



## **Notice of:**

### **BOARD OF ALDERMEN REGULAR MEETING**

**Tuesday, August 01, 2023 at 6:00 PM**

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

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## **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 July 18, 2023 Regular Council Meeting.

**Recognitions/Presentations**

- 2) City of West Monroe Employee Recognitions.

**Mayor's Review**

**Community Announcements**

### **ADMINISTRATION/FINANCE**

### **BUILDING AND DEVELOPMENT**

- [3\)](#) Resolution to appoint Jennifer Bass to the City of West Monroe Historic Preservation Commission to serve the unexpired term of Mary Keele, expiring October 1, 2026.
- [4\)](#) Resolution to reappoint Judy Poole to the City of West Monroe Planning Commission, expiring March 1, 2028.
- [5\)](#) Resolution to reappoint Tommy Goleman to the City of West Monroe Board of Adjustments, expiring March 1, 2028.

### **CODE ENFORCEMENT**

### **LEGAL**

- [6\)](#) Ordinance to authorize the publication of a Notice of Intention to further expand the boundaries of the West Monroe Economic Development District, State of Louisiana, and to levy the sales tax and hotel occupancy tax currently levied within the District in the new areas of the District; and providing for other matters in connection therewith.

### **PUBLIC WORKS**

- [7\)](#) Ordinance to declare certain property as surplus (various vehicles and equipment), and to be sold by public internet auction.

### **COMMUNITY SERVICES**

### **PARKS AND RECREATION**

**POLICE/FIRE**

**WMFD**

**WMPD**

- [8\)](#) Ordinance to declare certain property as surplus (various vehicles), and to be sold by public internet auction.

**ENGINEERING/CONSTRUCTION PROJECTS**

- [9\)](#) Coleman Avenue Sewer Relocation - Project #000220

Authorize Certificate of Substantial Completion with Don M. Barron Contractor, Inc.

- [10\)](#) Highland Park Commercial Subdivision Infrastructure Improvements (DRA) - Project #000165

Authorize Change Order No. 5 (- \$59,871.32; + 10 days) with Merrick, LLC.

- [11\)](#) McMillan Rd Ped Impr (W MON) (formerly known as McMillan Road Public Library Sidewalk Project) - Project #000182

Ordinance to authorize execution of an Entity/State Agreement with LA Department of Transportation and Development (DOTD).

- [12\)](#) Project Updates

Lazenby & Associates, Inc.

S. E. Huey Co.

**PUBLIC COMMENTS/OTHER BUSINESS**

**ADJOURN**

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



## BOARD OF ALDERMEN REGULAR MEETING

Tuesday, July 18, 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

Morgan Buxton

Thom Hamilton

Rodney Welch

Ben Westerburg

##### Motion to Approve Minutes

Motion to approve the minutes of the June 20, 2023 Regular Council Meeting.

Motion made by Buxton, Seconded by Westerburg.

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

#### ADMINISTRATION/FINANCE

Ordinance 5206: Ordinance to authorize execution of an Engagement Letter with Cameron, Hines & Company, CPAs, to conduct agreed-upon procedures for the City of West Monroe, Louisiana, for the fiscal year July 1, 2022 to June 30, 2023.

Motion made by Buxton, Seconded by Brian.

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

Ordinance 5207: Ordinance to authorize execution of an Engagement Letter with Cameron, Hines & Company, CPAs, to conduct agreed-upon procedures for the City of West Monroe, Louisiana Housing Authority, for the fiscal year of July 1, 2022 to June 30, 2023.

Motion made by Welch, Seconded by Westerburg.

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

Resolution 820: Resolution to approve the Louisiana Compliance Questionnaire (for audit engagements of government agencies) for the period July 1, 2022 to June 30, 2023.

Motion made by Hamilton, Seconded by Buxton.

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

Ordinance 5208: Ordinance to authorize a Cooperative Endeavor Agreement with the Children's Coalition for Northeast Louisiana relating to their use of 508 Austin Avenue for the Early Head Start Program.

Motion made by Brian, Seconded by Buxton.

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

Ordinance 5209: Ordinance to authorize an agreement for professional services with Marcia Dickerson Consulting to provide consulting services regarding human resources, leadership and management.

Motion made by Westerburg, Seconded by Hamilton.

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

Ordinance 5210: Ordinance to adopt millage rates and levy the ad valorem taxes authorized for the year of 2023 for the City of West Monroe.

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

Ordinance 5211: Ordinance to authorize an increase in the service or transaction fee charged at the Office of Motor Vehicles in order to continue to maintain the West Monroe field office.

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

Ordinance 5212: Ordinance to authorize the purchase of certain described property from JADY Properties, LLC.

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

**BUILDING AND DEVELOPMENT**

Ordinance 5213: Ordinance to authorize a construction contract with 318 Construction, LLC, for the repair and renovation of the building located at 508 Austin Avenue.

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

**PUBLIC WORKS**

Ordinance 5214: Ordinance to declare certain movable property as surplus, and to be sold by public internet auction (scrap metal at Public Works Complex).

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

**COMMUNITY SERVICES**

Ordinance 5215: Ordinance to authorize the filing of application(s) with the LA DOTD for grants under the Federal Transit Act and/or other applicable programs (West Ouachita Senior Center/Public Transit grant(s) for transit services - operating and/or capital - 49 CFR 5311, Formula Grant for Rural Areas and/or the Discretionary Capital Program, 49 CFR 5339).

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

**ENGINEERING/CONSTRUCTION PROJECTS**

Sunshine Heights Drainage Improvements, Phase 1, 2 & 3 - FP&C Project #50-MV2-22-02; City Project #C22024

Ordinance 5216: Ordinance to authorize execution of a Contract with Lazenby & Associates, Inc. for Engineering Services, subject to the concurrence of State of Louisiana Division of Administration Facility Planning and Control.

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



Sunshine Heights Drainage Improvements, Phase 1, 2 & 3 - FP&C Project #50-MV2-22-02; City Project #C22024

Ordinance 5217: Ordinance to authorize execution of a Contract with T. Baker Smith for SUE (subsurface exploration of utilities) services, subject to the concurrence of State of Louisiana Division of Administration Facility Planning and Control.

Motion made by Westerburg, Seconded by Hamilton.

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

Natchitoches Street Cross Drain Replacement - Project #C23007

Ordinance 5218: Ordinance to authorize execution of a Contract with Lazenby & Associates, Inc. for Engineering and Surveying services.

Motion made by Hamilton, Seconded by Welch.

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

Mane Street Cross Drain Repair - Project #C23012

Ordinance 5219: Ordinance to authorize execution of a Contract with Lazenby & Associates, Inc. for Engineering and Surveying Services.

Motion made by Welch, Seconded by Buxton.

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

North 3rd Street Improvements - Project #C23013

Ordinance 5220: Ordinance to authorize execution of a Contract with Lazenby & Associates, Inc. for Engineering and Surveying services.

Motion made by Hamilton, Seconded by Westerburg.

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

West Monroe Riverfront Park Fishing Pier Project - Project #C23014

Ordinance 5221: Ordinance to authorize acceptance of a grant award and to execute a grant agreement with the Louisiana Department of Wildlife and Fisheries for the construction of the Riverfront Park Fishing Pier.

Motion made by Westerburg, Seconded by Hamilton.

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

West Monroe Riverfront Park Fishing Pier Project - Project #C23014

Ordinance 5222: Ordinance to authorize execution of a Contract with David Lane Beaird & Associates, Inc. for Engineering, Surveying and related services.

Motion made by Westerburg, Seconded by Hamilton.

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

Downing Pines Industrial Park Drainage Improvements (EDA) - Project #000122

Authorize Change Order #1 (+ \$112,032.84; + 0 days) with Bentz Construction Group, LLC.

Motion made by Westerburg, Seconded by Buxton.

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

Arlington Place and Mallard Avenue Water Main Replacement (CWEF 19-20) - Project #000198

Authorize Change Order No. 1 (+ \$19,800.00; + 15 days) with TAC Agency.

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

Arlington Place and Mallard Avenue Water Main Replacement (CWEF 19-20) - Project #000198

Authorize Certificate of Substantial Completion with TAC Agency.

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

Cypress/Slack Sanitary Sewer Improvements (FY 2021 DRA) - Project #000174

Authorize Change Order No. 3 (+ \$21,792.43; + 10 days) with JABAR Corporation.

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

Cypress/Slack Sanitary Sewer Improvements (FY 2021 DRA) - Project #000174

Authorize Certificate of Substantial Completion with JABAR Corporation.

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

FY 2021-2022 LGAP - S 11th Street Sanitary Sewer Force Main Improvements - Project #000200

Ordinance 5223: Ordinance to authorize the acceptance of the grant from the Louisiana Division of Administration, Office of Community Development, FY 2021-2022 program cycle Local Government Assistance Program (LGAP) (\$46,050 grant award, \$250,000 total estimated cost).

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

ATTEST:

  
CHRISTEN HEATH  
CITY CLERK

APPROVED:

  
STACI ALBRITTON MITCHELL  
MAYOR

STATE OF LOUISIANA  
CITY OF WEST MONROE

RESOLUTION NO. \_\_\_\_\_ MOTION BY: \_\_\_\_\_  
SECONDED BY: \_\_\_\_\_

A RESOLUTION AUTHORIZING THE APPOINTMENT OF JENNIFER BASS TO THE CITY OF WEST MONROE HISTORIC PRESERVATION COMMISSION FOR AN UNEXPIRED TERM ENDING OCTOBER 1, 2026, AND FURTHER PROVIDING RESPECT THERETO.

BE IT RESOLVED by the Mayor and the Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the following appointment to the City of West Monroe Historic Preservation Commission by the Mayor for the term shown is hereby authorized and approved:

<u>APPOINTMENT</u>	<u>FOR TERM EXPIRING</u>
Jennifer Bass	October 1, 2026

The above resolution was read and considered by sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened on the 1<sup>st</sup> day of August, 2023, voted on by yea and nay vote, passed and adopted, the final vote being as follows:

YEA: \_\_\_\_\_  
NAY: \_\_\_\_\_  
NOT VOTING: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

ATTEST:  
APPROVED THIS 1ST DAY OF  
AUGUST, 2023

_____ CHRISTEN HEATH, CITY CLERK CITY OF WEST MONROE STATE OF LOUISIANA	_____ STACI ALBRITTON MITCHELL, MAYOR CITY OF WEST MONROE STATE OF LOUISIANA
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STATE OF LOUISIANA  
CITY OF WEST MONROE

RESOLUTION NO. \_\_\_\_\_ MOTION BY: \_\_\_\_\_  
SECONDED BY: \_\_\_\_\_

A RESOLUTION AUTHORIZING THE APPOINTMENT OF JUDY W. POOLE  
TO THE CITY OF WEST MONROE PLANNING COMMISSION AND FURTHER  
PROVIDING RESPECT THERETO.

BE IT RESOLVED by the Mayor and the Board of Aldermen of the City of West Monroe,  
Louisiana, in regular and legal session convened, that the following appointment to the City of West  
Monroe Planning Commission by the Mayor for the unexpired term shown is hereby authorized and  
approved:

<u>APPOINTMENT</u>	<u>FOR TERM EXPIRING</u>
Judy W. Poole	March 1, 2028

The above resolution was read and considered by sections at a public meeting of the Mayor  
and Board of Aldermen, in regular and legal session convened on the 1<sup>st</sup> day of August, 2023, voted  
on by yea and nay vote, passed and adopted, the final vote being as follows:

YEA: \_\_\_\_\_  
NAY: \_\_\_\_\_  
NOT VOTING: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

ATTEST:  
APPROVED THIS 1ST DAY OF  
AUGUST, 2023

_____ CHRISTEN HEATH, CITY CLERK CITY OF WEST MONROE STATE OF LOUISIANA	_____ STACI ALBRITTON MITCHELL, MAYOR CITY OF WEST MONROE STATE OF LOUISIANA
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STATE OF LOUISIANA  
CITY OF WEST MONROE

RESOLUTION NO. \_\_\_\_\_ MOTION BY: \_\_\_\_\_  
SECONDED BY: \_\_\_\_\_

A RESOLUTION AUTHORIZING THE APPOINTMENT OF TOMMY GOLEMAN TO THE CITY OF WEST MONROE BOARD OF ADJUSTMENTS, FOR A TERM EXPIRING MARCH 1, 2028, AND FURTHER PROVIDING WITH RESPECT THERETO.

BE IT RESOLVED by the Mayor and the Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the following appointment to the City of West Monroe Board of Adjustments by the Mayor for the term shown is hereby authorized and approved, all as set forth as follows, to-wit:

<u>APPOINTMENT</u>	<u>FOR TERM EXPIRING</u>
Tommy Goleman	March 1, 2028

The above resolution was read and considered by sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened on the 1<sup>st</sup> day of August, 2023, voted on by yea and nay vote, passed and adopted, the final vote being as follows:

YEA: \_\_\_\_\_  
NAY: \_\_\_\_\_  
NOT VOTING: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

ATTEST:  
  
APPROVED THIS 1ST DAY OF  
AUGUST, 2023

_____ CHRISTEN HEATH, CITY CLERK CITY OF WEST MONROE STATE OF LOUISIANA	_____ STACI ALBRITTON MITCHELL, MAYOR CITY OF WEST MONROE STATE OF LOUISIANA
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## STATE OF LOUISIANA

## CITY OF WEST MONROE

ORDINANCE NO. \_\_\_\_\_

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

AN ORDINANCE TO AUTHORIZE THE PUBLICATION OF A NOTICE OF INTENTION TO FURTHER EXPAND THE BOUNDARIES OF THE WEST MONROE ECONOMIC DEVELOPMENT DISTRICT, STATE OF LOUISIANA, AND TO LEVY THE SALES TAX AND HOTEL OCCUPANCY TAX CURRENTLY LEVIED WITHIN THE DISTRICT IN THE NEW AREAS OF THE DISTRICT; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, in order to accomplish the funding of economic development projects, including various public infrastructure improvements, in accordance with Part II of Chapter 27 of Title 33 of the Louisiana Revised Statutes of 1950, as amended (La. R.S. 33:9038.31 through 33:9038.42, inclusive) (the "Act"), the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana (the "Governing Authority"), acting as the governing authority of the City of West Monroe, State of Louisiana (the "City"), created the West Monroe Economic Development District, State of Louisiana (the "District") pursuant to an ordinance adopted by the Governing Authority on September 11, 2007, as amended by ordinances adopted on December 11, 2018, and May 10, 2022 (collectively, the "Prior Ordinance"); and

WHEREAS, La. R.S. 33:9038.39 permits economic development districts such as the District to levy sales taxes at a rate up to two percent (2%) and hotel occupancy taxes at a rate up to two percent (2%) for authorized purposes; and

WHEREAS, pursuant to the Act and the Prior Ordinance, the District is now levying and collecting a one percent (1%) sales tax and a one percent (1%) hotel occupancy tax (collectively, the "Taxes"), which provide funds for economic development projects within the District; and

WHEREAS, this Governing Authority now desires to give notice of its intention to hold a public hearing relative to (i) the proposed further expansion of the boundaries of the District (the "Expanded Area") and (ii) the proposed levy of the Taxes in the Expanded Area, and therefore the Act requires the publication of a notice two (2) times expressing the intent to further expand the boundaries of the District and levy taxes within the Expanded Area, the first publication to appear at least fourteen (14) days before the date of the public hearing; and

WHEREAS, a notice in substantially the form attached hereto as Exhibit A shall be published two (2) times in the Citizen, the official journal of the City and the District.

NOW, THEREFORE,

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana, acting as the governing authority of the City of West Monroe, State of Louisiana and of the West Monroe Economic Development District, that in accordance with the Act, the Governing Authority does hereby give notice of its intention to expand the boundaries of the District and levy the Taxes within the Expanded Area.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana, acting as the governing authority of the City of West Monroe, State of Louisiana and of the West Monroe Economic Development District, that the publication of the notice described in the recitals of this ordinance for the purposes set forth therein

is hereby approved, and said notice is authorized and directed to be published two (2) times in the official journal of the City and the District.

SECTION 3. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana, acting as the governing authority of the City of West Monroe, State of Louisiana and of the West Monroe Economic Development District, that at the date, time and place set forth in said notice, as published, the Governing Authority will meet in open and public session to hear any objections to the proposed expansion of the boundaries of the District and the levy of the Taxes within the Expanded Area, and may consider the adoption of ordinance(s) expanding the boundaries of the District and levying the Taxes within the Expanded Area.

SECTION 4. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana, acting as the governing authority of the City of West Monroe, State of Louisiana and of the West Monroe Economic Development District, that this Governing Authority finds and determines that a real necessity exists for the employment of special counsel on matters related to the expansion of the boundaries of the District, and accordingly, Foley & Judell, L.L.P., of New Orleans, Louisiana, is hereby employed as special counsel for said purpose. The fee to be paid said special counsel shall be an amount computed at hourly rate based on the Attorney General's then current Maximum Hourly Fee Schedule, together with reimbursement of out-of-pocket expenses, and the Finance Director is authorized to pay such invoices as and when presented.

SECTION 5. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana, acting as the governing authority of the City of West Monroe, State of Louisiana and of the West Monroe Economic Development District, that the Mayor and the City Clerk are hereby authorized and empowered to do all acts, sign any and all instruments or documents, and do all things necessary and proper in order to carry out the purposes of this ordinance.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea or nay vote, this 1st day of August, 2023, the final vote being as follows:

YEA: \_\_\_\_\_

NAY: \_\_\_\_\_

NOT VOTING: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:

APPROVED THIS 1ST DAY OF  
AUGUST, 2023

\_\_\_\_\_  
CHRISTEN HEATH, CITY CLERK  
CITY OF WEST MONROE  
STATE OF LOUISIANA

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

## EXHIBIT A

## CITY OF WEST MONROE, STATE OF LOUISIANA

## NOTICE OF INTENTION

NOTICE IS HEREBY GIVEN that the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana (the "Governing Authority"), acting as the governing authority of the City of West Monroe, State of Louisiana, and as the governing authority of the West Monroe Economic Development District, State of Louisiana (the "District"), pursuant to the authority of Part II, Chapter 27, Title 33 of the Louisiana Revised Statutes of 1950, as amended (La. R.S. 33:9038.31 through 9038.42, inclusive)(the "Act"), proposes to consider further expanding the District to include the boundaries set forth below (the "Expanded Area"):

## SEE ATTACHED EXHIBIT

NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority proposes to levy the one percent (1%) sales tax and the one percent (1%) hotel occupancy tax (collectively, the "Taxes") currently levied in the District within the Expanded Area. The proceeds of the Taxes will continue to be deposited in a special trust fund to be used for the furtherance of economic development projects within the District, all pursuant to the authority of the Act.

NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet in open and public session on Tuesday, September 5, 2023, at 6:00 p.m., at its regular meeting place, Council Chambers, West Monroe City Hall, 2305 N. 7th Street, West Monroe, Louisiana, and will at that time hear any and all objections to the proposed expansion of the boundaries of and the levy of the Taxes within the Expanded Area.



STATE OF LOUISIANA

PARISH OF OUACHITA

I, the undersigned City Clerk of the City of West Monroe, State of Louisiana (the "City"), do hereby certify that the foregoing pages constitute a true and correct copy of an ordinance adopted by the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana, acting as governing authority of the City, on September 5, 2023, authorizing the publication of a Notice of Intention to expand the boundaries of the West Monroe Economic Development District, State of Louisiana, and to levy the sales tax and hotel occupancy tax currently levied within the District in the new areas of the District; and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature on this, the 5th day of September, 2023

Christen Heath, City Clerk

## EXHIBIT A

## CITY OF WEST MONROE, STATE OF LOUISIANA

## NOTICE OF INTENTION

NOTICE IS HEREBY GIVEN that the Mayor and Board of Aldermen of the City of West Monroe, State of Louisiana (the "Governing Authority"), acting as the governing authority of the City of West Monroe, State of Louisiana, and as the governing authority of the West Monroe Economic Development District, State of Louisiana (the "District"), pursuant to the authority of Part II, Chapter 27, Title 33 of the Louisiana Revised Statutes of 1950, as amended (La. R.S. 33:9038.31 through 9038.42, inclusive)(the "Act"), proposes to consider further expanding the District to include the boundaries set forth below (the "Expanded Area"):

## SEE ATTACHED EXHIBIT

NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority proposes to levy the one percent (1%) sales tax and the one percent (1%) hotel occupancy tax (collectively, the "Taxes") currently levied in the District within the Expanded Area. The proceeds of the Taxes will continue to be deposited in a special trust fund to be used for the furtherance of economic development projects within the District, all pursuant to the authority of the Act.

NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet in open and public session on Tuesday, September 5, 2023, at 6:00 p.m., at its regular meeting place, Council Chambers, West Monroe City Hall, 2305 N. 7th Street, West Monroe, Louisiana, and will at that time hear any and all objections to the proposed expansion of the boundaries of and the levy of the Taxes within the Expanded Area.

ATTACHMENT TO  
EXHIBIT "A"

			Assessor	
	<u>PROPERTY OWNER NAME</u>	<u>ADDRESS / LOCATION</u>	<u>Number</u>	<u>Business (for ease of identification only)</u>
1	PEJJ LLC *	105 to 125 CONSTITUTION DR	119673 and 94989	To include all current and future businesses: currently DON CHUY, ACADEMY SPORTS, HARBOR FREIGHT, and PLANET FITNESS
2	PEJJ LLC *			
3	TRENTON BASIC PROPERTIES LLC	403 CONSTITUTION DR	110554	Currently LAUGHING CRAB
4	LOWE'S HOME CENTERS, INC	-- CONSTITUTION DR to DOWNING PINES ROAD	88622	Currently unimproved
5	HOWARD, MIRANDA LYNN FROST	406 THOMAS RD	41197	To be SMALL SLIDERS (formerly BAYOU PAWN SHOP)
6	SIGNATURE NAILS AND BEAUTY LLC	100 BASIC DR	50857	Currently VIET COFFEE/SIGNATURE NAILS & BEAUTY
7	BLANCHARD GROVE PROPERTIES LLC	3426 CYPRESS ST, STE 03	45222	Currently PIZZA HUT
8	BLANCHARD GROVE PROPERTIES LLC	3426 CYPRESS ST, STE 06	45222	Currently BUBBLE TEA
9	FORBES HOTELS CORP	399 CONSTITUTION	88118	Currently unimproved
10	BOSSIER PROPERTY GROUP, LLC **	110 BASIC DR	137921	Currently ANDY'S FROZEN CUSTARD (originally a portion of # 103665 - Golden Corral)
11	BED & BISCUITS INN, LLC **	205 MANE ST	121775	BED & BISCUITS INN (originally a portion of #107573 - then Mane Street Mini-Golf and Games, currently Twin City Fencing)
12	SAI KRUPA LODGING, LLC **	1101 GLENWOOD DR	135083	SUPER 8 MOTEL (originally a portion of #86528 - then Super 8 by Windham and EL Paso Restaurant, currently only the Super 8 by Windham)
	* The area currently occupied by Don Chuy, a portion of #94989, was earlier included in the District when formerly occupied by Willie's Duck Diner			
	** Although earlier included in the District, these are again listed for completeness due to the division of the parcel into two parcels with separate assessor #s			

CITY OF WEST MONROE

ORDINANCE NO. \_\_\_\_\_

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO SELL CERTAIN DESCRIBED TANGIBLE NON-CONSUMABLE MOVABLE PROPERTY WHICH IS NO LONGER NEEDED FOR ANY PUBLIC PURPOSE BY THE CITY OF WEST MONROE, LOUISIANA, THROUGH INTERNET COMPUTER AUCTION PURSUANT TO R.S. 33.4711.1; THE CITY OF WEST MONROE, LOUISIANA RESERVING THE RIGHT TO REJECT ANY AND ALL BIDS AND/OR REMOVE ALL OR ANY PORTION OF THAT MOVABLE PROPERTY FROM THE SALE IF APPROPRIATE; TO ENTER INTO A SERVICES AGREEMENT WITH A QUALIFIED LOUISIANA AUCTIONEER TO CONDUCT THOSE AUCTIONS AND TRANSFER TITLE TO SUCCESSFUL PURCHASERS, AND TO OTHERWISE PROVIDE THE TERMS OF ENGAGEMENT; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, owns certain tangible non-consumable movable property which is no longer needed for public purposes, and

WHEREAS, that movable property still has a potential value if sold, and the receipt of any funds received will be beneficial to the City of West Monroe, Louisiana, and its residents.

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, hereby declares the following movable property is no longer needed for any public purpose by the City of West Monroe, Louisiana, and is therefore declared surplus, and the City of West Monroe, Louisiana is hereby authorized to sell that property through internet computer auction pursuant to the provisions of R.S. 33:4711.1. That movable property and the terms of sale are more particularly described as follows, to-wit:

VEHICLE IDENTIFICATION			
<u>OR SERIAL NUMBER</u>	<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>
1FTRX12W67NA57973	2007	FORD	F-150
1GTEK19R8WE544118	1998	GMC	1500/GREEN
1GCEC14W61Z332037	2001	CHEVROLET	1500
1FTEX1CM1BFB46719	2011	FORD	F-150
1FTEX1CM3CFB58727	2012	FORD	F-150
1FDPK74C8PVA21676	1993	FORD	F-700
3B7KC23Z81G203348	2001	DODGE	RAM 2500
1GTEC19W5WE543589	1998	GMC	1500/RED
1FTRX17WX3NB91517	2003	FORD	F-150
1FTRX17W5YNB26369	2000	FORD	F-150
1FDFF4FS9GDC50346	2016	FORD	E-450
1FTWF32L63ED34963	2003	FORD	F-350
1GCEC19V96Z272357	2006	CHEVROLET	1500

1FTRX17W93NA16370	2003	FORD	F-150
1FTRX17W1YNB26367	2000	FORD	F-150
1FTRX12W48FB59199	2008	FORD	F-150
L06230A617080	2009	JOHN DEERE	BRUSH AXE TRACTOR
18242		RHINO	15' BATWING

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 the use of any method or means allowed by R.S. 33:4711.1 is hereby approved.

SECTION 3. 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 if determined or appropriate, Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, or her designee, then the City of West Monroe, Louisiana, may reserve the right to reject any and all bids and/or remove any and all portion of the movable property from the auction sale prior to its being offered, and/or sold, all with or without a minimum price, and that the terms, conditions and provisions of that sale are to be for cash at time of sale, and except as otherwise expressly provided in the sales advertising, all items to be sold in “as is” condition.

SECTION 4. 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, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to pay any necessary costs associated with the sale from the proceeds of the sale.

SECTION 5. 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, as Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to enter into a services agreement with a qualified Louisiana auctioneer to conduct those auctions and transfer title to successful purchasers, and to otherwise provide the terms of engagement subject to such terms and provisions as she deems appropriate and in the best interests of the City;

SECTION 6. 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, as Mayor of the City of West Monroe, Louisiana, or her designee, is hereby authorized to take any and all other action and to execute any and all documentation as is necessary or desirable in order to further effectuate the provisions of this ordinance, including but not limited to execution of any and all bills of sale or other documents in order to evidence transfers of title of the movable property which is sold.



The above Ordinance was read and considered by Sections at a public meeting of the Mayor

and Board of Aldermen, in regular and legal session convened, voted on by yea or nay vote, this 1st day of August, 2023, the final vote being as follows:

YEA: \_\_\_\_\_

NAY: \_\_\_\_\_

NOT VOTING: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:

APPROVED THIS 1ST DAY OF  
AUGUST, 2023

\_\_\_\_\_  
CHRISTEN HEATH, CITY CLERK  
CITY OF WEST MONROE  
STATE OF LOUISIANA

\_\_\_\_\_  
STACI ALBRITTON MITCHELL, MAYOR  
CITY OF WEST MONROE  
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 TANGIBLE NON-CONSUMABLE MOVABLE PROPERTY WHICH IS NO LONGER NEEDED FOR ANY PUBLIC PURPOSE BY THE CITY OF WEST MONROE, LOUISIANA, THROUGH INTERNET COMPUTER AUCTION PURSUANT TO R.S. 33.4711.1; THE CITY OF WEST MONROE, LOUISIANA RESERVING THE RIGHT TO REJECT ANY AND ALL BIDS AND/OR REMOVE ALL OR ANY PORTION OF THAT MOVABLE PROPERTY FROM THE SALE IF APPROPRIATE; TO ENTER INTO A SERVICES AGREEMENT WITH A QUALIFIED LOUISIANA AUCTIONEER TO CONDUCT THOSE AUCTIONS AND TRANSFER TITLE TO SUCCESSFUL PURCHASERS, AND TO OTHERWISE PROVIDE THE TERMS OF ENGAGEMENT; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, owns certain tangible non-consumable movable property which is no longer needed for public purposes, and

WHEREAS, that movable property still has a potential value if sold, and the receipt of any funds received will be beneficial to the City of West Monroe, Louisiana, and its residents.

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, hereby declares the following movable property is no longer needed for any public purpose by the City of West Monroe, Louisiana, and is therefore declared surplus, and the City of West Monroe, Louisiana is hereby authorized to sell that property through internet computer auction pursuant to the provisions of R.S. 33:4711.1. That movable property and the terms of sale are more particularly described as follows, to-wit:

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>VIN NUMBER</u>
2014	CHEVROLET	TAHOE	1GNLC2EO4ER223595
2009	CHEVROLET	TAHOE	1GNEC03059R195571
2010	DODGE	CHARGER	2B3AA4CT8AH194189
2012	DODGE	CHARGER	2C3CDXAT9CH304984
2014	DODGE	CHARGER	2C3CDXAT9EH145158
2014	CHEVROLET	TAHOE	1GNLC2EO1ER225255
2014	DODGE	CHARGER	2C3CDXAT9EH145161
2014	DODGE	CHARGER	2C3CDXAT0EH145159
2002	FORD	CROWN VICTORIA	2FAFP71W42X122386
2003	FORD	CROWN VICTORIA	2FAFP71W23X178909

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 the use of any method

or means allowed by R.S. 33:4711.1 is hereby approved.

SECTION 3. 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 if determined or appropriate, Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, or her designee, then the City of West Monroe, Louisiana, may reserve the right to reject any and all bids and/or remove any and all portion of the movable property from the auction sale prior to its being offered, and/or sold, all with or without a minimum price, and that the terms, conditions and provisions of that sale are to be for cash at time of sale, and except as otherwise expressly provided in the sales advertising, all items to be sold in “as is” condition.

SECTION 4. 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, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to pay any necessary costs associated with the sale from the proceeds of the sale.

SECTION 5. 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, as Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to enter into a services agreement with a qualified Louisiana auctioneer to conduct those auctions and transfer title to successful purchasers, and to otherwise provide the terms of engagement subject to such terms and provisions as she deems appropriate and in the best interests of the City;

SECTION 6. 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, as Mayor of the City of West Monroe, Louisiana, or her designee, is hereby authorized to take any and all other action and to execute any and all documentation as is necessary or desirable in order to further effectuate the provisions of this ordinance, including but not limited to execution of any and all bills of sale or other documents in order to evidence transfers of title of the movable property which is sold.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea or nay vote, this 1st day of August, 2023, the final vote being as follows:

YEA: \_\_\_\_\_

NAY: \_\_\_\_\_

NOT VOTING: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:

APPROVED THIS 1ST DAY OF  
AUGUST, 2023

CHRISTEN HEATH, CITY CLERK  
CITY OF WEST MONROE  
STATE OF LOUISIANA

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

**CERTIFICATE OF SUBSTANTIAL COMPLETION**

PROJECT: COLEMAN AVENUE SEWER RELOCATION

ENGINEER: LAZENBY & ASSOCIATES, INC.

OWNER: CITY OF WEST MONROE

CONTRACTOR: DON M. BARRON CONTRACTOR, INC.

CONTRACT DATE: MAY 4, 2023

DATE OF ISSUANCE: JULY 24, 2023

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

All Work

The Work to which this certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

July 24, 2023  
Date of Substantial Completion

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within 14 calendar days of the above date of Substantial Completion.

The Date of Substantial Completion is the date upon which all guarantees and warranties begin, except as follows:

The 45-day lien period shall begin upon the date that this document is filed with the Clerk of Court in Ouachita Parish.

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on July 24, 2023

Lazenby & Associates, Inc.  
ENGINEER

By:   
Jason T. Thornhill, P.E.

CONTRACTOR accepts this Certificate of Substantial Completion on 7-26, 2023  
Date

Don M. Barron Contractor, Inc.  
CONTRACTOR

By:   
David C. Farrar, Executive Vice President

OWNER accepts this Certificate of Substantial Completion on \_\_\_\_\_, 2023  
Date

City of West Monroe  
OWNER

By: \_\_\_\_\_  
Staci Albritton Mitchell, Mayor



**FINAL INSPECTION “PUNCH LIST”**  
**COLEMAN AVENUE SEWER RELOCATION**  
**CITY OF WEST MONROE**  
**L&A, INC. PROJECT NO. 22E055.00**

**JULY 24, 2023**

1. Perform a low-pressure air test of each completed gravity sewer main segment at 4 PSI for a period of 5 minutes with no loss in pressure.
2. Perform final grading and install seed and fertilizer on all areas disturbed by construction.
3. Remove and cap flowable fill injection ports on abandoned sewer mains at a minimum depth of 18 inches below grade.

**CHANGE ORDER**No. 5Dated: August 1, 2023

OWNER'S Contract No.: 000165

ENGINEER'S Project No.: 209793

**Project:**Highland Park Commercial Subdivision Infrastructure  
Improvements, Phase 1**CONTRACTOR:** Merrick, LLCContract For: Highland Park Commercial Subdivision Contract Date: February 14, 2022To: Merrick, LLC  
Contractor**You are directed to make the changes noted below in the subject Contract:**City of West Monroe

Owner

By: Staci Albritton Mitchell - Mayor  
Dated: August 1, 2023Nature of Changes: Additional overhead (10% of attached cost schedule) and living expense (\$3,000) required to return and finish the Otis Street connection due to delay from the adjacent Otis Street Rehabilitation project.  
Final balance of quantities.

Enclosures: Cost Breakdown Schedules

These changes result in the following adjustments to the Contract Price and Contract Time:

Contract Price Prior to This Change Order:	\$ <u>1,946,042.48</u>
Net (Increase) Resulting from this Change Order:	\$ <u>-59,871.32</u>
Current Contract Price Including this Change Order:	\$ <u>1,886,171.16</u>

Contract Time Prior to This Change Order:	<u>258</u>	Days
Net (Add) Resulting from This Change Order:	<u>10</u>	Days
Current Contract Time Including This Change Order:	<u>268</u>	Days

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The Above Changes Are Recommended:

**S. E. HUEY CO.**

Project Engineer

By:

**Robert L. George, IV, P.E.**

Date:

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The above Changes Are Approved As Recommended:

**City of West Monroe**

Owner

By:

**Staci Albritton Mitchell - Mayor**

Date:

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The above Changes Are Accepted:

**Merrick, LLC**

Contractor

By:

**Chad P. Juneau, President**

Date:

Project: Highland Park Commercial Subdivision Infrastructure Improvements, Phase 1								
Job #: 209793		Change Order No. 5			Contract Date: February 14, 2021			
Date of Completion		Amount of Contract			Contract Days			
Original:		Current	\$1,946,042.48		Current		258	
Revised:		Revised:	\$1,886,171.16		Revised:		268	
Contract Items		Original			Change Order No. 5			
Item No.	Item Description	Unit	Quantity	Unit \$	Extension	New Total Quantity	Difference	Extension
1	General Clearing & Grubbing	LS	1	\$25,000.00	\$25,000.00	1	0	\$0.00
2	Site Grading (Excavation and Embankment measured as in-situ to be cut and placed as fill)	CY	9,210	\$8.50	\$78,285.00	9,210	0	\$0.00
3	Hauled in Select Fill	CY	5,070	\$18.00	\$91,260.00	700	-4,370	(\$78,660.00)
4	Road Base Grading and Compaction	SY	5,550	\$1.20	\$6,660.00	5,550	0	\$0.00
5	4,000 PSI Poertland Cement Concrete Paving (10" Thick)	SY	4,731	\$82.00	\$387,942.00	4,731	0	\$0.00
6	Class II Crusted Stone Base Course (8" Thick)	SY	5,550	\$27.00	\$149,850.00	5,550	0	\$0.00
7	Concrete Curb & Gutter	LF	2,950	\$23.50	\$69,325.00	2,950	0	\$0.00
8	Storm Drain Pipe (31" x 51") RCP Arch	LF	0	\$177.00	\$0.00	0	0	\$0.00
9	Storm Drain Pipe (24") RCP	LF	1,418	\$96.00	\$136,128.00	1,418	0	\$0.00
10	Reinforced Cast-in-place Concrete Catch Basin (CB-06)	EA	15	\$9,300.00	\$139,500.00	15	0	\$0.00
11	Reinforced Cast-in-place Concrete Catch Basin (CB-02)	EA	1	\$6,700.00	\$6,700.00	1	0	\$0.00
12	Tie-in and Rehabilitation of Existing Catch Basin (N. 7th Catch Basin)	LS	0	\$3,300.00	\$0.00	0	0	\$0.00
13	CB-06 to CB-02 Catch Basin Rehabilitation	LS	1	\$3,300.00	\$3,300.00	1	0	\$0.00
14	10" C900 PVC Water Main (Inclusive of Fittings)	LF	2,525	\$55.00	\$138,875.00	2,654	129	\$7,095.00
15	10" HDPE, DR11 Water Main (Directional Drill)	LF	450	\$120.00	\$54,000.00	464	14	\$1,680.00
16	12" HDPE, DR11 Water Main (Directional Drill)	LF	200	\$155.00	\$31,000.00	200	0	\$0.00
17	Fire Hydrant Assembly	EA	5	\$7,130.00	\$35,650.00	5	0	\$0.00
18	6" Gate Valve W/ Pad, Box, & Sign	EA	2	\$1,570.00	\$3,140.00	3	1	\$1,570.00
19	10" Gate Valve W/ Pad, Box, & Sign	EA	10	\$3,270.00	\$32,700.00	10	0	\$0.00
20	12" Gate Valve W/ Pad, Box, & Sign	EA	6	\$3,940.00	\$23,640.00	6	0	\$0.00
21	6" x 4" D.I. Reducer W/ Acc.	EA	1	\$429.00	\$429.00	1	0	\$0.00
22	10" x 6" D.I. Reducer W/ Acc.	EA	1	\$700.00	\$700.00	1	0	\$0.00
23	10" x 12" D.I. Reducer W/ Acc.	EA	2	\$955.00	\$1,910.00	2	0	\$0.00
24	6" x 6" x 10" Swivel Tee W/ Acc.	EA	1	\$1,495.00	\$1,495.00	1	0	\$0.00
25	10" x 10" x 6" Swivel Tee W/ Acc.	EA	2	\$1,320.00	\$2,640.00	2	0	\$0.00
26	10" Swivel Tee W/ Acc.	EA	3	\$1,775.00	\$5,325.00	3	0	\$0.00
27	12" Swivel Tee W/ Acc.	EA	2	\$3,280.00	\$6,560.00	2	0	\$0.00
28	10" x 6" Connection	EA	2	\$1,460.00	\$2,920.00	2	0	\$0.00
29	10" x 4" Connection	EA	1	\$1,320.00	\$1,320.00	2	1	\$1,320.00
30	12" x 12" Connection (Inclusive of saw cutting, excavation, & street repair)	EA	2	\$11,000.00	\$22,000.00	2	0	\$0.00
31	10" SDR35 Sanitary Sewer Main	LF	1,220	\$51.00	\$62,220.00	1,300	80	\$4,080.00
32	10" HDPE, DR11 Sanitary Sewer Main (Directional Drill)	LF	100	\$90.00	\$9,000.00	74	-26	(\$2,340.00)
33	Sanitary Sewer Manholes	EA	6	\$5,700.00	\$34,200.00	6	0	\$0.00
34	6" Sewer Service W/ Cleanout	EA	10	\$1,300.00	\$13,000.00	10	0	\$0.00
35	Ditch Grading	LF	500	\$15.00	\$7,500.00	500	0	\$0.00
36	10.0' Curb Ramp W/ Detectable Warning	EA	4	\$2,500.00	\$10,000.00	4	0	\$0.00
37	Plastic Pavement Striping (Solid White) (24" Width) (Thermoplastic 125 mil)	LF	86	\$20.85	\$1,793.10	86	0	\$0.00
38	Plastic Pavement Legends and Symbols (Solid White Arrows)	EA	4	\$490.00	\$1,960.00	4	0	\$0.00
39	Plastic Pavement Striping (Solid Yellow) (4" Width) (Thermoplastic 90 mil)	LF	2,960	\$2.25	\$6,660.00	2,960	0	\$0.00
40	Plastic Pavement Striping (Solid White) (4" Width) (Thermoplastic 90 mil)	LF	2,950	\$2.25	\$6,637.50	2,950	0	\$0.00
41	Plastic Pavement Striping (Dashed White) (4" Width) (Thermoplastic 90 mil)	LF	100	\$2.25	\$225.00	100	0	\$0.00
42	ReflectORIZED Rasied Pavement Markings (Two Way Yellow)	EA	39	\$29.00	\$1,131.00	70	31	\$899.00
43	ReflectORIZED Rasied Pavement Markings (White/Red)	EA	12	\$29.00	\$348.00	10	-2	(\$58.00)
44	Stop Sign (R1-1) & Post	EA	5	\$215.00	\$1,075.00	5	0	\$0.00
45	25 MPH Speed Limit Sign & Post	EA	6	\$215.00	\$1,290.00	4	-2	(\$430.00)
46	Plastic Pavement Legends and Symbols (ONLY)	EA	4	\$750.00	\$3,000.00	4	0	\$0.00
47	SWPPP (Including all Temporary Erosion Control)	LS	1	\$6,000.00	\$6,000.00	1	0	\$0.00
48	Broadcast Seeding	AC	20	\$800.00	\$16,000.00	20	0	\$0.00
49	Concrete Demolition & Disposal	LS	1	\$10,000.00	\$10,000.00	1	0	\$0.00
50	Tree Removal & Disposal	LS	1	\$20,000.00	\$20,000.00	1	0	\$0.00
51	Hydromulch	AC	1.20	\$4,000.00	\$4,800.00	1.20	0	\$0.00
52	Geotextile Fabric	SY	150	\$4.50	\$675.00	0	-150	(\$675.00)
53	Construction Layout	LS	1	\$10,000.00	\$10,000.00	1	0	\$0.00
54	Temporary Traffic Control	LS	1	\$30,000.00	\$30,000.00	1	0	\$0.00
55	Mobilization	LS	1	\$160,000.00	\$160,000.00	1	0	\$0.00
56	Saw Cut and Removal of Curb and Gutter	LF	180	\$25.00	\$4,500.00	180	0	\$0.00
57	Alternate No. 1 (Additional Roadway and Drainage)	LS	0	\$194,467.20	\$0.00	0	0	\$0.00
58	30#/#14" Rip Rap W/ Fabric	SY	40	\$55.50	\$2,220.00	40	0	\$0.00
59	Asphalt trail Repair	LS	1	\$3,400.00	\$3,400.00	1	0	\$0.00
60	10" W.M. Fittings W/ Acc.	LS	1	\$3,840.98	\$3,840.98	1	0	\$0.00
61	8" C900 PVC Water Main	LF	40	\$51.59	\$2,063.60	40	0	\$0.00
62	8" Gate Valve W/ Pad & Box	EA	2	\$2,426.05	\$4,852.10	2	0	\$0.00
63	10" x 8" D.I. Reducer W/ Acc.	EA	1	\$776.49	\$776.49	1	0	\$0.00
64	8" Connection	EA	1	\$1,313.40	\$1,313.40	1	0	\$0.00
65	8" D.I. Tee W/ Acc.	EA	1	\$1,049.73	\$1,049.73	1	0	\$0.00
66	Crushed Stone Backfill	CY	25	\$103.51	\$2,587.75	25	0	\$0.00
67	Remove and Replace Asphalt at W.M. Tie Ins	SY	6	\$176.77	\$1,060.62	6	0	\$0.00
68	8" Conduits Under Roadway for Entergy	LF	280	\$72.00	\$20,160.00	280	0	\$0.00
69	Roadway Tie Bar Reinforcement	LS	1	\$10,447.18	\$10,447.18	1	0	\$0.00
70	Trail Washout Repair	LS	1	\$12,002.03	\$12,002.03	1	0	\$0.00
71*	Otis Street Connection	LS	0	\$5,647.68	\$0.00	1	1	\$5,647.68
* - New Item, Change Order No. 5		Project Cost Increase (Decrease): (\$59,871.32)						
		Contract Amount: Original: \$1,891,683.60 Revised: \$1,886,171.16						

BY: \_\_\_\_\_  
Chad P. Juneau, President


**COST BREAKDOWN SCHEDULE**
**Project:**

Highland Park

**Description of Work:**

Build CB-06, CB-01 INSTALL 16' 15' RCP At the intersection of ottis street

LABOR					
Workmen	No.	Rate	Hours	Days	Total
Working Foreman	1	\$ 45.00	10	6	\$ 2,700.00
Carpenter	4	\$ 22.00	10	6	\$ 5,280.00
Operator	1	\$ 22.00	10	6	\$ 1,320.00
					\$ 9,300.00
				Contractors OH&P 15%	
<b>TOTAL FOR LABOR</b>					<b>\$ 9,300.00</b>

INSURANCE AND TAXES		
Description	Rate	Total
General Liability	29.65%	\$ 2,757.45
Workers Compensation	10.65%	\$ 990.45
Unemployment	4.80%	\$ 446.40
Social Security	9.10%	\$ 846.30
	Subtotal	\$ 5,040.60
	Contractors OH&P 15%	
<b>TOTAL FOR INSURANCE AND TAXES</b>		<b>\$ 5,040.60</b>

MATERIALS				
Description	Qty	Units	Price Each w/ Taxes	Total
15" RCP Pipe	16.00	lnft	\$ 28.00	\$ 448.00
Concrete for catch basins	10.00	cyds	\$ 150.00	\$ 1,500.00
CB-06 Frame and Grate	1.00	each	\$ 1,250.00	\$ 1,250.00
Hotel expenses and Perdiem(5 crewx4 nights)	20.00	each	\$ 150.00	\$ 3,000.00
CB-01 Frame and grate	1.00	each	\$ 1,000.00	\$ 1,000.00
			Subtotal	\$ 7,198.00
			Contractors OH&P 15%	
<b>TOTAL FOR MATERIALS</b>				<b>\$ 7,198.00</b>

EQUIPMENT					
Description	Adjusted Hr Rate	Hours Per Day	Total Days	Qty	Total
Mini Excavator	\$ 70.88	8	6	1	\$ 3,402.24
Vibratory Plate	\$ 10.00	8	6	1	\$ 480.00
Pickup Truck	\$ 22.00	8	6	1	\$ 1,056.00
				Subtotal	\$ 4,938.24
				Contractors OH&P 0%	\$ -
<b>TOTAL FOR EQUIPMENT</b>					<b>\$ 4,938.24</b>

SUBCONTRACTING		
Description	Units	Total
		\$ -
		Subtotal \$ -
		Contractors OH&P 15% \$ -
<b>TOTAL FOR SUBCONTRACTING</b>		<b>\$ -</b>

BONDS		
Description	Rate	Total
Bond	0.78%	\$ 206.52
		Subtotal \$ 206.52
		Contractors OH&P 15% \$ 30.98
<b>TOTAL FOR BOND</b>		<b>\$ 237.50</b>

SUMMARY		
	Labor Total	\$ 9,300.00
	Insurance & Taxes Total	\$ 5,040.60
	Material Total	\$ 7,198.00
	Equipment Total	\$ 4,938.24
	Subcontracting Total	\$ -
	<b>Subtotal</b>	<b>\$ 26,476.8</b>
Units: 1	<b>UNIT PRICE</b>	<b>\$ 26,476.84</b>



## STATE OF LOUISIANA

## CITY OF WEST MONROE

ORDINANCE NO. \_\_\_\_\_

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO ENTER INTO AN ENTITY/STATE AGREEMENT WITH THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT REGARDING STATE PROJECT NO. H.015205, FEDERAL AID PROJECT NO. H015205, MCMILLAN RD PED IMPR (W MON) SAFE ROUTES TO PUBLIC PLACES PROGRAM OUACHITA PARISH; TO FURTHER AUTHORIZE THE MAYOR TO EXECUTE THAT ENTITY/STATE AGREEMENT AND ALL RELATED DOCUMENTS; AND TO FURTHER EXECUTE ANY ALL FURTHER DOCUMENTS, AUTHORIZATIONS OR COMMITMENTS, AND TO UNDERTAKE ANY AND ALL ACTIONS WHICH ARE NECESSARY, APPROPRIATE OR DESIRABLE IN ORDER TO MEET ANY AND ALL OTHER REQUIREMENTS RELATING TO THE AWARD OF THAT PROJECT, OR OTHERWISE TO FULFILL THE OBLIGATIONS OF THE CITY OF WEST MONROE, LOUISIANA, AS IT RELATES TO THE AGREEMENT; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

SECTION 1. BE IT ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that the City of West Monroe, Louisiana, is hereby authorized to enter into an Entity/State Agreement with the Louisiana Department of Transportation and Development regarding State Project No. H.015205, Federal Aid Project No. H015205, McMillan Rd Ped Impr (W Mon) Safe Routes to Public Places Program Ouachita Parish, a copy of which is attached as Exhibit “A”, and that Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute that Entity/State Agreement on behalf of the City of West Monroe, Louisiana, and to further execute any and all documents either necessary or appropriate to reflect the approval by the City of West Monroe, Louisiana.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to execute any and all further documents, authorizations or commitments, including but not limited to any funding commitments required or requested, and to undertake any and all actions which are necessary, appropriate or desirable in order to meet any and all other requirements relating to the award of that project, including the designation of Christen Heath, City Clerk, or such other persons as she shall determine appropriate, as the “Responsible Charge”, and otherwise to fulfill the obligations of the City of West Monroe, Louisiana, as it relates to the award of funds for this project, or the provisions of the Entity/State Agreement approved above.

The above Ordinance was read and considered by sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea and nay vote, this 1st day of August, 2023, the final vote being as follows:

YEA: \_\_\_\_\_

NAY: \_\_\_\_\_

NOT VOTING: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:

APPROVED THIS 1ST DAY OF  
AUGUST, 2023

\_\_\_\_\_  
CHRISTEN HEATH, CITY CLERK  
CITY OF WEST MONROE,  
STATE OF LOUISIANA

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

**AUGUST 1, 2023**  
**WEST MONROE CITY COUNCIL MEETING**  
**ENGINEERING UPDATE**  
**L&A, INC. PROJECT NO. 23E038.00**

**Kiroli Walk Trail Improvements – City Project No. C22002**

- Consult with contractor for pricing for rehab of additional areas
- Discuss with City for scope of work & pricing then decide steps to move forward.

**Sunshine Heights Drainage Improvements – City Project No. C22024**

- L&A, Inc. will proceed with surveying & engineering services upon contract approval by the State.

**Coleman Avenue Sewer Relocation**

- Construction substantially complete.
- Punch list items are being addressed. Soon to be in Lien Period.

**Kiroli Dog Park**

- Construction quote received by BGW Construction on July 31, 2023.
- The quote was in the amount of \$106,286.02. The budget was \$100,000.
- Our firm will recommend accepting the quote of \$106,286.02 & recommend to Award the construction contract to BGW Construction.
- Permission for access is remaining.

**Natchitoches Street Cross Drain Replacement**

- Our firm has begun topographic surveying, plan preparation, and specification preparation.
- T. Baker Smith has begun subsurface utility exploration & will return for completion of their work the week of August 7.

**Mane Street Cross Drain Repair**

- Our firm has begun topographic surveying, plan preparation, and specification preparation.
- T. Baker Smith has begun subsurface utility exploration & will return for completion of their work the week of August 7.

**North 3<sup>rd</sup> Street Improvements**

- Our firm has begun topographic surveying, plan preparation, and specification preparation.
- Terracon will tentatively begin their geotechnical engineering work on August 4.



## INFRASTRUCTURE PROJECT UPDATE

August 1, 2023

UNDER CONSTRUCTION			
Project	Description	Funding	Status
Tupawek Estates Sidewalks	Construction of sidewalk along Tupawek Drive to provide a safe corridor for pedestrians within the neighborhood.	City	Construction complete. Waiting for 45 day clear lien period.
Otis Street (Urban Systems)	Mill & Overlay, add bike/ped path.	Urban Systems (80/20)	Under Construction. Sidewalks complete. Roadway construction to begin next week.
Natchitoches Street (Urban Systems)	Mill & Overlay, improve drainage, add bike lane.	Urban Systems (80/20)	Under Construction. Completion of asphalt work to begin by 8/8 and should take approximately 1 week to complete.
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. Final change order number 5 on 8/1 Council Meeting to adjust to "as-built" quantities.
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.
La Watershed Initiative – Flood Acquisitions	\$5.2M awarded for Buyouts.	LWI	Waiting on LWI to begin program.
New Kiroli Road Bridge (North)	Replacement of bridge on Kiroli Road with box culverts.	Capital Outlay	Box culverts completed. Backfilling and forming headwall footings currently.
Constitution & Short Const. Dr. (Urban Systems)	Pulverize and rebuild road base and pavement.	Urban Systems (80/20)	Construction to begin in the middle of September due to delay in Sports Complex schedule.
Industrial Park Drainage Improvements (EDA)	Drainage improvements including cross drains, piping, and ditches.	EDA/City	Under Construction.

### Project Classifications

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

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



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.
Master Drainage Plan - Phase 1	Development of a comprehensive drainage plan for the City. Phase 1 consists of data compilation, drainage issue identification, preliminary project identification, and comprehensive plan framework.	City	Data and project list used to develop Watershed Projects.
Black Bayou Canal - 2016 Flood Damage Repairs	Public Assistance (PA) damage claims to the concrete canal.	FEMA/CDBG/ City	Pursuing additional funding. EDA awarding \$1.7 million.
Black Bayou Canal Improvements (HMGP)	Improvements including cleaning, widening, and armoring portions of the Black Bayou Canal south of I-20.	FEMA/City	Awaiting FEMA Phase 1 review comments.
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)	95% Preliminary submitted to LaDOTD. Awaiting comments. Funding delayed until Oct. 2023.
New Drago Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Drago LS. Design funded through LaDEQ. Seeking EDA funding for construction.	LaDEQ/City	Rate study contractor assigned. Property acquisition underway.
New Austin Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Austin LS.	EDA/City	Environmental clearance/survey phase.
Arkansas Rd. (N. 7th St. to Trenton Street)	Mill, patch, and overlay (3,325LF). Fill in ditch. Add 10' path.	Urban Systems (80/20)	Utility relocation plans being put together for permitting.
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	DOTD approval obtained.
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% Lighting Specs review by DOTD completed. Environmental Review Complete.
LaDOTD Safe Routes to Public Places: McMillan Library Sidewalks	New sidewalk along McMillan Road, from Hilton Street to the library.	SRTTP	CEA pending.
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	FEMA reviewing RFI response.
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.
Flanagan Street Water Main Replacement	Replacement of existing 4" W.M. along Flanagan with a 6" W.M.	CWEF/City	CWEF contract (CEA) executed and submitted. Ready to go out for pricing.

**Project Classifications**

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

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

