



# AGENDA

## Administrative Council Meeting

10:00 AM - Thursday, June 25, 2026

City Council Chambers, Bossier City Hall  
620 Benton Road, Bossier City, Louisiana

Page

### I. CALL TO ORDER

### II. ROLL CALL

### III. APPROVE AGENDA

### IV. APPROVE MINUTES

- 3 - 6
1. Approve Minutes of the March 26, 2026, Administrative Council Meeting and dispense with the reading.  
[Admin Council Minutes - March 26, 2026](#)

### V. UNFINISHED BUSINESS

- 7 - 50
1. Update on demolition of dilapidated structures located at 2638 Barbara Street, Bossier City, LA, with the demolition order suspended until June 24, 2026.  
  
[initial documentation for Hearing to review the recommendation of removal of a dilapidated structure located at 2638 Barbara Street, Bossier City - Pdf](#)  
[Updated Barbara Images](#)  
[2638 Barbara - Updated 12/2](#)
- 51 - 74
2. Update on demolition of dilapidated structures located at 500 Hall Street, Bossier City, LA, with the demolition order suspended until June 24, 2026.  
  
[updated Hearing to review the recommendation of removal of a dilapidated structure located at 500 Hall Street, Bossier City - Pdf](#)
- 75 - 106
3. Update on demolition of dilapidated structures located at 709 McDade, Bossier City, LA, with the demolition order suspended until June 24, 2026.

[updated Hearing to review the recommendation of removal of a dilapidated structure located at 709 McDade Street, Bossier City - Pdf](#)

- 107 - 148    4.    Update on demolition of dilapidated structures located at 632 Joannes Street, Bossier City, LA, with the demolition order suspended until June 24, 2026.

[Hearing to review the recommendation of removal of a dilapidated structure located at 632 Joannes Street, Bossier City - Pdf](#)

[Updated Joannes Images](#)

[632 Joannes - Updated 12/2](#)

- 149 - 179    5.    Hearing to review the recommendation of removal of a dilapidated structure located at 4907 General Sterling Price Place, Bossier City (continued from March 26, 2026)

[updated Hearing to review the recommendation of removal of a dilapidated structure located at 4907 General Sterling Price Place, Bossier City - Pdf](#)

## **VI. NEW BUSINESS**

- 180 - 215    1.    Hearing to review the recommendation of removal of a dilapidated structure located at 4611 Sullivan Street, Bossier City  
[Hearing to review the recommendation of removal of a dilapidated structure located at 4611 Sullivan Street, Bossier City - Pdf](#)
2.    Approve Administrative Council Calendar for the remainder of 2026.

## **VII. ANNOUNCEMENTS**

## **VIII. ADJOURN**

Any member of the public or the designated caregiver of any member of the public with an ADA-recognized disability may submit a request to provide written comment on an agenda item remotely via electronic means.

For more information contact: City Clerk Phyllis McGraw, 620 Benton Road, Bossier City, LA 71111, 318-741-8509 or [cityclerk@bossiercity.org](mailto:cityclerk@bossiercity.org)

PROCEEDINGS OF THE ADMINISTRATIVE COUNCIL OF BOSSIER CITY  
STATE OF LOUISIANA TAKEN AT A REGULAR MEETING  
MARCH 26, 2026

The Administrative Council of the City of Bossier City, State of Louisiana, met March 26, 2026, at 10:00AM.

Roll Call as follows:

Present: Honorable, Chairman Chris Smith, Honorable Councilor Cliff Smith & Honorable Councilor Debra Ross

Also Present: Assistant City Attorney, Richard Ray and City Clerk, Phyllis McGraw

By: Mr. Cliff Smith

Motion to approve Agenda

Seconded by Mrs. Debra W. Ross

No comment

Vote in favor of motion is unanimous

By: Mrs. Debra W. Ross

Motion to approve Minutes of December 2, 2025, Regular Meeting and dispense with the reading.

Seconded by Mr. Cliff Smith

No comment

Vote in favor of motion is unanimous

**Unfinished Business**

Update on 2638 Barbara Street, Demolition Case

Chris Ferguson, Property Standards, updated the Council on the status of the case, including the new property owner having pulled a permit for repairs. New property owner, noted the status of the repairs on the property and asked for a little more time to finish repairs.

By: Mr. Chris Smith

Motion to continue case to June 25, 2026.

Seconded by Mr. Cliff Smith

No comment

Vote in favor of motion is unanimous

Update on Hearing to review the recommendation of removal of a dilapidated structure located at 632 Joannes Street, Bossier City – Property owner not present so item will be tabled until the end of the meeting.

### **New Business**

Hearing to review the recommendation of removal of a dilapidated structure located at 1725 Scott Street, Bossier City

Justin Robinson, Property Standards went over case and his conversation with an interested party. Attorney, Gahagan Pugh was hired to locate the owners and represent them. Mr. Pugh was not able to contact the owners. Audience member Earl Sanders was present and noted he was working on trying to purchase property and that he had been paying taxes for the last 30 years. Assistant City Attorney, Richard Ray and Mr. Pugh discussed the challenges of the case. Council members discussed possibility of Mr. Sanders getting custody of property.

By: Mr. Chris Smith

Motion to demolish as soon as legally possible.

Seconded by Mrs. Debra W. Ross

Vote in favor of motion is unanimous

Hearing to review the recommendation of removal of a dilapidated structure located at 208 Waller Avenue, Bossier City

Phillip Coleman, Property Standards went over the actions leading to the condemnation and hearing. Mr. Pugh went over his attempt to contact property owners.

By: Mr. Chris Smith

Motion to demolish as soon as legally possible.

Seconded by Mr. Cliff Smith

Vote in favor of motion is unanimous

Hearing to review the recommendation of removal of a dilapidated structure located at 500 Hall Street, Bossier City

Kraig Chapman, Property Standards went over the actions leading to the condemnation and recommendation of demolish. Mr. Pugh spoke about his efforts to contact the owners. Audience member and the son of one of the property owners, Mr. Rodney Doty spoke about just signing a lease on the property. He noted that he had just had water turned on and also gas. He also noted he was working with Community Development to get repairs made, including a new roof. Council members asked questions about the property status and possibility of making repairs. Mr. Ray spoke about the actual owner of record and purported lesser was notified of hearing. He also noted the date of the lease was enacted after the condemnation. Community Development, was not told that the property has been condemned. Further discussion about the property condition and concerns were raised about a confrontation, by someone at the property, with Property Standards attempting to get updated pictures and need for possible police intervention.

By: Mr. Chris Smith

Motion to demolish as soon as legally possible and suspend the sentence for 90 days until June 24, 2026 for either repair or demolish and for Property Standards to update at the June 25, 2026 meeting.

Seconded by Mrs. Debra W. Ross  
Vote in favor of motion is unanimous.

Hearing to review the recommendation of removal of a dilapidated structure located at 709 McDade Street, Bossier City

Chris Ferguson went over the case and steps leading up to the hearing. Gahagan Pugh spoke about his contact with the owner. Audience Member and one of the property owners, Susan Ramsey spoke about selling the property. Another audience member spoke about helping the purchaser and that the property sale closing would be on March 27, 2026 and that the structure would be demolished and cleaned up.

By: Mr. Chris Smith

Motion to demolish as soon as legally possible but to suspend until June 24, 2026 and asked Property Standards to give an update on the case at the June 25, 2026 meeting.

Seconded by Mrs. Debra W. Ross  
Vote in favor of motion is unanimous

632 Joannes property owner was present and Mrs. Carolina Blunk official translator for property standards. Questions from Council members about history of case and what worked has been completed since it had already been before the Council on November 10, 2025. Mrs. Blunk translated the Councils questions to owner and gave Council his responses. Mr. Ray discussed with Council options.

By: Mr. Chris Smith

Motion to demolish as soon as legally possible and to suspend until June 24, 2026 with the understanding that exterior of structure must be brought up to property standards requirements.

Seconded by Mrs. Debra W. Ross  
Vote in favor of motion is unanimous

Hearing to review the recommendation of removal of a dilapidated structure located at 4015 Glen Street, Bossier City

Chris Ferguson went over history of case and Mr. Pugh discussed his attempts to contact property owner. Mr. Ferguson noted that property has been sold and that repairs have been almost complete and that no action needed.

Hearing to review the recommendation of removal of a dilapidated structure located at 4821 San Antone Drive, Bossier City

Phillip Coleman went over the history of the case. Mr. Pugh spoke about his attempts to contact property owners.

Mr. Chris Smith

Motion to demolish as soon as legally possible  
Seconded by Mr. Cliff Smith

Vote in favor of motion is unanimous

Hearing to review the recommendation of removal of a dilapidated structure located at 4907 General Sterling Price Place, Bossier City

Chris Ferguson went over case on structure. Mr. Pugh noted that the original owners of record are deceased and that he sent correspondence to their heirs. Audience member spoke about recently purchasing property and that he is currently working on repairs. Plans to have all repairs complete and property up for sale by August 1, 2026

By: Mr. Chris Smith

Motion to get an update from Property Standards on case at the June 25, 2026 meeting.

Seconded by Mrs. Debra W. Ross

Vote in favor of motion is unanimous

There being no further business, the meeting was adjourned at 11:12 AM.

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Phyllis McGraw, City Clerk



City of Bossier City  
**ITEM FACT SHEET**  
Administrative Council

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**Meeting Date:** Administrative Council - Nov 04 2025  
**Department:** Property Standards  
**Prepared by:** Melissa Thomas, Property Standards  
**Sponsor:** Andy Bajnauth, City Engineer  
**Submitted:** September 16, 2025

**NOTED:**  **RECOMMENDED BY:**

**TITLE:**

Hearing to review the recommendation of removal of a dilapidated structure located at 2638 Barbara Street, Bossier City

**EXPLANATION OF PROPOSAL:**

Due to structure being below minimum standards housing codes and failure by the owner(s) to comply with any and all written request to bring the structure into compliance with the city code by obtaining proper permits, we strongly recommend the structure be demolished.

**COST/BUDGET DATA:**

In the event that the demolition and removal is performed by City of Bossier City, all such costs shall be applied to the property in the form of a lien, in accordance with LA R. S. 33: 4767 and assessed to the property tax in accordance with Ordinance 19 of 1991.

**COUNCIL DATE REQUESTED:**

Administrative Council - Nov 04 2025

**ATTACHMENTS:**

- [02 - 2638 Barbara Street - Notice Letter & Receipt of Notice](#)
- [03 - 2638 Barbara Street - Notice of Condemnation](#)
- [04 - 2638 Barbara Street - Building Repair Estimate](#)
- [05 - 2638 Barbara Street - Letter of Attorney Appointed](#)
- [06 - 2638 Barbara Street - Summons to Appear](#)
- [07 - 2638 Barbara Street - Photos](#)

**Reviewed By:**

Richard Ray, ACA  
Phyllis McGraw, City Clerk

Approved - Sep 16 2025  
Approved - Sep 18 2025



OFFICE OF  
PROPERTY STANDARDS

P. O. BOX 5337  
BOSSIER CITY, LOUISIANA, 71171-5337

August 19, 2025

DENISA RANCE  
205 Magnolia Crossing  
Bossier City, LA 71111

PROPERTY MUNICIPAL ADDRESS: 2638 Barbara ST, Bossier City, LA  
RE: LOT 6, BLK. 10, AIRPORT ANNEX.

**CONDEMNATION LETTER**

Dear Property Owner:

Please be advised that the above referenced property is in violation of La. R.S. 33:1374(B)(1), La. R.S. 33:4720.59(D) (2)

**Violation:** 113.1 Demolition (General)

The code official shall order the owner of any premises upon which is located any structure, which in the code official judgment after review is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary, or to board up and hold for future repair or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, the code official shall order the owner to demolish and remove such structure, or board up until future repair. Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.

**Violation:** 301.3 Vacant Structures and Land

All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

**Violation:** 304.1.1 (1) Exterior Structure Unsafe Conditions

The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength.

**Violation:** 304.10 Stairways, Decks, Porches, and Balconies

Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

**Violation:** 109.5 Abatement of Violation

The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

**Violation:** 305.1 Interior Structure: General

The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

**Violation: 111.1.5.6 Dangerous Structure or Premises**

The building or structure, or any portion thereof, is clearly unsafe for its use and occupancy.

**Violation: 304.6 Exterior Walls**

All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

**Violation: 304.13.2 Window, Skylight, & Door Frames-Openable**

Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

**Violation: 111.1.3 Structure Unfit for Human Occupancy**

A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

**Violation: 111.6 Transfer of Ownership**

It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

**Violation: 111.2 Closing of Vacant Structures**

If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the code official is authorized to post a placard of condemnation on the premises and order the structure closed up so as not to be an attractive nuisance. Upon failure of the owner to close up the premises within the time specified in the order, the code official shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate and may be collected by any other legal resource.

**Violation: 305.1.1 (3) Interior Structure: Unsafe Conditions**

Structures or components thereof that have reached their limit state.

**Violation: 111.8 Prohibited Occupancy**

Any occupied structure condemned and placarded by the code official shall be vacated as ordered by the code official. Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be liable for the penalties provided by this code.

**Violation: 305.6 Interior Doors**

Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.

**Violation: 304.13 Window, Skylight, and Door Frames**

Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

**Violation: 304.15 Doors**

All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door.

**Violation:** 305.4 Stairs and Walking Surfaces

Every stair, ramp, landing, balcony, porch, deck or other walking surface shall be maintained in sound condition and good repair.

**Violation:** 109.3 Prosecution of Violation

Any person failing to comply with a notice of violation or order served in accordance with section 111.4 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation:** 111.1.5.3 Dangerous Structure or Premises

Any portion of a building, structure or appurtenance that has been damaged by fire, earthquake, wind, flood, deterioration, neglect, abandonment, vandalism or by any other cause to such an extent that it is likely to partially or completely collapse, or to become detached or dislodged.

**Violation:** 304.1.1 (12) Exterior Structure Unsafe Conditions

Exterior stairs, decks, porches, balconies and all similar appurtenances attached thereto, including guards and handrails, are not structurally sound, not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.

**Violation:** 304.5 Foundation Walls

All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

**Violation:** 304.1.1 (9) Exterior Structure Unsafe Conditions

Flooring and flooring components with defects that affect serviceability or flooring components that show signs of deterioration or fatigue, are not properly anchored or are incapable of supporting all nominal loads and resisting all load effects.

**Violation:** 304.1.1 (4) Exterior Structure Unsafe Conditions

Siding and masonry joint including joints between the building envelope and the perimeter of windows, doors and skylights are not maintained, weather resistant or water tight.

**Violation:** 304.18.1 Building Security: Doors

Doors providing access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort and shall have a lock throw of not less than 1 inch (25 mm). Such deadbolt locks shall be installed according to the manufacturer's specifications and maintained in good working order. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock.

**Violation:** 111.1.5.2 Dangerous Structure or Premises

The walking surface of any aisle, passageway, stairway, exit or other means of egress is so warped, worn loose, torn or otherwise unsafe as to not provide safe and adequate means of egress.

**Violation:** 111.1.5.10 Dangerous Structure or Premises

Any building or structure, because of a lack of sufficient or proper fire-resistance-rated construction, fire protection systems, electrical system, fuel connections, mechanical system, plumbing system or other cause, is determined by the code official to be a threat to life or health.

**Violation:** 111.5 Unauthorized Tampering

Signs, tags or seals posted or affixed by the code official shall not be mutilated, destroyed or tampered with, or removed without authorization from the code official.

**Violation:** 109.4 Violation Penalties

Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**Violation: 113.3 Failure to Comply**

If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 111.1.5.7 Dangerous Structure or Premises**

The building or structure is neglected, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the building or structure to their danger, becomes a harbor for vagrants, criminals or immoral persons, or enables persons to resort to the building or structure for committing a nuisance or unlawful act.

**Violation: 304.1 Exterior Structure General**

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

**Violation: 304.4 Structural Members**

All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

**Violation: 301.2 Responsibility**

The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

**Violation: 111.1.1 Unsafe Structures**

An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

**Violation: 111.7.1 Placard Removal**

The code official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the code official shall be subject to the penalties provided by this code.

Under La. R.S. 33:1374(B)(1), unless and until amended, "blighted property" currently is defined as: "commercial or residential premises, including lots, which are vacant, uninhabitable, and hazardous and because of their physical condition are considered hazardous to persons or property, or have been declared or certified blighted, and have been declared to be a public nuisance by a court of competent jurisdiction or by an administrative hearing officer acting pursuant to competent jurisdiction or by an administrative hearing officer acting pursuant to R.S. 13:2575 et seq., or any other applicable law."

Under La. R.S. 33:4720.59(D)(2), unless and until amended, "abandoned property" currently is defined as: "property that is vacant or not lawfully occupied. The terms 'vacant' or 'not lawfully occupied' shall include but shall not be limited to any premises which are not actually occupied by its owner, lessee, or other invitee or if occupied, without utilities, and which has been left unsecured or inadequately secured from unauthorized entry to the extent that the premises could be entered and utilized by vagrants or other uninvited persons as a place of harborage or any premises which by reason of dilapidation, deterioration, state of disrepair, or other such status is otherwise detrimental to or endangers the public safety, health, or welfare."

**NOTICE**

Failure to correct the above mentioned violation (s) within ten (10) days of this notice will cause the City to issue a summons requiring the appearance in administrative court by the person responsible for the violation.

Contact the Property Standards office with any questions pertaining to the above procedure at 620 Benton Road, Bossier City, LA 71171-5337 or phone (318) 741-8578.

If you do not own or have any interest in this property, please disregard this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Ferguson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Chris Ferguson  
Inspector, Code Enforcement  
Case Number: COND-001578-2025

City of Bossier City  
Case Inspection Text

Case Number: Cond-001578-2025

Case Type: Condemnation

Please repair or tear down and remove the dilapidated home on the property at this address. The floors and ceilings are missing, there are holes in the exterior facias and soffits, rotting framing, and holes in the siding that admit rain, broken windows and doors leaving it unsecured.

It is an attractive nuisance for minors and the homeless, and is a detriment to the property values in the areas.

If you choose to repair the building, ALL permits that are required must be pulled before any work begins.

If you choose to remove the structure, ALL structures on the property must be removed as well as ALL concrete on the property including the slab, walkways, and driveways.

Thank you.

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

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®

9214 7969 0099 9790 1657 3871 86

<b>Certified Mail Fee</b>	\$5.30
<b>Extra Services &amp; Fees (check box, add \$2.40 appropriate)</b>	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
<b>Postage</b>	\$0.740
<b>Total Postage &amp; Fees</b>	\$6.040

Postmark Here

**Sent To** Denisa Rance  
 205 Magnolia Crossing  
 Bossier City, LA 71111

**Street, Apt. No., or PO Box No.**  
**City, State, Zip+4**

8/20/2025 12:35:44PM

PS Form 3800, January 2023 See Reverse for Instructions

Code: Case # 1578-2025  
Code2: 2638 Barbara St.

UNITED STATES POSTAL SERVICE  
 SHREVEPORT LA 710

Code: Case # 1578-2025  
 Code2: 2638 Barbara St.

8/20/2025 AM 2 L



First-Class Mail  
 Postage & Fees Paid  
 USPS  
 Permit No. G-10

\* Sender: Please print your name, address, and ZIP+4® in this box \*

Melissa Thomas  
 City of Bossier City  
 Property Standards Clerk  
 620 Benton Road  
 Bossier, LA 71111



9290 9969 0099 9757 3871 93

<b>SENDER: COMPLETE THIS SECTION</b>		<b>COMPLETE THIS SECTION ON DELIVERY</b>	
<ul style="list-style-type: none"> <li>Complete items 1, 2, and 3.</li> <li>Print your name and address on the reverse so that we can return the card to you.</li> <li>Attach this card to the back of the mailpiece, or on the front if space permits.</li> </ul>		<b>A. Signature</b> <input checked="" type="checkbox"/> Agent <input type="checkbox"/> Addressee	
<b>1. Article Addressed to:</b> Denisa Rance 205 Magnolia Crossing Bossier City, LA 71111  8/20/2025 12:35:44PM 		<b>B. Received by (Printed Name)</b> <b>C. Date of Delivery</b> 8/20/2025	
<b>2. Article Number (Transfer from service label)</b> 9214 7969 0099 9790 1657 3871 86		<b>D. Is delivery address different from item 1?</b> <input type="checkbox"/> Yes If YES enter delivery address below: <input type="checkbox"/> No	
<b>3. Service Type</b> <input type="checkbox"/> Adult Signature <input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Certified Mail® <input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Insured Mail <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)		<input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Registered Mail Restricted Delivery <input type="checkbox"/> Signature Confirmation™ <input type="checkbox"/> Signature Confirmation Restricted Delivery	
PS Form 3811, July 2020 PSN 7530-02-000-9053		Domestic Return Receipt	

**Jill M. Sessions**  
**Bossier Parish Clerk of Court**  
**Inst # 1355423**  
**Recorded On: 8/25/2025 1:42 PM**



Division of Property Standards  
CITY OF BOSSIER CITY

August 20, 2025

### NOTICE OF CONDEMNATION

Notice is hereby given to all interested parties that the property listed below has been condemned and is unfit for human habitation in accordance with the Bossier City Building Codes and L.A. R.S. 33:4761-4767.

Legal Description known as **LOT 6, BLK. 10, AIRPORT ANNEX.**

Municipally known as: 2638 Barbara Street

Owner (s) of Record:

Denisa Rance  
205 Magnolia Crossing  
Bossier City, LA.  
71111

It is unlawful and prohibited to occupy a condemned structure and violators will be prosecuted. A hearing will be scheduled before the Bossier City Council at a future date to determine proper action of the structure.

By: *J.R.*  
Justin Robinson, Code Enforcement Supervisor

Date: 8/20/25



**Certified True and  
Correct Copy**  
CertID: 2025082500107

*Sarah P. ...*

\_\_\_\_\_  
Bossier Parish  
Deputy Clerk Of Court

Generated Date:  
8/25/2025 1:42 PM

Alteration and subsequent re-filing of this certified copy may violate La. R.S. 14:132, 133, and/or RPC Rule 3.3(a)(3).





OFFICE OF  
PROPERTY STANDARDS

P. O. BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337

September 5, 2025

Mr. Robert Gahagan Pugh III  
Attorney At Law  
333 Texas Street  
Shreveport, LA 71101

RE: Appointment to represent owners and/or interested parties pursuant to LA R.S. 33:4761-4767

Dear Mr. Gahagan Pugh III:

You are hereby appointed as curator ad hoc to notify and represent owners and any interested parties unrepresented and not listed on the tax rolls in condemnation proceedings before the **Bossier City Administrative Council** on **November 4<sup>th</sup>, 2025** at **1:30 p.m.** in the City Council Chambers.

Municipal Address: **2638 Barbara Street**

Having the following legal description:

**LOT 6, BLK. 10, AIRPORT ANNEX.**

If you have any questions, please contact Melissa Thomas, Property Standards Office Clerk, at (318) 741-8578.

Sincerely,

Melissa Thomas  
Property Standards Office Clerk

---

## SUMMONS TO APPEAR

City of Bossier City  
Administrative Court

September 4, 2025

TO: Denisa Rance  
205 Magnolia Crossing  
Bossier City, LA  
71111

You are summoned by C. Smith, V. Maggio, and B. Hammons, Administrative Court Judges, to appear in Administrative Court for the City of Bossier City on:

**Tuesday, November 4, 2025, at 1:30 p.m., in the Bossier City Council Chambers.**

Concerning: Violations at 2638 Barbara Street, Bossier City, LA., from The City of Bossier City Code Enforcement, and failure to respond to prior notices of violations to include:

106.3	106.4	106.5	107.4	107.6	108.1.1
108.1.3	108.1.5.10	108.1.5.2	108.1.5.3	108.1.5.6	108.1.5.7
108.2	108.4.1	108.5	110.1	110.3	301.2
301.3	304.1	304.1.1 (1, 4, 9, 12)		304.10	304.13
304.13.2	304.15	304.18.1	304.4	304.5	304.6
305.1	305.1.1 (3)	305.4	305.6		

Failure to appear may result in a penalty and/or fine of up to \$500.00 per day a violation may continue, plus court costs of up to \$250.00, being assessed against you and/or a lien being filed against the property wherein the violation has occurred and a judgment being rendered against you.

Sep 4, 2025 at 12:58:15 PM



Aug 20, 2025 at 9:12:50 AM

**CONDEMNATION NOTICE**  
THIS BUILDING IS UNFIT FOR HUMAN HABITATION; THE USE OR OCCUPATION OF THIS BUILDING FOR HUMAN HABITATION IS PROHIBITED AND UNLAWFUL.  
NO UNAUTHORIZED PERSON SHALL DETACH, DESTROY OR REMOVE THIS NOTICE UNDER PENALTY OF FINE FOR VIOLATION AND OBSTRUCTION, CONTROL OF BUILDING AND OCCUPATION, CONTROL OF BUILDING AND OCCUPATION, CITY OF WASHINGTON, DISTRICT OF COLUMBIA, D.C. CODE.  
ROBERT DEPT. OF HEALTH & HUMAN SERVICES  
BY *C. Ferguson*  
DATE *8/20/25*

Official document with text and a seal, partially obscured by the yellow notice.

2638

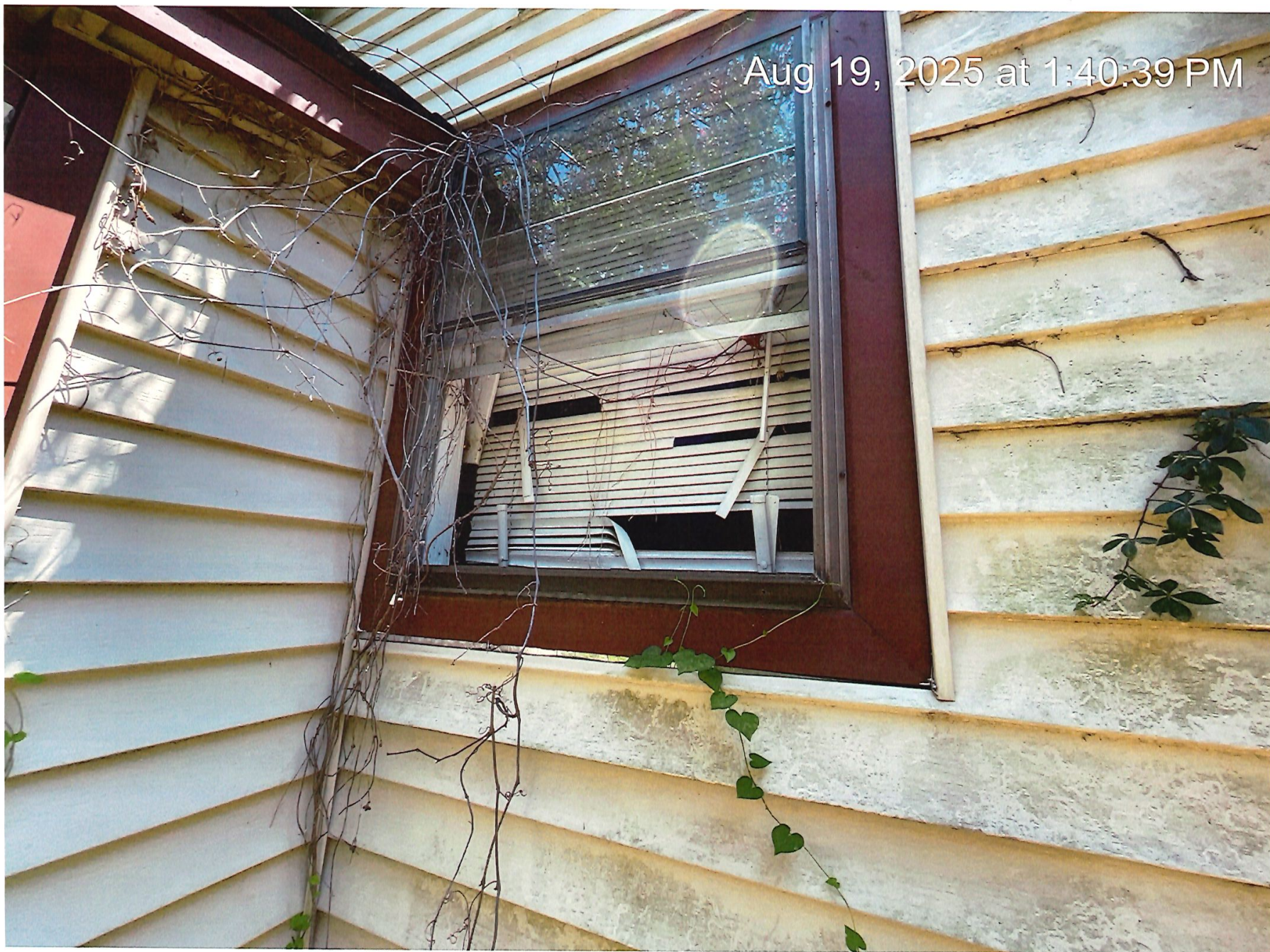
Aug 19, 2025 at 1:40:55 PM



Aug 19, 2025 at 1:40:46 PM



Aug 19, 2025 at 1:40:39 PM



Aug 19, 2025 at 1:38:10 PM



Aug 19, 2025 at 1:38:06 PM



Aug 19, 2025 at 1:38:00 PM



Aug 19, 2025 at 1:37:56 PM



Aug 19, 2025 at 1:37:36 PM



Aug 19, 2025 at 1:37:27 PM



Aug 19, 2025 at 1:39:26 PM



Aug 19, 2025 at 1:38:44 PM



Aug 19, 2025 at 1:38:39 PM



Aug 19, 2025 at 1:38:28 PM



Aug 19, 2025 at 1:38:22 PM



Oct 31, 2025 at 1:02:44 PM



Oct 31, 2025 at 1:02:59 PM



Oct 31, 2025 at 1:03:06 PM



Oct 31, 2025 at 1:03:28 PM



Oct 31, 2025 at 1:04:01 PM



Oct 31, 2025 at 1:04:05 PM



Oct 31, 2025 at 1:04:08 PM



Oct 31, 2025 at 1:04:21 PM



Oct 31, 2025 at 1:04:56 PM



Oct 31, 2025 at 1:05:02 PM



Oct 31, 2025 at 1:05:11 PM



Dec 1, 2025 at 9:03:51 AM



Dec 1, 2025 at 9:04:01 AM



Dec 1, 2025 at 9:04:09 AM



Dec 1, 2025 at 9:04:15 AM





City of Bossier City  
**ITEM FACT SHEET**  
Administrative Council

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**Meeting Date:** Administrative Council - Jan 29 2026  
**Department:** Property Standards  
**Prepared by:** Melissa Thomas, Property Standards  
**Sponsor:** Andy Bajnauth, City Engineer  
**Submitted:** December 16, 2025

**NOTED:**  **RECOMMENDED BY:**

**TITLE:**

Hearing to review the recommendation of removal of a dilapidated structure located at 500 Hall Street, Bossier City

**EXPLANATION OF PROPOSAL:**

Due to structure being below minimum standards housing codes and failure by the owner(s) to comply with any and all written request to bring the structure into compliance with the city code by obtaining proper permits, we strongly recommend the structure be demolished.

**COST/BUDGET DATA:**

In the event that the demolition and removal is performed by City of Bossier City, all such costs shall be applied to the property in the form of a lien, in accordance with LA R. S. 33: 4767 and assessed to the property tax in accordance with Ordinance 19 of 1991

**COUNCIL DATE REQUESTED:**

Administrative Council - Jan 29 2026

**ATTACHMENTS:**

- [02 - 500 Hall Street - Notice Letter & Receipt of Notice](#)
- [03 - 500 Hall Street - Notice of Condemnation](#)
- [04 - 500 Hall Street - Building Repair Estimate](#)
- [05 - 500 Hall Street - Letter of Attorney Appointed](#)
- [06 - 500 Hall Street - Summons to Appear](#)
- [07 - 500 Hall Street - Photos](#)

**Reviewed By:**

Richard Ray, ACA  
Emily Pitts, Administrative Assistant  
Phyllis McGraw, City Clerk

Approved - Dec 16 2025  
Approved - Dec 16 2025  
Approved - Dec 31 2025



OFFICE OF  
PROPERTY STANDARDS

P. O. BOX 3337  
BOSSIER CITY, LOUISIANA 71171-3337

September 29, 2025

CLAUDE LEWIS DOTY  
3838 WHITE SANDS DR  
BATON ROUGE, LA 70814

PROPERTY MUNICIPAL ADDRESS: 500 Hall ST, Bossier City, LA  
RE: LOT 4, HALL PARK.

**CONDEMNATION LETTER**

Dear Property Owner:

Please be advised that the above referenced property is in violation of La. R.S. 33:1374(B)(1), La. R.S. 33:4720.59(D) (2)

**Violation:** 111.1.1 Unsafe Structures (General)

When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

**Violation:** 111.1.3 Structure Unfit for Human Occupancy

A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

**Violation:** 109.5 Abatement of Violation

The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

**Violation:** 304.1.1 (5) Exterior Structure Unsafe Conditions

Structural members that have evidence of deterioration or that are not capable of safely supporting all nominal loads and load effects.

**Violation:** 304.1.1 (1) Exterior Structure Unsafe Conditions

The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength.

**Violation:** 109.3 Prosecution of Violation

Any person failing to comply with a notice of violation or order served in accordance with section 111.4 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 113.1 Demolition (General)**

The code official shall order the owner of any premises upon which is located any structure, which in the code official judgment after review is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary, or to board up and hold for future repair or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, the code official shall order the owner to demolish and remove such structure, or board up until future repair. Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.

**Violation: 109.4 Violation Penalties**

Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**Violation: 304.7 Roofs and Drainage**

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

**Violation: 304.1.1 (8) Exterior Structure Unsafe Conditions**

Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects.

**Violation: 304.9 Overhang Extensions**

All overhang extensions including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

**Violation: 111.6 Transfer of Ownership**

It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

**Violation: 111.1.1 Unsafe Structures**

An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

**Violation: 109.1 Unlawful Acts**

It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this code.

**Violation: 111.5 Unauthorized Tampering**

Signs, tags or seals posted or affixed by the code official shall not be mutilated, destroyed or tampered with, or removed without authorization from the code official.

**Violation: 304.6 Exterior Walls**

All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

**Violation: 304.13 Window, Skylight, and Door Frames**

Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

**Violation: 304.1.1 (9) Exterior Structure Unsafe Conditions**

Flooring and flooring components with defects that affect serviceability or flooring components that show signs of deterioration or fatigue, are not properly anchored or are incapable of supporting all nominal loads and resisting all load effects.

**Violation: 113.3 Failure to Comply**

If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 301.2 Responsibility**

The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

**Violation: 304.1 Exterior Structure General**

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Under La. R.S. 33:1374(B)(1), unless and until amended, "blighted property" currently is defined as: "commercial or residential premises, including lots, which are vacant, uninhabitable, and hazardous and because of their physical condition are considered hazardous to persons or property, or have been declared or certified blighted, and have been declared to be a public nuisance by a court of competent jurisdiction or by an administrative hearing officer acting pursuant to competent jurisdiction or by an administrative hearing officer acting pursuant to R.S. 13:2575 et seq., or any other applicable law."

Under La. R.S. 33:4720.59(D)(2), unless and until amended, "abandoned property" currently is defined as: "property that is vacant or not lawfully occupied. The terms 'vacant' or 'not lawfully occupied' shall include but shall not be limited to any premises which are not actually occupied by its owner, lessee, or other invitee or if occupied, without utilities, and which has been left unsecured or inadequately secured from unauthorized entry to the extent that the premises could be entered and utilized by vagrants or other uninvited persons as a place of harborage or any premises which by reason of dilapidation, deterioration, state of disrepair, or other such status is otherwise detrimental to or endangers the public safety, health, or welfare."

**NOTICE**

Failure to correct the above mentioned violation (s) within ten (10) days of this notice will cause the City to issue a summons requiring the appearance in administrative court by the person responsible for the violation.

Contact the Property Standards office with any questions pertaining to the above procedure at 620 Benton Road, Bossier City, LA 71171-5337 or phone (318) 741-8578.

If you do not own or have any interest in this property, please disregard this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "Kraig Chapman", with a long horizontal flourish extending to the right.

Kraig Chapman  
Inspector, Code Enforcement  
Case Number: COND-001791-2025



Division of Property Standards  
CITY OF BOSSIER CITY

## Case Inspection Text

Case Number: COND-001791-2025

Case Type: Condemnation

Please repair or tear down the dilapidated structure at this address so that it meets Bossier City Property Standards. This structure is a blight on the entire community and is deemed "Unfit for Human Habitation". Occupancy is prohibited. Repair or replace the roof and all roofing components. Exterior and interior walls must be repaired and replaced. Repair all signs of structural damage in framing and foundation. Repair and replace all termite damaged and rotten wood. Repair and replace the interior surfaces: i.e....ceilings, walls, flooring. Replace all damaged or missing windows and doors. If repairs are not made the property will be brought before Bossier City's administrative court where we will recommend the structure be torn down. If you choose to tear down the house, then the owner or contractor will level each lot to a grade so as not to retain water. All areas when completed must be at a grade that is level, free of all debris and left in a state that is then suitable for grass mowing.

Contact the Bossier City Permits and Inspections office to acquire any required permits before starting any work. Permit time will be limited to get work started.

Thank you

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

For delivery information, visit our website at [www.usps.com](http://www.usps.com)  
 9214 7969 0099 9790 1657 8598 81

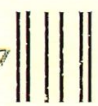
Certified Mail Fee	\$5.30
Extra Services & Fees (check box, add \$4.40 appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$0.740
Total Postage	\$10.440

Postmark  
Here

Sent To Claude Lewis Doty  
 3838 White Sands Dr.  
 Baton Rouge, LA 70814  
 Street, Apt. No., or PO Box No.  
 City, State, Zip+4 9/30/2025 11:41:03AM  
 PS Form 3800, January 2023 See Reverse for Instructions

Code: Case # 1791-2025  
Code2: 500 Hall St

UNITED STATES POSTAL SERVICE  
**BATON ROUGE LA 707**  
 Code: Case # 1791-2025  
 Code2: 500 Hall St.



First-Class Mail  
 Postage & Fees Paid  
 USPS  
 Permit No. G-10

• Sender: Please print your name, address, and ZIP+4® in this box •

Melissa Thomas  
 City of Bossier City  
 Property Standards Clerk  
 620 Benton Road  
 Bossier, LA 71111



9290 9969 0099 9757 8598 98

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 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.

1. Article Addressed to:  
 Claude Lewis Doty  
 3838 White Sands Dr.  
 Baton Rouge, LA 70814  
 9/30/2025 11:41:03AM

2. Article Number (Transfer from service label)  
 9214 7969 0099 9790 1657 8598 81

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature  
 *Claude Lewis Doty*  Agent  
 Addressee  
 B. Received by (Printed Name) *Claude Lewis Doty*  
 C. Date of Delivery *10/6/25*  
 D. Is delivery address different from item 1?  Yes  
 If YES enter delivery address below:  No

3. Service Type
- |  |   |
|--|---|
| <input type="checkbox"/> Adult Signature                               | <input type="checkbox"/> Priority Mail Express®                     |
| <input type="checkbox"/> Adult Signature Restricted Delivery           | <input type="checkbox"/> Registered Mail™                           |
| <input 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"/> Insured Mail                                  |   |
| <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500) |   |

PS Form 3811, July 2020 PSN 7530-02-000-9053

Domestic Return Receipt

**Jill M. Sessions**  
**Bossier Parish Clerk of Court**  
**Inst # 1357747**  
**Recorded On: 10/7/2025 1:42 PM**



Division of Property Standards  
CITY OF BOSSIER CITY

September 30, 2025

**NOTICE OF CONDEMNATION**

Notice is hereby given to all interested parties that the property listed below has been condemned and is unfit for human habitation in accordance with the Bossier City Building Codes and L.A. R.S. 33:4761-4767.

Legal Description known as LOT 4, HALL PARK.

Municipally known as: 500 Hall Street

Owner (s) of Record:  
Claude Lewis Doty  
3838 White Sands Dr.  
Baton Rouge, LA  
70814

It is unlawful and prohibited to occupy a condemned structure and violators will be prosecuted. A hearing will be scheduled before the Bossier City Council at a future date to determine proper action of the structure.

By: [Signature]  
Justin Robinson, Code Enforcement Supervisor

Date: 9/30/25

[Signature]



Certified True and  
Correct Copy  
CertID: 2025100700059

\_\_\_\_\_  
Bossier Parish  
Deputy Clerk Of Court

Generated Date:  
10/7/2025 1:43 PM

Alteration and subsequent re-filing of this certified copy may violate La. R.S. 14:132, 133, and/or RPC Rule 3.3(a)(3).





OFFICE OF  
PROPERTY STANDARDS

P. O. BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337

November 24, 2025

Mr. Robert Gahagan Pugh III  
Attorney At Law  
333 Texas Street  
Shreveport, LA 71101

RE: Appointment to represent owners and/or interested parties pursuant to LA R.S. 33:4761-4767

Dear Mr. Gahagan Pugh III:

You are hereby appointed as curator ad hoc to notify and represent owners and any interested parties unrepresented and not listed on the tax rolls in condemnation proceedings before the **Bossier City Administrative Council on January 29<sup>th</sup>, 2026 at 10:00 a.m.** in the **Bossier City Courtroom, located at the Municipal Complex**

Municipal Address: **500 Hall Street**

Having the following legal description:

**LOT 4, HALL PARK.**

If you have any questions, please contact Melissa Thomas, Property Standards Office Clerk, at (318) 741-8578.

Sincerely,

Melissa Thomas  
Property Standards Office Clerk

## SUMMONS TO APPEAR

City of Bossier City  
Administrative Court

November 24, 2025

TO: Claude Lewis Doty  
3838 White Sands Drive  
Baton Rouge, LA  
70814

You are summoned by the Administrative Court Judges, to appear in Administrative Court for the City of Bossier City on:

**Thursday, January 29<sup>th</sup>, 2026, at 10:00 a.m., in the Bossier City Courtroom, located at the Municipal Complex.**

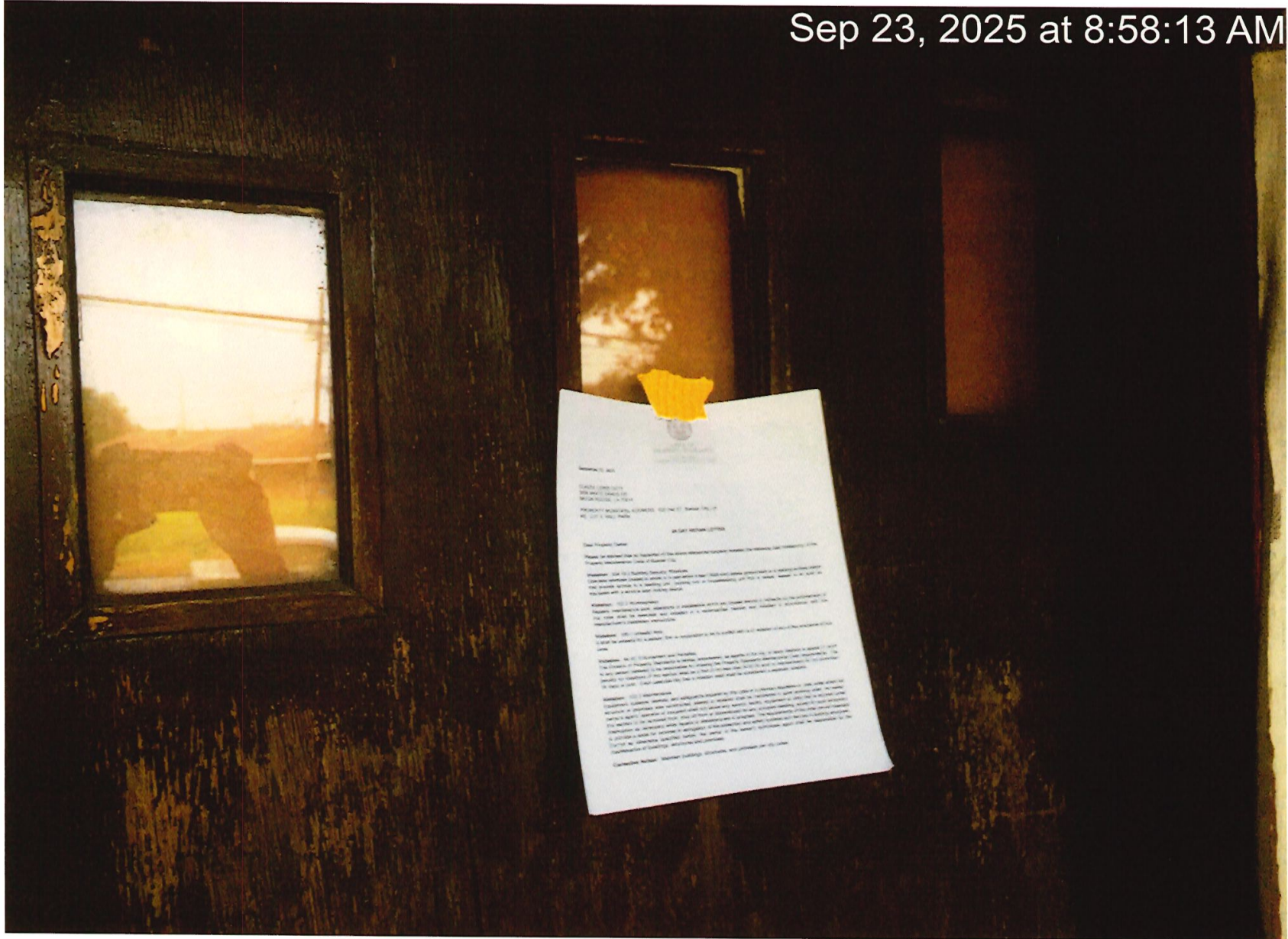
Concerning: Violations at 500 Hall Street, Bossier City, LA., from The City of Bossier City Code Enforcement, and failure to respond to prior notices of violations to include:

106.1	106.3	106.4	106.5
107.4	107.6	108.1	
108.1.1	108.1.3	110.1	
110.3	301.2		
304.1	304.1.1 (1, 5, 8, 9)	304.6	304.7
304.9	304.13		

Failure to appear may result in a penalty and/or fine of up to \$500.00 per day a violation may continue, plus court costs of up to \$250.00, being assessed against you and/or a lien being filed against the property wherein the violation has occurred and a judgment being rendered against you.



Sep 23, 2025 at 8:58:13 AM



Network: Sep 29, 2025 at 10:15:08 AM CDT  
Local: Sep 29, 2025 at 10:15:08 AM CDT



Network:Aug 21, 2025 at 9:27:17 AM CDT  
Local:Aug 21, 2025 at 9:27:17 AM CDT



Network: Aug 21, 2025 at 9:26:55 AM CDT  
Local: Aug 21, 2025 at 9:26:55 AM CDT



Network:Aug 21, 2025 at 9:26:31 AM CDT  
Local:Aug 21, 2025 at 9:26:31 AM CDT



Network:Aug 21, 2025 at 9:25:49 AM CDT  
Local:Aug 21, 2025 at 9:25:49 AM CDT



Network:Aug 21, 2025 at 9:25:47 AM CDT  
Local:Aug 21, 2025 at 9:25:47 AM CDT



Network:Aug 21, 2025 at 9:25:26 AM CDT  
Local:Aug 21, 2025 at 9:25:26 AM CDT



Network:Aug 21, 2025 at 9:25:14 AM CDT  
Local:Aug 21, 2025 at 9:25:14 AM CDT



Network:Aug 21, 2025 at 9:24:43 AM CDT  
Local:Aug 21, 2025 at 9:24:43 AM CDT



Network:Aug 21, 2025 at 9:24:39 AM CDT  
Local:Aug 21, 2025 at 9:24:39 AM CDT





City of Bossier City  
**ITEM FACT SHEET**  
Administrative Council

**Meeting Date:** Administrative Council - Jan 29 2026  
**Department:** Property Standards  
**Prepared by:** Melissa Thomas, Property Standards  
**Sponsor:** Andy Bajnauth, City Engineer  
**Submitted:** December 16, 2025

**NOTED:**  **RECOMMENDED BY:**

**TITLE:**

Hearing to review the recommendation of removal of a dilapidated structure located at 709 McDade Street, Bossier City

**EXPLANATION OF PROPOSAL:**

Due to structure being below minimum standards housing codes and failure by the owner(s) to comply with any and all written request to bring the structure into compliance with the city code by obtaining proper permits, we strongly recommend the structure be demolished.

**COST/BUDGET DATA:**

In the event that the demolition and removal is performed by City of Bossier City, all such costs shall be applied to the property in the form of a lien, in accordance with LA R. S. 33: 4767 and assessed to the property tax in accordance with Ordinance 19 of 1991.

**COUNCIL DATE REQUESTED:**

Administrative Council - Jan 29 2026

**ATTACHMENTS:**

- [02 - 709 McDade Street - Notice Letter & Receipt of Notice](#)
- [03 - 709 McDade Street - Notice of Condemnation](#)
- [04 - 709 McDade Street - Building Repair Estimate](#)
- [05 - 709 McDade Street - Letter of Attorney Appointed](#)
- [06 - 709 McDade Street - Summons to Appear](#)
- [07 - 709 McDade Street - Photos](#)

**Reviewed By:**

Richard Ray, ACA  
Emily Pitts, Administrative Assistant  
Phyllis McGraw, City Clerk

Approved - Dec 16 2025  
Approved - Dec 16 2025  
Approved - Dec 31 2025



OFFICE OF  
PROPERTY STANDARDS  
P. O. BOX 8337  
BOSSIER CITY, LOUISIANA 71171-5337

September 25, 2025

CHARLES D ADAMS  
261 Ballard Rd  
Vilonia, AR 72173

PROPERTY MUNICIPAL ADDRESS: 709 McDade ST, Bossier City, LA  
RE: LOT 6, LOT 21, LESS NWLY 125 FT., BLK. 22, AIRPORT ANNEX.

**CONDEMNATION LETTER**

Dear Property Owner:

Please be advised that the above referenced property is in violation of La. R.S. 33:1374(B)(1), La. R.S. 33:4720.59(D) (2)

**Violation:** 111.1.1 Unsafe Structures (General)

When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

**Violation:** 304.10 Stairways, Decks, Porches, and Balconies

Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

**Violation:** 111.1.5.3 Dangerous Structure or Premises

Any portion of a building, structure or appurtenance that has been damaged by fire, earthquake, wind, flood, deterioration, neglect, abandonment, vandalism or by any other cause to such an extent that it is likely to partially or completely collapse, or to become detached or dislodged.

**Violation:** 111.1.3 Structure Unfit for Human Occupancy

A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

**Violation:** 111.7.1 Placard Removal

The code official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the code official shall be subject to the penalties provided by this code.

**Violation:** 109.5 Abatement of Violation

The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

**Violation:** 305.1.1 (3) Interior Structure: Unsafe Conditions

Structures or components thereof that have reached their limit state.

**Violation: 304.1.1 (5) Exterior Structure Unsafe Conditions**

Structural members that have evidence of deterioration or that are not capable of safely supporting all nominal loads and load effects.

**Violation: 304.1.1 (1) Exterior Structure Unsafe Conditions**

The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength.

**Violation: 109.3 Prosecution of Violation**

Any person failing to comply with a notice of violation or order served in accordance with section 111.4 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 304.1.1 (7) Exterior Structure Unsafe Conditions**

Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects.

**Violation: 305.1 Interior Structure: General**

The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

**Violation: 304.4 Structural Members**

All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

**Violation: 111.1.5.7 Dangerous Structure or Premises**

The building or structure is neglected, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the building or structure to their danger, becomes a harbor for vagrants, criminals or immoral persons, or enables persons to resort to the building or structure for committing a nuisance or unlawful act.

**Violation: 113.1 Demolition (General)**

The code official shall order the owner of any premises upon which is located any structure, which in the code official judgment after review is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary, or to board up and hold for future repair or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, the code official shall order the owner to demolish and remove such structure, or board up until future repair. Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.

**Violation: 109.4 Violation Penalties**

Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**Violation: 304.1.1 (4) Exterior Structure Unsafe Conditions**

Siding and masonry joint including joints between the building envelope and the perimeter of windows, doors and skylights are not maintained, weather resistant or water tight.

**Violation:** 305.1.1 (5) Interior Structure: Unsafe Conditions

Stairs, landings, balconies and all similar walking surfaces, including guards and handrails, are not structurally sound, not properly anchored or are anchored with connections not capable of supporting all nominal loads and resisting all load effects.

**Violation:** 304.7 Roofs and Drainage

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

**Violation:** 304.1.1 (2) Exterior Structure Unsafe Conditions

The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects.

**Violation:** 304.1.1 (8) Exterior Structure Unsafe Conditions

Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects.

**Violation:** 304.1.1 (3) Exterior Structure Unsafe Conditions

Structures or components thereof that have reached their limit state.

**Violation:** 601.2 Responsibility: Mechanical and Electrical

The owner of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises which does not comply with the requirements of this chapter.

**Violation:** 304.1.1 (6) Exterior Structure Unsafe Conditions

Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects.

**Violation:** 111.6 Transfer of Ownership

It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

**Violation:** 111.1.5.2 Dangerous Structure or Premises

The walking surface of any aisle, passageway, stairway, exit or other means of egress is so warped, worn loose, torn or otherwise unsafe as to not provide safe and adequate means of egress.

**Violation:** 111.1.5.4 Dangerous Structure or Premises

Any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof that is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting natural or artificial loads of one and one-half the original designed value.

**Violation:** 111.1.1 Unsafe Structures

An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

**Violation:** 111.5 Unauthorized Tampering

Signs, tags or seals posted or affixed by the code official shall not be mutilated, destroyed or tampered with, or removed without authorization from the code official.

**Violation: 501.2 Responsibility: Plumbing**

The owner of the structure shall provide and maintain such plumbing facilities and plumbing fixtures in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any structure or premises which does not comply with the requirements of this chapter

**Violation: 302.7 Accessory Structures**

All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

**Violation: 111.1.5.9 Dangerous Structure or Premises**

A building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, ventilation, mechanical or plumbing system, or otherwise, is determined by the code official to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.

**Violation: 304.1.1 (9) Exterior Structure Unsafe Conditions**

Flooring and flooring components with defects that affect serviceability or flooring components that show signs of deterioration or fatigue, are not properly anchored or are incapable of supporting all nominal loads and resisting all load effects.

**Violation: 113.3 Failure to Comply**

If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 301.2 Responsibility**

The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

**Violation: 111.8 Prohibited Occupancy**

Any occupied structure condemned and placarded by the code official shall be vacated as ordered by the code official. Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be liable for the penalties provided by this code.

**Violation: 304.1 Exterior Structure General**

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Under La. R.S. 33:1374(B)(1), unless and until amended, "blighted property" currently is defined as: "commercial or residential premises, including lots, which are vacant, uninhabitable, and hazardous and because of their physical condition are considered hazardous to persons or property, or have been declared or certified blighted, and have been declared to be a public nuisance by a court of competent jurisdiction or by an administrative hearing officer acting pursuant to competent jurisdiction or by an administrative hearing officer acting pursuant to R.S. 13:2575 et seq., or any other applicable law."

Under La. R.S. 33:4720.59(D)(2), unless and until amended, "abandoned property" currently is defined as: "property that is vacant or not lawfully occupied. The terms 'vacant' or 'not lawfully occupied' shall include but shall not be limited to any premises which are not actually occupied by its owner, lessee, or other invitee or if occupied, without utilities, and which has been left unsecured or inadequately secured from unauthorized entry to the extent that the premises could be entered and utilized by vagrants or other uninvited persons as a place of harborage or any premises which by reason of dilapidation, deterioration, state of disrepair, or other such status is otherwise detrimental to or endangers the public safety, health, or welfare."

**NOTICE**

Failure to correct the above mentioned violation (s) within ten (10) days of this notice will cause the City to issue a summons requiring the appearance in administrative court by the person responsible for the violation.

Contact the Property Standards office with any questions pertaining to the above procedure at 620 Benton Road, Bossier City, LA 71171-5337 or phone (318) 741-8578.

If you do not own or have any interest in this property, please disregard this letter.

Sincerely,



Chris Ferguson  
Inspector, Code Enforcement  
Case Number: COND-001786-2025

City of Bossier City  
Case Inspection Text

Case Number: Cond-001786-2025

Case Type: Condemnation

Please repair or tear down and remove the dilapidated home and garage on the property at this address. The floors and ceilings are rotten, there are holes in the exterior facias and soffits, rotting framing, and holes in the siding that admit rain, broken windows and doors leaving it unsecured.

It is an attractive nuisance for minors and the homeless, and is a detriment to the property values in the areas.

If you choose to repair the building, ALL permits that are required must be pulled before any work begins.

If you choose to remove the structures, ALL structures on the property must be removed as well as ALL concrete on the property including the slab for the garage, piers, walkways, and driveways.

Thank you.

**U.S. POSTAL SERVICE**  
**CERTIFIED MAIL® RECEIPT**  
 Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®

9214 7969 0099 9790 1657 8283 13

Certified Mail Fee \$ 5.30	Postmark Here
Extra Services & Fees (check box, add \$4.40 appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy) \$	
<input type="checkbox"/> Return Receipt (electronic) \$	
<input type="checkbox"/> Certified Mail Restricted Delivery \$0.00	
<input type="checkbox"/> Adult Signature Required \$	
<input type="checkbox"/> Adult Signature Restricted Delivery \$	
Postage \$0.740	
Total Postage and Fees \$10.440	

Sent To Charles D. Adams  
 261 Ballard Rd.  
 Vilonia, AR 72173

Street, Apt. No., or PO Box No.  
 City, State, Zip+4

9/26/2025 11:00:19AM

PS Form 3800, January 2023 See Reverse for Instructions

Code: Case # 1786-2025  
 Code2: 709 McDade ST.

UNITED STATES POSTAL SERVICE

Code: Case # 1786-2025  
 Code2: 709 McDade ST.



First-Class Mail  
 Postage & Fees Paid  
 USPS  
 Permit No. G-10

• Sender: Please print your name, address, and ZIP+4® in this box •

Melissa Thomas  
 City of Bossier City  
 Property Standards Clerk  
 620 Benton Road  
 Bossier, LA 71111



10/04

SENDER'S RETURN ADDRESS (VERY)

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.

1. Article Addressed to:  
 Charles D. Adams  
 261 Ballard Rd.  
 Vilonia, AR 72173

9/26/2025 11:00:19AM

9230 9969 0099 9757 8283 20

2. Article Number (Transfer from service label)  
 9214 7969 0099 9790 1657 8283 13

3. Service Type  
 Adult Signature  
 Adult Signature Restricted Delivery  
 Certified Mail®  
 Certified Mail Restricted Delivery  
 Collect on Delivery  
 Collect on Delivery Restricted Delivery  
 Insured Mail  
 Insured Mail Restricted Delivery (over \$500)

Agent  
 Addressee

B. Received by (Printed Name)  
*Melinda Hayes*

C. Date of Delivery  
*10-2-25*

D. Is delivery address different from item 1?  Yes  
 If YES enter delivery address below:  No

3. Service Type  
 Priority Mail Express®  
 Registered Mail™  
 Registered Mail Restricted Delivery  
 Signature Confirmation™  
 Signature Confirmation Restricted Delivery

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receipt

**Jill M. Sessions**  
**Bossier Parish Clerk of Court**  
**Inst # 1357746**  
**Recorded On: 10/7/2025 1:42 PM**



Division of Property Standards  
CITY OF BOSSIER CITY

September 26, 2025

**NOTICE OF CONDEMNATION**

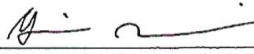
Notice is hereby given to all interested parties that the property listed below has been condemned and is unfit for human habitation in accordance with the Bossier City Building Codes and L.A. R.S. 33:4761-4767.

Legal Description known as LOT 6, LOT 21, LESS NWLY 125 FT., BLK. 22, AIRPORT ANNEX.

Municipally known as: 709 McDade Street

Owner (s) of Record:  
Charles D. Adams  
261 Ballard Road  
Vilonia, AR  
72173


It is unlawful and prohibited to occupy a condemned structure and violators will be prosecuted. A hearing will be scheduled before the Bossier City Council at a future date to determine proper action of the structure.

By:   
Justin Robinson, Code Enforcement Supervisor

Date: 9/30/25



**Certified True and Correct Copy**  
CertID: 2025100700058

  
Bossier Parish  
Deputy Clerk Of Court

Generated Date:  
10/7/2025 1:43 PM

Alteration and subsequent re-filing of this certified copy may violate La. R.S. 14:132, 133, and/or RPC Rule 3.3(a)(3).

### Building Repair Estimate

CLAIM NUMBER						
INSURED						
LOCATION OF PROPERTY     709 McDade St Bossier City, LA						
TYPE OF LOSS Condemmed/Property Standards		TYPE OF BUILDING Wood Frame/Pier & Beam		LOSS DATE		
REPLACEMENT VALUE	ACTUAL CASH VALUE	ESTIMATOR Edward Cooper-Permits & Insp		DATE OF ESTIMATE 10/20/25		
DESCRIPTION OF WORK REQUIRED (IDENTIFY MATERIALS - SHOW MEASUREMENTS)		QTY	UNIT PRICE (WHEN USED)	MATERIAL COST	LABOR COST	TOTAL COST
Foundation Pier & Beam						6,237.00
Framing package (walls, roof assembly)						9,778.00
Exterior Finishes, exterior wall, roofing, windows/doors, trim & Painting						7,652.00
Interior Finish, drywall, painting, cabinets, doors, countertops, floors & trim						10,378.00
Electrical						3,557.00
Plumbing						3,778.00
HVAC, heating and cooling, Insulation						3,649.00
Permit Fee/Architecture/Plans, clean-up, etc)						2,340.00
<b>TOTALS</b>						<b>\$47,369.00</b>



OFFICE OF  
PROPERTY STANDARDS

P. O. BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337

November 24, 2025

Mr. Robert Gahagan Pugh III  
Attorney At Law  
333 Texas Street  
Shreveport, LA 71101

RE: Appointment to represent owners and/or interested parties pursuant to LA R.S. 33:4761-4767

Dear Mr. Gahagan Pugh III:

You are hereby appointed as curator ad hoc to notify and represent owners and any interested parties unrepresented and not listed on the tax rolls in condemnation proceedings before the **Bossier City Administrative Council** on **January 29<sup>th</sup>, 2026 at 10:00 a.m.** in the **Bossier City Courtroom, located at the Municipal Complex**

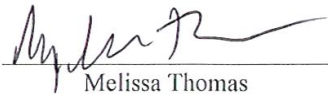
Municipal Address: **709 McDade Street**

Having the following legal description:

**LOT 6, LOT 21, LESS NWLY 125 FT., BLK. 22, AIRPORT ANNEX.**

If you have any questions, please contact Melissa Thomas, Property Standards Office Clerk, at (318) 741-8578.

Sincerely,



\_\_\_\_\_

Melissa Thomas  
Property Standards Office Clerk

## SUMMONS TO APPEAR

City of Bossier City  
Administrative Court

November 24, 2025

TO: Charles D. Adams  
261 Ballard Road  
Vilonia, AR  
72173

You are summoned by the Administrative Court Judges, to appear in Administrative Court for the City of Bossier City on:

**Thursday, January 29<sup>th</sup>, 2026, at 10:00 a.m., in the Bossier City Courtroom, located at the Municipal Complex.**

Concerning: Violations at 709 McDade Street, Bossier City, LA., from The City of Bossier City Code Enforcement, and failure to respond to prior notices of violations to include:

106.3	106.4	106.5	107.4
107.6	108.1	108.1.1	108.1.3
108.1.5.2	108.1.5.3	108.1.5.4	108.1.5.7
108.1.5.9	108.4.1	108.5	110.1
110.3	301.2	302.7	304.1
304.1.1 (1, 2, 3, 4, 5, 6, 7, 8, 9)		304.4	304.7
304.10	305.1	305.1.1 (3, 5)	501.2
601.2			

Failure to appear may result in a penalty and/or fine of up to \$500.00 per day a violation may continue, plus court costs of up to \$250.00, being assessed against you and/or a lien being filed against the property wherein the violation has occurred and a judgment being rendered against you.

Nov 25, 2025 at 11:44:00 AM



Sep 29, 2025 at 9:10:27 AM



Sep 22, 2025 at 12:49:59 PM



Sep 22, 2025 at 12:51:31 PM



Sep 22, 2025 at 12:51:35 PM



Sep 22, 2025 at 12:50:07 PM



Sep 22, 2025 at 12:50:30 PM



Sep. 22, 2025 at 12:49:46 PM



Sep 22, 2025 at 12:44:19 PM



Sep 22, 2025 at 12:44:39 PM



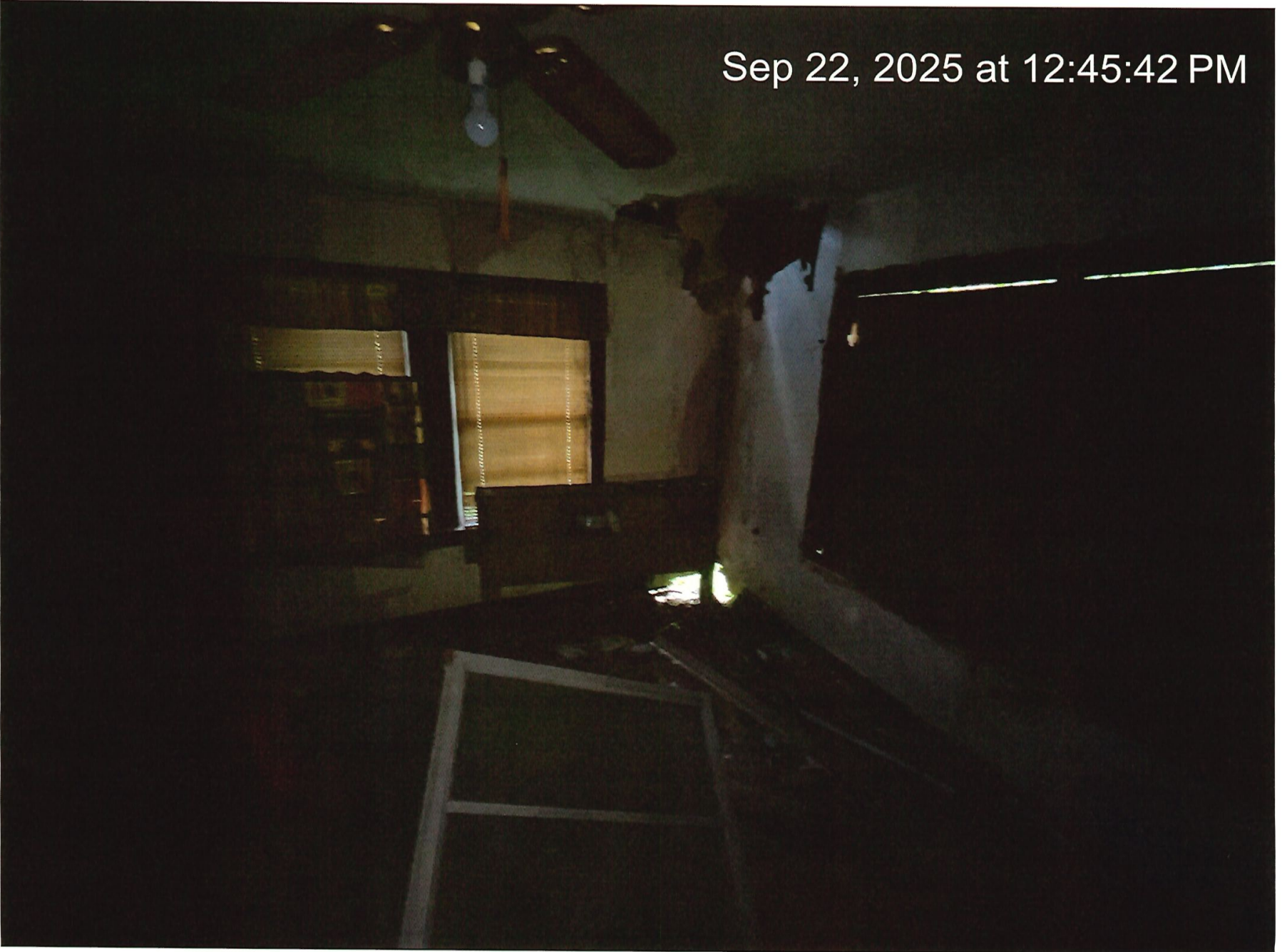
Sep 22, 2025 at 12:45:16 PM



Sep 22, 2025 at 12:45:26 PM



Sep 22, 2025 at 12:45:42 PM



Sep 22, 2025 at 12:45:51 PM



Sep 22, 2025 at 12:46:19 PM



Sep 22, 2025 at 12:46:42 PM



Sep 22, 2025 at 12:46:53 PM



Sep 22, 2025 at 12:48:17 PM



Sep 22, 2025 at 12:44:01 PM





City of Bossier City  
**ITEM FACT SHEET**  
Administrative Council

**Meeting Date:** Administrative Council - Nov 04 2025  
**Department:** Property Standards  
**Prepared by:** Melissa Thomas, Property Standards  
**Sponsor:** Andy Bajnauth, City Engineer  
**Submitted:** October 6, 2025

**NOTED:**  **RECOMMENDED BY:**

**TITLE:**

Hearing to review the recommendation of removal of a dilapidated structure located at 632 Joannes Street, Bossier City

**EXPLANATION OF PROPOSAL:**

Due to structure being below minimum standards housing codes and failure by the owner(s) to comply with any and all written request to bring the structure into compliance with the city code by obtaining proper permits, we strongly recommend the structure be demolished.

**COST/BUDGET DATA:**

In the event that the demolition and removal is performed by City of Bossier City, all such costs shall be applied to the property in the form of a lien, in accordance with LA R. S. 33: 4767 and assessed to the property tax in accordance with Ordinance 19 of 1991.

**COUNCIL DATE REQUESTED:**

Administrative Council - Nov 04 2025

**ATTACHMENTS:**

- [02 - 632 Joannes Street - Notice Letter & Receipt of Notice](#)
- [03 - 632 Joannes Street - Notice of Condemnation](#)
- [04 - 632 Joannes Street - Building Repair Estimate](#)
- [05 - 632 Joannes Street - Letter of Attorney Appointed](#)
- [06 - 632 Joannes Street - Summons to Appear](#)
- [07 - 632 Joannes Street - Photos](#)

**Reviewed By:**

Richard Ray, ACA  
Phyllis McGraw, City Clerk

Approved - Oct 16 2025  
Approved - Oct 16 2025



OFFICE OF  
PROPERTY STANDARDS

P. O. BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337

August 19, 2025

LUIS MIGUEL ESTRADA FLORES  
702 YAROBOROUGH  
Bossier City, LA 71111

PROPERTY MUNICIPAL ADDRESS: 632 Joannes ST, Bossier City, LA  
RE: LOT 22, W. 2 FT. LOT 23, BLK. 1, HUNTER.

**CONDEMNATION LETTER**

Dear Property Owner:

Please be advised that the above referenced property is in violation of La. R.S. 33:1374(B)(1), La. R.S. 33:4720.59(D) (2)

**Violation: 111.1.1 Unsafe Structures (General)**

When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

**Violation: 111.1.3 Structure Unfit for Human Occupancy**

A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

**Violation: 109.5 Abatement of Violation**

The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

**Violation: 304.1.1 (5) Exterior Structure Unsafe Conditions**

Structural members that have evidence of deterioration or that are not capable of safely supporting all nominal loads and load effects.

**Violation: 304.1.1 (1) Exterior Structure Unsafe Conditions**

The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength.

**Violation: 109.3 Prosecution of Violation**

Any person failing to comply with a notice of violation or order served in accordance with section 111.4 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 304.1.1 (7) Exterior Structure Unsafe Conditions**

Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects.

**Violation: 113.1 Demolition (General)**

The code official shall order the owner of any premises upon which is located any structure, which in the code official judgment after review is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary, or to board up and hold for future repair or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, the code official shall order the owner to demolish and remove such structure, or board up until future repair. Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.

**Violation: 109.4 Violation Penalties**

Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**Violation: 304.7 Roofs and Drainage**

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

**Violation: 304.1.1 (8) Exterior Structure Unsafe Conditions**

Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects.

**Violation: 111.6 Transfer of Ownership**

It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

**Violation: 111.1.5.2 Dangerous Structure or Premises**

The walking surface of any aisle, passageway, stairway, exit or other means of egress is so warped, worn loose, torn or otherwise unsafe as to not provide safe and adequate means of egress.

**Violation: 111.1.1 Unsafe Structures**

An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

**Violation: 109.1 Unlawful Acts**

It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this code.

**Violation: 111.5 Unauthorized Tampering**

Signs, tags or seals posted or affixed by the code official shall not be mutilated, destroyed or tampered with, or removed without authorization from the code official.

**Violation: 111.5 Unauthorized Tampering**

Signs, tags or seals posted or affixed by the code official shall not be mutilated, destroyed or tampered with, or removed without authorization from the code official.

**Violation: 304.6 Exterior Walls**

All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

**Violation: 304.13 Window, Skylight, and Door Frames**

Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

**Violation: 304.1.1 (9) Exterior Structure Unsafe Conditions**

Flooring and flooring components with defects that affect serviceability or flooring components that show signs of deterioration or fatigue, are not properly anchored or are incapable of supporting all nominal loads and resisting all load effects.

**Violation: 113.3 Failure to Comply**

If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 301.2 Responsibility**

The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

**Violation: 304.1 Exterior Structure General**

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Under La. R.S. 33:1374(B)(1), unless and until amended, "blighted property" currently is defined as: "commercial or residential premises, including lots, which are vacant, uninhabitable, and hazardous and because of their physical condition are considered hazardous to persons or property, or have been declared or certified blighted, and have been declared to be a public nuisance by a court of competent jurisdiction or by an administrative hearing officer acting pursuant to competent jurisdiction or by an administrative hearing officer acting pursuant to R.S. 13:2575 et seq., or any other applicable law."

Under La. R.S. 33:4720.59(D)(2), unless and until amended, "abandoned property" currently is defined as: "property that is vacant or not lawfully occupied. The terms 'vacant' or 'not lawfully occupied' shall include but shall not be limited to any premises which are not actually occupied by its owner, lessee, or other invitee or if occupied, without utilities, and which has been left unsecured or inadequately secured from unauthorized entry to the extent that the premises could be entered and utilized by vagrants or other uninvited persons as a place of harborage or any premises which by reason of dilapidation, deterioration, state of disrepair, or other such status is otherwise detrimental to or endangers the public safety, health, or welfare."

**NOTICE**

Failure to correct the above mentioned violation (s) within ten (10) days of this notice will cause the City to issue a summons requiring the appearance in administrative court by the person responsible for the violation.

Contact the Property Standards office with any questions pertaining to the above procedure at 620 Benton Road, Bossier City, LA 71171-5337 or phone (318) 741-8578.

If you do not own or have any interest in this property, please disregard this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "Kraig Chapman", with a long horizontal flourish extending to the right.

Kraig Chapman  
Inspector, Code Enforcement  
Case Number: COND-001570-2025



Division of Property Standards  
CITY OF BOSSIER CITY

## Case Inspection Text

Case Number: COND-001570-2025

Case Type: Condemnation

Please repair or tear down the dilapidated structure at this address so that it meets Bossier City Property Standards. This structure is a blight on the entire community and is deemed "Unfit for Human Habitation". Occupancy is prohibited. Repair or replace the roof and all roofing components. Exterior and interior walls must be repaired and replaced. Repair all signs of structural damage in framing and foundation. Repair and replace all termite damaged and rotten wood. Repair and replace the interior surfaces: i.e....ceilings, walls, flooring. Replace all damaged or missing windows and doors. If repairs are not made the property will be brought before Bossier City's administrative court where we will recommend the structure be torn down. If you choose to tear down the house, then the owner or contractor will level each lot to a grade so as not to retain water. All areas when completed must be at a grade that is level, free of all debris and left in a state that is then suitable for grass mowing.

Contact the Bossier City Permits and Inspections office to acquire any required permits before starting any work. Permit time will be limited to get work started.

Thank you

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

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®  
 9214 7969 0099 9790 1657 3695 95

Certified Mail Fee	\$5.30
Extra Services & Fees (check box, add appropriate)	\$4.40
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$0.740
Total Postage & Fees	\$9.440

Postmark  
Here

Sent To Luis Miguel Estrada Flores  
 702 Yarborough St.  
 Street, Apt. No., or PO Box No. Bossier City, LA 71111  
 City, State, Zip+4  
 8/19/2025 10:52:06AM

PS Form 3800, January 2023 See Reverse for Instructions

Code: Case # 1570-2025  
 Code2: 632 Joannes St.

Jill M. Sessions  
Bossier Parish Clerk of Court  
Inst # 1355421  
Recorded On: 8/25/2025 1:42 PM



Division of Property Standards  
CITY OF BOSSIER CITY

August 19, 2025

**NOTICE OF CONDEMNATION**

Notice is hereby given to all interested parties that the property listed below has been condemned and is unfit for human habitation in accordance with the Bossier City Building Codes and L.A. R.S. 33:4761-4767.

Legal Description known as LOT 22, W. 2 FT. LOT 23, BLK. 1, HUNTER.

Municipally known as: 632 Joannes Street

Owner (s) of Record:  
Luis Miguel Estrada Flores  
702 Yarborough Street  
Bossier City, LA.  
71111

It is unlawful and prohibited to occupy a condemned structure and violators will be prosecuted. A hearing will be scheduled before the Bossier City Council at a future date to determine proper action of the structure.

By: [Signature]  
Justin Robinson, Code Enforcement Supervisor

Date: 8/19/25



Certified True and  
Correct Copy  
CertID: 2025082500105

[Signature]

Bossier Parish  
Deputy Clerk Of Court

Generated Date:  
8/25/2025 1:42 PM

Alteration and subsequent re-filing of this certified copy may violate La. R.S. 14:132, 133, and/or RPC Rule 3.3(a)(3).





OFFICE OF  
PROPERTY STANDARDS

P. O. BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337

September 18, 2025

Mr. Robert Gahagan Pugh III  
Attorney At Law  
333 Texas Street  
Shreveport, LA 71101

RE: Appointment to represent owners and/or interested parties pursuant to LA R.S. 33:4761-4767

Dear Mr. Gahagan Pugh III:

You are hereby appointed as curator ad hoc to notify and represent owners and any interested parties unrepresented and not listed on the tax rolls in condemnation proceedings before the **Bossier City Administrative Council** on **November 4<sup>th</sup>, 2025 at 1:30 p.m.** in the City Council Chambers.


Municipal Address: **632 Joannes Street**

Having the following legal description:

**LOT 22, W. 2 FT. LOT 23, BLK. 1, HUNTER.**

If you have any questions, please contact Melissa Thomas, Property Standards Office Clerk, at (318) 741-8578.

Sincerely,



Melissa Thomas  
Property Standards Office Clerk

## SUMMONS TO APPEAR

City of Bossier City  
Administrative Court

September 19, 2025

TO: Luis Miguel Estrada Flores  
702 Yarborough St.  
Bossier City, LA  
71111

You are summoned by C. Smith, V. Maggio, and B. Hammons, Administrative Court Judges, to appear in Administrative Court for the City of Bossier City on:

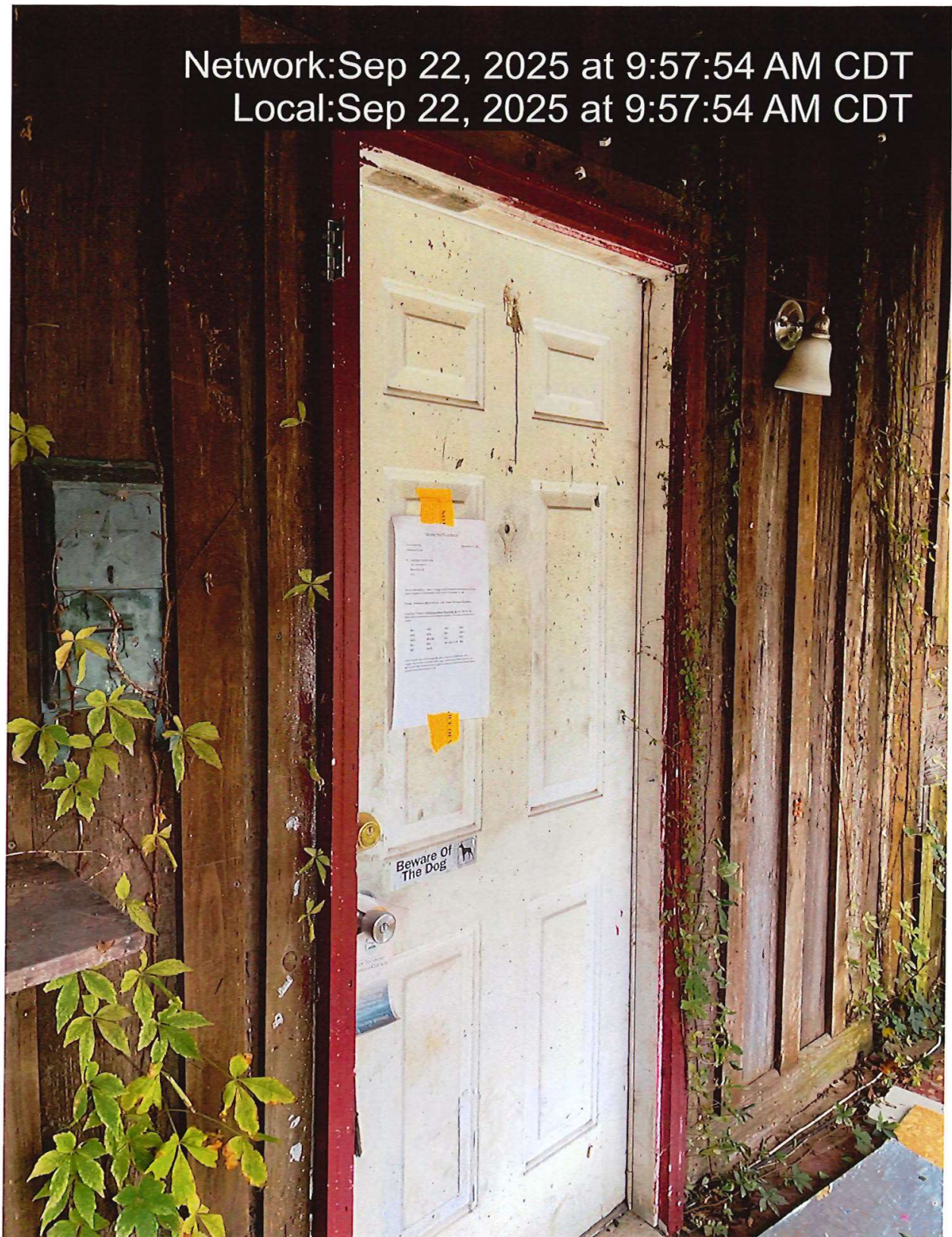
**Tuesday, November 4, 2025, at 1:30 p.m., in the Bossier City Council Chambers.**

Concerning: Violations at **632 Joannes Street, Bossier City, LA.**, from The City of Bossier City Code Enforcement, and failure to respond to prior notices of violations to include:

106.1	106.3	106.4	106.5
107.4	107.6	108.1	108.1.1
108.1.3	108.1.5.2	110.1	110.3
301.2	304.1	304.1.1(1, 5, 7, 8, 9)	304.6
304.7	304.13		

Failure to appear may result in a penalty and/or fine of up to \$500.00 per day a violation may continue, plus court costs of up to \$250.00, being assessed against you and/or a lien being filed against the property wherein the violation has occurred and a judgment being rendered against you.

Network: Sep 22, 2025 at 9:57:54 AM CDT  
Local: Sep 22, 2025 at 9:57:54 AM CDT



Network: Aug 19, 2025 at 10:26:05 AM CDT  
Local: Aug 19, 2025 at 10:26:05 AM CDT



Network: Aug 18, 2025 at 1:09:40 PM CDT  
Local: Aug 18, 2025 at 1:09:40 PM CDT



Network: Aug 18, 2025 at 1:11:03 PM CDT  
Local: Aug 18, 2025 at 1:11:03 PM CDT



Network: Aug 18, 2025 at 2:00:52 PM CDT  
Local: Aug 18, 2025 at 2:00:52 PM CDT



Network: Aug 18, 2025 at 2:00:32 PM CDT  
Local: Aug 18, 2025 at 2:00:32 PM CDT



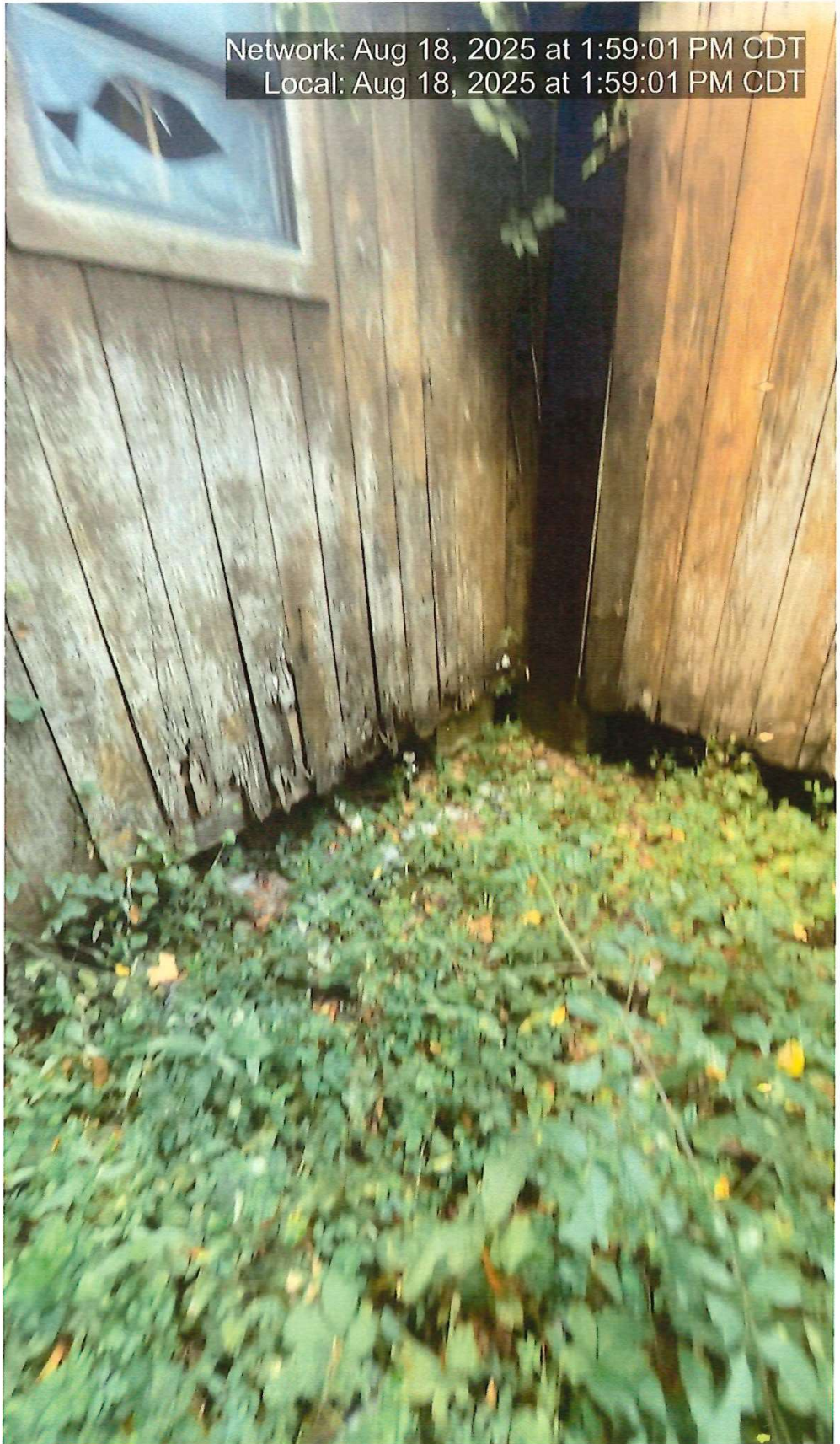
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Local: Aug 18, 2025 at 1:59:55 PM CDT



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Local: Aug 18, 2025 at 1:59:07 PM CDT



Network: Aug 18, 2025 at 1:59:01 PM CDT  
Local: Aug 18, 2025 at 1:59:01 PM CDT



Network: Aug 18, 2025 at 1:58:49 PM CDT  
Local: Aug 18, 2025 at 1:58:49 PM CDT



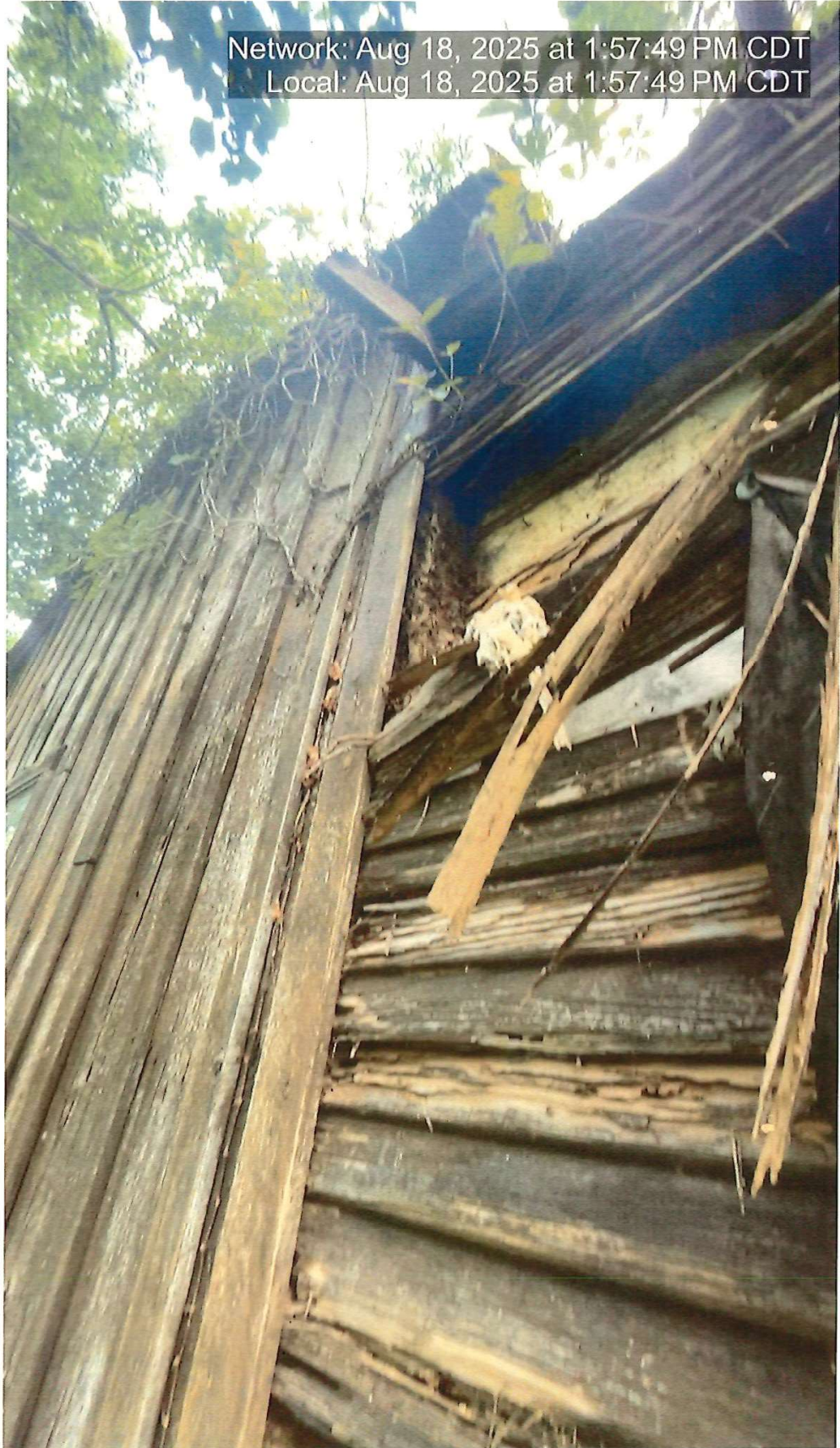
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Local: Aug 18, 2025 at 1:58:26 PM CDT



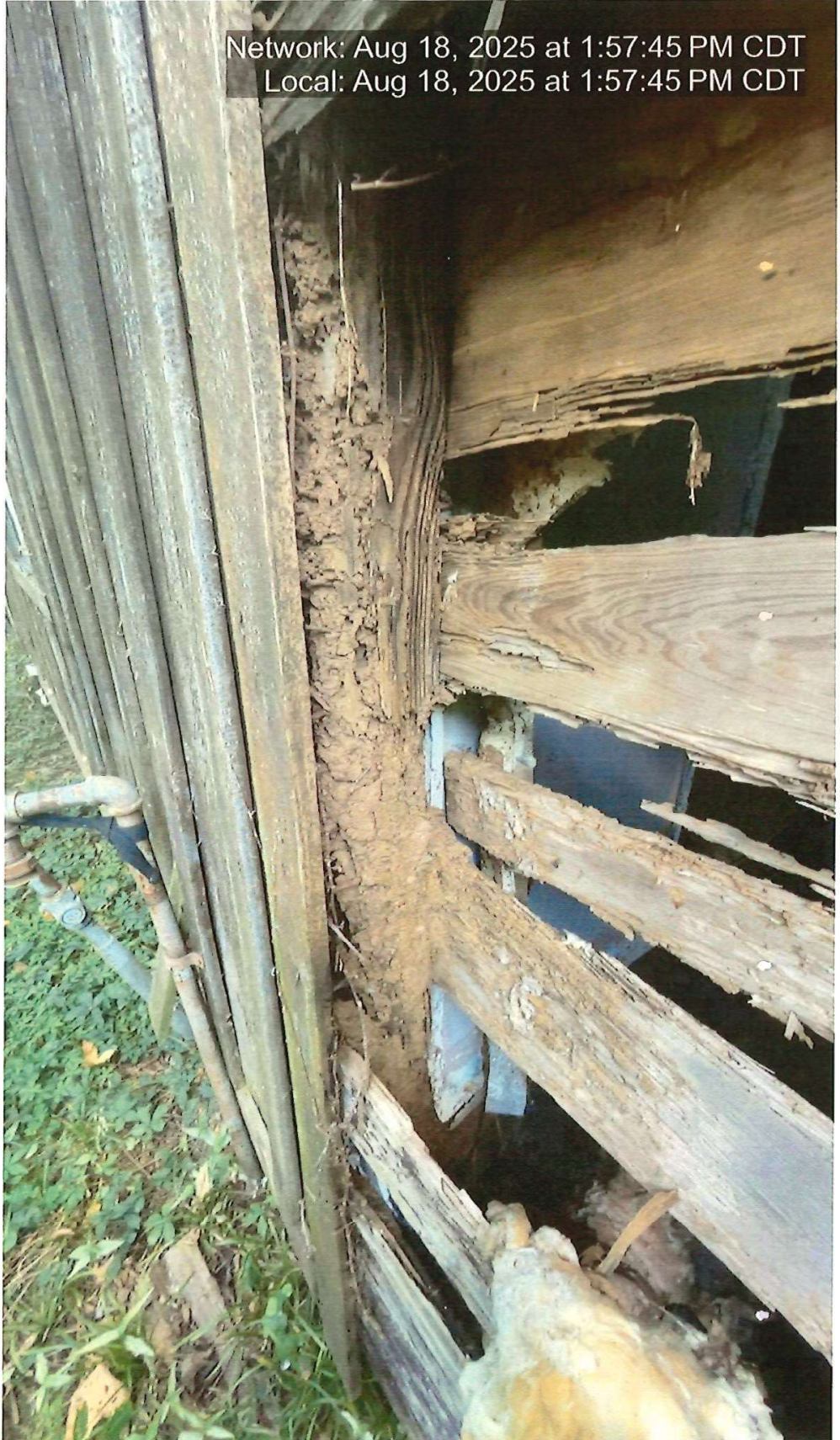
Network: Aug 18, 2025 at 1:57:54 PM CDT  
Local: Aug 18, 2025 at 1:57:54 PM CDT



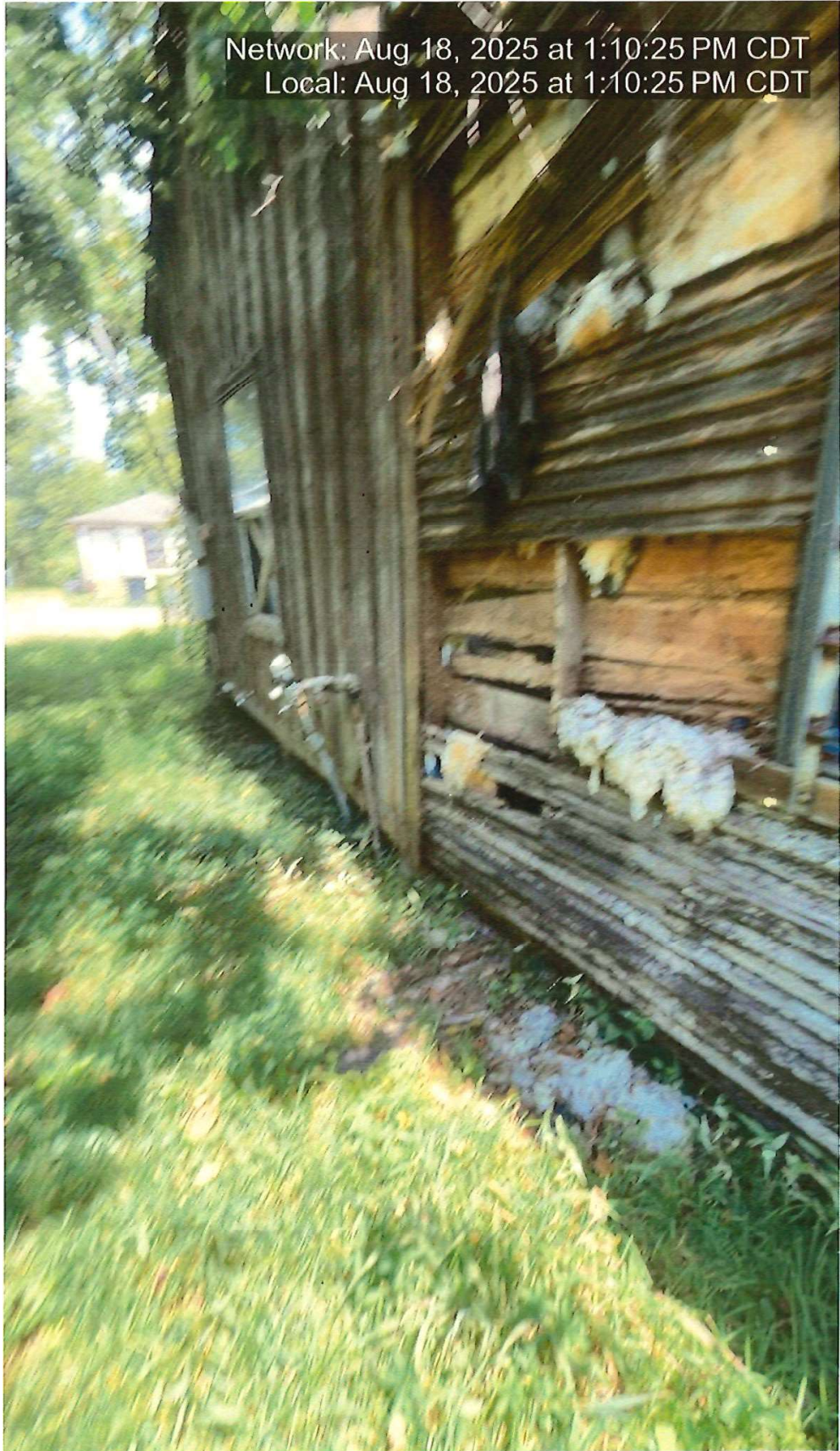
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Network: Aug 18, 2025 at 1:57:45 PM CDT  
Local: Aug 18, 2025 at 1:57:45 PM CDT



Network: Aug 18, 2025 at 1:10:25 PM CDT  
Local: Aug 18, 2025 at 1:10:25 PM CDT



Network: Aug 18, 2025 at 1:10:08 PM CDT  
Local: Aug 18, 2025 at 1:10:08 PM CDT



Network: Aug 18, 2025 at 1:09:56 PM CDT  
Local: Aug 18, 2025 at 1:09:56 PM CDT



Network: Oct 30, 2025 at 10:54:13 AM CDT  
Local: Oct 30, 2025 at 10:54:13 AM CDT



Network: Oct 30, 2025 at 10:54:19 AM CDT  
Local: Oct 30, 2025 at 10:54:19 AM CDT



Network: Oct 30, 2025 at 10:54:25 AM CDT  
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Network: Oct 30, 2025 at 10:54:32 AM CDT  
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Network: Oct 30, 2025 at 10:54:46 AM CDT  
Local: Oct 30, 2025 at 10:54:46 AM CDT



Network: Oct 30, 2025 at 10:54:55 AM CDT  
Local: Oct 30, 2025 at 10:54:55 AM CDT



Network: Oct 30, 2025 at 10:55:31 AM CDT  
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Network: Oct 30, 2025 at 10:55:40 AM CDT  
Local: Oct 30, 2025 at 10:55:40 AM CDT



Network: Oct 30, 2025 at 10:55:47 AM CDT  
Local: Oct 30, 2025 at 10:55:46 AM CDT



Dec 1, 2025 at 9:17:45 AM



Dec 1, 2025 at 9:18:00 AM



Dec 1, 2025 at 9:18:20 AM



Dec 1, 2025 at 9:18:38 AM





City of Bossier City  
**ITEM FACT SHEET**  
Administrative Council

**Meeting Date:** Administrative Council - Mar 26 2026  
**Department:** Property Standards  
**Prepared by:** Melissa Thomas, Property Standards  
**Sponsor:** Andy Bajnauth, City Engineer  
**Submitted:** February 19, 2026

**NOTED:**  **RECOMMENDED BY:**

**TITLE:**

Hearing to review the recommendation of removal of a dilapidated structure located at 4907 General Sterling Price Place, Bossier City

**EXPLANATION OF PROPOSAL:**

Due to structure being below minimum standards housing codes and failure by the owner(s) to comply with any and all written request to bring the structure into compliance with the city code by obtaining proper permits, we strongly recommend the structure be demolished.

**COST/BUDGET DATA:**

In the event that the demolition and removal is performed by City of Bossier City, all such costs shall be applied to the property in the form of a lien, in accordance with LA R. S. 33: 4767 and assessed to the property tax in accordance with Ordinance 19 of 1991

**COUNCIL DATE REQUESTED:**

Administrative Council - Mar 26 2026

**ATTACHMENTS:**

- [02 - 4907 Gen. Sterling Price Pl. - Notice Letter & Receipt of Notice](#)
- [03 - 4907 Gen. Sterling Price Pl. - Notice of Condemnation](#)
- [04 - 4907 Gen. Sterling Price Pl. - Building Repair Estimate](#)
- [05 - 4907 Gen. Sterling Price Pl. - Letter of Attorney Appointed](#)
- [06 - 4907 Gen. Sterling Price Pl. - Summons to Appear](#)
- [07 - 4907 Gen. Sterling Price Pl. - Photos](#)

**Reviewed By:**

Richard Ray, ACA  
Emily Pitts, Administrative Assistant  
Phyllis McGraw, City Clerk

Approved - Feb 25 2026  
Approved - Feb 26 2026  
Approved - Feb 26 2026



Engineering Department  
P.O. Box 5337  
Bossier City, LA 71171

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USPS CERTIFIED MAIL



9214 8901 9403 8342 6871 90

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KHAM KONG UBONPITAK NORMAN  
4907 Gen. Sterling Price Pl  
Bossier City, LA 71112



Office of  
**PROPERTY STANDARDS**  
P.O. Box 5337  
Bossier City, Louisiana 71171-5337

November 11, 2025

Via Certified Mail:9214890194038342687190

KHAM KONG UBONPITAK NORMAN  
4907 Gen. Sterling Price Pl  
Bossier City, LA 71112

PROPERTY MUNICIPAL ADDRESS: 4907 Gen. Sterling Price PL, Bossier City, LA  
RE: LOT 97, SOUTHGATE ESTATES SUBDV., UNIT #3.

**CONDEMNATION LETTER**

Dear Property Owner:

Please be advised that the above referenced property is in violation of La. R.S. 33:1374(B)(1), La. R.S. 33:4720.59(D) (2)

**Violation: 304.5 Foundation Walls**

All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

**Violation: 111.1.1 Unsafe Structures (General)**

When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

**Violation: 111.1.3 Structure Unfit for Human Occupancy**

A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

**Violation: 111.7.1 Placard Removal**

The code official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the code official shall be subject to the penalties provided by this code.

**Violation: 109.5 Abatement of Violation**

The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

**Violation: 109.3 Prosecution of Violation**

Any person failing to comply with a notice of violation or order served in accordance with section 111.4 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 305.1 Interior Structure: General**

The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

**Violation: 304.4 Structural Members**

All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

**Violation: 111.1.5.7 Dangerous Structure or Premises**

The building or structure is neglected, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the building or structure to their danger, becomes a harbor for vagrants, criminals or immoral persons, or enables persons to resort to the building or structure for committing a nuisance or unlawful act.

**Violation: 113.1 Demolition (General)**

The code official shall order the owner of any premises upon which is located any structure, which in the code official judgment after review is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary, or to board up and hold for future repair or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, the code official shall order the owner to demolish and remove such structure, or board up until future repair. Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.

**Violation: 109.4 Violation Penalties**

Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**Violation: 304.7 Roofs and Drainage**

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

**Violation: 304.7 Roofs and Drainage**

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

**Violation: 301.3 Vacant Structures and Land**

All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

**Violation: 304.1.1 (8) Exterior Structure Unsafe Conditions**

Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects.



**Violation: 111.6 Transfer of Ownership**

It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

**Violation: 302.5 Rodent Harborage**

All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate rodent harborage and prevent reinfestation.

**Violation: 111.5 Unauthorized Tampering**

Signs, tags or seals posted or affixed by the code official shall not be mutilated, destroyed or tampered with, or removed without authorization from the code official.

**Violation: 304.6 Exterior Walls**

All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

**Violation: 302.7 Accessory Structures**

All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

**Violation: 111.1.5.9 Dangerous Structure or Premises**

A building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, ventilation, mechanical or plumbing system, or otherwise, is determined by the code official to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.

**Violation: 113.3 Failure to Comply**

If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 111.1.5.6 Dangerous Structure or Premises**

The building or structure, or any portion thereof, is clearly unsafe for its use and occupancy.

**Violation: 301.2 Responsibility**

The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

**Violation: 111.8 Prohibited Occupancy**

Any occupied structure condemned and placarded by the code official shall be vacated as ordered by the code official. Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be liable for the penalties provided by this code.

**Violation: 304.1 Exterior Structure General**

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Under La. R.S. 33:1374(B)(1), unless and until amended, "blighted property" currently is defined as: "commercial or residential premises, including lots, which are vacant, uninhabitable, and hazardous and because of their physical condition are considered hazardous to persons or property, or have been declared or certified blighted, and have been declared to be a public nuisance by a court of competent jurisdiction or by an administrative hearing officer acting pursuant to competent jurisdiction or by an administrative hearing officer acting pursuant to R.S. 13:2575 et seq., or any other applicable law."

Under La. R.S. 33:4720.59(D)(2), unless and until amended, "abandoned property" currently is defined as: "property that is vacant or not lawfully occupied. The terms 'vacant' or 'not lawfully occupied' shall include but shall not be limited to any premises which are not actually occupied by its owner, lessee, or other invitee or if occupied, without utilities, and which has been left unsecured or inadequately secured from unauthorized entry to the extent that the premises could be entered and utilized by vagrants or other uninvited persons as a place of harborage or any premises which by reason of dilapidation, deterioration, state of disrepair, or other such status is otherwise detrimental to or endangers the public safety, health, or welfare."

#### NOTICE

Failure to correct the above mentioned violation (s) within ten (10) days of this notice will cause the City to issue a summons requiring the appearance in administrative court by the person responsible for the violation.

Contact the Property Standards office with any questions pertaining to the above procedure at 620 Benton Road, Bossier City, LA 71171-5337 or phone (318) 741-8578.

If you do not own or have any interest in this property, please disregard this letter.

Sincerely,

Chris Ferguson  
Inspector, Code Enforcement  
Case Number: COND-001956-2025



Division of Property Standards  
CITY OF BOSSIER CITY

Case Number: COND-001956-2025

Please repair or tear down and remove the dilapidated home that was damaged by fire on the property at this address. No work has begun to mitigate the appearance of the structure.

It is an attractive nuisance for minors and the homeless, and is a detriment to the property values in the areas.

If you choose to repair the building, ALL permits that are required must be pulled before any work begins.

If you choose to remove the structures, ALL structures on the property must be removed as well as ALL concrete on the property including the slab for the garage, piers, walkways, and driveways.

Thank you.

**Jill M. Sessions**  
**Bossier Parish Clerk of Court**  
**Inst # 1359832**  
**Recorded On: 11/14/2025 12:11 PM**



Division of Property Standards  
CITY OF BOSSIER CITY

November 12, 2025

**NOTICE OF CONDEMNATION**

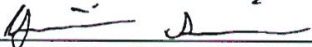
Notice is hereby given to all interested parties that the property listed below has been condemned and is unfit for human habitation in accordance with the Bossier City Building Codes and L.A. R.S. 33:4761-4767.

Legal Description known as LOT 97, SOUTHGATE ESTATES SUBDV., UNIT #3..

Municipally known as: 4907 General Sterling Price Place

Owner (s) of Record:  
Kham Kong Ubonpitak Norman  
4907 General Sterling Price Place  
Bossier City, LA.  
71112

It is unlawful and prohibited to occupy a condemned structure and violators will be prosecuted. A hearing will be scheduled before the Bossier City Council at a future date to determine proper action of the structure.

By:   
Justin Robinson, Code Enforcement Supervisor

Date: 11/12/25

*Rhonda Waters*



**Certified True and Correct Copy**  
CertID: 2025111400063

\_\_\_\_\_  
Bossier Parish  
Deputy Clerk Of Court

Generated Date:  
11/14/2025 12:12 PM

Alteration and subsequent re-filing of this certified copy may violate La. R.S. 14:132, 133, and/or RPC Rule 3.3(a)(3).





OFFICE OF  
PROPERTY STANDARDS

P. O. BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337

December 16, 2025

Mr. Robert Gahagan Pugh III  
Attorney At Law  
333 Texas Street  
Shreveport, LA 71101

RE: Appointment to represent owners and/or interested parties pursuant to LA R.S. 33:4761-4767

Dear Mr. Gahagan Pugh III:

You are hereby appointed as curator ad hoc to notify and represent owners and any interested parties unrepresented and not listed on the tax rolls in condemnation proceedings before the **Bossier City Administrative Council** on **February 26<sup>th</sup>, 2026 at 10:00 a.m.** in the **Bossier City Courtroom, located at the Municipal Complex**

Municipal Address: **4907 General Sterling Price Place**

Having the following legal description:

**LOT 97, SOUTHGATE ESTATES SUBDV., UNIT #3.**

If you have any questions, please contact Melissa Thomas, Property Standards Office Clerk, at (318) 741-8578.

Sincerely,

Melissa Thomas  
Property Standards Office Clerk

SUMMONS TO APPEAR

City of Bossier City  
Administrative Court

December 16, 2025

TO: Kham Kong Ubonpitak Norman  
4907 General Sterling Price Pl.  
Bossier City, LA  
71112

You are summoned by the Administrative Court Judges, to appear in Administrative Court for the City of Bossier City on:

**Thursday, February 26<sup>th</sup>, 2026, at 10:00 a.m., in the Bossier City Courtroom, located at the Municipal Complex.**

Concerning: Violations at 4907 General Sterling Price Place, Bossier City, LA., from The City of Bossier City Code Enforcement, and failure to respond to prior notices of violations to include:

- |           |           |         |             |
|-----------|-----------|---------|-------------|
| 106.3     | 106.4     | 106.5   | 107.4       |
| 107.6     | 108.1     | 108.1.3 | 108.1.5.6   |
| 108.1.5.7 | 108.1.5.9 | 108.4.1 | 108.5       |
| 110.1     | 110.3     | 301.2   | 301.3       |
| 302.5     | 302.7     | 304.1   | 304.1.1 (8) |
| 304.4     | 304.5     | 304.6   | 304.7       |
| 305.1     |           |         |             |

Failure to appear may result in a penalty and/or fine of up to \$500.00 per day a violation may continue, plus court costs of up to \$250.00, being assessed against you and/or a lien being filed against the property wherein the violation has occurred and a judgment being rendered against you.





Nov 11, 2025 at 9:26:41 AM

# CONDEMNATION NOTICE

THIS BUILDING IS UNFIT FOR HUMAN HABITATION; **THE USE OR OCCUPATION OF THIS BUILDING FOR HUMAN HABITATION IS PROHIBITED AND UNLAWFUL.**

NO UNAUTHORIZED PERSON SHALL DEFACE, DESTROY OR REMOVE THIS NOTICE UNDER PENALTY OF FINE. FOR FURTHER INFORMATION, CONTACT HOUSING OR BUILDING INSPECTOR, CITY HALL PHONE 741-8578. SECTION 309.4, 5, 6 SHC

BOSSIER CITY PROPERTY STANDARDS DEPARTMENT

BY: C. Ferguson

DATE: 11-11-25

OFFICE OF PROPERTY STANDARDS  
BOSSIER CITY, LOUISIANA

November 11, 2025

CHRISTOPHER BLACKWELL  
3036 Eaglefield Ln  
Houffton, LA 71037

PROPERTY MUNICIPAL ADDRESS: 4015 Glen St, Bossier City, LA  
RC: LOT 137, REPLAT OF SHADY GROVE #1.

CONDEMNATION LETTER

Dear Property Owner:

Please be advised that the above referenced property is in violation of LA R.S. 33:1374(B)(1); LA R.S. 33:4220.56(D) (2).

Violation: 302.1 Sanitation  
All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

Violation: 111.5.1 Unsafe Structures (General)  
When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unsafe, such structure shall be condemned pursuant to the provisions of this code.

Violation: 111.5.5.3 Dangerous Structure to Premises  
Any portion of a building, structural, or appearance that has been damaged by fire, weathering, wind, flood, deterioration, neglect, abandonment, vandalism or by any other cause to such an extent that it is likely to partially or completely collapse, or to become detached or disintegrate.

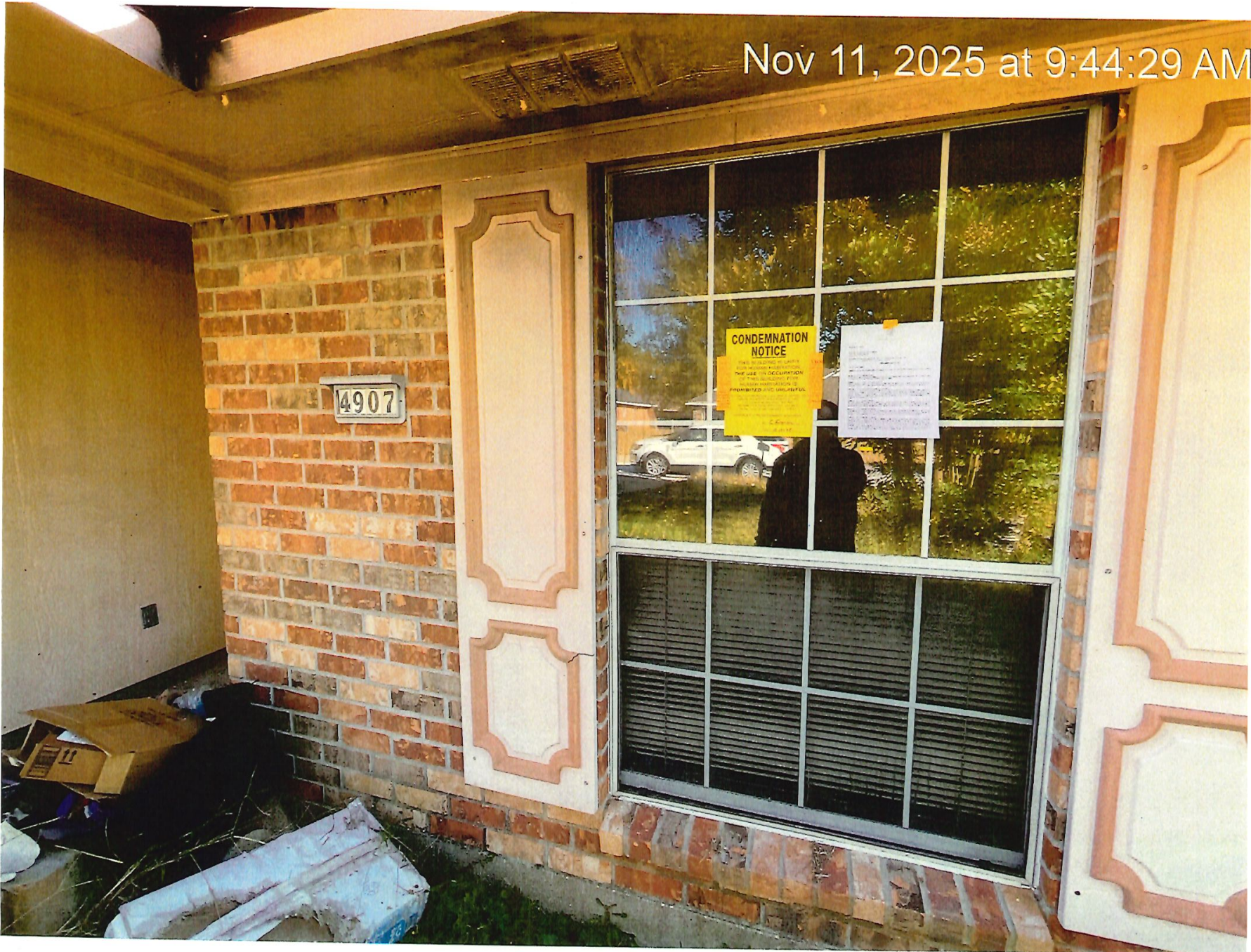
Violation: 111.5.3 Structure Unfit for Human Occupancy  
A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unwholesome or because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or pest infested, contains fire and conservation, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

Violation: 111.7.1 Placard Removal  
The code official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the code official shall be subject to the penalties provided by this code.

Violation: 109.6 Abatement of Violation  
The imposition of the penalties herein prescribed shall not preclude the legal officers of the subdivision from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.



Nov 11, 2025 at 9:44:29 AM



Nov 11, 2025 at 9:45:16 AM



Nov 11, 2025 at 9:45:19 AM



Nov 11, 2025 at 9:45:31 AM



Nov 11, 2025 at 9:45:41 AM



Nov 11, 2025 at 9:45:58 AM



Nov 11, 2025 at 9:46:01 AM



Nov 11, 2025 at 9:46:10 AM



Nov 11, 2025 at 9:46:14 AM



Nov 11, 2025 at 9:46:24 AM



Nov 11, 2025 at 9:47:14 AM



Nov 11, 2025 at 9:47:54 AM



Nov 11, 2025 at 9:48:24 AM



Nov 11, 2025 at 9:48:34 AM



Nov 11, 2025 at 9:48:19 AM





City of Bossier City  
**ITEM FACT SHEET**  
Administrative Council

**Meeting Date:** Administrative Council - Jun 25 2026  
**Department:** Property Standards  
**Prepared by:** Melissa Thomas, Property Standards  
**Sponsor:** Andy Bajnauth, City Engineer  
**Submitted:** April 22, 2026

**NOTED:**  **RECOMMENDED BY:**

**TITLE:**

Hearing to review the recommendation of removal of a dilapidated structure located at 4611 Sullivan Street, Bossier City

**EXPLANATION OF PROPOSAL:**

Due to structure being below minimum standards housing codes and failure by the owner(s) to comply with any and all written request to bring the structure into compliance with the city code by obtaining proper permits, we strongly recommend the structure be demolished.

**COST/BUDGET DATA:**

In the event that the demolition and removal is performed by City of Bossier City, all such costs shall be applied to the property in the form of a lien, in accordance with LA R. S. 33: 4767 and assessed to the property tax in accordance with Ordinance 19 of 1991

**COUNCIL DATE REQUESTED:**

Administrative Council - Jun 25 2026

**ATTACHMENTS:**

- [02 - 4611 Sullivan Street - Notice Letter & Receipt of Notice](#)
- [03 - 4611 Sullivan Street - Notice of Condemnation](#)
- [04 - 4611 Sullivan Street - Building Repair Estimate](#)
- [05 - 4611 Sullivan Street - Letter of Attorney Appointed](#)
- [06 - 4611 Sullivan Street - Summons to Appear](#)
- [07 - 4611 Sullivan Street - Photos](#)

**Reviewed By:**

Richard Ray, ACA  
Emily Pitts, Administrative Assistant  
Phyllis McGraw, City Clerk

Approved - Apr 22 2026  
Approved - Apr 22 2026  
Approved - Apr 23 2026



Engineering Department  
P.O. Box 5337  
Bossier City, LA 71171

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USPS CERTIFIED MAIL



9214 8901 9403 8347 1596 78

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Norman Joseph Smith  
4611 Sullivan St.  
Bossier City, LA 71111



Office of  
**PROPERTY STANDARDS**  
P.O. Box 5337  
Bossier City, Louisiana 71171-5337

December 15, 2025

Norman Joseph Smith  
4611 Sullivan St.  
Bossier City, LA 71111

PROPERTY MUNICIPAL ADDRESS: 4611 Sullivan, Bossier City, LA  
RE: LOT 74, SWAN LAKE #1.

**CONDEMNATION LETTER**

Dear Property Owner:

Please be advised that the above referenced property is in violation of La. R.S. 33:1374(B)(1), La. R.S. 33:4720.59(D) (2)

**Violation: 304.5 Foundation Walls**

All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

**Violation: 111.1.3 Structure Unfit for Human Occupancy**

A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

**Violation: 109.5 Abatement of Violation**

The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

**Violation: 109.3 Prosecution of Violation**

Any person failing to comply with a notice of violation or order served in accordance with section 111.4 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 304.18.2 Building Security: Windows**

Operable windows located in whole or in part within 6 feet (1828 mm) above ground level or a walking surface below that provide access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a window sash locking device.

**Violation: 305.1 Interior Structure: General**

The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

**Violation: 304.4 Structural Members**

All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

**Violation: 305.2 Interior Structural Members**

All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

**Violation: 304.1.1 (10) Exterior Structure Unsafe Conditions**

Veneer, cornices, belt courses, corbels, trim, wall facings and similar decorative features not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.

**Violation: 113.1 Demolition (General)**

The code official shall order the owner of any premises upon which is located any structure, which in the code official judgment after review is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary, or to board up and hold for future repair or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, the code official shall order the owner to demolish and remove such structure, or board up until future repair. Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.

**Violation: 304.13.2 Window, Skylight, & Door Frames-Openable**

Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

**Violation: 304.15 Doors**

All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door.

**Violation: 301.3 Vacant Structures and Land**

All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

**Violation: 111.2 Closing of Vacant Structures**

If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the code official is authorized to post a placard of condemnation on the premises and order the structure closed up so as not to be an attractive nuisance. Upon failure of the owner to close up the premises within the time specified in the order, the code official shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate and may be collected by any other legal resource.

**Violation: 305.1.1 (1) Interior Structure: Unsafe Conditions**

The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength.

**Violation: 111.2.1 Authority to Disconnect Service Utilities**

The code official shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by this code and the referenced codes and standards set forth in Section 102.7 in case of emergency where necessary to eliminate an immediate hazard to life or property or when such utility connection has been made without approval. The code official shall notify the serving utility and, whenever possible, the owner and occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnection the owner or occupant of the building structure or service system shall be notified in writing as soon as practical thereafter.

**Violation: 111.6 Transfer of Ownership**

It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

**Violation: 111.1.1 Unsafe Structures**

An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

**Violation: 109.1 Unlawful Acts**

It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this code.

**Violation: 111.5 Unauthorized Tampering**

Signs, tags or seals posted or affixed by the code official shall not be mutilated, destroyed or tampered with, or removed without authorization from the code official.

**Violation: 304.6 Exterior Walls**

All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

**Violation: 304.13 Window, Skylight, and Door Frames**

Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

**Violation: 113.3 Failure to Comply**

If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

**Violation: 111.1.5.6 Dangerous Structure or Premises**

The building or structure, or any portion thereof, is clearly unsafe for its use and occupancy.

**Violation: 301.2 Responsibility**

The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

**Violation: 111.8 Prohibited Occupancy**

Any occupied structure condemned and placarded by the code official shall be vacated as ordered by the code official. Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be liable for the penalties provided by this code.

**Violation: 304.1 Exterior Structure General**

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

Under La. R.S. 33:1374(B)(1), unless and until amended, "blighted property" currently is defined as: "commercial or residential premises, including lots, which are vacant, uninhabitable, and hazardous and because of their physical condition are considered hazardous to persons or property, or have been declared or certified blighted, and have been declared to be a public nuisance by a court of competent jurisdiction or by an administrative hearing officer acting pursuant to competent jurisdiction or by an administrative hearing officer acting pursuant to R.S. 13:2575 et seq., or any other applicable law."

Under La. R.S. 33:4720.59(D)(2), unless and until amended, "abandoned property" currently is defined as: "property that is vacant or not lawfully occupied. The terms 'vacant' or 'not lawfully occupied' shall include but shall not be limited to any premises which are not actually occupied by its owner, lessee, or other invitee or if occupied, without utilities, and which has been left unsecured or inadequately secured from unauthorized entry to the extent that the premises could be entered and utilized by vagrants or other uninvited persons as a place of harborage or any premises which by reason of dilapidation, deterioration, state of disrepair, or other such status is otherwise detrimental to or endangers the public safety, health, or welfare."

**NOTICE**

Failure to correct the above mentioned violation (s) within ten (10) days of this notice will cause the City to issue a summons requiring the appearance in administrative court by the person responsible for the violation.

Contact the Property Standards office with any questions pertaining to the above procedure at 620 Benton Road, Bossier City, LA 71171-5337 or phone (318) 741-8578.

If you do not own or have any interest in this property, please disregard this letter.

Sincerely,

Phillip Coleman  
Inspector, Code Enforcement  
Case Number: COND-002057-2025



Division of Property Standards  
CITY OF BOSSIER CITY

Case Number: COND-002057-2025

Please repair or tear down the dilapidated structure at this address so that it meets Bossier City Property Standards. The building is a blight on the entire neighborhood and is a harborage for rats and rodents. This structure is deemed "Unfit for Human Habitation" and occupancy is prohibited. Repair or replace the roof and all roofing components. Exterior and interior walls need repair and replacement. Repair all signs of structural damage in framing. Repair and replace all damaged, and rotten wood. Repair and replace the interior surfaces: i.e....ceilings, walls, flooring. Repair or replace all windows and doors. If repairs are not made the property will be brought before Bossier City's administrative court to be condemned.

If you decide to tear down and remove the structure, all concrete on the property must be removed out to the public sidewalk. The owner or contractor will level each lot to a grade so as not to retain water. All areas when completed must be at a grade that is level, free of all debris, and left in a state that is suitable for grass mowing.

Contact the Bossier City Permits and Inspections office to get any required permits before starting any work. Permit time will be limited to get work started.

Thank you



**Return address:**

CITY OF BOSSIER  
620 BENTON RD FL 1  
BOSSIER CITY LA 71111-3703

**Recipient address:**

NORMAN JOSEPH SMITH  
4611 SULLIVAN ST.  
BOSSIER CITY, LA 71111

USPS CERTIFIED MAIL



9214 8901 9403 8347 1596 78

**USPS Tracking Label Number: 9214 8901 9403 8347 1596 78**

USPS Event	Postal Facility	Date/Time
PRE-SHIPMENT INFO SENT USPS AWAITS ITEM	BOSSIER CITY,LA 71111	12/16/2025 10:54
ORIGIN ACCEPTANCE	BOSSIER CITY,LA 71111	12/19/2025 12:03
PROCESSED THROUGH USPS FACILITY	SHREVEPORT LA DISTRIBUTION CENT 71102	12/19/2025 13:18
PROCESSED THROUGH USPS FACILITY	SHREVEPORT LA DISTRIBUTION CENT 71102	12/20/2025 00:42
DEPARTED USPS REGIONAL FACILITY	SHREVEPORT LA DISTRIBUTION CENT 71102	12/20/2025 11:14
ADDRESSEE UNKNOWN	BOSSIER CITY,LA 71111	12/20/2025 15:36

Jill M. Sessions  
Bossier Parish Clerk of Court  
Inst # 1362399  
Recorded On: 1/12/2026 10:12 AM



Division of Property Standards  
CITY OF BOSSIER CITY

December 16, 2025

**NOTICE OF CONDEMNATION**


Notice is hereby given to all interested parties that the property listed below has been condemned and is unfit for human habitation in accordance with the Bossier City Building Codes and L.A. R.S. 33:4761-4767.

Legal Description known as LOT 74, SWAN LAKE #1.

Municipally known as: 4611 Sullivan Street

Owner (s) of Record:  
Norman Joseph SMith  
4611 Sullivan Street  
Bossier City, LA  
71111

It is unlawful and prohibited to occupy a condemned structure and violators will be prosecuted. A hearing will be scheduled before the Bossier City Council at a future date to determine proper action of the structure.

By:  \_\_\_\_\_  
Justin Robinson, Code Enforcement Supervisor

Date: 12/16/25



Certified True and  
Correct Copy  
CertID: 2026011200017



\_\_\_\_\_  
Bossier Parish  
Deputy Clerk Of Court

Generated Date:  
1/12/2026 10:13 AM





OFFICE OF  
PROPERTY STANDARDS

P. O. BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337

April 9, 2026

Mr. Robert Gahagan Pugh III  
Attorney At Law  
333 Texas Street  
Shreveport, LA 71101

RE: Appointment to represent owners and/or interested parties pursuant to LA R.S. 33:4761-4767

Dear Mr. Gahagan Pugh III:

You are hereby appointed as curator ad hoc to notify and represent owners and any interested parties unrepresented and not listed on the tax rolls in condemnation proceedings before the **Bossier City Administrative Council on June 25<sup>th</sup>, 2026 at 10:00 a.m.** in the **Bossier City Courtroom, located at the Municipal Complex**

Municipal Address: **4611 Sullivan Street**

Having the following legal description:

**LOT 74, SWAN LAKE #1.**

If you have any questions, please contact Melissa Thomas, Property Standards Office Clerk, at (318) 741-8578.

Sincerely,

Melissa Thomas  
Property Standards Office Clerk

### SUMMONS TO APPEAR

City of Bossier City  
Administrative Court

April 8, 2026

TO: Norman Joseph Smith  
4611 Sullivan Street  
Bossier City, LA  
71111

You are summoned by the Administrative Court Judges, to appear in Administrative Court for the City of Bossier City on:

**Thursday, June 25<sup>th</sup>, 2026, at 10:00 a.m., in the Bossier City Courtroom, located at the Municipal Complex.**

Concerning: Violations at 4611 Sullivan Street, Bossier City, LA, from The City of Bossier City Code Enforcement, and failure to respond to prior notices of violations to include:

106.1	106.3	106.5	107.4
107.6	108.1.1	108.1.3	108.1.5.6
108.2	108.2.1	108.5	110.1
110.3	301.2	301.3	304.1
304.1.1 (10)	304.4	304.5	304.6
304.13	304.13.2	304.15	304.18.2
305.1	305.1.1 (1)	305.2	

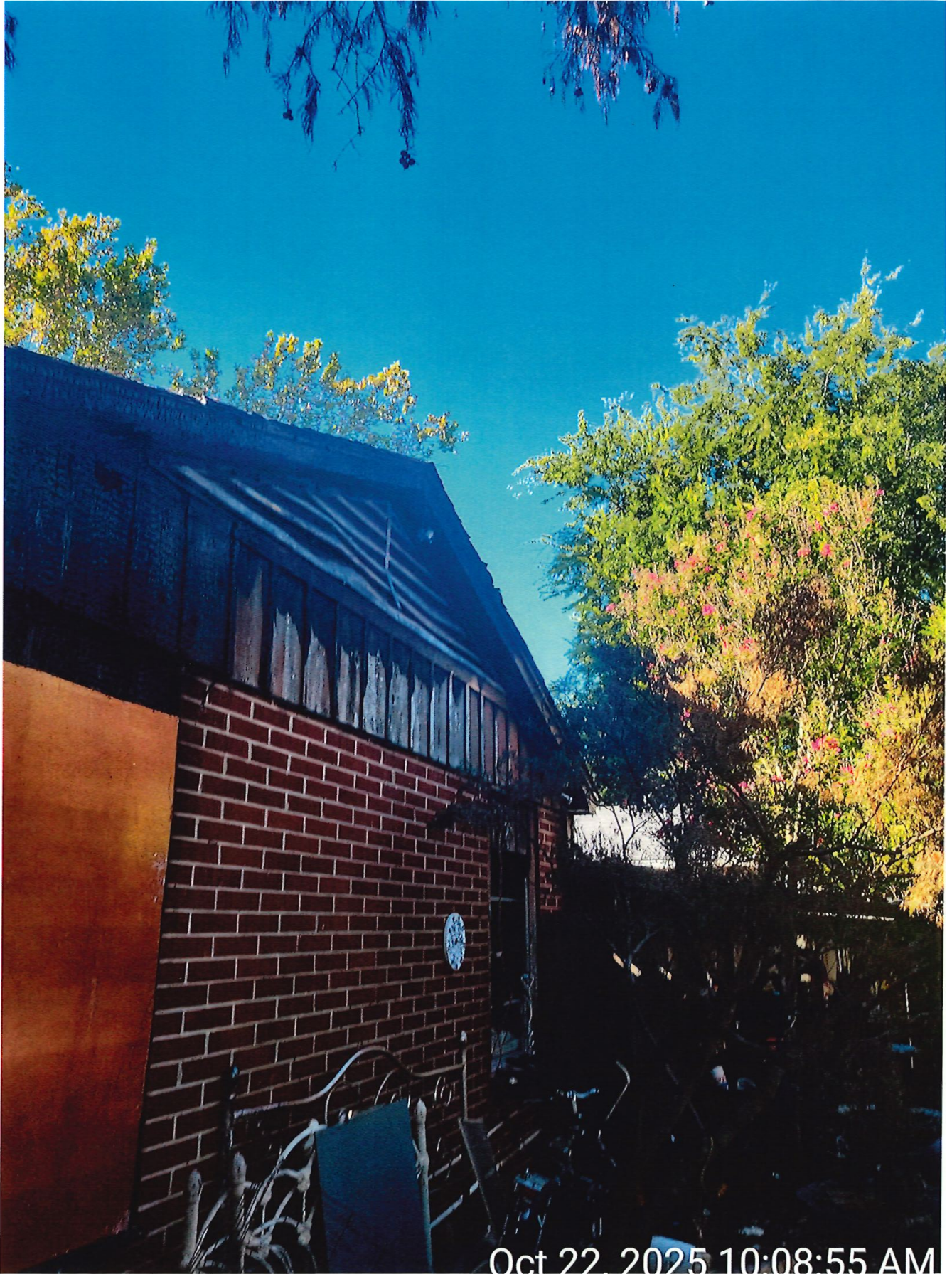
Failure to appear may result in a penalty and/or fine of up to \$500.00 per day a violation may continue, plus court costs of up to \$250.00, being assessed against you and/or a lien being filed against the property wherein the violation has occurred and a judgment being rendered against you.



Apr 9, 2026 9:00:05 AM

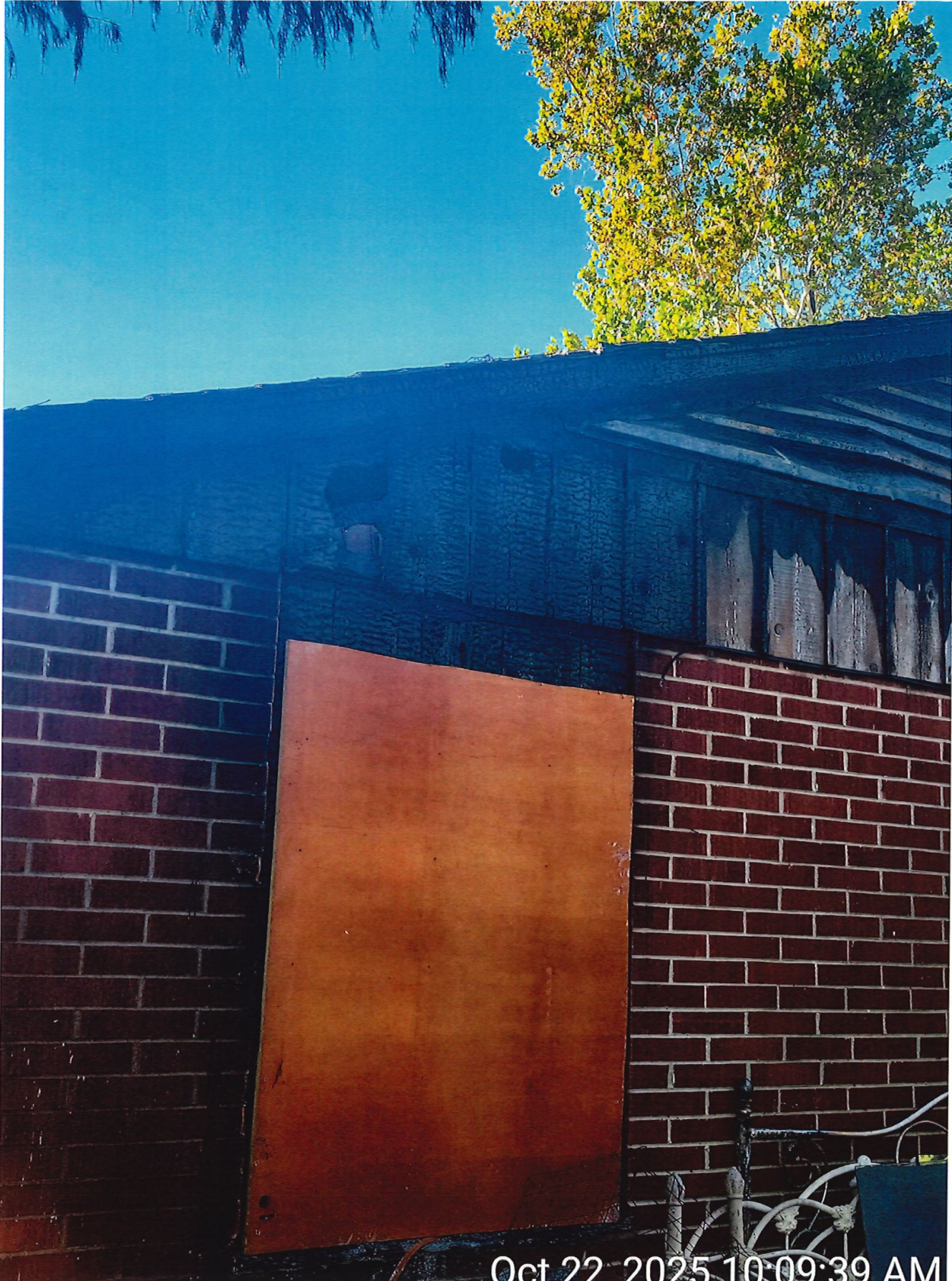


Oct 22, 2025 10:08:53 AM









Oct 22, 2025 10:09:39 AM











Oct 22 2025 9:44:00 AM







Oct 22, 2025 9:46:06 AM



Oct 22, 2025 9:46:09 AM















