

AGENDA  
City of Monroe

LEGAL & REGULAR SESSION – MAY 12, 2020, 6:00PM  
CITY COUNCIL CHAMBERS CITY HALL

I: ROLL CALL AND DECLARE QUORUM:

II: INVOCATION & PLEDGE OF ALLEGIANCE – MR. HARVEY:

III: COMMUNICATIONS & SPECIAL ANNOUNCEMENTS:

1. Mr. Harvey
2. Mrs. Ezernack
3. Ms. Woods
4. Mr. Wilson
5. Mr. Clark
6. Mayor Mayo

IV: APPROVE MINUTES OF THE LEGAL AND REGULAR SESSION OF APRIL 28, 2020:  
(Public Comment)

V: PRESENTATION:  
NONE.

VI: PUBLIC HEARINGS:  
NONE.

PROPOSED CONDEMNATIONS:  
Public Comment:  
NONE.

VII: ACCEPTANCE OR REJECTION OF BIDS:  
(Public Comment)  
None.

VIII: RESOLUTIONS AND MINUTE ENTRIES:

1. Council:  
Public Comment:  
None.
2. Department of Administration:  
Public Comment:  
None.
3. Department of Planning & Urban Development:  
Public Comment:

(a) Consider request from the Renewal Center for a Major Conditional Use Permit authorizing the use of the existing structure (720 Adams Street) for a Day Shelter. (A day shelter is a facility operated by an organization or non-profit group that provides a place for the indigent, needy, homeless or transient persons to wash and dry clothes, take showers; use the computer or other similar activities during the hours of 7:30 a.m. to 6:00 p.m. May include offices for social agencies and may provide meals.) The Comprehensive Zoning Ordinance allows a homeless shelter as a Major Conditional Use in the B-3, General Business/Commercial District. Major Conditional Uses are those uses that require another level of approval; therefore, this request comes before the City Council for their approval in

addition to that of the Planning Commission. Planning Commission recommends approval with a 4-0-1 vote.

(b) Consider request from the Salvation Army for a Major Conditional Use Permit authorizing the use of the existing structure and property (105 Hart Street) for a Homeless Shelter. The request is to expand an existing Homeless Shelter at this location. The Comprehensive Zoning Ordinance allows a Homeless Shelter as a Major Conditional Use in the CBD, Central Business District. Major Conditional Uses are those uses that require another level of approval; therefore, this request comes before the City Council for their approval in addition to that of the Planning Commission. Planning Commission recommends approval with a 4-0-1 vote.

4. Legal Department:  
Public Comment:  
None.

5. Mayor's Office:

Public Comment:

(a) Adopt a Resolution authorizing Mayor James E. Mayo to enter into an agreement and accept a grant award from the National League of Cities and further providing with respect thereto.

6. Department of Public Works:

Public Comment:

(a) Adopt a Resolution authorizing the City of Monroe to advertise for bids for the restriping of Runway 4-22 at the Monroe Regional Airport, and further providing with respect thereto.

(b) Adopt a Resolution authorizing James E. Mayo, Mayor, to execute an Agreement with 1 Priority Environmental Services relating to Asbestos Abatement and further providing with respect thereto.

(c) Adopt a Resolution authorizing the purchase of 2 heavy duty buses for the Monroe Transit System from the Baton Rouge Contract #2015-009 and further providing with respect thereto.

7. Department of Community Affairs:  
Public Comment:  
None.

8. Police Department:  
Public Comment:  
None.

9. Fire Department:  
Public Comment:

(a) Adopt a resolution authorizing James E. Mayo, Mayor on behalf of the Monroe Fire Department to execute Change Order No. Two (2) to the Breard/Betin St. Fire Station #5 Contract.

10. Engineering Services:  
Public Comment:

(a) Adopt a Resolution rejecting all bids received on February 19, 2020 for the Water Treatment Plant Expansion and Renovation Project (No. 18wtr038) and further providing therewith.

(b) Adopt a Resolution accepting as Substantially Complete Work Done by and between the City of Monroe and Dixie Overland Construction, LLC for the Proposed Booster Station Project, and further providing with respect thereto.

(c) Adopt a Resolution accepting as Substantially Complete Work Done by and between the City of Monroe and Dixie Overland Construction, LLC for the WTP Handrail Improvement Project, and further providing with respect thereto.

(d) Adopt a Resolution authorizing James E. Mayo, Mayor to enter into and execute a Grant Application in the amount of \$17.5 million to the United State Department of Transportation Better Utilizing Investments to Leverage Development Program (Build Grant) for the Kansas Lane Extension Multi-Modal Connector and further providing with respect thereto.

(e) Adopt a Resolution authorizing James E. Mayo, Mayor, to sign and approve submittal of a Design Waiver Request for the State Project No. H.004780.5 Kansas Lane Connector Project and further providing with respect thereto.

BREAK IF NEEDED:

IX: INTRODUCTION OF RESOLUTIONS & ORDINANCES:

Public Comment:

(a) Introduce an Ordinance authorizing the City of Monroe to take Corporeal Possession of the property described below and sell to Willie Nat all rights, title and interest that the City may have acquired to Lot 16, Sq 60, Unit 10, Booker T. Washington Addition, Ouachita Parish, 1508 Sherrouse Ave., District 3, Monroe, La, by Adjudication at Tax Sale dated July 1, 2010, and further with respect thereto. (Legal)

(b) Introduce an Ordinance amendment to Chapter 37, Zoning, of the Code of the City of Monroe, Article III Use Districts, Section 37-37 Commercial Use District, table 3.3 commercial districts permitted and conditional uses. (P&Z)

(c) Introduce an Ordinance Adopting and Amending the Zoning Map for the City of Monroe, Louisiana and authorizing the Clerk to publish notice of a Public Hearing to rezone a ±1.55 acre tract of land presently located in Ouachita Parish from B-1, Neighborhood Mixed Use District to B-3, General Business/Commercial District to operate elderly/retirement housing, retail and offices, and is more particularly described as follows: **Lot 1, 2, 3, 4, 5, the west 10' of Lot 7, Lots 8 - 9 and the West 10' of Lot 7 Square 38 Filhiols 1<sup>st</sup> Addition. And otherwise known as 1001 DeSiard Street: APPLICANT – Miller Roy Building, LLC (P&Z)**

X: RESOLUTIONS AND ORDINANCES FOR SECOND READING AND FINAL ADOPTION AND SUBJECT TO PUBLIC HEARING:

NONE.

XI: CITIZENS PARTICIPATION:

XII: ADJOURN.

Monroe City Council Legal and Regular Session  
April 28, 2020  
6:00 p.m.  
City Council Chambers-City Hall  
MINUTES

There was a legal and regular session of the City Council of the City of Monroe, Louisiana held this date, April 28, 2020 at the Council's regular meeting place, 400 Lea Joyner Memorial Expressway, City Council Chambers/City Hall Building, Monroe, Louisiana.

The Honorable Juanita G. Woods, Chairwoman, called the meeting to order.

The roll call was done by the Council Clerk, Ms. Riley.

Council members present for roll call: Mrs. Gretchen Ezernack, Ms. Juanita Woods, Mr. Douglas Harvey, Mr. Kenneth Wilson, Attorney Eddie Clark (present via teleconference).

Council member(s) absent: NONE.

Chairwoman Woods declared a quorum.

The Invocation and Pledge of Allegiance were led by Mayor Mayo.

Ms. Woods commented that Council was following guidelines as set forth by the Governor with there being ten or less people in attendance at the meetings; opportunities have been given to those who may have questions or comments regarding items on the agenda by email or by coming to the meeting and speaking from the podium.

Communications and Special Announcements:

1. Mr. Harvey welcomed all in attendance and thanked everyone for their assistance during this time and appreciate how everyone is coming together; he commented that everyone would continue to do their part according to the Governor's guidelines.
  2. Mrs. Ezernack thanked everyone, the employees for their work during Covid19 and the tornado; folks are coming together to help each other. She had the opportunity to visit at Carver as the MPD donated food and there was a great response to this effort; she thanked MPD for their efforts of the giving of their time and money.
  4. Mr. Wilson thanked several organizations for their assistance including the Convoy of Hope who has worked tirelessly providing assistance to the citizens; he asked prayers for Mr. Wilson, Convoy of Hope for the loss of relatives; he thanked Berean Baptist Church, Mr. Mike Downhour, Radio station, Chief Reggie Brown, Mr. Johnny Bailey, Help program, First United Methodist, Pastor Moore and St. Paul, Christian men retreat for all their help.
  5. Mr. Clark prayed that all was well and that we will all get through this; better days are coming.
  6. Mayor Mayo thanked everyone for their help, so many. The council, the delegation and everyone who has helped and giving back to the community. He commented that a sheriff deputy from St. John Parish came down and fed all of the police officers. He thanked everyone for all of their hard work and as we work toward the mitigation measures to do all that we need to do.
- Ms. Woods thanked everyone for their comments and thanked Mayor Mayo for his leadership and efforts and do appreciate them; she thanked the police, fire and all staff for their assistance. She thanked the Northeast La. Delegation for all of their efforts, Senator Katrina Jackson for her leadership for pulling a lot of things together in the community; she thanked Power House COGIC, Riverside Baptist Church and the American Red Cross and their services; Monroe Housing Authority, Bright Oak Baptist Church, Southern Mixing Pot and the Ladies of the Cross, Monroe chapter. She asked that everyone stay safe and practice the social distancing.
- Upon a motion of Mr. Harvey and a second by Mr. Wilson, the minutes of the Legal and Regular session of April 14, 2020 were unanimously approved. (There were no public comments).

PRESENTATION: NONE.

PUBLIC HEARINGS: NONE.

PROPOSED CONDEMNATIONS: Public Comment: NONE.

Monroe City Council Legal and Regular Session  
April 28, 2020  
6:00 p.m.  
City Council Chambers-City Hall  
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ACCEPTANCE OR REJECTION OF BIDS:

(Public Comment)

None.

RESOLUTIONS AND MINUTE ENTRIES:

1. Council:     Public Comment:

(a) Upon a motion by Mr. Clark, second by Mr. Harvey and unanimously approved to Adopt Resolution No. 7694, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with Hampco Inc. and further providing with respect thereto. (Clark) (There were no public comments).

Comments: Discussion to reduce amount to \$2,000; amendments and motions made.

(b) Upon a motion by Mr. Harvey, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7695, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with Tab-N-Action, Inc. and further providing with respect thereto. (Clark) (There were no public comments).

(c) Upon a motion by Mr. Clark, second by Mr. Harvey; Voting YES: Harvey, Ezernack, Woods, Clark; Voting to ABSTAIN: Wilson, item approved to Adopt Resolution No. 7696, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with New St. James Baptist Church and further providing with respect thereto. (Clark) (There were no public comments).

Comments: Mr. Clark commented donations were made to organizations who assisted during the Easter tornado; the funds come from his District 5 Council discretionary funds.

Mr. Wilson stated he would abstain due to him being a deacon at the church.

(d) Upon a motion by Mr. Harvey, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7697, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with Convoy of Hope and further providing with respect thereto. (Clark) (There were no public comments).

(e) Upon a motion by Mr. Harvey, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7698, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with the Pentecostals of the Twin Cities and further providing with respect thereto. (Clark) (There were no public comments).

(f) Upon a motion by Mr. Harvey, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7699, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with Powerhouse Church of God in Christ and further providing with respect thereto. (Clark) (There were no public comments).

(g) Upon a motion by Mr. Wilson, second by Mr. Harvey and unanimously approved to Adopt Resolution No. 7700, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with Riverside Missionary Baptist Church and further providing with respect thereto. (Clark) (There were no public comments).

(h) Upon a motion by Mr. Harvey, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7701, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with New Beginnings Worship Center of Monroe and further providing with respect thereto. (Clark) (There were no public comments).

(i) Upon a motion by Mr. Wilson, second by Mr. Harvey and unanimously approved to Adopt Resolution No. 7702, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with Greater Free Gift Missionary Baptist Church of Monroe and further providing with respect thereto. (Clark) (There were no public comments).

Comments: Council members, Wilson, Ezernack, Woods and Harvey stated they would donate their hour back to the budget.

Monroe City Council Legal and Regular Session  
April 28, 2020  
6:00 p.m.  
City Council Chambers-City Hall  
MINUTES

(j) Upon a motion by Mr. Harvey, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7703, authorizing Proworks Productions, LLC to provide Video and Television Professional Services for the Monroe City Council, and further providing with respect thereto. (Clark) (There were no public comments).

Comments: Mrs. Ezernack motioned to amend to reflect the date of the expiration of the contract to the later to occur when the new council take their seat or until the end of August; Ms. Woods asked if a contract was being signed or if it was a month to month; Mrs. Ezernack commented that at this point it would start May 1<sup>st</sup>, and through August it would be a three month. Mrs. Sturdivant said it was four months from May-August and the term could be amended until August 31 and when the new council come on, they can renew a new contract. Mr. Harvey asked if it had been defined at this stage, and it has been moved a couple of times; he commented that he would like for it to be for the start of the new council or this period, the greater of the two days; wouldn't like to come back and do this again, if the election gets moved. Mrs. Sturdivant commented she understood; Mrs. Ezernack said the later of the two, August 31 or when the new council term begins. Vote was taken on the adoption of the amendment and the resolution as amended.

(k) Add-On: Upon a motion by Mr. Clark second by Mrs. Ezernack, and unanimously approved to add to the agenda to Adopt a Resolution authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with Monroe-Grambling Chapter of the Links, Incorporated and further providing with respect thereto. (Clark) (There were no public comments).

Comments: Ms. Woods commented that Mr. Clark amended a resolution to break up the amounts so that each organization could receive \$2,000.

Upon a motion by Mr. Harvey second by Mr. Wilson, Voting YES: Harvey, Ezernack, Woods, Wilson; Voting to ABSTAIN: Clark, item approved to Adopt Resolution No. 7704, authorizing the City of Monroe to enter into a Cooperative Endeavor Agreement with Monroe-Grambling Chapter of the Links, Incorporated and further providing with respect thereto. (Clark) (There were no public comments).

Department of Administration:

Public Comment:

None.

Department of Planning & Urban Development: Public Comments:

(a) Add-On: Upon a motion by Mrs. Ezernack second by Mr. Wilson, and unanimously approved to add to the agenda to Adopt a Resolution authorizing James E. Mayo, Mayor, permission to substantial amend the FY 20 Annual Action Plan and FY 2020-2024 Consolidated Plan to expend CDBG Coronavirus Aid, Relief & Economic Security (CARES) Act funding to address health and safety concerns related to COVID 19 activities and displaced citizens from the tornado in the amount of \$436,363.00 from CDBG Cares Act funding, and further providing with respect thereto. (There were no public comments).

Comments: Mr. Harvey asked if the entire resolution needed to be read due to this scenario; Ms. Woods said no.

Upon a motion by Mrs. Ezernack second by Mr. Wilson, and unanimously approved to Adopt Resolution No. 7705, authorizing James E. Mayo, Mayor, permission to substantial amend the FY 20 Annual Action Plan and FY 2020-2024 Consolidated Plan to expend CDBG Coronavirus Aid, Relief & Economic Security (CARES) Act funding to address health and safety concerns related to COVID 19 activities and displaced citizens from the tornado in the amount of \$436,363.00 from CDBG Cares Act funding, and further providing with respect thereto. (There were no public comments).

Comments: Ms. Hill explained that a PowerPoint was sent and due to Covid19, Hud awarded the city this extra amount and the opportunity to take the funds to address Covid19; proposing to spend money on small businesses with enterprise loans and can apply for a grant; mortgage assistance and rental assistance is being provided for up to three months; assisting non profits to secure ppe's to continue serving citizens; working with landlords to do rental rehabs. Mr. Harvey asked for the original Covid19 amount and she said it was \$436,363.00 and the \$250,000 comes from their Home funds already awarded and they are reprogramming those funds that would have been spent on general housing to do rental assistance; Mr. Harvey asked if this was to disburse the funding that's made available HUD requires them to have a public hearing/comment period for five days and will start on Thursday; Mr. Harvey asked if public comment period be imputed to social distancing requirements be followed;

Monroe City Council Legal and Regular Session  
April 28, 2020  
6:00 p.m.  
City Council Chambers-City Hall  
MINUTES

Ms. Hill said it would be online for comments, surveys, etc.; Mr. Harvey asked if the \$100,000 be loans or grants; Ms. Hill said it would be grants to not be in competition with grants; Mr. Wilson asked how soon would the dollars be available, and HUD would make the announcement this week and hoping by next Friday that the funds would be available. Mr. Wilson asked if there were income limits; she said yes, but situations do change, and HUD has allowed them to be flexible to collect income information. Mr. Wilson asked if this was a one time grant and she said as far as they know this is it. Ms. Woods asked if the small business loan money for low to moderate and she said they could be low to mod or have employees low to moderate. The applications will be published on their website and they can call to get information; won't be taking applications on site but online; Mrs. Ezernack asked if HUD processed the applications; Ms. Hill said they would process the application according to HUD guidelines and the City approves them.

(b) Add-On: Upon a motion by Mr. Harvey second by Mr. Wilson, and unanimously approved to add to the agenda to Adopt a Resolution authorizing James E. Mayo, Mayor, to enter into and execute to amend the effective date and termination date of the contract by and between the City of Monroe and the Well Spring Alliance for Families in the amount of \$75,000 FY 18' (ESGP), and further providing with respect thereto. (There were no public comments).

Comments: Mr. Harvey asked for the general scope; Ms. Hill said they were awarded emergency solutions grants to help with homelessness and both grantees have funding remaining and would like to give them a chance to assist tornado victims; this allow them to extend their contract for 30 days and in speaking with La Housing Finance, they said it was up to the local municipality to do an extension of funds. Mr. Harvey asked for the amounts of remaining funds to be disbursed; Ms. Hill said Wellspring had \$8-9,000 and Christopher House may have about \$2,000; the disbursements will be for shelter, rapid rehousing or outreach and used for sheltering, funds for hotels or rent funds. Ms. Woods said this is great for the people that have been impacted.

Upon a motion by Mr. Harvey second by Mr. Wilson, and unanimously approved to Adopt Resolution No. 7706, authorizing James E. Mayo, Mayor, to enter into and execute to amend the effective date and termination date of the contract by and between the City of Monroe and the Well Spring Alliance for Families in the amount of \$75,000 FY 18' (ESGP), and further providing with respect thereto. (There were no public comments).

(c) Add-On: Upon a motion by Mr. Harvey second by Mr. Wilson, and unanimously approved to add to the agenda to Adopt a Resolution authorizing James E. Mayo, Mayor, to enter into and execute to amend the effective date and termination date of the contract by and between the City of Monroe and Christopher Youth Center formerly known as Our House, Inc. in the amount of \$75,000 FY 18' (ESGP), and further providing with respect thereto. (There were no public comments).

Upon a motion by Mr. Harvey, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7707, authorizing James E. Mayo, Mayor, to enter into and execute to amend the effective date and termination date of the contract by and between the City of Monroe and Christopher Youth Center formerly known as Our House, Inc. in the amount of \$75,000 FY 18' (ESGP), and further providing with respect thereto. (There were no public comments).

Legal Department:

Public Comment:

None.

Mayor's Office:

Public Comment:

None.

Department of Public Works:

Public Comment:

None.

Department of Community Affairs:

Public Comment:

None.

Monroe City Council Legal and Regular Session  
April 28, 2020  
6:00 p.m.  
City Council Chambers-City Hall  
MINUTES

Police Department:

Public Comment:

None.

Fire Department:

Public Comment:

None.

Engineering Services:

Public Comment:

(a) Upon a motion by Mr. Harvey, second by Mrs. Ezernack and unanimously approved to Adopt Resolution No. 7708, accepting the base bid of McLemore Service Contractors, LLC, in the amount of \$250,000.61 for the Calypso Street Waterline Rupture Repairs Project, and further authorizing James E. Mayo, Mayor, to enter into and execute a contract for said work. (There were no public comments).

Comments: Mr. Harvey asked in regard to the budget, how would this impact the capital accounts funding repairs like this project; Ms. Rowell commented that it would be coming from the water fund.

(b) Upon a motion by Mrs. Ezernack, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7709, authorizing the Purchasing Manager to advertise for bids on the Grammont Street Lighting Project. The estimated cost of this project is \$386,650.00. The DBE Goal is 1.44% and source of funds water Capital Funds. (There were no public comments).

Commented: Mr. Holland stated the dbe goals and the project is a specialty item, installing lights on an elevated 150 ft tank.

(c) Upon a motion by Mrs. Ezernack, second by Mr. Harvey and unanimously approved to Adopt Resolution No. 7710, authorizing the Purchasing Manager to advertise for bids on the Repairs to Warhawk Way & Inabnet Blvd Causeway Project. The estimated cost of this project is \$171,625.00. The DBE Goal is 15% and source of funds Capital Infrastructure Funds. (There were no public comments).

(d) Upon a motion by Mrs. Ezernack, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7711, authorizing James E. Mayo, Mayor, to purchase rights of way and easements needed and sign deeds for the Oregon Trail Flood Wall Project and further providing with respect thereto. (There were no public comments).

Comments: Mr. Harvey asked if this was a conversation relative to purchase; Mr. Holland said there are several property owners that right of ways have to be purchased from for the project. Mr. Wilson asked there had been any conversation regarding the generators at the Calypso pump stations and storm water generators; Mr. Holland said it was a future project that they have to get funds, and this is separate. Ms. Rowell said a plan was set aside a plan for so much each year for generator plan, a ten year plan period.

(e) Upon a motion by Mrs. Ezernack, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7712, authorizing James E. Mayo, Mayor, to enter into and execute an extra work letter with Denmon Engineering, to provide Professional Engineering Services for the State Project No. H.004780.5 Kansas Lane Connector Project and further providing with respect thereto. (There were no public comments).

Comments: Mr. Holland asked that Mr. Denmon would comment on this project; Mr. Randy Denmon explained the project that DOTD would produce the extra plans for this and it's all DOTD money passed through to the city; a DOTD work order; Mr. Harvey asked what was being order; Mr. Denmon said they are clearing and grubbing the right a way, relocating utilities and then will advertise for construction maybe later this year or early next year. Mr. Harvey asked what the extra work letter regarding; Mr. Denmon said it was his understanding that there were a few plan changes, from a four lane to five lane and some additional utility work and it's all capital outlay money that was passed to the city.

(f) Upon a motion by Mr. Wilson, second by Mr. Harvey and unanimously approved to Adopt Resolution No. 7713, authorizing the City of Monroe to prepare and submit a Pre-Application to the Statewide Flood Control Program for assistance in the implementation of a project (West Parkview Drainage Improvements) for the purpose of reducing existing flood damages; providing for the necessary documentation of said flood damages; and further providing with respect thereto. (There were no public comments).



Monroe City Council Legal and Regular Session  
April 28, 2020  
6:00 p.m.  
City Council Chambers-City Hall  
MINUTES

BREAK IF NEEDED:

INTRODUCTION OF RESOLUTIONS & ORDINANCES: Public Comment: None.

RESOLUTIONS AND ORDINANCES FOR SECOND READING AND FINAL ADOPTION AND SUBJECT TO PUBLIC HEARING:

(a) Add-On: Upon a motion by Mr. Harvey second by Mrs. Ezernack, and unanimously approved to add to the agenda to Adopt an Emergency Ordinance declaring the repair of primary clarifier #2 at the WPCC an emergency necessitating immediate repair and further providing with respect thereto. (There were no public comments).

(a) Emergency Ordinance: Upon a motion by Mrs. Ezernack, second by Mr. Harvey to Adopt Emergency Ordinance No. 11,991, declaring the repair of primary clarifier #2 at the WPCC an emergency necessitating immediate repair and further providing with respect thereto. (There were no public comments).

Comments: Ms. Woods asked for an explanation of the item; Public Works commented that it was a clarifier at the plant, and it provides a third of the primary treatment for the plant and right now it is down and needs to be repaired. Mr. Harvey asked if they were currently doing any sanitary overflows at this stage as the result of it being down; Public Works representative commented, no.

CITIZENS PARTICIPATION: NONE.

Mayor Mayo made clarification of an add-on regarding his salary; he asked the city attorney to explain why it wasn't added on; he thanked city council members who expressed their desires to participate in the expenditure reductions; he spoke with Judge Lee and she indicated they would do the same and the Marshal's office would do it too. City Attorney Sturdivant explained that initially they requested to add on an ordinance for the council to reduce the Mayor's salary in accordance with the city wide furlough of one hour of pay per week. Because the charter, you can amend the Mayor's compensation via ordinance, but you can't reduce it and although he was willing to reduce his salary, it would have been okay to proceed, but out of an abundance of caution, he will donate his portion back to the city for the same furlough that all city employees will be taking, the one hour of pay per week and this did not need to be done via ordinance. Mr. Harvey asked what the mechanism was needed to do that; Ms. Rowell commented if it can be done payroll deduction, she will have to figure it out; it can be deducted; Mr. Harvey said to let him know how the Council need to do it.

There being no further business to come before the Council, the meeting was adjourned at 7:12 p.m., upon a motion of Mr. Harvey and seconded by Mr. Wilson. (There were no public comments).

Ms. Juanita G. Woods  
Council Chairwoman

Ms. Carolus S. Riley  
Council Clerk

Ms. Jacqueline Benjamin  
Council Secretary

**\*For extended details on the Council meeting please call the Council Clerk, Monday-Friday at 329-2252; also, a recording of the minutes can be sent via email to you.**




# PLANNING AND URBAN DEVELOPMENT DEPARTMENT

P. O. Box 123  
Monroe, Louisiana 71210-0123

Planning and Zoning

Division

## MEMORANDUM

**TO:** Councilman Juanita Woods, Chairman  
**FROM:** Joanne C. Poret, AICP, Planning and Zoning Director   
**DATE:** May 5, 2020  
**RE:** Conditional Use Permit

### DAY SHELTER:

**The Renewal Center  
720 Adams Street**

This major conditional use permit authorizes the use of the existing structure (720 Adams Street) for a day shelter. (A day shelter is a facility operated by an organization or non-profit group that provides a place for the indigent, needy, homeless or transient persons to wash and dry clothes, take showers; use the computer or other similar activities during the hours of 7:30 a.m. to 6:00 p.m. May include offices for social agencies and may provide meals.) The Comprehensive Zoning Ordinance allows a homeless shelter as a Major Conditional Use in the B-3, General Business/Commercial District. Major Conditional Uses are those uses that require another level of approval, therefore this request comes before the City Council for their approval in addition to that of the Planning Commission.

Planning Commission recommends approval with a 4-0-1 vote.

### **REVIEW CRITERIA:**

The Planning Commission and the City Council shall consider the following criteria in approving or denying a major or minor conditional use permit:

- a. The proposed major or minor conditional use permit is consistent with the pertinent elements of the City of Monroe Comprehensive Plan and any other adopted plans.

- Medium Intensity Mixed Use: Areas with a mix of residential and

*commercial uses including live-work spaces and mixed-use developments.*

- b. The proposed development meets the requirements of this Ordinance.
- c. The proposed development will reinforce the existing or planned character of the neighborhood and the City.
- d. The major or minor conditional use permit complies with any specific use standards or limitations in Section VI (Supplementary Use Standards) of this Ordinance.
- e. Any adverse impacts on adjacent properties attributable to the major or minor conditional use have been minimized or mitigated.

***Effect of Denial***

The final denial of a major or minor conditional use permit application shall ban the subsequent application for the same or similar use at the same location for a period of twelve (12) months.

***Appeal***

A final decision by the City Council on a major conditional use permit may be appealed to the 4th Judicial District Court within thirty (30) days of the City Council's decision (See Section 37-130.B.4 Appeals).



**City of Monroe  
Planning Commission**

**CASE NO.:** CUP 100-20  
**NAME OF APPLICANT:** THE RENEWAL CENTER OF NORTHEAST LA, INC  
**ADDRESS OF PROPERTY:** 720 Adams Street  
**COUNCIL DISTRICT:** 4

**REQUEST:** A MAJOR Conditional Approval to operate a **day shelter** at 720 Adams Street

**SIZE OF PROPERTY:** ±.18 acres

**PRESENT ZONING:** R-4, High Density Multi Family Residential District

**PRESENT USE:** Vacant structure.

**MOST NEARLY BOUNDED BY (STREETS):** North of DeSiard Street; south of and fronting upon Adams Street; west of N 14<sup>th</sup> Street; and east of Pendleton Street.

**SURROUNDING LAND USES:** The surrounding land use consists of residential to the west and south; vacant land to the north; and James Machine Works to the east.

**ADVERSE INFLUENCES:** Locating a day shelter near a residential neighborhood.

**POSITIVE INFLUENCES:** Utilizing a vacant building.

**COMPREHENSIVE PLAN:** The **Future Land Use Classification** for this area is **Medium Intensity Mixed-Use**. These are areas with a mix of residential and commercial uses including live-work spaces and mixed-use developments. This is a generalized future land use category that encourages a mix of residential and commercial development that emphasizes live-work spaces and more dense development. Varied land uses may exist side-by-side on adjacent lots. Although this land use encourages vertical mixed-use, the scale and type of development should create an attractive streetscape with enhanced walkability components, pedestrian access and access to public transportation. Residential and commercial uses should be encouraged in this land use category.

**COMMENTS/  
RECOMMENDATIONS:**

The applicant, who presently runs the DeSaird Street Shelter received approval last April to operate a homeless shelter at 722 Adams Street as the shelter on DeSaird has become too small to continue to house the homeless. That facility is currently being renovated and has not opened. They would like to turn the structure located at 720 Adams Street into a **day shelter** for the homeless population. This is also a major Conditional Use which needs to be reviewed by the Planning Commission and City Council.

A day shelter is a facility operated by an organization or non-profit group that provides a place for indigent, needy, homeless or transient persons to wash and dry clothes, take showers; use the computer or other similar activities during the hours of 7:30 a.m. to 6:00 p.m. May include offices for social agencies and may provide meals.

Day shelters do **NOT** allow overnight stays.

**REVIEW CRITERIA:**

The Planning Commission and the City Council **shall consider** the following criteria in approving or denying a major or minor conditional use permit:

- a. The proposed major or minor conditional use permit is **consistent with the pertinent elements of the City of Monroe Comprehensive Plan** and any other adopted plans.  
- *Medium Intensity Mixed Use*
- b. The proposed development meets the requirements of this Ordinance.
- c. The proposed development will **reinforce the existing or planned character of the neighborhood and the City.**
- d. The major or minor conditional use permit complies with any specific use standards or limitations in Section VI (Supplementary Use Standards) of this Ordinance.
- e. Any adverse impacts on adjacent properties attributable to the major or minor conditional use have been minimized or mitigated.

**OPTIONS:** Approve the applicants' request as presented.

Approve the applicants' request with conditions.

Deny the applicant's request as presented.



Standard Site 1-100

REVISION	BY

THE RENEWAL CENTER  
 OF NORTHEAST LOUISIANA, INC.  
 ADAMS STREET, MONROE, LOUISIANA

DRAWN BY:  
 CHECKED BY:  
 DATE:  
 SCALE:  
 DRAWING NO.  
**C-1**








# PLANNING AND URBAN DEVELOPMENT DEPARTMENT

P. O. Box 123  
Monroe, Louisiana 71210-0123

Planning and Zoning

Division

## MEMORANDUM

**TO:** Councilman Juanita Woods, Chairman  
**FROM:** Joanne C. Poret, AICP, Planning and Zoning Director   
**DATE:** May 5, 2020  
**RE:** Conditional Use Permit

### HOMELESS SHELTER:

**Salvation Army  
105 Hart Street**

This major conditional use permit authorizes the use of the existing structure and property (105 Hart Street) for a homeless shelter. The request is to expand an existing homeless shelter at this location. The Comprehensive Zoning Ordinance allows a homeless shelter as a Major Conditional Use in the CBD, Central Business District. Major Conditional Uses are those uses that require another level of approval, therefore this request comes before the City Council for their approval in addition to that of the Planning Commission.

Planning Commission recommends approval with a 4-0-1 vote.

### **REVIEW CRITERIA:**

The Planning Commission and the City Council **shall consider** the following criteria in approving or denying a major or minor conditional use permit:

- a. The proposed major or minor conditional use permit is consistent with the pertinent elements of the City of Monroe Comprehensive Plan and any other adopted plans.
  - *Medium Intensity Mixed Use: Areas with a mix of residential and commercial uses including live-work spaces and mixed-use developments.*
- b. The proposed development meets the requirements of this Ordinance.

- c. The proposed development will reinforce the existing or planned character of the neighborhood and the City.
- d. The major or minor conditional use permit complies with any specific use standards or limitations in Section VI (Supplementary Use Standards) of this Ordinance.
- e. Any adverse impacts on adjacent properties attributable to the major or minor conditional use have been minimized or mitigated.

***Effect of Denial***

The final denial of a major or minor conditional use permit application shall ban the subsequent application for the same or similar use at the same location for a period of twelve (12) months.

***Appeal***

A final decision by the City Council on a major conditional use permit may be appealed to the 4th Judicial District Court within thirty (30) days of the City Council's decision (See Section 37-130.B.4 Appeals).

PUBLIC HEARING

CITY OF MONROE ZONING COMMISSION

May 4, 2020

City Hall

Monroe, Louisiana

**RE: CUP 101-2020**

**APPLICANT: Salvation Army**

**MOTIONED BY: Mr. Carday Marshall**

**SECONDED BY: Mr. Jamin Hall**

I move that the Monroe Planning Commission advise the City Council that after Public Hearing the Commission finds that changing conditions in the area **are** sufficient to justify the request for a Conditional Use (Major) to locate a day shelter 720 Adams Street and recommends the application be approved.

There was a majority vote for approval by the Planning Commission.

**City of Monroe  
Planning Commission**

**CASE NO.:** CUP 101-20  
**NAME OF APPLICANT:** SALVATION ARMY/LARRY HEAD  
**ADDRESS OF PROPERTY:** 105 HART STREET  
**COUNCIL DISTRICT:** 4

**REQUEST:** A MAJOR Conditional Approval to expand a homeless shelter located at 105 Hart Street

**SIZE OF PROPERTY:** ±.11 acres

**PRESENT ZONING:** CBD, Central Business District

**PRESENT USE:** Existing homeless shelter

**MOST NEARLY BOUNDED BY (STREETS):** North of Grammont Street; south of Harrison Street; west of S 6th Street; and east of and fronting upon Hart Street.

**SURROUNDING LAND USES:** The surrounding land use consists of commercial in all directions.

**ADVERSE INFLUENCES:** Locating a homeless shelter in the Central Business District.

**POSITIVE INFLUENCES:** Providing a service to the community.

**COMPREHENSIVE PLAN:** The **Future Land Use Classification** for this area is **Medium Intensity Mixed-Use**. These are areas with a mix of residential and commercial uses including live-work spaces and mixed-use developments. This is a generalized future land use category that encourages a mix of residential and commercial development that emphasizes live-work spaces and more dense development. Varied land uses may exist side-by-side on adjacent lots. Although this land use encourages vertical mixed-use, the scale and type of development should create an attractive streetscape with enhanced walkability components, pedestrian access and access to public transportation. Residential and commercial uses should be encouraged in this land use category.

**COMMENTS/  
RECOMMENDATIONS:**

Salvation Army presently runs a homeless shelter downtown. They would like to increase the capacity of the Salvation Army Emergency Shelter. This will consist of remodeling an existing building on site which is presently being used for storage and add four (4) small 10' x 10' "huts" that can sleep 2 people each. Toilets will be located in the existing building and shower facilities are already located in the currently functioning shelter.

A homeless shelter is a major Conditional Use which needs to be reviewed by the Planning Commission and City Council.

**REVIEW CRITERIA:**

The Planning Commission and the City Council shall consider the following criteria in approving or denying a major or minor conditional use permit:

- a. The proposed major or minor conditional use permit is consistent with the pertinent elements of the City of Monroe Comprehensive Plan and any other adopted plans.  
- *Medium Intensity Mixed Use*
- b. The proposed development meets the requirements of this Ordinance.
- c. The proposed development will reinforce the existing or planned character of the neighborhood and the City.
- d. The major or minor conditional use permit complies with any specific use standards or limitations in Section VI (Supplementary Use Standards) of this Ordinance.
- e. Any adverse impacts on adjacent properties attributable to the major or minor conditional use have been minimized or mitigated.

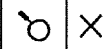
**OPTIONS:**

- Approve the applicants' request as presented.
- Approve the applicants' request with conditions.
- Deny the applicant's request as presented.

# Planning and Zoning

City of Monroe

105 hart



Show search results for 105 hart

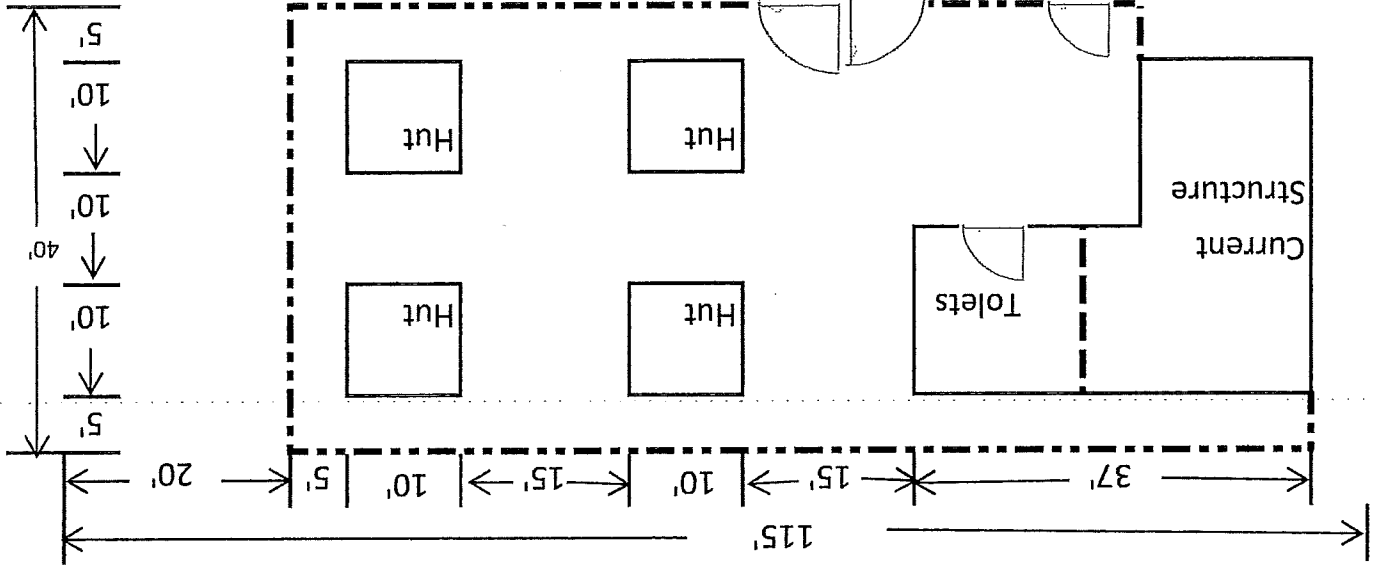


200ft

-92.112 32.502 Degrees

Hart Street

Alley

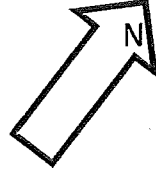


Parcel: 3676 (Zoned Central Business District)

Huts (Each unit is 10'x10')

New Wall

Fence







RESOLUTION

STATE OF LOUISIANA

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

CITY OF MONROE

The following Resolution was offered by Mr./Ms. \_\_\_\_\_, who moved for its adoption and was seconded by Mr./Ms. \_\_\_\_\_.

**A RESOLUTION AUTHORIZING MAYOR JAMES E. MAYO TO ENTER INTO AN AGREEMENT AND ACCEPT A GRANT AWARD FROM THE NATIONAL LEAGUE OF CITIES AND FURTHER PROVIDING WITH RESPECT THERETO:**

**WHEREAS**, The National League of Cities, through its Institute for Youth, Education, and Families desires to provide the City of Monroe with a Strong Southern Communities Initiative (SSCI) Micro-Grant in the amount of \$2,500;

**WHEREAS**, the grant is intended to support the City’s implementation of its SSCI vision and plan to improve outcomes for children and families;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONROE, LOUISIANA:**

That James E. Mayo, Mayor of the City of Monroe is hereby authorized to enter into and execute the attached SSCI Micro-Grant Agreement between the National League of Cities and the City of Monroe as per the attached agreement and he is also authorized to accept \$2,500 on behalf of the City of Monroe to implement the City’s SSCI plan.

This Resolution having been submitted in writing and adopted at a public meeting of the City Council of the City of Monroe, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CITY CLERK

**2020 OFFICERS**

President  
Joe Buscaino  
Councilmember  
Los Angeles, California

First Vice President  
Kathy Maness  
Councilmember  
Lexington, South Carolina

Second Vice President  
Vince Williams  
Mayor  
Union City, Georgia

Immediate Past President  
Matt Zorn

## SSCI Micro-grant Agreement

The National League of Cities (NLC), through its Institute for Youth, Education, and Families, is pleased to provide the City of Monroe with a Strong Southern Communities Initiative (SSCI) Micro-Grant in the amount of \$2,500 for the period from May 1, 2020 through April 31, 2021.

The grant is intended to support your city's implementation of its SSCI vision and plan to improve outcomes for children and families. Grant funds may be spent for purposes identified in the project budget submitted with your SSCI proposal in April 2020, subject to any amendments agreed upon.

In addition to funding, this grant includes responsive technical assistance, access to NLC expertise, and peer learning opportunities. By accepting the SSCI Micro-Grant, the **City of Monroe, Louisiana** agrees to:

- Continue to pursue the implementation of strategies focused on improving outcomes for children and families, with continued support and engagement from city leadership.
- Keep SSCI project staff apprised of planning progress, including setbacks or unexpected challenges throughout the grant period, through periodic calls and correspondence.
- Share progress implementing the SSCI Micro-Grant through conference calls and **at the next in-person SSCI meeting.**
- Leverage other NLC and SSCI resources such as the in-person meetings, the SSCI Webinars, and related knowledge products.

To accept this grant and facilitate the transfer of funds, please complete and return this SSCI Micro-Grant Agreement and attached Grant Disbursement Form via email to Anthony Santiago ([santiago@nlc.org](mailto:santiago@nlc.org)) by **June 1<sup>st</sup>, 2020**.

By signing this document on behalf of my city, I acknowledge that I have read and agree to the grant provisions set forth in this letter for the National League of Cities' Strong Southern Communities initiative.

---

Signature

---

Date

---

Name (print)

---

City

RESOLUTION

STATE OF LOUISIANA

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

CITY OF MONROE

The following Resolution was offered by Mr./Mrs. \_\_\_\_\_, who moved for its adoption and was seconded by Mr./Mrs. \_\_\_\_\_:

**A RESOLUTION AUTHORIZING THE CITY OF MONROE TO ADVERTISE FOR BIDS FOR THE RESTRIPING OF RUNWAY 4-22 AT THE MONROE REGIONAL AIRPORT, AND FURTHER PROVIDING WITH RESPECT THERETO.**

---

**BE IT RESOLVED**, by the City Council of the City of Monroe, Louisiana, in legal and regular session convened, that the City of Monroe is hereby authorized to advertise for bids for the restriping of Runway 4-22 at the Monroe Regional Airport.

This Resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
CHAIRMAN

RESOLUTION

STATE OF LOUISIANA

CITY OF MONROE

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

The following Resolution was introduced by \_\_\_\_\_ who moved for its adoption and was seconded by \_\_\_\_\_:

**A RESOLUTION AUTHORIZING JAMES E. MAYO, MAYOR, TO EXECUTE AN AGREEMENT WITH 1 PRIORITY ENVIRONMENTAL SERVICES RELATING TO ASBESTOS ABATEMENT AND FURTHER PROVIDING WITH RESPECT THERETO:**

**WHEREAS,** PAC Environmental Specialists secured bids for asbestos abatement wherein 1 Priority Environmental Services was the lowest bidder;

**WHEREAS,** 1 Priority Environmental Services will perform asbestos abatement for a cost of \$31,746 as outlined in the attached bid tabulation sheet on five properties that have previously been condemned;

**WHEREAS,** the City desires to enter into an agreement with 1 Priority Environmental Services for the referenced asbestos abatement; and

**NOW, THEREFORE BE IT ORDAINED** by the City Council of the City of Monroe that James E. Mayo, Mayor, is hereby authorized to enter into an agreement with 1 Priority Environmental Services for the asbestos abatement for a cost of \$31,746 for the five properties listed on the attached bid tabulation sheet.

This Resolution having been submitted in writing, introduced and was then submitted to a vote as a whole, the vote thereon being as follows:

**AYES:**

**NAYS:**

**ABSENT:**

And the Resolution was declared **ADOPTED** on the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
CHAIRMAN

PAC Environmental Specialists, LLC  
 1011 Hwy 139, Monroe, LA 71203  
 Tel (318) 345-0889 Fax (318) 345-0859  
 P.O. Box 689, Swartz, LA 71281  
 www.pacenvironmental.com



April 30, 2020

**Contract #25**

Asbestos Abatement Quotes for the City of Monroe

RE: Public Works Contract #25

As requested by the City of Monroe, PAC Environmental Specialists has met with the abatement contractors listed below to secure the following asbestos abatement bids for the 5 houses listed below:

	1 Priority Environmental Services	Abatement Services	FED Environmental
1504 S 3 <sup>rd</sup> St.	\$10,587.00	\$12,543.00	NA
1000 S 7 <sup>th</sup> St.	\$9,892.00	\$13,281.00	NA
3012 Georgia St.	\$2,802.00	\$2,100.00	NA
1205 S 3 <sup>rd</sup> St.	\$2,530.00	\$2,940.00	NA
503 S 7 <sup>th</sup> St.	\$5,935.00	\$8,820.00	NA
Expected Completion time for all abatements	15 Business Days	NA	NA
<b>Total</b>	<b>\$31,746.00</b>	<b>\$39,684.00</b>	<b>\$41,037.15</b>

Hard Copies of the bids are attached. Bids do not include required asbestos air monitoring which will be provided by PAC separately per contract pricing. If you have any questions or concerns, please don't hesitate to give us call.

Thank you,

Miranda Wilson  
 PAC Environmental Specialists, LLC

RESOLUTION

STATE OF LOUISIANA

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

CITY OF MONROE

The following Resolution was introduced by \_\_\_\_\_ who moved for its adoption and was seconded by \_\_\_\_\_.

A RESOLUTION AUTHORIZING THE PURCHASE OF 2 HEAVY DUTY BUSES FOR THE MONROE TRANSIT SYSTEM FROM THE BATON ROUGE CONTRACT # 2015-009 AND FURTHER PROVIDING WITH RESPECT THERETO:

WHEREAS, the Monroe Transit Department has funding from the FTA under Coronavirus Aid, Relief, and Economic Security (CARES) Act and

WHEREAS, the cost of the 2 fixed route buses is \$956,200.00, which 100% will be reimbursed using CARES Act funding and purchased from the Gillig Corporation.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONROE, LOUISIANA that James E. Mayo, Mayor of the City of Monroe is hereby authorized to enter into and sign all necessary documents pertaining to the purchase of 2 fixed route buses for the Monroe Transit System from the Baton Rouge Contract # 2015-009.

This Resolution having been submitted in writing, introduced and was then submitted to a vote as a whole. The vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_,

2020.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CITY CLERK



May 5, 2020

Marc Keenan  
General Manager  
Monroe Transit System  
700 Washington St.  
Monroe, LA. 71201

Dear Mr. Keenan,

Thank you for your interest to purchase one (1) 35 ft. Gillig L/F Diesel bus off the Baton Rouge LA. Contract # 2015 -009

Gillig is pleased to provide the following budgetary number:

**One (1) 35 ft. Diesel Buses@ \$478,100 each**

This pricing is budgetary and may vary based on your choices at the pre-production meeting.

We thank you for this opportunity and appreciate your interest in Gillig and our products. Should you have any questions, please do not hesitate to contact us.

Sincerely,

Randy Brewer  
Regional Sales Manager  
Gillig LLC  
925-409-6585  
randy.brewer@gillig.com



**RESOLUTION**

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

**STATE OF LOUISIANA  
CITY OF MONROE**

The following Resolution was introduced by \_\_\_\_\_ who moved for its adoption and was seconded by \_\_\_\_\_:

**A RESOLUTION AUTHORIZING JAMES E. MAYO, MAYOR ON BEHALF OF THE MONROE FIRE DEPARTMENT TO EXECUTE CHANGE ORDER NO. TWO (2) TO THE BREARD/BETIN ST. FIRE STATION #5 CONTRACT.**

**BE IT RESOLVED**, by the City Council, in legal and regular session convened, that James E. Mayo, Mayor of the City of Monroe be and is hereby authorized and empowered to execute Change Order No. Two (2) for the Breard/Betin St. Fire Station #5 Contract, between the City of Monroe and Mann's Construction Inc. for an increase in the contract amount of \$129,248.00 and further providing with respect thereto.

This Resolution, having been submitted in writing, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared adopted on the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
**CHAIRMAN**

\_\_\_\_\_  
**CITY CLERK**



**Terry L. Williams**  
Fire Chief

**Deputy Fire Chiefs**  
Chief David Anthony  
Chief Courtney Foster  
Chief Perry Jeselink  
(318) 329-2491

**Communication**  
Chief Ocie Jones  
(318) 329-2514

**Training**  
Chief Edward Chisley  
(318) 329-2635

**Investigations**  
Chief Tommy James  
(318) 329-2650

**Prevention**  
Chief Terrance Taylor  
(318) 329-3424

**Maintenance**  
Chief Clifton Corbin  
(318) 329-2473

**Administrative**  
Assistant to the  
Fire Chief  
Chief Bronson Moss  
(318) 329-2481

**Budget**  
Administrator  
Monica Brown  
(318) 812-3165

**Secretary to the**  
Fire Chief  
Becky Bailey  
(318) 329-2474



**MONROE FIRE DEPARTMENT**  
1810 Martin Luther King Jr. Blvd.  
Monroe, LA 71202  
(318) 329-2474 Office (318) 329-4189 Fax

**James E. Mayo**  
Mayor

To: Carolus Riley,  
City Council Clerk

From: Terry L. Williams  
Monroe Fire Chief

Date: May 6, 2020

Re: Change Order No. Two (2) for Breard/Betin St. Fire Station #5

Please place onto the next regularly scheduled council agenda a resolution authorizing James E. Mayo, Mayor, to execute Change Order No. Two (2) to the Breard/Betin St. Fire Station #5 Contract, between the City of Monroe and Mann's Construction Inc. for an increase in the contract amount of \$129,248.00 and further providing respect thereto.

This Change Order is in accordance to the approved Construction Change Directive No. One (1) for the undercut of the unsuitable soils and replacement with new fill dirt at Unit Price of \$14 per Cubic Yard for "cut" & "fill". The original cost was estimated to be between \$134,400.00 to \$150,000.00.

The funds will be derived from the 2% Fire Insurance Acct. and Capital Fund. The combined fund balance after current construction cost is \$215,279.35. The remaining balance after this change will be \$86,031.35.

Thank you for your assistance.

Cc: James E. Mayo, Mayor  
Juanita Woods, Council Chairwoman  
Stacey Rowell, Director of Administration  
Angie Baldwin, City Attorney  
Chris Cross, Director of Purchasing

# CHANGE ORDER

Project Name: **BETIN STREET FIRE STATION  
FOR THE CITY OF MONROE**

Change Order #: Two (2)

Initiation Date: December 26, 2019

Address: 200 Betin Street  
Monroe, La 71201

Architect's Project #: 2068

Contract for: Construction

Contractor: Mann's Construction, Inc.  
509 Smith Street  
West Monroe, LA 71292

Contract Date: September 25, 2019

You are directed to make the following changes to the Contract as indicated by the following:

## SCOPE

1. Sheet SP1.2 -- Provide site "cut" & "fill" as indicated on the attached Site Plan.  
Provide Geotech Fabric as indicated on the attached Site Plan.
2. DIVISION 00 - Unit Cost credit for 100 cubic yards of "cut" & "fill",  
per Unit Cost Instructions.

**Add** \$130,648.00

**Deduct** (1,400.00)

**Total Add** \$129,248.00

*Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.*

The original Contract Sum was

Net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The **Contract Sum shall be increased.**

The new **Contract Sum** shall be

The **Contract Time** shall be reviewed at Monthly Meeting with Owner.

\$ 2,145,000.00

\$ (538.00)

\$ 2,144,462.00

\$ 129,248

\$ 2,273,710.00

*Architect*

LAND 3 ARCHITECT INC  
1900 Stubbs Ave., Suite A  
Monroe, LA 71201

*Contractor*

MANNS CONSTRUCTION, INC.  
509 Smith Street  
West Monroe, LA 71292

*Owner*

CITY OF MONROE  
P.O. Box 123  
Monroe, LA 71201-0123

by \_\_\_\_\_

by \_\_\_\_\_

by \_\_\_\_\_

date \_\_\_\_\_

date \_\_\_\_\_

date \_\_\_\_\_

**SITE PLAN NOTES**

1. PROVIDE GEOTECHNICAL FABRIC @ SECTIONS "A" & "C".
2. THE NEW "CUT" & "FILL" ELEVATIONS ARE APPROXIMATE. THE FINAL "CUT" & "FILL" SHALL REST IN THE SOIL "HARDPAN". THE FINAL "CUT" & "FILL" ELEVATIONS @ SECTIONS "A", "B" & "D" SHALL REST IN THE SOIL "HARDPAN". THE FINAL "CUT" & "FILL" ELEVATIONS @ SECTIONS "A", "B" & "C" SHALL BE LOCATED THREE (3) FEET BELOW EXISTING GRADE.



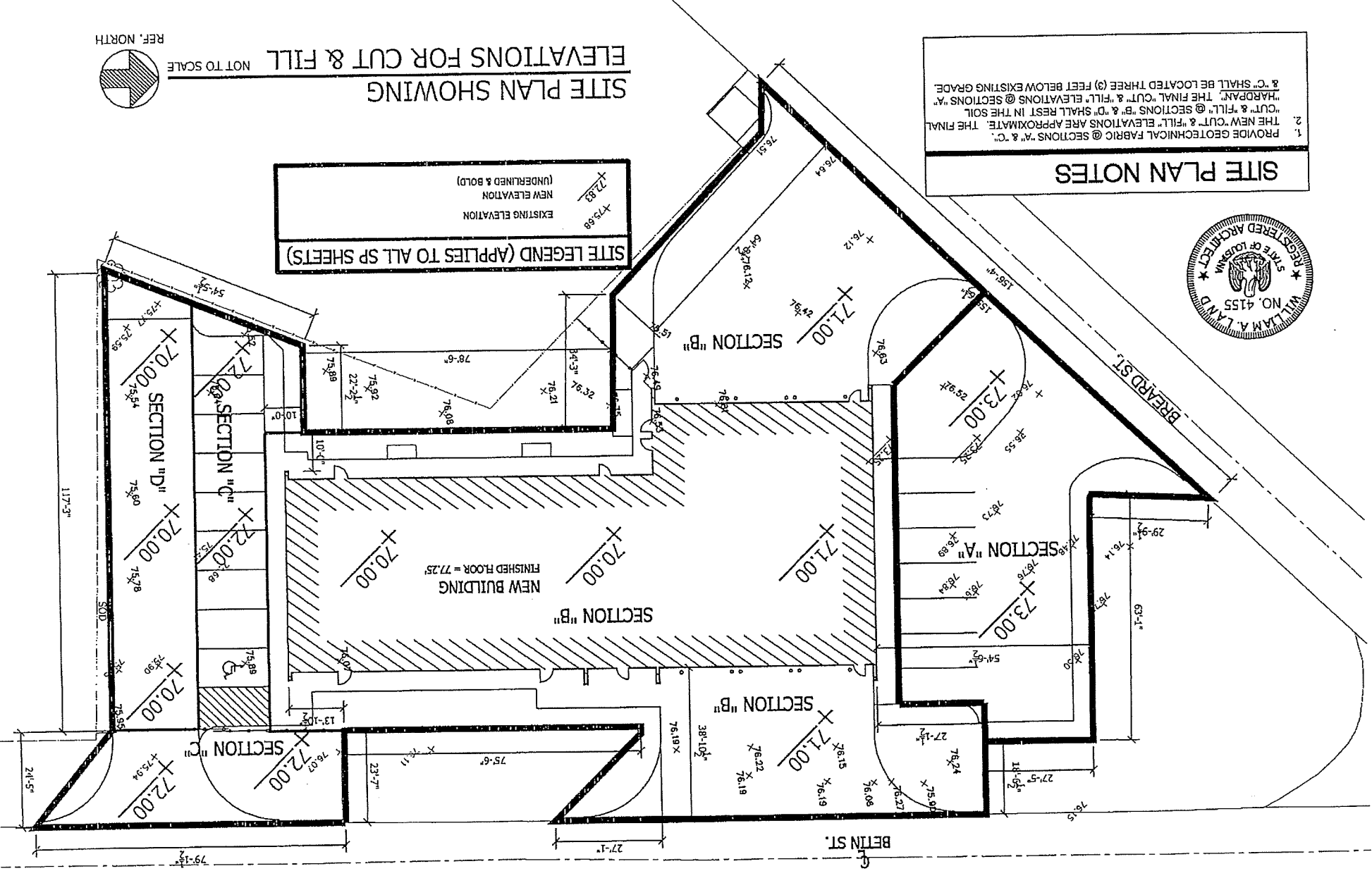
**SITE PLAN SHOWING ELEVATIONS FOR CUT & FILL**

NOT TO SCALE



**SITE LEGEND (APPLIES TO ALL SP SHEETS)**

EXISTING ELEVATION  
NEW ELEVATION (UNDERLINED & BOLD)



**RESOLUTION**

STATE OF LOUISIANA  
CITY OF MONROE

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

The following Resolution was offered by Mr./Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr./Ms. \_\_\_\_\_:

**A RESOLUTION REJECTING ALL BIDS RECEIVED ON FEBRUARY 19, 2020 FOR THE WATER TREATMENT PLANT EXPANSION AND RENOVATION PROJECT (No. 18WTR038) AND FURTHER PROVIDING THEREWITH.**

WHEREAS, the City of Monroe legally advertised to receive public bids for the construction of the Water Treatment Plant Expansion and Renovation Project on February 19, 2020.

**WHEREAS**, following the legal advertisement and significant additional outreach and solicitation through workshops, plan rooms, and targeted contact, seven qualified contractors obtained bid documents, but the City of Monroe received only one bid.

**WHEREAS**, the bidder and the City mutually agreed in writing to extend the time for accepting or rejecting bids until May 4, 2020 and again until June 3, 2020.

**WHEREAS**, the bid received exceeded the engineer's estimate of \$42,097,000 by over three million dollars and therefore exceeds budgeted funds.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Monroe in legal and regular session convened, that the bid received on February 19, 2020 for the Water Treatment Plant Expansion and Renovation Project is hereby rejected for cause because it exceeds the engineer's estimate and available funds.

This Resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

**AYES:**

**NAYS:**

**ABSENT:**

And the Resolution was declared ADOPTED on the \_\_\_\_ day of

\_\_\_\_\_, 2020.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
CITY CLERK

RESOLUTION

STATE OF LOUISIANA

CITY OF MONROE

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

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_  
Who moved for its adoption and was seconded by Mr./Ms. \_\_\_\_\_:

**A RESOLUTION ACCEPTING AS SUBSTANTIALLY COMPLETE WORK DONE BY AND BETWEEN THE CITY OF MONROE AND DIXIE OVERLAND CONSTRUCTION, LLC FOR THE PROPOSED BOOSTER STATION PROJECT, AND FURTHER PROVIDING WITH RESPECT THERETO.**

---

**BE IT RESOLVED** by the City Council of the City of Monroe, in legal and regular session convened, that work done by and between the City of Monroe and Dixie Overland Construction, LLC for the Proposed Booster Station Project, be and at the same time is hereby accepted as substantially complete.

**BE IT FURTHER RESOLVED** that a Certificate of Substantial Completion is attached hereto and made a part hereof.

**BE IT FURTHER RESOLVED** that James E. Mayo, Mayor, be and he is authorized and empowered to execute a certificate of substantial completion with Dixie Overland Construction, LLC on behalf of the City of Monroe for said work.

This resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

**AYES:**

**NAYS:**

**ABSENT:**

And the Resolution was declared **ADOPTED** on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
**CHAIRMAN**

\_\_\_\_\_  
**CITY CLERK**

CERTIFICATE OF SUBSTANTIAL COMPLETION

CONTRACTOR: DIXIE OVERLAND CONSTRUCTION, LLC

CONTRACT FOR: CITY OF MONROE  
PROPOSED BOOSTER STATION

CONTRACT DATE: NOVEMBER 15, 2018

PROJECT NO: DE PROJECT NO. 16-02-02

DATE OF SUBSTANTIAL COMPLETION: APRIL 30, 2020

TO: CITY OF MONROE AND DIXIE OVERLAND CONSTRUCTION, LLC

The work performed under this contract has been inspected by authorized representatives of the Owner, Contractor and Engineer, and the Project (or specified part of the Project, as indicated above) is hereby declared to be substantially completed on the above date.

A tentative list of items to be completed or corrected is appended hereto. This list may not be exhaustive, and the failure to include an item on it does not alter the responsibility of the Contractor to complete all the work in accordance with the Contract Documents. These items shall be completed by the Contractor within 45 days of Substantial Completion.

The date of Substantial Completion is the date upon which all guarantees and warranties begin, except as noted below.

The responsibilities between the Owner and the Contractor for maintenance, heat, and utilities shall be as set forth below.

DENMON ENGINEERING

  
CHRIS W. PATRICK, P.E. \_\_\_\_\_  
DATE

4/30/2020  
DATE

Contractor accepts the above Certificate of Substantial Completion and agrees to complete and correct the items on the tentative list within the time indicated.

DIXIE OVERLAND CONSTRUCTION, LLC

  
JOHN PURSON, MEMBER \_\_\_\_\_  
DATE

4/30/2020  
DATE

OWNER'S CERTIFICATE OF ACCEPTANCE

Work under the above Contract is hereby accepted subject to the conditions set forth in the above Certificate.

CITY OF MONROE

HONORABLE JAMES E. MAYO, MAYOR \_\_\_\_\_  
DATE

DATE

PUNCH LIST

See attached.

CITY OF MONROE  
PROPOSED BOOSTER STATION  
DE PROJECT NO. 16-02-01

PUNCH LIST

General

- |    |   |             |
|----|---|-------------|
| 1. | General Dress-up and Clean-up and cleaning – concrete splatter on fences and building – repair erosion. | \$ 1,500.00 |
| 2. | Spare keys for both injection pits.   | \$ 100.00   |
| 3. | Supply As-Built Plans.  | \$ 250.00   |
| 4. | Remove all form stakes.   | \$ 100.00   |
| 5. | Extra injection points on chlorine and LAS lines in injection pits outside.                             | \$ 1,000.00 |
| 6. | Clean door on sample station adjacent to ground storage tank and provide key to sample station lock.    | \$ 150.00   |

Pump Room

- |     |  |             |
|-----|--|-------------|
| 7.  | Repair bent booster pump copper line.                                      | \$ 150.00   |
| 8.  | Replace doors with louvers in main pump room as per previous change order. | \$ 1,624.00 |
| 9.  | Seal around louvers of exhaust fans to prevent rain water from coming in.  | \$ 200.00   |
| 10. | Touch up all paint and rework lintels of windows to make smooth.           | \$ 500.00   |
| 11. | Provide safety equipment as per specs.                                     | \$ 1,500.00 |
| 12. | Provide spare parts as per specs.  | \$ 500.00   |
| 13. | Provide all keys as per specs.   | \$ 100.00   |
| 14. | Seal around all external hose bibbs and outlets.                           | \$ 100.00   |
| 15. | Fill in holes in floor next to electrical boxes.                           | \$ 100.00   |
| 16. | Supply pipe ID charts as per specs.  | \$ 100.00   |



17.	Wash outside of ground storage tank.	\$ 250.00
18.	Install chlorine gas generator as per specs.	\$ 250.00
19.	Cleanout injection pits of trash and debris.	\$ 250.00
20.	Clean PVC pipe and conduit of paint and splatter.	\$ 250.00
21.	Adjust fill valve to show 0% reading when closed.	\$ 100.00
22.	Seal holes around all ceiling penetrations.	\$ 100.00
23.	Repaint floor under electrical boxes.	\$ 250.00
24.	Dress-up around fence posts – dirt, settlement, etc.	\$ 500.00
25.	Label pumps – Pump #1, #2.	\$ 100.00
	<u>LAS Room</u>	
26.	LAS pump pressure relief valve not connected.	\$ 100.00
27.	Remove paint on mounting bracket of heater.	\$ 100.00
28.	Seal gap between doors and remove paint from doors.	\$ 250.00
	<u>Chlorine Pump Room</u>	
29.	Rework sealant around site glass.	\$ 100.00
30.	Replace Y strainer that's broken.	\$ 250.00
	<u>Chlorine Room</u>	
31.	Rework sealant around site glass.	\$ 100.00
32.	Paint ceiling trim and behind "P" beam.	\$ 150.00
	TOTAL	\$11,074.00

RESOLUTION

STATE OF LOUISIANA

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

CITY OF MONROE

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_  
Who moved for its adoption and was seconded by Mr./Ms. \_\_\_\_\_:

**A RESOLUTION ACCEPTING AS SUBSTANTIALLY COMPLETE WORK DONE BY AND BETWEEN THE CITY OF MONROE AND DIXIE OVERLAND CONSTRUCTION, LLC FOR THE WTP HANDRAIL IMPROVEMENT PROJECT, AND FURTHER PROVIDING WITH RESPECT THERETO.**

---

**BE IT RESOLVED** by the City Council of the City of Monroe, in legal and regular session convened, that work done by and between the City of Monroe and Dixie Overland Construction, LLC for the WTP Handrail Improvement Project, be and at the same time is hereby accepted as substantially complete.

**BE IT FURTHER RESOLVED** that a Certificate of Substantial Completion is attached hereto and made a part hereof.

**BE IT FURTHER RESOLVED** that James E. Mayo, Mayor, be and he is authorized and empowered to execute a certificate of substantial completion with Dixie Overland Construction, LLC on behalf of the City of Monroe for said work.

This resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

**AYES:**

**NAYS:**

**ABSENT:**

And the Resolution was declared **ADOPTED** on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
**CHAIRMAN**

\_\_\_\_\_  
**CITY CLERK**

**CERTIFICATE OF SUBSTANTIAL COMPLETION**

**CONTRACTOR:** DIXIE OVERLAND CONSTRUCTION, LLC

**CONTRACT FOR:** CITY OF MONROE  
WATER TREATMENT PLANT IMPROVEMENTS -  
HANDRAILS AROUND SEDIMENTATION BASINS & WATER FILTERS

**CONTRACT DATE:** JUNE 13, 2019

**PROJECT NO:** DE PROJECT NO. 18-09-03

**DATE OF SUBSTANTIAL COMPLETION:** MAY 1, 2020

**TO:** CITY OF MONROE AND DIXIE OVERLAND CONSTRUCTION, LLC

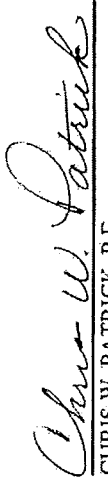
The work performed under this contract has been inspected by authorized representatives of the Owner, Contractor and Engineer, and the Project (or specified part of the Project, as indicated above) is hereby declared to be substantially completed on the above date.

A tentative list of items to be completed or corrected is appended hereto. This list may not be exhaustive, and the failure to include an item on it does not alter the responsibility of the Contractor to complete all the work in accordance with the Contract Documents. These items shall be completed by the Contractor within 45 days of Substantial Completion.

The date of Substantial Completion is the date upon which all guarantees and warranties begin, except as noted below.

The responsibilities between the Owner and the Contractor for maintenance, heat, and utilities shall be as set forth below.

**DENMON ENGINEERING**

  
CHRIS W. PATRICK, P.E.

5/1/20  
DATE

Contractor accepts the above Certificate of Substantial Completion and agrees to complete and correct the items on the tentative list within the time indicated.

**DIXIE OVERLAND CONSTRUCTION, LLC**

  
JOHN BURSON, MEMBER

5/1/20  
DATE

OWNER'S CERTIFICATE OF ACCEPTANCE

Work under the above Contract is hereby accepted subject to the conditions set forth in the above Certificate.  
**CITY OF MONROE**

HONORABLE JAMES E. MAYO, MAYOR  
DATE

**PUNCH LIST**

See attached sheet.

CITY OF MONROE  
WATER TREATMENT PLANT IMPROVEMENTS  
HANDRAILS AROUND SEDIMENTATION BASINS & WATER FILTERS  
DE PROJECT NO. 18-09-03

PUNCH LIST

1.	Grind smooth all embedded metal plates and repaint.	\$1,000.00
2.	Close gaps in railings.	\$ 250.00
3.	Smooth sharp edges on inset holes in railings.	\$ 250.00
4.	Install kick plates at back of sedimentation basins.	\$ 500.00
5.	Supply kick plate for back railings by chemicals to Owner.	\$ 500.00
6.	Install clips on all kick plates where missing.	\$ 500.00
7.	Tighten all screws on all handrails.	\$ 100.00
8.	Supply handrail spare parts as per specifications.	\$1,500.00
9.	Contractor to provide as-built drawings.	\$ 250.00
	TOTAL	<u>\$4,850.00</u>

# RESOLUTION

STATE OF LOUISIANA

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

CITY OF MONROE

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION AUTHORIZING JAMES E. MAYO, MAYOR TO ENTER INTO AND EXECUTE A GRANT APPLICATION IN THE AMOUNT OF \$17.5 MILLION TO THE UNITED STATE DEPARTMENT OF TRANSPORTATION BETTER UTILIZING INVESTMENTS TO LEVERAGE DEVELOPMENT PROGRAM (BUILD GRANT) FOR THE KANSAS LANE EXTENSION MULTI-MODAL CONNECTOR AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, the City of Monroe, Monroe business owners, the Monroe Chamber of Commerce and Ouachita Council of Governments have held a series of meetings exploring opportunities to improve the infrastructure along the Kansas Lane Extension Multi-Modal Connector; and

**WHEREAS**, the City of Monroe, Monroe business owners, the Monroe Chamber of Commerce and Ouachita Council of Governments supports these efforts and improvements; and

**WHEREAS**, the United States Department of Transportation provides funds for such projects under the Better Utilizing Investments to Leverage Development Program (BUILD Grant).

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Monroe as follows:

Section 1. That the City of Monroe approves the filing of an application for the Better Utilizing Investments to Leverage Development Program in the amount of \$17.5 million for the Kansas Lane Extension Multi-Modal Connector (BUILD Grant).

Section 2. Appoints James E. Mayo, Mayor of the City of Monroe to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, pay requests and so on, which may be necessary for the completion of the aforementioned project(s).

This resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

**AYES:**

**NAYS:**

**ABSENT:**

And the Resolution was declared **ADOPTED** on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
**CHAIRMAN**

\_\_\_\_\_  
**CITY CLERK**

RESOLUTION

STATE OF LOUISIANA

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

CITY OF MONROE

The following Resolution was offered by Mr./Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION AUTHORIZING JAMES E. MAYO, MAYOR, TO SIGN AND APPROVE SUBMITTAL OF A DESIGN WAIVER REQUEST FOR THE STATE PROJECT NO. H.004780.5 KANSAS LANE CONNECTOR PROJECT AND FURTHER PROVIDING WITH RESPECT THERETO.**

---

**BE IT RESOLVED** by the City Council of the City of Monroe, in legal and regular session convened, that James E. Mayo, Mayor, be and he is hereby authorized to sign and approve the submittal of a design waiver request for the S.P.N H.004780.5 Kansas Lane Connector.

**BE IT RESOLVED** a copy of the design waiver request is attached to this resolution.

This resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

**AYES:**

**NAYS:**

**ABSENT:**

And the Resolution was declared **ADOPTED** on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
**CHAIRMAN**

\_\_\_\_\_  
**CITY CLERK**



**DESIGN WAIVER REQUEST**

---

Project Description

Project No.: H.007289

Route: Kansas Lane

Control Sec.:

Parish: Ouachita

Project Name: Kansas Lane Extension

Description of Work: The scope of the project is to construct a new multi-lane roadway in Monroe, La. The roadway will extend from US 80 to US 165. The project will include a 4-Lane section with raised median, as well as a 5-Lane section with a 14' center turn lane.

General Information

1. Reason for waiver  
 EDSM  
 MANUAL  
 OTHER (Describe)
  
2. Provide a synopsis of the scope of the project, the situation you are encountering and the problem you are attempting to mitigate.

Scope of Project:

The scope of this project is to extend Kansas Lane to provide an alternate route between eastern Monroe at US Hwy 80 to northern Monroe at US Hwy 165. The purpose of this project is to provide a roadway that will reduce traffic congestion along existing US Hwy 80 and US Hwy 165 and improve area-wide mobility and safety. The need for the project is demonstrated by the region's increasing travel demand. The Kansas Lane Extension will provide a much more direct route between northern residential and commercial office areas, eastern residential areas, and southern retail, commercial, and industrial areas of Monroe.

The project limits include a residential section of roadway with closely spaced local roads and residential driveways. It is difficult to provide the proper left turn lanes for each of the local roads in this area and to provide access to the residential driveways. We are trying to mitigate how to provide safe and efficient access to each of these roadways and not to block access to the residential driveways.

3. Describe the proposed design waiver. Provide the proposed and standard values of the design waiver criteria.  
The proposed design waiver is to allow the area between approx. Sta. 118+80 to Sta. 134+60 to be designed as a 5-Lane section with a 14' center turn lane the entire length.  
  
The new roadway is being built through an existing residential area and will only be serving four (4) residential side roads, as well as five (5) residential driveways. Three (3) options for this area have been considered. The first option was a 4-Lane with a raised median that included only crossover openings at existing side roads. This option would have allowed for

Design Waiver Request

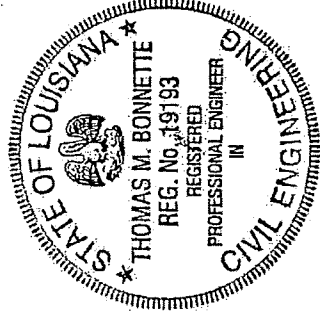


a narrower road section, but would not have provided space for left turning vehicles to exit the through traffic stream. The second option was a 4-Lane with a raised median that would have included dedicated left turn lanes at existing side roads. This option would have made for wider road section, which would have more economic and environmental impact on the residential area. Both of the options listed above would also prevent the access to the existing residential driveways. The third option is a 5-Lane section with center turn lane, which should be the safest and most efficient option for the existing conditions of the area.

Research has shown that a two way left turn lane is an appropriate solution for roadways with an ADT of less than 24,000 vpd. (See TRB Access Management Manual 2nd Edition p 410) The estimated 20 year volume for Kansas Lane is only 14,599 therefore we feel confident that the two way left turn lane is the appropriate design decision.

Required Signatures

Recommended by: DESIGNER/ENGINEER OF RECORD		Date:
Signature: <i>Thomas M. Bonnette</i>		5/1/20
Recommended by: RESPONSIBLE CHARGE		Date:
<i>KIMBERLY Golden, P.E.</i> City Engineer		5/6/20
Signature: <i>Kimberly Golden</i>		
Approved by: CHIEF EXECUTIVE AUTHORITY		Date:
Signature:		





# ORDINANCE

STATE OF LOUISIANA  
CITY OF MONROE

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

The following Ordinance was offered by Mr./Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr./Ms. \_\_\_\_\_.

**AN ORDINANCE AUTHORIZING THE CITY OF MONROE TO TAKE CORPOREAL POSSESSION OF THE PROPERTY DESCRIBED BELOW AND SELL TO WILLIE NAT ALL RIGHTS, TITLE AND INTEREST THAT THE CITY MAY HAVE ACQUIRED TO LOT 16, SQ 60, UNIT 10, BOOKER T. WASHINGTON ADDITION, OUACHITA PARISH, 1508 SHERROUSE AVE., DISTRICT 3, MONROE, LA, BY ADJUDICATION AT TAX SALE DATED JULY 1, 2010, AND FURTHER WITH RESPECT THERETO**

WHEREAS, the property described as follows, to-wit:

Lot 16, SQ. 60, Unit 10, Booker T. Washington Addition  
1508 Sherrouse Ave.  
Ouachita Parish, Monroe, Louisiana, District 3  
Parcel #69501

was adjudicated to the City of Monroe, Louisiana for non-payment of 2009 Ad Valorem Taxes by Adjudication Deed dated and filed July 1, 2010 in Conveyance Book 2218 at page 84 of the Records of Ouachita Parish, Louisiana and adjudicated to the City of Monroe, Louisiana. The 2009 Ad Valorem Taxes forming the basis for the described adjudication was validly assessed by the City of Monroe against Otis Chisley, and

**WHEREAS**, the City of Monroe has made efforts to contact Otis Chisley by registered mail and notification published in the News Star and received response from Otis Chisley that he would like to redeem the property, and

**WHEREAS**, Mr. Chisley was given the amount needed to redeem and the timeframe by which he needed to bring the funds in but never redeemed the property. The ten-day timeframe has passed by more than a month, and

**WHEREAS**, Willie Nat wishes to purchase said property from the City of Monroe.

**WHEREAS**, pursuant to the provisions of La. R.S. 47:2238.1 et sec, property adjudicated to the City of Monroe for more than Five (5) years may be sold to a specific named individual who has paid all taxes and other cost associated with the transfer of the property by the City of Monroe to the named individual. Willie Nat has paid Three Thousand Six Hundred Eighty-four and 60/100 (\$3,684.60) which includes Three Thousand Sixty-three and 72/100 (\$3,063.72) in City and Parish taxes. The remainder is legal fees for the City of Monroe and the Parish of Ouachita, advertising costs, mailing cost, and filing and recordation of all documents necessary to accomplish the acquisition of the property and then transfer from the City to the new owner.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Monroe, Louisiana, in legal session convened, that the hereinafter described property is no longer needed for public purposes; the City of Monroe has made efforts to contact Otis Chisley with response to our letter but did not come in to redeem the property within the time-frame; the City of Monroe desires to sell to Willie Nat the property described as follows:

Lot 16, SQ. 60, Unit 10, Booker T. Washington Addition  
1508 Sherrouse Ave.  
Ouachita Parish, Monroe, Louisiana, District 3  
Parcel #69501

**ORDINANCE INTRODUCED on the \_\_\_ day of April 2020.**

**NOTICE PUBLISHED on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.**

This Ordinance having been submitted in writing, introduced and published, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared **ADOPTED** on the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
**CITY CLERK**

\_\_\_\_\_  
**MAYOR'S APPROVAL**

\_\_\_\_\_  
**CHAIRMAN**

\_\_\_\_\_  
**MAYOR'S VETO**

# ORDINANCE

STATE OF LOUISIANA  
CITY OF MONROE

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

The following Ordinance was offered by Mr. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. \_\_\_\_\_:

**Amendment to Chapter 37, Zoning, of the Code of the City of Monroe, Article III Use Districts, Section 37-37 Commercial Use District, Table 3.3 Commercial Districts Permitted and Conditional Uses**

WHEREAS, the City Council of the City of Monroe has this date held its Public Hearing with respect to the following proposed amendments to Chapter 37, Zoning, of the Code of the City of Monroe, Article III, Use Districts, Section 37-37 Commercial Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses to add use standards to the table referring to the parking of display vehicles and customer parking; and

WHEREAS, automobile sales and rentals can be located in commercial areas but not all commercial locations have paved spaces for the display of cars nor for customer parking; and

WHEREAS, new automobile dealerships, specifically used automobiles, will locate in areas where the cars for both display and customer parking are parked on unpaved surfaces; and

WHEREAS, Section 37-79 (e) (2) (a) states that parking lots must be paved with a hard surfaced:

APPLICANT: City of Monroe (TAM 100-20)

WHEREAS, the City Council has further considered the recommendation of the Monroe Planning Commission recommending approval, on a 4-0-1 vote, and that the above stated Sections of the Code of the City of Monroe should be amended.

NOW, THEREFORE;

BE IT ORDAINED, by the City Council of the City of Monroe, Louisiana, in legal session convened, that Chapter 37, Zoning, of the Zoning Ordinance of the City of Monroe, Louisiana be, and it is amended as follows:

ADD:

**ARTICLE III. USE DISTRICTS  
SECTION 37-37 COMMERCIAL USE DISTRICTS**

USES	DISTRICTS				USE STANDARDS
	B-1	B-2	B-3	B-4	
ADULT DAY CARE, SMALL	P	P	P	P	SECTION 37.92.C
ADULT DAY CARE, LARGE		P	P	P	SECTION 37.92.C
ADULT DAY CARE, COMMERCIAL			P	P	SECTION 37.92.C
ADULT USE				P	SECTION 37.92.A
ART GALLERY	P	P	P	P	
ARTS STUDIO	P	P	P	P	
AUTOMOBILE/VEHICLE DEALERSHIP			P	P	SECTION 37-79 (E)(2)(A)
AUTOMOBILE RENTAL			P	P	SECTION 37-79 (E)(2)(A)

Key: P = Permitted Use; Cm = Conditional Use Permit, minor; C = Conditional Use Permit, major; blank) = Not Permitted

BE IT FURTHER ORDAINED,

This ordinance was INTRODUCED on the 12th day of May, 2020.

NOTICE PUBLISHED on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

This Ordinance having been submitted in writing, introduced and published was then submitted to a final vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR'S APPROVAL

\_\_\_\_\_  
MAYOR'S VETO

PUBLIC HEARING

CITY OF MONROE ZONING COMMISSION

May 4, 2020

City Hall

Monroe, Louisiana

**RE: TAM 100-20**

**APPLICANT: City of Monroe**

**MOTIONED BY: Mr. Jamin Hall**

**SECONDED BY: Mr. Carday Marshall**

I move that the Monroe Planning Commission advise the City Council that after Public Hearing the Commission finds that changing conditions in the area **are** sufficient to justify the request for an ordinance amending Chapter 37, Zoning, of the City of Monroe, Article III, Use Districts, Section 37-37 Commercial Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses, to cite the use standards for automotive dealerships and rentals under the use in Table 3.; repealing all ordinances in conflict herewith respect thereto and recommends the application be approved.

There was a majority vote for approval by the Planning Commission.

**City of Monroe  
Planning Commission**

**Case No.:** TAM 100-20  
**Name of Applicant:** City of Monroe

**Request:** A request to amend Chapter 37, Zoning, Article III, Use Districts Section 37-37 Commercial Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses regarding use standards.

**ADVERSE INFLUENCES:**

**POSITIVE INFLUENCES:** Provides some standards for this use.

**COMMENTS/  
RECOMMENDATIONS:**

This is a request to amend Chapter 37, Zoning, Article III, Use Districts, Section 37-37 Commercial Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses regarding use standards.

Automobile and vehicle dealerships both new and used are required to have parking areas both for inventory and customer parking. Used dealerships in particular tend to locate at locations that don't always have hard-surfaced parking. Cars are parked on grass, gravel or dirt. There is a section in the ordinance Section 37-7 (e) (2) (a) that stipulates that all parking lots must be paved using hard surfaces. This section is being added to the "Use Standards" column within the commercial uses table. This is so when a Certificate of Occupancy is being applied for that it will be known that this is a requirement for opening an automobile or vehicle dealership new and used.

**Options:**

Approve text amendment as presented.

Approve text amendment with amendments or conditions.

Deny text amendment as presented.

**AMEND:**

# ORDINANCE

STATE OF LOUISIANA

CITY OF MONROE

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

The following Ordinance was offered by Mr. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. \_\_\_\_\_:

## **AN ORDINANCE ADOPTING AND AMENDING THE ZONING MAP FOR THE CITY OF MONROE, LOUISIANA**

---

WHEREAS, the City Council of the City of Monroe has held its Public Hearing with respect to the following proposed Zoning Map Amendment, to-wit:

An amendment to the Zoning Map to rezone a ±1.55 acre tract of land presently located in Ouachita Parish from B-1, Neighborhood Mixed Use District to B-3, General Business/Commercial District to operate elderly/retirement housing, retail and offices, and is more particularly described as follows:

**Lot 1, 2, 3, 4, 5, the west 10' of Lot 7, Lots 8 - 9 and the West 10' of Lot 7 Square 38 Filhiols 1<sup>st</sup> Addition**

**And otherwise known as 1001 DeSiard Street**

**APPLICANT: Miller Roy Building, LLC (MA 101-20)**

WHEREAS, the City Council has further considered the report of the Monroe Planning Commission recommending approval, on a 4-0-1 vote. The old Miller Roy building is being proposed for an elderly/retirement community. The building may also include retail and offices. The existing B-1, Neighborhood Mixed Use District does not allow for this type of use. The B-3, General Business/Commercial is the appropriate zoning district for the elderly/retirement community.

NOW, THEREFORE:

BE IT ORDAINED by the City Council of the City of Monroe, Louisiana in legal session convened that the Zoning Map of the City of Monroe and the boundaries thereof which map is described in Section 37-34 of the City of Monroe Comprehensive Zoning Ordinance and which map shown the Zoning Districts and Boundaries thereof, be and the same are hereby amended to zone the ±1.55 acres previously described to B-3, General Business/Commercial District as shown on the map which is attached hereto and made a part thereof and which is adopted as the new Zoning Map of the City of Monroe.

This ordinance was INTRODUCED on the 12<sup>th</sup> day of May, 2020.  
NOTICE PUBLISHED on the \_\_\_\_\_ day of \_\_\_\_\_ 2020.

This Ordinance having been submitted in writing, introduced and published was then submitted to a final vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR'S APPROVAL

\_\_\_\_\_  
MAYOR'S VETO



PUBLIC HEARING  
CITY OF MONROE ZONING COMMISSION

May 4, 2019

City Hall

Monroe, Louisiana

**RE: MA 101-20**

**APPLICANT: Miller Roy Building**

**MOTIONED BY: Mr. Charles Scott**

**SECONDED BY: Mr. Carday Marshall**

I move that the Zoning Commission advise the City Council that after Public Hearing, the Commission finds that changing conditions in the area **are** sufficient to justify the above request to rezone a 1.55 acre tract of land, more or less, from the B-1 (Neighborhood Mixed Use) District to the B-3 (General Business/Commercial) District in order for elderly/retirement housing, retail and office spaces at 1001 DeSiard Street. The commission recommends this application be approved.

There was a majority vote for approval by the Planning Commission.

**City of Monroe  
Planning Commission**

**CASE NO.:** MA 101-20  
**NAME OF APPLICANT:** MILLER ROY BUILDING LLC  
**SITE ADDRESS:** 1001 DESIARD STREET  
**COUNCIL DISTRICT:** 3

---

**REQUEST:** This is a request to rezone a 1.55-acre (more or less) tract of land from B-1, Neighborhood Mixed Use District to B-3, General Business/Commercial District and located at 1101 Louisville Avenue.

**PURPOSE OF REQUEST:** The purpose of the request is to be able to operate the existing building for elderly/retirement housing, retail and offices.

**SIZE OF PROPERTY:** 1.55 acres (more or less)

**PRESENT ZONING:** B-1, Neighborhood Mixed Use

**PRESENT USE:** Vacant structure.

**MOST NEARLY BOUNDED BY (STREETS):** North of and adjacent to DeSiard Street; south of Adams Street; east of N 10<sup>th</sup> Street and west of N 11<sup>th</sup> Street.

**SURROUNDING LAND USES:** The surrounding land use consists of the commercial in all directions.

**ADVERSE INFLUENCES:** Changing a lot zoned B-1 to allow heavier commercial uses.

**POSITIVE INFLUENCES:** The rezoning would allow the applicant to operate the location as elderly/retirement housing.

**COMPREHENSIVE PLAN:** The Future Land Use map shows this area as Medium Intensity Mixed Use. This is a generalized future land use category that encourages a mix of residential and commercial development that emphasizes live-work spaces and more dense development in areas such as downtown Monroe.

---

**COMMENTS/  
RECOMMENDATIONS:**

The applicant is requesting the property be rezoned from B-1, Neighborhood Mixed Use District to B-3, General Business/Commercial District in order to convert an existing building to elderly/retirement housing as well as some retail and offices. The B-3 zoning would allow these uses.

**OPTIONS:**

1. Approve the applicant's request to rezone a 1.55-acre tract (more or less) of land to B-3, General Commercial.
2. Deny the applicant's request to zone a 1.55-acre tract (more or less) of land to B-3, General Commercial.

**The Planning Commission and the City Council shall consider the following criteria in approving or denying a map amendment:**

- (1) The proposed map amendment is consistent with the pertinent elements of the City of Monroe Comprehensive Plan and any other adopted plans.
- (2) The proposed map amendment is consistent with the adjacent zoning classifications and uses.
- (3) The proposed map amendment will reinforce the existing or planned character of the neighborhood and the City.
- (4) The site is appropriate for the development allowed in the proposed district.
- (5) There are substantial reasons why the property cannot be used according to existing zoning.
- (6) Public facilities and services including schools, roads, recreation facilities, wastewater treatment, water supply, storm water management, police and fire are adequate for the development allowed in the proposed district.
- (7) The map amendment will not substantially or permanently injure the appropriate use of adjacent conforming properties.

# Planning and Zoning

City of Monroe

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