

Minden City Council
REGULAR SESSION



Monday, December 4, 2023 – 6:00 p.m.
City Hall – Council Chambers

AGENDA ITEMS

Prayer: Michael Roy
Pledge: Andy Pendergrass

Call Meeting to Order
Welcome: Mayor Nick Cox
Additions to Agenda:
Public Comments

(To allow comments on any of the following items prior to action.)

- (1) Adopt Minutes of Minden City Council Regular Session held on November 6, 2023**
- (2) Adopt Resolution – Adopting the Louisiana Compliance Questionnaire for the Audit Period of 10/01/2022 – 09/30/2023**
- (3) Personnel – Minden Police Department New Hires**
- (4) Authority for Mayor Cox to Execute a Purchase Agreement for Property on Recreation Drive**
- (5) Condemned Properties**
- (6) Budget/Financial Report for October 2023**
- (7) Annual Fire Report for the Year 2023**
- (8) Police Report for October 2023**

Announcements – Council Comments – Adjournment

Presentation of Courage Award to Colin Campbell
Presentation of Life Saving Award to Logan Clingan

Minden City Council Regular Session

Monday, December 4, 2023

Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

(1) Adopt Minutes of Minden City Council Regular Session held on November 6, 2023

Discussion:

See attached.

Suggested Wording of Motion:

“I move to adopt the minutes of the Minden City Council Regular Session held on November 6, 2023, as presented.”

MOTION: _____

SECOND: _____

AYE(S): _____

NAY(S): _____

ABSENCE(S): _____

ABSTENTION(S): _____

**PROCEEDINGS OF THE CITY OF MINDEN, STATE OF LOUISIANA, TAKEN
IN REGULAR SESSION HELD ON NOVEMBER 6, 2023**

The Minden City Council met at City Hall, Minden, Louisiana, beginning at 6:00 p.m. with the following members present: Mayor Nick Cox, Carlton Myles, Levon Thomas, Latasha Mitchell, and Andy Pendergrass. Absence(s): Michael Roy. Mayor Cox welcomed everyone to the meeting. Prayer was offered by Levon Thomas and Latasha Mitchell led the Pledge of Allegiance. It is noted for the record that Mayor Cox allowed both council and public comments prior to every vote.

Andy Pendergrass moved to amend the printed agenda to change the order of Item (4) Personnel – Minden Police Department New Hire and Item (5) Personnel – Minden Police Department Transfer so that the Minden Police Department Transfer would be voted on before the Minden Police Department New Hire. The motion was duly seconded by Carlton Myles and the vote was unanimously in favor. Abstention(s): None. Absence(s): Michael Roy.

Upon motion by Carlton Myles and duly seconded by Latasha Mitchell, the council unanimously adopted the minutes of the Minden City Council Regular Session held on October 2, 2023, as presented. Abstention(s): None. Absence(s): Michael Roy.

Upon motion by Carlton Myles and duly seconded by Levon Thomas, the council unanimously adopted a Resolution to Amend the City of Minden 2022-2023 Budget, as presented. Abstention(s): None. Absence(s): Michael Roy.

Andy Pendergrass moved to adopt Ordinance No. 1140 – An Ordinance to Amend Chapter 82 of the Code of Ordinances of the City of Minden, Louisiana, to Provide for Payments by Credit/Debit Cards, Agreements with Credit/Debit Card Companies, Credit/Debit Card Transaction Fees, and Cancellation of Agreements by the City of Minden starting January 1, 2024. The motion was duly seconded by Levon Thomas and the vote was unanimously in favor. Abstention(s): None. Absence(s): Michael Roy.

Carlton Myles moved to confirm Matthew Hicks as a full-time police officer in the Minden Police Department, subject to passing all applicable tests. The motion was duly seconded by Latasha Mitchell and the vote was unanimously in favor. Abstention(s): None. Absence(s): Michael Roy.

Upon motion by Latasha Mitchell and duly seconded by Levon Thomas, the council unanimously confirmed Dedrick Anderson, Jr. as a full-time police officer in the Minden Police Department, subject to passing all applicable tests. Abstention(s): None. Absence(s): Michael Roy.

The following action was taken regarding condemned property:

Marvin White	705 Carolina Street
c/o Marvin Butler	Lots #1 & 2, Blk. D, Fairfield
1414 South Fry Road	Subdiv.
Katy, Texas 77450	

Attorney Paul E. Kitchens presented a written curator report stating that correspondence was sent via Certified Mail, Return Receipt Requested and regular U.S. mail to Marvin White and that, to date, he has received no response. Evidence of Paul Kitchens' correspondence to Marvin White was provided. Carlton Myles moved to authorize Mayor Cox to issue an order declaring the property condemned and further order the demolition of any structures located thereon and the cleaning of the lot within 30 days of November 6, 2023. The motion was duly seconded by Levon Thomas and the vote was unanimously in favor. Abstention(s): None. Absence(s): Michael Roy.

The following action was taken regarding condemned property:

Willie Combs, Jr.	217 Main Street
217 Main Street	Lots #58 & 59, Williamson Jones
Minden, Louisiana 71055	Survey of Minden in NE/4 of NE/4
	Sec. 28-19-9, Strip 20 x 130 ft. Adj.
	on West Side of Lot #58, Strip 10 x
	120 ft. Adj. on South Side of Lots
	#58 & 59 & Strip 10 x 130 ft. Adj.
	on East Side of Lot #59 in NE/4 of
	NE/4 Sec. 28-19-9 (Formerly Alleys)

Attorney Paul E. Kitchens presented a written curator report stating that correspondence was sent via Certified Mail, Return Receipt Requested to Willie Combs, Jr. and that TaTega Lewis, Mr. Combs' granddaughter, was present representing the property. TaTega Lewis stated that her family is attempting to repair the house located at 217 Main Street and requested more time in order to finish the project. Carlton Myles moved to table the item for the March 2024 Minden City Council Regular Session. The motion was duly seconded by Latasha Mitchell and the vote was unanimously in favor. Abstention(s): None. Absence(s): Michael Roy.

Assistant City Clerk Melaney Langford presented the Budget/Financial Report for the month of September 2023. No motion was required.

Fire Chief Brian Williams presented the Fire Report for the month of October 2023. No motion was required.

The Police Report for the month of September 2023 was unanimously accepted, as presented, by motion of Latasha Mitchell and second by Carlton Myles. Abstention(s): None. Absence(s): Michael Roy.

All National Night Out 2023 Block Party Hosts were recognized by Police Chief Jared McIver serving in his capacity as 2023 National Night Out Chairman. Proclamations were presented to all hosts. No motion was required.

Announcements and council comments were heard. The meeting was then adjourned.

Nick Cox, Mayor

ATTEST:

Michael Fluhr, City Clerk

Minden City Council Regular Session

Monday, December 4, 2023

Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

- (2) Adopt Resolution – Adopting the Louisiana Compliance Questionnaire for the Audit Period of 10/01/2022 – 09/30/2023

Discussion:

See attached.

Suggested Wording of Motion:

“I move to adopt a Resolution Adopting the Louisiana Compliance Questionnaire for the Audit Period of 10/01/2022 – 09/30/2023, as presented.

MOTION: _____

SECOND: _____

AYE(S): _____

NAY(S): _____

ABSENCE(S): _____

ABSTENTION(S): _____

RESOLUTION

**LOUISIANA COMPLIANCE QUESTIONNAIRE
FOR THE AUDIT PERIOD OF OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023**

WHEREAS, the Louisiana Compliance Questionnaire for the Audit Period of 10/01/2022 – 09/30/2023 was furnished to the City of Minden, completed by the Mayor and his staff, and presented to the members of the City Council; and

BE IT RESOLVED that the Louisiana Compliance Questionnaire for the Audit Period of 10/01/2022 – 09/30/2023 is adopted. Now, therefore, the Minden City Council directs that the Questionnaire be submitted to the City's Auditors – Allen, Green & Williamson, LLP for comments.

The foregoing resolution was read, considered, and adopted this ____ day of _____, 2023.

CERTIFICATE

I, Michael Fluhr, Clerk of the City of Minden, Louisiana, hereby certify that the above constitutes a true and accurate copy of a resolution, which, upon motion and second of _____ and _____, respectively, was adopted by the following vote:

AYE(S):

NAY(S):

ABSENCE(S):

ABSTENTION(S):

and the same was declared adopted by the Mayor this ____ day of _____, 2023.

Michael Fluhr, City Clerk
City of Minden

**LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Governments)**

Dear Chief Executive Officer:

Attached is the Louisiana Compliance Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of a financial audit of Louisiana state and local government agencies. The completed and signed questionnaire must be presented to and adopted by the governing body, if any, of your organization by means of a formal resolution in an open meeting. Independently elected officials should sign the document, in lieu of such a resolution.

The completed and signed questionnaire and a copy of the adoption instrument, if appropriate, **must be given to the auditor at the beginning of the audit.** The auditor will, during the course of his/her regular audit, test the accuracy of the responses in the questionnaire. It is not necessary to return the questionnaire to the Legislative Auditor's office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation "not applicable." However, you must respond to each applicable representation. A 'yes' answer indicates that you have complied with the applicable law or regulation. A 'no' answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the auditor during the course of his/her audit. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Michael J Waguespack, CPA
Louisiana Legislative Auditor

Enclosure

**LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Government Agencies)**

December 5, 2023

Allen, Green & Williamson, LLP
2441 Tower Drive
Monroe, Louisiana 71201

In connection with your audit of our financial statements as of 09/30/2023 and for 10/01/2022 – 09/30/2023 for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of 11/30/2023.

PART I. AGENCY PROFILE

1. Name and address of the organization.

City of Minden
520 Broadway Street
Minden, Louisiana 71055

2. List the population of the municipality or parish based upon the last official United States Census or most recent official census (municipalities and police juries only). Include the source of the information.

U.S. Census 11,903

3. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

Mayor
Nicholas A. "Nick" Cox
105 Bay Creek Road
Minden, Louisiana 71055
(318) 639-4050

District A Councilman
Carlton "Buddy" Myles
241 Deerfield Boulevard
Minden, Louisiana 71055
(318) 617-2898

District B Councilman
Levon "Charlie" Thomas
203 Marion Street
Minden, Louisiana 71055
(318) 510-4860

District C Councilwoman
Latasha Anderson Mitchell
1309 Apple Street
Minden, Louisiana 71055
(318) 639-1223

District D Councilman
Michael Roy
326 Braeburn Glen Drive
Minden, Louisiana 71055
(318) 658-7244

District E Councilman
Andy Pendergrass
303 Summit Street
Minden, Louisiana 71055
(318) 548-8801

4. Period of time covered by this questionnaire.

10/01/2022 – 09/30/2023

5. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

Special Act of the Legislature

6. Briefly describe the public services provided.

Electrical, Water, Sewage, Streets, Recreation

7. Expiration date of current elected/appointed officials' terms.

12/31/2026

LEGAL COMPLIANCE

PART II. PUBLIC BID LAW

8. The provisions of the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with.

A) All public works purchases exceeding \$250,000 have been publicly bid.

B) All material and supply purchases exceeding \$60,000 have been publicly bid.

Yes [X] No [] N/A []

PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

9. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [X] No [] N/A []

10. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [X] No [] N/A []

PART IV. LAWS AFFECTING BUDGETING

11. We have complied with the budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15) R.S. 39:33, or R.S. 39:1331-1342, as applicable:

A. Local Budget Act

1. We have adopted a budget for the general fund and all special revenue funds (R.S. 39:1305).

2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the general fund and each special revenue fund, and a budget adoption instrument that defined the authority of the chief executive and administrative officers to make budgetary amendments within various budget classifications without approval by the governing authority, as well as those powers reserved solely to the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (R.S. 39:1305).

3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (R.S. 39:1306).

4. To the extent that proposed expenditures were greater than \$500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also been published certifying that all actions required by the Local Government Budget Act have been completed (R.S. 39:1307).

5. If required, the proposed budget was made available for public inspection at the location required by R.S. 39:1308.

6. All action necessary to adopt and finalize the budget was completed prior to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (R.S. 39:1309).

7. After adoption, a certified copy of the budget has been retained by the chief executive officer or equivalent officer (R.S. 39:1309).

8. To the extent that proposed expenditures were greater than \$500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (R.S. 39:1311).

9. The governing authority has amended its budget when notified, as provided by R.S. 39:1311. (Note, general and special revenue fund budgets should be amended, regardless of the amount of expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less, and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds-from the requirement to amend revenues.)

Yes No N/A

B. State Budget Requirements

1. The state agency has complied with the budgetary requirements of R.S. 39:33.

Yes No N/A

C. Licensing Boards

1. The licensing board has complied with the budgetary requirements of R.S. 39:1331-1342.

Yes No N/A

PART V. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING LAWS

12. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with R.S. 24:513 and 515, and/or 33:463.

Yes No N/A

13. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes No N/A

14. We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes No N/A

15. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes No N/A

16. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes No N/A

17. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes No N/A

18. We have remitted all fees, fines, and court costs collected on behalf of other entities, in compliance with applicable Louisiana Revised Statutes or other laws.

Yes No N/A

19. We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes [] No [] N/A [X]

PART VI. MEETINGS

20. We have complied with the provisions of the Open Meetings Law, provided in R. S. 42:11 through 42:28.

Yes [X] No [] N/A []

PART VII. ASSET MANAGEMENT LAWS

21. We have maintained records of our fixed assets and movable property records, as required by R.S. 24:515 and/or 39:321-332, as applicable.

Yes [X] No [] N/A []

PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS

22. We have complied with the fiscal agency and cash management requirements of R.S. 39:1211-45 and 49:301-327, as applicable.

Yes [X] No [] N/A []

PART IX. DEBT RESTRICTION LAWS

23. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes [X] No [] N/A []

24. We have complied with the debt limitation requirements of state law (R.S. 39:562).

Yes [] No [] N/A [X]

25. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (R.S. 39:1410.62).

Yes [] No [] N/A [X]

PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS

26. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes [X] No [] N/A []

27. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes [X] No [] N/A []

28. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14 of the 1974 Louisiana Constitution.

Yes [X] No [] N/A []

PART XI. ISSUERS OF MUNICIPAL SECURITIES

29. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes [] No [] N/A [X]

PART XI. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS

Parish Governments

30. We have adopted a system of road administration that provides as follows:

- A. Approval of the governing authority of all expenditures, R.S. 48:755(A).
- B. Development of a capital improvement program on a selective basis, R.S. 48:755.
- C. Centralized purchasing of equipment and supplies, R.S. 48:755.
- D. Centralized accounting, R.S. 48:755.
- E. A construction program based on engineering plans and inspections, R.S. 48:755.
- F. Selective maintenance program, R.S. 48:755.
- G. Annual certification of compliance to the auditor, R.S. 48:758.

Yes [] No [] N/A [X]

School Boards

31. We have complied with the general statutory, constitutional, and regulatory provisions of the Louisiana Department of Education, R.S. 17:51-400.

Yes [] No [] N/A [X]

32. We have complied with the regulatory circulars issued by the Louisiana Department of Education that govern the Minimum Foundation Program.

Yes [] No [] N/A [X]

33. We have, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules and recognize that your agreed-upon procedures will be applied to such schedules and performance measurement data:

Parish school boards are required to report, as part of their annual financial statements, measures of performance. These performance indicators are found in the supplemental schedules:

- Schedule 1, General Fund Instructional and Support Expenditures and Certain Local Revenue Sources
- Schedule 2, Class Size Characteristics

We have also, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules, and recognize that although the schedules will not be included in the agreed-upon procedures report, the content of the schedules will be tested and reported upon by school board auditors in the school board performance measures agreed-upon procedures report:

- Education Levels of Public School Staff
- Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers
- Public School Staff Data: Average Salaries

We understand that the content of the first two schedules will be tested and reported upon together.

Yes [] No [] N/A [X]

Tax Collectors

34. We have complied with the general statutory requirements of R.S. 47.

Yes [] No [] N/A [X]

Sheriffs

35. We have complied with the state supplemental pay regulations of R.S. 40:1667.7.

Yes [] No [] N/A [X]

36. We have complied with R.S. 13:5535 relating to the feeding and keeping of prisoners.

Yes [] No [] N/A [X]

District Attorneys

37. We have complied with the regulations of the DCFS that relate to the Title IV-D Program.

Yes [] No [] N/A [X]

Assessors

38. We have complied with the regulatory requirements found in R.S. Title 47.

Yes [] No [] N/A [X]

39. We have complied with the regulations of the Louisiana Tax Commission relating to the reassessment of property.
Yes [] No [] N/A [X]

Clerks of Court

40. We have complied with R.S. 13:751-917 and applicable sections of R.S. 11:1501-1562.
Yes [] No [] N/A [X]

Libraries

41. We have complied with the regulations of the Louisiana State Library.
Yes [] No [] N/A [X]

Municipalities

42. Minutes are taken at all meetings of the governing authority (R.S. 42:20).
Yes [X] No [] N/A []

43. Minutes, ordinances, resolutions, budgets, and other official proceedings of the municipalities are published in the official journal (R.S. 43:141-146 and A.G. 86-528).
Yes [X] No [] N/A []

44. All official action taken by the municipality is conducted at public meetings (R.S. 42:11 to 42:28).
Yes [X] No [] N/A []

Airports

45. We have submitted our applications for funding airport construction or development to the Department of Transportation and Development as required by R.S. 2:802.
Yes [X] No [] N/A []

46. We have adopted a system of administration that provides for approval by the department for any expenditures of funds appropriated from the Transportation Trust Fund, and no funds have been expended without department approval (R.S. 2:810).
Yes [X] No [] N/A []

47. All project funds have been expended on the project and for no other purpose (R.S. 2:810).
Yes [X] No [] N/A []

48. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 2:811).
Yes [X] No [] N/A []

Ports

49. We have submitted our applications for funding port construction or development to the Department of Transportation and Development as required by R.S. 34:3452.
Yes [] No [] N/A [X]

50. We have adopted a system of administration that provides for approval by the department for any expenditures of funds made out of state and local matching funds, and no funds have been expended without department approval (R.S. 34:3460).
Yes [] No [] N/A [X]

51. All project funds have been expended on the project and for no other purpose (R.S. 34:3460).
Yes [] No [] N/A [X]

52. We have established a system of administration that provides for the development of a capital improvement program on a selective basis, centralized purchasing of equipment and supplies, centralized accounting, and the selective maintenance and construction of port facilities based upon engineering plans and inspections (R.S. 34:3460).
Yes [] No [] N/A [X]

53. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 34:3461).
Yes [] No [] N/A [X]

Sewerage Districts

54. We have complied with the statutory requirements of R.S. 33:3881-4159.10.
Yes [] No [] N/A [X]

Waterworks Districts

55. We have complied with the statutory requirements of R.S. 33:3811-3837.
Yes [] No [] N/A [X]

Utility Districts

56. We have complied with the statutory requirements of R.S. 33:4161-4546.21.
Yes [] No [] N/A [X]

Drainage and Irrigation Districts

57. We have complied with the statutory requirements of R.S. 38:1601-1707 (Drainage Districts); R.S. 38:1751-1921 (Gravity Drainage Districts); R.S. 38:1991-2048 (Levee and Drainage Districts); or R.S. 38:2101-2123 (Irrigation Districts), as appropriate.
Yes [] No [] N/A [X]

Fire Protection Districts

58. We have complied with the statutory requirements of R.S. 40:1491-1509.
Yes [] No [] N/A [X]

Other Special Districts

59. We have complied with those specific statutory requirements of state law applicable to our district.
Yes [] No [] N/A [X]

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you and the Legislative Auditor any known noncompliance that may occur subsequent to the issuance of your report.

Secretary _____ Date

Treasurer _____ Date

President _____ Date

Minden City Council

Regular Session

Monday, December 4, 2023

Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

(3) Personnel – Minden Police Department New Hires

Discussion:

Hunter Buchanan – Full-Time Police Officer – Minden Police Department

Bria Cooper – Full-Time Police Officer – Minden Police Department

See attached.

Suggested Wording of Motion:

“Upon the recommendation of Police Chief Jared McIver, I move to confirm Hunter Buchanan and Bria Cooper as full-time police officers in the Minden Police Department, subject to passing all applicable tests.”

MOTION: _____

SECOND: _____

AYE(S): _____

NAY(S): _____

ABSENCE(S): _____

ABSTENTION(S): _____



520 BROADWAY
P.O. BOX 580 – MINDEN, LA. 71055
(P)318.371.4226
(F)318.371.4222

MEMO

DEPT. 10

To: Mayor Nick Cox and Council Members *NAC*

cc: April Agullar, HR

From: Chief Jared McIver

Date: 10/23/2023

Re: Full Time Police Officer New Hire

I, Chief Jared McIver, am submitting a written request to hire applicant, Hunter Buchana, as a Minden Police Department, full-time Police Officer at \$15.00 an hour, non-exempt hourly status. Hunter has successfully passed the civil service exam. Hunter follows all job description requirements and would be a great addition to the department.

Thanking you in advance,

Jared McIver
Chief Jared McIver



520 BROADWAY
P.O. BOX 580 – MINDEN, LA. 71055
(P)318.371.4226
(F)318.371.4222

MEMO

DEPT. 10

To: Mayor Nick Cox and Council Members *NAC*

cc: April Aguilar, HR

From: Chief Jared McIver

Date: 10/23/2023

Re: Full Time Police Officer New Hire

I, Chief Jared McIver, am submitting a written request to hire applicant, Bria Copper, as a Minden Police Department, full-time Police Officer at \$15.00 an hour, non-exempt hourly status. Bria has successfully passed the civil service exam. Bria follows all job description requirements and would be a great addition to the department.

Thanking you in advance,


Chief Jared McIver

Minden City Council Regular Session

Monday, December 4, 2023

Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

- (4) Authority for Mayor Cox to Execute a Purchase Agreement for Property on Recreation Drive

Discussion:

Legal Description: 1 Acre – Tract 250 x 174.24 ft. in NW/4 of SW/4, Sec. 35-19-9

See attached.

Suggested Wording of Motion:

“I move to authorize Mayor Cox to execute a purchase agreement for property on Recreation Drive, subject to attorney review.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____



DISCLAIMER: Every reasonable effort has been made to assure the accuracy of the parcel data presented. The Webster Parish Assessor makes no warranties, express or implied, regarding the completeness, reliability or suitability of the site data and assumes no liability associated with the use or misuse of said data. The Assessor retains the right to make changes and update data on this site at anytime without notification. The parcel data on the base map is used to locate, identify and inventory parcels of land in the Parish of Webster for assessment purposes only and is not to be used or interpreted as a legal survey or legal document. Additional data layers not originating in the Assessor's Offices are also presented for informational purposes only. Before proceeding in any legal matter, all data should be verified by contacting the appropriate parish or municipal office.

RESIDENTIAL PURCHASE AGREEMENT

I. The Parties. This Real Estate Purchase Agreement (“Agreement”) made on December 6 2023 (“Effective Date”) between:

Buyer: A business entity known as City of Minden, Louisiana (“Buyer”) with a mailing address of 52 Broadway Street, Minden, Louisiana, 71055, and

Seller: A business entity known as Taylor Development, LLC (“Seller”) with a mailing address of 715 Smokehouse Loop, 715 Smokehouse Loop, Benton, Louisiana, 71006.

II. Legal Description. The real property is described as: Lot on Recreation Drive in the City of Minden, LA with a mailing address of 1702 Recreation Drive, Minden, Louisiana, 71055.

Tax Parcel Information (i.e., “Parcel ID” or “Tax Map & Lot”): Approximately 1 Acre tract, 250 x 174.24 feet in NW/4 of SW/4 Section 35-19-9

III. Personal Property. There shall be no personal property included in this Agreement or included in the purchase of the real property. All removable items from the real property, i.e. "non-fixtures", shall be retained by the Seller at closing.

The real property and personal property shall be collectively known as the “Property”.

IV. Fixtures. The Parties agree that all fixtures located on or in the Property, including but not limited to storm windows, screens, shades, blinds, heating systems, HVAC components, stoves, air conditioners, pumps, electrical fixtures, and any other equipment, appliance, or furniture that is fixed in position shall be included in the sale of the Property.

V. Earnest Money. The Buyer shall not be required to make a payment, down payment, or any other type of monetary deposit that would be deemed consideration (“Earnest Money”). Consideration under this Agreement, unless otherwise required by State law, shall be the full faith of the Buyer's ability to perform under the terms of this Agreement.

VI. Purchase Price and Terms. The Buyer agrees to purchase the Property by payment of \$15,000.00 (Fifteen thousand and no/100 Dollars) as follows:

All Cash Offer. No loan or financing of any kind is required in order to purchase the Property. Buyer shall provide Seller written third (3rd) party documentation verifying sufficient funds to close no later than December 15 2023 at 05:00 PM. Seller shall have three (3) business days after the receipt of such documentation to notify Buyer, in writing, if the verification of funds is not acceptable. If Buyer fails to provide such documentation, or if Seller finds such verification of funds is not acceptable, Seller may terminate this Agreement. Failure of Seller to provide Buyer written notice of objection to such verification shall be considered acceptance to verification of funds.

VII. Sale of Another Property. Buyer's performance under this Agreement shall not be contingent upon selling another property.

VIII. Closing Costs. The costs attributed to the Closing of the Property shall be the responsibility of Buyer. The fees and costs related to the Closing shall include but not be limited to a title search (including the abstract and any owner's title policy), preparation of the deed, transfer taxes, recording fees, and any other costs by the title company that is in standard procedure with conducting the sale of a property.

IX. Funds at Closing. Buyer and Seller agree before the recording can take place, funds provided shall be in one (1) of the following forms: cash, interbank electronic transfer, money order, certified check or cashier's check drawn on a financial institution located in the State, or any above combination that permits the Seller to convert the deposit to cash no later than the next business day.

X. Closing Date. This transaction shall be closed on January 5 2024 05:00 PM or earlier at the office of a title company to be agreed upon by the Parties. Any extension of this date and time must be agreed upon, in writing, by Buyer and Seller. Real estate taxes, rents, dues, fees, and expenses relating to the Property for the year in which the sale is closed shall be prorated as of the date of Closing. Taxes due for prior years shall be paid by Seller.

XI. Survey. Buyer may obtain a survey of the Property before the Closing to assure that there are no defects, encroachments, overlaps, boundary line or acreage disputes, or other such matters, that would be disclosed by a survey ("Survey Problems"). The cost of the survey shall be paid by the Buyer. Not later than December 15 2023, Buyer shall notify Seller of any Survey Problems which shall be deemed to be a defect in the title to the Property. Seller shall be required to remedy such defects within 15 business days and prior to the Closing.

If Seller does not or cannot remedy any such defect(s), Buyer shall have the option of canceling this Agreement, in which case the Earnest Money shall be returned to Buyer.

XII. Mineral Rights. It is agreed and understood that all rights under the soil, including but not limited to water, gas, oil, and mineral rights shall be transferred by the Seller to the Buyer at Closing.

XIII. Title. Seller shall convey title to the property by CASH SALE DEED or equivalent. The Property may be subject to restrictions contained on the plat, deed, covenants, conditions, and restrictions, or other documents noted in a Title Search Report. Upon execution of this Agreement by the Parties, Seller will order a Title Search Report and have delivered to the Buyer.

Upon receipt of the Title Search Report, the Buyer shall have 5 business days to notify the Seller, in writing, of any matters disclosed in the report which is unacceptable to Buyer. Buyer's failure to timely object to the report shall constitute acceptance of the Title Search Report.

If any objections are made by Buyer regarding the Title Search Report, mortgage loan inspection, or other information that discloses a material defect, the Seller shall have 20 business days from the date the objections were received to correct said matters. If Seller does not remedy any defect discovered by the Title Search Report, Buyer shall have the option of canceling this Agreement, in which case the Earnest Money shall be returned to Buyer.

After Closing, Buyer shall receive an owner's standard form policy of title insurance insuring marketable title in the Property to Buyer in the amount of the Purchase Price, free and clear of the objections and all other title exceptions agreed to be removed as part of this transaction.

XIV. Property Condition. Seller agrees to maintain the Property in its current condition, subject to ordinary wear and tear, from the time this Agreement comes into effect until the Closing. Buyer recognizes that the Seller, along with any licensed real estate agent(s) involved in this transaction, make no claims as to the validity of any property disclosure information. Buyer is required to perform their own inspections, tests, and

investigations to verify any information provided by the Seller. Afterward, the Buyer shall submit copies of all tests and reports to the Seller at no cost.

Therefore, Buyer shall hold the right to hire licensed contractors, or other qualified professionals, to further inspect and investigate the Property until November 17 2023.

After all inspections are completed, Buyer shall have until November 17 2023 to present any new property disclosures to the Seller in writing. The Buyer and Seller shall have 5 business days to reach an agreement over any new property disclosures found by the Buyer. If the Parties cannot come to an agreement, this Agreement shall be terminated with the Earnest Money being returned to the Buyer.

If the Buyer fails to have the Property inspected or does not provide the Seller with written notice of the new disclosures on the Property, in accordance with this Agreement, Buyer hereby accepts the Property in its current condition and as described in any disclosure forms presented by the Seller.

In the event improvements on the Property are destroyed, compromised, or materially damaged prior to Closing, then, the Agreement may be terminated at Buyer's option.

XV. Seller's Indemnification. Except as otherwise stated in this Agreement, after recording, the Buyer shall accept the Property AS IS, WHERE IS, with all defects, latent or otherwise. Neither Seller nor their licensed real estate agent(s) or any other agent(s) of the Seller, shall be bound to any representation or warranty of any kind relating in any way to the Property or its condition, quality or quantity, except as specifically set forth in this Agreement or any property disclosure, which contains representations of the Seller only, and which is based upon the best of the Seller's personal knowledge.

XVI. Appraisal. Buyer's performance under this Agreement shall be contingent upon the appraisal of the Property being equal to or greater than the agreed upon Purchase Price. If the Property does not appraise to at least the amount of the Purchase Price, or if the appraisal discovers lender-required repairs, the Parties shall have 5 business days to re-negotiate this Agreement ("Negotiation Period"). In such event the Parties cannot come to an agreement during the Negotiation Period, this Agreement shall terminate with the Earnest Money being returned to the Buyer.

XVII. Required Documents. Prior to the Closing, the Parties agree to authorize all necessary documents, in good faith, in order to record the transaction under the conditions required by the recorder, title company, lender, or any other public or private entity.

XVIII. Termination. In the event this Agreement is terminated, as provided in this Agreement, absent of default, any Earnest Money shall be returned to the Buyer, in-full, within five (5) business days with all parties being relieved of their obligations as set forth herein.

XIX. Sex Offenders. Section 2250 of Title 18, United States Code, makes it a federal offense for sex offenders required to register pursuant to the Sex Offender Registration and Notification Act (SORNA), to knowingly fail to register or update a registration as required. State convicted sex offenders may also be prosecuted under this statute if the sex offender knowingly fails to register or update a registration as required, and engages in interstate travel, foreign travel, or enters, leaves, or resides on an Indian reservation.

A sex offender who fails to properly register may face fines and up to ten (10) years in prison. Furthermore, if a sex offender knowingly fails to update or register as required and commits a violent federal crime, he or she may face up to thirty (30) years in prison under this statute. The Buyer may seek more information online by visiting <https://www.nsopw.gov/>.

XX. Time. Time is of the essence. All understandings between the Parties are incorporated in this Agreement. Its terms are intended by the Parties as a final, complete and exclusive expression of their Agreement with respect to its subject matter and they may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement.

XXI. Buyer's Default. Seller's remedies shall be limited to liquidated damages in the amount of the Earnest Money set forth in Section V. It is agreed that such payments and things of value are liquidated damages and are Seller's sole and only remedy for Buyer's failure to perform the obligations of this Agreement. The Parties agree that Seller's actual damages in the event of Buyer's default would be difficult to measure, and the amount of the liquidated damages herein provided for is a reasonable estimate of such damages.

XXII. Seller's Default. Buyer may elect to treat this Agreement as cancelled, in which case all Earnest Money paid by Buyer hereunder shall be returned and Buyer may recover such damages as may be proper, or Buyer may elect to treat this Agreement as being in full force and effect and Buyer shall have the right to specific performance or damages or both.

XXIII. Earnest Money Dispute. Notwithstanding any termination of this Agreement, the Parties agree that in the event of any controversy regarding the release of the Earnest Money that the matter shall be submitted to mediation as provided in Section XXIV.

XXIV. Dispute Resolution. Buyer and Seller agree to mediate any dispute or claim arising out of this Agreement, or in any resulting transaction, before resorting to arbitration or court action.

a.) Mediation. If a dispute arises, between or among the Parties, and it is not resolved prior to or after recording, the Parties shall first proceed in good faith to submit the matter to mediation. Costs related to mediation shall be mutually shared between or among the Parties. Unless otherwise agreed in mediation, the Parties retain their rights to proceed to arbitration or litigation.

b.) Arbitration. The Parties agree that any dispute or claim in law or equity arising between them out of this Agreement or any resulting transaction, which is not settled through mediation, shall be decided by neutral, binding arbitration. The arbitrator is required to be a retired judge or justice, or an attorney with at least five (5) years of residential real estate law experience unless the Parties mutually agree to a different arbitrator. Under arbitration, the Parties shall have the right to discovery in accordance with State law. Judgment upon the award of the arbitrator(s) may be entered into any court having jurisdiction. Enforcement of this Agreement to arbitrate shall be governed by the Federal Arbitration Act.

c.) Exclusions. The following matters shall be excluded from the mediation and arbitration: (i) a judicial or non-judicial foreclosure or other action or proceeding to enforce a deed, mortgage or installment land sale contract as defined in accordance with State law; (ii) an unlawful detainer action, forcible entry detainer, eviction action, or equivalent; (iii) the filing or enforcement of a mechanic's lien; and (iv) any matter that is within the jurisdiction of a probate, small claims or bankruptcy court. The filing of a court action to enable the recording of a notice of pending action, for order of attachment, receivership, injunction, or other provisional remedies, shall not constitute a waiver or violation of the mediation and arbitration provisions of this Section.

XXV. Governing Law. This Agreement shall be interpreted in accordance with the laws in the State where the Property is located.

XXVI. Terms and Conditions of Offer. This is an offer to purchase the Property in accordance with the above-stated terms and conditions of this Agreement. If at least one, but not all, of the Parties initial such pages, a counteroffer is required until an agreement is reached. Seller has the right to continue to offer the

Property for sale and to accept any other offer at any time prior to notification of acceptance. If this offer is accepted and Buyer subsequently defaults, Buyer may be responsible for payment of licensed real estate agent(s) compensation. This Agreement and any supplement, addendum or modification, including any copy, may be signed in two or more counterparts, all of which shall constitute one and same writing.

XXVII. Binding Effect. This Agreement shall be for the benefit of, and be binding upon, the Parties, their heirs, successors, legal representatives and assigns, which therefore constitutes the entire agreement between the Parties. No modification of this Agreement shall be binding unless signed by both Buyer and Seller.

XXVIII. Business Days. Business days shall be defined as all days of the year excluding Saturdays, Sundays, and any federal or State holidays.

XXIX. Severability. In the event any provision or part of this Agreement is found to be invalid or unenforceable, only that particular provision or part so found, and not the entire Agreement, will be inoperative.

XXX. Confidentiality. Buyer and Seller agree to mutually hold all details of this Agreement confidential with the exception of licensed real estate agents, attorneys, lenders, lending officers, inspection agents, appraisers, government officials, title officers, and any other individuals deemed necessary in order to perform the transaction at Closing. The Parties authorize the lender or any closing agent to prepare a closing disclosure or settlement statement for release to the Parties and their licenses prior to, at, and after the Closing.

XXXI. Offer Expiration. This offer to purchase the Property as outlined in this Agreement shall be deemed revoked and the Earnest Money shall be returned unless this Agreement is signed by Seller and a copy of this Agreement is personally given to the Buyer by December 8 2023 05:00 PM.

XXXII. Acceptance. Seller warrants that Seller is the owner of the Property or has the authority to execute this Agreement. Therefore, by the Seller's authorization below, he/she/they accepts the above offer and agrees to sell the Property on the above terms and conditions and agrees to the agency relationships in accordance with any agreement(s) made with a licensed real estate agent(s). Seller has read and acknowledges receipt of a copy of this Agreement and authorizes any licensed real estate agent(s) to deliver a signed copy to the Buyer.

Delivery may be in any of the following: (i) hand delivery; (ii) email under the condition that the party transmitting the email receives electronic confirmation that the email was received to the intended recipient; and (iii) by facsimile to the other party or the other party's licensee, but only if the transmitting fax machine prints a confirmation that the transmission was successful.

XXXIII. Possession After Closing. Buyer shall obtain possession and occupancy of the Property at Closing. Furthermore, the Property shall be free of all tenants and occupants as well as debris, and all personal property not listed in this Agreement. Seller is to transfer possession of the Property in the same condition as the Effective Date excepting reasonable wear and tear.

XXXIV. Walk-Through. Buyer shall have the right to perform a walk-through of the Property within twenty-four (24) hours of the Closing.

XXXV. Licensed Real Estate Agent(s). If Buyer or Seller have hired the services of a licensed real estate agent(s) to perform representation on their behalf, he/she/they shall be entitled to payment for their services as outlined in their separate written agreement.

XXXVI. Disclosures. It is acknowledged by the Parties that the Property may have been constructed prior to 1978 requiring the Buyer and Seller to initial and sign the attached Lead-Based Paint Disclosure Form.

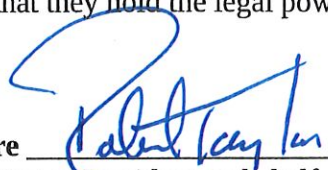
XXXVII. Additional Terms and Conditions. COST OF SALE AND OTHER CLOSING COSTS TO BE PAID BY BUYER.

XXXVIII. Entire Agreement. This Agreement together with any attached addendums or disclosures shall supersede any and all other prior understandings and agreements, either oral or in writing, between the parties with respect to the subject matter hereof and shall constitute the sole and only agreements between the parties with respect to the said Property. All prior negotiations and agreements between the parties with respect to the Property hereof are merged into this Agreement. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party or by anyone acting on behalf of any party, which are not embodied in this Agreement and that any agreement, statement or promise that is not contained in this Agreement shall not be valid or binding or of any force or effect.

SIGNATURE AREA

Buyer's Signature _____ Date _____

Nicholas Cox acting as Mayor on behalf of City of Minden, Louisiana. Nicholas Cox declares with their above-signature that they hold the legal power and authority to act in the presence of City of Minden, Louisiana.

Seller's Signature  _____ Date 11/14/2023

Robert Taylor acting as President on behalf of Taylor Development, LLC. Robert Taylor declares with their above-signature that they hold the legal power and authority to act in the presence of Taylor Development, LLC.

Minden City Council Regular Session

Monday, December 4, 2023

Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

(5) Condemned Properties

Discussion:

See attached.

Suggested Wording of Motion:

- (A) “I move to authorize Mayor Cox to appoint a curator in this matter.”
- (B) “I move to authorize Mayor Cox to issue an order declaring the property condemned and further order the demolition of any structures located thereon and the cleaning of the lot within _____ days of this date.”
-

1. Barbara Miller – 505 Plateau Street – District B

The Building Official recommends Motion (A): “I move to authorize Mayor Cox to appoint a curator in this matter.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

2. The Church of God in Christ – 707 Crichton Street – District C

The Building Official recommends Motion (B): “I move to authorize Mayor Cox to issue an order declaring the property condemned and further order the demolition of any structures located thereon and the cleaning of the lot within 30 days of this date.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

3. Esquire 2019, LLC – 514 Babb Circle – District C

The Building Official recommends Motion (B): “I move to authorize Mayor Cox to issue an order declaring the property condemned and further order the demolition of any structures located thereon and the cleaning of the lot within 30 days of this date.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____



city of **Minden**

Nick Cox, Mayor
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

November 29, 2023

505 Plateau St. – Barbara Miller

District B

Building Official's Recommendation: Authorize the Mayor to appoint a curator to represent the property owner.

**BUILDING MAINTENANCE INSPECTION REPORT
CITY OF MINDEN**

Date 11/13/2023

Address 505 Plateau St Zone R-3

Owner Barbara A. Miller Agent _____

Owner's Address 4502 N.Ripple Ridge Dr. Houston TX Phone # _____

Type Occupancy Residential No. of Occ. Units 1

	Need Major Repair	Need Minor Repair	Need To Be Installed	Need To Be Increased	Remarks
Electric Service	✓				
Plumbing Drainage System	✓				
Foundation Walls & Piers		✓			
Unexcavated Area Vent/Drainage		✓			
Exterior Walls & Columns	✓				
Roof Rafters & Sheathing		✓			
Roofing Material & Flashing		✓			
Means of Egress	✓				
Garbage & Rubbish Storage		✓			
Room Sizes					
Ceiling Heights					
Ceiling Joist		✓			
Partitions		✓			
Doors & Hardware, Ext. & Int.	✓				
Privacy of Bath & Bedrooms					
Window Openable Areas/Clearances					
Window Sash & Screens	✓				
Window Frames	✓				
Floor Framing & Flooring	✓				
Interior Stairs <i>Ext.</i>	✓				
Electric Panel	✓				
Electric Lights & Switches	✓				
Electric Convenience Outlets	✓				
Mechanical Ventilation	✓				
Heating Equipment	✓				
Gas Piping	✓				
Plumbing Fixtures	✓				
Hot & Cold Water Dist. System	✓				
Water Heater	✓				
Free of Infestations	✓				

Condition of Building Indicates:

Conserve Rehabilitate Demolish

Booley

Building Official



505 Plateau St. 11/29/23



city of *Minden*

Nick Cox, Mayor
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

November 13, 2023

CERTIFIED MAIL 7021 0950 0000 8782 6157

Barbara A. Miller
4502 N. Ripple Ridge Dr.
Houston, TX 77053

To whom it may concern:

In accordance with R.S. 33:4762, you are hereby notified that the Building Official for the City of Minden has submitted a written report recommending the demolition and removal of the building(s) or structure(s) owned by you and situated on the following described property, to-wit:

Legal Description: SOUTH 70 FT. OF LOT #8, BLK. "7", HARRELL HTS. IN SW/4 OF NW/4 SEC. 27-19-9

The above property has the municipal address of **505 Plateau St.**

**Property Owner: Barbara A. Miller
4502 N. Ripple Ridge Dr.
Houston, TX 77053**

You are further notified to show just cause at the City Council meeting on the **4th day of December, 2023, at 6:00 p.m.** why the building(s) or structure(s) located on the above described property should not be condemned.

Yours truly,

Mayor Nick Cox
City of Minden

cc: Building Official
City Council
City Attorney

Tracking Number:

[Remove X](#)

70210950000087826157

[Copy](#)

[Add to Informed Delivery \(https://informedelivery.usps.com/\)](https://informedelivery.usps.com/)

Latest Update

Your item was delivered to an individual at the address at 2:29 pm on November 21, 2023 in HOUSTON, TX 77053.

Get More Out of USPS Tracking:

[USPS Tracking Plus®](#)

Feedback

Delivered

Delivered, Left with Individual

HOUSTON, TX 77053

November 21, 2023, 2:29 pm

[See All Tracking History](#)

[What Do USPS Tracking Statuses Mean? \(https://faq.usps.com/s/article/Where-is-my-package\)](https://faq.usps.com/s/article/Where-is-my-package)

[Text & Email Updates](#) 

[USPS Tracking Plus®](#) 

[Product Information](#) 

[See Less ^](#)

Track Another Package

Enter tracking or barcode numbers

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT

Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

7021 0950 0000 8782 6157

Certified Mail Fee	
\$	
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____
Postage	
\$	
Total Postage and Fees	
\$	

Postmark
Here

Sent To Barbara Miller
Street and Apt. No., or PO Box No. 4502 N Ripple Ridge Dr.
City, State, ZIP+4® Houston, TX 77053

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

From the Desk of...

Councilperson Levon Thomas

District B Date 11/2/23

Citizen's Name Charles Douglas

Phone # _____

Address _____

District B

Electric

- Power Outage
- Voltage Problem
- Street Light/Traffic Light Out
- Request for Street Light
- Limbs on Line
- Damage to Private Property
- Employee Conduct
- _____

Streets

- Pothole
- Ditch needs Cleaning Out
- Holes Need Filling
- Sign Down
- View Blocked
- Tree Trimming
- Drainage Problem
- Easement/Alley
- Requesting Sign
- Sidewalk Requests
- Street Sweeper
- Damage to Private Property
- Employee Conduct
- _____

Water

- Odd Taste
- Odd Color
- No Pressure
- No Water
- Box Lid Missing
- Leak

Water (continued)

- Damage to Private Property
- Employee Conduct
- _____

Sewer

- Restricted
- Overflow
- Cave-In
- Manhole Problem
- Lift Station
- Damage to Private Property
- Employee Conduct
- _____

Solid Waste

- Garbage (in cans) not collected
- Trash (beside curb) not collected
- Property left Untidy
- Lids left off Cans
- Recycling
- Damage to Private Property
- Employee Conduct
- _____

Animal Control Department

- Loose Animals
- Pound
- Damage to Private Property
- Employee Conduct
- _____

Recreation

- Grounds/Facilities/Equipment
- Recreation Buildings
- Programs
- Damage to Private Property
- Employee Conduct
- _____

Parks and Grounds

- Playground Equipment
- Landscaping
- Maintenance
- Damage to Private Property
- Employee Conduct
- _____

Miscellaneous

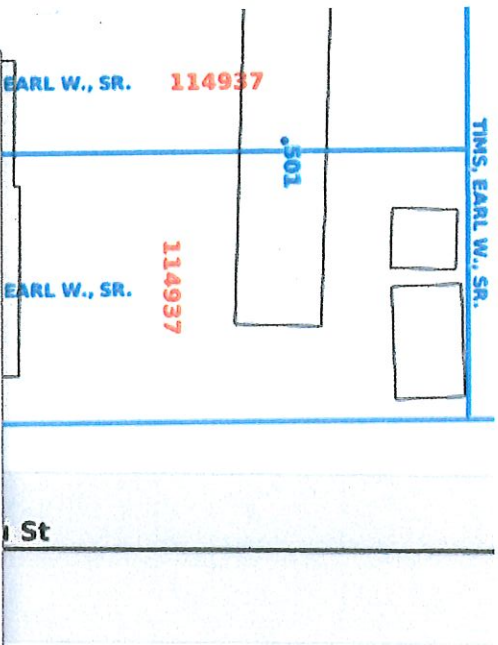
- Tall Grass
- Junk/abandoned vehicles
- Condemnation
- Health Threats
- Police Department
- Fire Department
- Civic Center
- Community House
- Light & Water Department
- Tax Office
- City Clerk
- Assistant City Clerk
- Main Street Program
- Mayor's Office
- City Employee Conduct
- _____

Comments Sore sight, Property is a mess at 505 Plateau St

Complaint referred to: Dept. 16 - Building Inspections Date 11-02-2023

Corrective action taken _____ Date _____

Complainant contacted: Date _____ Time _____



Parcels
MILLER,
BARBARA ANN

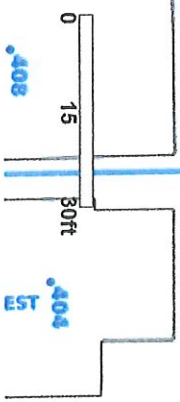
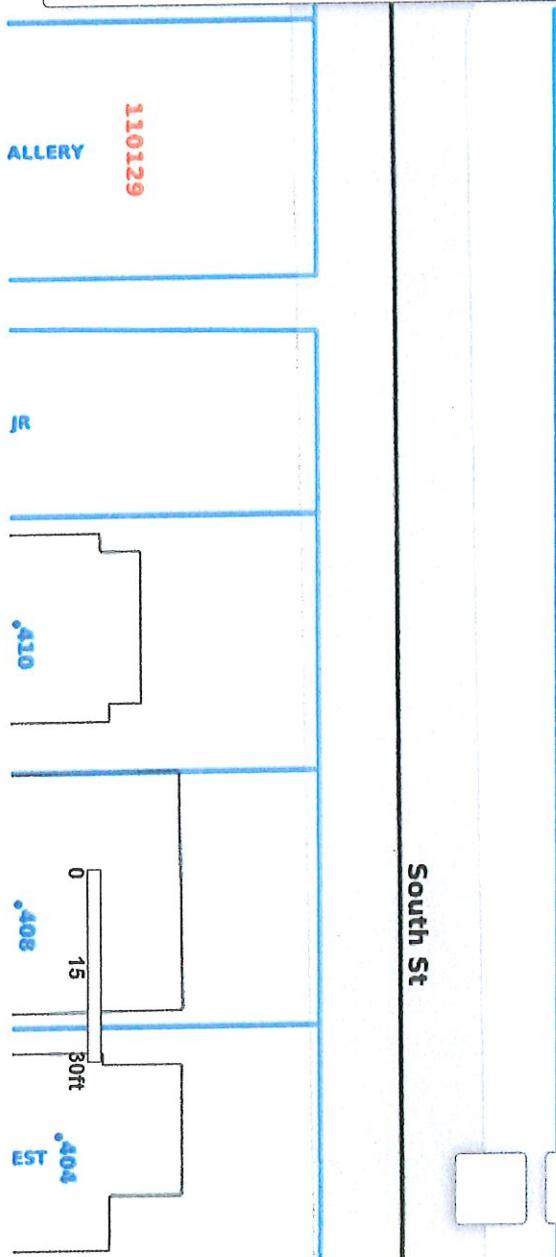
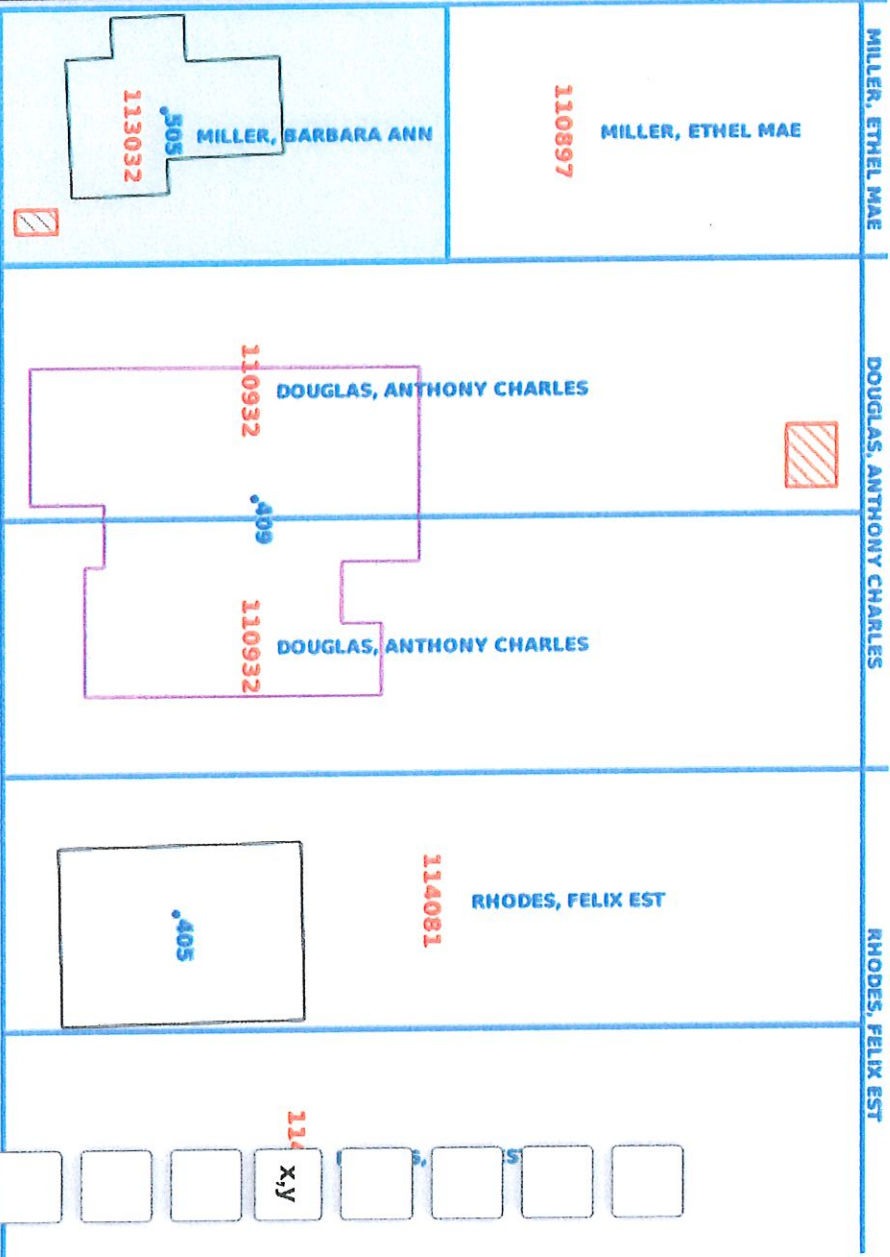
Owner Name: MILLER, BARBARA ANN
 Physical Address:
 Parcel Number: 113032
 Subdivision: HARRELL HEIGHTS
 PIN: S479008A007

Section: 27
 Township / Range: T19N/R09W Sec 27
 Quarter Quarter:
 Parcel ID: 008A
 Map Number: 27190903

Legal Description: SOUTH 70 FT. OF LOT #8, BLK. 7, HARRELL HTS. IN SW/4 OF NW/4 SEC. 27-19-9
 Assessed Value: 1380.00000000
 Sale Price: 12650.00000000
 Ward: 1-MN

Close Export

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Webster Parish Assessor 2024 Assessment Listing

Parcel#

113032

View on Map (https://atlas.geoportalmaps.com/webster_public/q/Parcel?ASSESSNUM=113032)**Primary Owner**

MILLER, BARBARA ANN

Mailing Address4502 N RIPPLE RIDGE DR
HOUSTON TX 77053**Ward**

1-MN

Type

REAL ESTATE

Legal

SOUTH 70 FT. OF LOT #8, BLK. "7", HARRELL HTS. IN SW/4 OF NW/4 SEC. 27-19-9

Physical Address

505 PLATEAU

Parcel Items

Property Class	Assessed Value	Market Value	Units	Homestead
CITY LOTS	100	1,000	1.00	0
CITY RESIDENCE	1,280	12,800	1.00	0
TOTAL	1,380	13,800	2.00	0

Deeds

Deed#	Type	Date	Amount	Book	Page
534416	DONATION	8/6/2012	12,650	1140	74

Ownership History

Homestead?	Name	Primary?	% Ownership	% Tax	From	To	Address
NO	MILLER, BARBARA ANN	YES	50.0000	100.0000	8/6/2012		
NO	DAVIS, MANUEL ESTATE	NO	50.0000	0.0000	5/1/2007		
YES	MILLER, ETHEL MAE DILLARD	YES	50.0000	100.0000	2/13/2006	8/6/2012	

Locations

Subdivision	Block	Lot	Section	Township	Range	Tract
HARRELL HEIGHTS	007	008A				



city of **Minden**

Nick Cox, Mayor
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

November 29, 2023

707 Crichton St. – The Church of God in Christ

District C

Building Official's Recommendation: Authorize the Mayor to issue an order declaring the property condemned and further order the demolition of any structures located thereon and the cleaning of the lot within 30 days of this date.

**BUILDING MAINTENANCE INSPECTION REPORT
CITY OF MINDEN**

Date 11/13/2023

Address 707 Crichton St Zone R-3

Owner The Church of God in Christ Agent Superintendent Roy Hill

Owner's Address 707 Benton Rd. Ste #125 Bossier City, LA Phone # _____

Type Occupancy Assembly - Church No. of Occ. Units 1

	Need Major Repair	Need Minor Repair	Need To Be Installed	Need To Be Increased	Remarks
Electric Service	✓				
Plumbing Drainage System	✓				
Foundation Walls & Piers	✓				
Unexcavated Area Vent/Drainage	✓				
Exterior Walls & Columns	✓				
Roof Rafters & Sheathing	✓				
Roofing Material & Flashing	✓				
Means of Egress	✓				
Garbage & Rubbish Storage					
Room Sizes					
Ceiling Heights					
Ceiling Joist	✓				
Partitions	✓				
Doors & Hardware, Ext. & Int.	✓				
Privacy of Bath & Bedrooms					
Window Openable Areas/Clearances					
Window Sash & Screens	✓				
Window Frames	✓				
Floor Framing & Flooring	✓				
Interior Stairs					
Electric Panel	✓				
Electric Lights & Switches	✓				
Electric Convenience Outlets	✓				
Mechanical Ventilation	✓				
Heating Equipment	✓				
Gas Piping	✓				
Plumbing Fixtures	✓				
Hot & Cold Water Dist. System	✓				
Water Heater	✓				
Free of Infestations	✓				

Condition of Building Indicates:

Conserve Rehabilitate Demolish

B. Cooney

Building Official



707 Crichton St. 11/29/23



city of Minden

Nick Cox, Mayor
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

November 13, 2023

CERTIFIED MAIL 7021 0950 0000 8782 6119

The Church of God in Christ
c/o Superintendent Roy Hill
707 Crichton St.
Minden, LA 71055

To whom it may concern:

In accordance with R.S. 33:4762, you are hereby notified that the Building Official for the City of Minden has submitted a written report recommending the demolition and removal of the building(s) or structure(s) owned by you and situated on the following described property, to-wit:

Legal Description: LOT 50 X 150 FT. IN NE/4 OF NW/4 SEC. 28-19-9

The above property has the municipal address of **707 Crichton St.**

**Property Owner: The Church of God in Christ
c/o Superintendent Roy Hill
114 Kennedy Lane
Minden, LA 71055**

You are further notified to show just cause at the City Council meeting on the **4th day of December, 2023, at 6:00 p.m.** why the building(s) or structure(s) located on the above described property should not be condemned.

Yours truly,

Mayor Nick Cox
City of Minden

cc: Building Official
City Council
City Attorney

Tracking Number:

[Remove X](#)

70210950000087826119

[Copy](#)

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USPS Tracking Plus®

Moving Through Network

In Transit to Next Facility

November 27, 2023

Vacant

MINDEN, LA 71055

November 19, 2023, 8:24 am

[See All Tracking History](#)

Feedback

[What Do USPS Tracking Statuses Mean? \(https://faq.usps.com/s/article/Where-is-my-package\)](https://faq.usps.com/s/article/Where-is-my-package)

Text & Email Updates



USPS Tracking Plus®



Product Information



[See Less ^](#)

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Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$
Total Postage and Fees	\$

Postmark
Here

Sent To	Superintendent Roy Hill
Street and Apt. No., or PO Box No.	114 Kennedy Lane
City, State, ZIP+4®	Minden, LA 71055



city of *Minden*

Nick Cox, Mayor
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

May 23, 2023

CERTIFIED MAIL 7021 0950 0000 8782 4672

The Church of God in Christ
c/o Superintendent Roy Hill
114 Kennedy Ln.
Minden, LA 71055

To Whom It May Concern:

Your property located at **707 CRICHTON St.** Minden, LA, has been declared in violation of City of Minden Health, Safety, and Fire Ordinances, Section 50-6(a) (c) and Section 50-36.

Legal Description: LOT 50 X 150 FT. IN NE/4 OF NW/4 SEC. 28-19-9
Assessment #: 128555

By means of this letter, please be advised that the following action must be taken:

(1) LOTS MUST BE CUT, CLEANED, & ALL DEBRIS MUST BE REMOVED

You have **ten (10)** days in which to comply with this request. Failure on your part will result in the City of Minden taking legal action to have the work done for you, at which time you will be billed for all expenses incurred.

If you should have any questions, please contact Brent Cooley, Building Official, at (318)371-4215.

Your prompt attention to this matter will be appreciated.

Sincerely,

Jimbo Yocom
City Attorney

cc: City Council District C

[Remove X](#)

Tracking Number:

70210950000087824672

[Copy](#)

[Add to Informed Delivery \(https://informedelivery.usps.com/\)](https://informedelivery.usps.com/)

Latest Update

Your item was delivered to an individual at the address at 12:19 pm on May 26, 2023 in MINDEN, LA 71055.

Get More Out of USPS Tracking:

USPS Tracking Plus®

Delivered

Delivered, Left with Individual

MINDEN, LA 71055
May 26, 2023, 12:19 pm

[See All Tracking History](#)

[What Do USPS Tracking Statuses Mean? \(https://faq.usps.com/s/article/Where-is-my-package\)](https://faq.usps.com/s/article/Where-is-my-package)

Text & Email Updates



USPS Tracking Plus®



Product Information



See Less ^

Track Another Package

Enter tracking or barcode numbers

Feedback

7021 0950 0000 8782 4672

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OFFICIAL USE

Certified Mail Fee

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Extra Services & Fees (check box, add fee as appropriate)

- Return Receipt (hardcopy) \$ _____
- Return Receipt (electronic) \$ _____
- Certified Mail Restricted Delivery \$ _____
- Adult Signature Required \$ _____
- Adult Signature Restricted Delivery \$ _____

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To

Superintendent Roy Hill

Street and Apt. No., or PO Box No.

114 Kennedy Ln.

City, State, ZIP+4®

Minden, LA 71055

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

Webster Parish Assessor 2023 Assessment Listing

Parcel#

128555

View on Map (https://atlas.geoportalmaps.com/webster_public/q/Parcel?ASSESSNUM=128555)

Primary Owner

CHURCH OF GOD IN CHRIST, CRICHTON HILL

Mailing Address

C/O SUPERINTENDENT ROY HILL
114 KENNEDY LANE
MINDEN LA 71055

Ward

1-MN

Type

EXEMPT

Legal

LOT 50 X 150 FT. IN NE/4 OF NW/4 SEC. 28-19-9

Physical Address

707 CRICHTON STREET

Parcel Items

Property Class	Assessed Value	Market Value	Units	Homestead
CITY BLDG.	220	1,467	1.00	220
CITY LOTS	100	1,000	1.00	100
TOTAL	320	2,467	2.00	320

Deeds

Deed#	Type	Date	Amount	Book	Page
193638	DEED OF SALE	9/16/1964	500		

Ownership History

Homestead? Name	Primary?	% Ownership	% Tax	From	ToAddress
NO CHURCH OF GOD IN CHRIST, CRICHTON HILL	YES	100.0000	100.0000	2/13/2006	

Locations

Subdivision	Block	Lot	Section	Township	Range	Tract
			28	19	09	02004

PARISH



city of Minden

Nick Cox, Mayor
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

May 11, 2023

CERTIFIED MAIL 7021 0950 0000 8782 7864

Darlene Mildred Pickens Green Estate
c/o David Stutson
190 Wendy Ln.
Haughton, LA 71037

To Whom It May Concern:

Your property located at **707 CRICHTON ST.**; Minden, LA, has been declared in violation of City of Minden Health, Safety, and Fire Ordinances, Section 50-6(a) (c) and Section 50-36.

*Legal Description: LOT 50 X 150 FT. IN NE/4 OF NW/4 SEC. 28-19-9.
Assessment #: 128555*

By means of this letter, please be advised that the following action must be taken:

(1) LOTS MUST BE CUT, CLEANED, & ALL DEBRIS MUST BE REMOVED

You have **ten (10)** days in which to comply with this request. Failure on your part will result in the City of Minden taking legal action to have the work done for you, at which time you will be billed for all expenses incurred.

If you should have any questions, please contact Brent Cooley, Building Official, at (318)371-4215.

Your prompt attention to this matter will be appreciated.

Sincerely,

Jimbo Yocom
City Attorney

cc: City Council District C

RETURN 7-10-23

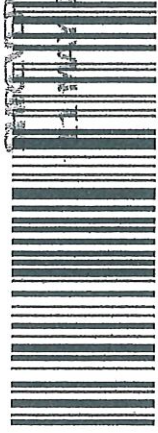


city of *Minden*

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax

May 11, 2023

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www.mindenusa.com

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05/11/2023 ZIP 71055
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US POSTAGE

RECEIVED

AA JAS 11 2023
5/12 City of Minden Mailroom

CERTIFIED MAIL 7021 0950

Estate for the Church of God in Christ
c/o David Stutson
190 Wendy Ln.
Haughton, LA 71037

NIXIE 711 CE 1 0107/08/23

RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD

EC: 71058058020 *1165-2022011-38
71058058020

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Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$
Total Postage and Fees	\$

5/11/23

Postmark
Here

Sent To Estate for the Church of God in Christ
 Street and Apt. No., or PO Box No. 190 Wendy Ln
 City, State, ZIP+4® Haughton, LA 71037

Webster Parish Assessor 2023 Assessment Listing

Parcel#

128555

View on Map (https://atlas.geoportalmaps.com/webster_public/q/Parcel?ASSESSNUM=128555)**Primary Owner**

GIPSON, DAISY, LOU ELLA MOORE & J. E. CARTER

Mailing Address

ESTATE FOR THE CHURCH OF GOD IN CHRIST
C/O DAVID STUTSON
190 WENDY LANE
HAUGHTON LA 71037

Ward

1-MN

Type

EXEMPT

Legal

LOT 50 X 150 FT. IN NE/4 OF NW/4 SEC. 28-19-9

Physical Address

707 CRICHTON STREET

Parcel Items

Property Class	Assessed Value	Market Value	Units	Homestead
CITY BLDG.	220	1,467	1.00	220
CITY LOTS	100	1,000	1.00	100
TOTAL	320	2,467	2.00	320

Deeds

Deed#	Type	Date	Amount	Book	Page
193638	DEED OF SALE	9/16/1964	500		

Ownership History

Homestead?	Name	Primary?	% Ownership	% Tax	From	To	Address
NO	GIPSON, DAISY, LOU ELLA MOORE & J. E. CARTER	YES	100.0000	100.0000	2/13/2006		

Locations

Subdivision	Block	Lot	Section	Township	Range	Tract
			28	19	09	02004



city of Minden

Nick Cox, Mayor
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

April 25, 2023

CERTIFIED MAIL 7020 1290 0000 8545 7628

Estate for the Church of God in Christ
c/o Judy Hudson
119 Hill St.
Minden, LA 71055

To Whom It May Concern:

Your property located at **707 CRICHTON ST.**; Minden, LA, has been declared in violation of City of Minden Health, Safety, and Fire Ordinances, Section 50-6(a) (c) and Section 50-36.

*Legal Description: LOT 50 X 150 FT. IN NE/4 OF NW/4 SEC. 28-19-9
Assessment #: 128555*

By means of this letter, please be advised that the following action must be taken:

(1) LOTS MUST BE CUT, CLEANED, & ALL DEBRIS MUST BE REMOVED

You have **ten (10)** days in which to comply with this request. Failure on your part will result in the City of Minden taking legal action to have the work done for you, at which time you will be billed for all expenses incurred.

If you should have any questions, please contact Brent Cooley, Building Official, at (318)371-4215.


Your prompt attention to this matter will be appreciated.

Sincerely,

Jimbo Yocom
City Attorney

cc: City Council District C

*5/5/23. Judy Hudson came in -
stated that she has no responsibility
over Church. I advised that she
go to Assessor's Office to correc*

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY												
<ul style="list-style-type: none"> ■ Complete items 1, 2, & 3. ■ Print your name and address on the reverse so that we can return the card to you. ■ Attach this card to the back of the mailpiece, or on the front if space permits. 	<p>A. Signature <input checked="" type="checkbox"/> <i>Judy Hudson</i> <input checked="" type="checkbox"/> Agent <input type="checkbox"/> Addressee</p>												
<p>1. Article Addressed to:</p> <p><i>Estate for the Church of God in Christ</i> <i>% Judy Hudson</i> <i>119 Hill St.</i> <i>Windsor, LA 71055</i></p>  <p>9590 9402 7320 2028 4498 52</p>	<p>B. Received by (Printed Name) _____</p> <p>C. Date of Delivery <i>5/5/23</i></p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p>												
<p>2. Article Number (Transfer from service label)</p> <p>7021 0950 0000 8782 7628</p>	<p>3. Service Type</p> <table border="0"> <tr> <td><input type="checkbox"/> Adult Signature</td> <td><input type="checkbox"/> Priority Mail Express®</td> </tr> <tr> <td><input type="checkbox"/> Adult Signature Restricted Delivery</td> <td><input type="checkbox"/> Registered Mail™</td> </tr> <tr> <td><input checked="" type="checkbox"/> Certified Mail®</td> <td><input type="checkbox"/> Registered Mail Restricted Delivery</td> </tr> <tr> <td><input type="checkbox"/> Certified Mail Restricted Delivery</td> <td><input type="checkbox"/> Signature Confirmation™</td> </tr> <tr> <td><input type="checkbox"/> Collect on Delivery</td> <td><input type="checkbox"/> Signature Confirmation Restricted Delivery</td> </tr> <tr> <td><input type="checkbox"/> Collect on Delivery Restricted Delivery</td> <td></td> </tr> </table>	<input type="checkbox"/> Adult Signature	<input type="checkbox"/> Priority Mail Express®	<input type="checkbox"/> Adult Signature Restricted Delivery	<input type="checkbox"/> Registered Mail™	<input checked="" type="checkbox"/> Certified Mail®	<input type="checkbox"/> Registered Mail Restricted Delivery	<input type="checkbox"/> Certified Mail Restricted Delivery	<input type="checkbox"/> Signature Confirmation™	<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation Restricted Delivery	<input type="checkbox"/> Collect on Delivery Restricted Delivery	
<input type="checkbox"/> Adult Signature	<input type="checkbox"/> Priority Mail Express®												
<input type="checkbox"/> Adult Signature Restricted Delivery	<input type="checkbox"/> Registered Mail™												
<input checked="" type="checkbox"/> Certified Mail®	<input type="checkbox"/> Registered Mail Restricted Delivery												
<input type="checkbox"/> Certified Mail Restricted Delivery	<input type="checkbox"/> Signature Confirmation™												
<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation Restricted Delivery												
<input type="checkbox"/> Collect on Delivery Restricted Delivery													
<p>PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receipt</p>													

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---	----------------------

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7021 0950 0000 8782 7628

From the Desk of...

Councilperson Lalaine Mitchell

District C Date 4/9/2023

Citizen's Name Ray Hams

Phone # _____

Address 709 Chancel St

District C

Electric

- Power Outage
- Voltage Problem
- Street Light/Traffic Light Out
- Request for Street Light
- Limbs on Line
- Damage to Private Property
- Employee Conduct
- _____

Streets

- Pothole
- Ditch needs Cleaning Out
- Holes Need Filling
- Sign Down
- View Blocked
- Tree Trimming
- Drainage Problem
- Easement/Alley
- Requesting Sign
- Sidewalk Requests
- Street Sweeper
- Damage to Private Property
- Employee Conduct
- _____

Water

- Odd Taste
- Odd Color
- No Pressure
- No Water
- Box Lid Missing
- Leak

Water (continued)

- Damage to Private Property
- Employee Conduct
- _____

Sewer

- Restricted
- Overflow
- Cave-In
- Manhole Problem
- Lift Station
- Damage to Private Property
- Employee Conduct
- _____

Solid Waste

- Garbage (in cans) not collected
- Trash (beside curb) not collected
- Property left Untidy
- Lids left off Cans
- Recycling
- Damage to Private Property
- Employee Conduct
- _____

Animal Control Department

- Loose Animals
- Pound
- Damage to Private Property
- Employee Conduct
- _____

Recreation

- Grounds/Facilities/Equipment
- Recreation Buildings
- Programs
- Damage to Private Property
- Employee Conduct
- _____

Parks and Grounds

- Playground Equipment
- Landscaping
- Maintenance
- Damage to Private Property
- Employee Conduct
- _____

Miscellaneous

- Tall Grass
- Junk/abandoned vehicles
- Condemnation
- Health Threats
- Police Department
- Fire Department
- Civic Center
- Community House
- Light & Water Department
- Tax Office
- City Clerk
- Assistant City Clerk
- Main Street Program
- Mayor's Office
- City Employee Conduct
- _____

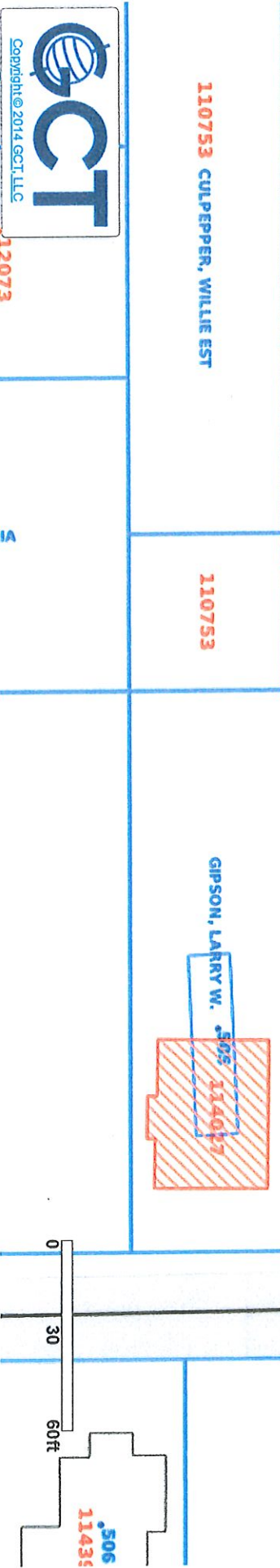
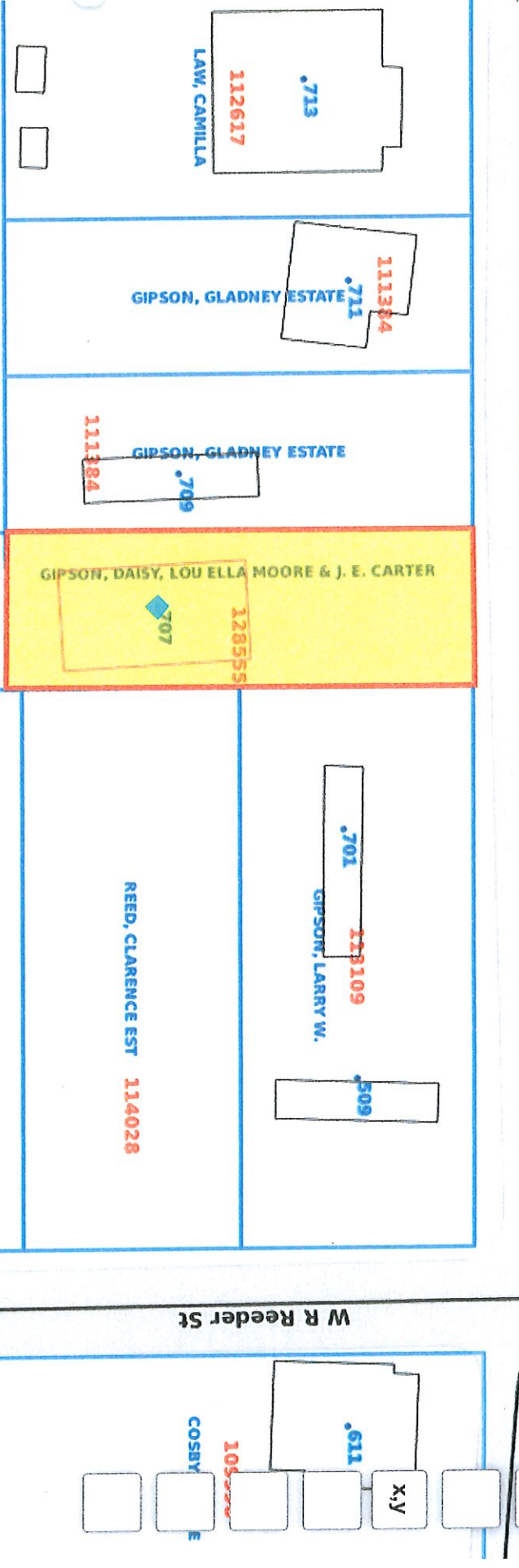
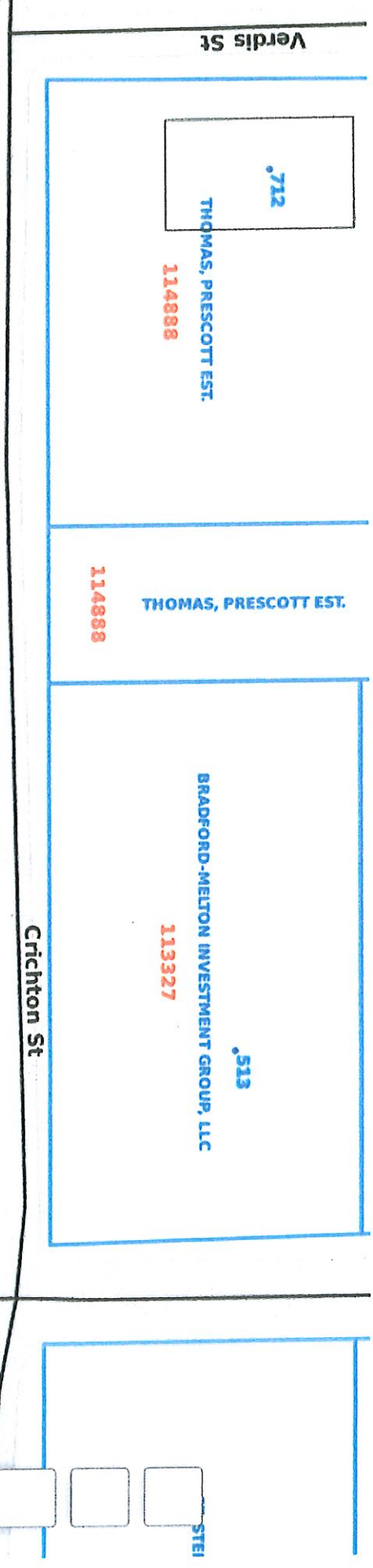
Comments: Ray Hams stated that the church near him needs to be torn down due to the roof is coming in at the top. The church is infested with rodents (rats and mice).

The address for the church is 709 Chancel St. Monday, 10

Complaint referred to: Building & Inspection Dept. 16- Date 04/17/2023

Corrective action taken _____ Date _____

Complainant contacted: Date _____ Time _____



Webster Parish Assessor 2023 Assessment Listing

Parcel#

128555

View on Map (https://atlas.geoportalmaps.com/webster_public/q/Parcel?ASSESSNUM=128555)

Primary Owner

GIPSON, DAISY, LOU ELLA MOORE & J. E. CARTER

Mailing Address

ESTATE FOR THE CHURCH OF GOD IN CHRIST
% JUDY HUDSON
119 HILL STREET
MINDEN LA 71055

Ward

1-MN

Type

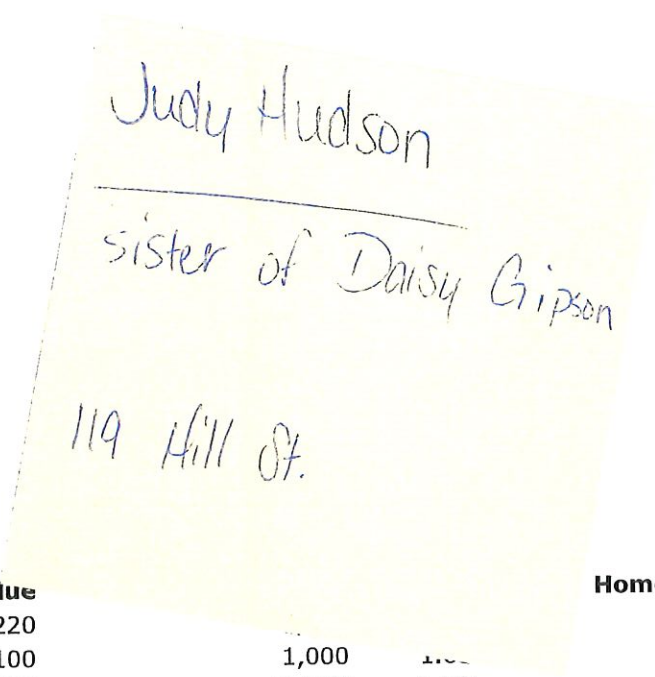
EXEMPT

Legal

LOT 50 X 150 FT. IN NE/4 OF NW/4 SEC. 28-19-9

Physical Address

707 CRICHTON STREET



Parcel Items

Property Class	Assessed Value			Homestead
CITY BLDG.	220			220
CITY LOTS	100	1,000	1.00	100
TOTAL	320	2,467	2.00	320

Ownership History

Homestead?	Name	Primary?	% Ownership	% Tax	From	To	Address
NO	GIPSON, DAISY, LOU ELLA MOORE & J. E. CARTER	YES	100.0000	100.0000	02/13/2006		

Locations

Subdivision	Block	Lot	Section	Township	Range	Tract
			28	19	09	02004

PARISH

Millage	Mills	Taxpayer Tax	Homestead Tax
03 PARISH TAX INSIDE	2.1300	0.00	0.68



city of
Minden

Nick Cox, Mayor
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

November 29, 2023

514 Babb Cir. – Esquire 2019, LLC.

District C

Building Official's Recommendation: Authorize the Mayor to issue an order declaring the property condemned and further order the demolition of any structures located thereon and the cleaning of the lot within 30 days of this date.

**BUILDING MAINTENANCE INSPECTION REPORT
CITY OF MINDEN**

Date 11/13/2023

Address 514 Babbs Circle Zone R-2

Owner Esquire 2019, LLC Agent _____

Owner's Address 707 Benton Rd. Bossier City, LA 71111 Phone # _____

Type Occupancy Residential No. of Occ. Units 1

	Need Major Repair	Need Minor Repair	Need To Be Installed	Need To Be Increased	Remarks
Electric Service	✓				
Plumbing Drainage System					
Foundation Walls & Piers					
Unexcavated Area Vent/Drainage					
Exterior Walls & Columns	✓				
Roof Rafters & Sheathing	✓				
Roofing Material & Flashing	✓				
Means of Egress	✓				
Garbage & Rubbish Storage	✓				
Room Sizes					
Ceiling Heights					
Ceiling Joist	✓				
Partitions	✓				
Doors & Hardware, Ext. & Int.	✓				
Privacy of Bath & Bedrooms					
Window Openable Areas/Clearances					
Window Sash & Screens		✓			
Window Frames		✓			
Floor Framing & Flooring					
Interior Stairs					
Electric Panel	✓				
Electric Lights & Switches	✓				
Electric Convenience Outlets	✓				
Mechanical Ventilation					
Heating Equipment	✓				
Gas Piping					
Plumbing Fixtures					
Hot & Cold Water Dist. System	✓				
Water Heater	✓				
Free of Infestations	✓				

Condition of Building Indicates: Conserve Rehabilitate Demolish

B. Cooley

Building Official



514 Babbs Cir. 11/29/23



city of *Minden*

Nick Cox, Mayor
www.mindenusa.com

520 Broadway Street - P.O. Box 580 - Minden, LA 71058 - Telephone (318) 377-2144 - Fax (318) 371-4200

November 13, 2023

CERTIFIED MAIL 7021 0950 0000 8782 6164

Esquire 2019, LLC.
707 Benton Rd. Ste #125
Bossier City, LA 71111

To whom it may concern:

In accordance with R.S. 33:4762, you are hereby notified that the Building Official for the City of Minden has submitted a written report recommending the demolition and removal of the building(s) or structure(s) owned by you and situated on the following described property, to-wit:

Legal Description: LOT #9, BABB ADDN., UNIT #2

The above property has the municipal address of **514 Babb Cir.**

**Property Owner: Esquire 2019, LLC.
707 Benton Rd. Ste #125
Bossier City, LA 71111**

You are further notified to show just cause at the City Council meeting on the **4th day of December, 2023, at 6:00 p.m.** why the building(s) or structure(s) located on the above described property should not be condemned.

Yours truly,

Mayor Nick Cox
City of Minden

cc: Building Official
City Council
City Attorney

[Remove X](#)

Tracking Number:

70210950000087826164

[Copy](#)

[Add to Informed Delivery \(https://informedelivery.usps.com/\)](https://informedelivery.usps.com/)

Latest Update

Your item was delivered to an individual at the address at 3:05 pm on November 17, 2023 in BOSSIER CITY, LA 71111.

Get More Out of USPS Tracking:

USPS Tracking Plus®

Delivered

Delivered, Left with Individual

BOSSIER CITY, LA 71111

November 17, 2023, 3:05 pm

[See All Tracking History](#)

[What Do USPS Tracking Statuses Mean? \(https://faq.usps.com/s/article/Where-is-my-package\)](https://faq.usps.com/s/article/Where-is-my-package)

Text & Email Updates



USPS Tracking Plus®



Product Information



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U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

7021 0950 0000 8782 6164

Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$
Total Postage and Fees	\$

Postmark
Here

Sent To	Esquire 2019, LLC
Street and Apt. No., or PO Box No.	707 Benton Rd. Ste 125
City, State, ZIP+4®	Bossier City, LA 71111

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

From the Desk of...

Councilperson Latacha Mitchell

District C Date 2/12/2023

Citizen's Name _____

Phone # _____

Address 514 Bobb Circle

District C

received
02/14/2023

Electric

- Power Outage
- Voltage Problem
- Street Light/Traffic Light Out
- Request for Street Light
- Limbs on Line
- Damage to Private Property
- Employee Conduct
- _____

Streets

- Pothole
- Ditch needs Cleaning Out
- Holes Need Filling
- Sign Down
- View Blocked
- Tree Trimming
- Drainage Problem
- Easement/Alley
- Requesting Sign
- Sidewalk Requests
- Street Sweeper
- Damage to Private Property
- Employee Conduct
- _____

Water

- Odd Taste
- Odd Color
- No Pressure
- No Water
- Box Lid Missing
- Leak

Water (continued)

- Damage to Private Property
- Employee Conduct
- _____

Sewer

- Restricted
- Overflow
- Cave-In
- Manhole Problem
- Lift Station
- Damage to Private Property
- Employee Conduct
- _____

Solid Waste

- Garbage (in cans) not collected
- Trash (beside curb) not collected
- Property left Untidy
- Lids left off Cans
- Recycling
- Damage to Private Property
- Employee Conduct
- _____

Animal Control Department

- Loose Animals
- Pound
- Damage to Private Property
- Employee Conduct
- _____

Recreation

- Grounds/Facilities/Equipment
- Recreation Buildings
- Programs
- Damage to Private Property
- Employee Conduct
- _____

Parks and Grounds

- Playground Equipment
- Landscaping
- Maintenance
- Damage to Private Property
- Employee Conduct
- _____

Miscellaneous

- Tall Grass
- Junk/abandoned vehicles
- Condemnation
- Health Threats
- Police Department
- Fire Department
- Civic Center
- Community House
- Light & Water Department
- Tax Office
- City Clerk
- Assistant City Clerk
- Main Street Program
- Mayor's Office
- City Employee Conduct
- _____

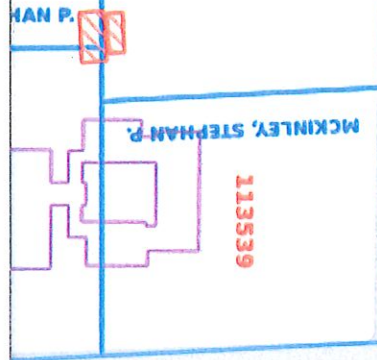
Comments: _____

Complaint referred to: Dept. 116 - Buildings & Inspections Date 02/14/2023

Corrective action taken _____
_____ Date _____

Complainant contacted: Date _____ Time _____

Robertson Dr



Parcels
ESQUIRE 2019 ,
LLC

Owner Name: ESQUIRE 2019 , LLC
 Physical Address:
 Parcel Number: 110562
 Subdivision: BABB ADDN UNIT #2
 PIN: S408009000
 Section: 28
 Township / Range: T19N/R09W Sec 28
 Quarter Quarter:
 Parcel ID: 009
 Map Number: 28190911
 Legal Description: LOT #9, BABB ADDN.,
 UNIT #2
 Assessed Value: 4720.000000000
 Sale Price: 662.730000000
 Ward: 1-MN
 City: MINDEN

- Close
- Export
- Print Labels

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Erwin Thompson Dr



Barbara Dr

Babb Cir

Webster Parish Assessor 2024 Assessment Listing

Parcel#

110562

View on Map (https://atlas.geoportalmaps.com/webster_public/q/Parcel?ASSESSNUM=110562)

Primary Owner

ESQUIRE 2019 , LLC

Mailing Address

707 BENTON ROAD
STE #125
BOSSIER CITY LA 71111

Ward

1-MN

Type

REAL ESTATE

Legal

LOT #9, BABB ADDN., UNIT #2

Physical Address

514 BABB CIRCLE

Parcel Items

Property Class	Assessed Value	Market Value	Units	Homestead
CITY RESIDENCE	4,420	44,200	1.00	0
CITY LOTS	300	3,000	1.00	0
TOTAL	4,720	47,200	2.00	0

Deeds

Deed#	Type	Date	Amount	Book	Page
602529	QUITCLAIM	5/25/2023	0		
599874	REDEMPTION	12/15/2022	1,727		
596435	TAX SALE, PARISH	5/17/2022	877		
577895	TAX SALE, PARISH	5/16/2019	859		
565713	TAX SALE, PARISH	5/24/2017	663		
559337	TAX SALE, PARISH	5/20/2016	647		
551351	REDEMPTION	3/3/2015	1,246	1184	662
546747	TAX SALE, PARISH	5/23/2014	625	1172	808

Ownership History

Homestead?	Name	Primary?	% Ownership	% Tax	From	To	Address
NO	ESQUIRE 2019 , LLC	YES	100.0000	100.0000	12/15/2022		
NO	STEWART, JOHNTORIA NICOLE	NO	1.0000	0.0000	5/17/2022	12/15/2022	
NO	ESQUIRE 2019 , LLC	YES	100.0000	100.0000	05/16/2019	5/17/2022	
NO	MORGAN, DALTON PHILLIP	NO	12.5000	0.0000	5/24/2017	5/16/2019	

Minden City Council
Regular Session
Monday, December 4, 2023
Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

(b) Budget/Financial Report for October 2023

Discussion:

Michael Fluhr, City Clerk, will present the Budget/Financial Report for the month of October 2023.

Suggested Wording of Motion:

No motion is required.

Minden City Council
Regular Session
Monday, December 4, 2023
Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

(7) Annual Fire Report for the Year 2023

Discussion:

The written report will be distributed to Mayor Cox and the Minden City Council by Fire Chief Brian Williams.

Suggested Wording of Motion:

“I move to approve the annual Fire Report, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

Minden City Council

Regular Session

Monday, December 4, 2023

Minden City Hall – Council Chambers



Agenda Item

(8) Police Report

City Fines	\$8,263.83
District Attorney's Office	\$0.00
Crime Lab	\$600.00
City Court.....	\$762.50
Marshal's Office	\$690.00
Indigent Defender.....	\$990.00
Victim's Fund	\$0.00
Clerk's Fund.....	\$46.00
Community Service.....	\$0.00
WARE Center	\$172.50
LA Commission on Law Enforcement	\$28.00
Off-Duty Witness Fee	\$282.50
DARE.....	\$0.00
State Analysis.....	\$0.00
Agency Analysis	\$0.00
Court Case Mgmt. Information System	\$69.00
LA Traumatic Head & Spinal Cord Injury	
Trust Fund.....	\$70.00
Disability Affairs	\$0.00
Judicial Building Fund.....	\$230.00
Judicial Education.....	\$7.00
TOTAL	\$12,211.33

Suggested Wording of Motion:

“I move to accept the Police Report for the month of October 2023, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

OCTOBER_2023A

CHIEF OF POLICE MONTHLY REPORT FOR OCTOBER 2023		CITY FINE	DA OFFICE	CRIME LAB	CITY COURT	MARSH	IND DEF	VICTIM FND	CLERK FND	COMM SERV	WARE CTR	LOLE	OFF-DUTY WIT FEE	DARE	ANALYS. ST	ANALYS. AGY	CMS	LTHSCITF	DISABIL. AFF	JUD.BLDG FUND	JUD.ED	TOTAL
CORNELIUS, KENNETH	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	227.50	
DEAMON, SANDRA	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
MCJLAUGHLIN, BRENDA	42.50	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	220.00	
BABERS, DAMETRIC	42.50	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	219.50	
SHELTON, ALREK	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
SHELTON, KLEANE	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	227.50	
SHELTON, KLEANE	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	2.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	10.00	0.00	212.50	
KIRKSEY, KAIIS	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	2.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	10.00	0.00	212.50	
REEDER, TINYA	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.00
MCCULLOUGH, HEATHER	51.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	228.50	
SANCHEZ, ELISEO	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	2.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	10.00	0.00	212.50	
ADAMS, TANQUENCCIA	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	227.50	
BREWER, ZACHARY	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
MILLER, MICHAEL	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
MILLER, MICHAEL	75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
MOORE, MATTHEW	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	2.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	10.00	0.00	212.50	
HOLIDAY, AKEEDRIC	42.50	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	220.00	
HOLIDAY, AKEEDRIC	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	2.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	10.00	0.00	212.50	
BRADFORD, TARRYSTAL	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
HARRIS, CHRISTIAN	75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
MITCHELL, CASSANDRA	30.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	207.50	
NOLEN, FREDDIE JR	210.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	210.00
GILBERT, SHONDA	42.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42.50
PICKROM, BRITTANY	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	2.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	10.00	0.00	212.50	
FERRRELL, QUINTAVIA	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	2.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	10.00	0.00	212.50	
FERRRELL, QUINTAVIA	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	229.50	
WYNE, ASHLYN	72.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	249.50	
WEST, PRECIOUS	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
ADAMS, KALEE	54.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	5.00	0.00	10.00	0.50	231.50	
BRADFORD, ROBERT	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
CHATMAN, RODERICK	325.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	325.00
STANLEY, TYLER	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
SHINE, JIMMY	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00

