

## Active Boards & Commissions



### The Honorable Adrian Perkins MAYOR

This comprehensive list shows the committees and boards of the city, including meeting times, and other relevant information about their roles in government for the City of Shreveport. The Boards and Commissions involve residents of the City of Shreveport who volunteer their time and expertise for the benefit of the community.

Community service is a rewarding experience. If you are interested in an appointment by Mayor Perkins in an area where your expertise and commitment will make a difference, please review the listings below. You will find a brief description of each board and commission.

For more information, contact  
Africa Price, Executive Assistant for Governmental Affairs  
505 Travis Street, Suite 200  
Shreveport, LA 71101  
PHONE: 318.673.5008      FAX: 318.673.5055  
Africa.Price@shreveportla.gov

### **Architectural and Engineering Selection Committee**

***Purpose/Responsibilities:*** To assure that the City of Shreveport selects qualified firms to provide it with architectural and engineering services in an open and competitive manner.

***Normal Meeting Time and Frequency:*** The Committee meets as needed.

***Appointing Authority and Terms:*** The Committee consists of nine members. Five shall be departments head; two other positions are filled by the Chairman of the City Council and the Clerk of the Council; and two citizens will be appointed by the Mayor and confirmed by the City Council.

### **Caddo-Bossier Port Commission**

***Purpose/Responsibilities:*** To plan, develop and operate the Red River Port and related industrial park.

***Normal Meeting Time and Frequency:*** The Commission meets on the second Thursday of each month.

***Appointing Authority and Terms:*** There are nine members on the Commission, five appointed by the Mayor and City Council of Shreveport, two by the Mayor and City Council of Bossier City, one by Caddo Parish and one by Bossier Parish Police Jury.

### **Caddo Parish Communications District Number One.**

***Purpose/Responsibilities:*** To establish and operate a local emergency telephone service, using the primary emergency telephone number 911, to shorten the time required for a citizen to request and receive emergency aid.

***Normal meeting time and Frequency:*** The Board meets every third Tuesday of the month at 6:30 p.m. in the 9-1-1 conference room.

***Appointing Authority and Terms:*** The seven members are qualified electors residing within the boundary limits of Communications District Number One. Five members are appointed by the Mayor and approved by the City Council. Two members are appointed by the Caddo Parish Commission.

### **Downtown Development Authority**

***Purpose/Responsibilities:*** The Authority implements and coordinates the physical development of downtown Shreveport.

***Normal Meeting Time and Frequency:*** The Board meets on the first Tuesday of each month at 10:30 a.m.

***Appointing Authority and Terms:*** The Board consists of seven members who serve three terms.

### **Housing Authority of the City of Shreveport**

***Purpose/Responsibilities:*** This Board has the responsibility to establish the guidelines and policies of the Authority.

***Normal Meeting Time and Frequency:*** Regular meetings are held on the fourth Tuesday of each month. Special meetings are held as called.

***Appointing Authority and Terms:*** Five Commissioners are appointed by the Mayor.

### **Eldorado Casino Advisory Board & Sam's Town Casino Advisory Board**

**Note:** *There is no enabling legislation.* This is an Advisory Board that was created as a result of contracts between contracting casinos and the City of Shreveport to make good faith efforts to support local, small, emerging and minority owned business.

*---Terms run concurrent to term of Mayor*

### **Industrial Development Board**

***Purpose/Responsibilities:*** This Board was originally established to oversee the downtown parking garage. Currently, the Board serves as a partner with the Caddo Parish Commission also in operating the North Shreveport Industrial Park.

***Normal Meeting Time and Frequency:*** There are no set meeting dates and times. The Board usually meets four to six times a year.

***Appointing Authority and Terms:*** The four-member Board serves a term of six years. The members of the Board are appointed by the Mayor and confirmed by the City Council.

### **Municipal Fire and Police Civil Service Board**

***Purpose/Responsibilities:*** The Board advises and assists the Mayor, Council and Chiefs of Fire and Police Departments concerning the maintenance and improvements of personnel standards and administration of the system.

***Normal Meeting Time and Frequency:*** The Board typically meets the first Thursday of each month.

***Appointing Authority and Terms:*** This Board is composed of five members who serve for a period of three years.

### **Mayor's Advisory Council on Americans with Disabilities**

***Purpose/Responsibilities:*** The Advisory Council was first formed in 1991 to provide guidance to the Mayor, and City departments on ways to improve access for persons with disabilities to City facilities, program, services, activities and employment.

***Normal Meeting Time and Frequency:*** The Advisory Council meets on the third Thursday of the first month of each quarter, at 10:00 AM.

***Appointing Authority and Terms:*** There are nine members on the Mayor's Advisory Council, appointed by the Mayor. Each member serves a term of two (2) years.

### **Mayor's Commission on the Needs of Women in Shreveport**

***Purpose/Responsibilities:*** The Commission serves as a clearinghouse for information regarding women's programs and services.

***Normal Meeting Time and Frequency:*** The Commission meets at least six times a year.

***Appointing Authority and Terms:*** The Commission consists of twenty members, all of whom are appointed by the Mayor for a term of three years.

### **Northwest Louisiana Council of Government**

***Purpose/Responsibilities:*** The purpose of the Council is to conduct studies, make maps, to construct plans, and make recommendations and reports concerning the physical, environmental, social, economic and governmental characteristics and other aspects which affect the development and welfare of three municipalities and parishes.

***Normal Meeting Time and Frequency:*** Meetings are held as needed.

***Appointing Authority and Terms:*** There are six members of the Council. These are the elected Mayors of Shreveport, Bossier City and Minden, and the three presidents of the governing bodies of Caddo, Bossier, and Webster parishes.

### **Personnel (Human Resources) Board**

***Purpose/Responsibilities:*** This Board hears appeals from members of the classified service and investigates matters relating to conditions of employment in all departments of the City.

***Normal Meeting Time and Frequency:*** The Board meets the last Tuesday of each month at 1p.m.

***Appointing Authority and Terms:*** This Board consists of five members, one of whom is elected by employees of the classified service of the City. The other four members are appointed by the Mayor and confirmed by the City Council. Each member serves a term of three years.

### **Property Standards Board**

***Purpose/Responsibilities:*** The Board determines whether or not a structure is an urban nuisance and may issue orders necessary to correct the situation.

***Normal Meeting Time and Frequency:*** This Board meets the third Monday of each month.

***Appointing Authority and Terms:*** The Board is composed of eleven members who are appointed by the Mayor and confirmed by the City Council. Each member serves for a period of four years.

### **Shreve Memorial Library Board**

***Purpose/Responsibilities:*** The Board has the responsibility of setting policy and guidelines which control the day to day operation of the library system.

***Normal Meeting Time and Frequency:*** The Board meets every other month, starting in January, on the second Thursday at 3:30 p.m. at the main Library in the Board Room.

***Appointing Authority and Terms:*** There are eight members on this Board. Five members are appointed by the Mayor and approved by the City Council, and three members are appointed by the Caddo Parish Commission. They each serve a five-year term.

### **Shreveport Airport Authority**

***Purpose/Responsibilities:*** This Authority is responsible for the administrative control of the Greater Shreveport Airport and the Downtown Municipal Airport.

***Normal Meeting Time and Frequency:*** This Authority meets the third Thursday at 3 p.m.

***Appointing Authority and Terms:*** The five board members are appointed by the Mayor, confirmed by the City Council, and serve for a term of five years.

### **Shreveport-Bossier Convention and Tourist Bureau**

***Purpose/Responsibilities:*** The Commission has the responsibility of preparing a budget for the operation of the Bureau and presenting it to the four governing authorities: Caddo Parish Commission, Bossier Parish Police Jury, City of Shreveport, and Bossier City.

***Normal Meeting Time and Frequency:*** The Commission meets on the second Thursday of each month at the Tourist Bureau office at 11:30 a.m.

***Appointing Authority and Terms:*** The Commission is composed of fifteen directors who are appointed one each by the Caddo Parish Commission, the Bossier Parish Police Jury, the Mayor of Bossier City, the Mayor of the Shreveport, Bossier Chamber of Commerce, Shreveport Chamber of Commerce, Shreveport African-American Chamber of Commerce, the Bossier Community Action Program, Inc., Louisiana Restaurant Association, Shreveport-Bossier Attractions Association, Louisiana Hotel/Motel Association, three by the Shreveport-Bossier Hotel/Motel Association, and one appointed by the chairman of the Commission after the chairman has been elected. Each director serves a term of three years.

### **Shreveport-Bossier Sports Commission**

***Purpose/Responsibilities:*** The responsibility/mission of the SBSC is to attract, manage, and produce sporting events. These sporting events enhance the quality of life for local citizens as well as out-of-town visitors.

***Normal Meeting Time and Frequency:*** The Commission meets on the fourth Wednesday of each month at the Tourists Bureau office at 8 a.m.

***Appointing Authority and Term:*** The Commission is composed of nine members. Each Municipality (Bossier Parish, Caddo Parish, Bossier City, and the City of Shreveport) appoints two members, and all four entities agree on one member to serve. Each Commissioner serves a term of four years.

### **Shreveport Home Mortgage Authority**

***Purpose/Responsibilities:*** The Authority is empowered to issue bonds for the improvement of housing for low and moderate-income families and individuals in the City of Shreveport.

***Normal Meeting Time and Frequency:*** The Authority meets as needed depending upon the projects being proposed or other related business.

***Appointing Authority and Terms:*** The Authority is composed of five members appointed by the Mayor and confirmed by the City Council. Each member shall serve a term of five years.

### **Historical Preservation Commission**

***Purpose/Responsibilities:*** The Commission shall have a demonstrated interest in historic preservation, and at least two members shall have training or experience in a preservation-related profession (i.e., architecture, history, archaeology, architectural history, planning).

***Normal Meeting Time and Frequency:*** The Commission shall hold monthly public meetings and special public meetings, when necessary, and shall adopt and make rules for the transaction of its business.

***Appointing Authority and Terms:*** The Commission consists of five members who shall each be a qualified elector and resident of the City of Shreveport. Members shall be appointed by the Mayor—subject to confirmation by the Council.

### **Metropolitan Planning Commission**

***Purpose/Responsibilities:*** The Metropolitan Planning Commission (MPC) is responsible for ensuring the orderly physical development of its planning area through the adoption and periodic revision of the Master Plan. The MPC has statutory authority for the review of plats and conditional use permits, as well as the ability to make recommendations on zoning and other development issues to the City Council and Parish Commission.

***Normal Meeting Time and Frequency:*** The Commission meets every first Wednesday of the month at 3 p.m.

***Appointing Authority and Terms:*** There are nine members who shall be residents and qualified voters of Caddo Parish, four members approved by the City Council, four members appointed by Caddo Parish Commission, and one member appointed by joint action of the City Council and Caddo Parish Commission.

### **Zoning Board of Appeals**

***Purpose/Responsibilities:*** This Board makes decisions regarding variances to the zoning ordinances and special exception uses as set forth in the zoning ordinance.

***Normal Meeting Time and frequency:*** The ZBA meets every second Wednesday of the month at 1p.m.

***Appointing Authority and Terms:*** There are seven members who shall be residents and qualified voters of Caddo Parish, three members recommended by the Mayor and approved by the City Council, three members appointed by Caddo Parish Commission, and one member appointed by joint action of the City Council and Caddo Parish Commission.

### **Greater Shreveport Human Relations Commission**

***Purpose/Responsibilities:*** The Commission accepts complaints relating to discrimination in public accommodations, employment, and real estate and housing.

***Normal Meeting Time and Frequency:*** Meetings are held as needed.

***Appointing Authority and Terms:*** This Commission is appointed by the Mayor and confirmed by a majority vote of the City Council. Each member shall serve a term of three years.