



Notice of:

BOARD OF ALDERMEN REGULAR MEETING

Tuesday, January 6, 2026 at 6:00 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

Motion to Approve Minutes

- [1\)](#) Motion to approve the Minutes of the December 16, 2025 Regular Council Meeting.

Recognitions/Presentations

Mayor's Review

Community Announcements

ADMINISTRATION/FINANCE

- [2\)](#) **Read aloud by the Mayor: Announcement of Public Meeting**

Notice is hereby given that at its meeting to be held on Tuesday, February 3, 2026 at 6:00 p.m. at its regular meeting place, the West Monroe Council Chambers, 2305 North 7th Street, West Monroe, Louisiana, the Mayor and Board of Aldermen plans to consider adopting a resolution ordering and calling an election to be held in the City of West Monroe, State of Louisiana, to authorize the renewal of a sales and use tax therein.

BUILDING AND DEVELOPMENT

LEGAL

PUBLIC WORKS

COMMUNITY SERVICES

PARKS AND RECREATION

- [3\)](#) **Ordinance** to declare certain moveable property as surplus, and to be sold by public internet auction (chairs at West Monroe Convention Center).

POLICE/FIRE

WMFD

- [4\)](#) **Ordinance** to approve a Cooperative Endeavor Agreement with the Ouachita Parish Police Jury relating to the temporary use of the West Monroe Fire Department's reserve ladder fire truck in the event of the loss of use of fire apparatus by the Ouachita Parish Fire Department.

WMPD

- 5) **Ordinance** to authorize the sale of certain movable property which is no longer needed for any public purpose from the West Monroe Police Department to Patriot Pawn, LLC. (Introduced at December 2, 2025 meeting and properly advertised thereafter)
- 6) **Ordinance** to authorize the sale of his service firearm to retired Captain Vernon Pettengill.

ENGINEERING/CONSTRUCTION PROJECTS

- 7) New Black Bayou Stormwater Pumping Station Project - City Project #000228

Ordinance to authorize execution of a contract with S.E. Huey Co. for Engineering Services.

- 8) Parkwood Sanitary Sewer Main Improvements (DRA-SEDAP) - City Project #250015

Ordinance to authorize execution of a contract with S.E. Huey Co. for Engineering Services.

- 9) New Drago Street Sanitary Sewer Lift Station - City Project #000180

Authorize Change Order No. 2 (+ \$34,773.57; + 0 days) with Don M. Barron Contractor, Inc.

- 10) Project Updates

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

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.



BOARD OF ALDERMEN REGULAR MEETING
Tuesday, December 16, 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
Morgan Buxton
Thom Hamilton
Ben Westerburg

ABSENT

Rodney Welch

The meeting was opened with prayer and the Pledge of Allegiance.

Motion to Approve Minutes

Motion to approve the Minutes of the December 2, 2025 Regular Council Meeting.

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

Recognitions/Presentations

City of West Monroe Employees were recognized for years of service.

The City recognized Dr. Terry King by proclamation for his achievements in pediatric cardiology and more.

ADMINISTRATION/FINANCE

Resolution 871: Resolution to accept the audit for the fiscal year ending June 30, 2025 and the Independent Accountant's report on applying Statewide Agreed-Upon Procedures (SAUP) for the fiscal year ending June 30, 2025.

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

Ordinance 5550: Ordinance to authorize a renewal (Addendum Number 23) of the Worker's Compensation Claims Administration Agreement with Louisiana Agricultural Corporation, LLC (dba LAC Claims) - \$22,000.00 annual cost.

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

Ordinance 5551: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines, & Company, CPAs, to conduct the audit for the City of West Monroe, Louisiana, for the fiscal year of July 1, 2025 to June 30, 2026.

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

Ordinance 5552: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines, & Company, CPAs, to conduct the Statewide Agreed-Upon Procedures (SAUP) for the City of West Monroe, Louisiana for the fiscal year of July 1, 2025 to June 30, 2026.

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

Ordinance 5553: Ordinance to authorize the execution of an Engagement Letter with Cameron, Hines, & Company, CPAs, to conduct Statewide Agreed-Upon Procedures (SAUP) for the Housing Authority (Section 8) of the City of West Monroe, Louisiana, for the fiscal year of July 1, 2025 to June 30, 2026.

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

PUBLIC WORKS

Resolution 872: Resolution to accept recommendation of award in response to the Request for Proposal for Solid Waste Pickup, and Waste Disposal Services.

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

ENGINEERING/CONSTRUCTION PROJECTS

City of West Monroe WWTP Sludge Removal and Disposal - City Project #250024

Ordinance 5554: Ordinance to authorize execution of a contract with Domingue, Szabo, & Associates, Inc. for Engineering Services.

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

Well 10 Granulated Activated Carbon (GAC) Replacement, Filters 1 and 2 – (CWEF FY23-24) - City Project #000230

Ordinance 5555: Ordinance to approve engineer's recommendations, to accept the lowest timely submitted bid, and to authorize execution of the contract for project construction with the low bidder.

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

North 6th Street Sidewalks (DOTD TAP)- State Project #H.015921, City Project #000219

Ordinance 5556: Ordinance to accept the low bid of \$1,126,505.35 from Amethyst Construction, Inc., and authorize notification of acceptance to LaDOTD; and to authorize execution of the construction contract in accordance with the plans, specifications, and other bid documents.

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

Parkwood Sanitary Sewer Main Improvements (DRA SEDAP) - City Project #250015

Ordinance 5557: Ordinance to authorize the acceptance of a States' Economic Development Assistance Program (SEDAP) grant from the Delta Regional Authority for the project "Parkwood Sanitary Sewer Main Improvements" (\$129,000 grant award/\$384,000 city match), and to authorize execution of an updated Funding Commitment Letter.

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

Sunshine Heights Drainage Improvements - City Project #C22024

Authorize Change Order No. 4 for Kepper Trucking & Dirt Contracting, LLC (+ \$13,858.65, + 21 days) subject to review and approval by the Office of Facility Planning and Control.

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

Exchange Street Drainage Improvements - City Project #000329

Authorize Change Order No. 1 (+ \$1,291.25; + 0 days) with Amethyst Construction, Inc.

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

Project Updates

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

ADJOURN

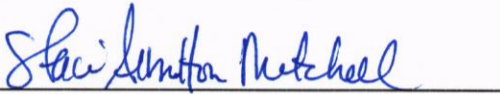
Motion made by Hamilton, Seconded by Brian.
Voting Yea: Brian, Buxton, Hamilton, Westerburg

ATTEST:

APPROVED:



ANDREA PATE
CITY CLERK



STACI ALBRITTON MITCHELL
MAYOR

Announcement of Public Meeting

Notice is hereby given that at its meeting to be held on Tuesday, February 3, 2026 at 6:00 p.m. at its regular meeting place, the West Monroe Council Chambers, 2305 N. 7th Street, West Monroe, Louisiana, the Mayor and Board of Aldermen plans to consider adopting a resolution ordering and calling an election to be held in the City of West Monroe, State of Louisiana, to authorize the renewal of a sales and use tax therein.

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO SELL CERTAIN DESCRIBED TANGIBLE NON-CONSUMABLE MOVABLE PROPERTY WHICH IS NO LONGER NEEDED FOR ANY PUBLIC PURPOSE BY THE CITY OF WEST MONROE, LOUISIANA, THROUGH INTERNET COMPUTER AUCTION PURSUANT TO R.S. 33.4711.1; THE CITY OF WEST MONROE, LOUISIANA RESERVING THE RIGHT TO REJECT ANY AND ALL BIDS AND/OR REMOVE ALL OR ANY PORTION OF THAT MOVABLE PROPERTY FROM THE SALE, IF APPROPRIATE; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, owns certain tangible non-consumable movable property which is no longer needed for public purposes, and

WHEREAS, that movable property still has a potential value if sold, and the receipt of any funds received will be beneficial to the City of West Monroe, Louisiana, and its residents.

NOW, THEREFORE:

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the City of West Monroe, Louisiana, hereby declares the following movable property is no longer needed for any public purpose by the City of West Monroe, Louisiana, and is therefore declared surplus, and the City of West Monroe, Louisiana is hereby authorized to sell that property through internet computer auction(s) pursuant to the provisions of R.S. 33:4711.1. That movable property is more particularly described as follows, to-wit:

Various chairs located at the West Monroe Convention Center, 901 Ridge Avenue, West Monroe, LA 71291, comprising sixty-three (63) "Type 1" chairs (see Exhibit A) and forty-seven (47) "Type 2" chairs (see Exhibit B)

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the use of any method or means allowed by R.S. 33:4711.1 is hereby approved.

SECTION 3. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that if determined or appropriate, Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, or her designee, then the City of West Monroe, Louisiana, may reserve the right to reject any and all bids and/or remove any and all portion of

the movable property from the auction sale prior to its being offered, and/or sold, to allow bids for portions of the available items and to otherwise group or allocate items in such manner as determined most beneficial to the City, and to designate minimum quantities if less than all items, all with or without a minimum price, and that the terms, conditions and provisions of that sale are to be for cash at time of sale, FOB origin, and except as otherwise expressly provided in the sales advertising, all items to be sold in "as is" condition.

SECTION 4. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to pay any necessary costs associated with the sale from the proceeds of the sale.

SECTION 5. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, or her designee, is hereby authorized to take any and all other action and to execute any and all documentation as is necessary or desirable in order to further effectuate the provisions of this Ordinance, including but not limited to execution of any and all bills of sale or other documents in order to evidence transfers of title of the movable property which is sold.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea or nay vote, this 6th day of January, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 6TH DAY OF
JANUARY, 2026

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

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

\\Data\Documents\City of West Monroe\City Council Meetings\2026-01-06\Exhibits\Ordinance.SURPLUS (internet sales) - chairs at WM Convention Center.wpd

EXH
A
Item 4)



EXH
B

Item 4)



STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE EXECUTION OF A COOPERATIVE ENDEAVOR AGREEMENT WITH THE OUACHITA PARISH POLICE JURY WITH RESPECT TO THE TEMPORARY USE OF THE WEST MONROE FIRE DEPARTMENT'S RESERVE LADDER FIRE TRUCK IN THE EVENT OF THE LOSS OF USE OF FIRE APPARATUS BY THE OUACHITA PARISH FIRE DEPARTMENT; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

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 or political corporations 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

WHEREAS, the City of West Monroe and its fire department ("WMFD") and the fire department of the Ouachita Parish Police Jury ("OPFD") recognize that cooperative use of fire apparatus enhances regional safety and ensures the ability of fire departments to maintain necessary operations despite mechanical failures or emergency conditions; and

WHEREAS, while WMFD and OPFD are already parties to a general state-wide Mutual Aid Agreement, OPFD also desires to enter into a cooperative endeavor agreement regarding specific fire apparatus; and

WHEREAS, in the event that OPFD should experience loss of use of fire apparatus due to maintenance, repair, or emergency conditions, then under certain circumstances and conditions to be set forth in that cooperative endeavor agreement, WMFD is agreeable to make its reserve ladder truck available to OPFD to reduce the risk of interruption of emergency services; and

WHEREAS, such an agreement, whose purpose is to enhance public health and safety by ensuring continuity of fire suppression and emergency medical response services through shared availability of fire apparatus, is beneficial to the City of West Monroe and to its residents, and to all of Ouachita Parish

NOW, THEREFORE,

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as Mayor of the

City of West Monroe, Louisiana, be and she is hereby authorized to enter into a Cooperative Endeavor Agreement (“CEA”) with the Ouachita Parish Police Jury (“OPPJ”) with respect to the the temporary use of the West Monroe Fire Department's reserve ladder fire truck in the event of the loss of use of fire apparatus by the Ouachita Parish Fire Department, with that CEA to provide for such further terms, conditions and provisions as may be reasonable and appropriate, all as are more fully set forth in the draft of such an agreement which is set forth in Exhibit “A”.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, be and she is hereby further authorized to undertake further modification to that draft of that Cooperative Endeavor Agreement attached as she determines necessary or appropriate, and to execute any and all further documents and to take any and all further actions as she deems either necessary or proper.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea or nay vote, passed and adopted the 6th day of January, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 6TH DAY OF
JANUARY, 2026

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

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

\\Data\Documents\City of West Monroe\City Council Meetings\2026-01-06\Exhibits\Ordinance to approve CEA with OPPJ re use of reserve ladder truck.wpd

STATE OF LOUISIANA
PARISH OF OUACHITA

COOPERATIVE ENDEAVOR AGREEMENT

BE IT KNOWN, that this agreement has been entered into and is to be effective as of the _____ day of January 2026, by and among the following entities:

- 1) THE CITY OF WEST MONROE (“WM”), on behalf of itself and for its fire department, known as the West Monroe Fire Department (“WMFD”), and appearing herein through its duly elected Mayor, Staci Albritton Mitchell, duly authorized by Ordinance _____, adopted at its regular meeting held on January 6, 2026; and

- 2) THE OUACHITA PARISH POLICE JURY (“OPPJ”), acting in its capacity as the Board of Commissioners of Ouachita Parish Fire Protection District No. 1 (“OPFD”) and appearing herein through its President _____, duly authorized by action taken at its Regular Meeting held on January 6, 2026; and

Which stated and declared as follows:

WHEREAS, WMFD and OPFD declare the purpose of this agreement is to enhance public health and safety by ensuring continuity of fire suppression and emergency medical response services through shared availability of fire apparatus and;

WHEREAS, in order to reduce the risk of interruption of emergency services, WMFD agrees to make available its reserve ladder truck to OPFD should OPFD experience loss of use of fire apparatus due to maintenance, repair, or emergency conditions unless that reserve ladder truck is needed for WMPD operational needs, and

WHEREAS, WMFD AND OPFD recognize that cooperative use of fire apparatus enhances regional safety and ensures the ability of fire departments to maintain necessary operations despite mechanical failures or emergency conditions; and

WHEREAS, WMFD and OPFD are currently parties to a state-wide Mutual Aid Agreement; and

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 or political corporations 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.”*

NOW, THEREFORE, the OPPJ and WM hereby enter into the following Cooperative Endeavor Agreement (sometimes referred to as the "CEA"):

1. WMFD agrees to make its reserve ladder fire truck available to OPFD upon request, contingent upon the vehicle not being required for WMFD operational needs; and
2. OPFD shall submit a formal request in writing or via approved communication channels to WMFD's Fire Chief, or his designee, when such a need arises; and
3. OPFD's use of the reserve ladder truck pursuant to this CEA will be for no more than thirty (30) consecutive days, unless otherwise agreed to in writing by the parties; and
4. OPFD will return the reserve ladder fire truck to WMFD in the same condition as when it was received, subject to normal and reasonable "wear and tear"; and
5. OPFD will assume responsibility for routine maintenance such as replacement of fuel and minor consumables during the use of the reserve ladder fire truck under the standards utilized by WMFD. However, WMFD shall remain responsible for annual, long-term, and/or capital maintenance; and
6. While the ladder truck is in OPFD's possession, OPFD shall maintain a general liability and property damage insurance policy with limits of at least \$1,000,000 applicable to its use of the truck. OPFD will produce a certificate of insurance upon request; and
7. During any period of use of the reserve ladder fire truck by OPFD, the reserve ladder fire truck will only be operated by OPFD personnel trained and qualified in accordance with NFPA 1010 Standard on Professional Qualifications for Firefighters; and
8. WMFD and OPFD agree and aver that each agency is responsible for its own acts and omissions, and those of its officers, agents, and employees. This Cooperative Endeavor Agreement does not create any form of liability sharing or indemnification obligation unless explicitly stated; and
9. WMFD will always remain the owner of the reserve ladder fire truck. This Cooperative Endeavor Agreement does not constitute a sale, lease, or transfer of title of the reserve ladder fire truck.
10. Either party may terminate this Cooperative Endeavor Agreement with thirty (30) days written notice to the other party. If the vehicle is in possession of OPFD at the time WMFD communicates its intent to terminate, OPFD will return the reserve ladder fire truck to WMFD as expeditiously as possible, taking into consideration the immediate needs and concerns of the WMFD and the then-current use of the reserve ladder fire truck by OPFD for active emergency conditions and/or natural disasters; and

- 11. The parties hereto agree that this Cooperative Endeavor Agreement may be amended only in writing, signed and approved by both parties; and
- 12. This Cooperative Endeavor Agreement is governed by the laws of the State of Louisiana; and
- 13. The parties hereto agree that this Cooperative Endeavor Agreement represents the entire understanding between the parties as to the subject matter addressed herein, and supersedes all prior negotiations and agreements.

THUS DONE AND PASSED on this _____ day of January, 2026, at Monroe, Louisiana.

WITNESSES:

OUACHITA PARISH POLICE JURY

BY: _____
PRESIDENT

THUS DONE AND PASSED on this _____ day of January, 2026, at West Monroe, Louisiana.

WITNESSES:

CITY OF WEST MONROE

BY: _____
STACI ALBRITTON MITCHELL, MAYOR

STATE OF LOUISIANA

CITY OF WEST MONROE

ORDINANCE NO. 5548

MOTION BY: Westerburg

SECONDED BY: Buxton

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO SELL CERTAIN DESCRIBED MOVABLE PROPERTY WHICH IS NO LONGER NEEDED FOR ANY PUBLIC PURPOSE BY THE CITY OF WEST MONROE, LOUISIANA TO PATRIOT PAWN, LLC, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, owns certain movable property, obsolete firearms, which is no longer needed for public purposes, and

WHEREAS, Patriot Pawn, LLC wishes to acquire those firearms for a price which is fair and reasonable, and which sale would be beneficial to the City of West Monroe and its residents.

NOW, THEREFORE:

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the City of West Monroe, Louisiana is hereby authorized to sell certain movable property which is no longer needed for any public purpose by the City of West Monroe, Louisiana, to Patriot Pawn, LLC which property is more particularly described as follows, to-wit:

- 1. Glock 17 Gen 4, Serial #: BDBM767
- 2. Glock 17 Gen 4, Serial #: BGRX644
- 3. Glock 17 Gen 4, Serial #: YRK107
(all of the above in "as is" condition)

Patriot Pawn, LLC to acquire the firearms for the total cash sum of SEVEN HUNDRED FIFTY AND NO/100 DOLLARS (\$750.00).

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute a Bill of Sale on behalf of the City of West Monroe, Louisiana, reflecting the price and terms set forth above, and to take any other action or execute any and all other documents deemed by her either necessary or appropriate in order to transfer the above described movable properties, all as set forth above.

SECTION 3. The above ordinance was introduced on December 2, 2025, in regular and legal session convened; notice of this ordinance was published three times in fifteen (15) days, one week apart, as required by R.S. 33:4711; no opposition being filed, it is considered by sections, voted on by yea and nay vote, passed and adopted in legal session convened this 6th day of January, 2026, with

the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 6TH DAY OF
JANUARY, 2026

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
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO SELL CERTAIN DESCRIBED MOVABLE PROPERTY WHICH IS NOT NEEDED FOR ANY PUBLIC PURPOSE BY THE CITY OF WEST MONROE, LOUISIANA TO RETIRED CAPTAIN VERNON PETTENGILL, BEING HIS SERVICE FIREARM, ALL PURSUANT TO R.S. 33:4712G; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, owns a certain item of movable property which is no longer needed for public purposes, and

WHEREAS, a purchaser, retired Captain Vernon Pettengill, wishes to acquire that item for a price which is fair and reasonable, and which sale would be beneficial to the City of West Monroe and its residents; and

WHEREAS, R.S. 33:4712G provides notwithstanding any provisions to the contrary, a municipal police officer who retires with at least twenty years of active service and who is in good standing with the Municipal Police Employees' Retirement System (which requirements are here satisfied, as shown by the attached Exhibit "A"), shall be entitled upon retirement to purchase his or her firearm at fair market value (here established by appraisal, a copy of which is attached as Exhibit "B"), subject to approval by the Chief of Police (see attached Exhibit "C") and the local governing authority (see attached Exhibit "D"), and all of those requirements are here satisfied.

NOW, THEREFORE:

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the City of West Monroe, Louisiana is hereby authorized to sell certain movable property which is no longer needed for any public purpose by the City of West Monroe, Louisiana, to retired Captain Vernon Pettengill, as allowed under the terms of R.S. 33:4712G, for the total cash price of TWO HUNDRED FIFTY AND NO/100 (\$250.00) DOLLARS, which property is more particularly described as follows, to-wit:

9mm Glock 17 (Generation 4), Serial #AGHB996

in "as is" and "where is" condition, and without any warranty of any type or nature, with the purchase price

to be paid in cash at the time of conveyance.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that either Staci Albritton Mitchell, Mayor of the City of West Monroe, Louisiana, or Jason Pleasant, Chief of Police of the City of West Monroe, are hereby authorized to execute a Bill of Sale on behalf of the City of West Monroe, Louisiana, reflecting the sale upon verification of the required provisions of R.S. 33:4712G, and to take any other actions and/or to execute any and all other documents deemed by them either necessary or appropriate in order to transfer the above described movable property, all as set forth above.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea or nay vote, this 6th day of January, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 6TH DAY OF
JANUARY, 2026

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

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

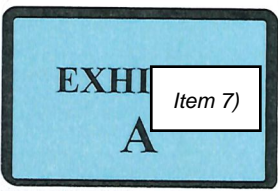


City of West Monroe

Human Resources
Hayley Carroll



City of West Monroe
Human Resources



January 5th, 2026

To whom it may concern:

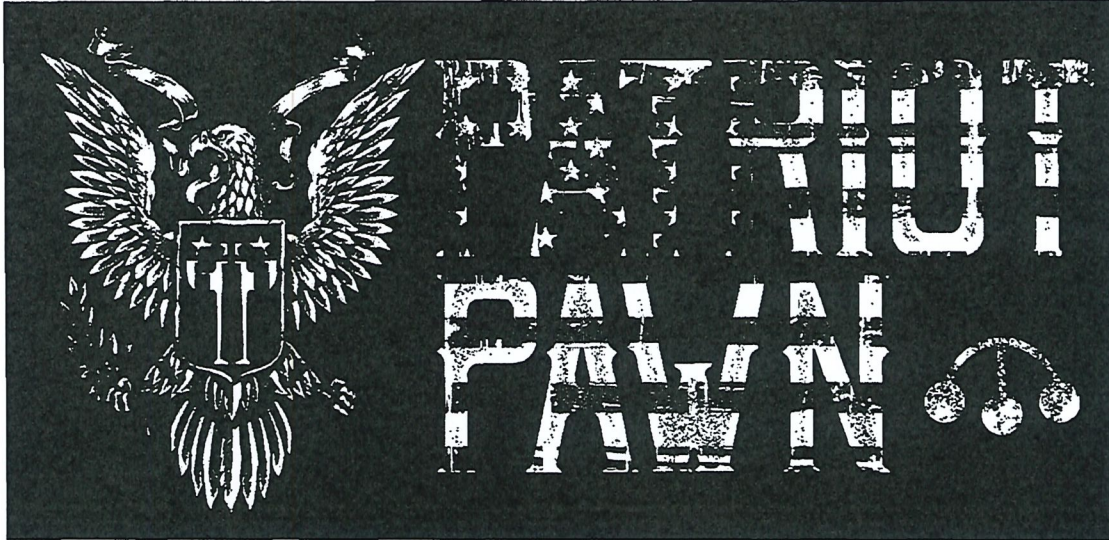
Retired Captain Vernon L. Pettengill retired with over twenty three years of active service and is in good standing with the Municipal Police Employees' Retirement System.

Respectfully submitted,

Hayley Carroll

Hayley Carroll

Human Resources



FFL License #5-72-073-02-6A-06418

11/26/2025

To whom it may concern:

As requested by the West Monroe Police Department, I have personally assessed and handled the following used firearm and appraised its purchase value to be \$250.00.

MAKE: Glock

MODEL: 17 (Gen 4)

CALIBER: 9mm

SERIAL #: AGHB996

Sincerely,
Patriot Pawn Team



William Frierson

Owner

(318) 605-3966

Patriot_Pawn2018@Yahoo.com

City of West Monroe

JASON E. PLEASANT
CHIEF OF POLICE

POLICE DEPARTMENT
2301 NORTH SEVENTH
WEST MONROE, LOUISIANA 71291

(318) 396-2722
FAX (318) 396-4903

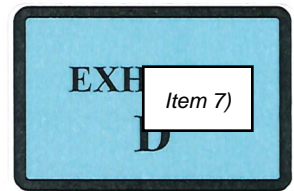
01/06/2026

To whom it may concern:

West Monroe Police Department Captain Vernon Pettengill, who retired on December 31, 2025, after 24 years of dedicated service, has my approval to purchase his issued service firearm at its fair market value.



Jason E. Pleasant
Chief of Police
West Monroe Police Department



Office of the Mayor
Staci Albritton Mitchell

January 2, 2026

To whom it may concern:

West Monroe Police Department Captain Vernon Pettengill, who is now retired after 24 years of active service has my approval to purchase his service firearm at its fair market value.

A handwritten signature in blue ink, appearing to read "Staci Albritton Mitchell".

Staci Albritton Mitchell
Mayor, City of West Monroe

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE MAYOR OF THE CITY OF WEST MONROE, LOUISIANA, TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH S.E. HUEY CO. FOR CERTAIN ENGINEERING SERVICES IN CONNECTION WITH THE PROJECT KNOWN AS “NEW BLACK BAYOU STORMWATER PUMPING STATION PROJECT”, 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 regular and legal session convened, that Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute on behalf of the City of West Monroe, Louisiana, a Contract For Engineering Services with S. E. Huey Co. for certain engineering services on the project known as “New Black Bayou Stormwater Pumping Station Project ”, a copy of which contract is 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 regular and legal session convened, that Staci Albritton Mitchell, as 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 employment, the nature of the services performed and the manner of calculation of compensation for those services.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea or nay vote, this 6th day of January, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 6TH DAY OF
JANUARY, 2026

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

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

**CONTRACT FOR ENGINEERING SERVICES
NEW BLACK BAYOU STORMWATER PUMPING STATION**

THIS CONTRACT FOR ENGINEERING SERVICES (hereinafter simply referred to as this "Contract"), by and between City of West Monroe, hereinafter referred to as "OWNER" and S. E. Huey Co., Monroe, Louisiana, hereinafter referred to as "ENGINEERS".

WHEREAS, OWNER proposes to undertake a project known as the "NEW BLACK BAYOU STORMWATER PUMPING STATION" (hereinafter referred to as the "PROJECT"); and

WHEREAS, OWNER is receiving funding under the Louisiana Watershed Initiative's Local and Regional Watershed Projects Grant Program – Round 2 for the PROJECT; and

WHEREAS, OWNER desires to engage ENGINEERS to make surveys, design improvements, prepare construction plans and specifications, provide contract administration, and provide on-site construction observation/inspection as necessary or appropriate for proper review of construction activities by the contractor for the PROJECT; and

WHEREAS, ENGINEERS are agreeable to undertaking the engineering, surveying and related services under conditions and for fees set forth in this Contract.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, OWNER and ENGINEERS hereto agree as follows:

OWNER hereby employs and retains ENGINEERS, and ENGINEERS agree to provide all requested engineering and surveying services necessary for the performance of the items of WORK for the PROJECT, including contract administration and on-site construction observation, as more fully provided in SCOPE OF SERVICES.

SCOPE OF PROJECT

The PROJECT for which services will be provided for under this Contract consists of the design and construction services for a new pump station with stormwater pumps, piping, controls, outlet structure, electrical service, access road, emergency generator, and housing. All improvements will be located at the existing Black Bayou Stormwater Pumping Station located on Bancroft Boulevard, in Ouachita Parish.

SCOPE OF SERVICES ("WORK")

The services to be performed by the ENGINEERS are as follows:

- 1) Provide topographic survey as required for analysis and design of the PROJECT.
- 2) Obtain all permits and authorizations required by the applicable regulatory agencies.
- 3) Establish the Environmental Review Record (ERR) as referenced in U.S. Code of Federal Regulations Title 24, Subtitle A, Part 58 (24 CFR Part 58) for projects funded by the U.S. Department of Housing and Urban Development (HUD).
- 4) Coordinate with the U.S. Army Corps of Engineers (USACE) and Tensas Basin Levee District, as required.
- 5) Prepare construction plans and bid package.
- 6) Administer the advertisement, letting, and award of the construction contract in accordance with the State of Louisiana Bid Law (R.S. 38:2211-2296).
- 7) Provide periodic Construction Observation services sufficient to observe and document the progress of the work and ensure general adherence to the plans and specifications.

- 8) Provide Contract Administration services, as required, for interpreting construction contract documents, processing pay requests, and communicating with the OWNER during construction.
- 9) Assist the OWNER with the closeout of the project to the satisfaction of the Louisiana Office of Community Development.

Engineer specifically acknowledges the requirements of R.S. 38:2317, and agrees its provisions apply to all maps, plans, surveys, plats, property descriptions, and other work product generated or obtained in connection with PROJECT. ENGINEER will provide OWNER with all documents to which OWNER is entitled under R.S. 38:2317 and provide OWNER with “as built” plans, all in such common or usual formats as are requested by OWNER. ENGINEER will also provide OWNER with copies of all other documents requested, which are produced or utilized by ENGINEERS in connection with the PROJECT, all in such common or usual formats as are requested by OWNER. ENGINEER shall be entitled to reimbursement for all direct additional costs incurred in supplying these requested documents, maps, plans, surveys, plats, property descriptions, and similar items (e.g., copying charges or charges incurred for format changes).

EXCLUSIONS

This Contract does NOT include property/right-of-way surveys or services related to acquisition thereof.

It is anticipated that compensatory mitigation required in pursuit of the USACE permit will be achieved through the purchase of wetlands mitigation credits. This Contract does not include the cost of the mitigation credits, which will be paid directly by OWNER.

This Contract does not include the preparation of a compensatory mitigation plan, which is not expected to be required.

This Contract does NOT include geotechnical exploration or engineering.

ENGINEER does NOT guarantee the performance of any Constructor nor assume responsibility for any Constructor’s failure to furnish and perform work in accordance with the Construction Contract Documents, except that this shall not diminish the obligations provided for Construction Engineering and Inspection Services in this Contract.

CONTRACT TIME

WORK shall begin immediately and progress in a timely manner. This Contract shall remain in effect until the construction project is accepted by OWNER and all required documentation has been provided to the Louisiana Office of Community Development.

COMPENSATION

OWNER shall pay, and ENGINEERS agree to accept, in full payment for the services to be performed under this Contract, compensation as outlined below:

- A. BASIC ENGINEERING SERVICES: The fee for Basic Engineering Services, including planning, preliminary and final design, production of plans and specifications, cost estimating, and contract administration shall be **\$694,420**.
- B. TOPOGRAPHIC SURVEYING: Surveying Services related to the collection of topographic data for use in design and plan preparation is **\$51,400**.
- C. ENVIRONMENTAL SERVICES: The fee for services required for establishment of the Environmental Review Record (ERR) is **\$35,100**.
- D. CONSTRUCTION OBSERVATION & ADMINISTRATION: The fee for construction observation and reporting shall be **\$356,850**.

- E. ADDITIONAL SERVICES: All additional services required for the PROJECT which are specifically authorized by OWNER shall be billed hourly per the "S. E. Huey Co. Schedule of Invoicing Rates" effective at the time the work is performed. Current rates are included in Exhibit "A". Advance approval of OWNER shall be required for all services to be performed at any increase of rates above current rates.

All fees set forth above in D. shall be supported by contemporaneous time records, which shall be provided to OWNER on request.

All specialized consultant or laboratory fees recommended by ENGINEERS and specifically authorized by OWNER will be either billed directly to OWNER, or fully reimbursed under this contract. These include third-party legal, consulting, and testing services.

PAYMENT SCHEDULE

The foregoing fees shall be paid to ENGINEERS per invoice. Invoices will be prepared not more frequently than once per month, based on the percentage of the fee expended for the engineering services completed to that billing date. A billing schedule is attached as "Exhibit B", which provides for the maximum percentage of fees ENGINEERS may bill prior to completion of the corresponding milestones. The maximum cumulative billing amounts shall not be exceeded except by the approval of OWNER of additional work, as provided for in COMPENSATION. Engineers shall not bill for Construction Observation fees beyond the maximum percentage allowed during construction until the completion of all PROJECT requirements, at which time the final (100%) invoice may be rendered.

Specialized consultant or laboratory fees will be invoiced immediately based on consultants' invoice to ENGINEERS.

An invoice will be rendered monthly and shall be due and payable within 30 days following the date rendered.

DELAYS AND EXTENSIONS

ENGINEERS will be given credit and extension of time for delays beyond their control or for those caused by tardy approvals of work in progress by reviewing agencies.

TERMINATION OR SUSPENSION

The terms of this Contract shall be binding upon OWNER and ENGINEERS until all WORK has been completed and accepted by OWNER and all payments required to be made to the ENGINEERS have been made; but this Contract may be terminated under any or all of the following conditions:

- 1) By mutual agreement and consent of the parties hereto.
- 2) By OWNER as a consequence of the failure of ENGINEERS to comply with the terms of this Contract or the quality or timeliness of WORK not being in a manner satisfactory to OWNER, all as determined in the discretion of OWNER, with proper allowance being made for circumstances beyond the control of ENGINEERS; or if for any other reason OWNER shall determine it does not wish to continue with the Project under this Contract.
- 3) By either ENGINEERS or OWNER upon failure of the other to fulfill its obligations as set forth in this Contract.
- 4) By satisfactory completion of all services and obligations described herein.

In the event of termination or suspension, payment shall be made to ENGINEERS for all services provided prior to termination or suspension, and ENGINEERS will correspondingly deliver all WORK in progress for which OWNER has made payment.

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Agreement ENGINEERS shall comply with the applicable provisions of the Civil Rights Act, as amended, and with other applicable laws, regulations or orders issued by a Governmental Agency exercising jurisdiction over the ENGINEERS' employment practices, or which are otherwise applicable to services rendered in conjunction with this project.

SUCCESSORS AND ASSIGNS

This Contract shall be binding upon the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the respective dates indicated below.

WITNESSES:

S. E. HUEY CO.

BY: _____
Robert L. George, IV, P.E.

DATE: _____

WITNESSES:

CITY OF WEST MONROE

BY: _____
Mayor Staci Albritton Mitchell

DATE: _____

EXHIBIT "A"

SCHEDULE OF INVOICING RATES

January 2026

<u>CLASSIFICATION</u>	<u>RATE</u>
1. Engineering Services	
A. Senior Engineer	\$170.00
B. Design Engineer	\$155.00
C. Design Technician	\$115.00
D. Engineering Intern	\$105.00
E. Pre-Professional	\$ 75.00
F. Inspector	\$ 90.00
2. Designer Services	
A. Senior Designer	\$105.00
B. Drafter	\$ 90.00
3. Clerical	\$ 75.00
4. Survey Services	
A. Registered Land Surveyor	\$155.00
B. Survey Technician	\$115.00
C. 1-Man Survey Crew	\$155.00
D. 2-Man Survey Crew	\$170.00

5. Other Costs

Any authorized sub-consultant cost will be billed at 100% of invoiced cost to Engineer. Travel, living and out-of-pocket expenses for authorized out-of-town trips will be billed at actual cost.

**NEW BLACK BAYOU
STORMWATER PUMPING
STATION**

**EXHIBIT "B"
BILLING SCHEDULE**

<u>Phase (Fee)</u>	<u>Milestone Description</u>	<u>Cumulative Maximum Billing %</u>	<u>Cumulative Maximum Billing Amt¹</u>
<u>Engineering (\$694,420)</u>			
Allocated as appropriate	Invoiced monthly, per progression of plans	95%	\$659,699
	100% Final Plans and clearance from OCD to advertise for bids (if applicable).	100%	\$694,420
<u>Surveying (\$51,400)</u>			
Invoiced monthly, per progression of surveying services, not to exceed once a month.			
	Upon completion of survey services	100%	\$51,400
<u>Environmental (\$35,100)</u>			
Invoiced monthly, per progression of environmental services, not more than once a month.			
	Completion of environmental services	100%	\$35,100
<u>Construction Observation (\$356,850)</u>			
Construction	Invoiced monthly, per progression of construction	85%	\$303,322
Closeout	All required documentation submitted to OWNER, and OCD approves closeout of project	100%	\$356,850

¹ Maximum amount shall not be exceeded except by the approval of OWNER of additional work, as provided for in the COMPENSATION section of the Contract.

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE MAYOR OF THE CITY OF WEST MONROE, LOUISIANA, TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH S.E. HUEY CO. FOR CERTAIN ENGINEERING SERVICES IN CONNECTION WITH THE PROJECT KNOWN AS “PARKWOOD SANITARY SEWER MAIN 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 regular and legal session convened, that Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute on behalf of the City of West Monroe, Louisiana, a Contract For Engineering Services with S. E. Huey Co. for certain engineering services on the project known as “Parkwood Sanitary Sewer Main Improvements”, a copy of which contract is 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 regular and legal session convened, that Staci Albritton Mitchell, as 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 employment, the nature of the services performed and the manner of calculation of compensation for those services.

The above Ordinance was read and considered by Sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea or nay vote, this 6th day of January, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

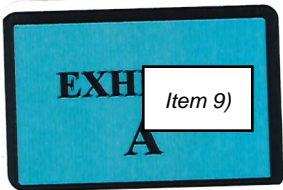
ABSENT: _____

ATTEST:

APPROVED THIS 6TH DAY OF
JANUARY, 2026

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

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



**CONTRACT FOR ENGINEERING SERVICES
PARKWOOD SANITARY SEWER MAIN IMPROVEMENTS – (DRA-SEDAP)**

THIS CONTRACT FOR ENGINEERING SERVICES (hereinafter simply referred to as this “Contract”), by and between City of West Monroe, hereinafter referred to as “OWNER” and S. E. Huey Co., Monroe, Louisiana, hereinafter referred to as “ENGINEERS”.

WHEREAS, OWNER proposes to undertake a project known as **PARKWOOD SANITARY SEWER MAIN IMPROVEMENTS** (hereinafter referred to as the “PROJECT”); and

WHEREAS, OWNER is receiving funding from the Delta Regional Authority – States’ Economic Development Assistance Project Grant (DRA-SEDAP) for construction of the PROJECT; and

WHEREAS, OWNER desires to engage ENGINEERS to make surveys, design improvements, prepare final construction plans and specifications, provide contract administration, and provide on-site construction observation/inspection as necessary or appropriate for proper review of construction activities by contractor for the PROJECT; and

WHEREAS, ENGINEERS are agreeable to undertaking the engineering, surveying and related services under conditions and for fees set forth in this Contract.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, OWNER and ENGINEERS hereto agree as follows:

OWNER hereby employs and retains ENGINEERS, and ENGINEERS agree to provide all requested engineering and surveying services necessary for the performance of the items of WORK for the PROJECT, including contract administration and on-site construction observation, as more fully provided in SCOPE OF SERVICES.

SCOPE OF PROJECT

The PROJECT for which services will be provided under this Contract consists of the design and construction services for the replacement of approximately 1,345 feet of 24” sewer main, and rehabilitation of five (5) manholes along the Black Bayou Canal near Parkwood Drive.

SCOPE OF SERVICES (“WORK”)

The services to be performed by the ENGINEERS are as follows:

- 1) Provide topographic survey as required for analysis and design of the PROJECT.
- 2) Ensure that all permitting and environmental clearances are completed as required by regulatory agencies.
- 3) Prepare construction plans and bid package in conformance with applicable regulatory requirements.
- 4) Administer advertisement, letting, and award of the construction contract.
- 5) Provide periodic Construction Observation services sufficient to observe and document the progress of the work and ensure general adherence to the plans.
- 6) Provide Contract Administration services, as required, for interpreting construction contract documents, processing pay requests, and communicating with OWNER during construction.

ENGINEERS specifically acknowledge the requirements of R.S. 38:2317, and agree its provisions apply to all maps, plans, surveys, plats, property descriptions, and other work product generated or obtained in connection with PROJECT. ENGINEER will provide OWNER with all documents to which OWNER is entitled under R.S. 38:2317 and provide OWNER with “as built” plans, all in such common or usual formats as are requested by OWNER. ENGINEER will also provide OWNER with copies of all other documents requested which are produced or utilized by ENGINEERS in connection with the PROJECT, all in such common or usual formats as are requested by OWNER. ENGINEER shall be entitled to reimbursement for all direct additional

costs incurred in supplying these requested documents, maps, plans, surveys, plats, property descriptions, and similar items (e.g., copying charges or charges incurred for format changes).

EXCLUSIONS

This Contract does NOT include services related to wetland permitting or mitigation (which are NOT anticipated to be required).

This Contract does NOT include property/right-of-way surveys or services related to acquisition thereof.

This Contract does NOT include traffic engineering or studies.

This Contract does NOT include engineering services for relocation or reconfiguration of utilities.

This Contract does NOT include contract administration or Construction Inspection Services beyond those described in the SCOPE OF ENGINEERING SERVICES except to any extent necessary to ensure that the work being done by the Contractor complies with the plans and construction specifications of the PROJECT.

ENGINEER does NOT guarantee the performance of any Constructor nor assume responsibility for any Constructor’s failure to furnish and perform work in accordance with the Construction Contract Documents, except that this shall not diminish the obligations provided for Construction Engineering and Inspection Services in this Contract.

CONTRACT TIME

WORK shall begin immediately, and progress in a timely manner. This Contract shall remain in effect until the construction project is accepted by OWNER and all required documentation has been provided to DRA-SEDAP.

COMPENSATION

OWNER shall pay, and ENGINEERS agree to accept, in full payment for the services to be performed under this Contract, compensation as outlined below:

- A. BASIC ENGINEERING SERVICES: The fee for Basic Engineering Services, including planning, preliminary and final design, production of plans and specifications, cost estimating, and contract administration shall be \$38,000.
- B. TOPOGRAPHIC SURVEYING: Surveying Services related to the collection of topographic data for use in design and plan preparation is \$4,000.
- C. CONSTRUCTION OBSERVATION: The fee for construction observation and reporting shall be \$22,000.
- D. ADDITIONAL SERVICES: All additional services required for the PROJECT which are specifically authorized by OWNER shall be billed hourly per the “S. E. Huey Co. Schedule of Invoicing Rates” effective at the time the work is performed. Current rates are included in Exhibit “A”. Advance approval of OWNER shall be required for all services to be performed at any increase of rates above current rates.

All fees set forth above in D. shall be supported by contemporaneous time records, which shall be provided to OWNER on request.

All specialized consultant or laboratory fees recommended by ENGINEERS and specifically authorized by OWNER will be either billed directly to OWNER, or fully reimbursed under this contract. These include third-party legal, consulting, and testing services.

PAYMENT SCHEDULE

The foregoing fees shall be paid to ENGINEERS per invoice. Invoices will be prepared not more frequently than once per month, based on the percentage of the fee expended for the engineering services completed to that billing date. A billing schedule is attached as "Exhibit B", which provides for the maximum percentage of fees ENGINEERS may bill prior to completion of the corresponding milestones. The maximum cumulative billing amounts shall not be exceeded except by the approval of OWNER of additional work, as provided for in COMPENSATION. Engineers shall not bill for Construction Observation fees beyond the maximum percentage allowed during construction until the completion of all PROJECT requirements, at which time the final (100%) invoice may be rendered.

Specialized consultant or laboratory fees will be invoiced immediately based on consultants' invoice to ENGINEERS.

An invoice will be rendered monthly and shall be due and payable within 30 days following the date rendered.

DELAYS AND EXTENSIONS

ENGINEERS will be given credit and extension of time for delays beyond their control or for those caused by tardy approvals of work in progress by reviewing agencies.

TERMINATION OR SUSPENSION

The terms of this Contract shall be binding upon OWNER and ENGINEERS until all WORK has been completed and accepted by OWNER and all payments required to be made to the ENGINEERS have been made; but this Contract may be terminated under any or all of the following conditions:

- 1) By mutual agreement and consent of the parties hereto.
- 2) By OWNER as a consequence of the failure of ENGINEERS to comply with the terms of this Contract or the quality or timeliness of WORK not being in a manner satisfactory to OWNER, all as determined in the discretion of OWNER, with proper allowance being made for circumstances beyond the control of ENGINEERS; or if for any other reason OWNER shall determine it does not wish to continue with the Project under this Contract.
- 3) By either ENGINEERS or OWNER upon failure of the other to fulfill its obligations as set forth in this Contract.
- 4) By satisfactory completion of all services and obligations described herein.

In the event of termination or suspension, payment shall be made to ENGINEERS for all services provided prior to termination or suspension, and ENGINEERS will correspondingly deliver all WORK in progress for which OWNER has made payment.

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Agreement ENGINEERS shall comply with the applicable provisions of the Civil Rights Act, as amended, and with other applicable laws, regulations or orders issued by a Governmental Agency exercising jurisdiction over the ENGINEERS' employment practices, or which are otherwise applicable to services rendered in conjunction with this project.

SUCCESSORS AND ASSIGNS

This Contract shall be binding upon the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the respective dates indicated below.

WITNESSES:

S. E. HUEY CO.

BY: _____
Robert L. George, IV, P.E.

DATE: _____

WITNESSES:

CITY OF WEST MONROE

BY: _____
Mayor Staci Albritton Mitchell

DATE: _____

EXHIBIT "A"

SCHEDULE OF INVOICING RATES

January 2026

<u>CLASSIFICATION</u>	<u>RATE</u>
1. Engineering Services	
A. Senior Engineer	\$170.00
B. Design Engineer	\$155.00
C. Design Technician	\$115.00
D. Engineering Intern	\$105.00
E. Pre-Professional	\$ 75.00
F. Inspector	\$ 90.00
2. Designer Services	
A. Senior Designer	\$105.00
B. Drafter	\$ 90.00
3. Clerical	\$ 75.00
4. Survey Services	
A. Registered Land Surveyor	\$155.00
B. Survey Technician	\$115.00
C. 1-Man Survey Crew	\$155.00
D. 2-Man Survey Crew	\$170.00
5. Other Costs	

Any authorized sub-consultant cost will be billed at 100% of invoiced cost to Engineer. Travel, living and out-of-pocket expenses for authorized out-of-town trips will be billed at actual cost.

**PARKWOOD SANITARY
SEWER IMPROVEMENTS
(DRA-SEDAP)**

**EXHIBIT "B"
BILLING SCHEDULE**

<u>Phase (Fee)</u>	<u>Milestone Description</u>	<u>Cumulative Maximum Billing %</u>	<u>Cumulative Maximum Billing Amt¹</u>
<u>Engineering (\$38,000)</u>			
Allocated as appropriate	Invoiced monthly, per progression of plans	95%	\$36,100
	100% Final Plans and clearance from funding agency to advertise for bids (if applicable).	100%	\$38,000
<u>Topographic Surveying (\$4,000)</u>			
	Upon completion of survey services	100%	\$4,000
<u>Construction Observation (\$22,000)</u>			
Construction	Invoiced monthly, per progression of construction	85%	\$18,700
Closeout	All required documentation submitted to OWNER and OWNER acknowledges that "close-out" of project is appropriate	100%	\$22,000

¹ Maximum amount shall not be exceeded except by the approval of OWNER of additional work, as provided for in the COMPENSATION section of the Contract.

CHANGE ORDER

No. 2

Dated: December 22, 2025

OWNER'S Contract No.: _____ ENGINEER'S Project No.: 199499

Project:
New Drago Street Sanitary Sewer Lift Station

CONTRACTOR: DON M. BARRON CONTRACTOR, INC

Contract For: City of West Monroe Contract Date: December 13, 2024

To: DON M. BARRON CONTRACTOR, INC
Contractor

You are directed to make the changes noted below in the subject Contract.

CITY OF WEST MONROE
Owner

By: Staci Mitchell, Mayor

Dated: _____

Nature of Changes: 1.) Addition of by-pass to the force main.

Enclosures:
see attached.

These changes result in the following adjustments to the Contract Price and Contract Time:

Contract Price Prior to This Change Order: \$ 5,762,092.82

Net (Increase) Resulting from this Change Order: \$ 34,773.57

Current Contract Price Including this Change Order: \$ 5,796,866.39

Contract Time Prior to This Change Order: 390 Days

Net (Add) Resulting from This Change Order: 0 Days

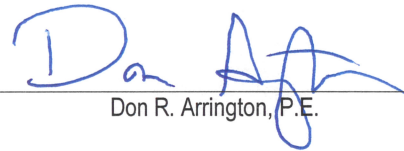
Current Contract Time Including This Change Order: 390 Days

The Above Changes Are Recommended:

S. E. HUEY CO.

Project Engineer

By:



Don R. Arrington, P.E.

Date:

December 22, 2025

The above Changes Are Approved As Recommended:

CITY OF WEST MONROE

Owner

By:

Staci Mitchell, Mayor

Date:

The above Changes Are Accepted:

DON M. BARRON CONTRACTORS, LLC

Contractor

By:

Date:

JOB: New Drago St. Sanitary Sewer Lift Station
 LOCATION: City of West Monroe, LA
 ENGINEER: S.E. Huey Co.

Don M. Barron Contractor, Inc.

Sheet No.: 1 of 1

408 Cedar Street, P.O. Drawer 399 Farmerville, LA 71241-0399 Phone: (318) 368-2622 Fax: (318) 368-9615

Date: 12/8/2025

Description	Total Estimated Quantity	Qty. Units	Unit Material Price	Total Material Cost	Sales Tax %	Unit Labor Cost	Total Labor Cost	Burden %	Unit Equipment Price	Total Equipment Cost	Subcontractor Cost	Total Subcontractor Cost	Other Cost	Total Other Cost	Total
					0%			0.45							
Provide By-Pass Connection				\$ -	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ -
Materials				\$ -	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ -
16" MJ Gate Valve w/Box & Pad	1	ea	\$11,264	\$ 11,263.90	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 11,263.90
16" x16" x 12" MJ Wye	1	ea	\$ 3,578.01	\$ 3,578.01	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 3,578.01
12" Flanged 45 Degree Bend	2.00	ea	\$ 1,015.80	\$ 2,031.60	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 2,031.60
12" DI Pipe w/Uniflange Adapt	1	ea	\$ 2,918.85	\$ 2,918.85	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 2,918.85
12" x 8" Flanged Reducer	1	ea	\$ 702.90	\$ 702.90	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 702.90
8" Quick-Connect	1	ea	\$ 417.80	\$ 417.80	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 417.80
12" Flanged Gate Valve w/HW	1	ea	\$ 3,354.91	\$ 3,354.91	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 3,354.91
16" DI Pipe	20.00	lf	\$ 146.97	\$ 2,939.40	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 2,939.40
12" Flange Accessory Sets	4	ea	\$ 39.60	\$ 158.40	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 158.40
8" Flange Accessory Sets	1	ea	\$ 21.50	\$ 21.50	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ 21.50
Labor & Equipment				\$ -	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ -
Foreman	10	mhrs		\$ -	\$ -	\$ 35.00	\$ 350.00	\$ 157.50		\$ -		\$ -		\$ -	\$ 507.50
Operator	10	mhrs		\$ -	\$ -	\$ 32.50	\$ 325.00	\$ 146.25		\$ -		\$ -		\$ -	\$ 471.25
Pipelayer	20	mhrs		\$ -	\$ -	\$ 25.00	\$ 500.00	\$ 225.00		\$ -		\$ -		\$ -	\$ 725.00
PC220 Excavator	1	day		\$ -	\$ -		\$ -	\$ -	\$ 575.00	\$ 575.00		\$ -		\$ -	\$ 575.00
Crew Truck	1	day		\$ -	\$ -		\$ -	\$ -	\$ 125.00	\$ 125.00		\$ -		\$ -	\$ 125.00
Contractor O&P	29,791.02	\$		\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	15%	\$ 4,468.65	\$ 4,468.65
Bond Premium	34,259.67	\$		\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	1.50%	\$ 513.90	\$ 513.90
				\$ -	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ -
				\$ -	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ -
				\$ -	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ -
				\$ -	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ -
				\$ -	\$ -		\$ -	\$ -		\$ -		\$ -		\$ -	\$ -
Total				\$ 27,387.27	\$ -		\$ 1,175.00	\$ 528.75		\$ 700.00		\$ -		\$ 4,982.55	\$ 34,773.57

UNDER CONSTRUCTION			
Project	Description	Funding	Status
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. 75% complete.
Crosley Sanitary Sewer Improvements	Sanitary sewer rehabilitation along Crosley, from Trenton to N. 7th.	City	Pre-construction videos complete. Construction to begin.
Exchange Street Drainage Improvements	Catch basins, drainage pipe installation, pavement widening at the intersection of Downing Pines Road and Exchange Street.	City	Construction complete.
Well 10 GAC Replacement	Removal and replacement of 40,000 lbs. of granulated activated carbon (GAC) in filters 1 and 2 of Well No. 10.	CWEF/City	Bids received. Womack and Son's was low bidder at \$144,25. Agreement ready to be signed.

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
N 6th Street Sidewalks (2023 DOTDTAP)	Construction of sidewalks along N. 6th Street, from WMHS to Clayton Street.	LaDOTD/City	DOTD letting date: 12/10/25. Amethyst Construction is apparent low bidder
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	DOTD letting date: 12/10/25. Amethyst Construction is apparent low bidder
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.
Black Bayou Canal - Thomas Rd. Area (EDA)	Repair concrete canal near Assembly and Walmart.	EDA/FEMA/ City	Submitted to EDA for review, permission to advertise.
Crosley Street Rehabilitation	Mill & Overlay with sidewalk replacement, from Trenton St. to N. 7th Street.	Urban Systems (80/20)	Design Phase. First review sent to DOTD on 12/24/25. DOTD letting date: 12/9/26.
Arkansas Road Improvements	Widen and Rehabilitate Arkansas Road, From N. 7th to Otis St.	Urban Systems (80/20)	Design Phase. DOTD letting date: 12/9/26.
Black Bayou Canal Improvements (HMGP)	Improvements including cleaning, widening, and armoring portions of the Black Bayou Canal south of I-20.	FEMA/City	Awaiting FEMA EHP approval and 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)	60% Prelim Plans Submitted on 11/24.
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	H&H Report comments responded to and 30% Prelim Plans submitted.
Black Bayou Pump Station (LWI Round 2)	New stormwater pump station. (\$10.0M Award)	LWI/City	H&H analysis complete. Environmental clearance and prelim engr underway.
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.



JANUARY 6, 2026
WEST MONROE CITY COUNCIL MEETING
ENGINEERING UPDATE
L&A, INC. PROJECT NO. 26E038.00

Kiroli Walk Trail Improvements

- Benchmark Construction Group is substantially complete

Sunshine Heights Drainage Improvements

- Kepper Trucking & Dirt Contracting is under construction

Downtown Utility Survey & Preliminary Engineering

- Initial TV camera footage of drainage pipe has been performed. Our firm will view footage to determine underground features

Downing Pines Road: Roundabout at Mane Street

- State Project Number H.016019
- LDOTD in process of consultant procurement, short list announced October 14
- Selection of Neel-Schaffer, Inc. announced December 8

Cotton Street Sidewalk & Street Improvements

- Bridge Street to Wood Street
- Initial TV camera footage of drainage pipe & sewer services has been performed. Our firm will view footage to determine underground features

Cotton Street Water & Sewer Utility Improvements

- Pine Street to Wood Street
- DRA Funded Project (SEDAP) LA-7333
- Initial TV camera footage of drainage pipe & sewer services has been performed. Our firm will view footage to determine underground features