



Jeff Landry  
Governor

STATE OF LOUISIANA

LOUISIANA CEMETERY BOARD

3445 N. CAUSEWAY BOULEVARD, SUITE 509  
METAIRIE, LOUISIANA 70002  
TELEPHONE 504-838-5267 TOLL FREE 1-866-488-5267 FAX 504-838-5289

Jerry W. Sullivan  
Director

March 30, 2026

BY ELECTRONIC TRANSMISSION

Mr. Matthew D. Seyler  
Forest Park East Associates, Inc.  
3700 St. Vincent Ave.  
Shreveport, Louisiana 71103

Re: Forest Park East  
Forest Park West  
Ongoing Maintenance

Dear Mr. Seyler:

This letter will serve to confirm your agreement with the Louisiana Cemetery Board regarding ongoing deferred maintenance at both Forest Park East and Forest Park West cemeteries in Shreveport, Louisiana. The Board acknowledges receipt of the contract for ongoing lawn service, tree removal and other work at the cemetery performed to date.

Pursuant to your agreement with the board, you will provide reports of your ongoing repair and restoration work in October and April of each year, showing the progress that you have made on the deferred maintenance of the cemetery and your plans going forward for the next six months. In addition, we plan for your attendance at the May 2027 meeting to provide an in-person report as well. When you provide your updates, please include as much detail of the work performed as possible, along with photographs for our records.

We look forward to hearing from you as to your ongoing progress. Thank you for your continued cooperation.

Yours very truly,

LOUISIANA CEMETERY BOARD

A handwritten signature in blue ink that reads "Jerry W. Sullivan".

Jerry W. Sullivan  
Director