

PROCEEDINGS OF THE CITY COUNCIL OF BOSSIER CITY  
STATE OF LOUISIANA TAKEN AT A REGULAR MEETING  
JANUARY 10, 2023

The City Council of the City of Bossier City, State of Louisiana, met in Regular session in Council Chambers, 620 Benton Road, Bossier City, Louisiana, January 10, 2023 at 3:00 PM

Invocation was given by Council Member Jeffery Darby

Pledge of Allegiance led by Council Member David Montgomery, Jr.

Roll Call as follows:

Present: Honorable, President Jeffery Darby, Honorable Councilors David Montgomery, Jr., Chris Smith, Brian Hammons, Don Williams, Jeff Free and Vince Maggio

Also Present: City Attorney, Charles Jacobs and City Clerk, Phyllis McGraw

City Clerk, Phyllis McGraw, read statement about decorum during meeting and public participation in the meeting.

By: Mr. Hammons

Motion to approve Minutes of December 20, 2022, Regular Council meeting and dispense with the reading.

Seconded by Mr. Free

No further comment

Vote in favor of motion is unanimous

By: Mr. Montgomery, Jr.

Motion to add New Business item #9 – Introduce an Ordinance to amend the 2023 General Fund Budget – Payments to Governmental and other Agencies by reducing the amount appropriated to Sportran from \$900,000.00 to a maximum of \$500,000.00 for Bus Services in Bossier City. (item was requested to be added to speed up implementation of decreased routes to save cost)

Seconded by Mr. Hammons

Mr. Williams explained need to add item on.

No further comment

Vote in favor of motion is unanimous

By: Mr. Montgomery, Jr.

Motion to continue Bid#P23-01 until the January 24, 2023 Council Meeting at the request of the purchasing department and to approve agenda as amended.

Seconded by Mr. Smith

No comment

Vote in favor of motion is unanimous

**Ceremonial Matters/Recognition of Guests –**

Mr. Darby welcomed Dinereo Washington from Sportran and his employees. Mr. Hammons and the rest of the Council affirmed their thanks to Ben Rauschenbach, Clinton Patrick, Engineering and Utilities Departments, and their staff for their hard work in keeping water and sewer lines operational during the extreme cold weather and holidays.

**Public Hearing/Actions on Unfinished Business –**

**The following Ordinance offered and adopted:**

**Ordinance No. 1 Of 2023**

**AN ORDINANCE AUTHORIZING MAYOR THOMAS H. CHANDLER TO ENTER INTO THE ATTACHED AMENDED LOCAL SERVICES AGREEMENT WITH THE PARISH OF BOSSIER AND TO EXECUTE ANY DOCUMENTS IN FURTHERANCE THEREOF.**

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**WHEREAS**, the City of Bossier City and the Parish of Bossier mutually benefit from the development of infrastructure which enhances existing businesses and encourages the development of new business entities in both the City of Bossier City and the Parish of Bossier; and

**WHEREAS**, the City of Bossier City and the Parish of Bossier have engaged in joint endeavors regarding the development of industrial parks, juvenile detention facilities, jail operations, research parks, street, highway or road projects, water and sewer system improvement projects, zoning master plans and a uniform development code, which benefit the citizens of Bossier Parish and the City of Bossier; and

**WHEREAS**, a local services agreement between the City of Bossier City and the Parish of Bossier will facilitate intergovernmental functions to provide greater economy and efficiency in the operation of local services; and

**WHEREAS**, the citizens of the Parish of Bossier and the City of Bossier will benefit by the development created by improving traffic and utilities across the parish including the City by improving streets, roads and utilities.

**NOW, THEREFORE, BE IT ORDAINED**, that Mayor Thomas H. Chandler is hereby authorized to execute the amended local services agreement with Bossier Parish, and to execute any documents in furtherance thereof.

**BE IT FUTHER ORDAINED** that the City of Bossier City and Parish of Bossier, in entering into this agreement, authorize their respective attorneys to take whatever action necessary in furtherance of the joint projects set forth in the agreement attached hereto.

If any provision or item of this Agreement or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications and to this end the provisions of this Agreement are hereby declared severable.

**BE IT FUTHERE ORDAINED** that the City of Bossier City authorizes the City Attorney to take whatever action necessary in furtherance of the joint project set forth in the agreement attached hereto.

The above and foregoing Ordinance was read in full at open and legal session convened, was on motion of Mr. David Montgomery, Jr., and seconded by Mr. Chris Smith, and adopted on the 10th, day of January, 2023, by the following vote:

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

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**Jeffery D. Darby, President**

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**Phyllis McGraw, City Clerk**

**The following Ordinance offered and adopted:**

**ORDINANCE NO. 2 OF 2023**

**AN ORDINANCE AUTHORIZING AND APPROVING THE ENGAGEMENT OF HEARD, MCELROY, & VESTAL, LLC TO PROVIDE PROFESSIONAL SERVICES TO AUDIT THE FINANCIAL STATEMENTS OF THE FIREMEN'S PENSION AND RELIEF FUND AND POLICEMEN'S PENSION AND RELIEF FUND**

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**WHEREAS**, Heard, McElroy, & Vestal, LLC, has conducted audits of the finances of the referenced entities in previous years; and

**WHEREAS**, the referenced entities are required to have annual audits and prepare audited financial statements and schedules for the year ended December 31, 2022;

**NOW, THEREFORE, BE IT ORDAINED**, that the City Council of Bossier City, in regular session convened, that Mr. Jeffery Darby, is hereby authorized to execute letters of engagement with Heard, McElroy, & Vestal, LLC and said letters of engagement are hereby approved.

The above and foregoing Ordinance was discussed and opened for public input at open and legal session convened, was adopted on motion of Mr. David Montgomery, Jr., and seconded by Mr. Vince Maggio on this the 10<sup>th</sup> day of January, 2023.

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio  
NAYS: none  
ABSENT: none  
ABSTAIN: none

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Jeffery D. Darby, President

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Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

**ORDINANCE NO. 3 OF 2023**  
**ADOPT AN ORDINANCE TO APPROVE REPORT OF CHANGE ORDER 8 FOR THE (LTRI) LOUISIANA TECHNOLOGY RESEARCH INSTITUTE BOSSIER**

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**WHEREAS;** Louisiana Tech University has committed to be responsible for improvements and additions to the Facility in an amount to not exceed Seven Million Dollars (\$7,000,000); and

**WHEREAS;** the University has agreed in writing to reimburse the City for the proposed changes.

**NOW, THEREFORE, BE IT ORDAINED,** in regular session convened that the City Council of Bossier City, Louisiana, agrees to adopt an Ordinance to amend the Construction Contract for an increase in price of \$104,360.80 and an additional seventeen (17) days for this project.

The above and foregoing Ordinance was discussed and opened for public input at open and legal session convened, was adopted on motion of Mr. Jeff Free, and seconded by Mr. David Montgomery, Jr. on this the 10<sup>th</sup> day of January, 2023.

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio  
NAYS: none  
ABSENT: none  
ABSTAIN: none

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Jeffery D. Darby, President

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Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

**ORDINANCE NO. 4 OF 2023**  
**AN ORDINANCE AUTHORIZING MAYOR THOMAS H. CHANDLER TO EXECUTE THE ATTACHED COOPERATIVE ENDEAVOR AGREEMENT BETWEEN THE CITY OF BOSSIER CITY AND THE LOUISIANA DEPARTMENT OF THE TREASURY AND STATE OF LOUISIANA**

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**WHEREAS,** the City of Bossier City is the recipient of a line-item appropriation in ACT 170 of the 2022 Regular Legislative Session in the amount of seventy-five thousand dollars (\$75,000); and

**WHEREAS,** the Louisiana Department of the Treasury is administering the funds appropriated in ACT 170 of the 2022 Regular Legislative Session; and

**WHEREAS,** the State of Louisiana requires the execution of a Cooperative Endeavor Agreement between the City of Bossier City and the Louisiana Department of the Treasury in order to receive appropriated funds;

**NOW, THEREFORE, BE IT ORDAINED,** by the City Council of Bossier City, in regular session convened, does hereby authorize Mayor Thomas H. Chandler to execute the attached Cooperative Endeavor Agreement, complete in all their terms and provisions, on behalf of the City of Bossier City.

The above and foregoing Ordinance was discussed and opened for public input at open and legal session convened, was adopted on motion of Mr. David Montgomery, Jr., and seconded by Mr. Don Williams on this the 10<sup>th</sup> day of January, 2023.

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio  
NAYS: none  
ABSENT: none  
ABSTAIN: none

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Jeffery D. Darby, President

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Phyllis McGraw, City Clerk

**New Business –**

By: Mr. Hammons

Motion to introduce an Ordinance amending Ordinance Chapter 6, Section 6-1, Number 22 of the Bossier City Code of Ordinances to amend the description of the Festival Plaza Region to enlarge the area included.

Seconded by Mr. Smith

Mr. Maggio explained Ordinance. Discussion among Council Members and City Attorney Charles Jacobs on issue. Property Owner Erica Gilliam thanked Council for considering

No further comment

Vote in favor of motion is unanimous

By: Mr. Williams

Motion to introduce an Ordinance authorizing Mayor Thomas H. Chandler to execute the attached 2023 Cooperative Endeavor Agreement between the City of Bossier City and the Louisiana Department of Veterans Affairs.

Seconded by Mr. Smith

CAO, Amanda Nottingham explained need for Ordinance

No further comment

Vote in favor of motion is unanimous

By: Mr. Smith

Motion to introduce an Ordinance allocating \$70,000.00 for Sewer Main Repairs using the Sewer Capital and Contingency Fund to cover all project costs.

Seconded by Mr. Maggio

No comments

Vote in favor of motion is unanimous

The following Resolution offered and adopted:

**RESOLUTION NO. 1 OF 2023  
A RESOLUTION TO APPROVE THE USE OF CITY WATER TO SERVE THE  
COVENANT CHURCH DEVELOPMENT.**

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**WHEREAS;** Covenant Church is planning on building a new campus located outside the Bossier City limits near the intersection of Courtney Lane and Benton Road (LA HWY 3); and

**WHEREAS;** it is requested for permission for the City of Bossier City to serve the development with water; and

**WHEREAS;** all permit fees, impact fees, and all other rules and regulations shall apply.

**NOW, THEREFORE, BE IT RESOLVED,** in regular session convened that the City Council of Bossier City, Louisiana, resolves to approve the use of city water to serve the Covenant Church Development.

The above and foregoing Resolution was discussed and opened for public input at open and legal session convened, was on motion of Mr. Chris Smith and seconded by Mr. Don Williams, and adopted on this the 10th day of January, 2023.

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

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Jeffery D. Darby, President

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Phyllis McGraw, City Clerk

**The following Resolution offered and adopted:**

**RESOLUTION 2 Of 2023**

**A RESOLUTION AUTHORIZING THE HIRING OF ONE (1) POLICE JAILER.**

**WHEREAS**, Ordinance No. 21 of 2019 implemented a requirement assuring that the City department budgets not be exceeded by any hiring of any personnel; and

**WHEREAS**, the hiring of one Police Jailer, and

**WHEREAS**, the administration and the department assures that all current budgets have been verified and that no authorized salary has been exceeded; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to proceed with hiring procedures for the fulfillment of this position.

The above and foregoing Resolution was discussed and opened for public input at open and legal session convened, was on motion of Mr. Jeff Free and seconded by Mr. Vince Maggio, and adopted on this the 10th day of January, 2023.

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

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Jeffery D. Darby, President

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Phyllis McGraw, City Clerk

**The following Resolution offered and adopted:**

**RESOLUTION NO. 3 OF 2023**

**A RESOLUTION AUTHORIZING THE HIRING OF TWO METER READERS DUE TO RESIGNATIONS IN THE CUSTOMER SERVICE DEPARTMENT**

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**WHEREAS**, Ordinance No. 76 of 2019 implemented a budgetary control requiring a resolution to be approved by the Bossier City Council prior to the hiring or employment of any individual receiving wages, compensation, or remuneration for any labor including temporary or contractual employment; and

**WHEREAS**, the Customer Service Department will have two available positions due to resignations of employees; and

**WHEREAS**, these resignations provide for an opportunity to hire replacements; and

**WHEREAS**, this action will have no impact on the existing budget.

**NOW, THEREFORE, BE IT FURTHER ORDAINED** by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to hire two Meter Readers, due to resignations in the Customer Service Department, with no impact to the existing budget.

The above and foregoing Resolution was discussed and opened for public input at open and legal session convened, was on motion of Mr. Chris Smith and seconded by Mr. Brian Hammons, and adopted on this the 10th day of January, 2023.

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

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Jeffery D. Darby, President

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Phyllis McGraw, City Clerk

**The following Resolution offered and adopted:**

**RESOLUTION NO. 4 OF 2023**

**A RESOLUTION ADOPTING THE LOUISIANA COMPLIANCE QUESTIONNAIRE FOR AUDIT ENGAGEMENTS OF GOVERNMENT AGENCIES AND THE CITY'S ANSWERS THERETO**

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**WHEREAS**, the Louisiana Compliance Questionnaire is a required part of a financial audit of Louisiana state and local government agencies; and

**WHEREAS**, the completed and signed questionnaire must be presented to and adopted by the governing body, of the organization by means of a formal resolution in an open meeting; and

**WHEREAS**, the completed and signed questionnaire and a copy of the adoption instrument must be given to the auditor at the beginning of the audit.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Bossier City, Louisiana, in regular session convened, that the Louisiana Compliance Questionnaire covering the period of 1-1-2022 through 12-31-2022, and the City's answers thereto, all of which are on file with the City Clerk, are hereby adopted. A copy of the questionnaire and answers will be furnished to the City's auditors, Heard, McElroy & Vestal, LLC.

The above and foregoing Resolution was discussed and opened for public input at open and legal session convened, was on motion of Mr. Chris Smith and seconded by Mr. Don Williams, and adopted on this the 10th day of January, 2023.

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

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Jeffery D. Darby, President

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Phyllis McGraw, City Clerk

**The following Resolution offered and adopted:**

**RESOLUTION 5 Of 2023**

**A RESOLUTION AUTHORIZING THE HIRING OR PROMOTION OF A RECREATION SUPERVISOR AND BACKFILLING ANY POSITION THIS MAY CREATE FOR THE PARKS & RECREATION DEPARTMENT**

**WHEREAS**, Ordinance No. 21 of 2018 implemented a requirement assuring that the City department budgets not be exceeded by any hiring of any personnel; and

**WHEREAS**, the position of a Recreation Supervisor is vacant due to promotion, retirement, resignation or termination; and

**WHEREAS**, the administration and the department assures that all current budgets have been verified and that no authorized salary has been exceeded; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Bossier City, Louisiana, in regular session convened, that the administration is authorized to proceed with hiring procedures for the fulfillment of this position.

The above and foregoing Resolution was discussed and opened for public input at open and legal session convened, was on motion of Mr. Chris Smith and seconded by Mr. Jeff Free, and adopted on this the 10th day of January, 2023.

AYES: Mr. Montgomery, Jr., Mr. Smith, Mr. Hammons, Mr. Darby, Mr. Williams, Mr. Free and Mr. Maggio

NAYS: none

ABSENT: none

ABSTAIN: none

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Jeffery D. Darby, President

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Phyllis McGraw, City Clerk

By: Mr. Williams

Motion to introduce an Ordinance to amend the 2023 General Fund Budget – Payments to Governmental and other Agencies by reducing the amount appropriated to Sportran from \$900,000.00 to a maximum of \$500,000.00 for Bus Services in Bossier City.

Seconded by Mr. Smith

No comments

Vote in favor of motion is unanimous

**Reports –**

None

**Announcements –**

Mr. Darby announced two upcoming workshops - Workshop with Blue Line Solutions concerning Speed Enforcement Cameras, January 17<sup>th</sup> @1:00PM in City Council Chambers and Workshop with City Council Parks and Recreation Committee on January 18, 2023 at 3:00 PM in City Council Chambers to hear from stakeholders on the recreation needs for the City of Bossier City.

**There being no further business to come before this Council, Council President Darby adjourned the meeting at 3:21PM**

**Respectfully submitted:**

**Phyllis McGraw**

**City Clerk**

**Publish: January 18, 2023**

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