



Notice of:

BOARD OF ALDERMEN SPECIAL MEETING

Monday, September 15, 2025 at 12:00 PM

Council Chambers, City Hall, 2305 North 7th Street, West Monroe

AGENDA

Public Comments: Any person present who wishes to comment on any matter prior to the vote on that matter should stand prior to the vote and request an opportunity to comment. Comments are limited to three (3) minutes per speaker, and the number of speakers may be limited on a subject.

NOTICE/MINUTES

Call to order/Verification of Attendance

- [1\)](#) Call meeting to order, verify receipt of proper Notices of Service on or Waivers of Service by the Mayor and a majority of the Board, and the presence of a quorum.

Motion to Approve Minutes

- [2\)](#) Motion to approve the Minutes of the September 2, 2025 Regular Council Meeting.

Recognitions/Presentations

Mayor's Review

Community Announcements

ADMINISTRATION/FINANCE

- [3\)](#) **Resolution** to authorize issuance and advertisement of a request for proposals from contractors for solid waste pickup and waste disposal services.
- [4\)](#) **Ordinance** to authorize execution of Memorandums of Understanding or Cooperative Endeavor Agreements with parish or municipal governments, with agencies of the State of Louisiana, and other state or local public entities to provide for the terms and conditions for the use of certain buildings owned by the City of West Monroe as emergency evacuation shelters; provides continuing authority (emergency sheltering agreements).

BUILDING AND DEVELOPMENT

LEGAL

PUBLIC WORKS

COMMUNITY SERVICES

PARKS AND RECREATION

POLICE/FIRE

WMFD

WMPD

ENGINEERING/CONSTRUCTION PROJECTS

5) Crosley Street Sanitary Sewer Improvements - City Project #000322

Review submitted bids and engineer's recommendations, and if the project is to be awarded, approve

Ordinance to accept awarded bid, and to authorize execution of a contract for project construction with the low bidder (JABAR Corporation, \$418,668.50)

6) Julia Street Improvements - State Project #50-MV2-25-01, City Project #250003

Ordinance to authorize execution of a contract with Lazenby & Associates, Inc. for Engineering & Surveying services (\$51,325.00).

7) Project Updates

PUBLIC COMMENTS/OTHER BUSINESS

ADJOURN

To view a live broadcast of this meeting, go to: <https://www.youtube.com/@CityofWestMonroe/live>

If you need special assistance, please contact Andrea Pate at 318-396-2600, and describe the assistance that is necessary.

STACI ALBRITTON MITCHELL, MAYOR



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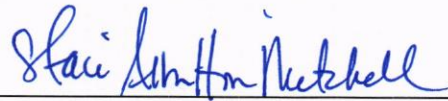
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STACI ALBRITTON MITCHELL, MAYOR



Office of the Mayor
Staci Albritton Mitchell

We, the undersigned Mayor and members of the Board of Aldermen of the City of West Monroe, Louisiana, hereby unanimously agree that the regular scheduled meeting of the Mayor and Board of Aldermen set for Tuesday, September 16, 2025, at 6:00 p.m. in the Council Chambers at West Monroe City Hall, 2305 North 7th Street, West Monroe, LA 71291 is hereby cancelled.

We, the undersigned Mayor and members of the Board of Aldermen of the City of West Monroe, Louisiana, hereby unanimously agree that there shall be a special called meeting of the Mayor and Board of Aldermen which will be held on Monday, September 15, 2025, at 12:00 p.m. in the Council Chambers at West Monroe City Hall, 2305 North 7th Street, West Monroe, LA 71291; and by our signatures below, we each here waive formal notice of that meeting (including any need to be served notice by West Monroe Police Department) as well as any requirement that we be provided advance details of the specific objects and purposes for which the meeting is called – other than our each receiving an emailed copy of the final agenda, after its final posting more than 24 hours in advance of the time of that special meeting.

STACI ALBRITTON MITCHELL, MAYOR

9-2-25

DATE

THOM HAMILTON, ALDERMAN

2 Sept. 25

DATE

BEN WESTERBURG, ALDERMAN

9-2-2025

DATE

MORGAN BUXTON, ALDERMAN

9-10-2025

DATE

JAMES "POLK" BRIAN, ALDERMAN

2 Sept 25

DATE

RODNEY WELCH, ALDERMAN

2 Sep 25

DATE



BOARD OF ALDERMEN REGULAR MEETING

Tuesday, September 2, 2025 at 6:00 PM

Council Chambers, City Hall, 2305 North 7th Street, West Monroe

MINUTES

NOTICE/MINUTES

Call to order/Verification of Attendance

PRESENT

Mayor Staci Mitchell
Polk Brian
Thom Hamilton
Rodney Welch
Ben Westerburg

ABSENT

Morgan Buxton

The meeting was opened with prayer by Pastor Carey Davis of Mount Gilead Baptist Church. The Pledge of Allegiance was led by the "Cousins Crew" (Olivia Russell, Maggie Keyes, Mollie Keyes, and Gracie Russell) who raised money for Miracles for Milestones for an all inclusive playground.

Motion to Approve Minutes

Motion to approve the Minutes of the August 19, 2025 Regular Council Meeting.

Motion made by Westerburg, Seconded by Brian.
Voting Yea: Brian, Hamilton, Welch, Westerburg

Recognitions/Presentations

A proclamation was presented for Constitution Week (September 17th - 23rd) to the Daughters of the American Revolution.

ADMINISTRATION/FINANCE

Resolution 867: Resolution to authorize the continued participation in the Temporary Housing and Shelter Assistance Program administered through the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP); to authorize execution of the Expedited Temporary Housing Assistance (ETHA) waiver form; and to affirm that this approval is continuing.

Motion made by Welch, Seconded by Brian.
Voting Yea: Brian, Hamilton, Welch, Westerburg

Resolution 868: Resolution to approve the appointment of Daniel Overturf as Fire Chief of the City of West Monroe, Louisiana.

Motion made by Westerburg, Seconded by Hamilton.
Voting Yea: Brian, Hamilton, Welch, Westerburg

BUILDING AND DEVELOPMENT

Motion to Deny the revocation of the alley located between N 7th St and N 6th St which runs from Vernon St to Crosley St. Applicant is A-1 Key & Lock LLC (Clint Cox). Received an UNFAVORABLE review from Planning Commission (August 18, 2025).

Motion made by Westerburg, Seconded by Welch.

Voting Yea: Brian, Hamilton, Welch, Westerburg

LEGAL

Ordinance 5516: Ordinance to amend Sec. 4-1020 of the Code of Ordinances, relating to the Property Owner's Responsibility Ordinance, to remove "Resisting Arrest – R.S. 14:10.8 – Sec. 11-4015" from the definitions of Class A Violations, and to add "Resisting a Police Officer with Force or Violence, as defined in R.S. 14:108.2" as an additional Class A Violation.

Motion made by Brian, Seconded by Welch.

Voting Yea: Brian, Hamilton, Welch, Westerburg

ENGINEERING/CONSTRUCTION PROJECTS

Project Updates

Jonathan Kaufman, City Project Manager and Director of Building & Development, presented the Council with updates for transportation, drainage, and more.

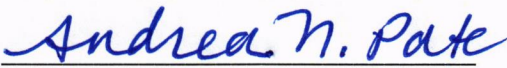
ADJOURN

Motion made by Hamilton, Seconded by Brian.

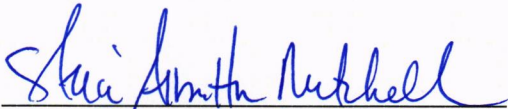
Voting Yea: Brian, Hamilton, Welch, Westerburg

ATTEST:

APPROVED:



ANDREA PATE
CITY CLERK



STACI ALBRITTON MITCHELL
MAYOR



**REQUEST FOR PROPOSAL
SOLID WASTE PICKUP AND WASTE DISPOSAL SERVICES
and ADD ONS 1, 2, & 3**

City of West Monroe
2305 North 7th Street
West Monroe, LA 71291

RFP Issued: October 2, 2025
Responses Due: October 31, 2025 before 10:00 a.m.

The City of West Monroe, Louisiana is soliciting written proposals, on a competitive basis, from qualified companies to provide Solid Waste Pickup and Waste Disposal Services for Residential and Commercial Units and Add-ons 1, 2, and 3. The RFP specifications may be obtained at the Office of the Mayor at City of West Monroe, 2305 N 7th, West Monroe, 71291, or from the City's website at www.cityofwestmonroe.com.

The proposal, as submitted, should include all rates and information related to the services requested by the RFP specifications. If selected, your proposal shall be the basis for negotiating a contract with the City of West Monroe.

Your proposal must be received in the office of the City Clerk no later than **10:00 a.m. on October 31, 2025**. Proposals should be addressed to:

OFFICE OF THE CITY CLERK
CITY OF WEST MONROE
2305 NORTH 7TH STREET
WEST MONROE, LA 71291

The proposal package shall include one (1) original (clearly identified as original) and six (6) copies of your proposal. The package must be sealed and marked with the Proposer's name and "CONFIDENTIAL", "SOLID WASTE PICKUP AND WASTE DISPOSAL SERVICES AND ALTERNATES" noted on the outside.

Sincerely,

Matthew Wilson
Finance Director
City of West Monroe

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I. INTRODUCTION

The City of West Monroe is seeking proposals from interested and qualified contractors to provide SOLID WASTE PICKUP and WASTE DISPOSAL SERVICES for RESIDENTIAL and COMMERCIAL UNITS and ALTERNATES 1, 2, and 3. Interested contractors are asked to prepare and submit proposals in accordance with instructions provided, where one candidate will be selected and invited to enter a contractual relationship with the City of West Monroe for the services outlined in this RFP. The period covering this agreement shall be July 1st, 2026, through June 30th, 2031. There shall be an option to renew this agreement for three (3) additional one (5) year periods.

II. PROPOSER REQUIREMENTS

All Proposers must:

- A. Provide written statement that Proposer adheres to all Title VI requirements.
- B. Provide a written statement stating the ability to provide a surety bond or letter of credit equal to \$500,000.
- C. Provide written statement that Proposer has all appropriate licenses and certifications required in the State of Louisiana to perform the services and procure all permits, pay all charges, taxes, and fees.
- D. Provide written statement that the Proposer has the necessary equipment, expertise, skills, and knowledge to perform services.
- E. Be able to furnish and pick up garbage containers from various locations as referenced in specifications.
- F. Provide a written statement that the Proposer has an office located in Ouachita Parish within thirty days before their contract begins.
- G. Provide a written statement that Proposer at all times has or has access to a landfill facility for the disposal of all refuse removed from the City of West Monroe, with the exception of construction and demolition material as provided by State law.
- H. Return Rate Sheet and Signature Sheet with Proposal.

III. CORRESPONDENCE

All correspondence, proposals and questions concerning the RFP are to be submitted to:

**Office of the City Clerk
City of West Monroe
2305 N 7th Street**

West Monroe, La, 71291

IN ORDER TO PREVENT AN UNFAIR ADVANTAGE TO ANY RESPONDENT, VERBAL QUESTIONS SHALL NOT BE ANSWERED. The deadline for submitting written questions shall be October 29, 2025 by 10:00 a.m. (CST). These guidelines for communication have been established to ensure a fair and equitable process for all respondents.

Respondents requesting additional information or clarification are to contact the Office of the City Clerk in writing at apate@westmonroe.la.gov or at the address listed above. Questions should reference the section of the RFP to which the question pertains and all contact information for the person submitting the questions.

IV. PROPOSAL SUBMISSION DEADLINE

All proposals must be received at the address listed above no later than October 31, 2025 before 4:00 p.m. (CST). Facsimile or e-mailed proposals shall not be accepted since they do not contain original signatures. Postmarks shall not be accepted in lieu of actual receipt. Late or incomplete proposals may not be opened and considered. Under no circumstances, regardless of weather conditions, transportation delays, or any other circumstance, shall this deadline be extended.

V. PROPOSAL TIMELINE

The City of West Monroe reserves the right to modify this timeline at any time. If the due date for proposals is changed, all prospective Proposers shall be notified.

Request for Proposals Ad	October 2, 2025
Released Proposal Due Date	October 31, 2025 at 4:00 PM
Evaluation Due Date	November 7, 2025 at 4:00 PM
Company Interviews	November 10, 2025
Council acceptance/rejection of recommendation of award	November 18, 2025
Written Notification of Award	November 19, 2025

The City of West Monroe may reproduce any of the Proposer's proposal and supporting documents for internal use or for any other purpose required by law.

VI. PROPOSAL CONDITIONS

A. Contingencies

This RFP does not commit to the City of West Monroe to award a contract. The City of West Monroe reserves the right to accept or reject any or all proposals if the City of West Monroe determines it is in the best interest of the City to do so. The City of West Monroe shall notify all Proposers, in writing, if the City rejects all proposals.

B. Modifications

This RFP includes three (3) alternate proposals. The City of West Monroe reserves the right to issue addenda or amendments to this RFP.

C. Proposal Submission

1. All interested and qualified Proposers are invited to submit a proposal for consideration. Submission of a proposal indicates that the Proposer has read and understands this entire RFP.
2. Proposals must be submitted in the format described below. Proposals are to be prepared in such a way as to provide a straightforward, concise description of capabilities to satisfy the requirements of this RFP.
3. Proposals must be complete in all respects as required in this section. A proposal may not be considered if it is conditional or incomplete.
4. Proposals shall include separate proposals for the Add Ons 1, 2, and 3.

D. Proposal Presentation

1. One (1) original (clearly identified as original) and six (6) copies.
2. The proposal package must be sealed and marked with the Proposer's name and "Confidential - Solid Waste Pickup and Waste Disposal Services and Alternates" with due date and time indicated.
3. Proposals must be in ink. Erasures and "white-out" are not permitted.

Mistakes may be crossed out, corrections typed adjacent and initialed in ink by the person signing the proposal. Please identify all attachments, literature, and samples, etc., with Proposer's firm name.

4. Proposals must be verified before submission as they cannot be withdrawn or corrected after being opened. The City of West Monroe shall not be responsible for errors or omissions in making up their proposals. A responsible officer or employee must sign proposals. Louisiana sales tax shall not be included in the Contractor's proposal.

E. Costs Incurred

This RFP does not commit the City of West Monroe to pay any costs incurred in the preparation of a proposal in response to this RFP, and Proposers agree that all costs incurred in developing this RFP are the Proposer's

responsibility.

F. Final Authority

The final authority to award a contract rests solely with the City of West Monroe City Council.

G. Proposal Validity

Proposals submitted hereunder shall be firm for at least sixty (60) calendar days from the due date unless otherwise qualified.

H. Disclosure of Proposal Contents

Contractor understands and acknowledges that the City of West Monroe is a governmental entity subject to the laws of the State of Louisiana and that any reports, data, or other information supplied to the City of West Monroe is subject to being disclosed as a public record in accordance with the laws of the State of Louisiana. All proposals and other materials submitted become the property of the City of West Monroe. All proposal information, including detailed price and cost information, shall be held confidentially during the evaluation process and before the time that an Award is issued. Thereafter, proposals shall become public information.

VII. PROPOSAL EVALUATION AND SELECTION

A. Evaluation Process

1. Initial Review - All proposals shall be initially evaluated to determine if they meet the following minimum requirements:
 - a. The proposal must be complete, in the required format, and comply with all the requirements of the RFP.
 - b. Proposers must meet the Proposer Requirements outlined in this RFP.
2. Technical Review - Proposals meeting the above requirements shall be evaluated based on the following criteria:
 - a. Each proposal shall be reviewed by City of West Monroe staff, which may elect to schedule a personal presentation and interview with one or more of the proposals. After the review process is completed, the Mayor will recommend the successful proposal to the City Council, which makes the final decision.

- b. All proposals submitted in response to this RFP will be evaluated based on the following criteria:
- Qualifications of personnel.
 - Ability to present a clear understanding of the scope of the project
 - Project methodology
 - Previous experience with similar projects
 - Cost to the City of West Monroe
- c. Oral Presentation - The City of West Monroe reserves the right to interview or require an oral presentation from any respondent for clarification of information set forth in the Proposer's response. In this regard, at the discretion of the staff, some or all Proposers who submit a Proposal in response to this RFP may be asked to submit to an interview or give an oral presentation of their respective Proposals to the City Council. If so, this is not to be a presentation restating the Proposal, but rather an in-depth analysis of certain qualifications of the Proposer. The interview or oral presentation, if utilized, is intended to provide an opportunity for the Proposer to clarify or elaborate on its qualifications without restating the Proposal. The interview or oral presentation is to be a fact finding and explanation session only and is not to be used to negotiate any terms of contract. If required, the time and location of such interview or oral presentation shall be scheduled by the City Clerk. Interviews and oral presentations are strictly an option of the City of West Monroe and, consequently, may or may not be conducted. All travel expenses to and from the interview or oral presentation shall be the responsibility of the Proposer.

B. Contract Award

Contract(s) shall be awarded based on a competitive selection of proposals received. The contents of the proposal of the successful Proposer shall become contractual obligations, and failure to accept these obligations in a contractual agreement may result in cancellation of the award. The City of West Monroe reserves the right to negotiate any positions of the successful Proposers' fees and scope of work.

VIII. GENERAL REQUIREMENTS AND INFORMATION

A. Scope of Contract

The purpose of this bid is to secure an agreement to provide services for the

collection, transportation, and disposal of solid waste from residential units and commercial units. The City of West Monroe wishes to engage in a contractual relationship with the best-qualified Proposer selected through a competitive process. All solid waste collected shall be deposited at a Landfill disposal site designated by the Contractor, provided it is permitted or approved to receive and dispose of such waste by the Louisiana Department of Environmental Quality ("DEQ"). The Contractor shall negotiate directly with the owner and/or operator of the disposal site for permission to use the site, and the Contractor shall bear all disposal costs.

B. Type of Collection

The Contractor shall provide curbside collection of an unlimited amount of garbage to each commercial and residential unit one (1) time per week from City owned Containers. The Contractor shall provide curbside collection of an unlimited amount of solid waste to each residential and commercial unit one (1) time per week. Curbside refers to that portion of the roadway adjacent to paved or traveled City streets (including alleys), where mail service is provided.

Containers shall be placed at the specified collection point for on the designated collection day. The contractor may decline to collect any containers that are not placed at the collection point as specified above. Proper locations of containers at the curbside shall be the responsibility of the resident. Failure of the Contractor and the resident to agree on the proper location shall be decided by the City.

So that an accurate number of customers can be determined, within 30 days after the execution of the contract, a joint house count between Contractor and City shall be performed to determine the actual number of units to be serviced. The actual number of units counted and agreed upon by the parties shall be used to determine the amount of monthly billings for the following year. Confirmation of the actual number of customers shall be performed once annually if so requested by the Contractor or City.

C. Add -On (1) Collection

The Contractor shall provide curbside collection of an unlimited amount of yard waste, rubbish, and bulky waste to each commercial and residential unit one (1) time per week. Curbside refers to that portion of the roadway adjacent to paved or traveled City streets (including alleys), where mail service is provided. yard waste, rubbish, and bulky waste, etc., shall be placed as close to the roadway as practicable without interfering with or endangering the movement of vehicles or pedestrians. When construction work is being performed, yard waste, rubbish, bulky waste, and limbs shall be placed as close as practicable to an access point for the collection vehicles.

Yard waste, rubbish, bulky waste, and limbs shall be placed at the specified collection point for collection. on the designated collection day. Contractor may decline to collect yard waste, rubbish, bulky waste, and limbs not so placed at the collection point as specified above. Proper locations of bags, or bundles at the

curbside shall be the responsibility of the resident. Failure of the Contractor and the resident to agree on the proper location shall be decided by the City.

So that an accurate number of customers can be determined, within 30 days after the execution of the contract, a joint house count between Contractor and City shall be performed to determine the actual number of units to be serviced. The actual number of units counted and agreed upon by the parties shall be used to determine the amount of monthly billings for the following year. Confirmation of the actual number of customers shall be performed once annually if so requested by the Contractor or City.

D. Add-On (2) Collection

The Contractor shall provide curbside collection of an unlimited amount Glass, Cardboard, and Plastic to each commercial and residential unit one (1) time per week. Curbside refers to that portion of the roadway adjacent to paved or traveled City streets (including alleys), where mail service is provided.

Three separate containers should be placed on the designated collection day. One of these should contain Glass, One should contain Plastic, One should contain Cardboard. Contractors may decline containers not so placed at the collection point as specified above. Proper locations of containers at the curbside shall be the responsibility of the resident. Failure of the Contractor and the resident to agree on the proper location shall be decided by the City. All Plastic, cardboard, and Glass must be transported to the West Monroe Recycling Center located at 607 Grantham Avenue, West Monroe, LA 71292.

So that an accurate number of customers can be determined, within 30 days after the execution of the contract, a joint house count between Contractor and City shall be performed to determine the actual number of units to be serviced. The actual number of units counted and agreed upon by the parties shall be used to determine the amount of monthly billings for the following year. Confirmation of the actual number of customers shall be performed once annually if so requested by the Contractor or City.

E. Add-On (3) Collection

The contractor provides the services of retrieving trash, and recycling cans from designated storage locations bscheduled collection days. The contractor should provide transport of cans to the curbside collection point by 5:00 AM on scheduled collection days one time per week ensuring containers are properly positioned for collection. Proper locations of containers at the curbside shall be the responsibility of the contractor.

So that an accurate number of customers can be determined, within 30 days after the execution of the contract, a joint house count between Contractor and City shall be performed to determine the actual number of units to be serviced. The actual number of units counted and agreed upon by the parties shall be used to determine the

number of monthly billings for the following year. Confirmation of the actual number of customers shall be performed once annually if so, requested by the Contractor or City.

F. Operation

1. Hours of Operation - Collection of solid waste shall not start before 6:00 o'clock a.m. Exceptions to hours shall be affected only upon the mutual agreement of the Owner and Contractor, or when Contractor reasonably determines that an exception is necessary in order to complete collection due to unusual circumstances.
2. Routes of Collection - Collection routes shall be established by the Contractor and approved by the Owner. Such approval shall not unreasonably be withheld. The Contractor, at its expense, shall cause to be placed in the newspaper of general circulation in the City once per year, notice of collection routes.
3. Holidays - The Contractor may decide to observe holidays. In the event the Contractor does observe holidays, he must notify the Owner at the beginning of each year as to which holidays he will observe and what the cost would be to the Owner to require collection on the holiday. Contractor will cause the general public to be notified of Contractor's collection schedule for the week of an observed holiday one (1) week prior to the observed holiday. The contract shall maintain at least weekly collection to units affected by a holiday. Should the Contractor wish to change the holiday schedule, he shall notify the City at least two weeks in advance.
4. Complaints - The City shall field all inquiries and complaints from all customers relating to the collection, hauling and disposal of Municipal Solid Waste. The Service Provider and the City agree to cooperate with each other in response to any such inquiries and the resolution of any such complaints.
5. Collection Equipment - The Contractor shall provide at least two (2) compactor trucks and two (2) spare trucks for regular collection services. All vehicles and other equipment shall be kept in good repair, appearance, and in a sanitary condition at all times. Each vehicle shall have clearly visible on each side the identity and telephone number of the Contractor. Vehicle bodies used for the collection and transportation of garbage, rubbish, or other waste materials containing putrescible matter shall be of the enclosed, load packer type, weather-tight, leak-proof, constructed of durable metal, and easily cleanable. All collection vehicles must be radio/dispatcher operated. The Contractor shall provide the City with a list of all equipment, complete with their registration number. The list shall be updated monthly. Employees of the Contractor must wear a uniform consisting of the company logo on the shirt pockets, the shirt, the jacket, and on headgear if utilized.
6. Add On (1) Collection Equipment -

The Contractor shall provide one late-model large truck for bulk yard waste. All vehicles and other equipment shall be kept in good repair, appearance, and in a sanitary condition always. Each vehicle shall have clearly visible on each side the identity and telephone number of the Contractor. Vehicle bodies used for the collection and transportation of garbage, rubbish, or other waste materials containing putrescible matter shall be of the enclosed, load packer type, weather-tight, leak-proof, constructed of durable metal, and easily cleanable. All collection vehicles must be radio/dispatcher operated. The Contractor shall provide the City with a list of all equipment, complete with their registration number. The list shall be updated monthly. Employees of the Contractor must wear a uniform consisting of the company logo on the shirt pockets, the shirt, the jacket, and on headgear if utilized.

7. Add On (2) Collection Equipment -

The Contractor shall provide at least two (3) compactor trucks and two (2) spare trucks. A single Truck should be used exclusively for Glass pickup. A single Truck should be used exclusively for Cardboard pickup; A single truck should be used exclusively for Plastic pickup. All vehicles and other equipment shall be kept in good repair, appearance, and in a sanitary condition at all times. Each vehicle shall have clearly visible on each side the identity and telephone number of the Contractor. Vehicle bodies used for the collection and transportation of Glass, Cardboard, and Plastic materials containing putrescible matter shall be of the enclosed, load packer type, weather-tight, leak-proof, constructed of durable metal, and easily cleanable. All collection vehicles must be radio/dispatcher operated. The Contractor shall provide the City with a list of all equipment, complete with their registration number. The list shall be updated monthly. Employees of the Contractor must wear a uniform consisting of the company logo on the shirt pockets, the shirt, the jacket, and on headgear if utilized.

- G. Hauling - All solid waste hauled by the Contractor shall be so contained, tied, or enclosed to ensure that leaking, spilling, or blowing is prevented.
- H. Disposal - All solid waste collected for disposal by the Contractor shall be hauled to the Landfill provided it is permitted or approved to receive and dispose of such waste by DEQ or to a permitted or approved disposal site designated by the Contractor if authorized by the City. The charge for disposal shall be included in the rate set forth in the proposal for each unit collected by the Contractor. The disposal fee for residential and commercial units waste will be paid by the Contractor.
- I. Point of Contract - All dealings, contacts, etc., between the Contractor and the Owner shall be directed by the Contractor to the Mayor or the City Clerk and by the Owner to the Contractor's Division President.
- J. Litter or Spillage - The Contractor shall not litter premises in the process of making collections, but he shall not be required to collect any waste material that has not been placed in containers or in the manner described so that leaking, spillage or blowing are prevented. In the event of spillage by the Contractor, the Contractor

shall be required to clean up the litter.

IX. GENERAL CONDITIONS

- A. Compliance with Laws - The Contractor shall conduct operations under this Contract in compliance with all applicable laws.
- B. Compliance with OSHA - The Contractor shall comply with all Federal Occupational Safety and Health Administration (OSHA) standards, rules, and regulations.
- C. Civil Rights and Discrimination - The Contractor shall adhere in hiring and employment practices to the provisions of all federal, state, and local laws which relate to civil rights and discrimination.
- D. Effective Date - This Contract shall be effective upon execution. Performance of such Contract shall begin on July 1, 2026, unless extended by the Owner.
- E. Nondiscrimination - The Contractor shall not discriminate against any person of race, sex, creed, color, religion or natural origin. This nondiscrimination clause shall be included in any subcontracts associated with the performance of this agreement.
- F. Indemnity - The Contractor will indemnify, save harmless, and exempt the Owner, its officers, agents, servants and employees from and against any and all liability, suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorneys' fees arising out of or in any way concerning or incident to any work done in the performance of this Contract or arising out of a willful or negligent act or omission of the Contractor, its officers, agents, servants and employees; provided, however, that the Contractor shall not be liable for any suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorneys' fees arising out of a willful or negligent act or omission of the Owner, its officers, agents, servants and employees.
- G. Licenses and Taxes - The Contractor shall obtain all licenses and permits (other than the license and permit granted by the Contract) and promptly pay all taxes such as truck license tax or fee, sales tax, etc. required in connection with the collection and disposal of solid wastes which are in effect at the time of the execution of this contract. All other taxes or fees imposed by any governmental agency thereafter shall be submitted to the City for approval before the Contractor passes such taxes or fees on the City.
- H. Term of the Contract - The Contract shall be for a five (5) year period beginning upon the performance of the Contract and ending five (5) years thereafter. The initial five (5) year term of this contract shall include an option to extend this contract for three (3) additional one (1) year periods, unless either party notifies the other party in writing, not less than ninety (90) days prior to the expiration of the initial five (1) year term and/or to the end of each individual extension year of its intention to terminate this contract. Any such written notice shall be served by certified or registered mail, return receipt requested.

- I. Non-appropriation.** If for any reason, the City fails to appropriate or make available funds to meet its obligations under this Contract during any fiscal year, this Contract may be terminated without penalty.
- J. Insurance** - Pursuant to this Agreement, the Service Provider shall carry the following types of insurance in amounts equal to or exceeding the limits specified below:

Coverages	Limits of Liability
Worker's Compensation	\$1,000,000
Employer's Liability	\$1,000,000 per occurrence;
Bodily Injury (except automobile)	\$2,000,000 in the aggregate
Property Damage Liability (except automobile)	\$1,000,000 per occurrence;
Automobile Bodily Injury Liability	\$2,000,000 in the aggregate
Automobile Property Damage Liability	\$1,000,000 per person;
Excess or Umbrella	\$2,000,000 per occurrence

The Service Provider shall furnish the City with a certificate of insurance verifying the insurance coverage required by this Section. The service provider shall name the city as an additional insured party.

- K. Performance Surety** - The Contractor will be required to furnish a corporate surety bond or letter of credit as security for the performance of this Contract. Said surety bond or letter of credit shall be in the amount equal to \$500,000.

Premium for the bond described above shall be paid by the Contractor. A certificate from the surety showing that the bond premiums are paid in full shall accompany the bond. Letters of credit shall be issued by banks chartered in the United States of America.

The surety on the bond shall be a duly authorized corporate surety company authorized to do business in the State.

Attorneys-in-fact who sign performance bonds or contract bonds must file with each bond a certified and effectively dated copy of their power of attorney.

Please return this sheet with your Proposal

Rates

1. For providing once a week curbside garbage collection to commercial and residential units,

\$ _____ dollars and _____ cents per unit per month

2. Initial disposal cost per ton,

\$ _____ dollars of solid waste at the disposal facility.

Add-on (1) - For providing once a week curbside collection of yard waste, rubbish, and bulky waste to commercial and residential units,

\$ _____ dollars and _____ cents per unit per month

Add-on (2) - For providing once a week collection of Glass, Carboard, and Plastic with three separate trucks and drop off of these items at 607 Grantham Avenue, West Monroe, LA 71292.

\$ _____ dollars and _____ cents per unit per month

Add-on (3)- For providing the service of transporting cans to specified pick up point before the garbage is collected.

\$ _____ dollars and _____ cents per unit per month

X. BASIS AND METHOD OF PAYMENT

- A. Rates and Fees - Service Provider may seek an adjustment of the number of Residential Units and Commercial Units on an annual basis after the third year of the contract. Service Provider shall give the City reasonable advance notice of conducting a house count for adjustment purposes, and the City shall accompany Service Provider during the house count. Should the City fail to participate in the house count for adjustment purposes, Service Provider shall give City notice of the new house count calculated by Service Provider, and Service Provider's record of the new house count shall be subject to inspection and review by the City. The City shall have thirty (30) days from the date of receipt of the notice within which to reject the Service Provider's house count.

- B. Title to and Responsibility of Equipment - Notwithstanding anything to the contrary contained herein, it is expressly understood and agreed that all equipment provided by the Service Provider in connection with the Services (if any), shall at all times remain the property of the Service Provider. However, each Customer shall have care, custody and control of the equipment while at the respective service locations.

- C. Rate Adjustments - Solid Waste Rates for solid waste collection, transportation, and disposal pursuant to this contract, the charges shall be as specified in and adjusted in accordance with this RFP.
 - 1. CPI-U Adjustment - On each annual anniversary date of this Agreement after the 3rd year of this contract, the rates set forth in this Agreement shall automatically increase by an amount equal to the increase, if any, in the CPI-U during the Prior Rolling Twelve-Month Period. The "Prior Rolling Twelve Month Period" shall be the most recent twelve (12) month period for which the CPI-U is available on each annual anniversary date of this Agreement. For purposes of this Agreement, the term "CPI-U" shall mean the Consumer Price Index published by the U.S. Department of Labor, Bureau of Labor Statistics, for All-Urban Consumers: United States, All Items (1982-84 = 100).

- D. Governmental Fee Cost Adjustments** - At any time during the term of this Agreement, in addition to any increase provided in A. or B. above, the Service Provider may also increase the rates set forth in this Agreement to pass through documented direct increases newly imposed taxes, fees or other governmental charges assessed against or passed through to the Service Provider (other than income or real property taxes).
- E. Non-complying garbage, rubbish, bulky waste and yard waste** - Contractor will develop a system to notify customers when garbage, curbside rubbish, bulky waste, or yard waste does not comply with the specifications as addressed in the contract. A tag identifying the problem will be attached to the customer's receptacle.
- F. Contractor Billings to Owner** - The Contractor shall bill the Owner for service rendered within ten (10) days following the end of the month, and the Owner shall pay the Contractor on or before the end of such month. Such billing and payment shall be based on the price rates and schedules set forth in the Contract Documents. The Contractor shall verify the number of units serviced in a manner acceptable to the Owner.
- G. Audit** - In the event that a rate increase is requested by the Contractor, the City shall be provided with an audit of the Contractor showing such data as is necessary to determine the reason for such rate increase. This requirement shall not be required for increased rates provided.
- H. Transferability of the contract** - No assignment of this contract or any right occurring under this shall be made in whole or in part by the Contractor, either voluntarily or involuntarily or by any process of law and shall not be or come under the control of creditors or trustee(s) of Contractor, without the express prior written consent of the Owner, which consent shall not be unreasonably withheld. In the event of any assignment, the assignee shall assume the liability of the Contractor.
- I. Non-exclusive Contract** - The Contractor shall be the sole and exclusive agent to provide solid waste collection, transportation and disposal services for and on behalf of the Owner. This agreement shall not constitute a franchise or exclusive right to collect from commercial or residential units within the City.
- J. Ownership** - Title to solid waste shall pass to the Contractor when placed in Contractor's vehicle.
- K. Discontinued service and other breaches of the contract** - Should the Contractor fail to produce the solid waste collection and disposal services, other than from causes such as natural acts of God, riots, war, federal, state or local regulation changes, fires, or other differences beyond the reasonable control of the contractor, required by this agreement for a period in excess of two consecutive, scheduled working days, the City may take the following actions:
1. Notify Contractor by certified mail that if service is not resumed within 24 hours, the city, at its option, will take possession of all of the Contractor's equipment and

facilities used in performance of this Contract.

2. Employ such means as it may deem advisable and appropriate to continue work until such matter is resolved and the Contractor is again able to carry out his operations under this Contract.
3. Deduct any and all operations expenses incurred by the City from any money then due or to become due the Contractor and, should the City's cost for continuing the operation exceed the amount due the Contractor, collect the amount due, either from the Contractor or surety or both, and also to assert a lien on all properties of the Contractor.
4. During such period, the liability of the City to the Contractor for loss of damage to equipment and facilities so used shall be that of bailee for hire, ordinary wear and tear being specifically exempt from such liability.
5. If the Contractor is unable, for any cause, to resume performance at the end of 30 consecutive work days, all liability of the City to the Contractor under this agreement shall cease and the City shall be free to negotiate with other contractors for the operation of said solid waste service and/or take the actions provided below for bankruptcy, default, and/or breach of contract.
6. In the event the Contractor shall be adjudged bankrupt, either by voluntary or involuntary proceedings, then this contract shall immediately terminate and in no event shall this contract be, or be treated as, an asset of Contractor after adjudication of bankruptcy. If Contractor shall be proven insolvent, or fall in business, this contract may be terminated at the option of the City.
7. All terms, conditions, and specifications of the contract are considered material and failure to perform any part of the Contract shall be considered a breach of Contract. Should Contractor fail to perform any of these contractual obligations, the City may at its option, terminate the contract five days after written notification to the Contractor to remedy the violation.
8. In the event of termination of the contract for breach, default or bankruptcy as specified above, the City shall have the right to forthwith take possession of all of the Contractor's equipment, facilities, and records used in performance of this contract as follows:
 - a. The City shall have the right to retain possession of said equipment, facilities, and records until other such items can be acquired by the City for operation of the systems or another Contractor is engaged to perform the service.
 - b. The City shall have the right at its option to purchase contractor's equipment and facilities at the depreciated fair market value thereof.
 - c. The City shall pay the Contractor the reasonable rental value of the

equipment and facilities during the time they are used by the City should the City choose not to purchase them. The City's liability to the Contractor during this period shall be that of a bailee for hire, with ordinary wear and tear specifically exempt from such liability.

Should it become necessary for the City to employ an attorney to enforce the provisions of this Contract, the Contractor shall be responsible for the payment of reasonable attorney fees.

- L. Contractor's Liability** - Contractor shall pay all just claims due for the payment of all employees and mechanics for labor that shall be performed, for the payment of all material and equipment furnished, and for the payment of material and equipment rental which is actually used in the performance of the Contract.

The contract shall upon request, submit evidence satisfactory to the Owner that all payrolls, equipment, or material bills and other indebtedness pertaining to the performance hereof have been paid.

- M. Termination of contract** - If the Contractor is adjudged as bankrupt or insolvent, or if he makes a general assignment for the benefit of his creditors, or if a trustee or receiver is appointed for the Contractor or for any of his property, or if he files a petition to take advantage of any debtor's act, or to reorganize under the bankruptcy or applicable laws, or if he repeatedly fails to supply sufficient skilled workmen or suitable materials or equipment or if he repeatedly fails to make prompt payments to the Subcontractors for labor, materials, or equipment or if he disregards laws, ordinances, rules, regulations, or if he otherwise violates any provision of the Contract Documents, the City may, without prejudice to any other right or remedy and after giving the Contractor and his Surety a maximum of ten (10) days from delivery of a Written Notice, terminate the services of the Contractor and take possession of the materials, equipment, tools, and machinery thereon owned by the Contractor, and continue the service by whatever method he may deem expedient.

- N. Liquidated Damages** - As a breach of the service provided by this contract would cause serious and substantial damage to the Owner and its occupants, and the nature of this Contract would render it impracticable or extremely difficult to fix the actual damage sustained by the Owner by such breach, it is agreed that in case of breach of service, the Owner may elect to collect liquidated damages as specified below and not as a penalty, the amounts set forth below, such sums being agreed as the amount which the Owner will be damaged by the breach of such service. An election to seek such remedies shall not be construed as a waiver of any legal remedies the Owner may have as to any subsequent breach of service under this Contract.

A truck beginning residential collections prior to 6:00 a.m. without approval of the City	\$100/day per truck
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Failure to collect misses within twenty-four (24) hours of notification to Contractor	\$100 each occurrence
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Failure to complete weekly garbage & trash routes on the scheduled pickup day	\$200 each occurrence
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Repetition of complaints on a route after notification of spilling, non-collection, crossing planted areas, or similar violations	\$100 each occurrence
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- O. Annexation** - The Contractor will, within 30 days of notification by the City, provide solid waste collection services of the same frequency and quality required by the Contractor to newly developed and annexed areas. As new homes are constructed and occupied in any of the City's designated areas, the Contractor shall, after proper notification by the City, provide all services as required by the contract on the next scheduled day of collection following notification. The Contractor shall be responsible for notifying the City of all collection locations being serviced which do not appear on the billing register. Such notification shall be required for the Contractor to receive payment for the collect services rendered to that location. Failure of the Contractor to notify the City shall remove any obligation on the part of the City to pay to the Contractor any monies for services rendered at those locations for which proper notification has not been made. Existing rates will apply to all newly developed and/or annexed areas.
- P. Hours of Service** - For all the Services provided hereunder, the Service Provider's hours of service shall be between 6:00 a.m. to 7:00 p.m., Monday through Friday. The Service Provider will not be required to provide service on weekends or Holidays, and may, in its sole discretion, observe Holidays during the term of this Agreement; provided, however, that the Service Provider shall provide such Services on the Business Day immediately following the Holiday.

XI. SIGNATURE OF PROPOSAL

Please return this sheet with your Proposal

Signature

Name (printed)

Title

Date

XII. DEFINITIONS

Agricultural Solid Waste: All organic waste products that are generated from farm production operations of field crops, orchards and animals.

Bags: Plastic sacks designed to store solid waste with sufficient wall strength to maintain physical integrity when lifted by the top. Total weight of a bag and its contents shall not exceed fifty (50) pounds.

Bulky Waste: Furniture, non-contractor construction debris, and other waste other than agricultural solid waste, dead animals, offal waste, stable matter or vegetable waste with weights or volumes greater than those allowed for containers. Bulky waste does not include white goods.

Collection: The act of removing solid waste from the storage point at the source of generation.

Collection Service: A public or private operation engaged in the collection and transportation of solid waste materials.

Collection Vehicle: Any vehicle, either single or tandem axle, permitted by the City for collection of solid waste except that the maximum size of a packer-type collection vehicle shall not exceed 25 cubic yards.

Commercial Unit: A business, including its structures and property, that is involved in the exchange or distribution of goods or commodities, or that rents, leases, or sells space for such activities.

Commercial Solid Waste: All types of solid waste generated by stores, offices, restaurants, warehouses, and other non-manufacturing activities, excluding residential and industrial solid wastes.

Compost: A solid waste which has undergone biological decomposition of organic matter and has been stabilized using composting or similar technologies, to a degree that is beneficial to plant growth and that is used, or sold for use, as a soil amendment, artificial topsoil, growing medium amendment, or other similar uses.

Composting: A controlled process of degrading organic matter with micro-organisms.

Composting Facility: A facility where organic matter is processed by natural or mechanical means to add the microbial decomposition of organic matter.

Container: A wheeled receptacle, provided by the contractor, with a capacity of at least 90 gallons constructed of plastic, metal or fiberglass, having handles of adequate strength for rolling, and having an attached lid capable of preventing entrance into container by vectors. The mouth of the container shall have a diameter greater than or equal to that of the base. The container shall bear the contractor's name and toll-free telephone number.

Contractor: Person or persons authorized by the City to perform solid waste collection services

on prescribed routes within the City.

Dead Animals: Animals or portions thereof having expired from any cause, except those slaughtered or killed for human use, generally including dogs, cats, or other animals excluding farm stock.

Disposal: The orderly process of discarding useless or unwanted material in a beneficial or non-beneficial manner.

Disposal Facilities: The physical components of the disposal system, such as transfer conveyances, transfer stations, processing plants and landfills.

Disposal Site: A disposal facility permitted or approved by the Department of Environmental Quality, State of Louisiana.

Dumpster- a large trash receptacle designed to be hoisted and emptied into a truck. These are to be excluded from this proposal.

Garbage: All normal and usual household waste products that are placed in approved containers for collection purposes and are usually a mixture of putrescible, non-putrescible, combustible and incombustible materials, such as organic waste from food preparation and consumption, wrapping and packaging materials, metal, glass, and plastic containers and other items.

Generation: The act or process of producing solid waste.

Hazardous Waste: Any chemical, compound, mixture, substance or article which is designated by the United States Environmental Protection Agency or appropriate state or local agency to be "hazardous" as that term is defined by or pursuant to Federal, State, or local laws and ordinances.

Limbs: Limbs and/or tree, shrub and brush trimmings.

Misses: Instances where scheduled pickup was not collected as expected.

Non-Putrescible Solid Waste: Solid waste materials that do not contain organic matter that is subject to rapid decomposition by fungi and bacteria.

Offal Waste: Waste animal (land or marine) matter from establishments such as butcher shops, slaughterhouses, food processing and packing plants, rendering plants and fertilizer plants.

Owner: City of West Monroe, Louisiana.

Putrescible Solid Waste: Solid waste materials containing organic matter that are subject to rapid decomposition by fungi and bacteria, such as food waste and dead animals.

Rendering: A process of recovering fatty substances from animal parts by heat treatment, extraction and distillation.

Resident: Occupant of a residential unit.

Residential Unit: A dwelling within the corporate limits of the City of West Monroe occupied by a person or a group of people. Residential units also include a commercial unit generating an amount of garbage and rubbish, bulky waste and yard waste less than or equal to one 90-gallon container per collection. A residential unit shall be deemed occupied when either water or domestic light and power services are being supplied thereto. A condominium dwelling, whether of single or multi-level construction, or separate single-family dwelling units, including mobile homes, shall be treated as a residential unit, except that each single-family dwelling within any such residential unit shall be billed separately as a residential unit. Those units which are occupied, but do not have utility service shall be eligible for collection service and the Contractor shall be entitled to compensation.

Residential Solid Waste: All garbage and rubbish, bulky waste and yard waste generated by a resident at a residential unit.

Rubbish: A mixture of small, non-putrescible household, institutional, and commercial waste products containing a high percentage of combustible materials such as paper, cardboard, plastics, foliage, grass and leaves, and including non-combustibles such as glass, crockery, cans and light scrap metals. (Synonym: Trash.)

Solid Waste: Useless, unwanted or discarded materials with insufficient liquid content to be free flowing, that results from domestic, industrial, commercial, agricultural, governmental and community operations, which require proper storage, collection, transportation and disposal to prevent environmental pollution inimical to public health, safety and welfare, which may be lawfully disposed of at non-hazardous solid waste landfills permitted by State and/or Federal laws and regulations. Solid waste does not include sewage, earth, or material used to fill land in accordance with construction codes, mining residues, slag, dissolved or suspended solids in industrial wastewater effluents which are not for acceptable disposal in sanitary sewage treatment system or any material which may not be lawfully disposed of as collected, in a solid waste landfill permitted by State and/or Federal laws. For the purposes of this contract, solid waste does not include white goods.

Solid Waste Management: The purposeful, systematic control of the storage, collection, transport, separation, processing, recovery and disposal of solid waste.

Solid Waste Management System: The entire process of storage, collection, transportation, processing and disposal of solid waste by any person engaging in such process as a business or by any municipality, authority, parish or any combination thereof.

Solid Waste Storage: The handling and holding of solid waste, in an approved manner, near the point of generation pending collection.

Solid Waste Transportation: The conveying of solid waste from one place to another by means of a vehicle, rail car, water vessel, conveyor or other means.

Stable Matter: The body waste of animal and fowl, and cleanings, and waste foodstuffs from all barns, stables, corrals, or pens used for stabling, caging or penning of animals or fowl.

White Goods: Discarded domestic and commercial appliances, such as refrigerators, ranges, washers, and water heaters.

Yard Waste: Grass, leaves, flowers, stalks, stems, tree trimmings, branches, tree trunks. For the purposes of this contract, yard waste shall not include grass, leaves, flowers, stalks, stems, tree trimmings, branches or tree trunks cut by a commercial contractor. Grass, leaves, flowers, stalks, stems and tree trimmings shall be in a container, bag or box.

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____ MOTION BY: _____
SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO ENTER INTO A MEMORANDUM OF UNDERSTANDING OR A COOPERATIVE ENDEAVOR AGREEMENT WITH ONE OR MORE PARISH OR MUNICIPAL GOVERNMENTS, AGENCIES OF THE STATE OF LOUISIANA, AND OTHER STATE OR LOCAL PUBLIC ENTITIES; FOR THE UTILIZATION OF CERTAIN CITY STRUCTURES AS EMERGENCY EVACUATION SHELTERS UNDER CERTAIN CIRCUMSTANCES AND THE TERMS AND CONDITIONS OF SUCH UTILIZATION; TO AFFIRM THAT THIS APPROVAL IS CONTINUING; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to enter into a Memorandum of Understanding or Cooperative Endeavor Agreement with one or more parish governing authorities and/or municipalities, agencies of the State of Louisiana, and other state or local public entities, to provide for the utilization of certain City of West Monroe structures as emergency evacuation shelters under certain circumstances, and the terms and conditions of such utilization, with the general format to be similar to that attached as Exhibit “A” (being the Memorandum of Understanding with the Parish of Plaquemines), or that attached as Exhibit “B” (being the proposed Cooperative Endeavor Agreement with the Department of Children and Family Services (“DCFS”) of the State of Louisiana, or that attached as Exhibit “C” (being the Memorandum of Understanding with the Ouachita Parish School Board).

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to agree to such amendments and/or modifications of the terms of the example Memorandums of Understanding and Cooperative Endeavor Agreement attached to this ordinance as she determines to be either necessary or appropriate under the circumstances from time to time, including the setting of an appropriate fees for the facilities to be the subject of the agreement and thereafter to execute one or more Memorandum of Understanding; to establish a term of the particular agreement for a period of up to five (5) years; and in the event of one of the designated events described in the Memorandums of Understanding or Cooperative Endeavor Agreements

having occurred, then to undertake such actions in order to fulfill the terms and provisions of the Memorandum of Understanding or Cooperative Endeavor Agreement as she deems to be either necessary or proper;

SECTION 3. BE IT FURTHER ORDAINED by the Mayor and the Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened, that this is intended to be a continuing approval and authorization for so long as the format of Memorandums of Understanding and the Cooperative Endeavor Agreements is not significantly modified.

The above Ordinance was read and considered by sections at a public meeting of the Mayor and Board of Aldermen, in special and legal session convened, voted on by yea and nay vote, this 15th day of September, 2025, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 15TH DAY OF
SEPTEMBER, 2025

ANDREA PATE, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

STACI ALBRITTON MITCHELL, MAYOR
CITY OF WEST MONROE
STATE OF LOUISIANA

STATE OF LOUISIANA
COOPERATIVE ENDEAVOR AGREEMENT

THIS COOPERATIVE ENDEAVOR (the “agreement” or “Cooperative Endeavor” or “CEA”) is made and entered into this ____ day of _____, 2025 by and between the Department of Children and Family Services (DCFS), (“Department”), and the City of West Monroe (“Contractor”) officially domiciled at 2305 N. 7th Street, West Monroe La. 71291. Department and Contractor are referred to jointly as “Parties” and individually as “Party.”

ARTICLE I

WITNESSETH:

1.1 WHEREAS, Article VII, Section 14(C) of the Constitution of the State of Louisiana provides that “for a public purpose, the state and its political subdivisions...may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;” and

1.2 WHEREAS, Department, a state agency, desires to cooperate with Contractor in the implementation of the project hereinafter provided;

1.3 WHEREAS, the State of Louisiana provides several types of specialized emergency facilities for citizens moving out of harm’s way prior to and during a disaster. These specialized facilities can be used for any of the following: Critical Transportation Needs Shelters (CTNS), Medical Needs Shelters (MNS), Temporary Medical Operation and Staging Areas (TMOSA) and Federal Medical Stations (FMS), which are operated by the U.S. Department of Health and Human Services; and/or Disaster Supplemental Nutrition Assistance Program (DSNAP) site. This CEA is being used for a CTNS Shelter Site.

1.4 WHEREAS, Title 34 of Government Contracts, Procurement, and Property Control authorizes the Executive Branch to procure and find cost effective solutions for each of the Departments of the Executive Branch and it is to this end that Contractor/University/Other intends to provide: usable space listed (Attachment A) in the West Monroe Sports/Event Center, (875 Constitution Dr, West Monroe La.), (hereinafter referred to as “Facilities”), which will produce cost savings to the Department and the state as a whole;

1.5 WHEREAS, during a declared emergency, the Facilities shall be used for and meet the necessary standards of the following specific public purpose(s):

- Operate as a CTNS Shelter Site to assist [specify parishes]

NOW THEREFORE, in consideration of the mutual covenants herein contained, the Parties hereto agree as follows:

ARTICLE II - GUIDING PRINCIPLES

2.1 This Agreement is entered into by the Parties to provide a cooperative solution to the establishment of a State and/or Federally operated Facility during a State declared emergency.

- a. Points of Contact: In the event of a declared emergency, timely, clear, and efficient communication between the parties is imperative to ensuring the successful implementation of the Emergency Facility Service(s). Therefore, the Parties understand and agree that the Points of Contact (POC) must be up-to-date and readily available to discuss the emergency arrangements.
- b. The POCs for the respective parties shall be:

DEPARTMENT’s POC:

- A. Primary Contact: Todd Maxwell; (318) 218-9014; christopher.maxwell.dcf@la.gov
- B. Alternative Contact: Clint Phillips ; (318) 455-0173; clinton.phillips.dcf@la.gov

Contractor's POC:

- A. Primary Contact: City / Facility
- B. Alternative Contact: City / Facility

Should either Party need to modify or replace their respective POC due to a vacancy, department reorganization, or any other reason, written notice of the replacement POC shall be sent to the other Party within fifteen (15) days of the vacancy event.

c. The Contractor will remain committed to assisting Department in the entire process of the use the Facilities during the State declared emergency and the Parties will cooperate with each other in determining the daily operations, points of contact and other necessary information to ensure the safe and efficient running of the Facilities.

ARTICLE III - SCOPE OF SERVICES

3.1 The Contractor shall provide the Facilities, located at **875 Constitution Dr (Sports & Events Center)** for the use by Department during a State declared Emergency.

3.2 The specifications and details of the Facilities and a detailed description of all other potential services performed as part of this Agreement by Contractor are found attached hereto as **Attachment A**.

3.3 All payment terms and/or cost of additional services within the scope of work as part of this Agreement are found attached hereto as **Attachment A**.

ARTICLE IV- FACILITY AND EQUIPMENT

4.1 The Parties shall:

A. The Contractor hereby agrees to the following:

1. The Contractor's POC shall coordinate all of the Contractor's activities under this Agreement.
2. The Contractor shall permit Department to use the Contractor's facility for the purpose of implementation of the facility during periods of a federal or state declared emergency or disaster.
3. The Contractor and Department shall establish the specific use by Department and the procedures associated therewith of the Facilities and all other necessary services for the operation of the facility including, but not limited to housing, feeding, maintenance, custodial and such other services and materials as may be mutually agreed upon. Services and materials shall be provided at the times requested. All identified costs and methods of repayment associated with the use of the Facilities or services shall be set forth in Attachment A.
4. The Contractor shall immediately notify the Department's POC of any damages, modification, construction, or other matter that would prevent the Facilities from being used in the intended manner during a declared emergency.
5. The Contractor shall allow Department to bring all necessary equipment onto the premises to operate a State and/or federal ran facility.
6. The Contractor shall provide invoices and billing statements in the manner and method contemplated in accordance with Attachment A. All invoices and billing should contain necessary documentation pertaining to the particular usage and fee schedule. The Contractor must present all invoices/billing to Department no later than forty-five (45) days after closure of said facility.
7. Department is responsible for contacting the State Fire Marshal to seek approval for operation of a facility at the leased location. Contractor agrees to comply with any order issued during

the lease term by the State Fire Marshal's Office within the timeframe mandated by that office. Failure to do so will constitute a breach of the terms of said lease.

8. Contractor must provide documentation of compliance with the Department of Environmental Quality requirements for asbestos as provided in with LAC 33:III.2707 which can be either written confirmation that that construction occurred after 1978 or compliance documents from DEQ for construction before 1978. All documentation required under this section should be forwarded to the Division of Administration as an attachment to this CEA.

B. Department hereby agrees to the following:

The Department's POC shall coordinate the Department's activities as outlined in the scope of work.

1. Department shall contact the Contractor's POC within a minimum of six (6) and a maximum of twenty-four (24) hours of activating Facility to start operations at Facility.
2. Department shall review the submitted billing, if any, of the Contractor for any and all damage (normal wear and tear excluded) to the Facilities and premises caused or contributed to by Department. The Department will be authorized to take photographs of the Facility prior to activation of the Facility. If Department determines that sufficient documentation is provided to support the claim, Department will approve for submission to for payment.

ARTICLE V INSURANCE

5.1 If both Parties are participants of Louisiana's self-insurance program, the Parties shall defer to the Office of Risk Management's (ORM) guidelines, requirements, and obligations to ensure proper insurance coverage and, in cases of dispute of insured liability, ORM will investigate and determine the liability of the Parties.

5.2 If Section 5.1 is not applicable to this Agreement, the Facility shall purchase and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property:

- a. Workers Compensation: Workers Compensation insurance shall be in compliance with the Workers Compensation law of the State of the Facility's headquarters. Employers Liability is included with a minimum limit of \$500,000 per accident/per disease/per employee. A.M. Best's Insurance Company rating requirement may be waived for worker's compensation coverage only.
- b. Commercial General Liability: Commercial General Liability insurance shall have a minimum limit per occurrence of \$1,000,000 and a minimum general aggregate of \$2,000,000. Insurance Services Office Commercial General Liability occurrence coverage form CG 00 01 (current form approved for use in Louisiana) is to be used in the policy. Claims-made form is unacceptable.
- c. Professional Liability (Errors and Omissions) coverage: Professional liability shall have a minimum limit of \$1,000,000 per occurrence. "Claims-made" coverage is acceptable with the date of the inception of the policy no later than the first date of the anticipated work under this contract. The "claims-made" policy shall provide coverage for the duration of this contract and shall have an expiration date no later than 30 days after the anticipated completion of the contract. Furthermore, the policy shall provide for an "extended reporting period" of not less than 24 months, with full reinstatement of limits, from the expiration date of the policy and shall not be cancelled for any reason other than non-payment of premiums.

5.3 Subcontractors: Facility shall include all subcontractors as insureds under its policies OR shall be responsible for verifying and maintaining all certificates provided for each subcontractor.

5.4 For Nonstate DSNAP, and Private Facilities, Section 5.2 & Section 5.3 can be discussed in Attachment A.

ARTICLE VI - NON-DISCRIMINATION

6.1 The Parties agree to abide by all requirements of all federal and state law and, specifically, the following, as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and the Parties agree to abide by the requirements of the Americans with Disabilities Act of 1990.

6.2 The Parties agree not to discriminate in their employment practices and will render services under this Agreement without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by the Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this Agreement.

6.3 In accordance with Executive Order Number JBE 18-15, effective May 22, 2018, for any contract for \$100,000 or more and for any contractor with five or more employees, the Parties hereby certify that they are not engaging in a boycott of Israel, and shall, for the duration of this Agreement, refrain from a boycott of Israel.

6.4 Department reserves the right to terminate this Agreement if Contractor, or any subcontractor, engages in a boycott of Israel during the term of the Agreement.

ARTICLE VII - MONITORING

7.1 The Department's Contract Monitor for this agreement shall be the Department's POC as listed Section 2.1(b).

7.2 Monitoring Plan: During the term of this Agreement, the Department's POC shall ensure the Contractor's facilities are capable of meeting the desired Facility purpose. Should the need arise, the Department's POC shall meet with the Contractor's POC to discuss modifications, remedies, or other alternatives to ensure the State's emergency services are met and to ensure the Parties are in full compliance with requirements of this Agreement.

ARTICLE VIII- PAYMENT TERMS

8.1 This is an emergency contingency agreement. Therefore, unless the Facility(s) are activated during a declared emergency, there are no payments, exchange of funds, or reimbursement for travel expenses between the Department and the Contractor as part of the Cooperative Endeavor Agreement.

8.2 In the event the Facility Service(s) are activated during a declared emergency, reimbursements for expenditures occurring between the Department and the Contractor as part of the Cooperative Endeavor Agreement shall be constrained to those services contemplated in Attachment A.

ARTICLE IX - TERMINATION FOR CAUSE

9.1 Either party may terminate this Agreement for cause based upon the failure of the other party to comply with the terms and/or conditions of the Agreement; provided that the terminating party shall give the other party written notice specifying its failure. If within thirty (30) days after receipt of such notice to the POC, the notified party shall not have either corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the terminating party may, at its option, place the notified party in default and the Agreement shall terminate on the date specified in such notice. Notwithstanding any of the foregoing, both parties may exercise any additional rights available to them under Louisiana law to terminate for cause upon the failure of the other party to comply with the terms and conditions of this Agreement.

ARTICLE X - TERMINATION FOR CONVENIENCE

10.1 Either party may terminate the Agreement at any time by giving sixty (60) days written notice to the Contractor. Upon receipt of notice, Contractor shall, unless the notice directs otherwise, immediately discontinue all work contemplated under this Agreement, including the use of any software and/or proof of concept procedures in connection with the performance of this Agreement.

ARTICLE XI - OWNERSHIP

11.1 If applicable, all records, reports, documents, equipment or other material delivered or transmitted to Contractor by the State shall remain the property of the State, and shall be returned by the Contractor to the State, at the Contractor's expense, at termination or expiration of this Agreement. All records, reports, documents, or other material related to this Agreement and/or obtained or prepared by the Contractor in connection with performance of the services agreed to herein shall become the property of the State, and

shall, upon request, be returned by Contractor to the State at the Contractor’s expense at termination or expiration of this Agreement.

ARTICLE XII - ASSIGNMENT

12.1 The Contractor shall not assign any interest in this Agreement and shall not transfer any interest in same (whether by assignment or novation), without prior written consent of the State.

ARTICLE XIII - AUDITOR’S CLAUSE

13.1 It is hereby agreed that the Legislative Auditor of the State of Louisiana, and/or the Office of the Governor, Division of Administration auditors shall have the option of auditing all records and accounts of the Contractor which relate to this Agreement.

13.2 Contractor and any subcontractors paid under this Agreement shall maintain all books and records pertaining to this Agreement for a period of five years after the date of termination of the Agreement and any subcontract entered into under this Agreement.

ARTICLE XIV - ATTACHMENTS

14.1 Attachment A to this CEA contains all necessary additional terms for this Contractor. Attachment A is attached and made a part of this Agreement by reference. Examples of items included in Attachment A are overall Scope of Work, Fee Schedule, Emergency Lease Documents, etc.

ARTICLE XV - COUNTERSIGNATURE

15.1 This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which, taken together, shall constitute one and the same instrument.

ARTICLE XVI - AMENDMENTS IN WRITING

16.1 Any alteration, variation, modification, or waiver of provisions of this Agreement, other than written modification of a Party’s POC, shall be valid only when it has been reduced to writing, executed by all Parties and approved by the Director of the Office of Contractual Review, Division of Administration.

ARTICLE XVIII - TERM OF AGREEMENT

17.1 This Agreement shall begin on _____ and shall terminate on_____.

THUS DONE AND SIGNED AT West Monroe Louisiana on the ____ (day), of _____ (Month), _____(Year)

WITNESSES SIGNATURES: Contractor : City of West Monroe

_____ By: _____
NAME

Print Name _____ Title: _____

_____ Date: _____

Print Name_____

WITNESSES SIGNATURES: DEPARTMENT OF Children and Family Services

_____ By: _____

Print Name _____ Title: _____

_____ Date: _____

Print Name _____

APPROVED:

This _____ day of _____ , 2025.

Office of the Governor
Division of Administration

BY: _____, Director
Facility Planning and Control

ATTACHMENT A

(Documentation provided as part of CEA)

1. Emergency Lease Agreement
2. Rental Rate Mutual Agreement

**2023 – 2026 MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
PLAQUEMINES PARISH GOVERNMENT
AND
CITY OF WEST MONROE**

This agreement is entered into on the dates set forth herein by and between:

PLAQUEMINES PARISH GOVERNMENT, a political subdivision of the State of Louisiana, herein represented by W. Keith Hinkley, President of Plaquemines Parish Government, ("PPG"); and,

CITY OF WEST MONROE, a political subdivision of the State of Louisiana, herein represented by Staci Mitchell, Mayor, ("COWM").

WHEREAS, La. R.S. 33:1324 provides any parish or political subdivision of the state may make agreements among themselves to engage jointly in the construction or improvement of any public project or the promotion of and maintenance of any undertaking provided that at least one of the participants to the agreement is authorized under a provision of general or special law to perform such activity or exercise such power as may be necessary for completion of the undertaking; and

WHEREAS, Plaquemines Parish Government, through its Parish President, during an emergency event in the Parish, is empowered to take steps and measures necessary to protect the lives and property of the citizens of Plaquemines Parish; and

WHEREAS, PPG and COWM wish to memorialize an arrangement to grant use of the West Monroe Sports Complex, 1802 North 7th Street, West Monroe, LA 71291 as an emergency shelter in the event of a mandatory evacuation of the Parish of Plaquemines due to certain events, and

WHEREAS, Plaquemines Parish Government and the City of West Monroe find that entering into this Memorandum of Understanding will serve a public safety purpose and have a public benefit; and

NOW, THEREFORE, BE IT AGREED by and between PPG and COWM that:

1.

Upon the formal declaration of an emergency and/or a mandatory evacuation in Plaquemines Parish as a result of an immediate threat to life and property including but not limited to a tropical storm, hurricane, flood event, or other natural disaster or hazard, the City of West Monroe grants use of the West Monroe Sports Complex, together with on-site parking for daily transport vehicles and off-site parking for other evacuation vehicles, and adequate exterior area for the housing of household domestic pets as provided below (in the aggregate the "Shelter"), to the Plaquemines Parish Government Office of Homeland Security and Emergency Preparedness, with the shelter management to be provided by the COWM, or its designee, with the operation of the shelter to be subject to the designated shelter guidelines in order to provide shelter for up to a maximum of 250 Plaquemine Parish residents during and in the aftermath of a natural disaster or hazard.

2.

In such event, the Parish President of PPG, or his designee, will contact the City of West Monroe along with the Ouachita Parish Office Homeland Security and Emergency Preparedness director and provide no less than a 48-hour advance notice prior to arrival of Plaquemine Parish evacuees, together with providing an estimated time of arrival, an estimate of the number of evacuees, an estimated number of allowable household pets accompanying the evacuees, and estimated period of use of the Shelter. Once occupied, the estimated period of use of the Shelter shall be updated on an on-going and regular basis.

3.

The City of West Monroe shall not assume responsibility or have any obligation for any expenses involved in providing the use of the Shelter under this Memorandum of Understanding (MOU). Access to the Shelter shall be made available by the Mayor of the COWM who may

appoint a designee to provide access and oversee the use of the Shelter by PPG. PPG shall be informed of the Shelter contact person information.

4.

Rental fee for the Shelter will be \$250.00 per day. PPG shall also be responsible for overtime pay for such reasonably required overtime for all employees and/or contractors of the COWM for the proper operation of the Shelter. If the COWM provides items requested by the Shelter manager on behalf of the evacuees, PPG will reimburse the cost of such items to COWM. COWM shall also have the right to charge PPG for all costs and loss incurred due to the required cancellation of any previously scheduled events at the Shelter, including loss of revenue.

PPG anticipates providing 2 deputies and 2 or more Parks and Recreation employees to assist with the operation of the Shelter, as well as providing a vehicle available for local transport of the evacuees. The failure of PPG to do so may result in additional charges by the COWM or others, as necessary to provide those services intended to be provided by PPG.

COWM will provide an itemized invoice to PPG for all cost and expense incurred and will provide PPG with all necessary documents requested by PPG in order to verify the correctness of the invoice and/or to allow PPG to obtain further reimbursement from governmental and/or insurance sources. However, the obligations of PPG for the amounts owed to COWM under this MOU are not contingent upon PPG obtaining payments or reimbursements from any other source, and all amounts owed by PPG to the COWM shall be promptly remitted following receipt of invoice.

5.

To the fullest extent permitted by law, PPG shall protect, defend, indemnify, save and hold harmless the COWM, including all Municipal Departments, its elected and appointed officials, Agencies, Councils, Boards and Commission, Districts, their officers, agents, servants, contractors, and employees, including volunteers, from and against any and all claims, demands, expense, losses, suits, costs, actions, fines, penalties, actions, and liability, whether actual or alleged, arising out of or resulting from injury, sickness, disease or death to any person or the damage, loss, expense or destruction of any property, including loss of use resulting therefrom, which may occur, be caused by, or in any way resulting from any actual or alleged act, omission, negligence, misconduct, or strict liability of PPG, its agents, its sub-contractors, partners, servants, officers, employees, volunteers, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, related to the performance or non-performance of the contract herein entered into, including any and all costs, fines, penalties, expense and/or attorney fees including but not limited to expert witness fees, incurred by the COWM, all Municipal Departments, its elected and appointed officials, Agencies, Councils, Districts, Boards and Commissions, their officers, agents, servants, contractors, and employees, including volunteers, as a result of any such claims, demands and/or causes of action including any costs associated with the enforcement of this indemnity provision excepting only those arising out of the sole negligence of COWM, all Municipal Departments, its elected and appointed officials, Districts, Agencies, Councils Board and Commissions, their officers, agents, servants, contractors, and employees, including volunteers and, however, this provision shall not waive any governmental immunity available to PPG under Louisiana Law including the Louisiana Homeland Security and Emergency Assistance and Disaster Act and without waiving any defenses of the parties hereto.

6.

This MOU shall be terminated under any or all of the following conditions:

- A. By written mutual MOU and consent of the parties hereto.
- B. By PPG or COWM as a consequence of the failure of either party to comply with the terms and conditions of this MOU in a satisfactory manner, proper allowance being made for circumstances beyond the control of either party, by ninety (90) days written notice by PPG or COWM.

- C. Either entity (PPG or COWM) may terminate this MOU with stated cause with ninety (90) days written notice to the other.
- D. As provided in 10.

7.

The City of West Monroe shall allow PPG a pre-inspection of the Shelter to establish its condition prior to occupancy by PPG. PPG shall return the Shelter to the City of West Monroe in substantially the same condition as it was received by PPG. All damages caused by any person or entity during the time of use of the Shelter shall be promptly reimbursed to COWM by PPG upon receipt of written request.

8.

As provided in 1. above, PPG will be provided sufficient exterior area adjoining the Shelter to house the household domestic pets which are evacuated with the evacuees. All household domestic pets shall be properly caged, and the evacuees, PPG and/or its employees, contractors and/or volunteers shall be solely responsible for their feeding, care and maintenance.

9.

PPG shall maintain for the duration of this MOU a policy or policies of insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the terms of this MOU by the parties, their employees and agents with the following minimum limits:

- 1. General Liability: \$1,000,000.00 combined single limit per occurrence for bodily injury, personal injury and property damage.
- 2. Automobile Liability: \$500,000.00 combined single limit per accident, for bodily injury and property damage.
- 3. Worker’s Compensation Insurance to meet the applicable statutory requirements and Employer’s Liability Insurance with limits of not less than \$1,000,000.00 and which shall include:
 - a. Alternate Employer Endorsement
 - b. Voluntary Compensation Endorsement

COWM shall be named as an additional insured on all policies; all policies shall contain a “waiver of subrogation” in favor of COWM and those for whom it may be responsible; and COWM shall receive a current certificate of insurance reflecting those coverages and provisions.

10.

This MOU shall remain in effect from the date of execution until December 31, 2026 subject to written amendment upon mutual consent. However, this MOU may be immediately terminated without cause by either PPG or COWM upon providing written notice to the other if provided before July 1 of any year during the term of this MOU. That written notice must be given whether by US mail, certified or registered, or by a national commercial courier service with an ability to provide electronic tracking. For COWM notice must be given to Mayor, City of West Monroe, 2305 North 7th Street, West Monroe, LA 71291, and to Chief, WMFD, 4341 Cypress St., West Monroe, LA 71291; and for PPG notice must be given to Parish President, 333 F. Edward Herbert Blvd Building 100, Belle Chase, LA. 70037 and to Director, Homeland Security & Emergency Preparedness, 8056 Hwy. 23 Ste 308, Belle Chase, LA. 70037

Compliance with Laws

The parties hereto and their employees, contractors, and agents shall comply with all applicable federal, state, and local laws and ordinances in carrying out the provision of this MOU.

Choice of Law

This MOU shall be governed by Louisiana law, and the provisions of this MOU shall be enforced through, and any proceedings brought only in the 4th Judicial District Court, Ouachita Parish, Louisiana.

Attorney’s Fees

In the event of any required litigation in order to enforce the terms of this MOU, the Judge shall have the right (but not the obligation) to award attorney’s fees to the prevailing party.

Legal Construction

In case any one or more of the provisions contained in this MOU shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this MOU shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this MOU.

Amendment

No amendment to this MOU shall be effective unless it is in writing, signed by the duly authorized representatives of both parties.

No Waiver

The failure of PPG or COWM to enforce any of the terms of this MOU or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of any or all of the terms or conditions of this MOU.

No Assignment

PPG shall not have the right to assign any or all of its rights or obligations under this MOU without the prior express written approval of COWM.

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Understanding, in duplicate original as of the _____ day of March, 2023, in the presence of the undersigned witnesses, after due reading of the whole.

WITNESSES:

PLAQUEMINES PARISH GOVERNMENT

By: _____

W. KEITH HINKLEY, Parish President

Date: _____

WITNESSES:

CITY OF WEST MONROE

By: _____

STACI ALBRITTON MITCHELL, Mayor

Date: _____

Current contacts are as follows:

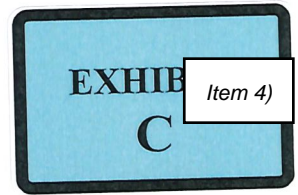
City of West Monroe
Staci Albritton Mitchell, Mayor
2305 North 7th Street
West Monroe, LA 71291

Charlie Simmons, Fire Chief
West Monroe Fire Department
4341 Cypress St.
West Monroe, LA 71291
318-397-0758 (office)
318-366-5461 (cell)

Plaquemine Parish Government
W. Keith Hinkley, Parish President
333 F. Edward Herbert Blvd Building 100
Belle Chase, LA 70037

Patrick A. Harvey, Director
Homeland Security & Emergency Preparedness
8056 Hwy. 23 Ste 308
Belle Chase, LA. 70037
504-297-5600
504-912-1007 (cell)

Ouachita Parish School Board Memorandum of Understanding Evacuation and Sheltering



This agreement is made and entered into between the **Ouachita Parish School Board** (sometimes hereafter "OPSB") and the City of West Monroe, Louisiana dba Ike Hamilton Expo Center (hereinafter sometimes "**Ike Hamilton Expo Center**") to establish shelter site locations and terms of use in the event of an evacuation of the students and staff of the **Ouachita Parish School Board**.

The **Ouachita Parish School Board** will make every effort to notify the **Ike Hamilton Expo Center** of evacuation possibilities with as much notice as possible. Contact information between the two parties shall be maintained in a separate appendix and is considered confidential information and is not subject to public disclosure except as otherwise required by law.

The **Ike Hamilton Expo Center** agrees to open their building located at 501 Mane Street, West Monroe, LA 71292 to provide shelter and assistance to students and staff evacuated during emergency situations when the students and staff have a need to be sheltered. The **Ike Hamilton Expo Center** has a capacity to accommodate 2,500 people in its stands/seating areas, and at least a similar number in its arena area.

The **Ike Hamilton Expo Center** understands that their organization will be responsible for opening the building and developing procedures for making the building accessible, including rest rooms and an area with phone and internet connection (if available) for **Ouachita Parish School Board** administrative personnel. Furthermore, **Ouachita Parish School Board** will provide supervision for all students and staff during the time that the facility is used as an emergency shelter site. However, in all events relating to the uses of the Ike Hamilton Expo Center facility, the Director of the Ike Hamilton Expo Center shall make the final decision(s).

The **Ouachita Parish School Board** agrees that it shall exercise reasonable care in the conduct of its activities in said facilities and further agrees to replace or reimburse the **Ike Hamilton Expo Center** for any items, materials, equipment or supplies that may be used by the district in the conduct of its sheltering activities in said facilities.

The **Ouachita Parish School Board** will be responsible for replacing, restoring or repairing damage occasioned by the use of any building, facilities or equipment belonging to the **Ike Hamilton Expo Center**.

The **Ouachita Parish School Board** will reimburse the **Ike Hamilton Expo Center** for any bona fide expenditure of personnel required to maintain the facility, including overtime costs, upon production of receipts or time sheets. The **Ouachita Parish School Board** will not pay any operational or administrative fees to the **Ike Hamilton Expo Center**.

However, **Ouachita Parish School Board** acknowledges that **Ike Hamilton Expo Center** has on-going commitments to provide significant services to others that may cause significant current and future financial harm to both the **Ike Hamilton Expo Center** and to others if the contracted and scheduled events are disrupted, even if temporarily. Should there be on-going or pending contracted events at the **Ike Hamilton Expo Center** at the time contacted by **Ouachita Parish School Board** to provide emergency sheltering under this MOU, **Ike Hamilton Expo Center** will promptly and fully inform **Ouachita Parish School Board** of that event or events, and whether the emergency sheltering will or may cause disruption whereby financial loss could be incurred by **Ike Hamilton Expo Center** and/or the event or events so that **Ouachita Parish School Board** can then determine if other alternatives should be utilized. But if no other alternatives are available. If **Ouachita Parish School Board** determines that the **Ike Hamilton Expo Center** alone can provide the emergency sheltering needed, **Ouachita Parish School Board** shall be responsible for and shall reimburse **Ike Hamilton Expo Center** and the event or events for actual losses or expenses incurred, whether current or future.

The **Ouachita Parish School Board** shall provide any and all releases of information to the press and media. Requests for interviews or information submitted to the **Ike Hamilton Expo Center** shall be directed to the **Ouachita Parish School Board's** Public Information Officer or the Superintendent of Schools.

The **Ouachita Parish School Board** will make every effort to recognize the hospitality of the **Ike Hamilton Expo Center** in any press or media releases pertaining to the relocation and sheltering of students and staff.

Nothing in this MOU is intended to conflict with current laws or regulations of the United States of America, state of Louisiana or local government. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this MOU shall remain in full force and effect.

This agreement shall become effective on August 17, 2022, and may be modified upon the mutual written consent of the parties.

The terms of this agreement, unless modified with the consent of both parties, shall be a period of one (1) year, but shall be automatically renew for consecutive periods of one (1) year upon expiration of the previous term unless written notice of termination is given by either party to the other prior to the renewal date. However, either party, upon sixty (60) days written notice to the other party, may terminate this Memorandum of Understanding and agreement at any time.

The terms of this agreement, as modified with the consent of both parties, AND NOW, effective this 17th day of August, 2022, the parties hereby acknowledge in duplicate original the foregoing as the terms and conditions of their understanding.

Superintendent of Schools, OPSB

Authorized Signature, City of West
Monroe, dba Ike Hamilton Expo
Center

Date

Date

Ouachita Parish School Board
Memorandum of Understanding
Evacuation and Sheltering Contact Information
Confidential – Not for Public Disclosure

Ouachita Parish School Board: _____

Address:

Phone:

Fax:

Principal:

Email:

Phone:

Cell:

Alternate:

Email:

Phone:

Cell:

Alternate:

Email:

Phone:

Cell:

Approximate

Number of Students:

Number of Staff:

Evacuation Route from School to Shelter Site:

Student Pick-Up Point:

Bus:

Parent/Guardian:

Special Needs of Students/Staff:

Please attach additional planning or operational procedures to this form.

Ike Hamilton Expo Center:

Address:

Phone:

Fax:

Occupancy Capacity:

Contact Person(s)

1st Name:

Address:

Email:

Phone:

Cell:

2nd Name:

Address:

Email:

Phone:

Cell:

3rd Name:

Address:

Email:

Phone:

Cell:

Ouachita Parish School Board

Memorandum of Understanding

Evacuation and Sheltering Contact Information

Confidential – Not for Public Disclosure

Ouachita Parish School Board: _____

Address:

Phone:

Fax:

Principal:

Email:

Phone:

Cell:

Alternate:

Email:

Phone:

Cell:

Alternate:

Email:

Phone:

Cell:

Approximate

Number of Students:

Number of Staff:

Evacuation Route from School to Shelter Site:

Student Pick-Up Point:

Bus:

Parent/Guardian:

Special Needs of Students/Staff:

Please attach additional planning or operational procedures to this form.

Ike Hamilton Expo Center:

Address: 501 Mane Street, WM, LA 71292

Phone: (318) 325-9160

Fax: (318) 329-9183

Occupancy Capacity: 3,900

Contact Person(s):

Chris Post, Department Head

cpost@westmonroe.la.gov

Cell: (318) 663-9594

Josh Kicklighter

jkicklighter@westmonroe.la.gov

Cell: (318) 381-9926

Jason Delrio

jdelrio@westmonroe.la.gov

Cell: (318) 355-6648

OTHER – EMERGENCY USE ONLY

WMPD – Chief Jeff Terrell

Cell: (318) 450-0964

– Major David May

Cell: (318) 376-9108

WMFD – Chief Charlie Simmons

Cell: (318) 366-5461

WM City Hall – Mayor: Staci Albritton Mitchell

Cell: (318) 680-3729

– Chief of Staff: Courtney Hornsby

Cell: (318) 792-3757

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO ACCEPT THE LOW BID SUBMITTED WHICH MEETS THE PLANS AND SPECIFICATIONS AND IS WITHIN THE ESTIMATED COST OF CONSTRUCTION, BEING THE BID OF JABAR CORPORATION FOR \$418,668.50; AND THEREAFTER TO ENTER INTO A CONSTRUCTION CONTRACT WITH JABAR CORPORATION, FOR CERTAIN CONSTRUCTION SERVICES IN CONNECTION WITH THE PROJECT KNOWN AS “CROSLEY STREET SANITARY SEWER IMPROVEMENTS”; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened that the City of West Monroe accepts the low bid which met the plans and specifications for that work described as the “Crosley Street Sanitary Sewer Improvements”, being the bid of JABAR Corporation, in the amount of \$418,668.50.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened, that Staci Albritton Mitchell, as Mayor, and on behalf of the City of West Monroe, Louisiana, be and she is hereby authorized to enter into a construction contract with JABAR Corporation, for certain construction services in connection with the “Crosley Street Sanitary Sewer Improvements”, with the terms, conditions and provisions to be set forth in a construction contract utilizing the format of the Agreement attached as Exhibit “A”.

SECTION 3. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to further negotiate and modify any further provisions of the referenced contract as she determines necessary or appropriate, and thereafter to execute such contract, together with executing any and all further documents determined to be either necessary or appropriate in conjunction with the contract authorized above, and to take any and all other actions either necessary or appropriate in order to comply the terms of that executed contract.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in special and legal session convened, voted on by yea and nay vote, passed and adopted the 15th day of September, 2025, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST: _____

APPROVED THIS 15TH DAY OF
SEPTEMBER, 2025

ANDREA PATE, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

STACI ALBRITTON MITCHELL, MAYOR
CITY OF WEST MONROE
STATE OF LOUISIANA

AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 2025, by and between

_____ The City of West Monroe _____, hereinafter called
(Name of Owner)

"OWNER" and _____ JABAR Corporation _____, doing business as a
corporation hereinafter called "CONTRACTOR."

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the Crosley Street Sanitary Sewer Improvements.

2. The CONTRACTOR will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT described herein.

3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS within 10 calendar days after the date of the NOTICE TO PROCEED and will complete with same within 120 consecutive calendar days (Base Bid) unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS. In default thereof, the Contractor shall be liable for liquidated damages in the amount of Two Hundred and No/100 (\$200.00) Dollars per calendar day of delinquency.

4. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of \$ 418,668.50, or as shown in the BID schedule.

5. The term "CONTRACT DOCUMENTS" means and includes the following:

- (A) BID FORM
- (B) Bid BOND
- (C) Agreement
- (D) General Conditions
- (E) Payment BOND

- (F) Performance BOND
- (G) DRAWINGS prepared by S. E. Huey Co. signed and dated June 2025.
- (H) SPECIFICATIONS prepared or issued by S. E. Huey Co. signed and dated June 2025.
- (I) ADDENDA: Addendum 1

6. The OWNER will pay to the CONTRACTOR in the manner and at such times as set forth in the General Conditions such amounts as required by the CONTRACT DOCUMENTS.

7. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrator, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in (4) each of which shall be deemed an original on date
(No. of Copies)

first above written.

(SIGNATURES ON FOLLOWING PAGE)

WITNESS:

OWNER:

_____ City of West Monroe _____

BY _____

Name Staci Albritton Mitchell
(Please Type)

Title Mayor

WITNESS:

CONTRACTOR:

BY _____

Name _____
(Please Print)

Address _____

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____ MOTION BY: _____
SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA, TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH LAZENBY & ASSOCIATES, INC., FOR CERTAIN ENGINEERING, SURVEYING, AND RELATED SERVICES RELATED TO THE PREPARATION OF TOPOGRAPHIC SURVEY, FINAL PROJECT PLANS, PROJECT SPECIFICATIONS AND BID DOCUMENTS FOR THE PROJECT “JULIA STREET IMPROVEMENTS”; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to accept and execute on behalf of the City of West Monroe, Louisiana, the proposal for certain engineering, surveying, and related services with Lazenby & Associates, Inc. relating to the preparation of topographic survey, final project plans, project specifications and bid process administration for the project “Julia Street Improvements”, with a copy of that proposed contract attached as Exhibit “A”.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in special and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to take any and all actions and to execute any and all further documents she deems either necessary or proper to negotiate, prepare, execute and carry out the activities arising out of the contract described above according to its terms and intent, including but not limited to such negotiations and modifications as she determines appropriate regarding the terms and conditions of the engagement and the nature of the services performed.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in special and legal session convened, voted on by yea or nay vote, this 15th day of September, 2025, the final vote being as follows:

YEA: _____
NAY: _____
NOT VOTING: _____

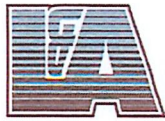
ABSENT: _____

ATTEST:

APPROVED THIS 15TH DAY OF
SEPTEMBER, 2025

ANDREA PATE, CITY CLERK
CITY OF WEST MONROE
STATE OF LOUISIANA

STACI ALBRITTON MITCHELL, MAYOR
CITY OF WEST MONROE
STATE OF LOUISIANA



LAZENBY
& ASSOCIATES, INC.
CONSULTING ENGINEERS & LAND SURVEYORS

2000 NORTH
WEST MONROE, LA 71291
TEL. 318/387-2710

EXP
Item 6)

September 9, 2025

Mayor Staci Albritton Mitchell
City of West Monroe
2305 North 7th Street
West Monroe, Louisiana 71291

RE: Engineering & Surveying Proposal for
Julia Street Improvements
City of West Monroe
West Monroe, Louisiana

Dear Mayor:

Lazenby & Associates, Inc. is pleased to submit this lump sum proposal in the amount of **\$51,325.00** to provide professional engineering & surveying services as required to prepare construction plans and specifications for a city street improvement project on Julia Street from McMillan Road to Cypress Street. Our proposal includes the following tasks:

- Topographic Survey
- Final Plans
- Specifications & Bid Documents

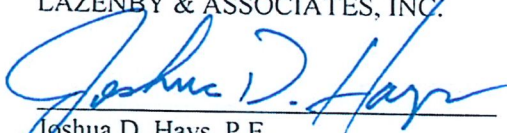
This proposal is based on conducting field surveys and preparing final plans, specifications, and bid documents to produce a shovel ready project.

This proposal does not include geotechnical testing or a soils report which will be prepared by others. These items will be required to complete the construction plans. In addition, this proposal does not include Construction Engineering & Inspection (CE&I) services or Construction Layout services during construction. These services can be proposed under a separate proposal at a later date. Additionally, this proposal does not include Field Testing & Laboratory work during construction which will be performed by others.

Should you be in agreement with our proposal, please acknowledge acceptance by signing in the space provided below and return this letter to our office. The signing of this Document will also serve as our Notice to Proceed once fully executed. Please contact me should you have any questions concerning our proposal or if you wish to discuss the scope of this project in greater detail. Thank you for considering our firm for the design services required on this project.

Sincerely,

LAZENBY & ASSOCIATES, INC.


Joshua D. Hays, P.E.

PROPOSAL ACCEPTED BY:

Staci Albritton Mitchell
Mayor

UNDER CONSTRUCTION

Project	Description	Funding	Status
North 7th Street Bicycle/Pedestrian Path (Arkansas Rd. to Otis St.)	Construction of 10' wide concrete path along the east side of North 7th Street.	FHWA Rec Trails Prog/City	Construction coordination with Entergy to set meter base underway.
New Drago Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Drago LS. Funding from LA Water Sector Program.	WSP/ City	Construction in progress. Approx. 45% complete.
Crosley Sanitary Sewer Improvements	Sanitary sewer rehabilitation along Crosley, from Trenton to N. 7th.	City	Bid received. Recommendation of award on council agenda.

Project Classifications

Transportation
Drainage
Water System
Sewer System
Quality-of-Life/Economic/Safety

Prepared by Robert L. George, IV, P.E.



IN DESIGN

Project	Description	Funding	Status
Exchange Street Drainage Improvements	Catch basins, drainage pipe installation, pavement widening at the intersection of Downing Pines Road and Exchange Street.	City	Out for bids, due 9/18/25.
S. 8th Street Drainage Improvements (LGAP FY22-23)	Conflict box and drainage pipe replacement at the S. 8th/Linderman intersection.	LGAP/City	Design Phase. LGAP contract received.
2023 DOTDTAP: N 6th Street Sidewalks	Construction of sidewalks along N. 6th Street, from WMHS to Clayton Street.	LaDOTD/City	100% Final Plans submitted.
Black Bayou Canal - Thomas Rd. Area (EDA)	Repair concrete canal near Assembly and Walmart.	EDA/FEMA/ City	Will be submitted to EDA for final review 9/16/25.
McMillan Rd. Sidewalks (LaDOTD Safe Routes to Public Places Program)	New sidewalks along the south side of McMillan Road, from Hilton Street to the library.	LaDOTD/City	Reviewing comments received from LADOTD Bridge Design
Crosley Street Rehabilitation	Mill & Overlay with sidewalk replacement, from Trenton St. to N. 7th Street.	Urban Systems (80/20)	Design Phase.
Arkansas Road Improvements	Widen and Rehabilitate Arkansas Road, From N. 7th to Otis St.	Urban Systems (80/20)	Design Phase.
Black Bayou Canal Improvements (HMGP)	Improvements including cleaning, widening, and armoring portions of the Black Bayou Canal south of I-20.	FEMA/City	Pending FEMA EHP approval. Awaiting USACE Draft 404 permit and mitigation requirements.
Kiroli Sidewalk Project	Install new sidewalks along Kiroli Road from Post Oak Apartments to Arkansas Road. Install pedestrian crossing at Kiroli Elementary.	DOTD TAP (80/20)	Design Phase.
New Austin Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Austin LS.	EDA/City	Plan Development.
Mid-City Drainage (Fed Approp/FEMA-PDM)	Drainage improvements between Trenton Street and Black Bayou Canal. (\$2.4m Award)	FEMA/City	Scope modification and budget variance approved. Revised 60% Preliminary Plans submitted to FEMA. EA coordination underway.
Cypress/Slack Drainage Improvements (LWI-DSP)	Drainage improvements at Golf Course Creek crossings of Cypress and Slack Streets.	LWI/City	Preparing H&H documentation for submission along w/ 30% Preliminary Plans.
Trenton Corridor Bike/Ped and Utilities (Fed Approp/LaDOTD)	Bury utilities and construct bike/ped path along Trenton St. from Otis St. to Bridge St. (\$5.0m Award)	FEMA/City	Preliminary design and utility verification.

Project Classifications

Transportation
Drainage
Water System
Sewer System
Quality-of-Life/Economic/Safety

Prepared by Robert L. George, IV, P.E.



**SEPTEMBER 15, 2025
WEST MONROE CITY COUNCIL MEETING
ENGINEERING UPDATE
L&A, INC. PROJECT NO. 25E038.00**

Kiroli Walk Trail Improvements

- Benchmark Construction Group is under construction. Tentative substantial completion date is end of October 2025.

Sunshine Heights Drainage Improvements

- Kepper Trucking & Dirt Contracting is the low bidder
- Mobilized September 2, 2025

Downtown Utility Survey & Preliminary Engineering

- Coordinating with companies for TV camera footage of drainage pipe

Constitution Drive Improvements

- Amethyst Construction is the contractor
- Construction began September 2, 2025

Downing Pines Road: Roundabout at Mane Street

- State Project Number H.016019
- LDOTD in process of advertisement for consultant procurement, consultant submissions are due September 10, 2025.

Cotton Street Sidewalk & Street Improvements

- Bridge Street to Wood Street
- Coordinating with companies for TV camera footage of drainage pipe and sewer services

Cotton Street Water & Sewer Utility Improvements

- Pine Street to Wood Street
- DRA Funded Project (SEDAP) LA-7333
- Coordinating with companies for TV camera footage of drainage pipe and sewer to verify sewer services along Cotton Street from Natchitoches to Wood

FUND 001 General Fund				DEBIT	CREDIT
ACCOUNT	ACCOUNT	DESCRIPTION		BALANCE	BALANCE
101 01 00		Cash / Operating Cash		4,852,540.57	
101 04 00		Cash / Old General Fund Cash		.00	
101 11 00		Cash / 86 Sales Tax Account		.00	
101 20 00		Cash / Investment in LAMP		3,763,801.36	
101 22 00		Cash / Money Market Account		.00	
101 30 00		Cash / Investment in MM		.00	
102 10 00		Cash with Fiscal Agent / Crawford & Company		.00	
102 20 10		Petty Cash / Cash Boxes		16,057.25	
103 10 00		Current Investments / Reserve Cash		5,112,767.14	
105 00 00		Current Assets / Property Tax Receivable		.00	
111 00 00		Current Assets / Tax Lien Receivable		.00	
115 00 00		Current Assets / Accounts Receivable		158,495.35	
115 10 10		Utility Billing / Utility		73,696.22	
115 12 00		Accounts Receivable / Billed Services		8,175.84	
115 20 10		Code Enforcement / Code Enforcement		99,403.94	
115 25 10		Building Permits / Building Permits		8,490.00	
115 30 10		Parks & Recreation / KIROLI Park		1,002.00	
115 35 10		Cultural & Recreation / Convention Center		3,182.67	
115 35 15		Cultural & Recreation / Expo Center		24,915.00	
115 40 10		Due From Employees / Insurance Premiums		2,868.61	
115 40 15		Due From Employees / Payroll Levy			3,086.01
115 40 20		Due From Employees / Travel Advances		11,311.13	
115 40 25		Due From Employees / Advance Checks		.00	
115 45 10		Special Details / Police Details		51,433.43	
115 50 10		NSF Checks / NSF		1,107.00	
115 70 10		Due From Other Entities / Golf Course		.00	

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
115 70 15	Due From Other Entities / Georgia Pacific	.00	
115 70 20	Due From Other Entities / Riverwood	.00	
115 80 00	Accounts Receivable / Due from Other Entities	.00	
115 80 10	Due from Other Entities / Energy Lease	.00	
115 80 11	Due from Other Entities / Cable Franchise Fee	29,952.81	
115 80 12	Due from Other Entities / Due from Art Council	.00	
115 80 13	Due from Other Entities / WPS Building Lease Receiv	56,295.00	
115 80 15	Due from Other Entities / Marshal's Office	.00	
115 80 16	Due from Other Entities / WM City Court	8,143.74	
115 80 17	Due from Other Entities / WOPT	.00	
115 80 30	Due from Other Entities / ATMOS Gas	.00	
115 80 35	Due from Other Entities / Entergy	102,148.88	
126 10 00	Due From DEQ / State	21,791.25	
126 10 15	State / Mosquito Abatement	.00	
126 12 00	Due From DEQ / Ouachita Parish	.00	
126 14 10	City of Monroe / Sales Tax		1,714,059.71
126 14 11	City of Monroe / Automobile Rental Tax	.00	
126 15 00	Due From DEQ / Federal Govt	.00	
126 15 10	Federal Govt / FEMA	.00	
126 15 12	Federal Govt / IRS	.00	
126 15 17	Federal Govt / Dept of Justice	.00	
130 60 10	Due From Other Funds / Utility Enterprise Fund	.00	
130 60 11	Due From Other Funds / Street Maintenance Fund	.00	
130 60 12	Due From Other Funds / WOSC Fund	.00	
130 60 13	Due From Other Funds / Workman's Comp Res Fd	.00	
130 60 14	Due From Other Funds / General Insurance Fund	.00	

FUND 001 General Fund						
ACCOUNT	ACCOUNT DESCRIPTION			DEBIT BALANCE		CREDIT BALANCE
130 60 15	Due From Other Funds / Grant Fund			.00		
130 60 16	Due From Other Funds / Sales Tax Fund			.00		
130 60 17	Due From Other Funds / Employee Health Ins Fund			.00		
130 60 19	Due From Other Funds / Capital Fund			326,713.00		
130 60 20	Due From Other Funds / Office of Motor Vehicles			.00		
130 60 21	Due From Other Funds / Sec 8 Housing Fund			741,426.38		
130 60 22	Due From Other Funds / Hasley 75%			.00		
130 60 23	Due From Other Funds / Hasley 25%			.00		
130 60 24	Due From Other Funds / Juvinile Justice Fund			.00		
130 60 25	Due From Other Funds / LCDBG Fund			.00		
130 60 26	Due From Other Funds / Detention Basin Fund			.00		
130 60 28	Due From Other Funds / OCOG			.00		
130 60 30	Due From Other Funds / BeardFest Fund			.00		
141 10 00	Inventories / Office Supplies					1,649.15
141 15 00	Inventories / Parts			19,513.45		
141 20 00	Inventories / Food Inventory Conv Cntr			.00		
141 25 00	Inventories / Food Inventory Expo Cntr			.00		
143 10 10	Prepaid Services / Phone Cards			.00		
143 10 15	Prepaid Services / Advertising			.00		
151 10 00	Non-Current Assets / Investments			.00		
202 00 00	Current Liabilities / Vouchers/Accounts Payable					261,788.93
202 10 00	Vouchers/Accounts Payable / Accounts Payable General					.00
206 00 00	Current Liabilities / Retainage Payable					.00
207 10 40	Sales Tax Payable / Convention Center					8,282.28
207 10 41	Sales Tax Payable / Expo Center					.00
207 10 42	Sales Tax Payable / Golf Course					.00

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
207 10 43	Sales Tax Payable / KIROLI		.00
207 20 10	Due to State / Handicap Parking		.00
207 20 11	Due to State / Due to State		.00
207 30 10	Due to Other Agencies / Cost of Court Distributn		209,332.60
207 30 12	Due to Other Agencies / OPOHSEP		.00
207 30 15	Due to Other Agencies / District Attorney		.00
207 30 16	Due to Other Agencies / 4TH Judicial Dist Court		.00
207 30 17	Due to Other Agencies / O.P.S.O		.00
207 30 19	Due to Other Agencies / Monroe Police Department		.00
207 30 20	Due to Other Agencies / OPSD Bond Premiums		.00
207 30 22	Due to Other Agencies / The Wellspring		.00
207 30 25	Due to Other Agencies / Metro Narcotics Unit		.00
207 30 48	Due to Other Agencies / City of Monroe		.00
207 40 10	Court Cost Distribution / Marshal Special Fund		.00
207 40 11	Court Cost Distribution / Court Special Fund		.00
207 40 12	Court Cost Distribution / Indigent Defender Board		.00
207 40 14	Court Cost Distribution / Crime Lab		.00
207 40 16	Court Cost Distribution / Crime Victim Fund		.00
207 40 18	Court Cost Distribution / Law Enf Trng Assistance		.00
207 40 20	Court Cost Distribution / CMIS / State Treasury		.00
207 40 22	Court Cost Distribution / Injury Trust Fund		.00
207 40 24	Court Cost Distribution / Crime Stoppers		.00
207 40 26	Court Cost Distribution / Restitution		.00
207 40 28	Court Cost Distribution / Pub Safety App. Tech		.00
207 40 30	Court Cost Distribution / ROC Due to Clerks		.00
207 40 32	Court Cost Distribution / Witness Fee		.00

FUND 001 General Fund				DEBIT	CREDIT
ACCOUNT	ACCOUNT DESCRIPTION			BALANCE	BALANCE
207 40 34	Court Cost Distribution / Cash Bonds				.00
207 40 35	Court Cost Distribution / LA Supreme Court				.00
207 41 10	Marshal Office Payables / Seizures and Forfeitures				.00
208 12 00	Due to Other Funds / Credit Union Fund				.00
208 13 00	Due to Other Funds / Grant Fund				.00
208 14 00	Due to Other Funds / Capital Projects Fund				.00
208 16 00	Due to Other Funds / Juvenile Justice Grnt Fd				.00
208 17 00	Due to Other Funds / Due to Capital Fund				135,541.00
208 20 00	Due to Other Funds / 2007 DFC Fund				.00
208 21 00	Due to Other Funds / O.C.O.G.				.00
216 10 10	Police / state supplemental			25,800.00	
217 10 10	Taxes Payable / Medicare/Social Security			171.13	
217 10 20	Taxes Payable / Federal Taxes			1,259.41	
217 10 30	Taxes Payable / State Taxes			52.85	
217 10 35	Taxes Payable / Unemployment Tax				.00
217 10 50	Taxes Payable / Property Tax				.00
217 20 10	Pensions Payable / MERS				264.09
217 20 20	Pensions Payable / Police			1,709.41	
217 20 30	Pensions Payable / Fire				.00
217 20 40	Pensions Payable / Judge			.09	
217 30 10	Deferred Compensation / PEBSCO				.00
217 30 20	Deferred Compensation / VALIC				.00
217 35 10	HSA Contributions / UMB				.00
217 40 05	Insurances Payable / Voluntary Life AD&D			839.65	
217 40 10	Insurances Payable / Health			570.62	
217 40 15	Insurances Payable / Critical Illness			22.66	

FUND 001 General Fund				DEBIT	CREDIT
ACCOUNT	ACCOUNT DESCRIPTION			BALANCE	BALANCE
217 40 16	Insurances Payable / Group Life Insurance				1,700.42
217 40 17	Insurances Payable / Long Term Disability			411.39	
217 40 18	Insurances Payable / Short Term Disability			255.13	
217 40 20	Insurances Payable / Accident Insurance				989.98
217 40 25	Insurances Payable / Gap Insurance				.00
217 40 30	Insurances Payable / National Teachers				.00
217 40 35	Insurances Payable / UNUM Life & Critical Care				.00
217 40 40	Insurances Payable / Vision			2,134.48	
217 40 45	Insurances Payable / US Legal				.00
217 40 50	Insurances Payable / Dental			31,730.70	
217 40 55	Insurances Payable / Prepaid Legal				.15
217 40 56	Insurances Payable / Cancer				.00
217 40 57	Insurances Payable / AFLAC				142.29
217 40 58	Insurances Payable / Met Life Dental				.00
217 40 59	Insurances Payable / Met Life Insurance				14,812.39
217 40 60	Insurances Payable / Brokers National				.00
217 40 61	Insurances Payable / Assurity				.00
217 50 10	Charities Payable / United Way				.00
217 60 10	Other Deductions / Bankruptcy				.00
217 60 15	Other Deductions / Judgements				.00
217 60 20	Other Deductions / Fitness Mem Payable				.00
217 60 50	Other Deductions / Credit Union				.00
217 70 10	Union Dues / Fire Union				.00
217 70 20	Union Dues / Police Association				.00
217 70 25	Union Dues / Police Union				.00
217 70 30	Union Dues / MPOA/LPOA Relief				.03

FUND 001 General Fund			DEBIT	CREDIT
ACCOUNT	ACCOUNT	DESCRIPTION	BALANCE	BALANCE
218 01 00		Payroll Liabilities / Accrual Offset		.00
218 02 00		Payroll Liabilities / Salaries Payable	553.26	
222 10 00		Gratuities / WMCC Gratuities		.00
223 10 00		Deferred Revenue / Overpayments		35,560.09
223 12 00		Deferred Revenue / Deferred Rent Income		.00
223 15 00		Deferred Revenue / Property Tax Redemptions		.00
223 20 00		Deferred Revenue / Property Tax		.00
227 10 10		Collection Fee Pay / Archon		.00
228 20 10		Building Inspection / Contractor's Deposits		37,352.00
228 30 10		EVIDENCE DEPOSIT / Kiroli Park		.00
228 30 15		EVIDENCE DEPOSIT / Recreation Center		.00
228 30 20		EVIDENCE DEPOSIT / Convention Center		15,226.17
228 30 25		EVIDENCE DEPOSIT / Expo Center		53,100.00
228 30 30		EVIDENCE DEPOSIT / POLICE		.00
239 50 00		Other Non-Current Liab / Prpty Tax Under Protest		.00
239 60 10		Unearned Income / DF Lease		.00
242 10 00		Fund Equitiy / Revenue Control Account		2,837,649.24
242 20 00		Fund Equitiy / Expenditure Cntrl Summary	4,051,319.73	
243 00 00		Fund Equity / Encumbrance Control	150,574.15	
244 00 00		Fund Equity / Reserve for Encumbrances		150,574.15
250 00 00		Fund Equity / Pr Yr Res for Encumbrance		343,894.18
253 10 00		Fund Balance / Unreserved Fund Balance		13,937,631.82
		FUND TOTALS	19,762,636.68	19,762,636.68
		FUND IS IN BALANCE		

City of West Monroe

FUND 001 General Fund		ACCOUNT	*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
		DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
310		Taxes								
311		Property Tax								
	10 00	Real Property	108,333	487.33		216,666	6,641.97	3	1,300,000	1,293,358.03
	20 00	Personal Property	0	.00		0	.00		0	.00
311	**	Property Tax	108,333	487.33		216,666	6,641.97	3	1,300,000	1,293,358.03
313		Sales & Use Tax								
	00 00	Sales & Use Tax	1,666,667	1,837,967.68	110	3,333,334	1,837,967.68	55	20,000,000	18,162,032.32
	10 00	Auto Rental Tax	1,750	4,822.10	276	3,500	7,077.18	202	21,000	13,922.82
313	**	Sales & Use Tax	1,668,417	1,842,789.78	111	3,336,834	1,845,044.86	55	20,021,000	18,175,955.14
316		Gross Receipts Business								
	10 61	Insurance Premuim Tax	45,833	.00		91,666	7,610.00	8	550,000	542,390.00
316	**	Gross Receipts Business	45,833	.00		91,666	7,610.00	8	550,000	542,390.00
318		Other Taxes								
	20 10	CATV	9,333	25,985.07	278	18,666	25,985.07	139	112,000	86,014.93
	20 15	ATMOS Gas	6,667	.00		13,334	18,832.39	141	80,000	61,167.61
	20 20	Entergy	63,333	120,326.72	190	126,666	120,326.72	95	760,000	639,673.28
	20 25	Adelphia	0	.00		0	.00		0	.00
	20 *	Franchise Tax	79,333	146,311.79	184	158,666	165,144.18	104	952,000	786,855.82
318	**	Other Taxes	79,333	146,311.79	184	158,666	165,144.18	104	952,000	786,855.82
319		Penalties and Interest								
	10 10	Property Tax	333	49.59	15	666	516.67	78	4,000	3,483.33
	10 60	Occupational License	500	28.99	6	1,000	1,779.73	178	6,000	4,220.27
	10 61	Insurance	0	.00		0	.00		0	.00
	10 *	Taxes	833	78.58	9	1,666	2,296.40	138	10,000	7,703.60
319	**	Penalties and Interest	833	78.58	9	1,666	2,296.40	138	10,000	7,703.60
310	***	Taxes	1,902,749	1,989,667.48		3,805,498	2,026,737.41		22,833,000	20,806,262.59
320		Licenses and Permits								
321		Business Licenses								
	10 10	Alcoholic Beverages	2,167	495.00	23	4,334	495.00	11	26,000	25,505.00
	10 60	Occupational	75,000	2,258.35	3	150,000	9,906.00	7	900,000	890,094.00
	10 62	ROW Usage Lic	0	.00		0	.00		0	.00
	10 65	Taxi Permits	0	.00		0	.00		0	.00
	10 *	Business Licenses	77,167	2,753.35	4	154,334	10,401.00	7	926,000	915,599.00

City of West Monroe
REVENUE REPORT
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City of West Monroe

FUND 001 General Fund										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
20 10		Contractor Certificate	1,083	375.00	35	2,166	750.00	35	13,000	12,250.00
321	**	Business Licenses	78,250	3,128.35	4	156,500	11,151.00	7	939,000	927,849.00
322		Nonbusiness								
10 10		Building	5,000	2,612.00	52	10,000	4,589.00	46	60,000	55,411.00
10 20		Electrical	1,250	1,328.00	106	2,500	2,064.00	83	15,000	12,936.00
10 25		Plumbing	833	295.00	35	1,666	980.00	59	10,000	9,020.00
10 30		Gas	0	.00		0	.00		0	.00
10 35		Heat & Air	833	525.00	63	1,666	810.00	49	10,000	9,190.00
10 40		Mobile Home	8	.00		16	.00		100	100.00
10 *		Inspection Permits	7,924	4,760.00	60	15,848	8,443.00	53	95,100	86,657.00
20 10		House Moving	0	.00		0	.00		0	.00
20 15		Rental Inspection	0	.00		0	.00		0	.00
20 20		ROW Usage	208	.00		416	.00		2,500	2,500.00
20 *		Special Permits	208	.00		416	.00		2,500	2,500.00
322	**	Nonbusiness	8,132	4,760.00	59	16,264	8,443.00	52	97,600	89,157.00
320	***	Licenses and Permits	86,382	7,888.35		172,764	19,594.00		1,036,600	1,017,006.00
330		Intergovernmental Revenue								
331		Federal Grants								
18 00		Section 8	20,015	.00		40,030	.00		240,181	240,181.00
21 00		EPA	12,750	.00		25,500	.00		153,000	153,000.00
22 00		Dept of Homeland Security	0	.00		0	.00		0	.00
40 00		Dept of Justice	4,583	.00		9,166	.00		55,000	55,000.00
43 00		LA Comm Law Enf Adm CrmJS	0	.00		0	.00		0	.00
331	**	Federal Grants	37,348	.00		74,696	.00		448,181	448,181.00
332		Ouachita Parish								
10 00		Court Support	1,917	1,916.67	100	3,834	3,833.34	100	23,000	19,166.66
12 00		Workforce Development	0	.00		0	.00		0	.00
13 00		District Attorney	0	.00		0	.00		0	.00
332	**	Ouachita Parish	1,917	1,916.67	100	3,834	3,833.34	100	23,000	19,166.66
334		State Revenue								
11 00		State Revenue	0	.00		0	.00		0	.00
12 00		Dpt of Military Affairs	0	.00		0	.00		0	.00
14 00		LA Hwy Safety Commission	8,333	.00		16,666	18,386.03	110	100,000	81,613.97
15 00		Office of Business Devel	0	.00		0	.00		0	.00
16 00		Homeland Secrty & Emg Prp	0	.00		0	.00		0	.00
17 00		LA Comm on Law Enfrcemnt	0	.00		0	.00		0	.00

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FUND 001 General Fund									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
21 00	Division of Administratio	0	.00		0	.00		0	.00
25 00	Culture Rec & Tourism	0	.00		0	.00		0	.00
29 00	DOTD	896	.00		1,792	.00		10,750	10,750.00
90 10	State Signal Light	1,867	.00		3,734	11,200.00	300	22,400	11,200.00
90 12	Misc Rev	0	.00		0	.00		0	.00
90 15	State Street Maint	1,542	.00		3,084	.00		18,500	18,500.00
90 25	2nd Injury Reinbursement	0	.00		0	.00		0	.00
90 *	Other State Rev	3,409	.00		6,818	11,200.00	164	40,900	29,700.00
334 **	State Revenue	12,638	.00		25,276	29,586.03	117	151,650	122,063.97
335	State Shared Revenues								
10 70	Beer Tax	1,667	.00		3,334	5,420.14	163	20,000	14,579.86
10 90	Fire Insurance 2%	7,083	91,043.54	1285	14,166	91,043.54	643	85,000	6,043.54
10 *	Taxes	8,750	91,043.54	1041	17,500	96,463.68	551	105,000	8,536.32
335 **	State Shared Revenues	8,750	91,043.54	1041	17,500	96,463.68	551	105,000	8,536.32
330 ***	Intergovernmental Revenue	60,653	92,960.21		121,306	129,883.05		727,831	597,947.95
340	Charges for Services								
341	General Government								
10 10	Cost of Court	0	.00		0	.00		0	.00
10 12	Marshal Revenue	0	.00		0	.00		0	.00
10 15	City Attorney Work Rev	0	.00		0	.00		0	.00
10 *	Court	0	.00		0	.00		0	.00
30 10	Zoning Fee	583	1,000.00	172	1,166	1,250.00	107	7,000	5,750.00
30 15	Vant Strct Reg Fee	0	.00		0	.00		0	.00
30 *	Zoning	583	1,000.00	172	1,166	1,250.00	107	7,000	5,750.00
50 10	Activity Revenue	0	.00		0	.00		0	.00
50 12	Misc Revenue	0	.00		0	.00		0	.00
50 14	Building Rent	0	.00		0	.00		0	.00
50 *	Community Development	0	.00		0	.00		0	.00
341 **	General Government	583	1,000.00	172	1,166	1,250.00	107	7,000	5,750.00
342	Public Safety								
10 10	Housing Prisoners Rev	0	.00		0	.00		0	.00
10 15	Misc Rev	0	.00		0	.00		0	.00
10 *	Jail Revenue	0	.00		0	.00		0	.00

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FUND 001 General Fund									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
15 10	Police Fees	250	230.00	92	500	522.50	105	3,000	2,477.50
15 12	Bonds & Surrety	1,417	1,425.00	101	2,834	2,440.00	86	17,000	14,560.00
15 13	Metro Reimbursement	3,333	.00		6,666	15,952.90	239	40,000	24,047.10
15 15	Miscellaneous Rev	667	3,470.00	520	1,334	4,995.00	374	8,000	3,005.00
15 17	Property Owner's Serv Fee	0	.00		0	.00		0	.00
15 19	Drug Forfeiture Rev	167	.00		334	.00		2,000	2,000.00
15 *	Police	5,834	5,125.00	88	11,668	23,910.40	205	70,000	46,089.60
20 10	Service Charge	167	.00		334	.00		2,000	2,000.00
342 **	Public Safety	6,001	5,125.00	85	12,002	23,910.40	199	72,000	48,089.60
343	Charges for Services								
10 00	Grass Cut	2,917	8,550.00	293	5,834	13,880.00	238	35,000	21,120.00
12 00	Demolition	833	.00		1,666	.00		10,000	10,000.00
13 00	Electricity charging sale	42	40.55	97	84	84.82	101	500	415.18
14 05	CE Trash Removal	21	.00		42	.00		250	250.00
14 10	Express Trash Service	292	.00		584	366.50	63	3,500	3,133.50
14 *	Trash Removeal	313	.00		626	366.50	59	3,750	3,383.50
15 00	CE Structure Security	417	.00		834	.00		5,000	5,000.00
16 00	Administration Fee	1,250	3,275.00	262	2,500	6,375.00	255	15,000	8,625.00
17 10	RAD Class	0	.00		0	.00		0	.00
343 **	Charges for Services	5,772	11,865.55	206	11,544	20,706.32	179	69,250	48,543.68
344	Sanitation								
10 30	Garbage	80,417	80,981.94	101	160,834	161,291.56	100	965,000	803,708.44
10 35	Excess Trash Rev	5,833	5,476.00	94	11,666	11,403.00	98	70,000	58,597.00
10 *	Utilities	86,250	86,457.94	100	172,500	172,694.56	100	1,035,000	862,305.44
344 **	Sanitation	86,250	86,457.94	100	172,500	172,694.56	100	1,035,000	862,305.44
345	Health & Safety								
50 10	Stray Animal Fee	0	.00		0	.00		0	.00
345 **	Health & Safety	0	.00		0	.00		0	.00
346	Community Development								
10 10	Activity Revenue	250	937.00	375	500	2,243.00	449	3,000	757.00
10 12	Misc Revenue	25	.00		50	.00		300	300.00
10 14	Program Revenue	0	.00		0	.00		0	.00
10 16	Concession Revenue	0	.00		0	.00		0	.00
10 *	Community Center	275	937.00	341	550	2,243.00	408	3,300	1,057.00
346 **	Community Development	275	937.00	341	550	2,243.00	408	3,300	1,720.00

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FUND 001 General Fund									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
347	Culture & Recreation								
10 02	Entrance Fees	13,333	8,771.50	66	26,666	20,731.50	78	160,000	139,268.50
10 03	Season Pass	833	1,300.00	156	1,666	2,700.00	162	10,000	7,300.00
10 04	Lodge Rent Fees	0	.00		0	.00		0	.00
10 05	Dog Registration Fee	0	.00		0	.00		0	.00
10 06	Shelter Rent Fees	5,417	5,273.00	97	10,834	13,255.01	122	65,000	51,744.99
10 08	Other Facility Rent Fees	8	.00		16	.00		100	100.00
10 10	Concessions	250	443.14	177	500	913.79	183	3,000	2,086.21
10 90	Miscellaneous Revenue	833	469.00	56	1,666	5,445.50	327	10,000	4,554.50
10 *	Kiroli Park	20,674	16,256.64	79	41,348	43,045.80	104	248,100	205,054.20
13 10	Shelter Rent	0	.00		0	.00		0	.00
13 12	Misc Rev	0	.00		0	.00		0	.00
13 14	Activity Revenue	0	.00		0	.00		0	.00
13 *	Restoration Park	0	.00		0	.00		0	.00
15 10	BMX Track	0	.00		0	.00		0	.00
15 90	Miscellaneous Revenue	0	.00		0	.00		0	.00
15 *	Lazarre Park	0	.00		0	.00		0	.00
20 10	Facility Rent	1,250	1,827.00	146	2,500	3,350.00	134	15,000	11,650.00
20 11	Memberships	500	210.00	42	1,000	340.00	34	6,000	5,660.00
20 12	Concessions	50	36.23	73	100	105.57	106	600	494.43
20 15	Program Revenue	2,083	1,280.50	62	4,166	2,016.50	48	25,000	22,983.50
20 16	Basketball Revenue	0	.00		0	.00		0	.00
20 *	Recreation Center	3,883	3,353.73	86	7,766	5,812.07	75	46,600	40,787.93
30 10	Membership Fee	0	.00		0	.00		0	.00
30 15	Booth Rental	917	2,685.00	293	1,834	4,320.00	236	11,000	6,680.00
30 20	Pea Sheller	250	1,098.00	439	500	2,232.00	446	3,000	768.00
30 21	Pecan Sheller	200	.00		400	.00		2,400	2,400.00
30 25	Freezer Rental	583	1,890.00	324	1,166	3,024.00	259	7,000	3,976.00
30 30	Misc Revenue	26	90.00	346	52	141.00	271	315	174.00
30 *	Farmer's Market	1,976	5,763.00	292	3,952	9,717.00	246	23,715	13,998.00
40 10	Non-Catered Event Income	0	.00		0	.00		0	.00
40 11	Equipment Rental	2,500	.00		5,000	375.00	8	30,000	29,625.00
40 12	Concessions	1,333	.00		2,666	1,333.37	50	16,000	14,666.63
40 13	Deposit Forfieture	65	.00		130	.00		775	775.00
40 14	Catering	1,000	.00		2,000	69.90	4	12,000	11,930.10
40 15	Interagency Promotion	83	.00		166	.00		1,000	1,000.00
40 16	Outside Caterer Fee	1,833	.00		3,666	2,387.50	65	22,000	19,612.50
40 17	RV Space Rental	0	.00		0	.00		0	.00
40 18	Room Rental	8,167	.00		16,334	3,750.00	23	98,000	94,250.00

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FUND 001 General Fund									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
40 19	Special Events	258	.00		516	90.00	17	3,100	3,010.00
40 20	Beverage Revenue	917	.00		1,834	110.44	6	11,000	10,889.56
40 21	Catering IKE	0	.00		0	.00		0	.00
40 22	Other Rev	0	.00		0	.00		0	.00
40 23	Ticket Sales Cnv Cntr	0	.00		0	.00		0	.00
40 *	Convention Center	16,156	.00		32,312	8,116.21	25	193,875	185,758.79
45 10	Equine Event Rental	23,750	33,415.00	141	47,500	37,165.00	78	285,000	247,835.00
45 11	Rental Forfeiture	0	.00		0	.00		0	.00
45 12	Stall Rentals	15,833	4,035.00	26	31,666	11,135.00	35	190,000	178,865.00
45 13	Shavings Sales	16,000	2,650.00	17	32,000	6,120.00	19	192,000	185,880.00
45 14	Other Event Rental	4,167	2,600.00	62	8,334	3,100.00	37	50,000	46,900.00
45 16	RV Space Rental	9,167	11,070.00	121	18,334	14,850.00	81	110,000	95,150.00
45 17	Concessions	14,333	7,192.00	50	28,666	18,960.88	66	172,000	153,039.12
45 18	Equipment Rental	5,833	12,077.50	207	11,666	13,851.20	119	70,000	56,148.80
45 19	Interagency Promotion	183	.00		366	.00		2,200	2,200.00
45 20	General Parking Fee Rev	0	.00		0	.00		0	.00
45 21	Sponsorships	0	.00		0	.00		0	.00
45 22	Security	250	2,640.00	1056	500	2,640.00	528	3,000	360.00
45 23	Ticket Sales - Ike	0	.00		0	.00		0	.00
45 24	Misc Rec - Ike	0	.00		0	.00		0	.00
45 25	Beverage Sales	250	.00		500	.00		3,000	3,000.00
45 *	Ike Hamilton Expo Center	89,766	75,679.50	84	179,532	107,822.08	60	1,077,200	969,377.92
347 **	Culture & Recreation	132,455	101,052.87	76	264,910	174,513.16	66	1,589,490	1,414,976.84
348 20 10	Public Works Street Cuts	0	.00		0	100.00		0	100.00-
348 **	Public Works	0	.00		0	100.00		0	100.00-
340 ***	Charges for Services	231,336	206,438.36		462,672	395,417.44		2,776,040	2,380,622.56
350	Fines								
351	Court Fines								
10 10	City Court Fines	40,000	.00		80,000	29,765.10	37	480,000	450,234.90
10 12	General Court Costs	9,167	.00		18,334	3,125.50	17	110,000	106,874.50
10 15	Parking Ticket Fines	0	.00		0	.00		0	.00
10 18	DWI Fines	4,167	.00		8,334	6,389.36	77	50,000	43,610.64
10 20	DWI Special Cost	458	.00		916	750.00	82	5,500	4,750.00
10 21	DL Suspension	0	.00		0	.00		0	.00
10 *	Court	53,792	.00		107,584	40,029.96	37	645,500	605,470.04
351 **	Court Fines	53,792	.00		107,584	40,029.96	37	645,500	605,470.04

City of West Monroe

FUND 001 General Fund										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
352	81 00	Fees NSF Fee	0	15.00		0	15.00		0	15.00-
352	**	Fees	0	15.00		0	15.00		0	15.00
350	***	Fines	53,792	15.00		107,584	40,044.96		645,500	605,455.04
360		Invstmnts,Rents,Contribut								
361		Investment Earnings								
	10 00	Interest Revenue	25,250	.00		50,500	72,602.61	144	303,000	230,397.39
	10 10	General Govt	0	.00		0	.00		0	.00
	10 15	Hasley Cemetary Trust	0	.00		0	.00		0	.00
	10 *	Interest Revenue	25,250	.00		50,500	72,602.61	144	303,000	230,397.39
361	**	Investment Earnings	25,250	.00		50,500	72,602.61	144	303,000	230,397.39
362		Rents and Royalties								
	10 00	Rent of Office Space	250	150.00	60	500	250.00	50	3,000	2,750.00
	20 10	Energy Lease Royalties	542	358.55	66	1,084	855.22	79	6,500	5,644.78
	30 10	Golf Course Rent	0	.00		0	.00		0	.00
	30 12	Ice Machine IKE	0	.00		0	.00		0	.00
	30 15	ATM	167	.00		334	187.00	56	2,000	1,813.00
	30 *	Leases	167	.00		334	187.00	56	2,000	1,813.00
362	**	Rents and Royalties	959	508.55	53	1,918	1,292.22	67	11,500	10,207.78
363		Escheats								
	10 00	Sales of Recyclables	4,500	2,148.83	48	9,000	3,618.13	40	54,000	50,381.87
363	**	Escheats	4,500	2,148.83	48	9,000	3,618.13	40	54,000	50,381.87
364		Contributions / Donations								
	10 00	Kiroli Contributions	0	.00		0	.00		0	.00
	12 00	Expo Center Contributions	0	.00		0	.00		0	.00
	13 00	Community Development	0	.00		0	.00		0	.00
	30 00	Private Contributions	3,333	.00		6,666	1,085.07	16	40,000	38,914.93
364	**	Contributions / Donations	3,333	.00		6,666	1,085.07	16	40,000	38,914.93
360	***	Invstmnts,Rents,Contribut	34,042	2,657.38		68,084	78,598.03		408,500	329,901.97
390		Other Financing Sources								
391		Interfund Transfers In								
	12 00	Transfers In	0	.00		0	.00		0	.00
	13 00	86 Sales Tax Capital	0	.00		0	.00		0	.00

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FUND 001 General Fund									
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18 00	Section 8 Fund	0	.00		0	.00		0	.00
19 00	Utility Enterprise Fund	0	.00		0	.00		0	.00
391	** Interfund Transfers In	0	.00		0	.00		0	.00
392	Proceeds from Asset Disp								
10 00	Sale of Assets	20,833	.00		41,666	135,600.00	325	250,000	114,400.00
20 00	Comp on Loss of Cap Asset	0	.00		0	.00		0	.00
392	** Proceeds from Asset Disp	20,833	.00		41,666	135,600.00	325	250,000	114,400.00
393	Gen Long Term Debt Issued								
10 00	General Obligation Bonds	0	.00		0	.00		0	.00
393	** Gen Long Term Debt Issued	0	.00		0	.00		0	.00
394	Miscellaneous Revenue								
10 00	Other Misc Revenue	7,083	4,854.68	69	14,166	10,167.55	72	85,000	74,832.45
10 05	Unknown	0	.00		0	.00		0	.00
10 06	Credit Card Fee	1,000	576.68	58	2,000	1,606.80	80	12,000	10,393.20
10 10	Re-Insurance Claims Rev	0	.00		0	.00		0	.00
10 12	Claims	0	.00		0	.00		0	.00
10 *	Other Misc Revenue	8,083	5,431.36	67	16,166	11,774.35	73	97,000	85,225.65
394	** Miscellaneous Revenue	8,083	5,431.36	67	16,166	11,774.35	73	97,000	85,225.65
390	*** Other Financing Sources	28,916	5,431.36		57,832	147,374.35		347,000	199,625.65
FUND TOTAL General Fund		2,397,870	2,305,058.14		4,795,740	2,837,649.24		28,774,471	25,936,821.76
GRAND TOTAL		2,397,870	2,305,058.14		4,795,740	2,837,649.24		28,774,471	25,936,821.76

FUND 901 Utility Enterprise Fund				DEBIT BALANCE	CREDIT BALANCE
ACCOUNT	ACCOUNT DESCRIPTION				
101 01 00	Cash / Operating Cash			1,685,500.63	
115 10 10	Utility Billing / Utility			1,865,412.43	
115 12 00	Accounts Receivable / Billed Services			17,442.00	
115 40 20	Due From Employees / Travel Advances				182.00
115 50 10	NSF Checks / NSF			.00	
115 70 15	Due From Other Entities / Georgia Pacific			.00	
115 70 20	Due From Other Entities / Riverwood			12,125.00	
116 10 00	Allowance for Uncollectab / Utility Billing				1,198,917.19
126 12 10	Ouachita Parish / Sewer Dist #5			194,864.93	
130 60 18	Due From Other Funds / City General Fund			.00	
149 10 00	Deferred Charges / Net Pension Liability			1,463,595.96	
151 10 00	Non-Current Assets / Investments			.00	
161 00 00	Fixed Assets / Land			74,150.00	
162 00 00	Fixed Assets / Infrastructure			54,969,535.00	
162 10 00	Infrastructure / Accumulated Depreciation				33,781,306.94
163 00 00	Fixed Assets / Building			73,435.92	
163 10 00	Building / Accumulated Depreciation				73,434.75
164 00 00	Fixed Assets / Imp Other Than Buildings			.00	
164 10 00	Imp Other Than Buildings / Accumulated Depreciation			.00	
165 00 00	Fixed Assets / Machinery & Equipment			2,196,582.28	
165 10 00	Machinery & Equipment / Accumulated Depreciation				1,910,537.26
166 00 00	Fixed Assets / Construction in Progress			.00	
202 00 00	Current Liabilities / Vouchers/Accounts Payable				5,051.44
202 10 00	Vouchers/Accounts Payable / Accounts Payable General				.00
206 00 00	Current Liabilities / Retainage Payable				.00
207 10 35	Sales Tax Payable / Water				67,417.83

FUND 901 Utility Enterprise Fund			
ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
208 11 00	Due to Other Funds / City General Fund		.00
208 23 00	Due to Other Funds / 2010 DEQ SRB Sinking Fund		.00
208 24 00	Due to Other Funds / 2010 DEQ SRB Reserve Fund		.00
208 25 00	Due to Other Funds / 2010 DEQ SRB Cap Add & Cn		528,000.00
217 10 35	Taxes Payable / Unemployment Tax		.00
218 01 00	Payroll Liabilities / Accrual Offset		.00
218 02 00	Payroll Liabilities / Salaries Payable		.00
218 03 00	Payroll Liabilities / Accrued VAC/SIC		87,056.68
223 10 00	Deferred Revenue / Overpayments		8,175.00
223 11 00	Deferred Revenue / Net Pension Liability		773,110.45
228 10 10	Utilities / Water		253,598.89
238 10 00	Net Pension Obligation / MERS		4,506,603.34
242 10 00	Fund Equitiy / Revenue Control Account		1,443,042.88
242 20 00	Fund Equitiy / Expenditure Cntrl Summary	1,046,628.01	
243 00 00	Fund Equity / Encumbrance Control	44,402.95	
244 00 00	Fund Equity / Reserve for Encumbrances		44,402.95
250 00 00	Fund Equity / Pr Yr Res for Encumbrance		112,618.84
254 10 00	Retained Earnings / Unreserved Retnd Earnings	33,621,362.13	
261 10 00	Invested in Capital Assts / Contributed Capital		52,471,580.80
	FUND TOTALS	97,265,037.24	97,265,037.24
	FUND IS IN BALANCE		

City of West Monroe

FUND 901 Utility Enterprise Fund		ACCOUNT	*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT		DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
340		Charges for Services								
344		Sanitation								
	10 15	Sewer	140,292	158,989.76	113	280,584	299,455.21	107	1,683,500	1,384,044.79
	10 20	Sewer Line Services	0	.00		0	.00		0	.00
	10 35	Excess Trash Rev	0	.00		0	.00		0	.00
	10 *	Utilities	140,292	158,989.76	113	280,584	299,455.21	107	1,683,500	1,384,044.79
	15 10	Sewer Dist 5	133,333	98,187.39	74	266,666	230,398.00	86	1,600,000	1,369,602.00
344	**	Sanitation	273,625	257,177.15	94	547,250	529,853.21	97	3,283,500	2,753,646.79
348		Public Works								
	10 10	Water	191,983	198,901.73	104	383,966	430,528.03	112	2,303,791	1,873,262.97
	10 20	Treatment Plant	218,370	241,177.68	110	436,740	463,958.89	106	2,620,440	2,156,481.11
	10 25	Penalty	7,083	13,822.81	195	14,166	15,156.42	107	85,000	69,843.58
	10 50	Taps	0	225.00		0	436.50		0	436.50-
	10 *	Utilities	417,436	454,127.22	109	834,872	910,079.84	109	5,009,231	4,099,151.16
348	**	Public Works	417,436	454,127.22	109	834,872	910,079.84	109	5,009,231	4,099,151.16
340	***	Charges for Services	691,061	711,304.37		1,382,122	1,439,933.05		8,292,731	6,852,797.95
350		Fines								
352		Fees								
	81 00	NSF Fee	0	.00		0	.00		0	.00
352	**	Fees	0	.00		0	.00		0	.00
350	***	Fines	0	.00		0	.00		0	.00
360		Invstmnts,Rents,Contribut								
361		Investment Earnings								
	10 00	Interest Revenue	0	.00		0	.00		0	.00
361	**	Investment Earnings	0	.00		0	.00		0	.00
360	***	Invstmnts,Rents,Contribut	0	.00		0	.00		0	.00
390		Other Financing Sources								
391		Interfund Transfers In								
	12 00	Transfers In	0	.00		0	.00		0	.00
391	**	Interfund Transfers In	0	.00		0	.00		0	.00
392		Proceeds from Asset Disp								
	10 00	Sale of Assets	0	.00		0	.00		0	.00
392	**	Proceeds from Asset Disp	0	.00		0	.00		0	.00

City of West Monroe
REVENUE REPORT
17% OF YEAR LAPSED

City of West Monroe

FUND 901 Utility Enterprise Fund									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
393 10 00	Gen Long Term Debt Issued General Obligation Bonds	0	.00		0	.00		0	.00
393 **	Gen Long Term Debt Issued	0	.00		0	.00		0	.00
394 10 00	Miscellaneous Revenue Other Misc Revenue	0	1,142.33		0	3,109.83		0	3,109.83-
394 **	Miscellaneous Revenue	0	1,142.33		0	3,109.83		0	3,109.83-
390 ***	Other Financing Sources	0	1,142.33		0	3,109.83		0	3,109.83-
FUND TOTAL	Utility Enterprise Fund	691,061	712,446.70		1,382,122	1,443,042.88		8,292,731	6,849,688.12
GRAND TOTAL		691,061	712,446.70		1,382,122	1,443,042.88		8,292,731	6,849,688.12