

PROCEEDINGS OF THE CITY COUNCIL OF BOSSIER CITY
STATE OF LOUISIANA TAKEN AT A REGULAR MEETING
NOVEMBER 29, 2022

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, November 29, 2022 at 3:00 PM

Invocation was given by Council Member Jeffery Darby

Pledge of Allegiance led by Council Member Brian Hammons

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: Mayor, Thomas Chandler, 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. Free

Motion to approve Minutes of November 15, 2022, Regular Council meeting and dispense with the reading.

Seconded by Mr. Williams

No further comment

Vote in favor of motion is unanimous

By: Mr. Smith

Motion to approve Agenda.

Seconded by Mr. Hammons

No comment

Vote in favor of motion is unanimous

Ceremonial Matters/Recognition of Guests –

Mr. Darby welcomed the Bossier Youth Leadership Students that were in the audience from Bossier High School, Parkway High School and Haughton High School to the meeting.

Public Hearing/Actions on Unfinished Business –

ORDINANCE NO. 167 OF 2022

AN ORDINANCE APPROVING AN AMENDMENT TO THE UNIFIED DEVELOPMENT CODE, TEMPORAY USE REGULATIONS, FIREWORKS SALES, ARTICLE 6.7.5.

WHEREAS, the Bossier City-Parish Metropolitan Planning Commission held a public hearing on October 17, 2022 to review the proposed amendment; and

WHEREAS, the proposed amendment received a FAVORABLE recommendation from the MPC; and

WHEREAS, the Bossier City-Parish Metropolitan Planning Commission submitted the results of said public hearing to the Mayor and City Council of the City of Bossier City with a recommendation that the amendment be adopted;

NOW THEREFORE BE IT ORDAINED, the following Section of the Unified Development Code has been amended to read as follows:

Section 6.7.5 Fireworks Sales.

- A. Bossier City. Fireworks may be sold between June 28 and July 5 and between December 23 and January 1 of each respective holiday season.

Motion was made by Mr. Don Williams and seconded by Mr. David Montgomery, Jr.

to adopt the above ordinance. Upon the following vote, the ordinance was duly

adopted this 29th day of November, 2022.

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

NAYS: none

ABSTAIN: none

ABSENT: none

JEFFERY DARBY, PRESIDENT

PHYLLIS MCGRAW, CITY CLERK

C-ZON-000072-2022

The following Ordinance offered and adopted:

Ordinance No. 168 Of 2022

AN ORDINANCE TO AMEND THE 2022 WATER AND SEWER FUND BUDGETS

WHEREAS, the Bossier City Charter Section 6.06 Additional appropriations and budget amendments requires that additional appropriations be made by amending the respective budgets by ordinance; and

WHEREAS, the price of services required for the Public Utilities Department have increased significantly and it is estimated that additional appropriations of \$20,500.00 are needed to cover the cost of operation expenses for the remainder of the fiscal year; and

WHEREAS, the 2022 Water and Sewer Fund operating budgets need to be amended to appropriate additional funding to ensure sufficient funds are available to cover anticipated expenses for the remainder of the fiscal year.

NOW, THEREFORE, BE IT ORDAINED that the City Council of Bossier City, Louisiana, in regular session convened, does hereby amend the 2022 Water and Sewer Fund operating budgets to increase the appropriations for building maintenance in division 61 Water Administration by \$3,000.00, consulting services in division 61 Water Administration by \$6,500.00, general operating in division 61 Water Administration by \$500.00, for other communications in division 61 Water Administration by \$1,500.00, and mains repairs and maintenance in division 64 Transmission and Distribution by \$9,000.00.

The above and foregoing Ordinance was discussed and opened for public input at open and legal session convened, was on motion of Mr. Chris Smith, and seconded by Mr. David Montgomery, Jr. and adopted on this the 29th day of November, 2022.

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

NAYS: none

ABSENT: none

ABSTAIN: none

Jeffery D. Darby, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. 169 OF 2022

AN ORDINANCE DECLARING THIRTY-TWO HANDHELD PORTABLE RADIOS SURPLUS TO THE NEEDS OF THE CITY OF BOSSIER AND AUTHORIZING THE DONATION OF SAID RADIOS TO THE WEBSTER PARISH FIRE DISTRICT #3

WHEREAS, the City of Bossier City owns thirty-two Motorola XTS 2500 handheld radios, see attached exhibit 'a', which is surplus to the needs of the Bossier City Police Department; and,

WHEREAS, the Webster Parish Fire District #3 has requested the donation of the referenced radios to assist in the fire and rescue efforts of the three volunteer fire stations in south Webster Parish which each house a fire engine; and,

WHEREAS, the nominal amount of revenue generated by the sale of these radios is insignificant compared to the greater good this donation would provide for the Webster Parish Fire District #3 and donations of surplus equipment between political subdivisions whose functions include public safety is authorized by the state constitution; and

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Bossier City, in regular session convened, that the thirty-two Motorola XTS 2500 handheld radios, see attached exhibit 'a', is hereby declared surplus to the needs of the City of Bossier City;

BE IT FUTHER ORDAINED, that Mayor Thomas Chandler, Chief Executive Officer of Bossier City, and Chief Daniel Haugen, Chief of Police, are authorized to execute any and all documents necessary to accomplish this donation.

The above and foregoing Ordinance 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 29th day of November, 2022.

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

NAYS: none

ABSENT: none

ABSTAIN: none

Jeffery D. Darby, President

Phyllis McGraw, City Clerk

The following Ordinance offered and adopted:

ORDINANCE NO. 170 OF 2022

ADOPT AN ORDINANCE TO APPROPRIATE \$600,000 FROM THE 2022 SALES TAX CAPITAL IMPROVEMENT FUND FOR THE PURPOSES OF COMPLETING THE TINSLEY DITCH BASIN RELIEF PLAN – PHASE II.

WHEREAS; Ordinance 68 of 2021 appropriated \$135,000 for the cleaning the referenced ditch for immediate improvement to drainage in the area and to identify right of way for an appropriate maintenance easement to maintain the Tinsley Ditch; and

WHEREAS; Ordinance 88 of 2022 appropriated an additional \$36,950 from the 2022 Sales Tax Capital Improvement Fund for the purpose of contracting with Nixon Engineering Solutions; and

WHEREAS; Resolution 109 of 2022 authorized the Mayor to contract with Nixon Engineering Solutions to provide design for the Tinsley Ditch Basin Relief Plan – Phase II; and

WHEREAS; Nixon Engineering Solutions has prepared an Opinion of Probable Cost for the construction of the project at \$400,000; and

WHEREAS; additional services, including Right-of-Way acquisition, wetland permitting, etc., for the project are estimated to be an additional \$200,000.

NOW, THEREFORE, BE IT ORDAINED, in regular session convened that the City Council of Bossier City, Louisiana, authorizes to appropriate \$600,000 from the 2022 Sales Tax Capital Improvement Fund for the purpose of completing the Tinsley Ditch Basin Relief Plan – Phase II.

BE IT FURTHER ORDAINED, that the Mayor is authorized to sign any and all documents in connection with the furtherance of this Ordinance.

BE IT FURTHER ORDAINED, that the 2022 Sales Tax Capital Improvement Fund Budget is hereby amended to increase expenditures for the Tinsley Drainage Basin Relief Plan by \$600,000 and decrease Fund Balance by \$600,000.

The above and foregoing Ordinance 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 29th day of November, 2022.

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

NAYS: none

ABSENT: none

ABSTAIN: none

Jeffery D. Darby, President

Phyllis McGraw, City Clerk

New Business –

The following Resolution offered and adopted:

RESOLUTION 117 OF 2022

**A RESOLUTION AUTHORIZING THE HIRING OF A
UTILITY WORKER FOR THE LIFT STATION DIVISION IN
THE PUBLIC UTILITIES DEPARTMENT**

WHEREAS, Ordinance No. 76 of 2019 implemented a requirement assuring that the City department budgets not be exceeded by any hiring of any personnel; and

WHEREAS, the position of Utility Worker is vacant due to termination; and

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

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. Brian Hammons and seconded by Mr. Chris Smith, and adopted on this the 29th day of November, 2022.

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

NAYS: none

ABSENT: none

ABSTAIN: none

Jeffery D. Darby, President

Phyllis McGraw, City Clerk

The following Resolution offered and adopted:

RESOLUTION NO. 118 OF 2022

A RESOLUTION AUTHORIZING THE HIRING OF AN ACCOUNTS CLERK II DUE TO A TERMINATION IN THE CUSTOMER SERVICE DEPARTMENT

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 an available position due to termination of an employee; and

WHEREAS, this termination provides for an opportunity to hire a replacement; 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 an Accounts Clerk II, due to a termination 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. Vince Maggio, and adopted on this the 29th day of November, 2022.

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

NAYS: none

ABSENT: none

ABSTAIN: none

Jeffery D. Darby, President

Phyllis McGraw, City Clerk

Agenda Item called – Adopt a Resolution authorizing the hiring of a Personnel Specialist II for the Human Resources Department due to a transfer.

No action taken due to lack of motion

Agenda Item called – Adopt a Resolution to hire one Booking Manager for the Bossier Civic Center.

No action taken due to lack of motion

Agenda Item called – Adopt a Resolution to participate in the cost of Professional Services for a Traffic Study for a new road between Wemple Road and Innovation Drive.

Discussion between Mr. Hammons and Clinton Patrick, Engineering Department on the cost sharing split of this Resolution. No further comments.

The following Resolution offered and adopted:

RESOLUTION NO. 119 OF 2022

A RESOLUTION TO PARTICIPATE IN THE COST OF PROFESSIONAL SERVICES FOR A TRAFFIC STUDY FOR A NEW ROAD BETWEEN WEMPLE ROAD AND INNOVATION DRIVE.

WHEREAS; the City of Bossier City and the Bossier Parish Police Jury has requested that Neel-Schaffer prepare a traffic study for a proposed roadway that would connect Innovation Drive and Wemple Road as a new North-South Connector; and

WHEREAS; the cost of the proposed traffic study will be \$10,000; and

WHEREAS; Bossier Parish Police Jury has agreed to pay 50% of the study; and

WHEREAS; there are available funds in the Engineering Department Budget to cover 50% of the traffic study.

NOW, THEREFORE, BE IT RESOLVED, in regular session convened that the City Council of Bossier City, Louisiana, authorizes to expend \$5,000 from the 2022 Engineering Department Budget for the purposes of a traffic study for a new road connecting Wemple Road and Innovation Drive.

BE IT FURTHER RESOLVED, that the Mayor is authorized to sign any and all documents in connection with the furtherance of this Resolution.

The above and foregoing Resolution was discussed and opened for public input at open and legal session convened, was on motion of Mr. David Montgomery, Jr. and seconded by Mr. Vince Maggio, and adopted on this the 29th day of November, 2022.

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

NAYS: none

ABSENT: none

ABSTAIN: none

Jeffery D. Darby, President

Phyllis McGraw, City Clerk

Mayor Chandler introduced the new Public Information Officer for the city, Erin Buchanan. Ms. Buchanan thanked the Mayor and Council for the opportunity.

There being no further business to come before this Council, Council President Darby adjourned the meeting at 3:10 PM

Respectfully submitted:

Phyllis McGraw

City Clerk

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