

AGENDA  
City of Monroe

LEGAL & REGULAR SESSION – JANUARY 22, 2024, 6:00PM  
CITY COUNCIL CHAMBERS CITY HALL

I: ROLL CALL AND DECLARE QUORUM:

II: INVOCATION & PLEDGE OF ALLEGIANCE – MRS. EZERNACK:

III: COMMUNICATIONS & SPECIAL ANNOUNCEMENTS:

1. Mr. Harvey
2. Mrs. Ezernack
3. Ms. Woods
4. Mr. Marshall
5. Mrs. Dawson
6. Mayor Ellis

IV: APPROVE MINUTES OF THE LEGAL AND REGULAR SESSION OF JANUARY 9, 2023:  
(PUBLIC COMMENTS)

V: PRESENTATION:  
NONE.

VI: PUBLIC HEARINGS:  
NONE.

PROPOSED CONDEMNATIONS:  
(Public Comment)

1. 1012 Louise Anne Avenue (D4) (Owners – Finley Group, LLC)
2. 505 Moore Avenue (D4) (Owners – Sunshine Properties)
3. 4112 Ponder Street (D3) (Owners – 1<sup>st</sup> Lady Properties, LLC)
4. 1408 South 9<sup>th</sup> Street (D4) (Owner – Shakeitha Williams)

VII: ACCEPTANCE OR REJECTION OF BIDS:

(Public Comment)

(a) Adopt a Resolution accepting the base bid of and awarding the contract to Dixie Overland Construction, LLC, for the replacement of Bayou Bartholomew Pump No. 2 Project and further providing with respect thereto.

VIII: RESOLUTIONS AND MINUTE ENTRIES:

1. Council:

Public Comment:

(a) Adopt a Resolution granting an exception to the Open Container Ordinance to the Twin City Art Foundation for hosting a Public Reception for an Exhibition Opening at the Masur Museum of Art pursuant to Monroe City Code Sec. 12-231 D. (Open Container Ordinance), and further providing with respect thereto.

2. Department of Administration:

Public Comment:

(a) Adopt a Resolution providing for Canvassing the Returns and declaring the results of the Special Election held in the City of Monroe, State of Louisiana, on Saturday, November 18, 2023 and to promulgate the results thereof.

(b) Consider a request from the Purchasing Division for authorization for an authorized city representative to advertise for bids for a 2023 Aerial Manlift Bucket Truck. Funding for this item will come from the Capital Fund.

(c) Consider six (6) Renewal Applications for a New 2024 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

(d) Consider five (5) Renewal Applications for a New 2024 Class B Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

3. Department of Planning & Urban Development:

Public Comment:

None.

4. Legal Department:

Public Comment:

None.

5. Mayor's Office:

Public Comment:

(a) Adopt a Resolution approving the re-appointment of Chief Terry Williams to the Ambulance Service Advisory Board.

6. Department of Public Works:

Public Comment:

None.

7. Department of Community Affairs:

Public Comment:

None.

8. Police Department:

Public Comment:

(a) Adopt a Resolution authorizing a designated city representative to accept and execute an agreement with the Louisiana Commission on Law Enforcement for \$17,816.00 in funding for the Dare Program and further providing with respect thereto.

9. Fire Department:

Public Comment:

None.

10. Engineering Services:

Public Comment:

None.

BREAK IF NEEDED:

IX: INTRODUCTION OF RESOLUTIONS & ORDINANCES:

Public Comment:

None.

X: RESOLUTIONS AND ORDINANCES FOR SECOND READING AND FINAL ADOPTION  
AND SUBJECT TO PUBLIC HEARING:  
NONE.

XI: CITIZENS PARTICIPATION:

XII: ADJOURN.

City Hall, Monroe, Louisiana  
January 9, 2024  
6:00 p.m.

There was a legal and regular session of the City Council of the City of Monroe, Louisiana held on this date at the Council's regular meeting place, the Council Chamber, City Hall Building, Monroe, Louisiana.

The Honorable Chairman Ezernack, called the meeting to order. She then asked the clerk to call roll.

There were present: Mr. Harvey, Mrs. Ezernack, & Mrs. Dawson

There was absent: Ms. Woods & Mr. Marshall

Chairman Ezernack announced that a quorum was present, and that the Invocation and the Pledge of Allegiance would be led by Mr. Harvey or his designee.

The Invocation was led by Assistant Pastor Rachel Washington, Greater Faith Church.

COMMUNICATIONS & SPECIAL ANNOUNCEMENTS:

Mr. Harvey had no announcements.

Mrs. Dawson said Happy New Year and thanked everyone for attending the City Council meeting.

Mrs. Ezernack welcomed everyone to the City Council's first meeting of 2024. She reminded everyone this is the year of kindness, caring, and peace and she said to remember that in our daily lives.

Upon motion of Mr. Harvey, seconded by Mrs. Dawson the minutes of the Legal and Regular Session of December 27, 2023, were unanimously approved. (There were no public comments.)

PROPOSED CONDEMNATIONS:

The following condemnations were considered:

1. 208 Egan Street (D4) (Owner – Carrie Mae Jones) Notice to show cause was served. Photographic evidence was presented. There was no one present. Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved, the building was condemned, and the property owner was given 30 days in which to bring the structure into compliance with the Code or demolish the Structure and clean the lot. (There were no public comments.)

Mr. Brandon Creekbaum, City Attorney, noted for the record all the proposed condemnations on the agenda are curator services.

Mr. Tommy James, Code Enforcement Officer, stated this is a burnt dilapidated structure and it burnt 2022. They are asking that the property be condemned, giving the owner 30 days.

2. 508 South 1<sup>st</sup> Street (D4) (Owner – Benny Ray Sims) Notice to show cause was served. Photographic evidence was presented. There was no one present. Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved, the building was condemned, and the property owner was given 30 days in which to bring the structure into compliance with the Code or demolish the Structure and clean the lot. (There were no public comments.)

Mr. James stated this is an open dilapidated unsafe structure and they are asking that the property be condemned, giving the owner 30 days.

The following condemnation was removed:

3. 104 Jason Drive (D5) (Owner – Huey Mathis and Lorthel Pratt) Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved to remove this item from the agenda. (There were no public comments.)

4. 207 Egan Street (D4) (Owner – Emma Fay Aбраugh c/o Antony C. Johnson) Notice to show cause was served. Photographic evidence was presented. There was no one present. Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved, the building was condemned, and the property owner was given 30 days in which to bring the structure into

compliance with the Code or demolish the Structure and clean the lot. (There were no public comments.)

Mr. Tommy James, Code Enforcement Officer, stated this is a burnt dilapidated structure and they are asking that the property be condemned, giving the owner 30 days.

5. 505 South 25<sup>th</sup> Street (D3) (Owner – Gator Realty, LLC and Donald D. Lewis) Notice to show cause was served. Photographic evidence was presented. There was no one present. Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved, the building was condemned, and the property owner was given 30 days in which to bring the structure into compliance with the Code or demolish the Structure and clean the lot. (There were no public comments.)

Mr. James stated this is an open dilapidated structure and they are asking that the property be condemned, giving the owner 30 days.

There being no objection from the Council and before moving to the next item on the agenda Mayor Friday Ellis noted a lot of great announcements are happening in the City. He said the I-20 passenger rail announcement was to note that the City of Monroe have been selected for the Corridor Identification and Development Program. He said this is the first step of multiple steps to bring passenger rail service to the City. He said the Federal Railroad Administration (FRA) website and Amtrak website have been updated and Interstate 20 is on the map now. He thanked the team and their creative grant writing that allow artists within the City of Monroe to start beautifying the City's recreation centers and basketball courts. He said the Black Creative Circle got together outside of Powell Recreation Center and did a mural. He noted the next mural is for Charles Johnson park, and they hope to continue this throughout the City. He said eventually all the City basketball courts will be painted and the artists that were a part of this also got paid, which is an opportunity for them to earn money as they do this as well. He further noted the annual bike give away is always fun and it's nice to run into kids every year that tell you, they received a bike from the City of Monroe. On another note, Mayor Ellis stated a lot of the work done in the City that residents can't see because all of it is underground such as the Texas Stanifer trunk line. He stated this was a 42 inch service main that was clogged about 9000 feet, and it has been that way for years. He said it is a massive undertaking and it keeps sewers from backing up in residents homes. Lastly, the Mayor announced the City of Monroe 45<sup>th</sup> Annual Dr. Martin Luther King Jr. Birthday Salute Tuesday, January 16<sup>th</sup> at the Jack Howard and he said this year the City has a keynote speaker (Ms. Zebie Grayson). He said it's a wonderful program to be able to honor those in the community that are making a difference and leave a lasting impact on families and a lasting legacy within the City. He said if you can please be in attendance with the City to honor those who honor our residents every single day.

Mrs. Ezernack announced the City Council next meeting will be on January 22, 2024, on a Monday night at 6:00 pm. She noted the City Council will be traveling on the regular Council meeting day to Washington, D.C. to talk about rail and other projects that the City would like to have additional funding for and make people aware of. She further noted the change will be posted on the City's website as well.

#### RESOLUTIONS AND MINUTE ENTRIES:

##### Council:

Upon motion of Mrs. Dawson, seconded by Mr. Harvey and unanimously approved Resolution No. 8649 granting an Exception to the Open Container Ordinance to the Twin Cities Krewe of Janus (Mardi Gras Parade) pursuant to Monroe City Code Sec. 12-231 D. (Open Container Ordinance), and further providing with respect thereto. (There were no public comments.)

ADD-ON: Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved to add item (b) to the agenda granting an Exception to the Open Container Ordinance to the Twin Cities Krewe of Janus (Mardi Gras Parade) pursuant to Monroe City Code Sec. 12-231 D. (Open Container Ordinance), and further providing with respect thereto. (There were no public comments.)

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved Resolution No. 8650 granting an Exception to the Open Container Ordinance to the Twin Cities Krewe of

Janus (Mardi Gras Parade) pursuant to Monroe City Code Sec. 12-231 D. (Open Container Ordinance), and further providing with respect thereto. (There were no public comments.)

Engineering Services:

Upon motion of Mrs. Dawson, seconded by Mr. Harvey and unanimously approved Resolution No. 8651 authorizing a designated city representative to execute (Close Out) Change Order No. Five (5) for State Project No. H.013937.6 Kansas Lane Extension Clearing and Grubbing for a decrease in the contract amount of \$148,960.79 and further providing with respect thereto. (There were no public comments.)

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved Resolution No. 8652 authorizing a designated city representative to execute Change Order No. One (1) for the Monroe Tire Storage Building Project for a decrease in the contract amount of \$5,000 and to add 96 calendar days to the contract time and further providing with respect thereto. (There were no public comments.)

Upon motion of Mrs. Dawson, seconded by Mr. Harvey and unanimously approved Resolution No. 8653 authorizing a designated city representative to enter into and execute a Master Services Agreement with Mancha Consulting Group, Inc. to provide engineering, surveying, and other related professional services and providing with respect thereto. (There were no public comments.)

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved Resolution No. 8654 authorizing a designated city representative to enter into and execute a Master Services Agreement with Architecture Associated, APC to provide architectural and other related professional services and further providing with respect thereto. (There were no public comments.)

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

The Chairman opened the Public Hearing and seeing no one come forward the Hearing was closed. Upon motion Mr. Harvey, seconded by Mrs. Dawson and unanimously approved Ordinance No. 12,208 approving a Collective Bargaining Agreement by and between the City of Monroe and the International Union of Operating Engineers, AFL-CIO, Locak 407 and further providing with respect thereto. (There were no public comments.)

The Chairman opened the Public Hearing and seeing no one come forward the Hearing was closed. Upon motion Mrs. Dawson, seconded by Mr. Harvey and unanimously approved Ordinance No. 12,209 authorizing the City of Monroe to acquire a certain 4.30 acre parcel of real property in the Monroe Air Industrial Park from Banks Construction Family Limited Partnership and further providing with respect thereto. (Legal) (There were no public comments.)

CITIZENS PARTICIPATION:

1. Ms. Keisha Sparks, 607 North 3<sup>rd</sup> Street, said Happy New Year to everyone and she said at the beginning of the new year if any citizen wanted to make a career change Acadian has an earn as you learn program still available. She stated the next Emergency Medical Responder (EMR) program will be February 5 and they are interviewing for that now. She further stated it is a paid two week course and you will receive an EMR state certification. She said it will encourage you to go as far as you want in the medical field.

Mrs. Dawson wanted to clarify that the start date is February 5<sup>th</sup>.

Ms. Sparks said yes, and she said you earn during orientation and during class. She said they provide books and all of the schooling.

Mrs. Dawson wanted to know where does one go to apply.

Ms. Sparks stated the Acadian Ambulance website.

2. Mr. Michael Caster, 3408 Garden Avenue, said this week he was accused of something that happen at a recreation center. He said people were making copies of papers and he noted he had nothing to do with that, but he was attacked for it. He said he feel like if he is going to be put in it, he in it and he said it is not fair for no one to be running for candidate and you can get free stuff

done inside the City. He said for years people in Monroe have done stuff wrong for so long in this City that they think it's right.

3. Ms. Johnnie Thomas, 414 South 8<sup>th</sup>, said she was late, and she had a reason to be late because for the first time in 77 years of her life the City now have crossing rails at that railroad track. She stated they were installed on Saturday, and she said she knows it was because of the accident but the community is glad to have them.

There being no further business to come before the council, the meeting was adjourned at 6:25 p.m., upon motion of Mr. Harvey and it was seconded by Mrs. Dawson.

Mrs. Gretchen Ezernack  
Chairman

Ms. Carolus S. Riley  
Council Clerk

Ms. Ileana Murray  
Staff Secretary



CITY OF MONROE

LEGAL DEPARTMENT  
Civil Division

Brandon W. Creekbaum  
City Attorney

Sydnee C. Clary  
Assistant City Attorney

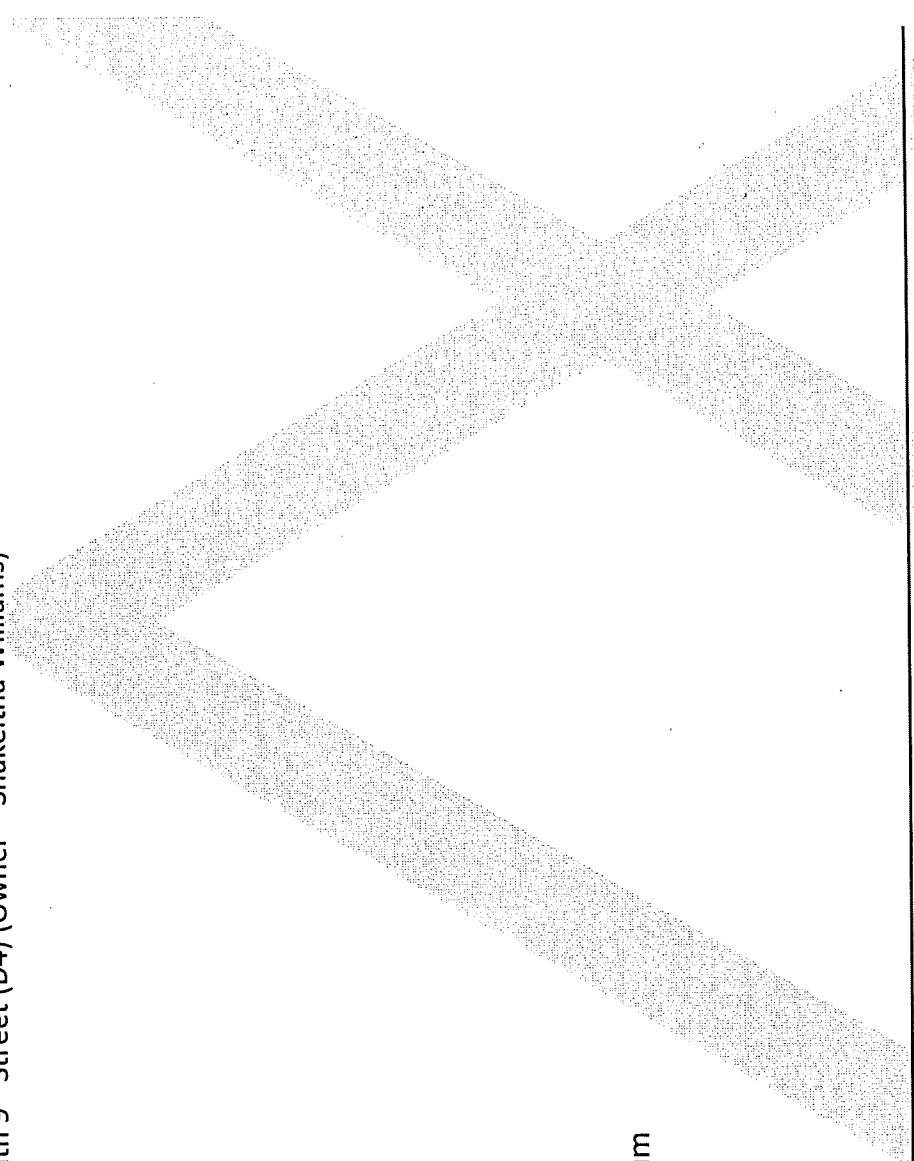
MEMO

DATE: January 18, 2024  
TO: CAROLUS RILEY  
FROM: MALLORY WALTERS  
RE: CONDEMNATIONS FOR CITY COUNCIL ON January 23, 2024

Please place the following condemnations on the agenda for the City Council on January 23, 2024.

1. 1012 Louise Anne Avenue (D4) (Owners – Finley Group, LLC)
2. 505 Moore Avenue ( D4) (Owners – Sunshine Properties)
3. 4112 Ponder Street (D3) (Owners – 1<sup>st</sup> Lady Properties, LLC)
4. 1408 South 9<sup>th</sup> Street (D4) (Owner – Shakeitha Williams)

c: Ellen Hill  
Stacy Newbill  
Angelic Dorsey  
Tommy James  
Jimmie Bryant  
Brandon Creekbaum



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400 Lea Joyner Memorial Expressway, P.O. Box 123, Monroe, Louisiana 71210-0123  
Tel: 318 329 2240 | Fax: 318 329 3427



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 THE BASE BID OF AND AWARDING THE CONTRACT TO DIXIE OVERLAND CONSTRUCTION, LLC, FOR THE REPLACEMENT OF BAYOU BARTHOLOMEW PUMP NO. 2 PROJECT AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, the City of Monroe solicited bids in accordance with the Louisiana Public Bid Law for the Replacement of Bayou Bartholomew Pump No. 2 Project and Dixie Overland Construction, LLC was the lowest responsible and responsive bidder in the amount of \$720,000.00.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Monroe, in its legal and regular session convened, that the base bid of Dixie Overland Construction, LLC in the amount of \$720,000.00 for the Replacement of Bayou Bartholomew Pump No. 2 Project, be and is hereby accepted as the lowest responsible and responsive bid received;

**BE IT FURTHER RESOLVED** that an authorized city representative be and is hereby authorized and empowered to execute a contract with Dixie Overland Construction, LLC, on behalf of the City of Monroe for said work; and

**BE IT FURTHER RESOLVED** that the City of Monroe shall make designations in accordance with state law for sales tax-exempt purchases on this project.

This Resolution was submitted in writing 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 January 2024.

\_\_\_\_\_  
**CHAIRPERSON**

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

# RESOLUTION

STATE OF LOUISIANA

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

CITY OF MONROE

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

**RESOLUTION GRANTING AN EXCEPTION TO THE OPEN CONTAINER ORDINANCE TO THE TWIN CITY ART FOUNDATION FOR HOSTING A PUBLIC RECEPTION FOR AN EXHIBITION OPENING AT THE MASUR MUSEUM OF ART) PURSUANT TO MONROE CITY CODE SEC. 12-231 D. (OPEN CONTAINER ORDINANCE), AND FURTHER PROVIDING WITH RESPECT THERETO.**

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WHEREAS, The Twin City Art Foundation applied to the Monroe City Council pursuant to Monroe City Code Sec. 12-231 D., for a permit for a special event, "A Public Reception For An Exhibition Opening" to be held at the Masur Museum and on the grounds as well, Thursday, January 25, 2023 from 5:30pm until 7:30p.m. There will be security for the purpose of obtaining an exception to the Open Container Ordinance for said event, and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal session convened, that the Twin City Art Foundation be and is hereby granted a permit for a special event, "A Public Reception For An Exhibition Opening" to be held at the Masur Museum and on the grounds as well, Thursday, January 25, 2023 from 5:30pm until 7:30p.m. This Resolution shall act as an exception only to the open container for said event pursuant to Monroe City Code Sec. 12-231 D.

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 \_\_\_\_\_, 2024.

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

\_\_\_\_\_  
CHAIRMAN



TWINGITY01

ATHOMSON

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|   |  |
|---|--|
| PRODUCER<br>Thomas & Farr Agency<br>P.O. Box 2110<br>Monroe, LA 71207 | CONTACT<br>PHONE (A/C, No., Ext): (318) 388-1472<br>FAX (A/C, No.): (318) 388-1290<br>E-MAIL ADDRESS: angela@tfins.com |
| INSURER A: Ohio Casualty Insurance Company                            | INSURERS AFFORDING COVERAGE NAIC #<br>24074  |
| INSURER B:  |  |
| INSURER C:  |  |
| INSURER D:  |  |
| INSURER E:  |  |
| INSURER F:  |  |

Twin City Art Foundation  
1400 South Grand  
Monroe, LA 71202

| INSR. LTR. | TYPE OF INSURANCE   | ADDITIONAL SUBROGATION WAIVED | POLICY NUMBER | POLICY EFF. DATE (MM/DD/YYYY) | POLICY EXP. DATE (MM/DD/YYYY) | LIMITS   |
|------------|---|-------------------------------|---------------|-------------------------------|-------------------------------|--|
| A          | X COMMERCIAL GENERAL LIABILITY<br>CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>X Liquor Liability<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>X POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/><br>OTHER:  | X                             | BDO58348630   | 10/18/2023                    | 10/18/2024                    | EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Per person/occurrence) \$ 1,000,000<br>MED EXP (Any one person) \$<br>PERSONAL & ADV. INJURY \$<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$<br>COMBINED SINGLE LIMIT (Per accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>EACH OCCURRENCE AGGREGATE \$<br>PER STATUTE OTHER \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$ |
| A          | AUTOMOBILE LIABILITY<br>ANY AUTO OWNED AUTOS ONLY<br>HIRED AUTOS ONLY<br>SCHEDULED AUTOS<br>NON-OWNED AUTOS ONLY<br>UMBRELLA LIAB OCCUR<br>EXCESS LIAB CLAIMS-MADE<br>DED RETENTION \$<br>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N<br>ANY PROPRIETOR/PARTNER/EXECUTIVE (Excluded in WA) <input type="checkbox"/> N/A<br>Yes describe under DESCRIPTION OF OPERATIONS below<br>Liquor Liability |                               |               |                               |                               |  |
|            |   |                               | BDO58348630   | 10/18/2023                    | 10/18/2024                    | Per Occurrence 1,000,000   |

### REVISION NUMBER:

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| CERTIFICATE HOLDER  | CANCELLATION  |
|---|---|
| City of Monroe Masur Museum<br>1400 South Grand<br>Monroe, LA 71202 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br><i>Janey W. Thomas</i> |

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1/08/2024 10:07 AM

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**Carolus Riley**

**From:** Evelyn Stewart  
**Sent:** Monday, January 8, 2024 8:36 AM  
**To:** Carolus Riley  
**Subject:** item for agenda

Carolus,

The Twin City Art Foundation is hosting a reception on January 25 for the exhibition Blanket Songs. I need to request to get on the agenda for open container waiver for the event. Alcohol will be served. Please let me know if you need any additional information.

Thanks,

**Evelyn Pell Stewart**

**DIRECTOR**

Masur Museum of Art

1400 South Grand Street  
Monroe, LA 71202  
Office, 318-329-2237



masurmuseum



CITY OF MONROE



**POLICE DEPARTMENT**  
**CHIEF VICTOR ZORDAN**

P.O. Box 1581  
700 Wood Street  
Monroe, LA 71210-1581  
office: 318-329-2600  
fax: 318-329-2610

To: Chief Victor Zordan  
From: Cpl. Kwasic Heckard  
Re: Masur Museum

Sir,

The Twin City Art Foundation is hosting a public reception for exhibition at the Masur Museum on Thursday, January 25, 2024. The time for the event is 5:30-7:30 p.m. They're expecting 75-100 individuals to be in attendance. Alcohol will be consumed at this event. I will get the no objection letter generated and get this event placed on the council's agenda for the open container exemption letter. There will be two officers working this event.

Respectfully submitted,  
Cpl. Heckard



The following resolution was offered by \_\_\_\_\_, and seconded by \_\_\_\_\_:

**RESOLUTION**

**A RESOLUTION PROVIDING FOR CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD IN THE CITY OF MONROE, STATE OF LOUISIANA, ON SATURDAY, NOVEMBER 18, 2023 AND TO PROMULGATE THE RESULTS THEREOF.**

**BE IT RESOLVED** by the Mayor and City Council, acting as of governing authority (the "Governing Authority"), of the City of Monroe, State of Louisiana (the "City") that:

**SECTION 1. Canvass.** This Governing Authority does now proceed in open and public session to examine the official tabulations of votes cast at the special election held by the City on **SATURDAY, NOVEMBER 18, 2023** and said Governing Authority does further proceed to examine and canvass the returns and declare the results of the special election.

**SECTION 2. Procès Verbal.** A *Procès Verbal* of the canvass of the returns of said election shall be made and a certified copy thereof shall be forwarded to the Secretary of State, Baton Rouge, Louisiana, who shall record the same in his office; another certified copy thereof shall be forwarded to the Clerk of Court and *Ex-Officio* Recorder of Mortgages in and for the Parish of Ouachita (the "**Parish**") who shall record the same in the Mortgage Records of the Parish; and another copy thereof shall be retained in the archives of this Governing Authority.

**SECTION 3. Promulgation of Election Results.** The results of said election shall be promulgated by publication in the manner provided by law.

**SECTION 4. Election Cost.** The estimated cost of the election as determined by the Louisiana Secretary of State was \$16,500.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

ABSTAIN:

ABSENT:

And the resolution was declared adopted on this the 22<sup>nd</sup> day of January, 2024.

\_\_\_\_\_  
**Printed Name:** \_\_\_\_\_  
**Chairman**

\_\_\_\_\_  
**Printed Name:** Carolus S. Riley  
**Title:** Clerk

PROCÈS VERBAL AND PROCLAMATION OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTION HELD IN THE CITY OF MONROE, STATE OF LOUISIANA, ON SATURDAY, NOVEMBER 18, 2023.

**BE IT KNOWN AND REMEMBERED** that on January 22, 2024 at six o'clock (6:00) p.m., at its regular meeting place, City Hall, 400 Lea Joyner Expressway, Monroe, Louisiana, the City Council, acting as of governing authority (the "**Governing Authority**"), of the City of Monroe, State of Louisiana (the "**City**") and being the authority ordering the special election held therein on Saturday, November 18, 2023, did, in open and public session, examine the official certified tabulations of votes cast at the said election, and did examine and canvass the returns of the said election, there having been submitted at said election the following propositions, to wit:

**PROPOSITION NO. 1**

**(RECREATION FACILITIES - RENEWAL)**

Shall the City of Monroe, State of Louisiana (the "City"), be authorized to renew the levy and collection of a special tax of one and eighty-eight hundredths (1.88) mills tax on all property subject to taxation in the City (an estimated \$839,028.36 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2024 and ending with the year 2033, for the purpose of maintaining and operating the recreational facilities of the City?

**LOUISIANA DEPARTMENT OF ELECTIONS & REGISTRATION  
PRECINCTS LOCATION REPORT FOR THE CITY**

| PRECINCT         | POLL PLACE NAME                | POLL PLACE LOCATION | CITY   | VOTER TABULATION |    |
|------------------|--------------------------------|---------------------|--------|------------------|----|
|                  |                                |                     |        | Yes              | No |
| 00/01 (In-Part)  | Ouachita Christian School      | 7065 Hwy 165 N      | Monroe | 0                | 4  |
| 00/03 (In-Part)  | Ouachita Christian School      | 7065 Hwy 165 N      | Monroe | 0                | 0  |
| 00/04 (In-Part)  | Osterland Recreational Center  | 710 Holland Dr      | Monroe | 2                | 2  |
| 00/05 (In-Part)  | Swartz Recreation Center       | 701 Lincoln Hill Dr | Monroe | 2                | 4  |
| 00/07 (In-Part)  | Louise Williams Branch Library | 140 Bayou Oaks Dr   | Monroe | 0                | 0  |
| 00/08 (In-Part)  | Ouachita Parish High School    | 681 Hwy 594         | Monroe | 0                | 0  |
| 00/09A (In-Part) | Ouachita Parish Courthouse     | 300 St John St      | Monroe | 0                | 1  |
| 00/10            | Clara Hall Elementary School   | 1000 Plum St        | Monroe | 17               | 5  |
| 00/11            | Barkdull Faulk Elem School     | 2110 Jackson St     | Monroe | 29               | 25 |
| 00/12            | Benoit Recreation Center       | 1700 Oaklawn Dr     | Monroe | 23               | 11 |
| 00/13 (In-Part)  | Benoit Recreation Center       | 1700 Oaklawn Dr     | Monroe | 30               | 15 |
| 00/14 (In-Part)  | Henrietta Johnson Rec Center   | 2800 Burg Jones Ln  | Monroe | 51               | 30 |
| 00/15 (In-Part)  | Emily P. Robinson Rec Center   | 3504 Jackson St     | Monroe | 13               | 10 |
| 00/16            | Emily P. Robinson Rec Center   | 3504 Jackson St     | Monroe | 18               | 15 |
| 00/17 (In-Part)  | Robinson Elementary School     | 5101 Burg Jones Ln  | Monroe | 17               | 9  |



|                 |   |                       |              |              |              |
|-----------------|---|-----------------------|--------------|--------------|--------------|
| 00/19 (In-Part) | Shady Grove Elementary School           | 2204 Ticheli Rd       | Monroe       | 0            | 0            |
| 00/21 (In-Part) | Clara Hall Elementary School            | 1000 Plum St          | Monroe       | 0            | 0            |
| 00/22           | Henrietta Johnson Rec Center            | 2800 Burg Jones Ln    | Monroe       | 38           | 36           |
| 00/23           | Mw Prince Hall Grd Masonic Ldg          | 402 Baylor Dr         | Monroe       | 30           | 20           |
| 00/24 (In-Part) | Neville Junior High School              | 1600 North 19th St    | Monroe       | 41           | 35           |
| 00/59           | Saul Adler Recreation Center            | 3900 Westminister Ave | Monroe       | 41           | 25           |
| 00/60           | American Legion Hall                    | 401 Forsythe Ave      | Monroe       | 64           | 58           |
| 00/61 (In-Part) | Neville Junior High School              | 1600 North 19th St    | Monroe       | 60           | 28           |
| 00/62           | J S Clark Magnet School                 | 1202 Breard St        | Monroe       | 40           | 20           |
| 00/63           | Saul Adler Recreation Center            | 3900 Westminister Ave | Monroe       | 53           | 24           |
| 00/64           | Carroll High School                     | 2939 Renwick St       | Monroe       | 41           | 24           |
| 00/65           | Carroll High School                     | 2939 Renwick St       | Monroe       | 4            | 6            |
| 00/65A          | Sherrouse School                        | 300 Sherrouse Ave     | Monroe       | 15           | 7            |
| 00/66 (In-Part) | Cypress Point University Elementary Sch | 6701 Mosswood Dr.     | Monroe       | 18           | 21           |
| 00/67           | Ouachita Parish, Jr High School         | 5500 Blanks Ave       | Monroe       | 21           | 7            |
| 00/68 (In-Part) | Carroll High School                     | 2939 Renwick St       | Monroe       | 12           | 2            |
| 00/69 (In-Part) | Roy Neal Shelling, Sr. Elem School      | 4200 Elm St           | Monroe       | 28           | 22           |
| 00/70 (In-Part) | St Paul's United Methodist Chu          | 1901 Lexington Ave    | Monroe       | 9            | 9            |
| 00/71           | Lakeshore Elementary School             | 550 Balboa Dr         | Monroe       | 121          | 62           |
| 00/72 (In-Part) | Cypress Point University Elementary Sch | 6701 Mosswood Dr.     | Monroe       | 0            | 2            |
| 00/73 (In-Part) | Roy Neal Shelling, Sr. Elem School      | 4200 Elm St           | Monroe       | 49           | 46           |
| 00/74           | St Alban's Episcopal Church             | 2816 Deborah Dr       | Monroe       | 23           | 15           |
| 00/75 (In-Part) | Saul Adler Recreation Center            | 3900 Westminister Ave | Monroe       | 94           | 97           |
| 00/76 (In-Part) | Lexington Elementary School             | 1900 Lexington Ave    | Monroe       | 57           | 26           |
| 00/77           | Neville High School                     | 600 Forsythe Ave      | Monroe       | 66           | 50           |
| 00/78           | Roy Neal Shelling, Sr. Elem School      | 4200 Elm St           | Monroe       | 47           | 31           |
| 00/79 (In-Part) | Ouachita Christian School               | 7065 Hwy 165 N        | Monroe       | 24           | 10           |
|                 |   |                       | Early Voting | 1,150        | 707          |
|                 |   |                       | <b>TOTAL</b> | <b>2,348</b> | <b>1,521</b> |

The polling places above specified being the only polling places designated at which to hold the said election, it was therefore shown that there was a total of 2,348 votes cast **IN FAVOR OF** the Proposition No.1 and a total of 1,521 votes cast **AGAINST** Proposition No. 1 as hereinabove set forth. **THE PROPOSITION DULY PASSED.**

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that Proposition No. 1 as hereinabove set forth **DULY PASSED** by a majority of the votes cast by the qualified electors voting at the said special election held in the City on Saturday, November 18, 2023.

**PROPOSITION NO. 2**

**(SAFETY SERVICES - CONTINUATION)**

Shall the City of Monroe, State of Louisiana (the "City"), be authorized to continue the levy and collection of a special tax of one and seven hundredths (1.07) mills tax on all property subject to taxation in the City (an estimated \$477,532.10 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2024 and ending with the year 2033, for the purpose of providing municipal public safety services in the City and maintaining and operating municipal service departments in connection therewith, including the acquisition of necessary equipment, said mills to represent a .01 mills increase (due to reassessment) over the 1.06 mills authorized to be levied through 2023 pursuant to an election held on November 16, 2013?

**LOUISIANA DEPARTMENT OF ELECTIONS & REGISTRATION  
PRECINCTS LOCATION REPORT FOR THE CITY**

| PRECINCT         | POLL PLACE NAME                | POLL PLACE LOCATION   | CITY   | VOTER TABULATION |    |
|------------------|--------------------------------|-----------------------|--------|------------------|----|
|                  |                                |                       |        | Yes              | No |
| 00/01 (In-Part)  | Ouachita Christian School      | 7065 Hwy 165 N        | Monroe | 0                | 4  |
| 00/03 (In-Part)  | Ouachita Christian School      | 7065 Hwy 165 N        | Monroe | 0                | 0  |
| 00/04 (In-Part)  | Osterland Recreational Center  | 710 Holland Dr        | Monroe | 2                | 2  |
| 00/05 (In-Part)  | Swartz Recreation Center       | 701 Lincoln Hill Dr   | Monroe | 3                | 3  |
| 00/07 (In-Part)  | Louise Williams Branch Library | 140 Bayou Oaks Dr     | Monroe | 0                | 0  |
| 00/08 (In-Part)  | Ouachita Parish High School    | 681 Hwy 594           | Monroe | 0                | 0  |
| 00/09A (In-Part) | Ouachita Parish Courthouse     | 300 St John St        | Monroe | 0                | 1  |
| 00/10            | Clara Hall Elementary School   | 1000 Plum St          | Monroe | 17               | 5  |
| 00/11            | Barkdull Faulk Elem School     | 2110 Jackson St       | Monroe | 26               | 25 |
| 00/12            | Benoit Recreation Center       | 1700 Oaklawn Dr       | Monroe | 21               | 13 |
| 00/13 (In-Part)  | Benoit Recreation Center       | 1700 Oaklawn Dr       | Monroe | 25               | 20 |
| 00/14 (In-Part)  | Henrietta Johnson Rec Center   | 2800 Burg Jones Ln    | Monroe | 50               | 31 |
| 00/15 (In-Part)  | Emily P. Robinson Rec Center   | 3504 Jackson St       | Monroe | 13               | 10 |
| 00/16            | Emily P. Robinson Rec Center   | 3504 Jackson St       | Monroe | 17               | 16 |
| 00/17 (In-Part)  | Robinson Elementary School     | 5101 Burg Jones Ln    | Monroe | 16               | 10 |
| 00/19 (In-Part)  | Shady Grove Elementary School  | 2204 Ticheli Rd       | Monroe | 0                | 0  |
| 00/21 (In-Part)  | Clara Hall Elementary School   | 1000 Plum St          | Monroe | 0                | 0  |
| 00/22            | Henrietta Johnson Rec Center   | 2800 Burg Jones Ln    | Monroe | 38               | 36 |
| 00/23            | Mw Prince Hall Grd Masonic Ldg | 402 Baylor Dr         | Monroe | 30               | 20 |
| 00/24 (In-Part)  | Neville Junior High School     | 1600 North 19th St    | Monroe | 46               | 31 |
| 00/59            | Saul Adler Recreation Center   | 3900 Westminister Ave | Monroe | 45               | 21 |
| 00/60            | American Legion Hall           | 401 Forsythe Ave      | Monroe | 64               | 59 |
| 00/61 (In-Part)  | Neville Junior High School     | 1600 North 19th St    | Monroe | 58               | 30 |

**VOTER  
TABULATION**

|                 |  |                       |              |              |              |
|-----------------|--|-----------------------|--------------|--------------|--------------|
| 00/62           | J S Clark Magnet School                    | 1202 Breard St        | Monroe       | 38           | 22           |
| 00/63           | Saul Adler Recreation Center               | 3900 Westminister Ave | Monroe       | 51           | 25           |
| 00/64           | Carroll High School                        | 2939 Renwick St       | Monroe       | 40           | 24           |
| 00/65           | Carroll High School                        | 2939 Renwick St       | Monroe       | 6            | 6            |
| 00/65A          | Sherrouse School                           | 300 Sherrouse Ave     | Monroe       | 12           | 9            |
| 00/66 (In-Part) | Cypress Point University<br>Elementary Sch | 6701 Mosswood Dr.     | Monroe       | 21           | 19           |
| 00/67           | Ouachita Parish Jr High School             | 5500 Blanks Ave       | Monroe       | 22           | 6            |
| 00/68 (In-Part) | Carroll High School                        | 2939 Renwick St       | Monroe       | 12           | 2            |
| 00/69 (In-Part) | Roy Neal Shelling, Sr. Elem<br>School      | 4200 Elm St           | Monroe       | 26           | 21           |
| 00/70 (In-Part) | St Paul's United Methodist Chu             | 1901 Lexington Ave    | Monroe       | 8            | 9            |
| 00/71           | Lakeshore Elementary School                | 550 Balboa Dr         | Monroe       | 113          | 71           |
| 00/72 (In-Part) | Cypress Point University<br>Elementary Sch | 6701 Mosswood Dr.     | Monroe       | 0            | 2            |
| 00/73 (In-Part) | Roy Neal Shelling, Sr. Elem<br>School      | 4200 Elm St           | Monroe       | 37           | 54           |
| 00/74           | St Alban's Episcopal Church                | 2816 Deborah Dr       | Monroe       | 19           | 18           |
| 00/75 (In-Part) | Saul Adler Recreation Center               | 3900 Westminister Ave | Monroe       | 102          | 88           |
| 00/76 (In-Part) | Lexington Elementary School                | 1900 Lexington Ave    | Monroe       | 60           | 23           |
| 00/77           | Neville High School                        | 600 Forsythe Ave      | Monroe       | 65           | 52           |
| 00/78           | Roy Neal Shelling, Sr. Elem<br>School      | 4200 Elm St           | Monroe       | 45           | 33           |
| 00/79 (In-Part) | Ouachita Christian School                  | 7065 Hwy 165 N        | Monroe       | 22           | 12           |
|                 |  |                       | Early Voting | 1,157        | 676          |
|                 |  |                       | <b>TOTAL</b> | <b>2,327</b> | <b>1,509</b> |

The polling places above specified being the only polling places designated at which to hold the said election, it was therefore shown that there was a total of 2,327 votes cast **IN FAVOR OF** Proposition No. 2 and a total of 1,509 votes cast **AGAINST** Proposition No. 2 as hereinabove set forth. **THE PROPOSITION DULY PASSED.**

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that Proposition No. 2 as hereinabove set forth **DULY PASSED** by a majority of the votes cast by the qualified electors voting at the said special election held in the City on Saturday, November 18, 2023.

**PROPOSITION NO. 3**

**(DRAINAGE FACILITIES - RENEWAL)**

Shall the City of Monroe, State of Louisiana (the "City"), be authorized to renew the levy and collection of a special tax of one and thirty-one hundredths (1.31) mills tax on all property subject to taxation in the City (an estimated \$584,642.10 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2024 and ending with the year 2033, for the purpose of operating and maintaining drainage facilities of the City?

**LOUISIANA DEPARTMENT OF ELECTIONS & REGISTRATION  
PRECINCTS LOCATION REPORT FOR THE CITY**

| PRECINCT         | POLL PLACE NAME                 | POLL PLACE LOCATION   | CITY   | VOTER TABULATION |    |
|------------------|---------------------------------|-----------------------|--------|------------------|----|
|                  |                                 |                       |        | Yes              | No |
| 00/01 (In-Part)  | Ouachita Christian School       | 7065 Hwy 165 N        | Monroe | 0                | 4  |
| 00/03 (In-Part)  | Ouachita Christian School       | 7065 Hwy 165 N        | Monroe | 0                | 0  |
| 00/04 (In-Part)  | Osterland Recreational Center   | 710 Holland Dr        | Monroe | 2                | 2  |
| 00/05 (In-Part)  | Swartz Recreation Center        | 701 Lincoln Hill Dr   | Monroe | 2                | 4  |
| 00/07 (In-Part)  | Louise Williams Branch Library  | 140 Bayou Oaks Dr     | Monroe | 0                | 0  |
| 00/08 (In-Part)  | Ouachita Parish High School     | 681 Hwy 594           | Monroe | 0                | 0  |
| 00/09A (In-Part) | Ouachita Parish Courthouse      | 300 St John St        | Monroe | 0                | 1  |
| 00/10            | Clara Hall Elementary School    | 1000 Plum St          | Monroe | 20               | 3  |
| 00/11            | Barkdull Faulk Elem School      | 2110 Jackson St       | Monroe | 28               | 23 |
| 00/12            | Benoit Recreation Center        | 1700 Oaklawn Dr       | Monroe | 24               | 9  |
| 00/13 (In-Part)  | Benoit Recreation Center        | 1700 Oaklawn Dr       | Monroe | 28               | 17 |
| 00/14 (In-Part)  | Henrietta Johnson Rec Center    | 2800 Burg Jones Ln    | Monroe | 53               | 26 |
| 00/15 (In-Part)  | Emily P. Robinson Rec Center    | 3504 Jackson St       | Monroe | 15               | 8  |
| 00/16            | Emily P. Robinson Rec Center    | 3504 Jackson St       | Monroe | 15               | 18 |
| 00/17 (In-Part)  | Robinson Elementary School      | 5101 Burg Jones Ln    | Monroe | 19               | 7  |
| 00/19 (In-Part)  | Shady Grove Elementary School   | 2204 Ticheli Rd       | Monroe | 0                | 0  |
| 00/21 (In-Part)  | Clara Hall Elementary School    | 1000 Plum St          | Monroe | 0                | 0  |
| 00/22            | Henrietta Johnson Rec Center    | 2800 Burg Jones Ln    | Monroe | 43               | 31 |
| 00/23            | Mw Princee Hall Grd Masonic Ldg | 402 Baylor Dr         | Monroe | 27               | 23 |
| 00/24 (In-Part)  | Neville Junior High School      | 1600 North 19th St    | Monroe | 47               | 28 |
| 00/59            | Saul Adler Recreation Center    | 3900 Westminister Ave | Monroe | 45               | 21 |
| 00/60            | American Legion Hall            | 401 Forsythe Ave      | Monroe | 64               | 57 |
| 00/61 (In-Part)  | Neville Junior High School      | 1600 North 19th St    | Monroe | 58               | 30 |
| 00/62            | J S Clark Magnet School         | 1202 Bread St         | Monroe | 44               | 16 |
| 00/63            | Saul Adler Recreation Center    | 3900 Westminister Ave | Monroe | 55               | 21 |
| 00/64            | Carroll High School             | 2939 Renwick St       | Monroe | 45               | 19 |
| 00/65            | Carroll High School             | 2939 Renwick St       | Monroe | 7                | 4  |

**VOTER  
TABULATION**

|                 |   |                       |              |              |              |
|-----------------|---|-----------------------|--------------|--------------|--------------|
| 00/65A          | Sherrouse School                        | 300 Sherrouse Ave     | Monroe       | 14           | 6            |
| 00/66 (In-Part) | Cypress Point University Elementary Sch | 6701 Mosswood Dr.     | Monroe       | 22           | 19           |
| 00/67           | Ouachita Parish Jr High School          | 5500 Blanks Ave       | Monroe       | 23           | 5            |
| 00/68 (In-Part) | Carroll High School                     | 2939 Renwick St       | Monroe       | 13           | 2            |
| 00/69 (In-Part) | Roy Neal Shelling, Sr. Elem School      | 4200 Elm St           | Monroe       | 29           | 21           |
| 00/70 (In-Part) | St Paul's United Methodist Chu          | 1901 Lexington Ave    | Monroe       | 9            | 8            |
| 00/71           | Lakeshore Elementary School             | 550 Balboa Dr         | Monroe       | 126          | 57           |
| 00/72 (In-Part) | Cypress Point University Elementary Sch | 6701 Mosswood Dr.     | Monroe       | 0            | 2            |
| 00/73 (In-Part) | Roy Neal Shelling, Sr. Elem School      | 4200 Elm St           | Monroe       | 51           | 45           |
| 00/74           | St Alban's Episcopal Church             | 2816 Deborah Dr       | Monroe       | 22           | 16           |
| 00/75 (In-Part) | Saul Adler Recreation Center            | 3900 Westminister Ave | Monroe       | 111          | 79           |
| 00/76 (In-Part) | Lexington Elementary School             | 1900 Lexington Ave    | Monroe       | 62           | 20           |
| 00/77           | Neville High School                     | 600 Forsythe Ave      | Monroe       | 74           | 43           |
| 00/78           | Roy Neal Shelling, Sr. Elem School      | 4200 Elm St           | Monroe       | 52           | 25           |
| 00/79 (In-Part) | Ouachita Christian School               | 7065 Hwy 165 N        | Monroe       | 24           | 11           |
|                 |   |                       | Early Voting | 1,294        | 544          |
|                 |   |                       | <b>TOTAL</b> | <b>2,567</b> | <b>1,275</b> |

The polling places above specified being the only polling places designated at which to hold the said election, it was therefore shown that there was a total of 2,567 votes cast **IN FAVOR OF** Proposition No. 3 and a total of 1,275 votes cast **AGAINST** Proposition No. 3 as hereinabove set forth. **THE PROPOSITION DULY PASSED.**

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that Proposition No. 3 as hereinabove set forth **DULY PASSED** by a majority of the votes cast by the qualified electors voting at the said special election held in the City on Saturday, November 18, 2023.

**THUS DONE AND SIGNED** at Monroe, Louisiana, on this, the 22<sup>nd</sup> day of January, 2024.

**CITY OF MONROE,  
STATE OF LOUISIANA**

Printed Name: \_\_\_\_\_  
Title: **Chairman**

Printed Name: **Carolus S. Riley**  
Title: **Clerk**

## PROCLAMATION

I, the undersigned Chairman of the City Council, acting as the governing authority for the City of Monroe, State of Louisiana (the "City"), do hereby declare, proclaim and announce the results of the following propositions submitted at the special election held by the City held on Saturday, November 18, 2023, all as described and set out in the above *Procès Verbal*:

**Proposition No. 1 DULY PASSED by a majority of the votes cast.**

**Proposition No. 1 DULY PASSED by a majority of the votes cast.**

**Proposition No. 1 DULY PASSED by a majority of the votes cast.**

**THUS DONE AND SIGNED** at Monroe, Louisiana, on the 22<sup>nd</sup> day of January, 2024.

**Printed Name:** \_\_\_\_\_

**Title:** Chairman

**ATTEST:**

**Printed Name:** Carolus S. Riley

**Title:** Clerk



CITY OF MONROE

ADMINISTRATION  
Purchasing / Warehouse

1014 Grammont Street  
Monroe, LA 71201  
office: 318-329-2222  
fax: 318-329-3282

# MEMO

TO: Carolus Riley, Council Clerk

CC: Stacey Rowell, Director of Administration  
Curt Kelly, Director of Purchasing  
Sean Benton, Interim Public Works Director

Date: January 23, 2024

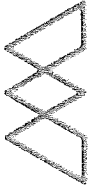
The City of Monroe Purchasing Division is requesting authorization for an authorized City representative to advertise for bids for a 2023 Aerial Manlift Bucket Truck. Funding for this item will come from the Capital Fund.

Sincerely,

A handwritten signature in black ink that reads "Curt Kelly".

Curt Kelly  
Director of Purchasing





# CITY OF MONROE

TAXATION & REVENUE  
MAYOR- COUNCIL GOVERNMENT

## MEMO

**To:** Carolus Riley  
City Council

**From:** Tim Lewis  
Director of Taxation & Revenue

**Re:** Renewal Alcohol License(s) for January 22, 2024 Council Meeting

**Date:** January 12, 2024

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### **CLASS - A (6)**

1. Blend, Mugshot Daiquiris LLC - 1407 North 18<sup>th</sup> Street
2. F D Thompson Post 521 - 1211 Powell Avenue
3. Yacht Bar & Lounge - 215 Powell Avenue
4. Daq's Wings & Grill - 2217 Forsythe Avenue
5. Washington St. Jazz Key Club - 800 Washington Street
6. Papi Loco Taco Shop LLC - 523 Desiard Street

### **CLASS - B (5)**

1. Quickway Gas Station - 3019 Highway 165 BYP
2. Forsythe Travel Plaza, LLC - 2221 Forsythe Avenue
3. Missile Mart Monroe, LLC - 3200 Louisville Avenue
4. Bootleggers Louisiana, LLC - 4326 Sterlington Road
5. K & K Giving Tree - 1623 North 18<sup>th</sup> Street



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 APPROVING THE RE-APPOINTMENT OF CHIEF TERRY WILLIAMS TO THE AMBULANCE SERVICE ADVISORY BOARD.

WHEREAS, Monroe City Code, § 5-22 requires the Mayor to appoint a member of the Ambulance Service Advisory Board (the "Board") who is familiar with emergency medical services in Ouachita Parish;

WHEREAS, Chief Terry Williams is familiar with emergency medical services in Ouachita Parish and recently completed a full term as the Mayor's appointee to the Board; and

WHEREAS, Mayor Friday Ellis desires to re-appoint Chief Williams to the Board for a new term.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in its legal and regular session convened, that Chief Terry Williams is hereby re-appointed as a member of the Ambulance Service Advisory Board.

This Resolution was submitted in writing 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 January 2024.

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

\_\_\_\_\_  
CHAIRPERSON

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 A DESIGNATED CITY REPRESENTATIVE TO ACCEPT AND EXECUTE AN AGREEMENT WITH THE LOUISIANA COMMISSION ON LAW ENFORCEMENT FOR \$17,816.00 IN FUNDING FOR THE DARE PROGRAM AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, the City of Monroe, through the Monroe Police Department, uses its police officers and the Drug Abuse Resistance Education (“DARE”) Program to educate students in local schools on how to resist peer pressure and live productive, drug and violence-free lives; and

**WHEREAS**, the Louisiana Commission on Law Enforcement has approved the Monroe Police Department’s application for DARE Program funding to continue providing this valuable service to its youth.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Monroe, in its legal and regular session convened, that a designated City representative is hereby authorized to accept the DARE Program funding in the amount of \$17,816.00 and execute an agreement with the Louisiana Commission on Law Enforcement related to the DARE program.

This Resolution was submitted in writing 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 January 2024.

\_\_\_\_\_  
**CHAIRPERSON**

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

State of Louisiana  
Office of the Governor  
Louisiana Commission on Law Enforcement  
and Administration of Criminal Justice

JOHN BEL EDWARDS  
GOVERNOR

ORIGINAL

JIM CRAFT  
EXECUTIVE DIRECTOR



December 19, 2023

Honorable Friday Ellis  
Mayor  
City of Monroe  
400 Lea Joyner Expressway Bive  
Monroe, Louisiana 71201

Dear Mayor Ellis:

I am pleased to inform you that the Louisiana Commission on Law Enforcement (LCLE) approved the application for federal/state funds. Identifying information for this award is as follows:

Subgrant Number: 2024-DE-01-7634  
(Use on all correspondence)  
Project Title: "DARE"  
Project Period: 7/1/2023 - 5/31/2024  
Award: State Funds: 2024-DE: \$17,816.00

This is one time funding.

This subgrant is hereby offered on the condition that Monroe, City of complies in administering the program, with all the representations contained in its application, as amended, including the standard subgrant conditions that have been incorporated by reference.

P.O. Box 3133 ♦ Baton Rouge, Louisiana 70821-3133 ♦ (225) 342-1500 ♦ Fax (225) 342-1847  
An Equal Opportunity Employer

Certified Assurances accepted at the time of application outline the requirements for implementation of this project within a prescribed period of time. If this project is not operational within the prescribed period, written notification should be given to LCLE stating reasons for failure to begin on the anticipated start date. Projects remaining not operational for a prescribed period thereafter will require an additional written statement explaining the delay. Where warranted, the LCLE may extend the implementation date further; however, it retains the right to cancel any project not implemented within the prescribed period rather than approve the extension. The award does not obligate the Louisiana Commission on Law Enforcement to fund this project beyond the current period.

Your prompt attention to the condition(s) will ensure the timely release of subgrant funds, however, failure to satisfy the condition(s) may result in cancellation of this subgrant.

The reporting requirements for this subgrant may be found by navigating to the Reporting Requirements page under the Project tab in Egrants. Failure to follow the reporting requirements may cause an interruption in receipt of subgrant funds.

The award of this subgrant will become effective when LCLE receives this letter with your signature (blue ink) as the authorized official of Monroe, City of.

It is vital for designated project staff to review the Applicant's Manual to ensure that this program will be conducted in accordance with all applicable guidelines. Future funding is contingent not only on the availability of funding, but proper grant management, which includes meeting the goals and objectives and submitting timely and accurate quarterly, interim and annual reports.

Our staff welcomes questions regarding subgrant matters. If you have programmatic questions, please contact the program manager. Should you have fiscal questions, please contact the Grants Section staff. Their contact information can be obtained via our website, [www.lcle.la.gov](http://www.lcle.la.gov). The LCLE and its staff wish you success in conducting this project.

Sincerely,



Jim Craft  
Executive Director

SPECIAL CONDITION(S)

This award is subject to compliance with the following condition(s), in addition to the applicable Standard Subgrant Conditions that have been incorporated by reference:

- (1) Funds are to be used exclusively for the D.A.R.E. Program during the grant period specified on the grant award.
- (2) Grants funds may not be used for lobbying activities, or politically-oriented material (Brochures, leaflets, etc.).
- (3) All D.A.R.E. training grants must adhere to the policies and standards adopted by the D.A.R.E. Advisory Board.
- (4) Actual funds reimbursed to each agency are limited to tobacco tax revenue available in the tobacco tax health care fund. Any state budget cuts due to revenue shortfalls may result in a reduction of subgrant funding.

ACCEPTED ON BEHALF OF THE SUBGRANTEE:

|        |                |
|--------|----------------|
|        |                |
| (Name) | (Title) (Date) |



rl  
CC: MasterFile



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[Main Menu](#) | 
 [User Management](#) | 
 [Funding Announcement](#) | 
 [Project Management](#) | 
 [Work Manager](#)

[Project Application](#) | 
 [Monitoring](#) | 
 [Audit](#) | 
 [Fiscal Details](#) | 
 [Reporting Requirements](#)

Grant ID: 7634

Status: Open - Awarded

Project Title: DARE

Fund Announcement: 2024 DARE (Sep12023)

### DARE TARGET SCHOOLS WORKSHEET

Section Point Value: 0

Created By: Corporal Pamela B. Jones

Created Date: 8/1/2023 11:26:47 AM

Completion Status: Complete

Last Update By: Corporal Pamela B. Jones

Last Update Date: 8/18/2023 11:35:49 AM

#### 1. K-4 Visitations Target School Worksheet

Please click on the [+Add Row](#) link to report the number of classes and students for each school.

| ID     | SCHOOL NAME                     | CLASSES | STUDENTS |
|--------|---------------------------------|---------|----------|
| 1.1    | Berg Jones Elementary School    | 20      | 420      |
| 1.2    | Clara Hall Elementary School    | 12      | 221      |
| 1.3    | Lexington Elementary School     | 25      | 302      |
| 1.4    | Minnie Ruffin Elementary School | 25      | 215      |
| 1.5    | Sallie Humble Elementary        | 18      | 165      |
| Total: |                                 | 100     | 1,323    |

[+ Add Row](#)

#### 2. Elementary Core Target Schools Worksheet

Please click on the [+Add Row](#) link to report the number of classes and students for each school.

| ID     | SCHOOL NAME                              | CLASSES | STUDENTS |
|--------|--|---------|----------|
| 2.1    | Barkdull Faulk Elementary School         | 2       | 32       |
| 2.2    | Berg Jones Elementary School             | 2       | 41       |
| 2.3    | Carver Elementary School                 | 2       | 48       |
| 2.4    | Cypress Point Upper Elementary School    | 2       | 52       |
| 2.5    | J.S. Clark Magnet School                 | 2       | 48       |
| 2.6    | Madison James Foster Elementary School   | 2       | 34       |
| 2.7    | Minnie Ruffin Elementary School          | 3       | 56       |
| 2.8    | New Vision Learning Academy              | 1       | 25       |
| 2.9    | Our Lady Of Fatima                       | 1       | 25       |
| 2.10   | Prevalling Faith Christian Academy       | 1       | 15       |
| 2.11   | Roy Neal Shelling Elementary School      | 2       | 32       |
| 2.12   | Sallie Humble Elementary School          | 6       | 146      |
| 2.13   | Thomas Jefferson Upper Elementary School | 3       | 65       |
| Total: |  | 29      | 619      |

[+ Add Row](#)

#### 3. JR. HIGH Target Schools Worksheet

Please click on the [+Add Row](#) link to report the number of classes and students for each school.

| ID     | SCHOOL NAME | CLASSES | STUDENTS |
|--------|-------------|---------|----------|
| Total: |             | 0       | 0        |

[+ Add Row](#)

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Main Menu | [User Management](#) | [Funding Announcement](#) | [Project Management](#) | [Work Manager](#)

[Project Application](#) | [Monitoring Audit](#) | [Fiscal Details](#) | [Reporting Requirements](#)

Grant ID: 7634      Project Title: DARE  
Status: Open - Awarded      Fund Announcement: 2024 DARE (Sept 2023)

### DARE BUDGET - PERSONNEL

Section Point Value: 100      Created By: Corporal Pamela B. Jones      Created Date: 8/1/2023 11:26:47 AM  
Completion Status: Complete      Last Update By: Corporal Pamela B. Jones      Last Update Date: 8/18/2023 11:36:00 AM

#### PERSONNEL BUDGET JUSTIFICATION

- 1. Are personnel costs budgeted in this application?  
No
- 2. Explain the need for each position.  
To teach DARE to students
- 3. Explain the basis of determining the salary for each position.  
Teaching DARE
- 4. Explain the project duties for each position or attach a job description.  
Teach DARE classes/visitation classes to elementary students

| Attachment Name        | Description | Date | History |
|------------------------|-------------|------|---------|
| No records to display. |             |      |         |

File Attachment Documents  
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[Main Menu](#) | 
 [User Management](#) | 
 [Funding Announcement](#) | 
 [Project Management](#) | 
 [Work Manager](#)

[Project](#) | 
 [Application](#) | 
 [Monitoring](#) | 
 [Audit](#) | 
 [Fiscal Details](#) | 
 [Reporting](#) | 
 [Requirements](#)

Grant ID: 7634      Project Title: DARE  
 Status: Open - Awarded      Fund Announcement: 2024 DARE (Sept. 2023)

### DARE OFFICER PERCENTAGE WORKSHEET

Created Date: 8/1/2023 11:26:47 AM  
Last Update Date: 8/18/2023 11:36:09 AM

Section Point Value: 0  
Completion Status: Complete

Created By: Corporal Pamela B. Jones  
Last Update By: Corporal Pamela B. Jones

#### 1. DARE OFFICER PERCENTAGE WORKSHEET

Please click on the [Add Row](#) link to report the number of days each officer spends teaching Elementary and Jr. High for Fall and Spring.

| ID  | DARE OFFICER NAME | FALL ELEMENTARY DAYS PER WEEK | FALL JR. HIGH DAYS PER WEEK | SPRING ELEMENTARY DAYS PER WEEK | SPRING JR. HIGH DAYS PER WEEK |
|-----|-------------------|-------------------------------|-----------------------------|---------------------------------|-------------------------------|
| 1.1 | Pamela B. Jones   | 4                             | 0                           | 4                               | 4                             |

[Add Row](#)

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Main Menu | [User Management](#) | [Funding Announcement](#) | [Project Management](#) | [Work Manager](#)

[Project Application](#) | [Monitoring](#) | [Audit](#) | [Fiscal Details](#) | [Reporting Requirements](#)

Grant ID: 7634  
Status: Open - Awarded

Project Title: DARE  
Fund Announcement: 2024 DARE (Sept. 2023)

### DARE PERSONNEL WORKSHEET

Section Point Value: 0  
Completion Status: Complete

Created Date: 8/1/2023 11:28:47 A  
Last Update Date: 8/16/2023 11:36:17

1. PERSONNEL DETAILS  
Please click on the +Add Row link to report a new DARE Officer's information.

| ID    | RANK     | DARE OFFICER NAME | PERCENTAGE OF TIME | NUMBER OF MONTHS | PR FI REC |
|-------|----------|-------------------|--------------------|------------------|-----------|
| ✖ 1.1 | Corporal | Pamela B. Jones   | 1.00               | 10               |           |

+ Add Row

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- Main Menu | [User Management](#) | [Funding Announcement](#) | [Project Management](#) | [Work Manager](#)
- [Project Application](#) | [Monitoring](#) | [Audit](#) | [Fiscal Details](#) | [Reporting Requirements](#)

Grant ID: 7634      Project Title: DARE  
 Status: Open - Awarded      Fund Announcement: 2024 DARE (Ssept.2023)

### DARE TRAVEL COSTS

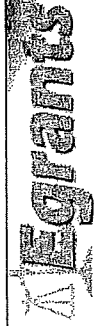
Section Point Value: 0      Created By: Corporal Pamela B. Jones      Created Date: 8/1/2023 11:26:47 AM  
 Completion Status: Complete      Last Update By: Corporal Pamela B. Jones      Last Update Date: 8/18/2023 11:36:42 AM

1. TRAVEL DETAILS  
 Please click on the +Add Row link to report a new DARE Officer's information.

| ID    | DARE OFFICER NAME | LODGING | MEALS | TOTAL COSTS |
|-------|-------------------|---------|-------|-------------|
| + 1.1 | Pamela B. Jones   | 0       | 0     | 200         |

+ Add Row

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# Louisiana Commission on Law Enforcement and Administration of Criminal Justice

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- [Main Menu](#) | [User Management](#) | [Funding Announcement](#) | [Project Management](#) | [Work Manager](#)
- [Project Application](#) | [Monitoring](#) | [Audit](#) | [Fiscal Details](#) | [Reporting](#) | [Requirements](#)

Grant ID: 7634      Project Title: DARE  
 Status: Open - Awarded      Fund Announcement: 2024 DARE (Sept 2023)

### DARE SUPPLIES

Section Point Value: 0      Created By: Corporal Pamela B. Jones      Created Date: 8/1/2023 11:26:47 AM  
 Completion Status: Complete      Last Update By: Corporal Pamela B. Jones      Last Update Date: 8/18/2023 11:37:04 AM

1. Supplies are subject to the following limitations: \$6.50 per student for Core and \$6.50 per student for Junior High. Per the instructions and Certified Assurance Q, supplies may include: T-shirts, certificates, workbooks, and any educational supplies for students only. These items must be purchased from Authorized D.A.R.E. Vendors. All items purchased must be utilized during the current State Fiscal Year. Please choose the curriculum entries from the dropdown list which you have supply costs to report by clicking on the \*Add Row link. Please choose the entries that apply.

| ID       | SUPPLY DESCRIPTION | NUMBER OF STUDENTS | TOTAL COST |
|----------|--------------------|--------------------|------------|
| 1,1      | Core Curriculum    | 619                | 4,023.50   |
| Total: Σ |                    |                    | 4,023.50   |

Add Row

- [View History](#) | [Save](#) | [Save And Continue Editing](#) | [Return to Project Summary](#)

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- [Main Menu](#) | [User Management](#) | [Funding Announcement](#) | [Project Management](#) | [Work Manager](#)
- [Project Application](#) | [Monitoring Audit](#) | [Fiscal Details](#) | [Reporting Requirements](#)

Grant ID: 7634      Project Title: DARE  
 Status: Open - Awarded      Fund Announcement: 2024 DARE (Sept 2023)

Section Point Value: 0  
 Completion Status: Complete

Created By: Corporal Pamela B. Jones  
 Last Update By: Corporal Pamela B. Jones

Created Date: 8/1/2023 11:26:47 AM  
 Last Update Date: 8/18/2023 11:35:25 AM

**DARE CERTIFIED ASSURANCES**

**D.A.R.E. CERTIFIED ASSURANCES**

1. **CIVIL RIGHTS REQUIREMENTS.** Recipients of funds must comply with any applicable nondiscrimination requirements, which may include the Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act of 1990; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Department of Justice Non-Discrimination Regulations at 28 C.F.R. Part 42, Subparts C, D, G, and I; 28 C.F.R. Part 35; and 28 C.F.R. Part 54.

2. **COMPLIANCE WITH POLICY.** The Applicant Agency assures that it will comply with all Louisiana Commission on Law Enforcement Policies and the State D.A.R.E. Advisory Board Policies (1-20 below).

A. The D.A.R.E. CORE curriculum is to be taught in the exit grade of the elementary school, 5th or 6th grade depending on which is the exit grade. The officer is to be allowed to conduct as many K-4 visitation lessons as time possible. The D.A.R.E. officer must have a clean record, a minimum of two years street experience, mature, possess good communication and organization skills, and must be a sworn, full-time Level 1, Basic P.O.S.1. Certified (320 hours) law enforcement officer.

B. The certified D.A.R.E. Officer will teach in at least one elementary school for at least one school semester. The certified D.A.R.E. officer will begin teaching in the school semester that immediately follows the training.

C. A member(s) of the Louisiana D.A.R.E. Training staff will encourage, advise and monitor the D.A.R.E. officer in his or her delivery of the D.A.R.E. curriculum. The officer will be observed on a regular basis by a certified trainer or certified educator.

D. The D.A.R.E. officer will teach no more than four (4) CORE lessons per day and, if possible, the officer should teach no more than four (4) days a week allowing one day to be spent preparing for the next week. The D.A.R.E. officer is to be at each school one full day in uniform. The officer should arrive at the school when the other teachers do and leave after the buses have left. The officer is to eat lunch with and have at least one (1) P.E. or Recess class with the exit grade class.

a. The Junior High D.A.R.E. Officer should teach no more than six lessons a day. The requirement of spending a full day at each school will not apply to the Junior High Curriculum. Multiple schools can be taught on the same day if logistics permit.

b. The Senior High D.A.R.E. Officer should teach no more than six lessons a day. The requirement of spending a full day at each school will not apply to the Senior High Curriculum. Multiple schools can be taught on the same day if logistics permit.

E. The D.A.R.E. class size will be no more than 33 students per 45 – 60-minute class.

F. A designated representative from each law enforcement agency and school system must agree to the policy and procedures of the D.A.R.E. project in order to participate in D.A.R.E. by signing the Letter of Agreement.

G. All law enforcement departments will submit the name of the D.O.T. officer candidates to the State Training Center prior to the start of the training seminar. The officer must first be approved by the school system, interviewed by the D.A.R.E. training staff, and approved by the State D.A.R.E. Advisory Board. The officer must meet minimum qualification requirements as set out by the State D.A.R.E. Advisory Board.

H. A principal's meeting will be conducted by a member(s) of the D.A.R.E. training staff prior to the training of the officer in the jurisdictions that have not implemented the D.A.R.E. program.

I. The officer attending the D.A.R.E Officer Training seminar shall miss no class time and remain at the training site overnight.

J. The D.A.R.E. officer will adhere to a dress code while teaching in the schools. All D.A.R.E. officers will be in uniform while on school campuses. Officers may bear arms while in the classroom at the option of the local D.A.R.E. program manager (Sheriff, Chief, education system).

K. The trained D.A.R.E. officer will conduct a teacher orientation following the training. The teacher orientation will be mandatory for teachers who will have the D.A.R.E. officer teaching the core curriculum in their classroom.

L. The classroom teacher is required to remain in the classroom while the D.A.R.E. officer is teaching.

M. The D.A.R.E. officer is to be identified only as the D.A.R.E. Officer.

N. The D.A.R.E. Officer will attend 12 hours of in-service training during the calendar year (January 1 – December 31) as sanctioned by the Louisiana D.A.R.E. Training Center. Failure to comply shall result in the officer certification being revoked.

O. Any officer who has been inactive as a classroom instructor/trainer for two years or more must be re-certified by successfully completing the appropriate training (D.O.T./M.O.T.). All curriculum manuals will be returned to the Louisiana D.A.R.E. Training Center if the officer's certification expires or they leave the D.A.R.E. program.

P. No changes in the D.A.R.E. curriculum can be made without approval from D.A.R.E. America.

Q. Failure to follow program guidelines could result in the revocation of an officer's D.A.R.E. certification.

R. Elementary core classes (5th and 6th grade) are not to be sacrificed to implement D.A.R.E., Junior High, Senior High, Parent or any other D.A.R.E. curriculum/ program.

S. All officers for D.A.R.E. training (Elementary/Junior High/Senior High/Parent and other D.A.R.E. Training) will attend in-state training if available. All requests for training (in- or out-of-state) must be submitted in writing to the Louisiana D.A.R.E. Training Center at least 45 days prior to requested training event.

T. All officers are required to maintain their D.A.R.E. certification by attending in-service training to update any D.A.R.E. curriculum (Elementary, Junior High, Senior High, Parent or any other D.A.R.E. program). The in-service will be provided in state by the Louisiana D.A.R.E. Training Center.

3. D.A.R.E. SCHEDULE. The applicant assures that all D.A.R.E. Officers' Teaching schedules will be submitted to the State D.A.R.E. Training Center no later than the fifth (5th) lesson of the D.A.R.E. curriculum is taught. If schedules are received after the fifth (5th) lesson of the D.A.R.E. curriculum is taught, the agency forfeits their funding for that semester.

4. D.A.R.E. SIGNED AGREEMENT. The applicant assures that a current, signed D.A.R.E. agreement between the applicant Law Enforcement Agency, Parish School Board Superintendent, Louisiana D.A.R.E. Training Center and the Louisiana D.A.R.E. Advisory Board is on file with the Louisiana D.A.R.E. Training Center and available upon request to the Louisiana Commission on Law Enforcement.

5. DISCRIMINATION FINDING. The applicant assures that in the event that any federal or state court or administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, age, or disability against a recipient of funds, the recipient will forward a copy of such findings to the Louisiana Commission on Law Enforcement, PO Box 3133, Baton Rouge, LA 70821-3133 and Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th St., N.W., Washington, D.C. 20531. The State of Louisiana also includes any discrimination on the grounds of sexual orientation.

6. EQUAL EMPLOYMENT OPPORTUNITY PROGRAM. The applicant assures that if required to formulate an Equal Employment Opportunity Program (EEOP) in accordance with 28 C.F.R. 42.302 et seq., compliance with the requirement will follow, and a current EEOP will be maintained on file or submitted to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice according to applicable requirements. If claiming a partial or complete exemption from the EEOP requirements, the applicant will submit a copy of the enclosed EEOP Certification Form to the Office for Civil Rights

7. EXPENSES. The applicant assures that all funds provided through this sub-grant will be used exclusively for D.A.R.E. expenses incurred during the current State Fiscal Year (July 1 – June 30) and school year as indicated on the budget pages of the application.

The applicant also assures that all D.A.R.E. supplies containing the D.A.R.E. logo will be purchased from a licensed D.A.R.E. Vendor. D.A.R.E. supplies funded through the sub-grant must be ordered, received, and utilized during the current State Fiscal Year.

8. FUTURE SUPPORT. The applicant understands that Award of future year funds is contingent upon the availability of future State appropriations.

9. IMPLEMENTATION OF GRANT. The grant must be operational within (30) thirty days of the Start Date of the grant. If the officers are unable to begin teaching within in the 30-day window a Sub-grant Adjustment must be submitted to change the start date and adjust the budget.

10. INSPECTION AND AUDIT. The applicant assures that it will maintain adequate records on time and attendance, supply purchases, etc. to support an audit of the D.A.R.E. Program. LCLE and/or the Louisiana Legislative Auditor shall have such access to records for the purpose of examination and audit.

11. OBLIGATION PERIOD. State General funds for the D.A.R.E. Program are effective from July 1 to June 30 of the current State fiscal year. Funds can be used to cover D.A.R.E. expenses only during this project period and may not be obligated prior to July 1, or after May 31 of the current State fiscal year. All supplies purchased from grant funds must be delivered to the sub-grantees on or before May 31 of the current State fiscal year. In accordance with State Purchasing Regulations. The Louisiana Commission on Law Enforcement must receive final requests for funds from sub-grantees no later than June 15 of the current State fiscal year to ensure that the State Division of Administration can process all payments prior to State fiscal year closeout.

12. PERSONNEL. The applicant assures that rates for salaries and fringe for D.A.R.E. officers are consistent with the Applicant Agency's Departmental Policies. The Applicant also assures that salaries from the grant will be for base pay, not supplemental or overtime pay.

The applicant assures that all salaries and fringe benefits for D.A.R.E. officers funded through this sub-grant will be for officers presenting the D.A.R.E. curriculum in the classroom. The applicant also assures that it will notify LCLE of any D.A.R.E. officer no longer able to fulfill his/her teaching obligation as described in the application.

13. PRESS RELEASES. The applicant certifies that any statements or press releases describing projects, activities, or results shall name the Louisiana Commission on Law Enforcement, and State D.A.R.E. Advisory Board as the entities responsible for making funds available for such activity.

14. PROPERTY. Property acquired under the grant will be used in the criminal justice/law enforcement system consistent with the objectives of the project funded.

15. REPORTS. The applicant assures that it shall submit, at such times and in such form as may be prescribed, such reports as LCLE may reasonably require, including monthly or quarterly fiscal reports, quarterly program reports, and final fiscal reports.

**16. SIGNED SUBGRANT AWARD.** The signed Statement of Sub-grant Award must be signed and returned L.C.L.E. offices within fifteen (15) days of the award being mailed to the agency. Failure to comply with this deadline will allow L.C.L.E. to reassign the funds to other D.A.R.E. agencies that have demonstrated a need for the funds.

**17. SPECIAL CONDITIONS.** The applicant certifies that it will abide by and incorporate any additional Special Conditions and Requirements placed on the Applicant Agency as a result of a Sub-grant Award or Sub-grant Adjustment.

**18. SUPPLIES.** The applicant assures that funds budgeted for the Supply Category will be used to purchase workbooks, certificates, t-shirts, and any educational supplies that will be used for the students only. Educational supplies may consist of pencils, pens, erasers, etc. Items must be purchased from Authorized D.A.R.E. Vendors. These items are to be utilized in the current State fiscal year.

**19. TERMINATION OR REDUCTION OF AID.** The applicant understands that the sub-grant may be terminated or fund payments discontinued by LCLE where it finds a substantial failure to comply with the Sub-grant Award Agreement and Application Assurances.

Should funding be reduced by State budget cuts, sub-grant may be reduced or terminated by LCLE.

**20. TRAVEL.** Officers must be D.A.R.E. Certified, active during the grant period, and have completed twelve (12) in-service hours by December 31st of the current year to receive travel reimbursement for Registration, Lodging, and Meals costs. If the twelve hours were not achieved, travel expenses will not be allowed. In addition, each officer attending the Annual Louisiana DARE Officers Association Conference can only receive reimbursement for travel by receiving a minimum of 5 stamps on their certificate at this conference. The maximum amount allowed for registration to attend the annual Louisiana D.A.R.E. Officers Association Conference is \$200. The applicant assures that all travel requests/reimbursements are allowable within the State Travel Regulations. A copy of the Regulations may be obtained at <https://www.doa.la.gov/doa/ost/>.

**21. USE OF GRANT FUNDS.** Grant funds shall not be used for lobbying activities. Politically oriented materials (brochures, leaflets, films, etc.) are prohibited for payment from grant funds.

**22. WRITTEN APPROVAL OF CHANGES.** The applicant certifies that all sub-grant changes must be obtained with prior written approval from LCLE for major project changes. These include (a) changes of substance in project activities; (b) changes in the project director or key professional personnel identified in the approved application; (c) changes in the sub-grant period, and/or (d) changes in the approved budget.

1. Applicant Agency understands and agrees that any sub-grant received as a result of this application shall be subject to the assurances above.

Yes

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- Main Menu
- User Management
- Funding Announcement
- Project Management
- Work Manager
- Project Application
- Monitoring Audit
- Fiscal Details
- Reporting Requirements

Grant ID: 7634  
 Status: Open - Awarded

Project Title: DARE  
 Fund Announcement: 2024.DARE (Sept. 2023)

Section Point Value: 0  
 Completion Status: Complete

Created By: Corporal Pamela B. Jones  
 Last Update By: Ms Roxanne Langston

Created Date: 8/1/2023 11:26:47 AM  
 Last Update Date: 11/8/2023 1:41:53 PM

**BUDGET SUMMARY**

| BY RECIPIENT AGENCY             |                 | YEAR1     | TOTAL     |
|---------------------------------|-----------------|-----------|-----------|
| Monroe, City of (Agency Budget) |                 | 17,816.00 | 17,816.00 |
|                                 | <b>Total:</b>   | 17,816.00 | 17,816.00 |
| BY CATEGORY                     |                 | YEAR1     | TOTAL     |
| Personnel                       |                 | 11,182.00 | 11,182.00 |
| Employee Benefits               |                 | 3,358.00  | 3,358.00  |
| Travel (Including Training)     |                 | 149.00    | 149.00    |
| Equipment                       |                 | 0.00      | 0.00      |
| Supplies & Operating Expenses   |                 | 3,127.00  | 3,127.00  |
| Consultants                     |                 | 0.00      | 0.00      |
| Construction                    |                 | 0.00      | 0.00      |
| Other                           |                 | 0.00      | 0.00      |
|                                 | <b>Total:</b>   | 17,816.00 | 17,816.00 |
| BY SOURCE                       |                 | YEAR1     | TOTAL     |
| Federal                         |                 | 0.00      | 0.00      |
| State                           |                 | 17,816.00 | 17,816.00 |
| Project Income                  |                 | 0.00      | 0.00      |
| Interest                        |                 | 0.00      | 0.00      |
| Slate Match                     |                 | 0.00      | 0.00      |
| Cash Match (New Approp.)        |                 | 0.00      | 0.00      |
| In-Kind Match                   |                 | 0.00      | 0.00      |
| Project Income Match            |                 | 0.00      | 0.00      |
|                                 | <b>Total: Σ</b> | 17,816.00 | 17,816.00 |

Budget Setup Save Save And Continue Editing Cancel



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- Main Menu | [User Management](#) | [Funding Announcement](#) | [Project Management](#) | [Work Manager](#)
- [Project Application](#) | [Monitoring](#) | [Audit](#) | [Fiscal Details](#) | [Reporting Requirements](#)

Grant ID: 7634      Project Title: DARE  
 Status: Open - Awarded      Fund Announcement: 2024 DARE (Sept 2023)

### DARE/DAET PARTNERING/COOPERATING AGENCIES

Section Point Value: 0      Created By: Corporal Pamela B. Jones      Created Date: 8/1/2023 11:26:47 AM  
 Completion Status: Complete      Last Update By: Corporal Pamela B. Jones      Last Update Date: 8/18/2023 11:37:28 AM

Cooperating and/or Participating Agencies  
 List all agencies directly or indirectly contributing to the project and the role these agencies perform in relation to this project. Wherever possible, furnish evidence of the direct support or willingness to undertake project roles by other agencies or organizations. If applicable, an interagency agreement and/or a memorandum of understanding may be attached.

1. Name the school district(s) to be served through this grant.

Monroe City Schools

| Attachment Name        | Description | Date | History |
|------------------------|-------------|------|---------|
| No records to display. |             |      |         |

File Attachment Documents

No records to display.

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Main Menu | [User Management](#) | [Funding Announcement](#) | [Project Management](#) | [Work Manager](#)

[Project Application](#) | [Monitoring](#) | [Audit](#) | [Fiscal Details](#) | [Reporting Requirements](#)

Grant ID: 7634  
Status: Open - Awarded

Project Title: DARE  
Fund Announcement: 2024\_DARE (Sept 2023)

### LCLE CERTIFICATION OF COMPLIANCE (STATE)

Section Point Value: 0  
Completion Status: Complete

Created By: Corporal Pamela B. Jones  
Last Update By: Corporal Pamela B. Jones

Created Date: 8/1/2023 11:26:47 AM  
Last Update Date: 8/18/2023 11:38:34 AM

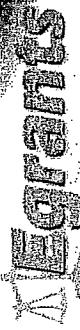
PLEASE ATTACH THIS DOCUMENT TO THE CERTIFICATE OF COMPLIANCE SECTION OF YOUR APPLICATION. DO NOT MAIL THIS DOCUMENT TO LCLE.

| Attachment Name        | Description | Date | History |
|------------------------|-------------|------|---------|
| No records to display. |             |      |         |

File Attachment Documents

Certificate of Compliance\_State\_rev 2.8.2023

[View History](#) | [Add Attachment](#) | [Save](#) | [Save And Continue Editing](#) | [Return to Project Summary](#)



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Main Menu | User Management | Funding Announcement | Project Management | Work Manager

Project Application Monitoring Audit Fiscal Details Reporting Requirements

Grant ID: 7634 Project Title: DARE  
Status: Open - Awarded Fund Announcement: 2024 DARE (Sept 2023)

MAIN SUMMARY

Section Point Value: 0 Created By: Corporal Pamela B. Jones Created Date: 8/1/2023 11:26:47 AM  
Completion Status: In Process Last Update By: Ms Roxanne Langston Last Update Date: 12/15/2023 11:30:13 AM

SubGrant ID: 2024-DE-01  
Applicant Agency: Monroe, City of [Change Applicant](#)

FID #: 726000903  
Recipient Agency: Monroe, City of [Add Recipient](#)

Project Director: Corporal Pamela B. Jones [Details](#)  
Financial Officer: Mr. Donald Simpson [Details](#)

Primary Contact: Corporal Pamela B. Jones [Details](#)

[Additional Contacts \(0-LCLE\)](#)

Program Staff Contact: Ms Erica Johnson  
Fiscal Contact: Ms Roxanne Langston

Award Letter Document: AwardLetter\_2023-12-15\_112906.pdf [Go](#)  
Award Letter Received Date:

Listing of Signatories

[Add New Signatory](#)

| Name               | Title |
|--------------------|-------|
| Mayor Friday Ellis | Mayor |

Application Invitation Date:

Application Received Date: 8/18/2023  
Advisory Committee Meeting Date: 9/27/2023  
Commission Meeting Date: 9/28/2023  
Start Date: 7/1/2023  
Signature Paper Received Date:  
Returned Date: 8/31/2023

Continuation Invitation Date:

Application Award Date: 12/15/2023  
Application Award Amount: 17,816.00  
Notification of Award Date: 12/19/2023  
End Date: 5/31/2024  
Resubmitted Date: 9/1/2023

Short Project Title: \* DARE

Brief Project Description: \* Teach Elementary students how to be safe/responsible; how to resist drugs; make safe/responsible decisions (maximum 320 characters)

Law Enforcement District

[Add Law Enforcement District](#)

| Law Enforcement District | Action                 |
|--------------------------|------------------------|
| District 8 - State Level | <a href="#">Delete</a> |

State Senate District

[Add State Senate District](#)

| State Senate District | Action                 |
|-----------------------|------------------------|
| 032                   | <a href="#">Delete</a> |
| 033                   | <a href="#">Delete</a> |
| 034                   | <a href="#">Delete</a> |
| 035                   | <a href="#">Delete</a> |

State House District

[Add State House District](#)

| State House District | Action                 |
|----------------------|------------------------|
| 013                  | <a href="#">Delete</a> |
| 014                  | <a href="#">Delete</a> |
| 015                  | <a href="#">Delete</a> |
| 016                  | <a href="#">Delete</a> |
| 017                  | <a href="#">Delete</a> |
| 019                  | <a href="#">Delete</a> |

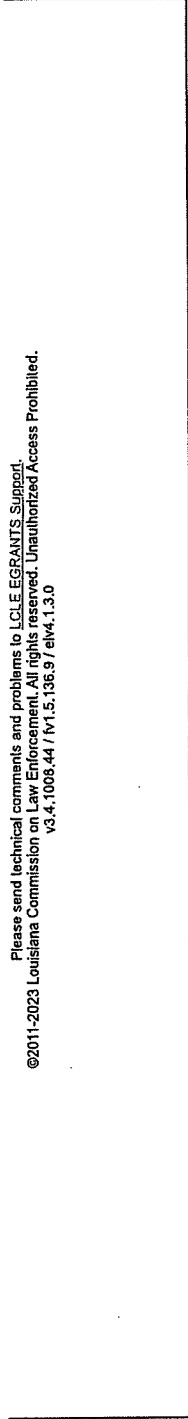
Keywords

[Add Keyword](#)

| Keyword | Action                 |
|---------|------------------------|
| DARE    | <a href="#">Delete</a> |

[Save](#) [Save And Continue Editing](#) [Delete](#) [Cancel](#)

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- [Project Application](#) | [Monitoring](#) | [Audit](#) | [Fiscal Details](#) | [Reporting Requirements](#)

Grant ID: 7634      Project Title: DARE  
 Status: Open - Awarded      Fund Announcement: 2024 DARE (Sept 2023)

Section Point Value: 0      Created By: Corporal Pamela B. Jones      Created Date: 8/1/2023 11:26:47 AM  
 Completion Status: Complete      Last Update By: Ms Erica Johnson      Last Update Date: 8/31/2023 10:35:37 AM

Project Phase Target

| 1. Established by LCLE   | Project Phase Target |
|--|----------------------|
| 1.1. Number of (K - 4th grade) Schools Completed: ①                  | 5                    |
| 1.2. Number of (K-4th grade) Classes Completed: ①                    | 100                  |
| 1.3. Number of (K - 4th grade) Students completed: ①                 | 1,323                |
| 1.4. Number of elementary Core (5th/6th grade) Schools completed: ①  | 13                   |
| 1.5. Number of elementary Core (5th/6th grade) Students completed: ① | 619                  |
| 1.6. Number of elementary Core (5th/6th grade) classes completed: ①  | 29                   |
| 1.7. Number of Jr High (7th & 8th grade) Schools completed: ①        | 0                    |
| 1.8. Number of Jr High (7th & 8th grade) classes completed: ①        | 0                    |
| 1.9. Number of Jr High (7th & 8th grade) Students completed: ①       | 0                    |
| 1.10. Teacher Orientations ①   | N/A                  |
| 1.11. Community Presentations ①                                      | N/A                  |

2. Established by Subgrantee

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