



## BOARD OF ALDERMEN SPECIAL MEETING

Thursday, May 04, 2023 at 5:30 PM

Council Chambers, City Hall, 2305 North 7th Street, West Monroe

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### MINUTES

#### NOTICE/MINUTES

##### Call to order/Verification of Attendance

Call meeting to order, verify receipt of proper Notices of Service on or Waivers of Service by the Mayor and a majority of the Board, and the presence of a quorum.

##### PRESENT

Mayor Staci Mitchell

Polk Brian

Morgan Buxton

Thom Hamilton

Rodney Welch

Ben Westerburg

The invocation was led by Pastor Jason Wilks with the Pentecostals of the Twin Cities. The pledge was led by Mayor Mitchell.

##### Motion to Approve Minutes

Motion to approve the minutes of the April 18, 2023 Regular Council Meeting.

Motion made by Westerburg, Seconded by Buxton.

Voting Yea: Brian, Buxton, Hamilton, Westerburg

##### Recognitions/Presentations

Recognition of City of West Monroe 140th Birthday essay contest winners.

##### ADMINISTRATION/FINANCE

Ordinance 5176: Ordinance to authorize City to enter into the annual Agreement for Professional Services with Arthur J. Gallagher Risk Management Services (Loss Control Services Fee Agreement) - \$16,500/annually.

Motion made by Buxton, Seconded by Westerburg.

Voting Yea: Brian, Buxton, Hamilton, Westerburg

Ordinance 5177: Ordinance to authorize City to enter into an agreement with The Picard Group to provide certain lobbying and related services at the state and federal level - \$8,000/monthly.

Motion made by Brian, Seconded by Hamilton.

Voting Yea: Brian, Buxton, Hamilton, Westerburg

##### BUILDING AND DEVELOPMENT

Authorize execution of Certificate of Final Completion of the HVAC replacement at the Convention Center by STORER Services.

Motion made by Westerburg, Seconded by Hamilton

Voting Yea: Brian, Buxton, Hamilton, Westerburg

Ordinance 5178: Ordinance to rezone property located at 618 Splane, 620 Splane, 622 Splane, 624 Splane, 700 Splane, and 708 Splane from a B-1 (Transitional Business) District to a R-1 (Single Family Residential) District. Applicants are the property owners: Hammons, Ronald Lee; Smith, Lawrence LaFayette; Williams, Barbara Jean Hayes; Scott, Dora Evelyn; Poole, Donald Edwin and Judy Diana Walls; KCB Family Properties, LLC.; Cassells, Benjamin F. and Connie R.S. **Received a favorable review from the Planning Commission.**

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

## **LEGAL**

Ordinance 5179: Ordinance to enact Sec. 2-6018 of the Code of Ordinances, to provide a description of the West Monroe Hotel Corridor Economic Development District, and to enact Sec. 2-6019 of the Code of Ordinances, to provide a description of the West Monroe ISF Hotels Economic Development District.

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

## **PUBLIC WORKS**

Ordinance 5180: Ordinance to amend Sec. 8-1018(a) of the Code of Ordinances, to increase the administrative fee charged for return of a garbage container from street-side to its usual location to \$10 per occasion, after warning (increase from \$5 fee established in 2007).

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

## **ENGINEERING/CONSTRUCTION PROJECTS**

Natchitoches Street Rehab (Trenton - N. 7th) - State Project #H.013400 - City Project #000144

Authorize Change Order No. 6 (+ \$59,864.75; + 26 days) with Diamond B. Construction Co., LLC, subject to the availability of City funds and DOTD approval of the Change Order and DOTD funding of their share of the Change Order.

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

Otis Street Rehabilitation - State Project #H.013518 - City Project #000145

Authorize Change Order No. 6 (+ \$78,919.68; + 5 days) with Amethyst Construction, Inc, subject to the availability of City funds and DOTD approval of the Change Order and DOTD funding of their share of the Change Order.

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

New sidewalks for safe access to Kiroli Elementary School and Kiroli Park, also known as Tupawek Estates Sidewalks - Project #000208

Authorize Change Order No. 2 (+ \$22,158.61; + 10 days) with C W & W Contractors, Inc.

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

Downtown Parking Lot - Project # C22017

Authorize Change Order No. 2 (- \$1,492.92; + 60 days) with JSB Enterprises, LLC.

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

Downtown Parking Lot - Project # C22017

Authorize Certificate of Substantial Completion with JSB Enterprises, LLC.

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

Utility Extensions at West Monroe Commercial Park - Project #C22008

Authorize Change Order No. 2 (+ \$4,187.05; + 48 days) with JABAR Corporation.

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

Coleman Avenue Sewer Relocation - Project #000220

Ordinance 5181: Ordinance to accept the low bid on Coleman Avenue Sewer Relocation Project, being the bid from Don M. Barron Contractor, Inc. for \$82,571, and to authorize execution of a contract for the work to be performed.

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

Good Hope Road Water Extension - Project #C23003

Authorize Change Order No. 1 (+ 5,263.16; + 15 days) with Don M. Barron Contractor, Inc.

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

Kiroli Dog Park Improvements - Project #C23004

Accept/Reject bids. All submitted bids exceeded Engineer's estimate and rejected.

Motion made by Buxton, Seconded by Welch.  
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, water and other.

ADJOURN

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

ATTEST:

APPROVED:

CHRISTEN HEATH  
CITY CLERK

STACI ALBRITTON MITCHELL  
MAYOR