

CADDO PARISH COMMISSION

505 TRAVIS STREET, GOVERNMENT PLAZA

GOVERNMENT PLAZA CHAMBERS

PUBLIC NOTICE

PROPERTY STANDARDS COMMITTEE

June 23, 2022

2:00 pm

1. PROPERTY STANDARDS HEARING COMMITTEE ROLL CALL:

**Todd Hopkins, Chair**

Lyndon Johnson

Ken Epperson

Ed Lazarus

John E. Atkins, President

2. INVOCATION:

3. PLEDGE OF ALLEGIANCE:

Veterans and active military members saluting during recitation of the Pledge of Allegiance would be appropriate, should you wish to do so.

4. AGENDA ADDITIONS:

5. PUBLIC COMMENTS:

Citizens who wish to address the Committee please fill out a comment card located in the chamber foyer, and return to the Chairman or the Clerk of the Commission. Citizens may also fill out & submit a [COMMENT CARD ONLINE HERE](#) prior to the meeting. Individual comments are limited to 3 minutes

6. NEW BUSINESS:

- 6.I. Case #1- 9562 Wallace Lake Road  
(District 9)

Documents:

[9562 WALLACE LAKE ROAD LETTERS FOR 23 JUNE 2022 BOARD.PDF](#)

6.II. Case #2- 5136 Old Mooringsport Rd  
(District 2)

Documents:

[5136 OLD MOORINGSPOUR ROAD FOR 23 JUNE 2022 BOARD.PDF](#)

7. ADJOURN:

# Caddo Parish Commission

## Property Standards

### Case # 1

9562 Wallace Lake Road

Shreveport, LA 71106

*Commissioner District 9*

## Property Standard Board

Inspection Information for: 9562 Wallace Lake Road, Shreveport, LA

### Description of Property:

A dilapidated mobile home with 1 old house structure behind it which is also dilapidated and falling in. The trailer has parts of walls missing so some tarps have been placed over it. The old house structure has parts of the walls missing and roof which is falling in and is open to the elements. There are also 3 inoperable vehicles and junk laying around the property.

This is the 5<sup>th</sup> time the property has been brought back to the Property Standard Board.  
(Note: the 3<sup>rd</sup> PSB meeting was cancelled)

The owner (Mr. Donald Demarigny) has attended the past 4 meetings. He was given 90 days to clean it up at the 1 June 2021 meeting, and given 60 days to clean it up at the 18 October 2021 meeting and given 60 days to clean it up at the 14 March 2022 meeting.

Some of the original violations have been abated by the owner:

- 1). 1 Inoperable Boat removed.
- 2). 1 Old House Structure demolished
- 3). 1 Inoperable Car removed.

**The Mobile Home and old house structure are not inhabitable so nobody lives in them.**

### Notifications:

The owners are Donald and Marcia Demarigny. They live in the house next door and on the same property as the trailer and old house structure. They were sent the "Proper Notifications" informing them that the property needed to be cleaned up and were invited to this meeting today.

1st letters were sent out on 28 January 2021.

2nd letters were sent out on 4 February 2021.

3rd letters were sent out 15 April 2021 for the **1 June 2021 Board**

4<sup>th</sup> letters were sent out on 14 September 2021 for the **18 October 2021 Board**.

5<sup>th</sup> letter sent out on 19 November 2021 for the **20 January 2022 Board. Meeting Cancelled**

6<sup>th</sup> letter sent out 11 February 2022 for the **14 March 2022 Board**

7<sup>th</sup> letter sent out 26 May 2022 for the **23 June 2022 meeting**.

- All notifications were also posted in the official Journal

***Below is excerpt from the minutes of the 1 June 2021 meeting:***

- Case No. 3: 9562 Wallace Lake Road, Shreveport, LA

Mr. Wilson said that the mobile home and the two houses on the property are dilapidated and falling in. The trailer has parts of walls missing with tarps placed over it. The old houses' roofs are falling in, and both are open to the elements. Debris, junk, and inoperable vehicles are piled around the property. Mr. Wilson also pointed out that the house is not habitable, and no one lives in it. Certified letters have been sent to the property owners and have been published in the Official Journal. Mr. Wilson's recommendation is to demolish the property.

Mr. Donald Demarigny came before the Commission and said that he has lived at his property for quite some time. He asked for an extension to clean it up due to the inclement weather.

It was **moved by Mr. Chavez, seconded by Mr. Burrell, to accept the documents attached to Case No. 3 and allow the property owner 90 days to clean up the property.** Motion carried, as shown by the following roll call votes: AYES: Commissioners Burrell, Cawthorne, Chavez, Epperson, Hopkins, Lazarus, and Taliaferro (7). NAYS: None (0). ABSENT: Commissioners Atkins, Gage-Watts, Jackson, Johnson, and Young (5). ABSTAIN: None (0).

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***Below is excerpt from the minutes of the 18 October 2021 meeting:***

**Amendment by Mr. Johnson, seconded by Mr. Hopkins, after 60 days, if there is no progress made, a contractor will be sent out to get an estimate.** Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cawthorne, Chavez, Hopkins, Johnson, Lazarus, Taliaferro, and Young (9). ABSENT: Commissioners Epperson, Gage-Watts, and Jackson (3).

There was some progress made so a contractor was "NOT" sent out to do an estimate.

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***Below is excerpt from the minutes of the 14 March 2022 meeting***

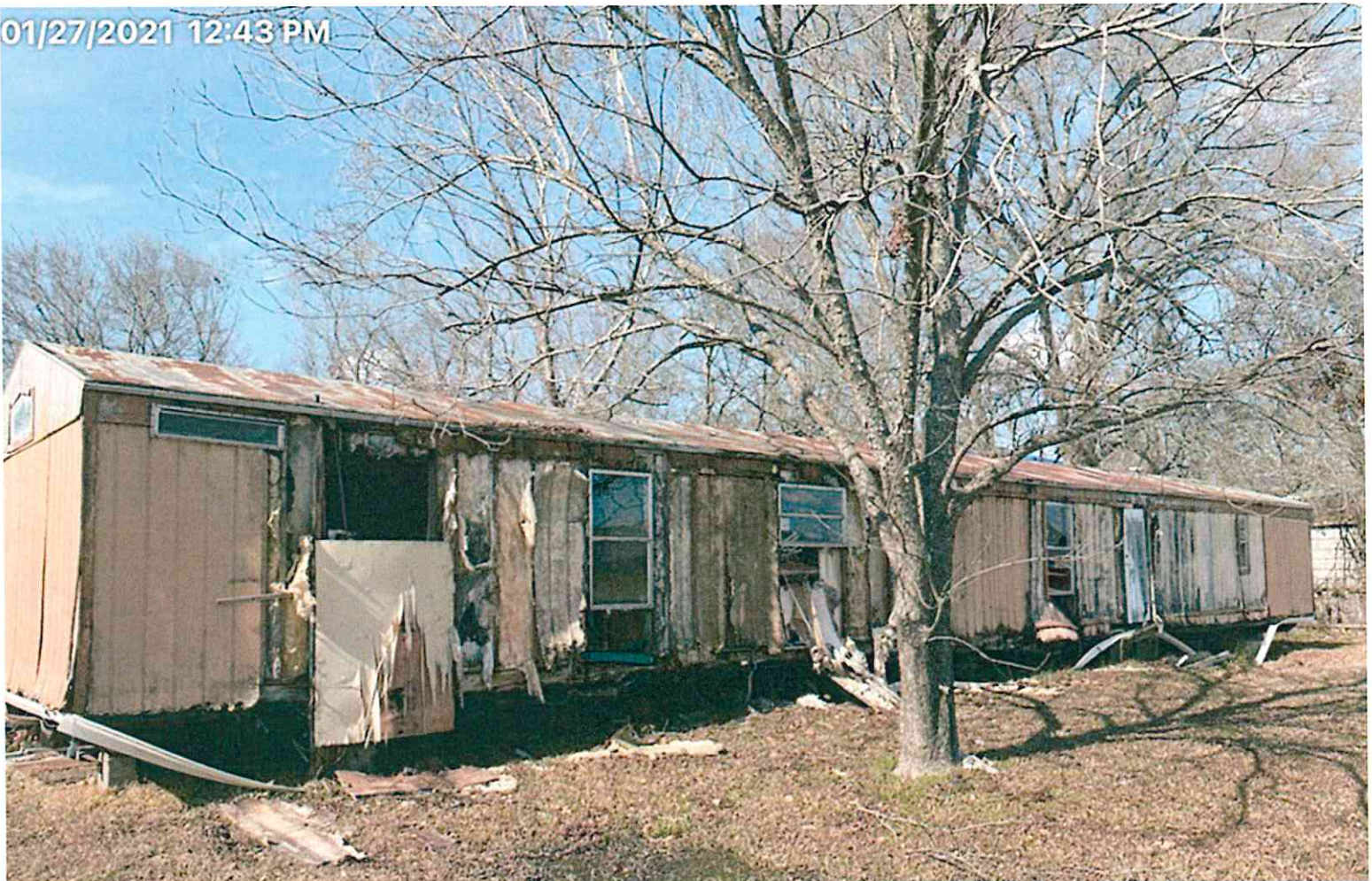
Mr. Atkins said that this conversation has gone on for over a year, and he is recommending another 60 days to clean up the property. Mr. Demarigny said that he is not sure he will be able to clean up in that amount of time. Mr. Atkins said that there is a long way to go. Mr. Demarigny said that he was there first, and the neighbors have encroached on him.

It was **moved by Mr. Atkins, seconded by Mr. Epperson, to provide another 60 day extension for the property owner to clean up the property.**

04/27/2021 1:47 PM



01/27/2021 12:43 PM



01/27/2021 12:46 PM



01/27/2021 12:44 PM



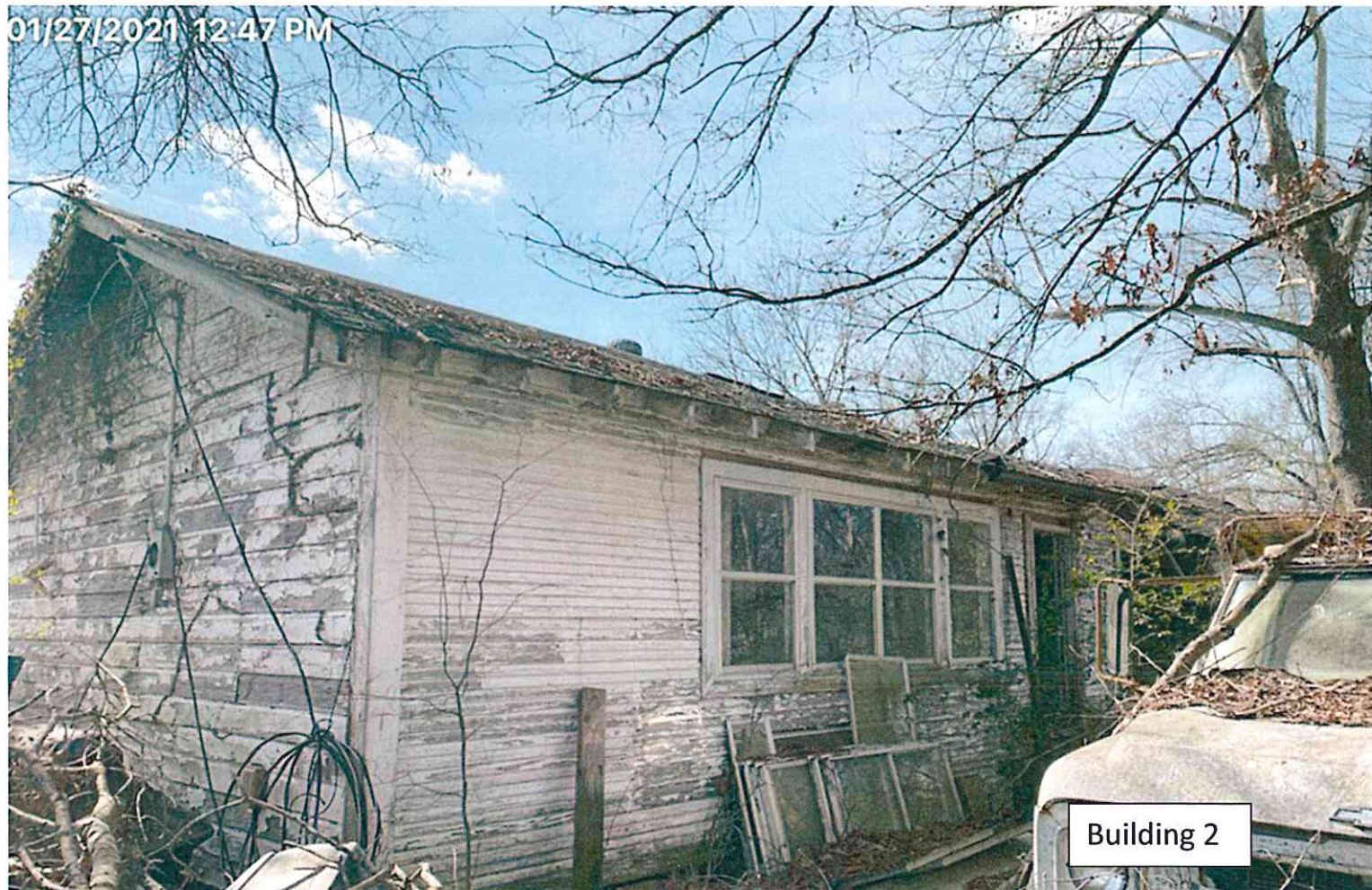
04/05/2021 2:10 PM



05/10/2021 4:03 PM



01/27/2021 12:47 PM



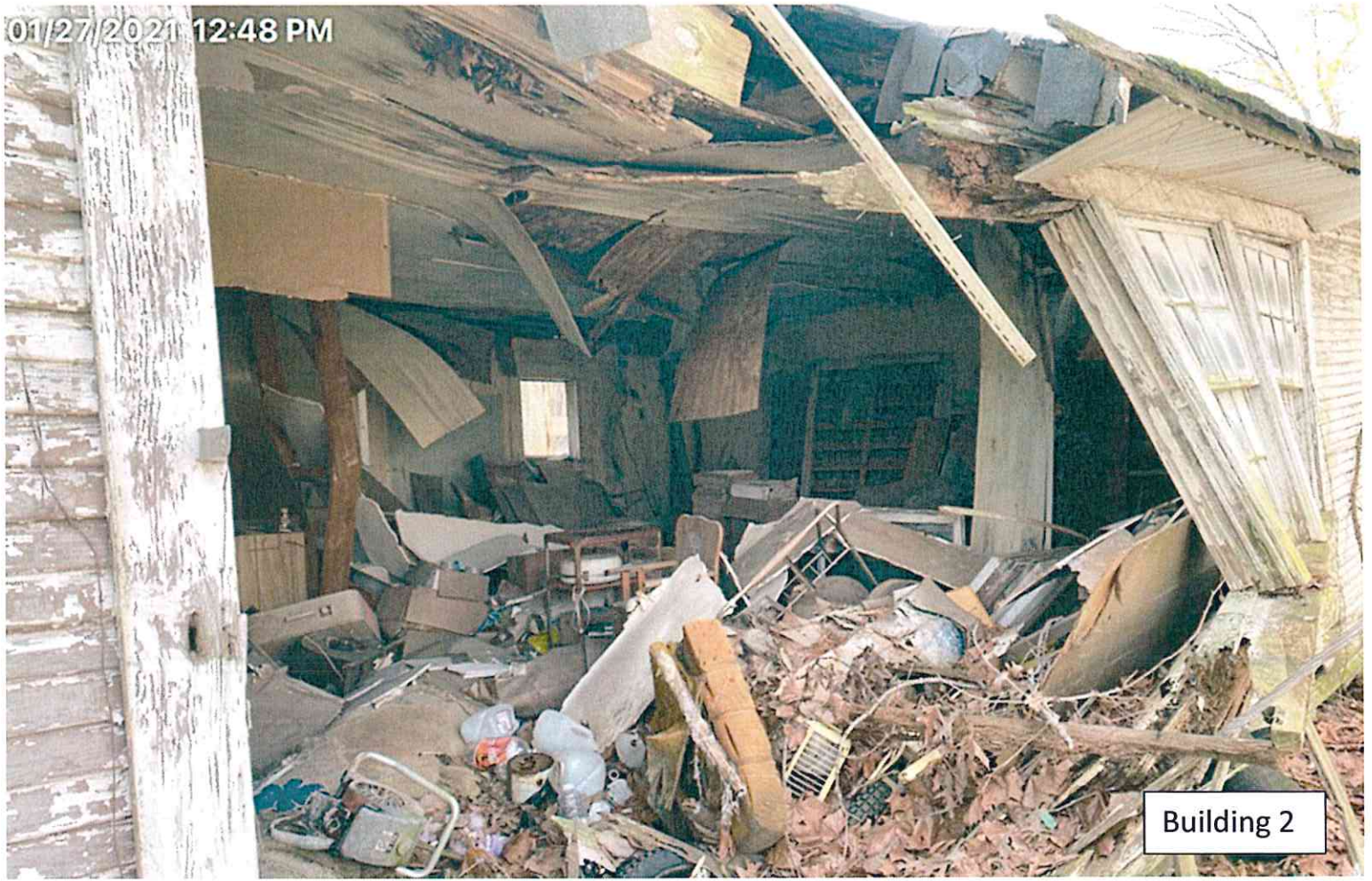
Building 2

01/27/2021 12:48 PM



Building 2

01/27/2021 12:48 PM



Building 2

01/27/2021 12:48 PM



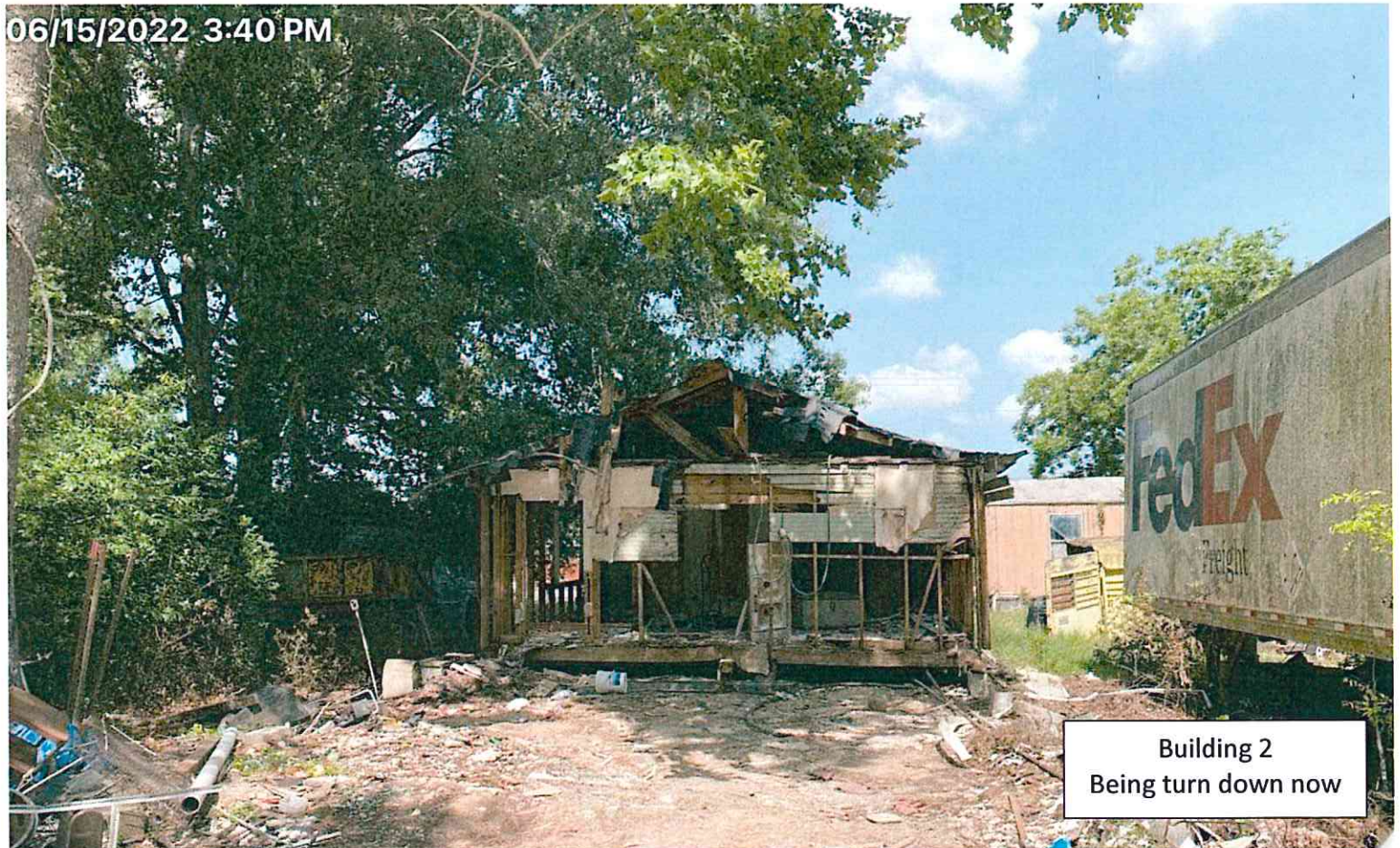
Building 2

06/02/2022 3:32 PM



Building 2  
Being turn down now

06/15/2022 3:40 PM



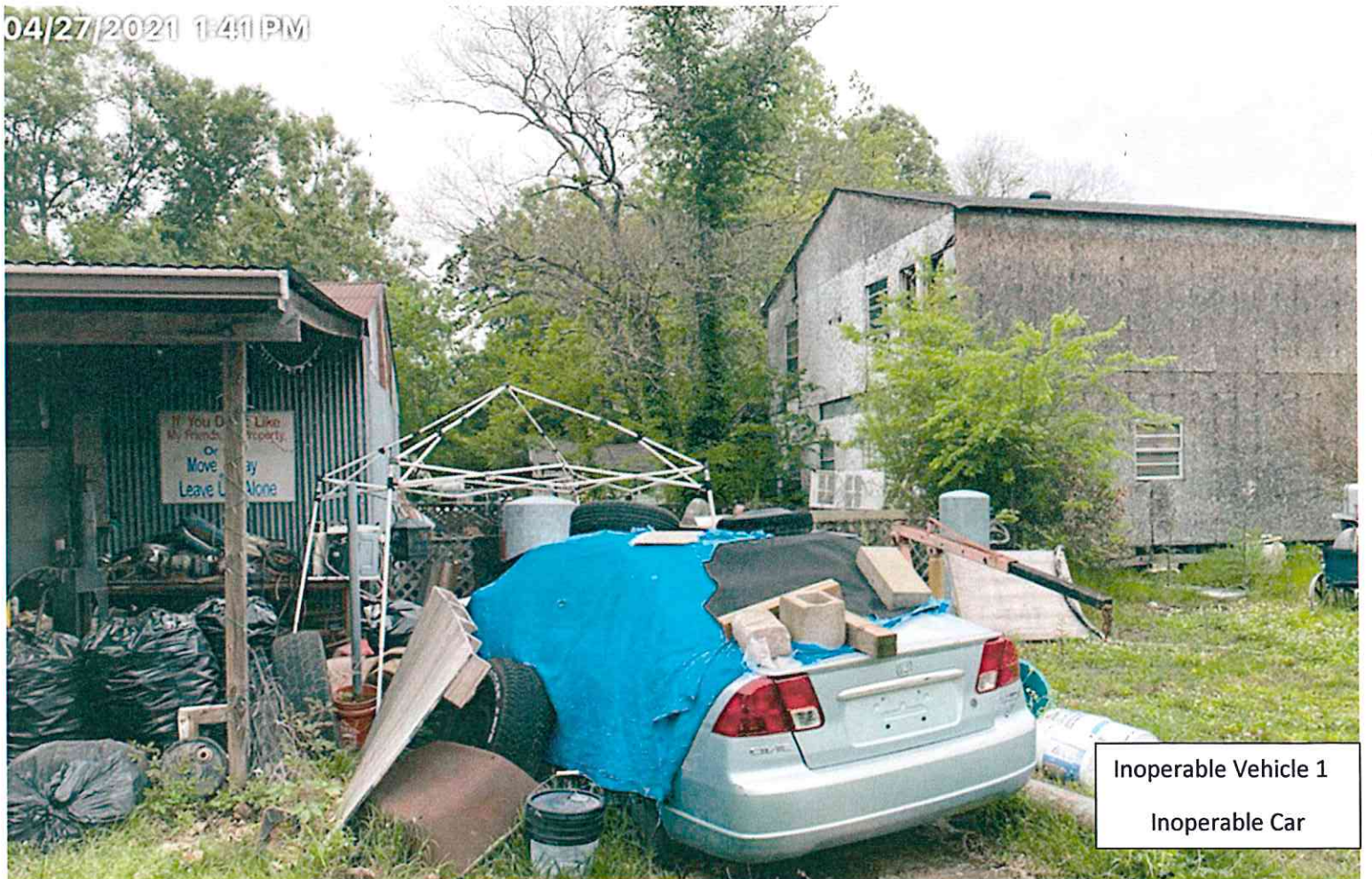
Building 2  
Being turn down now

04/27/2021 1:42 PM



Inoperable Vehicle 1  
Inoperable Car

04/27/2021 1:41 PM



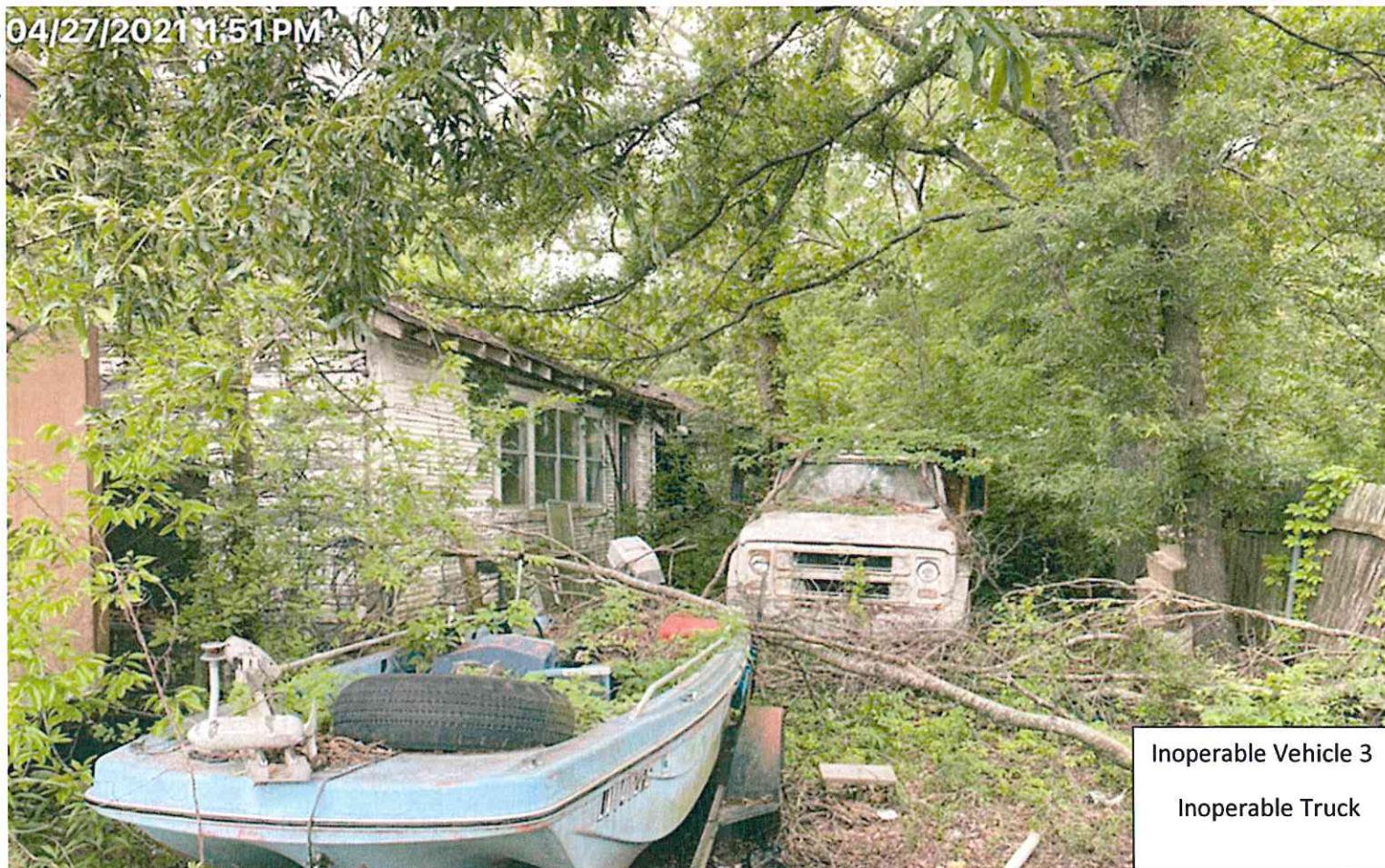
Inoperable Vehicle 1  
Inoperable Car

01/27/2021 12:47 PM



Inoperable Vehicle 3  
Inoperable Truck

04/27/2021 1:51 PM



Inoperable Vehicle 3  
Inoperable Truck

04/27/2021 1:50 PM



Inoperable Vehicle 4  
Inoperable Camper

04/27/2021 1:40 PM



Inoperable Vehicle 4  
Inoperable Camper

04/27/2021 1:52 PM



**This boat has been removed  
around June – July 2021**

04/27/2021 1:43 PM



**This car has been removed  
around June – July 2021**

Inoperable Vehicle 2

04/27/2021 1:39 PM

**This building has been demolished  
around November – December 2021**



Building 1



# THE PARISH OF CADDO

## DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

May 24, 2022

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568

Re: Property Star

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568



9590 9402 7262 1284 8606 13

To whom it may concern:

2. Article Number (Transfer from service label)

720 0640 0001 7168 8378

We have received complaints

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

Domestic Return Receipt

**Lots 6 & 7, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0017-00) & Lot 8, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0008-00)**

Chapter 30, Violations, Code of Ordinances, regulates property standards for the Parish of Caddo. After inspection by our department, we found this property to have an abandoned trailer, abandoned house, and building that are all falling apart and dilapidated. It also has around 4 inoperable vehicles on the property. It also has junk, trash, and overgrown vegetation and fallen trees all over the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

A new meeting is scheduled and this matter will be presented to the Parish of Caddo, Property Standards Review Committee. The meeting is scheduled on 23 June 2022 at 2:30 pm. Due to Covid-19 requirements the meeting may be teleconferenced, so please bring a mask or call to coordinate for other arrangements. The dilapidated structure(s) and other issues on this property are a health and safety hazard. If you wish to address the Property Standards Board, as to why the structure(s) should not be cited you may do so at this time. All costs incurred will be filed against the property and if not paid within 30 days a lien will be placed on the property. Please provide this office with information as to what will be done and the timeframe to accomplish corrections.

If you have any questions, please contact the undersig

Sincerely,

Chuck Wilson  
Public Works Code Enforcement Inspector  
Caddo Parish Commission

Commissioner District # 9

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<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>	<p>A. Signature X <i>Donald Demarigny</i> <input type="checkbox"/> Agent <input type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) <i>Donald Demarigny</i> C. Date of Delivery <i>6/6/22</i></p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, enter delivery address below:</p>
<p>3. Service Type</p> <input type="checkbox"/> Adult Signature <input type="checkbox"/> Adult Signature Restricted Delivery <input checked="" 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 checked="" type="checkbox"/> Signature Confirmation® <input type="checkbox"/> Signature Confirmation Restricted Delivery

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

Return Receipt (hardcopy) \$

Return Receipt (electronic) \$

Certified Mail Restricted Delivery \$

Adult Signature R

Adult Signature R

Postage  
\$

Total Postage and  
\$

Sent To  
Street and Apt. No.,  
City, State, ZIP+4®

Postmark

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568

PS Form 3800, April 2015 PSN 7530-02-000-8047 See Reverse for Instructions

720 0640 0001 7168 8378



# THE PARISH OF CADDO DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

17 March 2022

Donald & Marcia Der  
9562 Wallace Lake R  
Shreveport, LA 7110

Re: Proper  
0017-00) and (



9590 9402 7262 1284 8609 10

To Whom It May Concern

Pursuant to Chapter  
Standards Board met  
referenced property.

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<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>	<p>A. Signature <input type="checkbox"/> Agent <b>X</b> <input type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) C. Date of Delivery</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p>
<p>1. <b>Donald &amp; Marcia Demarigny</b> <b>9562 Wallace Lake Road</b> <b>Shreveport, LA 71106-7568</b></p>	<p>3. Service Type <input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Adult Signature <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Registered Mail Restricted Delivery <input checked="" type="checkbox"/> Certified Mail® <input checked="" type="checkbox"/> Signature Confirmation™ <input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Insured Mail <input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)</p>
<p>2. Article Number (Transfer from service label) 720 0640 0001 7168 8101</p>	<p>Domestic Return Receipt</p>

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

Considering the facts and evidence, the Property Standards Board has issued the following order:

**Part of the property has been declared a nuisance and has been condemned. The structure(s) need to be demolished and all property violations need to be corrected within 60 days. If the violations are not corrected within 60 days the Parish will correct them or hire a private contractor to correct the violations.**

Pursuant to Chapter 30, Section 30-25 of the Code of Ordinances, Parish of Caddo, a copy of this Order shall be recorded in Mortgage Records of the Clerk of Court for Caddo Parish.

Pursuant to Chapter 30, Section 30-27 of the Code of Ordinances, Parish of Caddo, you may appeal this decision by filing a written request to the First Judicial District court within five (5) days after board hearing.

Pursuant to Chapter 30, Section 30-29 of the Code of Ordinances, Parish of Caddo, all costs of such services will be the responsibility of the owner(s), plus a 15 percent administrative charge.

Any person or persons acquiring any interest in and to requirements of this Order.

If you have any questions, please contact the undersigned Office (318) 226-6934, Cell (318) 344-7157

Sincerely,

Chuck Wilson  
Code Enforcement Inspector  
Caddo Parish Public Works

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Certified Mail Fee  
\$ \_\_\_\_\_

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

<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted	\$ _____

Postage  
\$ \_\_\_\_\_

Total Postage and Fee  
\$ \_\_\_\_\_

Sent To  
Street and Apt. No.,  
City, State, ZIP+4®

**Donald & Marcia Demarigny**  
**9562 Wallace Lake Road**  
**Shreveport, LA 71106-7568**

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



Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

# THE PARISH OF CADDO

DEPT

February 11, 2022

Donald & Marcia Dema  
9562 Wallace Lake Road  
Shreveport, LA 71106-7

Re: Property

To whom it may concern

We have received complete

### 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

1. Article Number  
**Donald & Marcia Demarigny**  
**9562 Wallace Lake Road**  
**Shreveport, LA 71106-7568**



9590 9402 7055 1225 3141 39

2. Article Number (Transfer from service label)  
**7020 1810 0000 6847 0813**

### COMPLETE THIS SECTION ON DELIVERY

A. Signature  Agent  Addressee  
**X C-19**

B. Received by (Printed Name) **JG 616**  
 C. Date of Delivery **2-17-22**

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

3. Service Type
- Adult Signature
  - Adult Signature Restricted Delivery
  - Certified Mail®
  - Certified Mail Restricted Delivery
  - Collect on Delivery
  - Collect on Delivery Restricted Delivery
  - Registered Mail™
  - Registered Mail Restricted Delivery
  - Signature Confirmation™
  - Signature Confirmation Restricted Delivery
  - Priority Mail Express®

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

Domestic Return Receipt

**Lots 6 & 7, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0017-00) & Lot 8, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0008-00)**

Chapter 30, Violations, Code of Ordinances, regulates property standards for the Parish of Caddo. After inspection by our department, we found this property to have an abandoned trailer, abandoned house, and building that are all falling apart and dilapidated. It also has around 4 inoperable vehicles on the property. It also has junk, trash, and overgrown vegetation and fallen trees all over the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

The meeting for 20 January was cancelled. A new meeting is scheduled and this matter will be presented to the Parish of Caddo, Property Standards Board. The meeting is scheduled on 14 March 2022 at 2:30 pm. Due to Covid-19 requirements the meeting may be teleconferenced, so please bring a mask or call to coordinate for other arrangements. The dilapidated structure(s) and other issues on this property are a health and safety hazard. If you wish to address the Property Standards Board, as to why the structure(s) should not be cited you may do so at this time. All costs incurred will be filed against the property and if not paid within 30 days a lien will be placed on the property. Please provide this office with information as to what will be done and the timeframe to accomplish corrections.

If you have any questions, please contact the undersi:

Sincerely,

**Chuck Wilson**  
**Public Works Code Enforcement Inspector**  
**Caddo Parish Commission**

Commissioner District # 9

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Certified Mail Fee \$

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

- Return Receipt (harder)
- Return Receipt (electr)
- Certified Mail Restrict
- Adult Signature Requi
- Adult Signature Restr

Postage \$

Total Postage and Fr \$

Sent To \_\_\_\_\_

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

City, State, ZIP+4® \_\_\_\_\_

**Donald & Marcia Demarigny**  
**9562 Wallace Lake Road**  
**Shreveport, LA 71106-7568**

See Reverse for Instructions

ETRD 2890 6847 0000 0813 0200



# THE PARISH OF CADDO DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

November 19, 2021

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568

Re: Property Star

To whom it may concern:

We have received complaints c

Lots 6 & 7, BLK 3, 1  
Wallace Lake Heights,



9590 9402 6830 1074 2851 12

2. Article Number (Transfer from service label)  
7020 0640 0001 9671 4816

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

PS Form 3811, July 2020 PSN 7530-02-000-9053  
# (161307-012-0017-00) & Lot 8, BLK 3,  
(161307-012-0008-00)

**Chapter 30, Violations, Code of Ordinances**, regulates property standards for the Parish of Caddo. After inspection by our department, we found this property to have an abandoned trailer, abandoned house, and building that are all falling apart and dilapidated. It also has around 4 inoperable vehicles on the property. It also has junk, trash, and overgrown vegetation and fallen trees all over the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

A meeting is scheduled and this matter will be presented to the **Parish of Caddo, Property Standards Board**. The meeting is scheduled on **20 January 2022 at 2:30 pm**. Due to Covid-19 requirements the meeting may be teleconferenced, so please bring a mask or call to coordinate for other arrangements. The dilapidated structure(s) and other issues on this property are a health and safety hazard. If you wish to address the Property Standards Board, as to why the structure(s) should not be cited you may do so at this time. All costs incurred will be filed against the property and if not paid within 30 days a lien will be placed on the property. Please provide this office with information as to what will be done and the timeframe to accomplish corrections.

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Sincerely,

Chuck Wilson  
Public Works Code Enforcement Inspector  
Caddo Parish Commission

Commissioner District # 9

### 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.
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### COMPLETE THIS SECTION ON DELIVERY

A. Signature  Agent  
 Addressee

B. Received by (Printed Name) \_\_\_\_\_

C. Date of Delivery \_\_\_\_\_

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

3. Service Type

Adult Signature  
 Adult Signature Restricted Delivery  
 Certified Mail®  
 Certified Mail Restricted Delivery  
 Collect on Delivery  
 Collect on Delivery Restricted Delivery  
 Registered Mail  
 Registered Mail Restricted Delivery  
 Signature Confirmation®  
 Signature Confirmation Restricted Delivery

Priority Mail Express®  
 Registered Mail™  
 Registered Mail Restrict Delivery

7020 0640 0001 9671 4816

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

Return Receipt (hardcopy) \$ \_\_\_\_\_

Return Receipt (electronic) \$ \_\_\_\_\_

Certified Mail Restrict Delivery

Adult Signature Requ

Adult Signature Restr

Postage \$ \_\_\_\_\_

Total Postage and F \$ \_\_\_\_\_

Sent To \_\_\_\_\_

Street and Apt. No., \_\_\_\_\_

City, State, ZIP+4® \_\_\_\_\_

Postmark Here

**Donald & Marcia Demarigny**  
**9562 Wallace Lake Road**  
**Shreveport, LA 71106-7568**

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



# THE PARISH OF CADDO DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

3 November 2021

Donald & Marcia Dem:  
9562 Wallace Lake Ro  
Shreveport, LA 71106.

Re: Property  
0017-00) and (1

**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

1. A

**Donald & Marcia Demarigny**  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568



9590 9402 6830 1074 2852 04

Article Number (transfer from service label)  
7020 0640 0001 7167 9888

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature  Agent  
 Addressee  
C-19

B. Received by (Printed Name) 26 6/6

C. Date of Delivery 11/10/21

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

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Registered Mail™
- Registered Mail Restricted Delivery
- Signature Confirmation™
- Signature Confirmation Restricted Delivery
- Priority Mail Express®
- Registered Mail™
- Signature Confirmation Restricted Delivery

To Whom It May Concern:

Pursuant to Chapter 30  
Standards Board met or  
referenced property.

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

Domestic Return Receipt

Considering the facts and evidence, the Property Standards Board has issued the following order:

**Part of the property has been declared a nuisance and has been condemned. The structure(s) need to be demolished and all property violations need to corrected within 60 days. If the violations are not corrected within 60 days the Parish will correct them or hire a private contractor to correct the violations.**

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Any person or persons acquiring any interest in and requirements of this Order.

If you have any questions, please contact the undersigned  
Office (318) 226-6934, Cell (318) 344-7157

Sincerely,

Chuck Wilson  
Code Enforcement Inspector  
Caddo Parish Public Works

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**OFFICIAL USE**

Certified Mail Fee \$

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

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

Postage \$

Total Postage and Fees \$

Sent To **Donald & Marcia Demarigny**  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568

Street and Apt. No., or PO

City, State, ZIP+4®

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



# THE PARISH OF CADDO

DEPT.

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

September 14, 2021

Donald & Marcia Demar  
9562 Wallace Lake Road  
Shreveport, LA 71106-71

Re: Property §

To whom it may concern

We have received compia

### 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

1. A  
**Donald & Marcia Demarigny**  
**9562 Wallace Lake Road**  
**Shreveport, LA 71106**



9590 9402 6830 1074 2855 01

Article Number (Transfer from service label)

7020 0640 0001 7167 9598

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

### COMPLETE THIS SECTION ON DELIVERY

A. Signature  
**X** *C-19*  Agent  Addressee

B. Received by (Printed Name) *Don Demar*

C. Date of Delivery *9-22-21*

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

3. Service Type

Adult Signature  Priority Mail Express®

Adult Signature Restricted Delivery  Registered Mail™

Certified Mail®  Registered Mail Restricted Delivery

Certified Mail Restricted Delivery  Signature Confirmation™

Collect on Delivery  Signature Confirmation Restricted Delivery

Collect on Delivery Restricted Delivery

Insured Mail

Insured Mail Restricted Delivery (over \$500)

Domestic Return Receipt

**Lots 6 & 7, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0017-00) & Lot 8, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0008-00)**

**Chapter 30, Violations, Code of Ordinances, regulates property standards for the Parish of Caddo.** After inspection by our department, we found this property to have an abandoned trailer, abandoned house, and building that are all falling apart and dilapidated. It also has around 4 inoperable vehicles on the property. It also has junk, trash, and overgrown vegetation and fallen trees all over the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

A meeting is scheduled and this matter will be presented to the Parish of Caddo, Property Standards Board. The meeting is scheduled on 18 October 2021 at 2:30 pm. Due to Covid-19 requirements the meeting may be teleconferenced, so please bring a mask or call to coordinate for other arrangements. The dilapidated structure(s) and other issues on this property are a health and safety hazard. If you wish to address the Property Standards Board, as to why the structure(s) should not be cited you may do so at this time. All costs incurred will be filed against the property and if not paid within 30 days a lien will be placed on the property. Please provide this office with information as to what will be done and the timeframe to accomplish corrections.

If you have any questions, please contact the undersign

Sincerely,

**Chuck Wilson**  
**Public Works Code Enforcement Inspector**  
**Caddo Parish Commission**

Commissioner District # 9

**U.S. Postal Service™**  
**CERTIFIED MAIL® RECEIPT**  
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**OFFICIAL USE**

Certified Mail Fee \$

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

Return Receipt (hardcopy) \$

Return Receipt (electronic) \$

Certified Mail Restricted Delivery \$

Adult Signature Required \$

Adult Signature Restricted Delivery \$

Postage \$

Total Postage and Fees \$

Sent To **Donald & Marcia Demarigny**

Street and Apt. No., etc. **9562 Wallace Lake Road**

City, State, ZIP+4® **Shreveport, LA 71106**

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



# THE PARISH OF CADDO DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

Telephone: 318-226-6931  
Fax: 318-226-6979  
Government Plaza  
505 Travis Street, Suite 820  
P.O. Box 1127  
Shreveport, LA 71163-1127

**COPY**

April 19, 2021

Certified Mail  
Return Receipt Request

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568

Re: Property Standards Violation – 9562 Wallace Lake Road & side lot

To whom it may concern:

We have received complaints concerning property assessed to you:

**Lots 6 & 7, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0017-00) & Lot 8, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0008-00)**

We received your letter on 30 March 2021 where you indicated that there were no inoperable vehicles on your property. During our prior inspection of the property we did identify 4 vehicles that appeared to be inoperable. We would like to send our inspector back out before the Property Standard meeting scheduled for 1 June 2021, at 2 pm so you can start the vehicles up and we will remove the vehicles from the Code Violation List.

Please provide this office with information as to what will be done and the date and time you would like to meet with our officer.

Please contact the undersigned at (318) 226-6934. Cell (318) 344-7157 to schedule a timeframe.

Sincerely,

Chuck Wilson  
Public Works Code Enforcement Inspector  
Caddo Parish Commission

Commissioner District # 9

7020 1810 0000 6844 1134	
<b>U.S. Postal Service™ CERTIFIED MAIL® RECEIPT</b> <i>Domestic Mail Only</i>	
For delivery information, visit our website at <a href="http://www.usps.com">www.usps.com</a> ®.	
<b>OFFICIAL USE</b>	
Certified Mail Fee	\$ _____
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
Postage	\$ _____
Total Postage and	\$ _____
Sent To	<b>Donald &amp; Marcia Demarigny 9562 Wallace Lake Road Shreveport, LA 71106-7568</b>
Street and Apt. No.,	_____
City, State, ZIP+4®	_____
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for instructions	



# THE PARISH OF CADDO DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

Telephone: 318-226-6931  
Fax: 318-226-6979  
Government Plaza  
505 Travis Street, Suite 820  
P.O. Box 1127  
Shreveport, LA 71163-1127

COPY

April 15, 2021

Certified Mail  
Return Receipt Request

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568

Re: Property Standards Violation – 9562 Wallace Lake Road & side lot

To whom it may concern:

We have received complaints concerning property assessed to you:

Lots 6 & 7, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0017-00) & Lot 8, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0008-00)

Chapter 30, Violations, Code of Ordinances, regulates property standards for the Parish of Caddo. After inspection by our department, we found this property to have an abandoned trailer, abandoned house, and building that are all falling apart and dilapidated. It also has around 4 inoperable vehicles on the property. It also has junk, trash, and overgrown vegetation and fallen trees all over the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

A meeting is scheduled and this matter will be presented to the Parish of Caddo, Property Standards Board. The meeting is scheduled on 1 June 2021 at 2:00 pm. Due to Covid-19 requirements the meeting may be teleconferenced, so please bring a mask or call to coordinate for other arrangements. The dilapidated structure(s) and other issues on this property are a health and safety hazard. If you wish to address the Property Standards Board, as to why the structure(s) should not be cited you may do so at this time. All costs incurred will be filed against the property and if not paid within 30 days a lien will be placed on the property. Please provide this office with information as to what will be done and the timeframe to accomplish corrections.

If you have any questions, please contact the undersign

Sincerely,

Chuck Wilson  
Public Works Code Enforcement Inspector  
Caddo Parish Commission

Commissioner District # 9

<b>U.S. Postal Service™</b>	
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OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature*	
<input type="checkbox"/> Adult Signature	
Postage	\$
Total Postage or	\$
Sent To	Donald & Marcia Demarigny 9562 Wallace Lake Road Shreveport, LA 71106-7568
Street and Apt. N°	
City, State, ZIP+4®	
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions	

7020 1610 0000 6844 1059



# THE PARISH OF CADDO DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Ken Ward  
ASST DIRECTOR

Telephone: 318-226-6931  
Fax: 318-226-6979  
Government Plaza  
505 Travis Street, Suite 820  
P.O. Box 1127  
Shreveport, LA 71163-1127

February 4, 2021

COPY

Certified Mail  
Return Receipt Request

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568

Re: Property Standards Violation – 9562 Wallace Lake Road & side lot

To whom it may concern:

We have received complaints concerning property assessed to you:

**Lots 6 & 7, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0017-00) & Lot 8, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0008-00)**

Chapter 30, Violations, Code of Ordinances, regulates property standards for the Parish of Caddo. After inspection by our department, we found this property to have an abandoned trailer, abandoned house, and building that are all falling apart and dilapidated. It also has around 4 inoperable vehicles on the property. It also has junk, trash, and overgrown vegetation and fallen trees all over the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

This letter is your **"SECOND NOTICE"** informing you of a violation of Parish Ordinance; you will have **thirty (30) days** to clean-up this property. Please provide this office with information as to what will be done and the time frame to accomplish corrections.

If you have any questions, please contact the undersigned at (318) 226-6934. Cell (318) 344-7157

Sincerely,

Chuck Wilson  
Public Works Code Enforcement Inspector  
Caddo Parish Commission

Commissioner District # 9

<b>U.S. Postal Service™</b>	
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<b>OFFICIAL USE</b>	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	\$
<input type="checkbox"/> Return Receipt (hardcopy)	
<input type="checkbox"/> Return Receipt (electronic)	
<input type="checkbox"/> Certified Mail Restrict	
<input type="checkbox"/> Adult Signature Requ	
<input type="checkbox"/> Adult Signature Restri	
Postage	\$
Total Postage and Fee	\$
Sent To	
Street and Apt. No., or	
City, State, ZIP+4®	

7020 1810 0000 6844 0717

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568



# THE PARISH OF CADDO

## DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Ken Ward  
ASST DIRECTOR

January 28, 2021

Donald & Marcia Demar  
9562 Wallace Lake Road  
Shreveport, LA 71106-7

Donald & Marcia Demarigny  
9562 Wallace Lake Road  
Shreveport, LA 71106-7568



Re: Property 2. Article Number (Transfer from service label)

7020 1810 0000 6844 0533

To whom it may concern

PS Form 3811, July 2015 PSN 7530-02-000-9053

### COMPLETE THIS SECTION ON DELIVERY

A. Signature  
 Received by (Printed Name)  Agent  
 Addressee  
 C. Date of Delivery

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

3. Service Type  
 Adult Signature  Priority Mail Express®  
 Adult Signature Restricted Delivery  Registered Mail™  
 Certified Mail®  Registered Mail Restricted Delivery  
 Certified Mail Restricted Delivery  Return Receipt for Merchandise  
 Collect on Delivery  Signature Confirmation™  
 Collect on Delivery Restricted Delivery  Signature Confirmation Restricted Delivery  
 Insured Mail  Signature Confirmation Restricted Delivery (over \$500)  
 Insured Mail Restricted Delivery (over \$500)

Domestic Return Receipt

We have received complaints concerning property assessed to you:

**Lots 6 & 7, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0017-00) & Lot 8, BLK 3, Wallace Lake Heights, GEO #: (161307-012-0008-00)**

**Chapter 30, Violations, Code of Ordinances**, regulates property standards for the Parish of Caddo. After inspection by our department, we found this property to have an abandoned trailer, abandoned house, and building that are all falling apart and dilapidated. It also has around 4 inoperable vehicles on the property. It also has junk, trash, and overgrown vegetation and fallen trees all over the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

This letter is your **"FIRST NOTICE"** informing you of a violation of Parish Ordinance; you will have **thirty (30) days** to clean-up this property. Please provide this office with information as to what will be done and the time frame to accomplish corrections.

If you have any questions, please contact the undersigned at (318) 226-6934. Cell (318) 344-7157

Sincerely,

Chuck Wilson  
Public Works Code Enforcement Inspector  
Caddo Parish Commission

Commissioner District # 9

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OFFICIAL USE

Certified Mail Fee	
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Restricted	\$ _____
<input type="checkbox"/> Adult Signature F	\$ _____
Postage	\$ _____
Total Postage and	\$ _____
Sent To	<b>Donald &amp; Marcia Demarigny</b>
Street and Apt. No	<b>9562 Wallace Lake Road</b>
City, State, ZIP+4®	<b>Shreveport, LA 71106-7568</b>

Postmark Here

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

7020 1810 0000 6844 0533

# Caddo Parish Commission

## Property Standards

### Case # 2

5136 Old Mooringsport Road  
Shreveport, LA 71107

*Commissioner District 2*



06/15/2022 1:43 PM



11/19/2021 3:21 PM



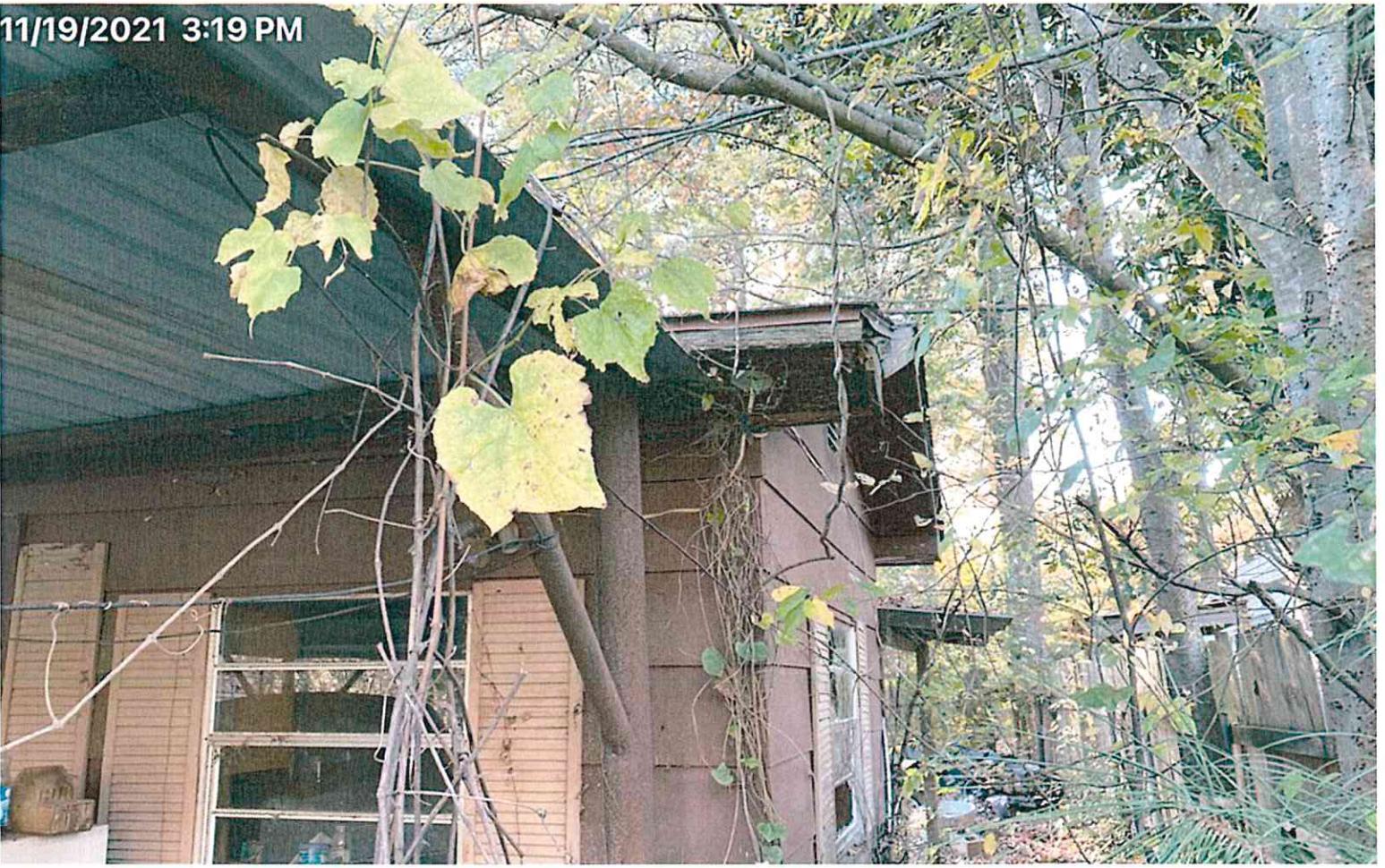
05/31/2022 1:51 PM



11/19/2021 3:23 PM



11/19/2021 3:19 PM



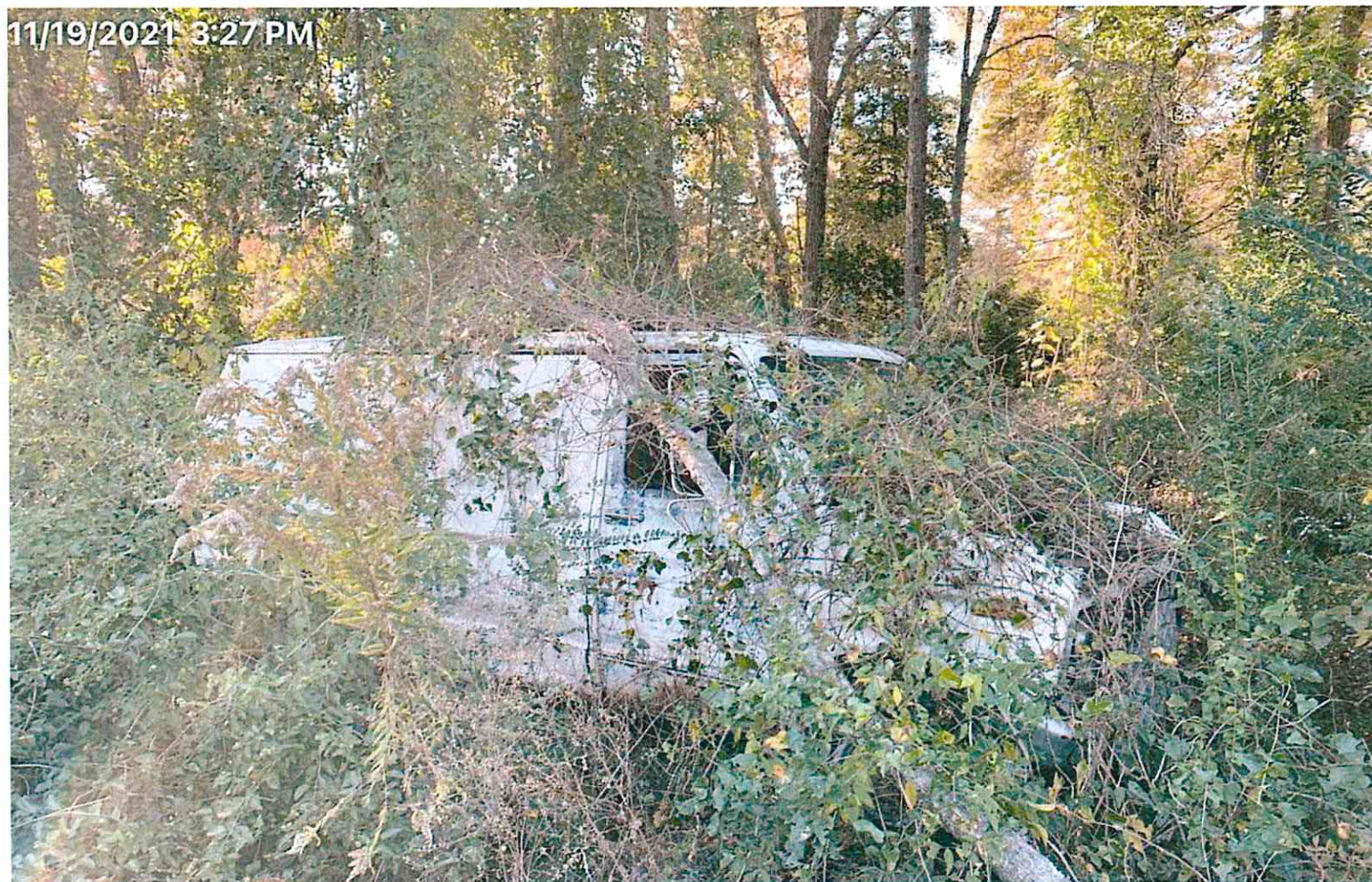
11/19/2021 3:23 PM



11/19/2021 3:28 PM



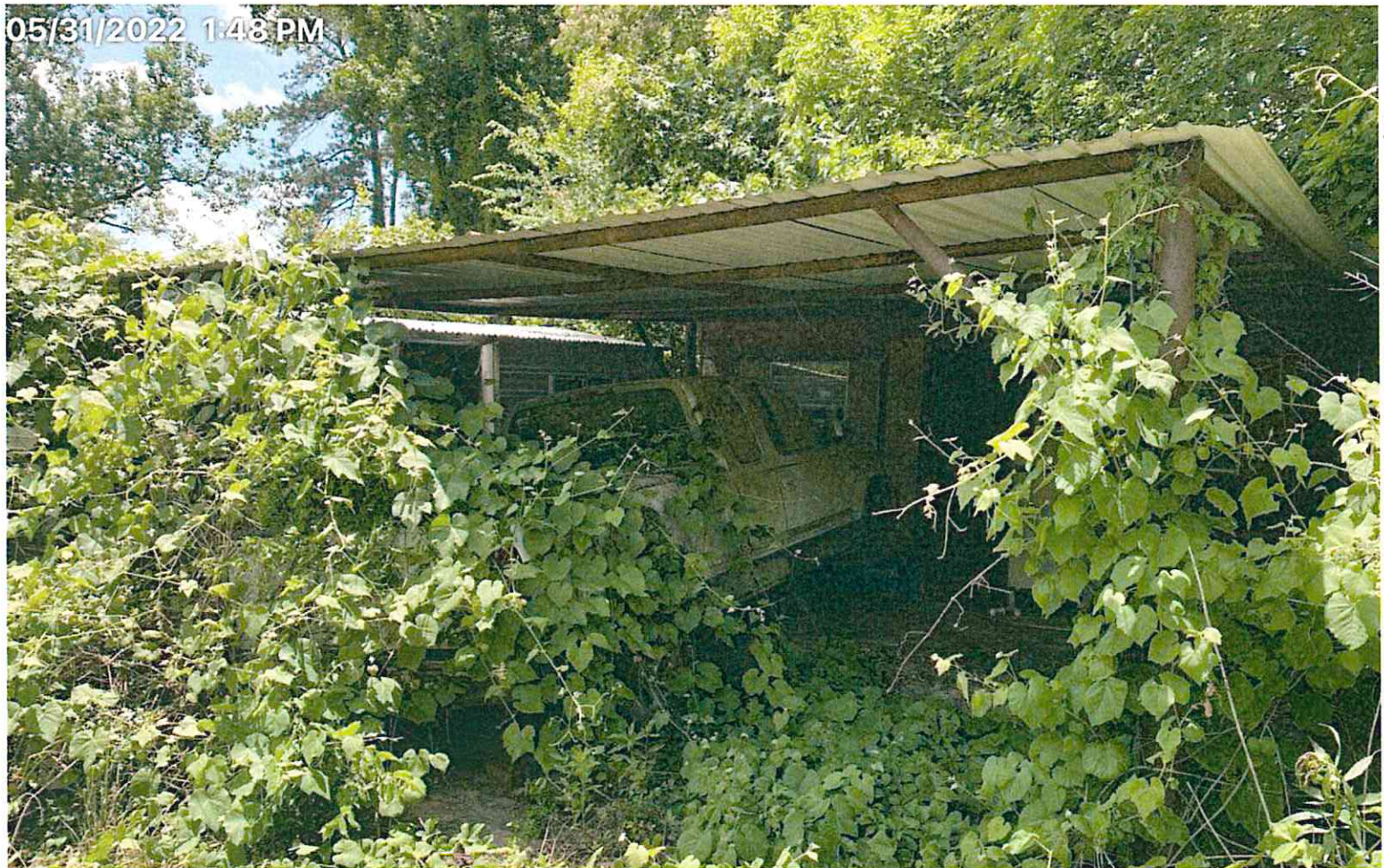
11/19/2021 3:27 PM



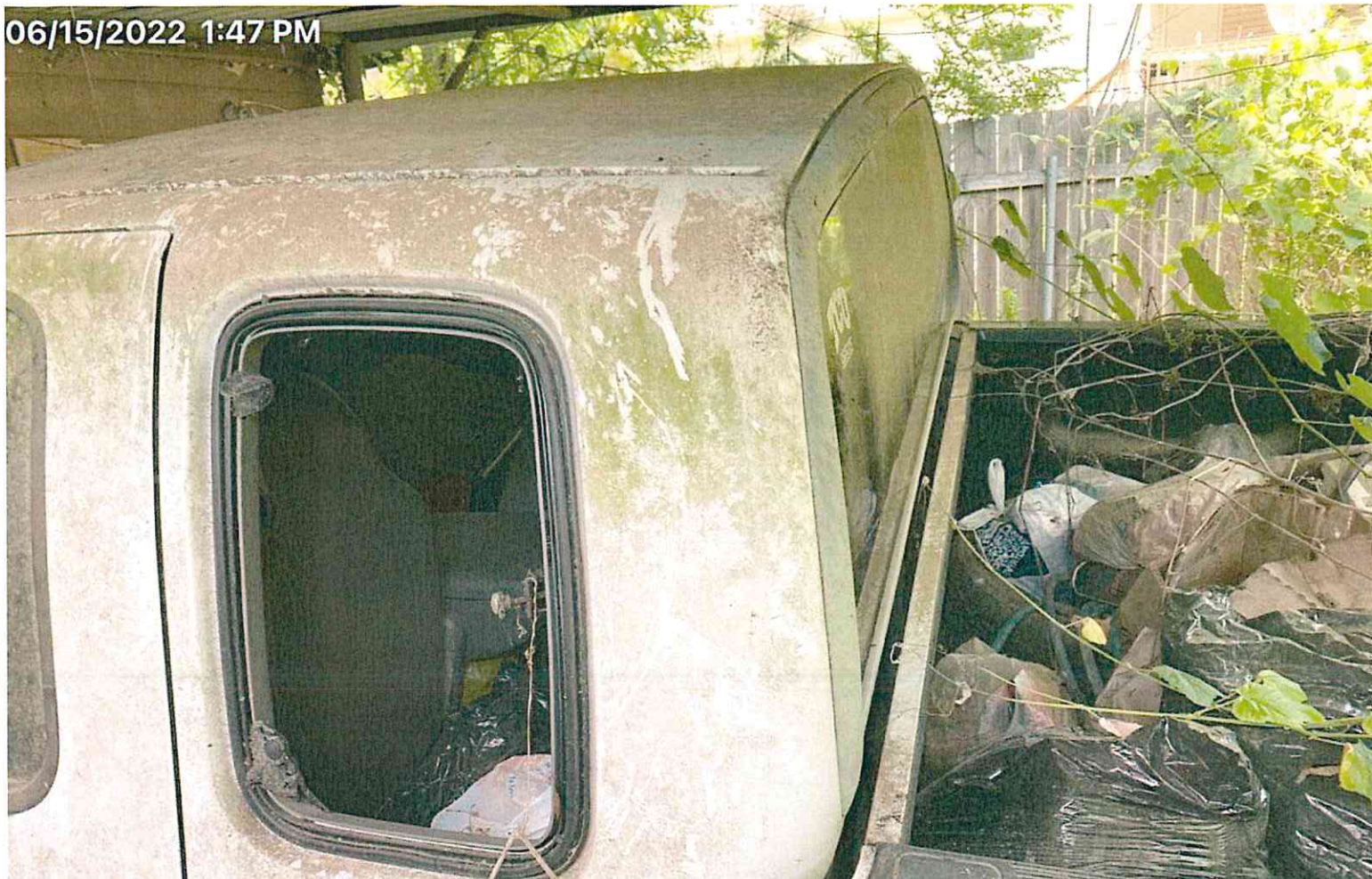
11/19/2021 3:18 PM



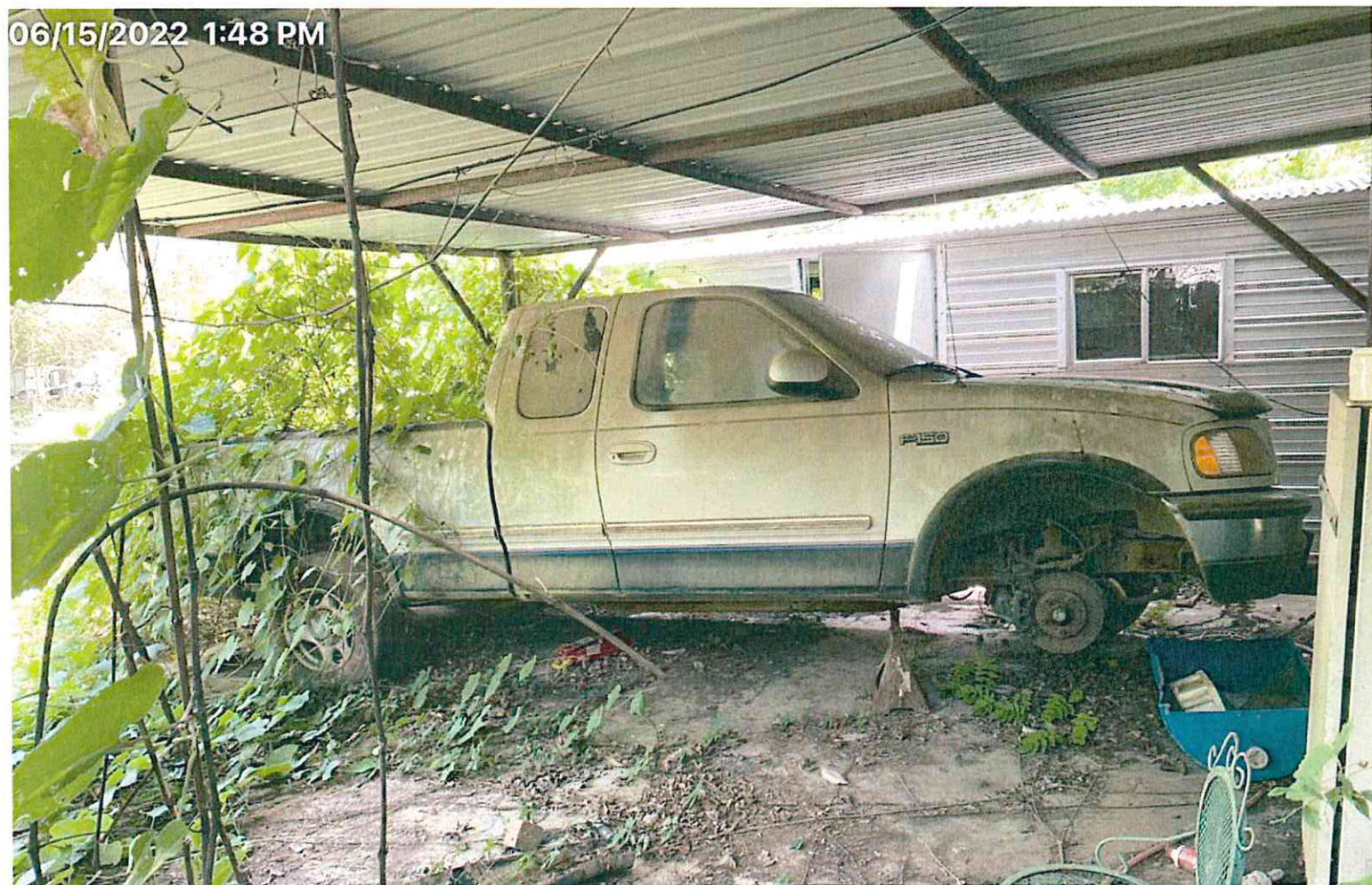
05/31/2022 1:48 PM



06/15/2022 1:47 PM



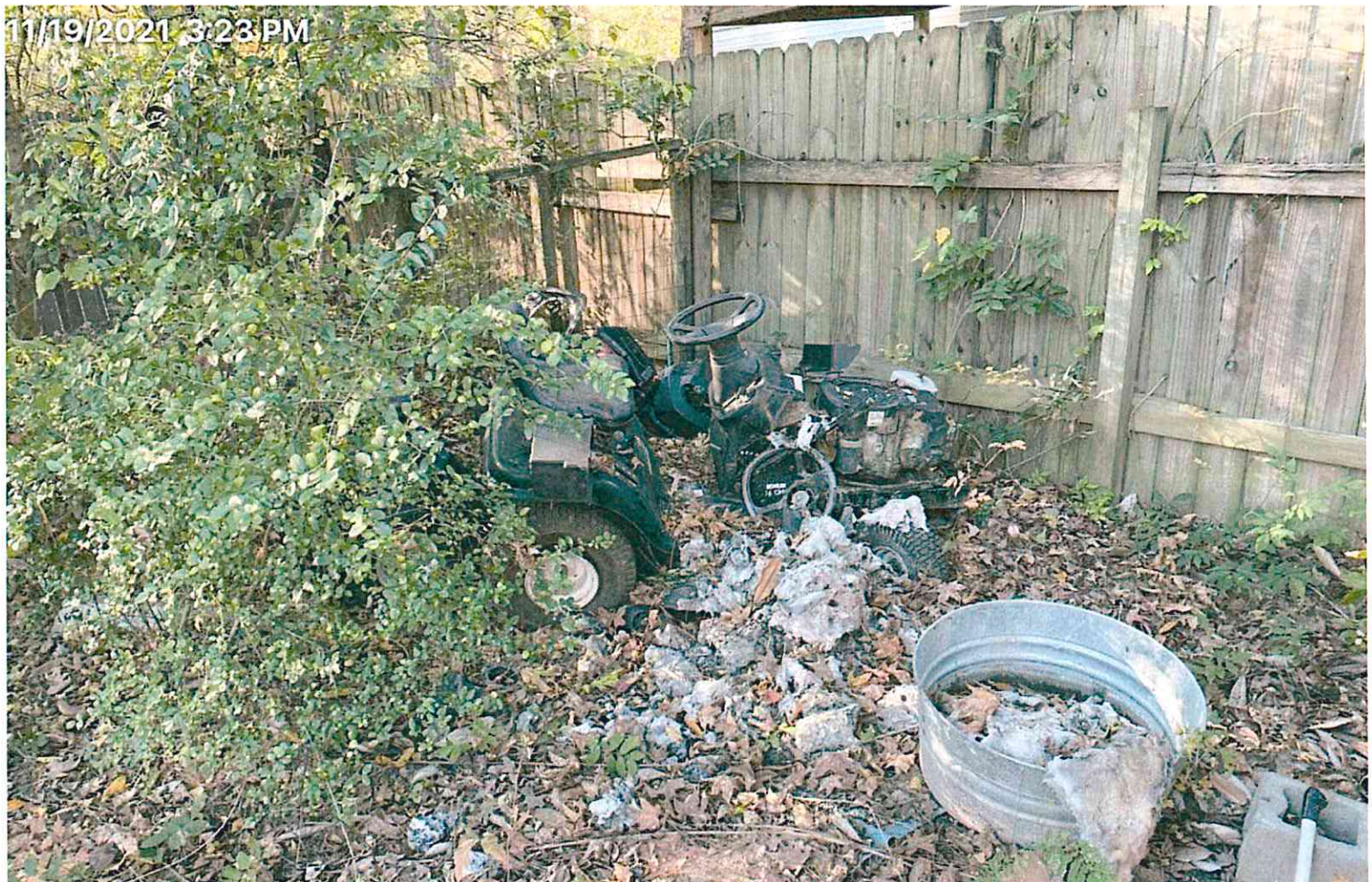
06/15/2022 1:48 PM



05/31/2022 1:51 PM



11/19/2021 3:23 PM





# THE PARISH OF CADDO DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

Telephone: 318-226-6931  
Fax: 318-226-6979  
Government Plaza  
505 Travis Street, Suite 820  
P.O. Box 1127  
Shreveport, LA 71163-1127

May 26, 2022

**COPY**

Certified Mail  
Return Receipt Request

Steven Roosa  
P.O. Box 12592  
Longview, TX 75607

Re: Property Standards Violation – 5136 Old Mooringsport Road

To whom it may concern:

We have received complaints concerning property assessed to you:

**.339 ACS. M/L – Lot4, REPLAT of LOT 1 FRUITLAND ACRES SUBN. GEO # (191432-061-0004-00)**

**Chapter 30, Violations, Code of Ordinances**, regulates property standards for the Parish of Caddo. After inspection by our department, we found this property to have an abandoned small house and shed which is falling apart and dilapidated. It also has some junk, inoperable riding lawnmowers, trash, and overgrown vegetation all over the property. It also has a white inoperable truck and white inoperable Van on the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

Another follow-up inspection by this department has revealed that repairs or clean-up efforts have not been completed on this property. This is your **FINAL NOTICE** that you are in violation of the Parish of Caddo Code of Ordinances, Chapter 30; Section 30-21, Violations.

This matter will be presented to the **Parish of Caddo, Property Standards Review Committee** meeting scheduled on **23 June at 2:30 pm**. Due to Covid-19 requirements the meeting may be **teleconferenced**, so please bring a mask or call to coordinate for other arrangements. The dilapidated structure(s) and other issues on this property are a health and safety hazard. If you wish to address the Property Standards Board, as to why the structure(s) should not be cited you may do so at this time. All costs incurred will be filed against the property and if not paid within 30 days a lien will be placed on the property. Please provide this office with information as to what will be done and the timeframe to accomplish corrections.

If you have any questions, please contact the undersigned

Sincerely,

Chuck Wilson  
Public Works Code Enforcement Inspector  
Caddo Parish Commission

Commissioner District # 1

7020 0640 0001 7168 8408

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OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	\$
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restrict	
<input type="checkbox"/> Adult Signature Requ	
<input type="checkbox"/> Adult Signature Restr	
Postage	\$
Total Postage and Fee	\$
Sent To	
Street and Apt. No., or	
City, State, ZIP+4®	
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions	

Steven Roosa  
P.O. Box 12592  
Longview, TX 75607



# THE PARISH OF CADDO DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

Telephone: 318-226-6931  
Fax: 318-226-6979  
Government Plaza  
505 Travis Street, Suite 820  
P.O. Box 1127  
Shreveport, LA 71163-1127

**COPY**

Feb 11, 2022

Certified Mail  
Return Receipt Request

Steven Roosa  
P.O. Box 12592  
Longview, TX 75607

Re: Property Standards Violation – 5136 Old Mooringsport Road

To whom it may concern:

We have received complaints concerning property assessed to you:

**.339 ACS. M/L – Lot4, REPLAT of LOT 1 FRUITLAND ACRES SUBN. GEO # (191432-061-0004-00)**

Chapter 30, Violations, Code of Ordinances, regulates property standards for the Parish of Caddo. After inspection by our department, we found this property to have an abandoned small house and shed which is falling apart and dilapidated. It also has some junk, inoperable riding lawnmowers, trash, and overgrown vegetation all over the property. It also has a white inoperable truck and white inoperable Van on the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

This letter is your **"SECOND NOTICE"** informing you of a violation of Parish Ordinance; you will have **thirty (30) days** to clean-up this property. Please provide this office with information as to what will be done and the time frame to accomplish corrections.

If you have any questions, please contact the undersigned at (318) 226-6934. Cell (318) 344-7157

Sincerely,

Chuck Wilson  
Public Works Code Enforcement Inspector  
Caddo Parish Commission

Commissioner District # 1

7020 0640 0001 9671 5004

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\$

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

Return Receipt (hardcopy) \$

Return Receipt (elect)

Certified Mail Restrict

Adult Signature Req.

Adult Signature Restr.

Postage  
\$

Total Postage and Fee  
\$

Sent To

Street and Apt. No., or

City, State, ZIP+4®

**Steven Roosa  
P.O. Box 12592  
Longview, TX 75607**

PS Form 3800, April 2015 PSN 7530-02-000-0047 See Reverse for Instructions



# THE PARISH OF CADDO DEPARTMENT OF PUBLIC WORKS

Tim Weaver  
DIRECTOR

Dr. Ken Ward  
ASST DIRECTOR

Telephone: 318-226-6931  
Fax: 318-226-6979  
Government Plaza  
505 Travis Street, Suite 820  
P.O. Box 1127  
Shreveport, LA 71163-1127

COPY

Jan 10, 2022

Certified Mail  
Return Receipt Request

Steven Roosa  
P.O. Box 12592  
Longview, TX 75607

Re: Property Standards Violation – 5136 Old Mooringsport Road

To whom it may concern:

We have received complaints concerning property assessed to you:

.339 ACS. M/L – Lot4, REPLAT of LOT 1 FRUITLAND ACRES SUBN. GEO # (191432-061-0004-00)

Chapter 30, Violations, Code of Ordinances, regulates property standards for the Parish of Caddo. After inspection by our department, we found this property to have an abandoned small house and shed which is falling apart and dilapidated. It also has some junk, inoperable riding lawnmowers, trash, and overgrown vegetation all over the property. It also has a white inoperable truck and white inoperable Van on the property. In this condition, the property constitutes various and serious risks to adjoining residents, including fire and potential health problems. Parish ordinance states that it is the responsibility of the property owner to ensure compliance with all Parish Ordinances.

This letter is your "**FIRST NOTICE**" informing you of a violation of Parish Ordinance; you will have **thirty (30) days** to clean-up this property. Please provide this office with information as to what will be done and the time frame to accomplish corrections.

If you have any questions, please contact the undersigned at (318) 226-6934. Cell (318) 344-7157

Sincerely,

Chuck Wilson  
Public Works Code Enforcement Inspector  
Caddo Parish Commission

Commissioner District # 1

7020 0640 0001 9671 4953

**U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT**  
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**OFFICIAL USE**

Certified Mail Fee	\$		Postmark
Extra Services & Fees (check box, add fee as appropriate)	\$		
<input type="checkbox"/> Return Receipt (hardcopy)	\$		<p>Steven Roosa P.O. Box 12592 Longview, TX 75607</p>
<input type="checkbox"/> Return Receipt (electronic)	\$		
<input type="checkbox"/> Certified Mail Restricted Delivery	\$		
<input type="checkbox"/> Adult Signature Rec <input type="checkbox"/> Adult Signature Re:	\$		
Postage	\$		
Total Postage and	\$		
Sent To			
Street and Apt. No.			
City, State, ZIP+4®			

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