City may immediately suspend an unsafe activity as reasonably necessary to protect life, property or airport operations, subject to law.

15.5 A party may terminate for an uncured material breach after required notice and lawful process. Accrued fees and other surviving obligations remain payable.

## ARTICLE 16 — SURRENDER AND TRANSITION

16.1 At expiration or lawful termination, Operator shall surrender City facilities in their original condition, ordinary wear excepted, and remove its aircraft, tools, movable equipment and inventory, excluding fuel purchased under Section 16.2, within a mutually agreed lawful period. Operator shall reasonably assist with the transition of City-owned fuel facilities and provide records necessary for safe operations.

16.2 Upon expiration or termination of this Agreement, or whenever Operator permanently ceases FBO operations, City shall purchase all remaining usable Operator-owned fuel at the Airport within thirty (30) calendar days, regardless of the reason operations cease. The purchase price shall equal the verified quantity multiplied by Operator's documented acquisition cost, including delivery and transportation charges, less supplier credits and without markup.

16.3 Operator shall cooperate reasonably in transitioning City-owned fuel facilities and provide records necessary for continuity of safe operations.

## ARTICLE 17 — GENERAL TERMS

17.1 Louisiana law governs. Venue for disputes shall be determined under applicable law. Assignment or subleasing requires prior written City approval.

17.2 Amendments must be written, signed by authorized parties and consistent with applicable procurement requirements. If any provision is unenforceable, the remainder remains effective where legally possible.

17.3 Notices shall be sent to addresses designated in writing by each party. This Agreement constitutes the entire agreement between the parties concerning the subject matter herein and supersedes all prior negotiations, discussions, and understandings, whether written or oral.

## ARTICLE 18 — SIGNATURES

CITY OF BOGALUSA, LOUISIANA

Authorized representative: _____

Title: _____

Signature: _____ Date: _____

SANDY HOOK AVIATION, LLC

Authorized representative: _____

Title: _____

Signature: _____ Date: _____

Acknowledged by Airport Manager: _____ Date: _____

Ordinance No. _____
City of Bogalusa

_____
Date

The following Ordinance was offered for final adoption by _____ and seconded by _____.

**AN ORDINANCE TO REGULATE OPEN BURNING OF LEAVES, YARD WASTE, AND DEBRIS WITHIN THE CORPORATE LIMITS OF THE CITY OF BOGALUSA; TO ESTABLISH MINIMUM DISTANCE REQUIREMENTS FROM BUILDINGS, STRUCTURES, AND ADJACENT PROPERTY; TO PROVIDE FOR ENFORECEMENT AND PENALTIES; AND TO PROVIDE FORRELATED MATTERS**

**WHEREAS**, the City of Bogalusa recognizes the potential dangers associated with open burning of leaves, yard waste, limbs, branches, and other combustible debris, particularly in residential neighborhoods and areas where buildings and neighboring properties are located in close proximity;

**WHEREAS**, uncontrolled or improperly located fires present a substantial risk to the health, safety, and property of residents, neighboring property owners and the general public;

**WHEREAS**, the City Council finds that reasonable restrictions governing the location of open fires are necessary to prevent the spread of fire, protect structures and property, and preserve the public health, safety, and welfare of the citizens of Bogalusa;

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of Bogalusa, Louisiana, that the following provisions are hereby adopted:

**Section 1. PURPOSE AND APPLICATION**

This ordinance shall regulate the starting, maintaining, and conducting of open fires for the purpose of burning leaves, grass, limbs, branches, brush, and other vegetative yard waste or debris within the corporate limits of the City of Bogalusa.

The purpose of this ordinance is to establish minimum separation distances between open fires and buildings, structures, and property belonging to others in order to reduce the risk of accidental fires and damage to persons and property.

**SECTION 2. DEFINITIONS**

For purposes of this ordinance, the following terms shall have the meanings set forth herein:

**A. Open Fire:** Any fire intentionally started or maintained outside of a fully enclosed building or approved combustion appliance, including fires conducted directly upon the ground or in an open burning pile.

**B. Yard Waste and Debris:** Leaves, grass, tree limbs, branches, brush, vines, and other vegetative material ordinarily generated through residential yard maintenance or landscaping.

**C. Structure:** Any building, dwelling, residence, garage, shed, storage building, commercial building, or other permanent or temporary structure.

**D. Property Boundary:** The legally established boundary line separating one parcel of real property from another, including boundaries separating private property from publicly owned property.

## SECTION 3. MINIMUM DISTANCE FROM BUILDINGS AND STRUCTURES

It shall be unlawful for any person to start, ignite, or maintain an open fire for the purpose of burning leaves, yard waste, or debris within twenty-five (25) feet of any building or structure.

The required distance shall be measured horizontally from the nearest portion of the burning material or fire to the nearest exterior wall or portion of the structure.

No person shall circumvent this restriction by placing burning material in a container, barrel, or other receptacle that does not otherwise qualify for an applicable exemption under this ordinance.

## SECTION 4. ABSOLUTE PROHIBITION WITHIN TWENTY-FIVE FEET OF PROPERTY OWNED BY ANOTHER

**It shall be absolutely unlawful for any person to start, ignite, or maintain an open fire for the purpose of burning leaves, yard waste, or debris at any location within twenty-five (25) feet of property owned by another person, business, governmental entity, or other legal entity.**

The required distance shall be measured horizontally from the nearest portion of the burning material or fire to the property boundary of the adjoining property.

This prohibition shall apply regardless of whether the adjoining property is occupied, vacant, improved, unimproved, fenced, or unfenced.

**The consent, permission, or authorization of the adjoining property owner shall not constitute an exception to this prohibition.**

No person shall be permitted to start or maintain an open fire within the prohibited twenty-five (25) foot distance from another person's property under any circumstances, except as expressly provided for emergency response or official governmental operations under applicable law.

## SECTION 5. GENERAL FIRE-SAFETY REQUIREMENTS

Any person lawfully conducting an open fire under this ordinance shall:

A. Remain in continuous attendance and supervision of the fire until it has been completely extinguished.

B. Maintain a reasonable and readily accessible supply of water, fire extinguisher, or other suitable fire-suppression equipment.

C. Take reasonable precautions to prevent the fire from spreading to adjoining vegetation, buildings, structures, or neighboring property.

D. Refrain from burning when wind conditions or other environmental circumstances create an unreasonable risk of the fire spreading beyond the immediate burning area.

E. Completely extinguish the fire before leaving the premises.

F. Refrain from burning any materials prohibited by applicable state or federal environmental laws and regulations.

## SECTION 6. EXCEPTIONS

The restrictions contained in this ordinance shall not apply to:

A. Cooking fires contained within grills or smokers designed and intended for cooking purposes.

B. Recreational fires contained within approved fire pits or enclosures, provided such fires are not used for the disposal or burning of leaves, yard waste, or debris.

C. Fires conducted by authorized governmental personnel, fire departments, or emergency responders in the performance of their official duties.

D. Other burning activities expressly authorized or exempted by applicable state or federal law.

Nothing in this section shall be construed to authorize any burning otherwise prohibited by state law, applicable environmental regulations, or another ordinance of the City of Bogalusa.

## SECTION 7. ENFORCEMENT

The provisions of this ordinance may be enforced by the Bogalusa Police Department, the Bogalusa Fire Department, authorized fire officials, and other municipal personnel possessing appropriate enforcement authority.

Any authorized enforcement officer observing a violation may require the responsible person to immediately extinguish the fire or take such other reasonable measures as may be necessary to eliminate an immediate threat to persons or property.

## SECTION 8. PENALTIES

Any person violating any provision of this ordinance shall, upon conviction, be subject to the following penalties:

**A. First Offense:** A fine of One Hundred Fifty Dollars ($150.00), plus applicable court costs, or imprisonment in the City Jail for a period not exceeding six (6) months, or both, as permitted by applicable law.

**B. Second Offense:** A fine of Two Hundred Fifty Dollars ($250.00), plus applicable court costs, or imprisonment in the City Jail for a period not exceeding six (6) months, or both, as permitted by applicable law.

**C. Third and Subsequent Offenses:** A fine of Five Hundred Dollars ($500.00), plus applicable court costs, or imprisonment in the City Jail for a period not exceeding six (6) months, or both, as permitted by applicable law.

For purposes of determining whether a violation constitutes a first, second, or subsequent offense, each prior conviction of a violation of this ordinance shall be considered.

Each separate occurrence of an unlawful fire shall constitute a separate violation.

Nothing herein shall prevent the City from pursuing any additional civil remedies or other relief available under applicable law.

## SECTION 9. CONFLICTING ORDINANCES

All ordinances or portions of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

The provisions of Article 53 of the Municipal Criminal Code shall remain applicable to the extent they prohibit burning activities not authorized under this ordinance. Article 53 shall be construed consistently with the specific regulations and limited permissions established herein.

## SECTION 10. SEVERABILITY

If any provision, section, subsection, sentence, clause, or phrase of this ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

## SECTION 11. EFFECTIVE DATE

This ordinance shall become effective upon final adoption, approval, and publication as required by applicable Louisiana law.

**THEREFORE, BE IT FURTHER ORDAINED,** that any and all ordinances and/or parts of ordinances in conflict herewith are hereby repealed. This ordinance is effective when passed by the Council and signed by the Fiscal Administrator. If not signed by the Fiscal Administrator, then it is effective as provided for in the Charter.

**WHEREUPON,** the above and foregoing having been submitted to a vote, on this, the ____ day of _____, 2026, the vote thereupon resulted as follows:

| Member | Aye | Nay | Absent | Abstain |
|---|---|---|---|---|
| Penny Douglas, At-Large | | | | |
| Tamira Smith At-Large | | | | |
| Gloria Kates, District A | | | | |
| Wilton Dunaway, District B | | | | |
| Shelby Temples, District C | | | | |
| Chanda Hillman, District D | | | | |
| Mark Irvine, District E | | | | |

And the Ordinance was declared adopted at a public meeting held on this, the _____day of _____, 2026.

_____
**Mark Irvine, President**
**Bogalusa City Council**

_____
**Robert Neilson, Fiscal Administrator**
**City of Bogalusa, Louisiana**

Introduced: _____
Advertised: _____
Public Hearing: _____
Adopted: _____
Delivered to Mayor: _____ Hour: _____
Returned by Mayor: _____ Hour: _____

Published: _____

**ATTEST:**

_____

**Carie Edwards, City Council Secretary**

Ordinance No. _____
City of Bogalusa

_____
Date

The following Ordinance was offered for final adoption by _____ and seconded by _____.

**AN ORDINANCE TO PRESERVE THE ESTABLISHED AND CUSTOMARY LOCATIONS OF THE OFFICES AND FACILITIES OF THE CITY COUNCIL, POLICE DEPARTMENT, CITY MARSHAL, CITY COURT, CLERK OF COURT, AND COURTROOM; TO PROHIBIT THE UNILATERAL RELOCATION, REMOVAL OR REASSIGNMENT OF SUCH OFFICES AND FACILITIES BY THE MAYOR WITHOUT THE APPROVAL OF THE AFFECTED AGENCY HEAD AND THE CITY COUNCIL; AND TO PROVIDE FOR RELATED MATTERS**

**WHEREAS**, the City of Bogalusa operates under a Mayor-Council form of government pursuant to its Home Rule Charter, with distinct legislative, executive, law-enforcement, and judicial functions; and

**WHEREAS**, the City Council, Police Department, City Marshal, City Court, Clerk of Court, and courtroom perform essential governmental, administrative, law-enforcement, and judicial functions on behalf of the citizens of Bogalusa and the residents served by the City's jurisdiction; and

**WHEREAS**, the established and customary locations of these offices and facilities have historically provided continuity of governmental operations, public accessibility, institutional stability, security, and the orderly administration of municipal affairs; and

**WHEREAS**, the location of governmental offices is more than a matter of convenience, as such locations may be essential to the security of public records, confidential information, evidence, equipment, personnel, public proceedings, and the effective performance of the duties assigned to each respective office; and

**WHEREAS**, the relocation of an established office or facility without the knowledge, participation, and consent of the affected officeholder or agency head may interfere with the independent responsibilities, operations, and functions of that office or agency; and

**WHEREAS**, the City Council finds that the preservation of established governmental offices and facilities serves the public interest and that decisions concerning their relocation should be made through an orderly process involving the affected officeholder or agency head and the City's legislative governing authority; and

**WHEREAS**, the City Council desires to establish reasonable safeguards to ensure that no Mayor, acting unilaterally, may relocate, remove, or materially reassign the established offices or facilities identified herein without the approval of the affected officeholder or agency head and the City Council;

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Bogalusa, Louisiana, in a duly convened meeting, that the following provisions are hereby adopted:

**SECTION 1. PURPOSE AND INTENT.**

The purpose of this Ordinance is to preserve the established and customary locations of certain municipal offices and facilities and to establish a requirement for joint approval before any such office or facility may be relocated, removed, or materially reassigned.

This Ordinance is intended to protect the continuity of governmental operations, the independence of the respective offices in the performance of their lawful duties, public access, institutional security, and the orderly administration of municipal government.

**SECTION 2. DESIGNATED OFFICES AND FACILITIES.**

The following offices and facilities, together with their associated workspaces, administrative areas, and customary operational spaces, are hereby recognized as established municipal offices and facilities whose existing locations shall be maintained:

A. The offices, chambers, meeting facilities, and administrative workspaces of the **Bogalusa City Council**, including the Council Chambers and the office and workspace utilized by the Council Secretary.

B. The offices, headquarters, operational facilities, and customary workspaces of the **Bogalusa Police Department.**

C. The offices, headquarters, administrative workspaces, and customary operational facilities of the **City Marshal.**

D. The offices and administrative facilities of the **Bogalusa City Court**, including the offices utilized by the City Judge.

E. The offices, records facilities, administrative workspaces, and customary operational facilities of the **Clerk of Court of the Bogalusa City Court.**

F. The **Bogalusa City Court courtroom**, including the customary facilities and spaces utilized for judicial proceedings, court hearings, and the administration of justice.

The term "established and customary location" shall mean the physical location or locations occupied and regularly utilized by the respective office or agency as of the effective date of this Ordinance.

**SECTION 3. RESTRICTION ON UNILATERAL RELOCATION.**

No Mayor, acting individually or through any department, employee, representative, or other person acting at the Mayor's direction, shall relocate, remove, transfer, reassign, or materially alter the established location of any office or facility identified in Section 2 of this Ordinance without first obtaining:

1. The express written approval of the elected official, officeholder, department head, or agency head having responsibility for the affected office or facility; **AND**

2. The approval of the Bogalusa City Council by a duly adopted resolution or ordinance at a properly convened public meeting.

Both approvals shall be required. Neither approval, standing alone, shall constitute sufficient authority to relocate an established office or facility.

**SECTION 4. PROHIBITED ACTIONS.**

Without satisfying the approval requirements of Section 3, the Mayor and all persons acting under the Mayor's authority shall be prohibited from:

A. Directing or requiring the removal of personnel, furniture, equipment, records, files, supplies, or other property from any protected office or facility for purposes of relocating that office or facility.

B. Assigning the established office or facility to another department, agency, official, or governmental function.

C. Reassigning, transferring, or appropriating office space customarily occupied by any protected office or agency for another governmental purpose.

D. Changing locks, restricting access, removing signage, disconnecting utilities, or otherwise interfering with the continued use and occupancy of any protected office or facility for the purpose of accomplishing a relocation or reassignment.

E. Directing municipal employees or public works personnel to undertake physical modifications, renovations, or other work intended to accomplish a relocation or reassignment that has not received the approvals required by this Ordinance.

Nothing herein shall prohibit ordinary maintenance, repairs, improvements, or routine building operations that do not materially interfere with the established location or customary use of the protected office or facility.

**SECTION 5. APPROVAL PROCEDURE.**

Any proposed relocation or material reassignment of a protected office or facility shall be initiated through a written proposal identifying:

A. The office or facility proposed for relocation.

B. The reasons for the proposed relocation.

C. The proposed new location.

D. The anticipated costs of relocation, renovation, construction, and associated improvements.

E. The effect of the proposed relocation on public access, security, records retention, personnel, and the continued operations of the affected office or agency.

F. The written position and approval or disapproval of the affected officeholder or agency head.

The proposal shall be submitted to the City Council for consideration at a properly noticed public meeting.

No relocation shall occur unless both approvals required by Section 3 have been obtained and the City Council has formally authorized the relocation.

**SECTION 6. PROTECTION OF JUDICIAL AND LEGISLATIVE FUNCTIONS.**

Nothing in this Ordinance shall be interpreted to authorize the Mayor or any executive branch official to exercise control over the internal proceedings, judicial functions, records, docket management, or lawful administrative operations of the Bogalusa City Court or the City Council.

The City Council Chambers and City Court courtroom shall remain available for their established governmental and judicial purposes, respectively, unless relocated in accordance with this Ordinance and applicable law.

Nothing herein shall interfere with the independent exercise of judicial authority by the City Judge or the lawful responsibilities of the City Marshal or Clerk of Court.

**SECTION 7. TEMPORARY EMERGENCY CIRCUMSTANCES.**

In the event of an actual emergency involving an imminent threat to public health, safety, structural integrity, or the preservation of public property, temporary relocation or restricted access may be authorized to the extent reasonably necessary to address the emergency.

Any emergency action shall:

A. Be limited to the duration and scope reasonably necessary to address the emergency.

B. Be undertaken in consultation with the affected officeholder or agency head whenever reasonably practicable.

C. Be promptly reported to the City Council.

D. Not constitute permanent relocation or reassignment without compliance with the approval requirements of this Ordinance.

**SECTION 8. NO TRANSFER OF AUTHORITY.**

This Ordinance shall not be construed to alter the respective powers, duties, responsibilities, or authority of the Mayor, City Council, Police Department, City Marshal, City Judge, or Clerk of Court as established by the Bogalusa Home Rule Charter, the Louisiana Constitution, or applicable state law.

The intent of this Ordinance is limited to establishing safeguards governing the relocation and reassignment of established municipal offices and facilities.

**SECTION 9. SEVERABILITY.**

If any provision, section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such

decision shall not affect the remaining provisions of this Ordinance, which shall remain in full force and effect.

**SECTION 10. EFFECTIVE DATE.**

This Ordinance shall become effective upon final adoption, approval by the Mayor, or otherwise becoming law in accordance with the applicable provisions of the Bogalusa Home Rule Charter.

**SECTION 11. REPEAL OF CONFLICTING PROVISIONS.**

**THEREFORE, BE IT FURTHER ORDAINED,** that any and all ordinances and/or parts of ordinances in conflict herewith are hereby repealed. This ordinance is effective when passed by the Council and signed by the Fiscal Administrator. If not signed by the Fiscal Administrator, then it is effective as provided for in the Charter.

**WHEREUPON,** the above and foregoing having been submitted to a vote, on this, the ____ day of _____, 2026, the vote thereupon resulted as follows:

| Member | Aye | Nay | Absent | Abstain |
|---|---|---|---|---|
| Penny Douglas, At-Large | | | | |
| Tamira Smith At-Large | | | | |
| Gloria Kates, District A | | | | |
| Wilton Dunaway, District B | | | | |
| Shelby Temples, District C | | | | |
| Chanda Hillman, District D | | | | |
| Mark Irvine, District E | | | | |

And the Ordinance was declared adopted at a public meeting held on this, the _____day of _____, 2026.

_____
**Mark Irvine, President**
**Bogalusa City Council**

_____
**Robert Neilson, Fiscal Administrator**
**City of Bogalusa, Louisiana**

Introduced: _____
Advertised: _____
Public Hearing: _____
Adopted: _____
Delivered to Mayor: _____ Hour: _____
Returned by Mayor: _____ Hour: _____
Published: _____

**ATTEST:**

Carie Edwards, City Council Secretary

**ORDINANCE NO. _____**
**City of Bogalusa**

_____
**Date**

The following ordinance was offered for final adoption by _____, and seconded by _____.

**ORDINANCE**

**AN ORDINANCE TO APPROVE THE PLANNING & ZONING REQUEST FOR NEW CONSTRUCTION AT 508 EAST 4TH STREET, BOGALUSA, FOR A WALK-UP RESTAURANT/CONCESSION STAND**

**WHEREAS,** the Planning & Zoning Commission submitted a request for approval of new construction at 508 East 4th Street, Bogalusa, Louisiana, for a walk-up restaurant/concession stand; and

**WHEREAS,** the proposed new building will measure 38 feet in width, 30 feet in length, and 10 feet/9 feet in height; and

**WHEREAS,** no further zoning change is required for the proposed construction.

**NOW, THEREFORE, BE IT ORDAINED,** that the request for a new construction permit at 508 East 4th Street, Bogalusa, Louisiana is hereby approved.

**BE IT FURTHER ORDAINED,** any and all ordinances and/or parts of ordinances in conflict herewith are hereby repealed. This ordinance is effective when passed by the Bogalusa City Council and signed by the Fiscal Administrator.

This Ordinance having been submitted to a vote, the vote thereon was as follows:

| Member | AYE | NAY | ABSENT | ABSTAIN |
|---|---|---|---|---|
| Penny Douglas, At-Large | ___ | ___ | _____ | _____ |
| Tamira Smith, At-Large | ___ | ___ | _____ | _____ |
| Gloria Kates, District A | ___ | ___ | _____ | _____ |
| Wilton Dunaway, District B | ___ | ___ | _____ | _____ |
| Shelby Temples, District C | ___ | ___ | _____ | _____ |
| Chanda Hillman, District D | ___ | ___ | _____ | _____ |
| Mark Irvine, District E | ___ | ___ | _____ | _____ |

And the Ordinance was declared adopted at a public meeting held on this, the ____ day of _____, 2026.

_____
**Mark Irvine, President**
**Bogalusa City Council**

_____
**Robert Nellson, Fiscal Administrator**
**City of Bogalusa**

Introduced: _____
Advertised: _____
Public Hearing: _____
Adopted: _____
Delivered to Fiscal Administrator: _____ Hour: _____
Returned by Fiscal Administrator: _____ Hour: _____
Published: _____

**ATTEST:**

_____
**Carie Edwards, Secretary**
**Bogalusa City Council**

THE CITY OF BOGALUSA
Administrative Offices · Post Office Drawer 1179 · Bogalusa, LA 70428-1179
Phone: (985)732-6200 · Fax: (985)732-6245 · www.bogalusa.org

# BUILDING & DEVELOPMENT PERMIT APPLICATION

Application No.: _____ Date Received: 8/20/26

## PROPERTY INFORMATION

Property Address:
508 E 4th St Bogalusa LA 70427

Property Owner: Rodrick Crumedy

## APPLICANT INFORMATION

Applicant is:
☒ Property Owner ☐ Contractor ☐ Other: _____

Name: Rodrick Crumedy

Address: 831 Sara St City: Bogalusa
State: LA ZIP: 70427 Phone: 713-367-5423 Email: Rodrick14@mail.com

## PROJECT INFORMATION

Type of Project

☒ New Construction
☐ Addition
☐ Renovation / Repair
☐ Accessory Structure / Shed
☐ Commercial Construction
☐ Change of Use / Occupancy
☐ New Business in Existing Building
☐ Demolition
☐ Other: _____

Current use of property/building:

☐ Residential ☒ Commercial/Business ☐ Mixed Use ☐ Vacant ☐ Other: _____

Proposed use of property/building:

☐ Residential ☒ Commercial/Business ☐ Mixed Use ☐ Vacant ☐ Other: _____

Will any business or commercial activity take place at this property?

☐ No
☒ Yes — Describe: Restaurant | Concession Stand

Scope of Work

Describe the work being proposed. Include size, type of construction, renovations, additions, or other relevant information.

30x30 New building.

Supporting documents attached, if applicable:

☒ Site Plan
☐ Building/Construction Plans
☐ Property Survey
☐ Contractor Information
☐ Other: _____

APPLICANT NOTICE

Not every application requires Planning & Zoning Commission or City Council action. Applications will be routed according to the type of project, proposed use, zoning classification, and approvals required by applicable City ordinances. Applicants will be notified when additional information, Planning & Zoning review, City Council action, or other approval is required. Do not begin work or change the use of a property or structure until all required City and Washington Parish approvals have been obtained.

REZONING FEE

Rezoning Fee: $250.00, when applicable.

Date Paid: August 20, 2025 Receipt No.: 9834

APPLICANT CERTIFICATION

I certify that the information provided in this application is true and accurately describes both the proposed work and the intended use of the property or structure. I understand that any approval issued by the City of Bogalusa is limited to the work and use described in this application. Any material change in the scope of work or use of the property or structure must be reported to the City and may require additional review or approval. I understand that City zoning or development approval does not replace any building permit, inspection, certificate of occupancy, or other approval required by Washington Parish or another governmental agency.

Applicant Signature: R. Crumedy Date: 08/20/2025

## FOR CITY USE ONLY

CITY INTAKE & INITIAL REVIEW

Date Application Received: 8/20/26 Received By: K Henry, Pro Z Secretary

Zoning Classification: Commercial Existing Use: _____

Proposed Use: Restaurant Proposed Project: Restaurant/Concessions

Initial Determination

☑ No additional zoning action required ☑ Planning & Zoning Commission review required

☐ Rezoning required ☑ City Council action required ☑ Proposed project is not permitted

☐ Other: _____

Reviewed By: Kenyatta B. Henry, P&Z Secretary Date Review Completed: 8/20/26

PLANNING & ZONING COMPLETE ONLY IF REQUIRED

Reason for Referral:

New Construction

Date Referred to P&Z: 8/20/26 Date Received for P&Z Review: 8/20/26

Applicable Deadline for Action: 9/21/26 Meeting Date: 9-8-26

Planning & Zoning Action

☐ Approved ☐ Approved with Conditions ☐ Denied

☐ Recommended for Approval by City Council ☐ Additional Information Required

☐ Other: _____

Date Action Taken: _____

If continued/extended, new action date or deadline: _____

Conditions / Comments:

_____

_____

Authorized Signature: _____ Date: _____

CITY COUNCIL COMPLETE ONLY WHEN COUNCIL ACTION IS REQUIRED

Date Referred to City Council: _____ Date Ordinance Introduced: _____

Date of Final Council Action: _____

Council Action

☐ Approved ☐ Denied ☐ Tabled

☐ Other: _____

Ordinance / Resolution No.: _____ Effective Date, if applicable: _____

CITY CLEARANCE FINAL CITY DETERMINATION

APPROVED USE OF PROPERTY / STRUCTURE:

_____

APPROVED PROJECT / SCOPE OF WORK:

_____

☐ Approved ☐ Approved with Conditions ☐ Denied

Conditions, if any:

_____

City Clearance Authorized By: _____ Date City Clearance Issued: _____

WASHINGTON PARISH PERMITTING / INSPECTION COMPLETE WHEN APPLICABLE

Date Released / Referred to Washington Parish: _____

Parish Permit Issued: _____ Final Inspection Date: _____

Certificate Received: ☐ Yes ☐ No Date Received by City: _____

FINAL CITY RECORD

Project Completed: ☐ Yes ☐ No Final Documentation Received: ☐ Yes ☐ No ☐ N/A

File Closed Date: _____ Staff Initials: _____

Bogalusa, La., August 20, 2026 No 9834

Received From _____

For City License _____

For Water and/or Sewer Connection _____ $ _____

For City Tax _____ $ _____

For Payment on Cemetery Lot _____ $ _____

For Planning & Zoning Application Fee $ 280.00

CITY OF BOGALUSA

By _____
City Collector

Planning & Zoning

Bogalusa, La., August 20, 2026 No 9834

Received From _____

For City License _____ $ _____

For Water and/or Sewer Connection _____ $ _____

For City Tax _____ $ _____

For Payment on Cemetery Lot _____ $ _____

For Planning + Zoning Application Fee $ 250.00

CITY OF BOGALUSA

By Keyana D Jenkins Code Off

City Collector

Planning & Zoning Rec

508 E. 4th Street

# City of Bogalusa

***Construction/Development Related Permit Documents***

1. The application process is the first step in obtaining a building permit.

2. Complete and apply accurately and promptly.

3. Submit all required documents: proof of ownership (deed and assessor's report).

4. Provide a design plan or drawing (referencing the scope of work), pictures of the current project, and a design plan of the proposed project upon completion.

5. If applicable, including a Fire Marshal Review Plan is crucial to ensure your project is secure and compliant.

5. A description of current and future land usage.

GalvStruct BUILDINGS

JERRY W. FRUGE, JR
43534 C E STAFFORD RD
FRANKLINTON, LA. 70438
985-335-7818

GalvStruct Buildings
2003 NW Stallings Dr.
Nacogdoches, TX 75964
936-715-0368
orders@galvstruct.com

Customer Order - Aug 19, 2026

**CUSTOMER**

Name Rodrick Crumady | Order # 1787162654490299 | Phone: agtechequipment1@gmail.com
Billing Address 508 East 4th st
City Bogalusa | State LA | Zip Code 70427
Install Address 508 East 4th st
City Bogalusa | State LA | Zip Code 70427
Email rodrick14@mail.com | Phone # 713-367-5428 | Mobile #

**BUILDING SPECIFICATIONS**

| | | | | | |
|---|---|---|---|---|---|
| Style: | Garage | Roof | Black | Installation Surface: | Cement |
| Roof Overhang: | 6" | Trim: | Black | Electricity Available | ☐ |
| Roof Style: | A-Frame Horizontal | Siding: | Bright Red | Ready For Installation (Only Check If Site Is Ready) | ☐ |
| Leg Style: | Standard | Wainscot | Black | Jobsite Level (No More Than 3" Un-level & Clear Of Obstacles) | ☐ |
| Brace: | 9' Brace | | | Installation Surface | |
| | | | | Permit Required | ☐ |

30' Width X 30' Length X 10'/9' Leg Height

Design Link: https://build.galvstruct.com/?lng=en-US#29e9bcd447de42afd6964e095977d2cb


Perspective View


Front


Left Side


Right Side


Back

(30 X 30 Inside)

| | | | |
|---|---|---|---|
| | Structure Details | | |
| | Style: Garage | 1 | - |
| | Base Price: 30X30' | 1 | $4,495.00 |
| | Installation Surface: Cement | 1 | - |
| | Roof Color: Black | 1 | - |
| | Trim Color: Black | 1 | - |
| | Wall Exterior Color: Bright Red | 1 | - |
| | Door: White | 1 | - |
| | End Walls Deluxe (Wainscot): Black | 1 | - |
| | Side Walls Deluxe (Wainscot): Black | 1 | - |
| | Frame Spacing: Five Feet Frame Spacing | 1 | - |
| | Roof Style: A-Frame Horizontal | 1 | - |
| | Roof Pitch: 3/12 | 1 | - |
| | Roof Overhang: 6" | 1 | - |
| | Trusses: Triple Wide | 1 | - |
| | Leg Style: Standard | 1 | - |
| | Brace: 3' Brace | 1 | - |
| | Leg Height: 10' | 1 | $450.00 |
| | Left Side: Fully Enclosed | 1 | $698.00 |
| | Left Side Siding: Horizontal | 1 | - |
| | Right Side: Fully Enclosed | 1 | $698.00 |
| | Right Side Siding: Horizontal | 1 | - |
| | Front End: Fully Enclosed | 1 | $1,945.00 |
| | Front End Siding: Horizontal | 1 | - |
| | Back End: Fully Enclosed | 1 | $1,945.00 |
| | Back End Siding: Horizontal | 1 | - |
| | Approximate center clearance: 13'11" | 1 | - |
| Right Lean | Base Price: 8'X30' | 1 | $1,922.50 |
| Right Lean | Side Walls Deluxe (Wainscot): Black | 1 | - |
| Right Lean | Type: Lean only | 1 | - |
| Right Lean | Roof Pitch: 1/12 | 1 | - |
| Right Lean | Leg Style: Standard | 1 | - |
| Right Lean | Brace: 3' Brace | 1 | - |
| Right Lean | Leg Height: 9' | 1 | $165.00 |
| Right Lean | Right Side: Fully Enclosed | 1 | $550.00 |
| Right Lean | Right Side Siding: Horizontal | 1 | - |
| Right Lean | Front End: Extended Gable End - 1'6" Panel | 1 | $305.00 |
| Right Lean | Front End Siding: Horizontal | 1 | - |
| Right Lean | Front End J-Trim: Add J-Trim | 1 | $36.00 |
| Right Lean | Back End: Extended Gable End - 1'6" Panel | 1 | $305.00 |
| Right Lean | Back End Siding: Horizontal | 1 | - |
| Right Lean | Back End J-Trim: Add J-Trim | 1 | $36.00 |
| Right Lean | Connection Fee Side-to-Side | 1 | $160.00 |
| | | | |
| | Roll-Up Doors (Special order sizes and color on Roll-up doors CANNOT be modified after the order is placed. Colored RUDs cannot be changed or removed after ordering.) | | |
| | 9' x 8' Rollup Door | 2 | $1,464.00 |
| | Sidewall Header Bar | 1 | $125.00 |
| | | | |
| | Doors & Ramps | | |
| | 36" x 80" Poly Walk-In Door | 1 | $326.00 |
| | | | |
| | Windows & Accessories | | |
| | Black 30" x 36" With Grid | 2 | $410.00 |
| | Sidewall Header Bar | 2 | $250.00 |
| | Window Color Fee | 2 | $120.00 |
| | | | |
| | Frameouts | | |
| Right Lean | Custom Size Frameout (8'x8') | 3 | $675.00 |
| | | | |
| | Additional Options | | |
| | 14 Gauge Framing | | - |
| | 29 Gauge Roof & Siding | | - |
| | Standard Screws | | - |

#1787162654490299

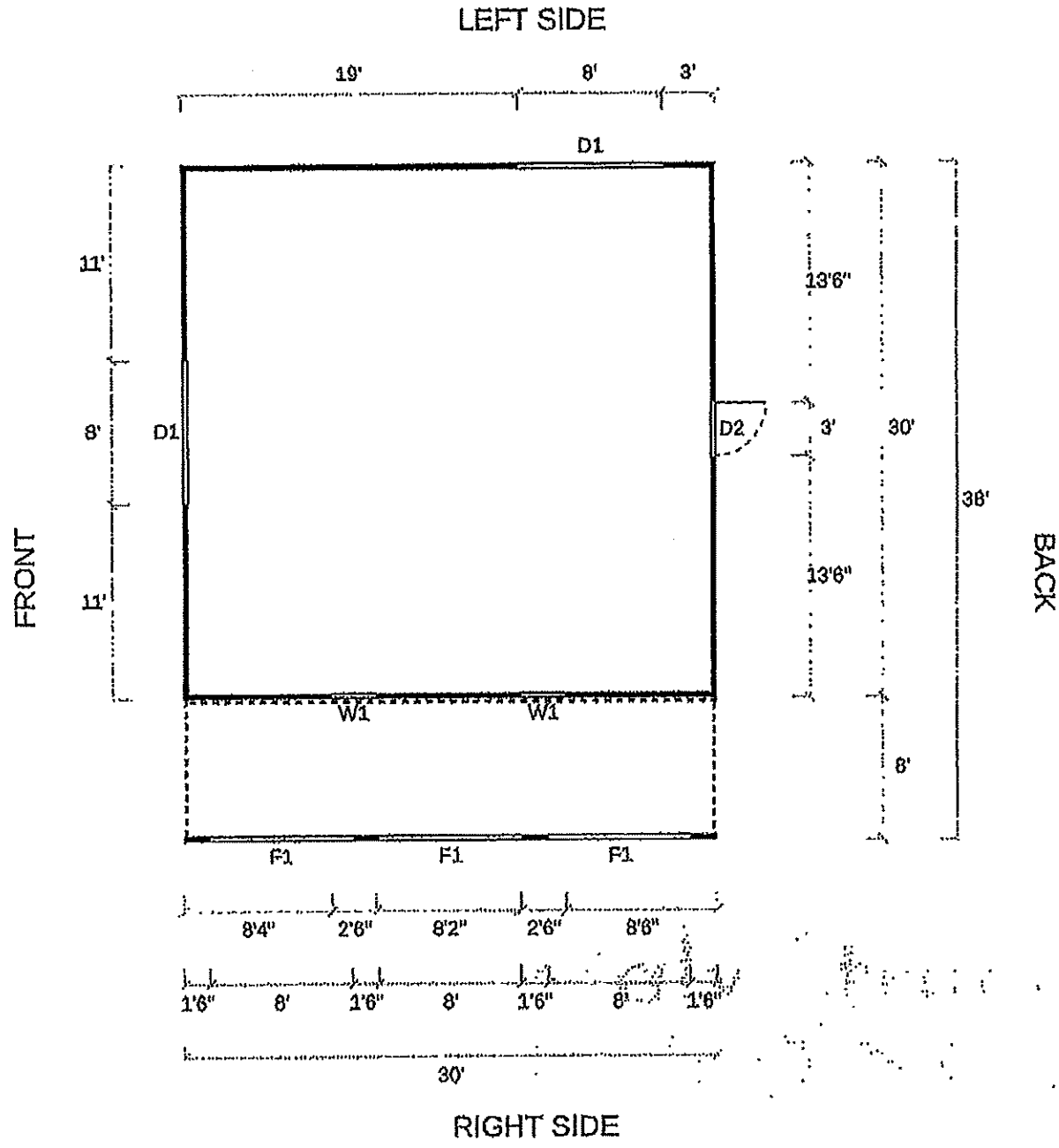
| | | | |
|---|---|---|---|
| | Anchors Included | | - |
| | | | |
| | Additions and Adjustments | | |
| | * Light bleed is typical of standard installations along interior corners of fully enclosed builds. Foam closures are recommended to mitigate light bleed. | 1 | - |
| | Foam Closure - Center Section Roof | 1 | $186.80 |
| | Foam Closure - Center Section Walls | 1 | $179.20 |
| | | Building Estimate: | $16,776.50 |
| | | Manufacturer Discount: | -$2,516 |
| | | Total: | $14,259.50 |
| | | Sales Tax (10.493%): | $1,496.25 |
| | | Total Order Amount: | $15,755.75 |
| | | Deposit Amount: | $1,425.95 |
| | | Deposit Required to Order: | $1,425.95 |
| | | Final Balance Due at Installation: | $14,329.80 |
| | | Card Balance Due: | $14,759.69 |

| | |
|---|---|
| Delivery Notes: | |
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# FLOOR PLAN

DalyStruct BUILDINGS




| SYMBOL LEGEND | | | |
|---|---|---|---|
| D1 | 8'x8' Rollup Door | D2 | 36"x80" Poly Walk-In Door |
| W1 | Black 30"x36" With Grid | F1 | Custom Size Frameout |
| | Closed Wall | | Open Wall |

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# CITY OF BOGALUSA

# PLANNING & ZONING COMMISSION

# OFFICIAL MEETING MINUTES

**Date: October 13, 2026**

**Time: 10:00 A.M.**

**Location: City Hall Council Chambers**

## 1. Call to Order

Called to order at 10:06 A.M. by Chairperson Dena Willett.

## 2. Invocation

The Invocation was given by Tlyu Yayu

## 3. Roll Call

Roll call - Secretary Kenyatta Henry

### Commissioners Present:

Dena Willett, Chairperson

Debbie McCloud

Cristi Tanner

Ellen Hopgood

Patricia Keller

Elbert Buckley

Tlyu Yayu

Kenyatta Henry, Secretary

### A quorum was present

### Commissioners Absent:

Gladys Lampton

## 4. Review and Approval of Minutes

Cristl Tanner made motion to approve September 8, 2026 meeting minutes. Motion seconded by Ellen Hopgood. Motion carried unanimously.

## 5. New Business

- **Introduction:** New Construction of Apartments/ Duplex 816 Arnold Ct. Four Duplex, two apartments per duplex, A-3 Residential zone with Commercial rezoning request, correct zoning is A-3 Residential multi-family, parking concerns, build U shaped facing inside w/2 parking spaces per unit, lot size, setbacks for Sullivan Drive (state highway) which is not regulated by City of Bogalusa, portions are maintained by the City of Bogalusa, concerns about corridors or making certain areas COMMERCIAL, concerns about approval for apartments in the area, ideas of a plan for that area now versus the future, discussion concerning corridors to be added to agenda, questions about decisions for housing in that area, needs for such a build, currently rental property owner as stated the need for housing per the request as the highway is expanding and future growth within the City of Bogalusa, is this for out-of-towners only, low income housing?, verification of ownership, plat map, building width 32ft with 3ft front porch back door exit, lot size, verified in the area apartments across Sullivan Dr, Washington Parish Planning and Permitting verifies building specifications, property located off Sullivan Dr. does not front Sullivan Dr., commissioners to receive copies of plat maps, ownership deed, process permits w/ Washington Parish Planning and Permitting Office prior to our next meeting.
- **Introduction:** Our Lady of the Angels Hospital for Rezoning due to current zoning for new build & Helipad at 433 Plaza Drive presented by Kyle Shcroder currently landing across the street behind the YMCA will build a formal Helipad that will be fenced, scheduled tree removal at site and install lights for visibility with a covered walk-way from the Helipad to the Hospital with landscape improvements, will build New Outpatient Clinic building for Hospital Clinic for zoning approval on today for future build, lights will be FAA approved and on poles as well, residential property in the area, location on the corner of West 3rd Street and Plaza for proposed location, fenced in chain-link about 4ft. tall, location is different from sign location per Kyle, architect.
- Vote for New Construction of a Restaurant/Concession Stand 508 East 4th Street, commercial land lease with Bryan Genco, proposal for 30 x 30 metal building for walk-up restaurant/concession, questions about permits through Parish, seating/covered porch, setback questions, concerns for construction of metal buildings, no ordinance against such. Patricia Keller made motion to approve. Motioned seconded by Tiyu Yayu. Motion carried unanimously.

## 6. Open Discussion

- Possible corridors that was mentioned by Debbie McCloud for Sullivan Drive, Louisiana Avenue, Carolina Avenue for our corridors to be an agenda item to see better development for those areas, funding for master plan and the map, tried to get it adopted a year ago with updates, for new updates on zoning changes by mapping company, Capital Region Planning Commission, discussion of a map that has updates, who does the updates, information given by the public of changes that was not recorded, new businesses coming, need funding for map, should be updated every so many years, last update appeared to be 2012 as date on the map, told by Marta with mapping company who said that current map was not approved by council for the updates, Steve Villavaso in the training a year ago said that we could use the map as is, questions about backup for the map, logs from planning and zoning as well as council, digital map questions, need approval for an updated map, get on council agenda for approval of current map and work on updated map, map cannot be updated until approved by council, cost of yearly updates every 3 years or so.

## 7. Adjournment

There being no further business to come before the Commission, meeting adjourned at 11:07 AM. Motion to adjourn unanimously.