



Notice of:

BOARD OF ALDERMEN REGULAR MEETING

Tuesday, October 03, 2023 at 6:00 PM

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

AGENDA

Public Comments: Any person present who wishes to comment on any matter prior to the vote on that matter should stand prior to the vote and request an opportunity to comment. Comments are limited to three (3) minutes per speaker, and the number of speakers may be limited on a subject.

NOTICE/MINUTES

Call to order/Verification of Attendance

Motion to Approve Minutes

- [1\)](#) Motion to approve the minutes of the September 19, 2023 Regular Council Meeting.

Recognitions/Presentations

Mayor's Review

Community Announcements

ADMINISTRATION/FINANCE

BUILDING AND DEVELOPMENT

CODE ENFORCEMENT

LEGAL

PUBLIC WORKS

- 2) Authorize City Clerk to advertise for bids for Dump Truck.
- 3) Authorize City Clerk to advertise for bids for Sewer Vacuum Truck.

COMMUNITY SERVICES

PARKS AND RECREATION

POLICE/FIRE

WMFD

WMPD

- [4\)](#) **INTRODUCE** Re-authorization of Ordinance to sell service firearm to retired Major Gary Aldridge.

ENGINEERING/CONSTRUCTION PROJECTS

5) Class Street Cross Drain Replacement - Project #CP0134

Authorize Change Order No. 1 (+ \$8,111.89; + 2 days) with Womack & Sons Construction Group, LLC.

6) North 7th Street (Hwy. 143) Restriping (5-Lane) - Project #000188

Recommendation of award.

7) Project Updates

Lazenby & Associates, Inc.

S. E. Huey Co.

PUBLIC COMMENTS/OTHER BUSINESS

ADJOURN

If you need special assistance, please contact Cindy Emory at 318-396-2600, and describe the assistance that is necessary.



BOARD OF ALDERMEN REGULAR MEETING
Tuesday, September 19, 2023 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
Thom Hamilton
Rodney Welch
Ben Westerburg

ABSENT

Morgan Buxton

Motion to Approve Minutes

Motion to approve the minutes of the September 5, 2023 Regular Council Meeting.

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

ADMINISTRATION/FINANCE

Ordinance 5240: Ordinance to authorize an agreement with Arbitrage Rebate Compliance Services to provide audit services for interest proceeds gained from bond money in compliance with Section 148 of the Internal Revenue Code of 1986.

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

Ordinance 5241: Ordinance to authorize execution of a Sponsorship Agreement for the Raising Cane's Dog Park at Kiroli Park.

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

BUILDING AND DEVELOPMENT

Ordinance 5242: Introduce Ordinance to grant Right of Ways to Entergy for Highland Park Commercial Subdivision.

Motion made by Hamilton, Seconded by Westerburg.

Take No Action: Introduce Ordinance to grant Right of Way to B & E Wholesale.

PAGE 2
COUNCIL MINUTES
SEPTEMBER 19, 2023

LEGAL

Ordinance 5243: Ordinance to amend Sec. 11-5020(b) of the Code of Ordinances relating to the crime of unnecessary noise, to add subsection (17) which prohibits the use or employment of any engine compression, decompression, or exhaust braking device, system, or method to slow a vehicle.

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

PUBLIC WORKS

Ordinance 5244: Ordinance to authorize execution of a Cooperative Endeavor Agreement (Line Item Appropriation) with the Louisiana Department of the Treasury/State of Louisiana (\$125,000 for the purchase of a dump truck).

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

Ordinance 5245: Ordinance to authorize execution of a Cooperative Endeavor Agreement (Line Item Appropriation) with the Louisiana Department of the Treasury/State of Louisiana (\$567,000 for the purchase of a sewer vacuum truck).

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

ENGINEERING/CONSTRUCTION PROJECTS

West Monroe Sports Complex - Project #000179

Ordinance 5246: Ordinance to accept low bid for office and event furniture, and to authorize execution of a Contract for purchase and delivery with the low bidder.

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

Mane Street Cross Drain Repair - Project #C23012

Ordinance 5247: Ordinance to accept low bid, and to authorize execution of a Contract for project construction with the low bidder.

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

Flanagan Street Water Main Replacement - Project #000202

Authorize the City Clerk to advertise for bids.

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

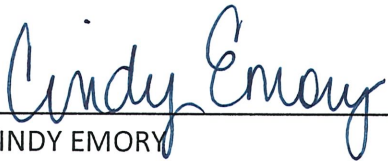
Project Updates

Gary Eldridge, City Engineer, presented the City Council with project updates for transportation, drainage, water and other.

ADJOURN

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

ATTEST:


CINDY EMORY
CITY CLERK

APPROVED:


STACI ALBRITTON MITCHELL
MAYOR

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO SELL CERTAIN DESCRIBED MOVABLE PROPERTY WHICH IS NOT NEEDED FOR ANY PUBLIC PURPOSE BY THE CITY OF WEST MONROE, LOUISIANA TO RETIRED MAJOR GARY L. ALDRIDGE, BEING HIS SERVICE FIREARM, ALL PURSUANT TO R.S. 33:4712G; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, owns a certain item of movable property which is no longer needed for public purposes, and

WHEREAS, a purchaser, retired Major Gary L. Aldridge, wishes to acquire that item for a price which is fair and reasonable, and which sale would be beneficial to the City of West Monroe and its residents; and

WHEREAS, R.S. 33:4712G provides notwithstanding any provisions to the contrary, a municipal police officer who retires with at least twenty years of active service and who is in good standing with the Municipal Police Employees' Retirement System shall be entitled to purchase his firearm at fair market value upon retirement, subject to approval by the Chief of Police and the local governing authority, and those requirements are here satisfied, as reflected by the attached exhibits.

NOW, THEREFORE:

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the City of West Monroe, Louisiana is hereby authorized to sell certain movable property which is no longer needed for any public purpose by the City of West Monroe, Louisiana, to retired Major Gary L. Aldridge, as allowed under the terms of R.S. 33:4712G, for the total cash price of TWO HUNDRED FIFTY AND NO/100 (\$250.00) DOLLARS, which property is more particularly described as follows, to-wit:

9mm Glock 17 (Generation 4), Serial #WMU361

in "as is" and "where is" condition, and without any warranty of any type or nature, with the purchase price to be paid in cash at the time of conveyance.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute a Bill of

Sale on behalf of the City of West Monroe, Louisiana, reflecting the sale upon verification of the required provisions of R.S. 33:4712G, and to take any other actions and/or to execute any and all other documents deemed by her either necessary or appropriate in order to transfer the above described movable property, all as set forth above.

SECTION 3. The above ordinance was introduced on October 3, 2023, in regular and legal session convened; notice of this ordinance was published three times in fifteen (15) days, one week apart, as required by R.S. 33:4712G; no opposition being filed, it is considered by sections, voted on by yea and nay vote, passed and adopted in legal session convened this 7th day of November, 2023, with the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 7TH DAY OF
NOVEMBER, 2023

CINDY EMORY, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

STACI ALBRITTON MITCHELL, MAYOR
CITY OF WEST MONROE
STATE OF LOUISIANA



FFL License #5-72-073-02-6A-06418

To whom it may concern:

As requested by the West Monroe Police Department, I have personally assessed and handled the following used firearm and appraised its purchase value to be \$250.00.

Make: Glock

Model: 17 (Generation 4)

Caliber: 9mm

Serial # WMU361

Sincerely,
Patriot Pawn Team

William Frierson

Owner

(318) 605-3966

Patriot_Pawn2018@Yahoo.com



City of West Monroe

HR Manager
Denise Calhoun



August 23, 2023

To whom it may concern:

Retired Major Gary L Aldridge retired with over twenty years of active service and is in good standing with the Municipal Police Employees' Retirement System.

Respectfully submitted,

A handwritten signature in black ink that reads "Denise Calhoun".

Denise Calhoun

Manager, Human Resources



City of West Monroe

HR Manager
Denise Calhoun



August 23, 2023

To whom it may concern:

Retired Major Gary L. Aldridge retired with over twenty years of active service and is in good standing with the Municipal Police Employees' Retirement System.

Respectfully submitted,

A handwritten signature in black ink that reads "Denise Calhoun".

Denise Calhoun

Manager, Human Resources

City of West Monroe

POLICE DEPARTMENT

2301 NORTH SEVENTH STREET
WEST MONROE, LA 71291

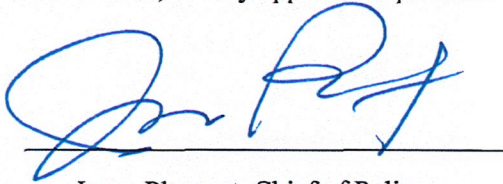
Jason E. Pleasant
Chief of Police

Main: (318) 396-2722
Fax: (318) 396-4903

August 30, 2023

To whom it may concern:

West Monroe Police Department Major Gary L. Aldridge, who is now retired after over thirty years of active service, has my approval to purchase his service firearm at its fair market value.



Jason Pleasant, Chief of Police



Office of the Mayor
Staci Albritton Mitchell

August 24, 2023

To whom it may concern:

West Monroe Police Department Major Gary L. Aldridge, who is now retired after over twenty years of active service, has my approval to purchase his service firearm at its fair market value.

A handwritten signature in blue ink, reading "Staci Albritton Mitchell", is written over a horizontal line.

Staci Albritton Mitchell, Mayor

CHANGE ORDER

No. 1

PROJECT: Class Street Cross Drain Replacement

DATE OF ISSUANCE: September 26, 2023

OWNER: City of West Monroe
 (Name, 2305 North 7th Street
 Address) West Monroe, LA 71291

CONTRACTOR: Womack & Sons Construction Group, LLC OWNERS Project No. N/A
 (Name, 5739 Highway 8
 Address) Harrisonburg, LA 71340

ENGINEER: Lazenby & Associates, Inc.
 2000 North 7th Street
 West Monroe, LA 71291

CONTRACT FOR: Drainage Structure Replacement & Sewer Repair at Class Street

ENGINEER's Project No. 23E080.00

 You are directed to make the following changes in the Contract Documents:

Description: Add construction item to allow for the contractor to relocate the City's 6 inch PVC Water Main.

Purpose of Change Order:

Add construction item to allow for the contractor to relocate a utility conflict exposed after initial excavation. The solution considered is to relocate the existing City owned 6 inch PVC force main below the proposed cross drain pipe.

Attachments: One attachment - Revised schedule of items with quantities and cost.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price:	Original Contract Time: (days or date)
\$186,844.20	20 days
Previous Change Orders No. _ to No.	Net change from previous Change Orders:
\$0.00	0 days
Contract Price prior to this Change Order:	Contract Time prior to this Change Order: (days or date)
\$186,844.20	20 days
Net Increase (Decrease) of this Change Order:	Net Increase (Decrease) of this Change Order: (days)
\$8,111.89	2 days
Contract Price with all approved Change Orders	Contract Time with all approved Change Orders
\$194,956.09	22 days
	days or date

RECOMMENDED
 LAZENBY & ASSOCIATES, INC.

APPROVED
 CITY OF WEST MONROE

APPROVED
 WOMACK & SONS CONSTRUCTION

BY: _____
 ENGINEER
 JOSHUA D. HAYS, P.E., M.S.C.E.

BY: _____
 OWNER
 STACI ALBRITTON MITCHELL, MAYOR

BY: _____
 CONTRACTOR

CLASS STREET CROSS DRAIN REPLACEMENT**CHANGE ORDER NO. 1****L&A, INC. PROJECT NO. 23E080.00****September 26, 2023**

Item No.	Item Description	Unit Price	Units	Quantity Prior to This Change Order	Revised Quantity	Amount Over/Under
1	Removal of Structures and Obstructions	\$15,000.00	Lump Sum	100%	100%	\$0.00
2	Removal of Surfacing & Stabilized Base	\$72.00	Sq. Yd.	146.0	146.0	\$0.00
3	Excavation and Embankment	\$12,000.00	Lump Sum	100%	100%	\$0.00
4	Traffic Maintenance Aggregate (Vehicular Measurement)	\$350.00	Cu. Yd.	15	15	\$0.00
5	Class II Base Course (8.5" Min.Thick.) (Crushed Stone)	\$78.00	Sq. Yd.	149	149	\$0.00
6	Pavement Patching (2.0" Min. Thick.)	\$112.00	Sq. Yd.	146	146	\$0.00
7	Cross Drain Pipe (30" Corrugated Polypropylene Plastic Pipe)	\$370.00	Lin. Ft.	80	80	\$0.00
8	Bedding Material	\$217.00	Cu. Yd.	8	8	\$0.00
9	Object Marker Assembly (Type 3)	\$614.00	Each	2	2	\$0.00
10	Rip Rap (30 Lb. Class) (18" Thick)	\$220.00	Sq. Yd.	27	27	\$0.00
11	Sanitary Sewer Manholes (0' - 6' Depth)	\$7,200.00	Each	2	2	\$0.00
12	Sanitary Sewer Main (8" HDPE) (Open Cut)	\$97.50	Lin. Ft.	207	207	\$0.00
13	Earthen Cofferdam	\$2,400.00	Lump Sum	100%	100%	\$0.00
14	Ditch Cleaning	\$75.00	Lin. Ft.	90	90	\$0.00
15	Bypass Pumping	\$3,800.00	Lump Sum	100%	100%	\$0.00
16	Temporary Signs and Barricades	\$10,300.00	Lump Sum	100%	100%	\$0.00
17	Mobilization	\$6,000.00	Lump Sum	100%	100%	\$0.00
18	Construction Layout	\$2,750.00	Lump Sum	100%	100%	\$0.00
19	Final Clean-up and Erosion Control	\$11,000.00	Lump Sum	100%	100%	\$0.00
20**	Relocate 6 inch PVC water main**	\$8,111.89	Lump Sum	0%	100%	\$8,111.89

TOTAL = \$8,111.89

* ITEM REVISED THIS CHANGE ORDER

** ITEM ADDED THIS CHANGE ORDER

ORIGINAL CONTRACT AMOUNT: \$186,844.20
TOTAL OF PREVIOUS CHANGE ORDERS: \$0.00
NET INCREASE (~~DECREASE~~) THIS CHANGE ORDER: \$8,111.89

REVISED CONTRACT AMOUNT: \$194,956.09

F. M. Huey, P.E., P.L.S.
P. C. Taylor, Jr., P.E.
T. L. Rainbolt, P.E.



R. L. George, IV, P.E.
D. R. Arrington, P.E.
B. P. Anzalone, P.E.

Item 6)

**RECOMMENDATION OF AWARD
TO
CITY OF WEST MONROE, LA.**

Bid Date: **October 3, 2023**
Project: **North 7th Street (HWY 143)
Restriping (5-Lane) Project**

Dear Mayor Mitchell,
The followings bids were received for the above referenced project.

Base Bid (Engineer's Estimate: \$110,000)		
No.	Contractor	Amount of Base Bid
1	Highway Graphics, LLC.	\$ 115,514.00
2	Nations Services Company, Inc.	\$ 135,392.70

After evaluation of these bids, **I hereby recommend award in the amount of \$115,514.00 to the lowest responsive and responsible bidder, Highway Graphics, LLC.**

Should you have any questions regarding this recommendation, please contact me at 318-325-1791.

Respectfully,
S. E. HUEY CO

Robert L. George, IV, P.E.

**OCTOBER 3, 2023
WEST MONROE CITY COUNCIL MEETING
ENGINEERING UPDATE
L&A, INC. PROJECT NO. 23E038.00**

Sunshine Heights Drainage Improvements – City Project No. C22024

- T. Baker Smith's utility work is complete
- L&A Contract still under review with the State office

Kiroli Dog Park

- Construction substantially complete. Inspection scheduled for October 12.

Natchitoches Street Cross Drain Replacement

- Plans under design

Mane Street Cross Drain Repair

- Construction scheduled to begin October 9

North 3rd Street Improvements

- Plans under design

Class Street Cross Drain Replacement

- Change Order No. 1 on October 3 agenda for water main relocation after conflict discovery during initial excavation.
- 2 inch gas main conflict also discovered & we are in communication with utility owner for their utility relocation. Schedule pending for their relocation.



INFRASTRUCTURE PROJECT UPDATE

October 3, 2023

UNDER CONSTRUCTION			
Project	Description	Funding	Status
Otis Street (Urban Systems)	Mill & Overlay, add bike/ped path.	Urban Systems (80/20)	Under construction. Sidewalks complete. Roadway construction to resume 9/25/23.
Natchitoches Street (Urban Systems)	Mill & Overlay, improve drainage, add bike lane.	Urban Systems (80/20)	Construction complete. Waiting on final walk-through.
Highland Park Commercial Subdivision	Development of the east end of the golf course land to sell as commercial property.	DRA/City	Punch list items and clear lien period underway.
DRA: Cypress/Slack Sanitary Sewer Improvements	Replacement of sanitary sewer lines in the vicinity of Cypress Street.	DRA/City	Substantial completion and final change order approved at the 7/18 Council Meeting. Punch list and clear lien period underway.
Arlington Place and Mallard Ave Water Main Replacement	Installation of new water main and connection of house services to provide more reliable water service.	CWEF/City	Substantial completion and final change order approved at the 7/18 Council Meeting. Waiting for 45 day clear lien period.
North 7th Street (Hwy. 143) Restriping (5-Lane)	Restriping N. 7th from Cypress to Arkansas to add center turn lane for Highland Commercial Subdivision.	City	Advertising for bids. Opening 10/3. Recommend award 10/3 council.
New Kiroli Road Bridge (North)	Replacement of bridge on Kiroli Road with box culverts.	Capital Outlay	Project Completion target by week of October 20.
Constitution & Short Const. Dr. (Urban Systems)	Pulverize and rebuild road base and pavement.	Urban Systems (80/20)	Construction to begin October 16th due to delay in Sports Complex schedule.
Industrial Park Drainage Improvements (EDA)	Drainage improvements including cross drains, piping, and ditches.	EDA/City	Under Construction. Current work on Wassan and McClendon Church Rd.

Project Classifications

Transportation
Drainage
Water System
Sewer System
Quality-of-Life/Economic/Safety

Prepared by Robert L. George, IV, P.E.



S. E. Huey Co.
Engineering • Surveying
Established 1928

IN DESIGN			
Project	Description	Funding	Status
Kiroli Sidewalk Project	Install new sidewalks along Kiroli Road from Post Oak Apartments to Arkansas Road. Install pedestrian crossing at Kiroli Elementary.	DOTD TAP (80/20)	Pursuing additional funding from DOTDTAP.
Black Bayou Canal - 2016 Flood Damage Repairs	Repair concrete canal near Assembly and Wal Mart.	EDA/FEMA/ City	EDA awarding \$1.7 million. Awaiting agreement.
Black Bayou Canal Improvements (HMGP)	Improvements including cleaning, widening, and armoring portions of the Black Bayou Canal south of I-20.	FEMA/City	Addressing FEMA comments received 9/14/23.
Highland School Area Sidewalks	Construction of sidewalks along Arlene Street to provide a safe pedestrian route to school.	LaDOTD/City	Plan-In-Hand Meeting held 7/18. Awaiting comments from DOTD.
Mane Street Rehabilitation Phase 2 (Urban Systems)	Mill & Overlay Mane Street from Downing Pines Rd to Interchange.	Urban Systems (80/20)	DOTD preparing bid documents. Bid date: 12/13/23.
New Drago Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Drago LS. Funding from Capital Outlay and La Water Sector Program.	WSP/LaFPC/ City	Plans are complete. Rate study contractor assigned. Property acquisition underway.
New Austin Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Austin LS.	EDA/City	Design and environmental phase.
Arkansas Rd. Utility Relocation	Relocation of water and sewer lines ahead of street rehabilitation project.	City	Design phase.
North 7th Street Bicycle/Pedestrian Path (Arkansas Rd to Otis St)	Construction of 10' wide concrete path along the east side of North 7th Street.	FHWA Rec Trails Prog/City	Design 80%. Electrical design for lighting underway and Entergy coordination.
McMillan Rd. Sidewalks (LaDOTD Safe Routes to Public Places Program)	New sidewalks along the south side of McMillan Road, from Hilton Street to the library.	LaDOTD	Design phase.
Downtown - Trenton/Wood Sewer	Sewer line improvements.	City	LDH permit approved.
Mid-City Drainage (Fed Approp/FEMA-PDM)	Drainage improvements between Trenton Street and Black Bayou Canal. (\$2.4m Award)	FEMA/City	Providing data to FEMA consultant for the Environmental Assessment.
Trenton Corridor Bike/Ped and Utilities (Fed Approp/LaDOTD)	Bury utilities and construct bike/ped path along Trenton St, from Otis St to Bridge St. (\$5.0m Award)	FEMA/City	Waiting on LaDOTD agreement.
2023 DOTDTAP: N 6th Street Sidewalks	Construction of sidewalks along N 6th Street, from WMHS to Clayton Street.	LaDOTD/City	Received award letter (\$600,000). Awaiting LaDOTD agreement.
Drago Sanitary Sewer Force Main (South 11th Street)	Replacement of an aging 16" AC F.M. along S. 11th Street from Coleman Ave. to the Austin Street Lift Station.	LGAP/City	Design phase. LGAP agreement received.
Phillips Street Water Main FY22-23 CWF	Replacement of an aging 6" AC W.M. along Phillips between Cherry Street to the east side of Ned Street.	CWF/City	Permits approved. Awaiting CWF contract to solicit prices.
Flanagan Street Water Main Replacement	Replacement of existing 4" W.M. along Flanagan with a 6" W.M.	CWF/City	CWF contract (CEA) executed and submitted. Advertising for bids.

Project Classifications

Transportation
Drainage
Water System
Sewer System
Quality-of-Life/Economic/Safety

Prepared by Robert L. George, IV, P.E.

