



City of Lake Charles

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Meeting Minutes City Council

*Luvertha August, Mark Eckard, John Ieyoub, Craig Marks,
Marshall Simien, Jr., Stuart Weatherford
Council President: Rodney Geyen*

Wednesday, September 15, 2021

5:30 PM

Council Chambers at City Hall

CALL TO ORDER - Rodney Geyen, president of the Council, presided

INVOCATION - Rev. Al Williams

PLEDGE OF ALLEGIANCE - John Ieyoub

ROLL CALL

Present: 7 - Mark Eckard, Rodney Geyen, John Ieyoub, Craig Marks, Marshall Simien Jr., Stuart Weatherford, and Luvertha August

Absent: 0

Also present were Mayor Nic Hunter, Mr. David L. Morgan, City Attorney and Lynn F. Thibodeaux, Clerk of the Council.

The monthly financial reports for August, 2021 were provided to the City Council members by the Department of Finance. The reports include the Budget to Actual Revenues and the Budget to Actual Expenditures.

Mr. Geyen stated items 1, 2, 3 and 4 were being deferred to the October 6, 2021 Council meeting and number 10 was being deleted.

APPROVAL OF MINUTES OF SPECIAL MEETING OF AUGUST 24, 2021 AND REGULAR MEETING OF SEPTEMBER 1, 2021

A motion was made to approve the minutes of the August 24, 2021 special meeting and the September 1, 2021 regular meeting. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

1. 186-21

An ordinance accepting the lowest responsible bid and authorizing the City of Lake Charles to enter into an agreement for the purchase of an annual supply of polymer flocculants for use by the Public Works Department, Wastewater Division, for a one (1) year period, with the option to renew on same terms for an additional twelve (12) months.

Sponsors: Mark Eckard

Deferred to the October 6, 2021 City Council meeting due to the bid opening date change to October 5, 2021.

2. 296-21

An ordinance accepting the lowest responsible bid and authorizing the City of Lake Charles to enter into an agreement to purchase replacement curtains for the Rosa Hart Theatre.

Sponsors: Craig Marks

Deferred to the October 6, 2021 City Council meeting due to the bid opening date change to October 5, 2021.

3. 334-21

An ordinance accepting the lowest responsible bid and authorizing the City of Lake Charles to enter into an agreement for Project No. CP3303, Transit Bus Storage Paving.

Sponsors: Mark Eckard

Deferred to the October 6, 2021 City Council meeting due to the bid opening date change to October 5, 2021.

4. 335-21

An ordinance accepting the lowest responsible bid and authorizing the City of Lake Charles to enter into an agreement for Project No. CP3336, Oak Park Lateral Drainage Improvements.

Sponsors: Craig Marks

Deferred to the October 6, 2021 City Council meeting due to the bid opening date change to October 5, 2021.

PUBLIC HEARINGS

5. 288-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 2710 Poe Street, Rodney Wayne Ange and Raymond Jay Ange, owners.

Robert Hester, building inspector, gave a report as to the condition of the structure and Mr. Morgan presented photographs and documents regarding the property which were made a part of the record. Raymond Ange, 425 Champagne Circle #3, owner of the property, stated he could not afford to tear down the structure. Mr. Simien recommended time delays of 15/15 which were approved by the following vote:

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18965

6. 289-21 DELETED

7. 290-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 316 Louisiana Avenue, Mattie Helen Bass and Efrin Clay Willis, owners.

Robert Hester, building inspector, gave a report as to the condition of the structure and Mr. Morgan presented photographs and documents regarding the property which were made a part of the record. Mattie Bass, 719 Pear St., owner of the property, stated she was in the process of repairing the structure. Mr. Simien recommended time delays of 90/90 which were approved by the following vote:

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18966

8. 291-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 2718 Cessford Street, Joseph Wayne Powell and Judy Powell, owners.

Robert Hester, building inspector, gave a report as to the condition of the structure and Mr. Morgan presented photographs and documents regarding the property which were made a part of the record. There were no requests to speak on this item. Mr. Simien recommended time delays of 15/15 which were approved by the following vote:

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18967

9. 292-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 403 South Franklin Street, Ashlei Michelle Hodge and Annie Mae Hodge, owners.

Robert Hester, building inspector, gave a report as to the condition of the structure and Mr. Morgan presented photographs and documents regarding the property which were made a part of the record. There were no requests to speak on this item. Ms. August recommended time delays of 15/15 which were approved by the following vote:

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18968

10. 293-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 712 V E Washington Avenue, Samuel (nmn) Freeman and Lou Ella Williams Freeman, owners.

Deleted as the demolition process is complete.

11. 294-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 2236 1/2 Fruge Street, Vincent Pierre Auguste, Mary Ann Pierre Auguste Moore, Earl Pierre Auguste and Daniel Pierre Auguste, owners.

Robert Hester, building inspector, gave a report as to the condition of the structure and Mr. Morgan presented photographs and documents regarding the property which were made a part of the record. There were no requests to speak on this item. Ms. August recommended time delays of 15/15 which were approved by the following vote:

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18969

12. 295-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 3624 Dover Street, Drew James Mitten, owner.

Robert Hester, building inspector, gave a report as to the condition of the structure and Mr. Morgan presented photographs and documents regarding the property which were made a part of the record. There were no requests to speak on this item. Mr. Weatherford recommended time delays of 15/30 which were approved by the following

vote:

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18970

13. 300-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 2722 Mary Street, Laurel Crown Group, LLC, owner.

Robert Hester, building inspector, gave a report as to the condition of the structure and Mr. Morgan presented photographs and documents regarding the property which were made a part of the record. There were no requests to speak on this item. Mr. Simien recommended time delays of 15/15 which were approved by the following vote:

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18971

14. 301-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 1111 North Railroad Avenue, Dolores Bobbie Dorsey, owner.

Robert Hester, building inspector, gave a report as to the condition of the structure and Mr. Morgan presented photographs and documents regarding the property which were made a part of the record. There were no requests to speak on this item. Mr. Simien recommended time delays of 15/15 which were approved by the following vote:

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18972

15. 158-21

An ordinance accepting the lowest responsible bid and authorizing the City of Lake Charles to enter into an agreement for the purchase of one (1) new three-quarter ton extended cab pickup truck, for use by the Public Works Department, Grounds Maintenance Division.

Sponsors: John Ieyoub

A motion was made that this item be adopted and accept the recommended bid from Mike Willis Ford, in the amount of \$26,902.00. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18973

16. 261-21

An ordinance accepting the lowest responsible bid and authorizing the City of Lake Charles to enter into an agreement for purchase of annual supply of garbage containers and parts for a one (1) year period, with the option to renew for up to two (2) additional one (1) year periods, for use by the Public Works Department, Solid Waste Division.

Sponsors: Mark Eckard

A motion was made that this item be adopted and accept the recommended bid from Rehrig Pacific in the amount of \$152,565.36. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18974

17. 262-21

An ordinance accepting the lowest responsible bid and authorizing the City of Lake Charles to enter into an agreement for the purchase of annual supply of traffic control products under a twelve (12) month contract with the option to renew for an additional twelve (12) months for use by the Public Works Department, Communication and Traffic Division.

Sponsors: Stuart Weatherford

Mr. Weatherford recommended to reject all bids and rebid category 1.

A motion was made that this item be adopted and accept the recommended bids from Vulcan, Inc. for Category II in the amount of \$17,345.00, Category III in the

amount of \$31,180.80 and Category IV in the amount of \$2,878.00, and with Osburn Associates, Inc. for Category V in the amount of \$13,650.00. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18975

18. 285-21

An ordinance authorizing the City of Lake Charles to accept Park Place Drive and Boardwalk Drive, public right-of-ways, drainage, water and sewer lines and traffic control devices in Park Place Subdivision for ownership and maintenance by the City of Lake Charles. The City of Lake Charles will not take ownership of the detention ponds for this subdivision.

Mr. Morgan recommended amending a street name in the ordinance from Broadwalk Drive to Boardwalk Drive.

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Mr. Morgan stated the City will not take ownership of the detention ponds for this subdivision. He indicated the plat was revised to state the detention ponds will be privately owned.

A motion was made that this item be adopted as amended. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18976

19. 349-21

An ordinance authorizing the Mayor to amend the existing Cooperative Endeavor Agreement with Chennault International Airport Authority to transfer insurance proceeds received by the City to Chennault for damages to Mallard Cove Golf Course caused by Hurricane Laura, to complete the transfer of Mallard Cove Golf Course to Chennault, and otherwise providing with respect thereto.

Paul Geary, 2205 Gerstner Memorial Dr. spoke regarding the ordinance stating he has not seen the Cooperative Endeavor Agreement for this item. Mr. Morgan stated he would give Mr. Geary a copy of the agreement which was signed in 2018.

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, leyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18977

20. 344-21

An ordinance authorizing the City of Lake Charles to negotiate Excess Workers' Compensation Insurance by accepting the lowest responsible bid for the period beginning October 1, 2021 through October 1, 2022.

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, leyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18978

21. 345-21

An ordinance authorizing the City of Lake Charles to enter into an agreement with Thornton, Musso & Bellemin, Inc. to purchase full service corrosion control chemicals for use by the Public Works Department, Water Division, utilizing State of Louisiana Contract #4400020410.

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, leyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18979

22. 376-21

Introduction and final action of an ordinance authorizing the City of Lake Charles to enter a cooperative endeavor agreement with Cornerstone Government Affairs for Disaster Recovery Financial Advocacy.

The emergency nature for introduction and final action is for assistance in getting federal disaster recovery funding from Washington, DC.

A motion was made that this item be adopted and introduced as read into the record by David Morgan. The motion carried by the following vote:

For: 7 - Eckard, Geyen, leyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18980

23. 377-21

Introduction and final action of an ordinance authorizing the City of Lake Charles to enter into a cooperative endeavor agreement with SBP for Disaster Recovery Financial Advocacy.

The emergency nature for introduction and final action is for assistance in getting federal disaster recovery funding from Washington, DC.

A motion was made that this item be adopted and introduced as read into the record by David Morgan. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 18981

THE FOLLOWING RESOLUTIONS MAY BE ADOPTED BY CONSENT

24. 352-21

A resolution accepting Project No. HL-48, Storm Repairs - Mallard Cove Clubhouse - Exterior Repairs as substantially complete and authorizing the advertising of the 45-day lien period.

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 152-21

36. 364-21

A resolution authorizing the City of Lake Charles to issue a Request for Proposals to hire a Program Manager to manage the City's state and federally funded Housing Rehabilitation Recovery Program (HRRP).

A motion was made that this item be adopted. The motion carried by the following vote: Mr. Marks was designated chairman.

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 153-21

37. 375-21

A resolution authorizing a Special Event Permit be issued to McNeese State University to allow a horse drawn carriage to be included in the 2021 McNeese State University Homecoming Parade.

Sponsors: John leyoub and Craig Marks

Dr. Kedrick Nicholas from McNeese State University spoke in favor of the resolution, described the need for the permit to allow horses in the Homecoming Parade and asked the Council to support his request. The resolution passed by the following vote.

A motion was made that this item be adopted. The motion carried by the following vote:

For: 7 - Eckard, Geyen, leyoub, Marks, Simien, Weatherford, and August

Against: 0

Enactment No: 154-21

25. 353-21

A resolution accepting Project No. CP3340, 2019 Supplemental Infrastructure - Sale Road at Ryan Street Improvement Project as substantially complete and authorizing the advertising of the 45-day lien period.

This item was adopted on the Consent Agenda.

Enactment No: 155-21

26. 354-21

A resolution accepting Project No. HL-12, Storm Repairs - Lanza Park - Roof Replacement as substantially complete and authorizing the advertising of the 45-day lien period.

This item was adopted on the Consent Agenda.

Enactment No: 156-21

27. 355-21

A resolution accepting Project No. CP3318, River Road Drainage and Paving Improvements, Phase I, as substantially complete and authorizing the advertising of the 45-day lien period.

This item was adopted on the Consent Agenda.

Enactment No: 157-21

28. 356-21

A resolution setting date for public hearing on condemnation of a structure located at 831 Pryce Street, Loadia (NMN) Golden, owner.

This item was adopted on the Consent Agenda.

Enactment No: 158-21

29. 357-21

A resolution setting date for public hearing on condemnation of a structure located at 412 South Shattuck Street, Charles Allen Tisdale, Jr., owner.

This item was adopted on the Consent Agenda.

Enactment No: 159-21

30. 358-21

A resolution setting date for public hearing on condemnation of a structure located at 3043 General Patton, Glenda Broussard Biagas, owner.

This item was adopted on the Consent Agenda.

Enactment No: 160-21

31. 359-21

A resolution setting date for public hearing on condemnation of a structure located at 645 V E Washington Avenue, Carol Ray Shinnette and Sherrie Matza, owners.

This item was adopted on the Consent Agenda.

Enactment No: 161-21

32. 360-21

A resolution setting date for public hearing on condemnation of a structure located at 2826 11th Street, Alphonse Foote, owner.

This item was adopted on the Consent Agenda.

Enactment No: 162-21

33. 361-21

A resolution setting date for public hearing on condemnation of a structure located at 1108 Tulane Street, George William Miller and Deborah Jean O'Quain Miller, owners.

This item was adopted on the Consent Agenda.

Enactment No: 163-21

34. 362-21

A resolution authorizing the City of Lake Charles to advertise to receive

sealed bids for Project Nos. HL-02, HL-06, HL-43, HL-135, HL-136 - Multiple Ball Park Repairs.

This item was adopted on the Consent Agenda. Mr. Eckard was designated chairman.

Enactment No: 164-21

35. 363-21

A resolution authorizing the City of Lake Charles to advertise to receive sealed bids for Project No. CP3250, Kirkman and Opelousas Intersection Modifications and Reconstruction.

This item was adopted on the Consent Agenda. Mr. Simien was designated chairman.

Enactment No: 165-21

38. 378-21

A resolution authorizing the City of Lake Charles to advertise to receive sealed bids for various project numbers - Multiple Park Fencing Repairs.

This item was adopted on the Consent Agenda. Ms. August was designated chairperson.

Enactment No: 166-21

Approval of the Consent Agenda

A motion was made including all the preceding items marked as having been adopted on the Consent Agenda. The motion carried by the following vote:

For: 7 - Eckard, Geyen, Ieyoub, Marks, Simien, Weatherford, and August

Against: 0

THE FOLLOWING ORDINANCES ARE FOR INTRODUCTION BY CONSENT AND WERE READ INTO THE RECORD THE DAY FOLLOWING THIS MEETING AT 11:00A.M. IN THE CITY COUNCIL CHAMBERS IN CITY HALL

39. 365-21

An ordinance authorizing the City of Lake Charles to enter into an Entity State Agreement with Louisiana, Department of Transportation and Development for Project No. CP3277, Enterprise Boulevard Overlay - Broad Street to 12th Street.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

40. 366-21

An ordinance authorizing the City of Lake Charles to enter into a professional services agreement with The Picard Group.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

41. 367-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 831 Pryce Street, Loadia (NMN) Golden, owner.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

42. 368-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 412 South Shattuck Street, Charles Allen Tisdale, Jr., owner.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

43. 369-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 3043 General Patton, Glenda Broussard Biagas, owner.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

44. 370-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 2826 11th Street, Alphonse Foote, owner.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

45. 371-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 1108 Tulane Street, George William Miller and Deborah Jean O'Quain Miller, owners.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

46. 372-21

An ordinance accepting the lowest responsible bid and authorizing the City of Lake Charles to enter into an agreement for Project No. HL-02, HL-06, HL-43, HL-135, HL-136 - Multiple Ball Park Repairs.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

47. 373-21

An ordinance accepting the lowest responsible bid and authorizing the City

of Lake Charles to enter into an agreement for Project No. CP3250, Kirkman and Opelousas Intersection Modifications and Reconstruction.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

Enactment No:

48. 374-21

An ordinance ordering demolition and authorizing the City of Lake Charles to enter into an agreement for demolition of structure located at 645 V E Washington Avenue, Carol Ray Shinnette and Sherrie Matza, owners.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

49. 379-21

An ordinance accepting the lowest responsible bid and authorizing the City of Lake Charles to enter into an agreement for various project numbers - Multiple Park Fencing Repairs.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

50. 380-21

An ordinance accepting the lowest responsible quote and authorizing the City of Lake Charles to enter into an agreement for Project No. CP3311, Louisiana Avenue Bridge Rehabilitation.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

51. 381-21

An ordinance accepting the most qualified proposal receive on the Request for Proposals to hire a Program Manager to manage the City's state and federally funded Housing Rehabilitation Recovery Program (HRRP).

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

52. 382-21

An ordinance allowing Tiffany Dawn Natali Fontenot, to extend and access sewer services for a proposed commercial development located at 2313 Country Club Road, outside the corporate limits of City of Lake Charles as outlined in Sec. 21-57(d) and authorizing the City of Lake Charles to execute any and all agreements related thereto.

Introduced as read into the record on the consent agenda by Lynn F. Thibodeaux, Clerk of the Council.

Mr. Geyen stated items 39 through 52 would be read into the record on Thursday, September 16, 2021 at 11:00a.m. in the City Council chambers by Lynn F. Thibodeaux, Clerk of the Council.

ADJOURNMENT - With no further business to come before the Council, Mr. Geyen declared the meeting adjourned at 6:10pm. The next regular meeting of the City Council will be October 6, 2021.

I, LYNN F. THIBODEAUX, do hereby certify that I am the duly qualified and acting Clerk of the Council of the City of Lake Charles, Calcasieu Parish, Louisiana. I further certify that the above and foregoing constitutes a true and correct copy of the Minutes of a meeting of the City Council of said City, held on the 15th day of September, 2021.

WITNESS WHEREOF, I have hereunto subscribed my official signature and impressed hereon the official seal of said City, this 21st day of September, 2021. S/Lynn F. Thibodeaux, Clerk of the Council

I, LYNN F. THIBODEAUX, do hereby certify that I am the duly qualified and acting Clerk of the Council of the City of Lake Charles, Calcasieu Parish, Louisiana. I further certify that the above and foregoing constitutes a true and correct copy of the Ordinances adopted at a meeting of the City Council of said city held on the 15th day of September, 2021.

WITNESS WHEREOF, I have hereunto subscribed my official signature and impressed upon the official seal of said City, this 21st day of September, 2021. S/Lynn F. Thibodeaux, Clerk of the Council.

The City of Lake Charles fully complies with Title VI of the Civil Rights Act of 1964, Americans With Disabilities Act, and related statutes, executive orders, and regulations in all programs and activities. The City operates without regard to race, color, or national origin. Any person who believes him/herself or any specific class of persons, to be subjected to discrimination prohibited by Title VI and/or Americans with Disabilities Act may by him/herself or by representative file a written complaint with the City of Lake Charles. The City's Title VI Coordinator/ADA Coordinator may be reached by phone at (337) 491-1440, the Mayor's Action Line at (337) 491-1346, or contact the appropriate Department Head.