

BOARD OF ALDERMEN REGULAR MEETING

Tuesday, September 03, 2024 at 6:00 PM Council Chambers, City Hall, 2305 North 7th Street, West Monroe

MINUTES

NOTICE/MINUTES

Call to order/Verification of Attendance

PRESENT

Mayor Staci Mitchell Polk Brian Morgan Buxton Thom Hamilton Rodney Welch Ben Westerburg

The meeting was opened with prayer by McGuire Methodist Church Pastor Shawn Hornsby. The Pledge of Allegiance was led by ULM student Emily Hornsby.

Motion to Approve Minutes

Motion to approve the minutes of the August 20, 2024 Regular Council Meeting.

Motion made by Welch, Seconded by Westerburg. Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

ADMINISTRATION/FINANCE

<u>Ordinance 5383</u>: Ordinance to accept the FY 2024 Louisiana Community Development Block Grant Award for the West Monroe Make A Difference (MAD) Program, and to authorize execution of the Grant Agreement and related documents.

Motion made by Welch, Seconded by Hamilton. Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

BUILDING AND DEVELOPMENT

APPEAL to City Council from a final decision of the West Monroe Planning Commission to APPROVE the tract located on Copley St (assessor #118514) as a Planned Building Group with preliminary approval to proceed with a subdivision consisting of 3 separate lots, each with 6,600 sq ft (compared to 7,200 sq ft minimum otherwise required), all to be developed as single-family residential properties. Owners/applicants are Sharon D Russ and Joseph Russ.

Following receipt of comments from the public and from the applicant property owner/developer, upon motion by Hamilton, seconded by Brian, the matter was tabled until the Council meeting on October 1, 2024, with a request that the property owner/developer submit a Drainage Impact Statement for the proposed development that reflects the changes, if any, which are anticipated to occur should the proposed development proceed.

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Ordinance 5384: Ordinance to authorize rezone property located at 401 Pavilion Road, West Monroe, from I-1 (Light Industrial) District to R-2 (Multi Family Residential) District for property located at 401 Pavilion Road (Parcel #107581) to build a short-term rental resort (Phase 1 will consist of 24 cabins) per West Monroe Code of Ordinances Sec. 12: 5013. Received a <u>favorable</u> recommendation by the Planning Commission.

Motion made by Buxton, Seconded by Westerburg. Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Ordinance 5385: Ordinance to authorize a Revocation of a portion of Cryer Street located in the 500 Block of Cryer Street and a portion of North 4th Street (Lots 1&2 Square 7 and Lots 1 thru 6 Square 5, Lot 6 and Lot 8 of the HM Williams Addn involving Assessor Parcel #'s 39239, 39283, 37623, 69444, 37061, 37060 and 88474). Received a **favorable** recommendation from the Planning Commission.

Motion made by Brian, Seconded by Westerburg. Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

LEGAL

Ordinance 5386: Ordinance to authorize the acquisition of a servitude, sixty foot (60') in width, over certain described property owned by GRIVT, LLC for the placement of utilities.

Motion made by Hamilton, Seconded by Buxton. Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

WMFD

Ordinance 5387: Ordinance to authorize execution of an amendment to a Software License Agreement with Tyler Technologies for Emergency Networking software to be utilized by WMFD.

Motion made by Buxton, Seconded by Hamilton. Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

WMPD

Ordinance 5388: Ordinance to authorize execution of the Louisiana Highway Safety Subgrant Agreement and contract with the Louisiana Department of Public Safety and Corrections, Louisiana Highway Safety Commission for FFY 2025.

Motion made by Westerburg, Seconded by Buxton. Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

ENGINEERING/CONSTRUCTION PROJECTS

<u>Cotton Street Improvements and Sidewalks, Planning and Construction (Ouachita)</u> - FP&C Project No. 50-MV2-24-01, City Project # 000323

<u>Ordinance 5389</u>: Ordinance to authorize execution of a Cooperative Endeavor Agreement with the State of Louisiana, Office of Facility Planning & Control (FP&C) relating to the project "Cotton Street Improvements and Sidewalks, Planning and Construction (Ouachita)".

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New Kiroli Road Bridge Over North Tupawek Bayou, Planning & Construction - FP&C No. 50-MV2-21-02, City Project #000175

Authorize Change Order No. 2 (- \$4,925.00; 0 days) with Merrick, LLC.

Motion made by Brian, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

Project Updates

Robbie L. George, IV, P.E. (S.E. Huey Co.) and Joshua D. Hays, P.E., M.S.C.E. (Lazenby & Associates, Inc.) presented the City Council with project updates for transportation, drainage and more.

ADJOURN

Motion made by Buxton, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Welch, Westerburg

ATTEST:

CINDY EMOR

CITY CLERK

APPROVED:

STACI ALBRITTON MITCHELL

MAYOR

DANA BENSON OUACHITA PARISH CLERK OF COURT Inst# 1902392

Recorded On: 9/9/2024 1:38 PM



AIA Document G704° – 2017

Certificate of Substantial Completion

PROJECT: (name and address)

Kiroli Park Improvements: Racket Sports

Expansions

Kiroli Park

West Monroe, LA 71291

CONTRACT INFORMATION:

Contract For: General Construction

Date: May 21, 2024

CERTIFICATE INFORMATION:

Certificate Number: 001

Date: August 19,2024

OWNER: (name and address) City of West Monroe

2305 North 7th

West Monroe, LA 71291

ARCHITECT: (name and address) TBA Studio Architecture APC

103 Cypress Street West Monroe, LA 71291 CONTRACTOR: (name and address)

Ryan Watson Construction 342 Willow Creek Drive Calhoun, LA 71225

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. (Identify the Work, or portion thereof, that is substantially complete.) Entire project,

TBA Studio Architecture

ARCHITECT (Firm Name)

Clint Whittington VP of Operations, West Monroe

PRINTED NAME AND TITLE

5-19-24

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.) August 19, 2024

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows: (Identify the list of Work to be completed or corrected.) See attached punch list.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Forty-five (15) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$4,500.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.) Owner to assume the above responsibility at 12:00 AM on August 19, 2024.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

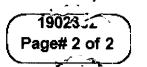
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Amanda Boyett

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Ryan Watson Construction CONTRACTOR (Firm Name)

City of West Monroe OWNER (Firm Name)

Ryan Watson, Owner
PRINTED NAME AND TITLE

Staci Albritton

Mitchell , Mayor
PRINTED NAME AND TITLE

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