

Ouachita Council of Governments
Regular Meeting Minutes
May 22, 2023

Members Present:	Mayor Staci Mitchell City of West Monroe	Thom Hamilton City of West Monroe
	Kema Dawson Monroe City Council	Shane Smiley Ouachita Parish Police Jury
Staff Present:	Doug Mitchell Executive Director	Shelby Rybicki Planner I
	Jeff Maxwell CPA	Jeffrey Tyler Planner I
	Tyler Burdeaux GIS/Planner II	Celine Flores-Robinson Planner I

A public hearing was held May 22, 2023, at the Council Chambers of the Monroe Government Plaza at 11:30 a.m. to hear comments from the public regarding the Unified Public Work Program and its supporting documents. There were no comments.

The Ouachita Council of Governments meeting was called to order by Mayor Mitchell. The meeting was held in the Council Chambers of the Monroe Government Plaza.

A roll call certified a quorum was present.

A motion was made by Thom Hamilton and seconded by Kema Dawson to approve the March 27, 2023, minutes. Motion carried unanimously.

A motion was made by Thom Hamilton and seconded by Shane Smiley to recess OCOG and enter into the Transportation Policy Committee. Motion carried unanimously.

Transportation Policy Committee

A motion was made by Shane Smiley and seconded by Kema Dawson to approve the Unified Planning Work Program (UPWP) and its supporting documentation for adoption. Motion carried unanimously.

A motion was made by Shane Smiley and seconded by Thom Hamilton to adjourn the Transportation Policy Committee and reconvene OCOG. Motion carried unanimously.

A motion was made by Shane Smiley and seconded by Thom Hamilton to ratify the actions of the Transportation Policy Committee. Motion carried unanimously.

A motion was made by Shane Smiley and seconded by Thom Hamilton to approve the Amended FY 2023 OCOG Budget for introduction as presented by Jeff Maxwell. Motion carried unanimously.

A motion was made by Shane Smiley and seconded by Thom Hamilton to approve the FY 2024 OCOG Budget for introduction as presented by Jeff Maxwell. Motion carried unanimously.

A motion was made by Shane Smiley and seconded by Kema Dawson to accept the Budget to Actual Report as presented by Jeff Maxwell. Motion carried unanimously.

Ambulance Advisory Board

No report.

Long Term Recovery Board


No report.


Northeast Delta Human Services Board

A motion was made by Thom Hamilton and seconded by Kema Dawson to approve the renewed appointment of Rev. Shawn Hornsby and Thelma Merrells to the Board of Directors of the Northeast Delta Human Services Authority. The new three-year term will be for the period of 08/01/2023 through 07/31/2026.

Celine Flores-Robinson presented an update on the Safe Streets for All (SS4A) Grant Agreement. Flores-Robinson shared the entity contribution breakdown as well as the estimated timeline of the project. Flores-Robinson plans to release and advertise the RFP on June 1, 2023.

There being no other business a motion was made by Thom Hamilton and seconded by Shane Smiley to adjourn. Motion carried unanimously.


Doug Mitchell
Executive Director, OCOG


Date



OUACHITA COUNCIL OF GOVERNMENTS

Monroe

West Monroe

Ouachita Parish

3000 KILPATRICK BLVD • MONROE, LOUISIANA 71201

OUACHITA COUNCIL OF GOVERNMENTS
MONROE GOVERNMENT PLAZA
COUNCIL CHAMBERS
MAY 22, 2023
12 NOON

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF PRIOR MEETING MINUTES

Action Item

RECESS OCOG

Action Item

TRANSPORTATION POLICY COMMITTEE

A. UNIFIED PLANNING WORK PROGRAM – ADOPT

Action Item

1. UPWP SUPPORTING DOCUMENTS

a. UPWP RESOLUTION

b. FY 23-24 OCOG CONTRACT

c. 2024 OCOG AUTHORIZING RESOLUTION

RECONVENE OCOG

Action Item

RATIFY ACTIONS OF TRANSPORTATION COMMITTEE

Action Item

AMENDED FY 23 OCOG BUDGET – INTRODUCE

Action Item

FY 24 OCOG BUDGET – INTRODUCE

Action Item

BUDGET TO ACTUAL REPORT

Action Item

NORTHEAST DELTA HSA – RENEW APPOINTMENTS

Action Item

Ms. Yvonne Lewis

SAFE STREETS FOR ALL (SS4A) UPDATE

Ms. Celine Flores-Robinson

ADJOURNMENT

HOMELAND SECURITY AND EMERGENCY PREPAREDNESS REPORT

An Equal Opportunity Employer

OUACHITA COUNCIL OF GOVERNMENTS
MONROE, LOUISIANA

GENERAL FUND
BUDGETARY COMPARISON SCHEDULE

AMENDED BUDGET FOR THE YEAR ENDED JUNE 30, 2023

ORIGINAL BUDGET FOR THE YEAR ENDED JUNE 30, 2024

	Budgeted Amounts		06/30/24
	Original	Final	Original
Budgetary Fund Balance, Beginning	\$ 110,641	\$ 136,024	\$ 195,555
Resources (inflows)			
Intergovernmental Revenues			
Federal Sources			
Federal Highway Administration	297,020	294,071	298,608
Regional Strategic Highway Safety Plan	211,669	239,500	225,000
Federal Transit Authority	45,801	45,291	45,955
Federal Transit Authority - Hum Svcs	15,000	15,000	15,000
Local Sources			
City of Monroe	79,483	90,806	73,676
City of West Monroe	21,899	21,899	21,938
Ouachita Parish Police Jury	41,914	41,914	42,118
Other Revenues			
Contributions-in-kind	14,000	14,000	14,000
Other Income	35,000	35,000	35,000
Total Revenues (Inflows)	<u>761,786</u>	<u>797,481</u>	<u>771,295</u>
Amounts available for appropriations	872,427	933,505	966,850
Charges to appropriations (outflows)			
Current			
General and Administrative	50,000	49,650	50,000
Health and Welfare	35,000	10,000	10,000
Public Works	<u>655,195</u>	<u>706,800</u>	<u>685,295</u>
Total Charges to Appropriations	<u>740,195</u>	<u>766,450</u>	<u>745,295</u>
Budgetary Fund Balance, Ending	<u>\$ 132,232</u>	<u>\$ 167,055</u>	<u>\$ 221,555</u>

Ouachita Council of Governments
Budget Comparison
For the year ending June 30, 2024

Category/Years	FTA		FTA HUMAN SERVICES		FHWA (PL)		SAFETY		Local		Total	
	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024
Personnel	36,190	37,786	9,900	9,900	207,914	209,026	116,396	118,535	24,217	24,217	394,617	399,463
Fringe	7,677	8,015	2,100	2,100	51,979	52,256	29,099	29,634	4,274	4,274	95,128	96,279
Travel	548	573	150	150	3,713	3,733	2,079	2,117	712	712	7,202	7,284
Operating Expenses	10,418	10,878	2,850	2,850	107,670	108,245	60,277	61,384	6,410	6,410	187,625	189,767
Total	54,833	57,251	15,000	15,000	371,275	373,260	207,850	211,669	35,613	35,613	684,571	692,793

2,418

1,985

3,819

8,222

Ouachita Council of Governments
Budget Distribution
For the year ending June 30, 2024

	Ouachita		City of West		New	
	City of	Parish Police	Monroe	Ambulance	Ordinance	Total
	Monroe	Jury		Monroe		
FTA - Match	11,489	0	0	0	0	11,489
FHWA (PL) - Match	28,831	38,423	7,398	0	0	74,652
Total Local Match	40,320	38,423	7,398	0	0	86,141
Ambulance Ordinance fee				35,000		35,000
Other Local Activities	25,861	3,695	6,057	0	0	35,613
Local Agencies						
. Requesting Funds (Sch 1)	13,495	0	8,483	0	0	21,978
	79,676	42,118	21,938	35,000		178,731

	Ouachita		City of West		City of	
	Amount	Parish	Monroe	Ambulance	Ordinance	Total
	Requested	Police Jury	Monroe	Monroe		
FTA - Match	11,500	0	492	0	0	492
FHWA (PL) - Match	16,940	0	2,066	0	0	2,066
Total Local Match	15,876	0	2,381	13,495	0	15,876
Ambulance Ordinance fee	26,508	0	1,309	0	0	1,309
Other Local Activities	35,383	0	1,235	0	0	1,235
Local Agencies	20,000	0	1,000	0	0	1,000
. Requesting Funds (Sch 1)	126,207	-	8,483	13,495		21,978
Total/Subtotal						
North Delta Administrative Costs						
Total			35613		0	21,978

Schedule 1
 Local Agencies Requesting Funds:
 Ouachita Multi-Purpose CAP
 Senior Adult Academic Program
 La Dept of Veterans Affairs
 Ouachita Council on Aging
 Assoc for Retarded Citizens/Ouachita
 GoCare
 Total/Subtotal
 North Delta Administrative Costs
 Total

North Delta Regional Planning and Development District, Inc.
Planning and Administrative Costs
For the year ending June 30, 2024

ADOPTED

Planning Activities

430,511

	Grant Programs			
	FTA	FHWA (PL)	SAFETY	Total
Federal Share	45,955	298,608	211,669	556,232
Local Match Needed	11,489	74,652		86,141
Regional Human Resources	15,000			15,000
Total Program	72,444	373,260	211,669	657,373

	Match Allocation		
City of Monroe	11,489	28,832	40,319
Ouachita Parish PJ	-	38,423	38,423
City of West Monroe	-	7,397	7,397
	11,489	74,652	86,140

Other Local Activities Operated by OCOG (Sch 2):

Administration of Ambulance Ordinance	35,000	
City of Monroe	25,861	
Ouachita Parish Police Jury	3,695	
City of West Monroe	6,057	
	<u>70,613</u>	
Total Contract Costs		<u>501,124</u>

Schedule 2

Other Local Activities Operated by OCOG:

Enterprise Community		
Renewal Community		
Ambulance		
Public Information & Statistics		
Administration		
Technical Assistance		
Enterprise Zones		
Mapping		
Accounting		
Monitoring (Pass-Through Agencies)		
Administration of Ambulance Ordinance	35,000	
City of Monroe	25,861	
Ouachita Parish Police Jury	3,695	
City of West Monroe	6,057	
	<u>70,613</u>	
Total Contract Costs		<u>501,124</u>

Budget to Actual

May 22, 2023

	<u>Contract Budget</u>	<u>Y-T-D Budget</u>		<u>April 2023</u>	<u>Y-T-D April 2023</u>		<u>March 2023</u>	<u>Prior Year</u>
Local	35,613	29,678	83.33%	-	26,709	75.00%	-	35,613
FTA	83,865	69,888	83.33%	-	83,865	100.00%	-	57,251
Human Svcs	30,000	25,000	83.33%	-	30,000	100.00%	-	15,000
FHWA	367,589	306,324	83.33%	28,935	328,640	89.40%	26,797	328,266
Safety	<u>1,020,170</u>	<u>821,804</u>	80.56%	<u>21,717</u>	<u>863,689</u>	84.66%	<u>26,163</u>	<u>664,111</u>
TOTAL	1,537,237	1,252,693	87.74%	50,652	1,332,903	86.71%	52,960	1,100,241

DOTD now want us to show the budget by the contract totals and not the yearly totals.

Safety is a 5 year contract plus a one year extension (6 years). This budget is in year 5.

1	Budgeted amounts remaining on contract per month:			
	Local	8,904	2	4,452.00
	Safety	156,481	14	11,177.21
	FTA	-	2	-
	Human Svcs	-	2	-
	FHWA	<u>38,949</u>	2	<u>19,474.50</u>
		204,334		35,103.71

- 1 Safety was originally a 5 year contract. It got extended to 6 and we are almost through with year 5. Spending is not a problem because once we spend these funds they will open the new contract up for us.
- 2 FHWA remaining budget is a little lower than the average month but will assure we spend our money and we wont run out until June.



Mental Health • Addiction Disorders
Developmental Disabilities

May 9, 2023

Mr. Doug Mitchell
North Delta Regional Planning and Development
3000 Kilpatrick Boulevard
Monroe, LA 71201

Dear Mr. Creed;

This is to request that the Ouachita Council of Governments renew the appointments of Rev Shawn Hornsby and Thelma Merrells to the Board of Directors of the Northeast Delta Human Services Authority. The new three-year term would be for the period of 08/01/2023 through 07/31/2026.

Rev Shawn Hornsby and Thelma Merrells have been a very valuable member of our Board and has agreed to continue to serve as a representative of Ouachita Parish.

Thank you very much for your consideration regarding this matter. If you have any questions, please feel free to contact me directly at 318.574-0964 or ylewis@tallulah-la.gov,

Yvonne Lewis
Chairman, Board of Directors

C Delores Harris
Latanya Whiteside

SS4A UPDATE

OCOG

Monroe City Hall

5/23/2023

11:30 AM

HELPFUL LINKS:

<https://www.transportation.gov/grants/SS4A>

<https://northdelta.org/monroempo/>

For a copy of the FY22 NOFO / Grant Agreement– email: celine@northdelta.org

REMINDERS

- As discussed at the August 22nd OCOG meeting, each entity is contributing a portion of the funding to equal a 20% local match of the total cost.

Entity	Percentage Breakdown	Amount Breakdown
City of West Monroe	.0991%	\$7,920.07
Monroe City	.3862%	\$30,8565.11
Ouachita Parish Police Jury	.5147%	\$41,134.82

Federal award \$319,680, Non-federal match \$79,920

SS4A UPDATE / MILESTONES

- GRANT AGREEMENT EXECUTED ON MAY 18, 2023
- Kick-off meeting held with FHWA on March 30th with Betsey Tramonte (Transportation Specialist - POC), John Broemmelsiek (Systems Engineer)
 - Takeaways:
 - Quarterly Progress reports are expected.
 - Goals of SS4A should have an eye toward the implementation grant.
 - ****Addressing equity is more important than GIS work**

Estimated timeline of the project:

Milestone	Schedule Date
Planned Draft Action Plan Completion Date:	MAY 2024
Planned Action Plan Completion Date:	JUNE 2024
Planned Action Plan Adoption Date:	JULY 2024
Planned SS4A Final Report Date:	SEPTEMBER 2023

RFP – 90% complete.

- o Plan to release RFP & Advertise on June 1, 2023

DATE: May 22, 2023

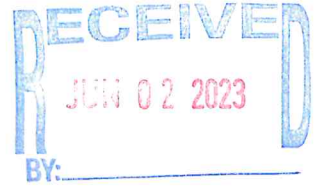
ROLL CALL

MEMBERS	PHONE #	EMAIL	PRESENT	ABSENT
Mayor Friday Ellis	318-329-2227	lyndamcmahan@ci.monroe.la.us		✓
Mayor Staci Mitchell	318-396-2600	smitchell@westmonroe.la.gov	✓	
Mr. Thom Hamilton	318-235-5998	thomhamiltonemail@gmail.com	✓	
Ms. Kema Dawson	318-366-9239	Kema.dawson@ci.monroe.la.us	✓	
Mr. Scotty Robinson	318-235-0672	srobinson@oppj.org		✓
Mr. Shane Smiley	318-267-8659	ssmiley@oppj.org	✓	

12 Noon

(Print Please)

[illegible]



MONROE, LOUISIANA
PROOF OF PUBLICATION

OUACHITA COUNCIL OF GOVERNMENT
3000 KILPATRICK BLVD
MONROE, LA 71201

Account No.: SHR-304416

Ad No.: 0005684116

Ad Total: \$18.29

PO #:

This is not an invoice

of Affidavits 1

The hereto attached advertisement was published in The News Star. A daily newspaper of general circulation. Published in Monroe, Louisiana. Parish of Ouachita in the issues dated:

04/30/2023



LEGAL CLERK

Subscribed and sworn to before me on this 30 day of April, 2023 AD



Notary Public. State of Wisconsin. County of Brown



My commission expires

NICOLE JACOBS
Notary Public
State of Wisconsin

Notice is hereby given that a public hearing will be held in the Council Chamber, City Hall Building, Monroe, Louisiana beginning at 11:30 a.m., on May 22, 2023, to hear comments on the FY 23-24 Draft Unified Public Work Program (UPWP). The UPWP will be available May 1, 2023, for review for fourteen days at 3000 Kilpatrick Blvd., Monroe, Louisiana. Monroe, LA 4/30/23

Publisher of
The News-Star
www.thenewsstar.com
MONROE, LOUISIANA
PROOF OF PUBLICATION



OUACHITA COUNCIL OF GOVERNMENT
3000 KILPATRICK BLVD
MONROE, LA 71201

Account No.: SHR-304416

Ad No.: 0005696845

Ad Total: \$17.49

PO #:

This is not an invoice

of Affidavits¹

The hereto attached advertisement was published in The News Star. A daily newspaper of general circulation. Published in Monroe, Louisiana. Parish of Ouachita in the issues dated:

05/11/2023

A handwritten signature in black ink, appearing to read "D. Roberts", written over a horizontal line.

LEGAL CLERK

Subscribed and sworn to before me on this 11 day of May, 2023 AD

A handwritten signature in black ink, appearing to read "Nicole Jacobs", written over a horizontal line.

Notary Public. State of Wisconsin. County of Brown

A handwritten date "8-21-26" in black ink, written over a horizontal line.

My commission expires

NICOLE JACOBS
Notary Public
State of Wisconsin

The regular meeting of the Ouachita Council of Governments is scheduled for Monday, May 22, 2023, at 12 noon in the Council Chambers of the Monroe Government Plaza. A public hearing will be held at 11:30 a.m. to hear comments from the public regarding the FY 22-23 Unified Public Work Program.
Monroe, LA
5/11/23