



Notice of:

BOARD OF ALDERMEN REGULAR MEETING

Tuesday, August 5, 2025 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 July 15, 2025 Regular Council Meeting.

Recognitions/Presentations

Mayor's Review

Community Announcements

ADMINISTRATION/FINANCE

- [2\)](#) **Resolution** (updated) to continue to authorize the banking relationship and associated provisions with Origin Bank, and to establish signature authority. (Mayor or Mayor Pro Tem) AND (Finance Director or City Clerk)
- [3\)](#) **Ordinance** to authorize a Consulting Services Agreement with Franklin Associates, LLC, to provide design, outreach, and implementation services relating to the Homeowner Rehabilitation Program and the Homebuyer Assistance Program for the Make-a-Difference (MAD) grant.

BUILDING AND DEVELOPMENT

- [4\)](#) **Resolution** to appoint Garrah Rankin to the City of West Monroe Planning Commission, to serve the unexpired term of Tom Malmay (term expiring March 1, 2026).
- [5\)](#) **Ordinance** to rezone property located at 703, 704, and 707 N 4th Street (Assessor Parcels #1936, #1935, #1937) from a R-1 (Single Family Residential) District to a B-3 (General Business) District. Beebe Properties of Northeast Louisiana, LLC (Artie Beebe), applicant. Received a **FAVORABLE** recommendation from the Planning Commission.

LEGAL

- [6\)](#) **Ordinance** to authorize the exchange of certain immovable property with Chris Johnson Construction, LLC (affecting a .451 acre surplus parcel owned by the City of West Monroe and a .459 acre parcel owned by Chris Johnson Construction, LLC) (**previously introduced** at the July 1 meeting, properly advertised)
- [7\)](#) **Ordinance** to amend Sec. 11-5032 of the Code of Ordinances, to prohibit the possession of "Kratom" and to establish the penalties for violation. (Kratom is now prohibited by State law, and this updates the ban enacted in West Monroe in January, 2025 to match those provisions)

- 8) **Ordinance** to amend Section 11-4027.1 (Operating While Impaired - First Offense) and Section 11-4027.2 (Operating While Impaired - Second Offense) of the Code of Ordinances, to update the fines payable upon conviction.

PUBLIC WORKS

- 9) **Ordinance** to authorize a joint funding agreement for water sources investigations with the U.S. Geological Survey, U.S. Department of the Interior (annual agreement: \$21,590 City and \$7,600 USGS).
- 10) **Ordinance** to authorize entering into an Intergovernmental Agreement with the Town of Slaughter, authorizing the purchase of a previously utilized 42" Asphalt Reclaiming/Trenching Machine System (including a 2019 Asphalt Zipper and 2020 Williamson Ocean trailer) for \$90,000.00.

COMMUNITY SERVICES

PARKS AND RECREATION

POLICE/FIRE

WMFD

WMPD

- 11) **Ordinance** to authorize a program which will allow limited time use of crowd control barricades by others at a nominal cost when those barricades are not otherwise in use by the City.

ENGINEERING/CONSTRUCTION PROJECTS

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

Ordinance to authorize an application for a States' Economic Development Assistance Program (SEDAP) grant from the Delta Regional Authority for the project "Parkwood Sanitary Sewer Main Improvements" (estimated total project cost of \$793,700.00 with the requested grant amount being \$500,000.00 and a \$293,700.00 contribution by the City - 37% of the total project cost).

- 13) Arkansas Road Utility Relocation (North 7th St to Otis St) - City Project #000213

Authorize Change Order No. 1 (+ \$18,372.94; + 12 days) with Jabar Corporation.

- 14) Arkansas Road Utility Relocation (North 7th St to Otis St) - City Project #000213

Authorize Certificate of Substantial Completion with Jabar Corporation.

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

Authorize City Clerk to advertise for bids.

- 16) Project Updates

Jonathan Kaufman, City Project Manager, Director of Building & Development

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, July 15, 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
Ben Westerburg

ABSENT

Morgan Buxton
Rodney Welch

The meeting was opened with prayer by Alderman Ben Westerburg and the Pledge of Allegiance was led by Mayor Staci Albritton Mitchell.

Motion to Approve Minutes

Motion to approve the Minutes of the July 1, 2025 Regular Council Meeting.

Motion made by Hamilton, Seconded by Brian.

Voting Yea: Brian, Hamilton, Westerburg

ADMINISTRATION/FINANCE

INTRODUCE Ordinance 5502: Ordinance to authorize a services agreement with Community Showcase Banners LLC relating to a sponsored custom-designed street banners program that will celebrate the 250th "birthday" of the United States throughout 2026 (will place decorative banners on City-owned lamp posts in the downtown area).

Motion made by Westerburg, Seconded by Brian.

Voting Yea: Brian, Hamilton, Westerburg

ENGINEERING/CONSTRUCTION PROJECTS

Mid-City Drainage Improvements, Phase 1 (FY 23) - City Project #C22019

(also sometimes referred to as "West Monroe Stormwater Mitigation Project", Disaster/award # LPDM-PJ-06-LA-2023-002)

Ordinance 5503: Ordinance to authorize execution of an updated Federal Funding Commitment Letter.

Motion made by Westerburg, Seconded by Hamilton.

Voting Yea: Brian, Hamilton, Westerburg

Project Updates

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

ADJOURN

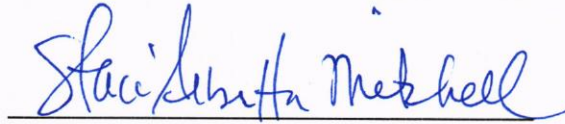
Motion made by Hamilton, Seconded by Brian.
Voting Yea: Brian, Hamilton, Westerborg

ATTEST:



ANDREA PATE
CITY CLERK

APPROVED:



STACI ALBRITTON MITCHELL
MAYOR

STATE OF LOUISIANA
CITY OF WEST MONROE

RESOLUTION NO. _____

MOTION BY: _____

SECONDED BY: _____

A RESOLUTION DESIGNATING ORIGIN BANK AS AN AUTHORIZED DEPOSITORY OF THE CITY, AUTHORIZING CERTAIN ACTIONS AND RESPONSIBILITIES, DESIGNATING AUTHORIZED SIGNATORIES, AND OTHERWISE PROVIDING WITH RESPECT THERETO.

SECTION 1. BE IT RESOLVED, by the Mayor and Board of Aldermen on the City of West Monroe, Louisiana, in regular and legal session convened, that the City of West Monroe, Louisiana designates Origin Bank as an authorized depository of the City, authorizing certain actions and responsibilities, designating authorized signatories and otherwise providing with respect thereto, all as more fully set forth below:

1. That Origin Bank, (hereinafter referred to as the "Bank") is hereby designated as an authorized depository of the City of West Monroe, Louisiana (hereinafter referred to as "City").

That the person(s) and/or officer(s) set forth below are hereby authorized, on behalf of and in the name of the City, i) to enter into depository contracts and to open and maintain depository accounts with the Bank, including checking, savings, certificates of deposit, cash management, or other treasury management services agreements; (ii) to sign checks, drafts, instruments, and/or other orders for the payment of money from the City accounts, to endorse checks, instruments and orders payable, owned or held by the City, to waive presentment, demand, protest and notice of protest or dishonor of any checks, instruments, drafts, or other evidences of indebtedness made, drawn or endorsed by the City, and to otherwise deal with the Bank in connection with the foregoing activities; (iii) to make book transfers, wire or electronic transfers, and night deposits; (iv) to make withdrawals at any time from any account(s) by any means authorized by the Bank, including (without limitation) by debit card, credit card, or using a terminal or other device or facility that provides access to such funds or account(s); (v) to request and receive information on said accounts; (vi) to execute any and all documents necessary for these purposes, and the Bank may honor and charge to the accounts of the City any instruments for the payment of money from said accounts executed by such person(s).

2. The City and each Authorized Signer agree to be bound by the Bank's Rules Governing Deposit Accounts and Electronic Funds Transfer Agreement and all other rules, regulations, conditions, limitations and agreements which are of general applicability to all of the customers of Bank which are contained in any New Account Information Card, deposit ticket, check book, statement of account, receipt, instrument, disclosures or other agreement received by this City from the Bank or delivered to the Bank by this City, all as now existing or as amended from time to time.
3. That the Bank is hereby authorized to rely, and will at all times be fully protected in its reliance, upon these resolutions and upon the authority of the person(s) designated herein, and that the Resolutions contained herein and the authority thereby conferred shall remain in full force and effect until revoked or modified by written notice certified by the appropriate authorized individual(s) applicable to the City, and shall be deemed effective only when actually received by the Bank, and the Bank has had a reasonable time to act on said revocation or modification. Receipt of such notice shall not affect any action taken by Bank

prior thereto and Bank shall be held harmless from any claims, demands, expenses, losses, or damage resulting from, or growing out of, honoring the acts or instructions of any individual so certified or authorized in these resolutions (including pursuant to any delegation of authority in accordance herewith) or refusing to honor any signature not so certified or authorized. Any notice to the City shall be deemed effective only when actually received by an appropriate official of the City, and the City has had a reasonable time to act on the information provided in that notice.

4. That the Bank is hereby authorized to honor any withdrawal items without inquiry or investigation as to the circumstances of issue or the disposition of the proceeds even if drawn to the individual order of any signing officer or other person in payment of his individual obligation
5. That the Bank is hereby authorized to honor and to treat as authorized any order of payment drawn in this City's name when bearing the facsimile signature of an authorized signer as designated below, regardless of by whom or by what means the actual or purported facsimile signature thereon may have been affixed thereto, if such signature is identical to the facsimile specimen duly certified to or filed with the Bank, and the City hereby indemnifies and holds the Bank harmless against any and all loss, cost, damage or expense suffered or incurred by the Bank arising out of or in any way related to the misuse or unlawful or unauthorized use by a person of such facsimile signature.
6. In the event the Bank, for any reason, is uncertain as to the continuing effectiveness of the authority conferred by this Resolution or any authorization, the Bank may refrain from taking action until such time as it is satisfied as to its authority. The City agrees to indemnify and hold harmless the Bank and its directors, officers, and employees from any claims, actions, losses, damages, costs, and expenses, including attorney's fees and costs through all appeals, of any nature, incurred by refraining from taking such action.
7. That in the event of any litigation in which the Bank and the City are adverse parties, the right to a trial by jury is hereby waived by the City.
8. That the undersigned is hereby authorized and directed to certify to the Bank the foregoing Resolutions, the names of the officers and other representatives and specimens of their respective signatures, as reflected on the New Account Information Card or similar document; and that the Bank may conclusively assume that persons at any time certified to it to be officers or other representatives of this City continue as such until receipt by the Bank of written notice to the contrary. The Bank shall be fully protected in relying on those certifications and the City agrees to indemnify and hold harmless the Bank and its directors, officers, and employees for any claims, actions, losses, damages, costs and expenses, including attorney's fees and costs through all appeals, of any nature, in honoring any signature so certified or in refusing to honor any signature not so certified.
9. That each of the foregoing resolutions are in conformity with the governing documents of the City and will be relied upon by the Bank in respect of the matters therein set forth and that there is no provision in the governing documents of the City limiting the power of the Board of Aldermen which is applicable to their ability to pass the foregoing resolutions.

Authorized Signers

The full name and title of each person authorized to act as described in the resolutions set forth above are immediately below:

NAME

TITLE

ONE OF THE FOLLOWING SHALL SIGN:

Staci Albritton Mitchell	Mayor
OR	
Ben Westerburg	Mayor Pro Tem

AND ONE OF THE FOLLOWING SHALL ALSO SIGN:

Matthew Wilson	Finance Director
OR	
_____ Andrea Pate	City Clerk

Two (2) signatures, as indicated above, always being required

SECTION 2. BE IT FURTHER RESOLVED, by the Mayor and Board of Aldermen on the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, Mayor, or her designee, is here authorized to certify the above authorization to Origin Bank in such form or manner as determined appropriate.

The above resolution was read and considered by sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened on the 5th day of August, 2025, voted on by yea and nay vote, passed and adopted, the final vote being as follows:

YEA:_____

NAY:_____

NOT VOTING:_____

ABSENT:_____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 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
CITY OF WEST MONROE

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

AN ORDINANCE TO AUTHORIZE THE MAYOR OF THE CITY OF WEST
MONROE, LOUISIANA, TO EXECUTE A CONSULTING SERVICES
AGREEMENT WITH FRANKLIN ASSOCIATES, LLC TO PROVIDE
DESIGN, OUTREACH, AND IMPLEMENTATION SERVICES RELATING
TO THE HOMEOWNER REHABILITATION PROGRAM AND THE
HOMEBUYER ASSISTANCE PROGRAM FOR THE MAKE-A-DIFFERENCE
(MAD) GRANT; AND TO OTHERWISE PROVIDE WITH RESPECT
THERE TO.

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 Consulting Services Agreement with Franklin
Associates, LLC to provide design, outreach, and implementation services relating to the
Homeowner Rehabilitation Program and the Homebuyer Assistance Program for the
Make-a-Difference (MAD) grant, with that agreement to provide generally as set forth in that
proposal which 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, including the further negotiation and modification of the
terms and provisions of that agreement, as she determines appropriate, and to execute any and all
further documents she deems either necessary or proper to carry out the activities arising out of
that agreement described above according to its terms and its intent.

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 5th day of August, 2025, the final vote being as follows:
YEA: _____
NAY: _____
NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 2025

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

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

CONSULTING SERVICES AGREEMENT

This Agreement is entered this _____ day of July, 2025 by and between Franklin Associates, LLC (herein after called “the Consultant”) and the City of West Monroe (hereinafter called “the Client”) relating to design, outreach, and implementation services for the Homeowner Rehabilitation Program and the Homebuyer Assistance Program.

The Parties mutually agree as follows:

- I. The Consultant hereby agrees to engage with the Client and agrees to perform the Scope of Services set forth in Exhibit A attached hereto.
- II. All work under this Agreement is funded in whole or in part with Community Development Block Grant funds and must comply all applicable federal rules.
- III. **Term:** This Agreement shall be effective as of the date set forth above and shall continue for two years. The Agreement may be amended or extended by written agreement by both parties. The Consultant and the Client acknowledge that the Term may need to be extended due to timing issues beyond the parties’ control, (including but not limited to extended review periods by entities other than the Consultant or Client, the lack of qualified grant participants under the award criteria, and/or timeline constraints of third-party contractors who may be retained to complete grant requirements.) The parties agree that this contract will be extended for additional six (6) month terms, as needed, until the completion of the scope of work contemplated herein has been completed.
- IV. **Compensation and Method of Payment:** The Consultant will be paid a fee not to exceed TWO-HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$235,000.00) for work performed as set forth in Exhibit A attached hereto and made part of this Agreement. The Consultant agrees that no additional funds will be sought at any time during the term of this Agreement or any extension thereof, regardless of whether the hourly fees earned have exceeded \$235,000.00. The Parties acknowledge and agree that Consultant assumes the risk of any costs or expenses incurred in excess of this cap and shall not be entitled to any additional compensation beyond this amount.
- V. **Independent Contractor:** Both parties agree that the Consultant will function as an independent contractor in the performance of its duties under this contract. Accordingly, Consultant shall be responsible for payment of all taxes including Federal, State, and local taxes arising out of the consultant's activities in accordance with this contract, including by way of illustration but not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fee as required.

- VI. **Ownership of Documents:** All documents and data created or compiled will be the property of the Client. Consultant may retain reproducible copies of documents.
- VII. **Professional Liability:** The Consultant shall be responsible for the use of reasonable skills and care benefiting the profession in the preparation of materials for the projects covered by this Agreement. The Consultant shall carry and maintain during the performance of this contract general liability, professional liability, and automobile insurance coverage as dictated in Exhibit B, attached here, and made part of this agreement. A certificate(s) of insurance evidencing said coverage shall be provided prior to the commencement of work.
- VIII. **Limitation of Liability:** Neither party shall be liable to the other party for any special, indirect, incidental, punitive, or consequential damages, including, without limitation, loss of business or loss of profits, arising out of or in connection with the performance or non-performance under this Agreement.
- IX. **Compliance with Federal Laws and Regulations:** Contractor must comply with all applicable federal, state, and local laws, regulations, and policies including the following, as applicable: Title VI and VIII of the Civil Rights Act of 1964 (Fair Housing Act), as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act of 1990, the Fair Housing Act, the Housing and Community Development Act of 1974, the Copeland "Anti-Kickback" Act, the Byrd Anti-Lobbying Amendment, the Clean Air Act, and the Federal Water Pollution Control Act.
- X. **Indemnification:** To the extent allowed by Louisiana law, the Consultant agrees to indemnify, defend, and hold harmless the Client, its subsidiaries, affiliates, successors, and/or assigns and their respective directors, officers, agents, shareholders, and employees, from and against any and all liabilities, losses, damages, demands, claims, proceedings, judgments, orders, suits, taxes, costs and expenses, including reasonable legal fees and other expenses of litigation, arising out of or connected with (i) negligent acts, errors or omissions in the performance of the Work or other activity or operation by the Client, its officers, employees, subcontractors, or agents under this Agreement, or (ii) any breach of the duties or obligations under this Agreement by the Client, its officers, employees, subcontractors, or agents.

To the extent allowed by Louisiana law, the Client agrees to indemnify, and hold harmless the Consultant, its subsidiaries, affiliates, successors, and/or assigns and their respective directors, officers, agents, shareholders, and employees, from and against any and all liabilities, losses, damages, demands, claims, proceedings, judgments, orders, suits, taxes, costs and expenses, arising out of or connected with

(i) negligent acts, errors or omissions in the performance of the Work or other activity or operation by the Client, its officers, employees, subcontractors, or agents under this Agreement, or (ii) any breach of the duties or obligations under this Agreement by the Client, its officers, employees, subcontractors, or agents.

- XI. **Termination:** The Client may terminate the Agreement at any time by giving at least thirty (30) days prior written notice to the Consultant. Consultant shall be entitled to payment on activities completed and fees earned up to the date of termination contained within the notice, to the extent that the work represents eligible activities satisfactorily completed and otherwise payable or reimbursable under the terms of this Agreement. Consultant shall not use the exhaustion or anticipated exhaustion of the maximum compensation amount set forth in Section IV as a basis to terminate this Agreement. The Parties acknowledge and agree that Consultant is obligated to perform the services described in this Agreement within the agreed compensation limit and assumes the risk of continuing performance without entitlement to additional compensation beyond the stated cap.
- XII. **Access to Information:** All information, data, reports, records as are existing, available, and necessary for conducting the work outlined in Exhibit A shall be furnished to the Consultant by the Client. No charge will be made to the Consultant for such information and the Client will cooperate with the Consultant in every way possible to facilitate the performance of the Scope of Work described herein.
- XIII. **Confidential Information:** The Consultant agrees that any information received by the Client during work in accordance with this Agreement that concerns the personal, financial, or other affairs of the Client not available in the public domain shall be treated by the Consultant in full confidence and will not be revealed to any other persons, firms or organizations without express written consent. Parties recognize that Client is a political subdivision of the State of Louisiana and subject to the Louisiana Public Records Act, La. Revised Statutes, 44:1 et seq., particularly La. Revised Statutes 44:3.2 regarding proprietary and trade secret information.
- XIV. **Dispute Resolution:** As a condition precedent to the commencement of any action proceeding against the Consultant by the Client or the Client by the Consultant, the Parties shall first offer, in writing, to seek resolution through non-binding mediation. If non-binding mediation is selected, the Consultant and the Client shall jointly determine the procedure for conducting the mediation and both parties shall establish the procedures within the mediation in good faith. If the dispute is not resolved by mediation, or if the Consultant does not elect mediation, then any action by the Client against the Consultant must be commenced within the prescriptive period allowed under Louisiana law. The Client shall give the Consultant written notice of any claim within thirty (30) days after the occurrence of the event giving rise to such claim. No action or proceeding arising out of or relating to this Agreement shall be commenced against Client, nor shall Consultant be required to

participate in any action or proceeding in any court except the courts of the 4th Judicial District Court, Parish of Ouachita, State of Louisiana, or the United States District Court for the Middle District of Louisiana. The Client consents to the jurisdiction of such courts in any action or proceeding arising out of or relating to this Agreement.

XV. Miscellaneous:

- a. If, for any reason, any term of this Agreement is found to be invalid, such findings shall not invalidate any other term of this Agreement.
- b. This Agreement, including the terms and conditions in the attached Exhibits, constitutes the entire Agreement between the Consultant and the Client and supersedes all prior written and oral understandings, representations and promises. Except as provided herein, this Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

XVI. Notices:

To the Consultant – Franklin Associates, LLC
 Perry Franklin
 250 S. Foster Dr., Baton Rouge, LA 70806
perry@franklinassociates.com

To the Client – City of West Monroe
 Staci Albritton Mitchell, Mayor
 2305 North 7th Street
 West Monroe, LA 71291
 EMAIL: smitchell@westmonroe.la.gov

With necessary copy to:

Doug Caldwell
 City Attorney
 221 McMillan Road
 West Monroe, LA 71291
 Email: dccaldwell@gmail.com

- XVII. Assignment and Subcontracting:** This agreement is not assignable by the Consultant without the Client's written consent, which it may withhold at its sole discretion, and any unapproved assignment will be invalid and ineffective. The Consultant may not subcontract any of its responsibilities under this Agreement to another person without Client's prior approval.

- XVIII. **Access and Maintenance of Records:** Consultant shall allow the Client, the State of Louisiana, the Division of Administration, Louisiana Office of Community Development and its representatives access to all records pertaining to this Agreement and Consultant must maintain all records pertaining to this Agreement for a period of five (5) years after receipt of final payment under this Agreement.
- XIX. **Contract Modifications:** No amendment or change to the terms of this agreement shall be valid unless made in writing, signed by the parties and approved as required by law. In the event of an inconsistency between this Professional Service Agreement and any Attachments or Exhibits, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence first to this Professional Service Agreement.

FRANKLIN ASSOCIATES, LLC

CITY OF WEST MONROE

By: Perry Franklin
 Its: President

By:
 Its:

 (Signature)

 (Signature)

Date: _____

Date: _____

EXHIBIT A SCOPE OF WORK, FEES

Homeowner Rehabilitation

Program Design

1. Program Guidelines

- Consultant shall facilitate up to three (3) initial meetings with staff to discuss project goals.
- Consultant shall Review existing policies, program materials, NOFA, and grant agreements.
- Consultant shall develop program process and workflows.
- Consultant shall develop program policy manual.
- Consultant shall review the program policy manual with HUD monitoring checklist for compliance.
- Consultant shall create monthly reporting templates.

2. Application & Review Process

- Consultant shall review community landscape and needs to propose the program application approach.
- Consultant shall create the application materials.
- Consultant shall develop the intake and application review protocols.
- Consultant shall create the framework for the Program Committee.
- Consultant shall create the Program Committee Charter template.

Implementation

1. Grant Administration

- Consultant shall review and process applications including conducting eligibility reviews, collection of documents, communication with applicants and engagement with the Program Committee.
- Consultant shall collaborate with contractors and homeowners to develop project-specific Scopes of Work.
- Consultant shall provide relevant city departments with inspection guidance.
- Consultant shall develop and facilitate grant agreement execution.

2. Financial Management

- Consultant shall create and maintain a budget tracking system.
- Consultant shall prepare invoices for disbursements to construction contractors.
- Consultant shall assist with draw requests and reporting to LOCD.

3. Monitoring & Performance

- Consultant shall create the monthly Key Performance Indicator (KPI) and project progress report.
- Consultant shall create and implement continuous improvement (CI) tools.
- Consultant shall facilitate quarterly project progress meetings.
- Consultant shall monitor program files in accordance with the CDBG program requirements, as applicable.

Homeownership Assistance Program

Program Design

1. Program Guidelines

- Consultant shall facilitate up to three (3) initial meetings with staff to discuss project goals.
- Consultant shall review existing policies, program materials, NOFA, and grant agreements.
- Consultant shall develop program process and workflows.
- Consultant shall develop program policy manual.
- Consultant shall review the program policy manual with HUD monitoring checklist for compliance.
- Consultant shall create monthly reporting templates.

2. Application & Review Process

- Consultant shall review community landscape and needs to propose the program application approach.
- Consultant shall create the application materials.
- Consultant shall develop the intake and application review protocols.
- Consultant shall create the framework for the Program Committee.
- Consultant shall create the Program Committee Charter template.

Implementation

1. Grant Administration

- Consultant shall review and process applications which includes conducting eligibility reviews, collection of documents, communication with applicants and engagement with the Program Committee.
- Consultant shall create and facilitate execution of homebuyer agreements.
- Consultant shall confirm and prepare statements of Categorical Exclusion in accordance with 24 CFR 58.35.

2. Financial Management

- Consultant shall create and maintain the budget tracking system.
- Consultant shall prepare invoices for disbursements to lenders.

- Consultant shall assist with draw requests and reporting to LOCD.

3. Monitoring & Performance

- Consultant shall create the monthly Key Performance Indicator (KPI) and project progress report.
- Consultant shall create and implement continuous improvement tools.
- Consultant shall facilitate quarterly project progress meetings.
- Consultant shall monitor program files in accordance with the CDBG program.

Outreach & Awareness

- Consultant shall develop outreach strategy, materials and facilitate one (1) public meeting.

LABOR CATEGORIES and RATES

Project Advisor	\$206.94
Project Manager	\$151.76
Senior Specialist	\$151.60
Specialist	\$148.48
Project Analyst	\$118.16
Subject Matter Expert	\$205.74

Pre-approved travel shall be reimbursed at state rates.

INVOICING

The Consultant will be paid a fee not to exceed \$235,000.00 for work performed using the rates described above. The Consultant will submit itemized invoices by the 10th of each month, setting forth time spent and include accompanying detailed time entry reports, and services rendered, and the Client will pay the Consultant the amounts due as indicated by invoice submitted by the Consultant within thirty (30) days of receipt.

Invoices should be sent to: Matthew Wilson, Director of Finance, 2305 North 7th Street, West Monroe, Louisiana, 71291 - mwilson@westmonroe.la.gov

Exhibit B

CONSULTANT'S INSURANCE

The Consultant shall carry and maintain at least the minimum insurance as specified below until completion and acceptance of the work. Consultant shall not commence work under this contract until certificates of insurance have been provided to the City of West Monroe. Insurance companies listed on certificates must have industry rating of A-, Class VI or higher, according to Best's Key Rating Guide. Consultant is responsible for assuring that its subcontractors meet these insurance requirements.

A. Commercial General Liability on an occurrence basis as follows:

General Aggregate	\$800,000
Products-Comp/Op Agg	\$800,000
Personal & Adv Injury	\$300,000
Each Occurrence	\$300,000
Fire Damage (Any one fire)	\$ 50,000
Med Exp	\$ 5,000

B. Professional Liability Insurance in an amount not less than ONE MILLION DOLLARS (\$1,000,000.00), covering the licensed professionals' errors and omissions.

C. Standard Workers Compensation - Full statutory liability for State of Louisiana with Employer's Liability Coverage.

D. Certificates must provide for thirty (30) days written notice to Certificate Holder prior to cancellation or change.

G. The Certificate Holder should be shown as:

City of West Monroe
2305 N 7th Street
West Monroe, LA 71291
(318) 396-2600

STATE OF LOUISIANA
CITY OF WEST MONROE

RESOLUTION NO. _____ MOTION BY: _____

SECONDED BY: _____

A RESOLUTION AUTHORIZING THE APPOINTMENT OF GARRAH RANKIN TO SERVE ON THE CITY OF WEST MONROE MUNICIPAL PLANNING COMMISSION, FOR AN UNEXPIRED TERM ENDING MARCH 1, 2026, AND FURTHER PROVIDING WITH RESPECT THERETO.

BE IT RESOLVED by the Mayor and the Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the following appointment to the City of West Monroe Municipal Planning Commission by the Mayor for the term shown is hereby authorized, all as set forth as follows, to-wit:

<u>APPOINTMENT</u>	<u>FOR TERM EXPIRING</u>
Garrah Rankin	March 1, 2026

The above resolution was read and considered by sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened on the 5th day of August, 2025, voted on by yea and nay vote, passed and adopted, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 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
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AMEND AND RE-ENACT THE ZONING ORDINANCE OF THE CITY OF WEST MONROE, LOUISIANA, PARTICULARLY THE ZONING MAP ANNEXED TO AND MADE A PART OF ORDINANCE NO. 1501, AS THAT ZONING MAP, AS CODIFIED BY SECTION 12-5011(C) OF THE CODE OF ORDINANCES, CITY OF WEST MONROE, LOUISIANA, HAS BEEN FROM TIME TO TIME AMENDED, AND PARTICULARLY TO AMEND THAT ZONING MAP AS IT PERTAINS TO 703, 704, 707 NORTH 4TH STREET, WEST MONROE, LOUISIANA (ASSESSOR PARCELS #1936/1935/1937), AS MORE PARTICULARLY DESCRIBED ON THE ATTACHED EXHIBIT "A", PURSUANT TO THE APPLICATION OF BEEBE PROPERTIES OF NORTHEAST LOUISIANA, LLC, SO AS TO RE-ZONE SAID PROPERTY FROM A R-1 (SINGLE FAMILY RESIDENTIAL) DISTRICT TO A B-3 (GENERAL BUSINESS) DISTRICT; TO AUTHORIZE AND DIRECT THE CITY ENGINEER OF THE CITY OF WEST MONROE, LOUISIANA, OR OTHER PERSON ACTING IN LIEU THEREOF AT THE DESIGNATION OF THE MAYOR, TO DO AND PERFORM ANY AND ALL THINGS NECESSARY TO CARRY OUT THE FOREGOING AND PARTICULARLY TO NOTE THE AMENDMENTS ON THE ZONING MAP OF THE CITY OF WEST MONROE AS HEREIN ENACTED; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, has adopted a Zoning Ordinance (Ordinance No. 1501, as amended) now codified as Section 12-5001 et seq. of the Code of Ordinances, City of West Monroe, Louisiana; and,

WHEREAS, the West Monroe Municipal Planning Commission, acting as the municipal zoning commission for the City of West Monroe, Louisiana, has held a public hearing pursuant to written application and notice in accordance with law, and has made a recommendation to the Board of Aldermen of the City of West Monroe; and,

WHEREAS, the Mayor and Board of Aldermen of the City of West Monroe have held a public hearing and given public notice to the extent required by law;

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 Zoning Ordinance No. 1501, as amended, and as codified in Sections 12-5001 et seq. of the Code of Ordinances, City of West Monroe, Louisiana, particularly the Zoning Map of the City of West Monroe, Louisiana, as that Zoning Map, as codified by Section 12-5011(C) of the Code of Ordinances, City of West Monroe, Louisiana, has been from time to time amended, be further amended and re-enacted to re-zone 703, 705 and 707 North 4th Street (assessor parcels #1936/1935/1937), West Monroe, Louisiana, as more particularly described on the attached Exhibit "A", from a R-1 (Single

Family Residential) District to a B-3 (General Business) District pursuant to the application of Beebe Properties of Northeast Louisiana (Artie Beebe).

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 City Engineer of the City of West Monroe, Louisiana, or any person in lieu thereof to be designated by the Mayor, is hereby authorized and directed to do and perform any and all things necessary to carry out the foregoing change, and particularly to note said change on the Zoning Map as herein re-enacted.

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 this Ordinance and its provisions are to be construed to be severable in regards to any of its provisions, portions or parts, and that in the event any part or portion or provision of this Ordinance should be held invalid, then in such event, such invalidity shall not affect any other provisions, portions, or parts which can be given effect without the invalid provision, and this Ordinance hereby is declared severable.

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 and nay vote, passed and adopted this 5th day of August, 2025, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 2025

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

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

EXHIBIT "A"

MUNICIPAL ADDRESS: 703, 705, AND 707 NORTH 4th STREET
WEST MONROE, LOUISIANA 71291

The East 75.125 feet of Lots 7 and 8, said lot fronting 108.88 feet on the West side of Fourth Street, with a depth of 75.125 feet on the North side of Stella Street; Lot 6, Square 8, and the South 51 feet of Lot 5, Square 8, all of T.E. Flourney's Third Addition to the City of West Monroe, Louisiana, as per plat on file in Plat Book 3, page 1, records of Ouachita Parish, Louisiana.

STATE OF LOUISIANA

CITY OF WEST MONROE

ORDINANCE NO. 5494MOTION BY: WesterburgSECONDED BY: Hamilton

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO ENTER INTO AN "ACT OF EXCHANGE" PENDING FINAL AUTHORIZATION TO TRANSFER AND EXCHANGE A 0.451 ACRE PARCEL OF IMMOVABLE PROPERTY WHICH IS NOT NEEDED FOR ANY PUBLIC PURPOSE BY THE CITY OF WEST MONROE, LOUISIANA TO CHRIS JOHNSON CONSTRUCTION, LLC OR ITS AUTHORIZED SUCCESSORS OR ASSIGNS, FOR THE RECEIPT OF A 0.459 ACRE PARCEL OF IMMOVABLE PROPERTY, AND SUBJECT TO CERTAIN TERMS AND CONDITIONS; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe, Louisiana, owns certain immovable property which is not needed for any public purposes, as it is landlocked and is too small for any meaningful uses due to the location of the Interstate 1-20, and

WHEREAS, Chris Johnson Construction, LLC, owns certain immovable property which is needed by the City of West Monroe, Louisiana, as it will allow for the furtherance of projects being undertaken by the City of West Monroe, Louisiana, and

WHEREAS, the relative values of the properties are equal, the terms and conditions provided for the exchange of those properties are fair and reasonable, and the exchange will allow for planned development on both tracts of immovable property which will 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 (sometimes "CITY") is hereby authorized to transfer and exchange certain immovable property which is not needed for any public purpose by the City of West Monroe, Louisiana, which property is more particularly described as follows, to-wit:

See attached Exhibit "A"

with Chris Johnson Construction, LLC, or its approved successors or assigns for and in consideration of Chris Johnson Construction, LLC (sometimes "CJC") simultaneously transferring and exchanging to the City of West Monroe, Louisiana, certain immovable property more particularly described as follows, to-wit:

See attached Exhibit "B"

subject to the terms and conditions as more particularly set forth as follow, to-wit:

- (a) Both CITY and CJC reserve unto themselves and exclude from this exchange any and all right, title and interest in and to any and all oil, gas and other minerals in, on or under the respective property which each has transferred to the other, all of such interests being expressly reserved by the respective party without any warranty whatsoever from or by the other party; provided, however, that each of CITY and CJC expressly waives any and all surface rights in and to the property resulting from this reservation; and neither CITY nor CJC may exercise any rights it may have in and to such oil, gas and other minerals in such a fashion that its right to the use of the surface of the property is disturbed so as to have a substantial negative impact on the operation of any business located upon the property.
- (b) Both CITY and CJC further agree to be solely responsible for all 2025 property taxes on the respective tracts acquired by each of them.

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 authorized to enter into the “Act of Exchange” which is attached as Exhibit “C”.

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 Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, she is hereby further authorized to take any other action or execute any and all other documents or impose any and all other terms and conditions deemed by her either necessary or appropriate regarding the exchange of the above-described immovable properties, including but not limited to any and all terms and provisions determined appropriate by the Mayor.

The above ordinance was introduced on July 1, 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. 33:4712; no opposition being filed, it is considered by sections, voted on by yea and nay vote, passed and adopted in regular and legal session convened this 5th day of August, 2025, with the final vote being as follows:

YEA: _____
NAY: _____
NOT VOTING: _____
ABSENT: _____

ATTEST:

APPROVED THIS 5TH DAY OF AUGUST,
2025

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

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

0.459 Acre± Tract
Section 28, T-18-N, R-3-E
Land District North of Red River
Ouachita Parish, Louisiana
L & A, Inc. Project No. 25S025.00

LEGAL DESCRIPTION

A certain tract or parcel of land situated in the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 28, Township 18 North, Range 3 East, Land District North of Red River, Ouachita Parish, Louisiana, and being more particularly described as follows:

Commence at a found $\frac{5}{8}$ " rebar at the northeast corner of the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 28, Township 18 North, Range 3 East, Land District North of Red River, Ouachita Parish, Louisiana; proceed South $89^{\circ}32'42''$ West along the north line of the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 28, a distance of 420.00 feet to a found $\frac{5}{8}$ " rebar at the northeast corner of a certain 6.724 acre tract conveyed to Chris Johnson Construction, LLC by deed recorded in Conveyance Book 2658, Page 161 of the records of Ouachita Parish, Louisiana, and the **POINT OF BEGINNING**; thence proceed South $00^{\circ}16'23''$ West along the east line of the said 6.724 acre tract, a distance of 60.00 feet to a found $\frac{5}{8}$ " rebar on the south line of a certain right-of-way conveyed to Ouachita Machine Works, Inc. by deed recorded in Conveyance Book 2478, Page 634 of the records of Ouachita Parish, Louisiana; thence proceed South $89^{\circ}32'42''$ West along the south line of the said Ouachita Machine Works right-of-way, a distance of 187.50 feet to a set $\frac{5}{8}$ " rebar at the southwest corner of the Ouachita Machine Works right-of-way; thence proceed in a northwesterly direction along a curve to the right, an arc distance of 84.27 feet (Radius=230.00 feet, Chord=North $79^{\circ}57'32''$ West - 83.80 feet) to a set $\frac{5}{8}$ " rebar; thence proceed in a northwesterly direction along a curve to the left, an arc distance of 68.62 feet (Radius=170.00 feet, Chord=North $81^{\circ}01'33''$ West - 68.15 feet) to a set $\frac{5}{8}$ " rebar; thence proceed South $87^{\circ}24'40''$ West, a distance of 50.14 feet to a set $\frac{5}{8}$ " rebar on the west line of a certain 0.946 acre tract conveyed to Chris Johnson Construction, LLC by deed recorded in Conveyance Book 2666, Page 550 of the records of Ouachita Parish, Louisiana; thence proceed North $00^{\circ}10'28''$ East along the west line of the said 0.946 acre tract, a distance of 35.44 feet to a found cotton spindle in Burt Lane (40' Apparent R.O.W.) at the northwest corner of the said 0.946 acre tract and also on the north line of the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 28; thence proceed North $89^{\circ}32'42''$ East along the north line of the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 28, a distance of 387.60 feet to the **POINT OF BEGINNING**, containing 0.459 acres, more or less, and being subject to the right-of-way of Burt Lane and all other easements, servitudes and rights-of-way of record and/or of use.

This description is based on the Boundary Survey and plat prepared by Ronald J. Riggan, II, Professional Land Surveyor dated May 14, 2025.



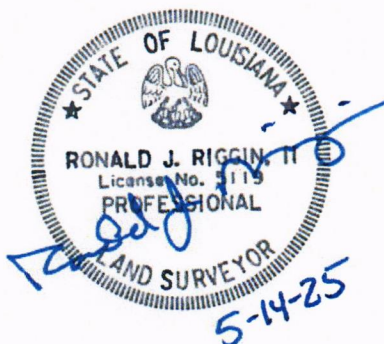
0.451 Acre± Tract
Section 29, T-18-N, R-3-E
Land District North of Red River
Ouachita Parish, Louisiana
L & A, Inc. Project No. 25S025.00

LEGAL DESCRIPTION

A certain tract or parcel of land situated in the Southeast ¼ of the Southeast ¼ of Section 29, Township 18 North, Range 3 East, Land District North of Red River, Ouachita Parish, Louisiana, and being more particularly described as follows:

Commence at a found 2" iron pipe at the northwest corner of the Southeast ¼ of the Southeast ¼ of Section 29, Township 18 North, Range 3 East, Land District North of Red River, Ouachita Parish, Louisiana; proceed South 00°06'18" East along the west line of the Southeast ¼ of the Southeast ¼ of Section 29, a distance of 297.00 feet to a found ½" rebar and the **POINT OF BEGINNING**; thence proceed South 89°47'57" East, a distance of 218.85 feet to a found 5/8" rebar; thence proceed South 56°01'14" West, a distance of 165.00 feet to a found LDOTD R.O.W. monument with a cap; thence proceed South 30°18'55" West, a distance of 161.66 feet to a set 5/8" rebar on the west line of the Southeast ¼ of the Southeast ¼ of Section 29; thence proceed North 00°06'18" West along the west line of the Southeast ¼ of the Southeast ¼ of Section 29, a distance of 232.54 feet to the **POINT OF BEGINNING**, containing 0.451 acres, more or less, and being subject to all easements, servitudes and rights-of-way of record and/or of use.

This description is based on the Boundary Survey and plat prepared by Ronald J. Riggan, II, Professional Land Surveyor dated May 14, 2025.



STATE OF LOUISIANA
PARISH OF OUACHITA

ACT OF EXCHANGE OF REAL PROPERTY

BE IT KNOWN, That before me, the undersigned Notary Public, duly commissioned and sworn;

PERSONALLY CAME AND APPEARED:

CITY OF WEST MONROE, LOUISIANA, represented herein by Staci Albritton Mitchell, Mayor, which has its principal office at 2305 North 7th Street, West Monroe, Louisiana, 71291, authorized pursuant to Ordinance No. _____, a certified copy of which is attached hereto, hereinafter sometimes referred to as "COWM";

AND

CHRIS JOHNSON CONSTRUCTION, LLC, a Louisiana limited liability company domiciled in the Parish of Ouachita with a mailing address of 122 Belle Vue Drive, West Monroe, Louisiana 71291, represented herein by Christopher Lee Johnson, its authorized Member, pursuant to that certain Resolution of Authority filed for record on the 28th day of October, 2016, as Conveyance Book 2486, Page 748, DR#1715566, records of Ouachita Parish, Louisiana, hereinafter sometimes referred to as "CJC";

WHO DECLARED THAT:

They do by these presents, make an exchange of property on the express terms and conditions hereinafter set forth, as follows, to-wit:

For and in consideration of the transfer to CJC as hereinunder set forth, the said CJC does hereby GRANT, BARGAIN, ASSIGN, SET OVER, TRANSFER, CONVEY AND DELIVER with all legal warranties and with full substitution and subrogation in and to all the rights and actions of warranty which the said CJC has or may have against all preceding owners and vendors, unto COWM, all its undivided ownership interest in and to the following described property located in Ouachita Parish, Louisiana, to-wit:

That certain 0.459 acre parcel of property located in Section 28, Township 18 North, Range 3 East, Ouachita Parish, Louisiana and being more particularly described on Exhibit "A" attached hereto.

AND NOW, for and in consideration of the transfer to COWM, as aforesaid, the said COWM does by these presents, hereby GRANT, BARGAIN, ASSIGN, SET OVER, TRANSFER, CONVEY AND DELIVER with all legal warranties and with full substitution and subrogation in and to all the rights and actions of warranty which the said COWM has or may have against all preceding owners and vendors, unto CJC, all of its undivided ownership interest in and to the following described property located in Ouachita Parish, Louisiana, to-wit:

That certain 0.451 acre parcel of property located in Section 29, Township 18 North, Range 3 East, Ouachita Parish, Louisiana and being more particularly described on Exhibit "B" attached hereto.

The parties hereto agree that the properties conveyed by each of them to the other are equal in value.

Further, the COWM and CJC reserve unto themselves and exclude from this exchange any and all right, title and interest in and to any and all oil, gas and other minerals in, on or under the respective property each has transferred to the other, all of such interests being expressly reserved by the respective party without any warranty whatsoever from or by the other party; provided, however, that COWM and CJC expressly waives any and all surface rights in and to the property resulting from this reservation; and neither COWM nor CJC may not exercise any rights it may have in and to such oil, gas and other minerals in such a fashion that its right to the use of the surface of the property is disturbed so as to have a substantial negative impact on the operation of any business located upon the property.

TO HAVE AND TO HOLD the said respective properties, the one to the other, their heirs, successors and assigns forever.

The parties hereto take cognizance of the property taxes for the year 2025 on the respective tracts received by them herein and agree to pay said taxes on the respective tracts acquired by each of them.

DONE AND PASSED at my office in Ouachita Parish, Louisiana, in the presence of the undersigned competent witnesses and me, Notary, on this the _____ day of _____, 2025.

WITNESSES:

CITY OF WEST MONROE

PRINTED NAME: _____

By: _____
STACI ALBRITTON MITCHELL,
Mayor

PRINTED NAME: _____

NOTARY PUBLIC

DONE AND PASSED at my office in Ouachita Parish, Louisiana, in the presence of the undersigned competent witnesses and me, Notary, on this the _____ day of _____, 2025.

WITNESSES:

CHRIS JOHNSON CONSTRUCTION, LLC

PRINTED NAME: _____

By: _____
CHRISTOPHER LEE JOHNSON,
Authorized Member

PRINTED NAME: _____

NOTARY PUBLIC

0.459 Acre± Tract
Section 28, T-18-N, R-3-E
Land District North of Red River
Ouachita Parish, Louisiana
L & A, Inc. Project No. 25S025.00

LEGAL DESCRIPTION

A certain tract or parcel of land situated in the Southwest ¼ of the Northwest ¼ of Section 28, Township 18 North, Range 3 East, Land District North of Red River, Ouachita Parish, Louisiana, and being more particularly described as follows:

Commence at a found 5/8" rebar at the northeast corner of the Southwest ¼ of the Northwest ¼ of Section 28, Township 18 North, Range 3 East, Land District North of Red River, Ouachita Parish, Louisiana; proceed South 89°32'42" West along the north line of the Southwest ¼ of the Northwest ¼ of Section 28, a distance of 420.00 feet to a found 5/8" rebar at the northeast corner of a certain 6.724 acre tract conveyed to Chris Johnson Construction, LLC by deed recorded in Conveyance Book 2658, Page 161 of the records of Ouachita Parish, Louisiana, and the **POINT OF BEGINNING**; thence proceed South 00°16'23" West along the east line of the said 6.724 acre tract, a distance of 60.00 feet to a found 5/8" rebar on the south line of a certain right-of-way conveyed to Ouachita Machine Works, Inc. by deed recorded in Conveyance Book 2478, Page 634 of the records of Ouachita Parish, Louisiana; thence proceed South 89°32'42" West along the south line of the said Ouachita Machine Works right-of-way, a distance of 187.50 feet to a set 5/8" rebar at the southwest corner of the Ouachita Machine Works right-of-way; thence proceed in a northwesterly direction along a curve to the right, an arc distance of 84.27 feet (Radius=230.00 feet, Chord=North 79°57'32" West - 83.80 feet) to a set 5/8" rebar; thence proceed in a northwesterly direction along a curve to the left, an arc distance of 68.62 feet (Radius=170.00 feet, Chord=North 81°01'33" West - 68.15 feet) to a set 5/8" rebar; thence proceed South 87°24'40" West, a distance of 50.14 feet to a set 5/8" rebar on the west line of a certain 0.946 acre tract conveyed to Chris Johnson Construction, LLC by deed recorded in Conveyance Book 2666, Page 550 of the records of Ouachita Parish, Louisiana; thence proceed North 00°10'28" East along the west line of the said 0.946 acre tract, a distance of 35.44 feet to a found cotton spindle in Burt Lane (40' Apparent R.O.W.) at the northwest corner of the said 0.946 acre tract and also on the north line of the Southwest ¼ of the Northwest ¼ of Section 28; thence proceed North 89°32'42" East along the north line of the Southwest ¼ of the Northwest ¼ of Section 28, a distance of 387.60 feet to the **POINT OF BEGINNING**, containing 0.459 acres, more or less, and being subject to the right-of-way of Burt Lane and all other easements, servitudes and rights-of-way of record and/or of use.

This description is based on the Boundary Survey and plat prepared by Ronald J. Riggins, II, Professional Land Surveyor dated May 14, 2025.



0.451 Acre± Tract
Section 29, T-18-N, R-3-E
Land District North of Red River
Ouachita Parish, Louisiana
L & A, Inc. Project No. 25S025.00

LEGAL DESCRIPTION

A certain tract or parcel of land situated in the Southeast ¼ of the Southeast ¼ of Section 29, Township 18 North, Range 3 East, Land District North of Red River, Ouachita Parish, Louisiana, and being more particularly described as follows:

Commence at a found 2" iron pipe at the northwest corner of the Southeast ¼ of the Southeast ¼ of Section 29, Township 18 North, Range 3 East, Land District North of Red River, Ouachita Parish, Louisiana; proceed South 00°06'18" East along the west line of the Southeast ¼ of the Southeast ¼ of Section 29, a distance of 297.00 feet to a found ½" rebar and the **POINT OF BEGINNING**; thence proceed South 89°47'57" East, a distance of 218.85 feet to a found 5/8" rebar; thence proceed South 56°01'14" West, a distance of 165.00 feet to a found LDOTD R.O.W. monument with a cap; thence proceed South 30°18'55" West, a distance of 161.66 feet to a set 5/8" rebar on the west line of the Southeast ¼ of the Southeast ¼ of Section 29; thence proceed North 00°06'18" West along the west line of the Southeast ¼ of the Southeast ¼ of Section 29, a distance of 232.54 feet to the **POINT OF BEGINNING**, containing 0.451 acres, more or less, and being subject to all easements, servitudes and rights-of-way of record and/or of use.

This description is based on the Boundary Survey and plat prepared by Ronald J. Riffin, II, Professional Land Surveyor dated May 14, 2025.



LEGAL NOTICE

NOTICE is hereby given by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in accordance with Louisiana Revised Statutes, Title 33, Section 4712, that the proposed Ordinance 5494 attached hereto as Exhibit "A" was introduced at the regular meeting of the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, on the 1st day of July, 2025, and will be considered for adoption at the regular meeting of the Mayor and Board of Aldermen on the 5th day of August, 2025 at 6:00 p.m., City Council Chambers, West Monroe City Hall, 2305 N. 7th Street, West Monroe, Louisiana. Any opposition to the proposed Ordinance must be in writing, filed with the City Clerk within 15 days of the first publication of this Legal Notice. A public hearing will be held on any such written opposition at the time, date and place set forth above for the consideration of the adoption of the proposed Ordinance.

Andrea Pate
City Clerk
City of West Monroe

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

ORDINANCE TO AMEND SEC. 11-5032 OF THE CODE OF ORDINANCES, CITY OF WEST MONROE, LOUISIANA, PROHIBITING THE POSSESSION OF KRATOM; TO DEFINE THE TERM “KRATOM” AND TO ESTABLISH TO PENALTIES FOR VIOLATIONS; TO ESTABLISH AN EFFECTIVE DATE; TO PROVIDE THE PROVISIONS OF THIS ORDINANCE AS SEVERABLE 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 Sec. 11-5032 of the Code of Ordinances, City of West Monroe, Louisiana, is hereby amended to now provide as follows:

“Sec.11-5032. Unlawful possession of kratom

- A. For purposes of this Section, "kratom" means any substance derived from the leaves of the *Mitragyna speciosa* tree or any substance containing 7-hydroxy-mitragynine or mitragynine.
- B. Possession. It is unlawful for any person knowingly or intentionally to possess kratom. Any person who violates this Subsection shall be punished as follows:
 - (1) On a conviction wherein the offender possesses twenty grams or less, the offender shall be fined not more than one hundred dollars.
 - (2) On a first conviction, wherein the offender possesses more than twenty grams, the offender shall be fined not more than five hundred dollars, imprisoned for not more than six months, or both.
 - (3) On a second or any subsequent conviction, wherein the offender possesses more than twenty grams, the offender shall be fined not more than one thousand dollars, imprisoned for not more than six months, or both.”

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 this amendment shall be effective August 6, 2025.

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 any provisions, sections or subsections of this ordinance are held invalid for any cause or reason, such invalidity shall not affect the other provisions, sections, or subsections of this ordinance which can give effect without the invalid provisions, sections, or subsections, and to this end each of the provisions, sections, and subsections of this ordinance are hereby declared severable;

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 5th day of August, 2025, the final vote being as follows:

YEA: _____
NAY: _____
NOT VOTING: _____
ABSENT: _____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 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
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

ORDINANCE TO AMEND SECTION 11-4027.1 (OPERATING WHILE IMPAIRED; FIRST OFFENSE; PENALTIES) AND SECTION 11-4027.2 (OPERATING WHILE IMPAIRED; SECOND OFFENSE; PENALTIES) OF THE CODE OF ORDINANCES, CITY OF WEST MONROE, LOUISIANA, TO UPDATE THE FINES PAYABLE UPON CONVICTION; TO ESTABLISH AN EFFECTIVE DATE; TO PROVIDE THE PROVISIONS OF THIS ORDINANCE ARE SEVERABLE; 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 Section 11-4027.1 of the Code of Ordinances, City of West Monroe, Louisiana, is hereby amended, to provide as follows:

“Sec. 11-4027.1. Operating while impaired; first offense; penalties.

(a) (1) Except as modified by the provisions of paragraphs (2) and (3) of this subsection, on a conviction of a first offense violation of section 11-4207, the offender shall be fined not less than three hundred dollars (\$300.00) nor more than nine hundred seventy-five dollars (\$975.00), and shall be imprisoned for not less than ten (10) days nor more than six (6) months. Imposition or execution of sentence under this paragraph shall not be suspended unless the offender is placed on probation with the minimum conditions that he complete all of the following:

- a. Serve forty-eight (48) hours in jail, which shall not be suspended, or in lieu thereof, perform no less than thirty-two (32) hours of court-approved community service activities, at least half of which shall consist of participation in a litter abatement or collection program.
- b. Participate in a court-approved substance abuse program, which may include an assessment by a licensed clinician to determine if the offender has a diagnosis of substance abuse disorder. Nothing herein shall prohibit the court from modifying the portions of the program as may be applicable and appropriate to an individual offender as shown by the assessment.
- c. Participate in a court-approved driver improvement program.
- d. Except as provided by subparagraph (3)c. of this subsection, the court may order that the offender not operate a motor vehicle during the period of probation, for no less than six (6) months, unless any vehicle, while being operated by the offender, is equipped with a functioning ignition interlock device in compliance with the requirements of subsection 11-4027.3(c) and R.S. 32:378.2.

(2) If the offender had a blood alcohol concentration of 0.15 percent or more but less than twenty percent (0.20) by weight based on grams of alcohol per one hundred (100) cubic centimeters of blood, at least forty-eight (48) hours of the sentence imposed pursuant to paragraph (1) of this subsection shall be served without the benefit of parole, probation, or suspension of sentence, and is to be served in addition to any sentence of imprisonment imposed pursuant to subparagraph (1)a. of this subsection, provided that the total period of imprisonment upon conviction of the offense, including imprisonment for default in payment of a fine or costs, shall not exceed six (6) months.

(3) a. If the offender had a blood alcohol concentration of twenty percent (0.20) or

more by weight based on grams of alcohol per one hundred (100) cubic centimeters of blood, the offender shall be fined not less than seven hundred fifty dollars (\$750.00) nor more than nine hundred seventy-five dollars (\$975.00) and at least forty-eight (48) hours of the sentence imposed pursuant to paragraph (1) of this subsection shall be served without the benefit of parole, probation, or suspension of sentence, and is to be served in addition to any sentence of imprisonment imposed pursuant to subparagraph (1)a. of this subsection, provided that the total period of imprisonment upon conviction of the offense, including imprisonment for default in payment of a fine or costs, shall not exceed six (6) months.

- b. In addition to any penalties imposed under this section, upon conviction of a first offense, if the offender had a blood alcohol concentration of twenty percent (0.20) percent or more by weight based on grams of alcohol per one hundred (100) cubic centimeters of blood, the driver's license of the offender shall be suspended for two (2) years.
- c. The court shall require that the offender not operate a motor vehicle during the period of probation unless any vehicle, while being operated by the offender, is equipped with a functioning ignition interlock device in compliance with the requirements of subsection 11-4027.3(c) and R.S. 32:378.2. The ignition interlock device shall remain installed and operative on his vehicle during the period of suspension of his driver's license following the date of conviction.
- (b) Nothing in this section shall prohibit a court from sentencing an offender to serve any portion of the sentence under home incarceration pursuant to section 11-4027.3, either in lieu of, or in addition to, a term of imprisonment if otherwise allowed under the provisions of Code of Criminal Procedure Article 894.2 and subsection 11-4027.3(b).
- (c) An offender may apply for a restricted driver's license to be in effect during the entire period of suspension upon proof to the department of public safety and corrections that his motor vehicle has been equipped with a functioning ignition interlock device in compliance with the requirements of R.S. 32:378.2.
- (d) In addition to the penalties imposed pursuant to this Section above, upon conviction of a first offense, the offender shall also be fined an additional twenty-five dollars. Monies collected pursuant to this subsection (d) shall be forwarded to the state treasurer within thirty days of collection."

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 11-4027.2 of the Code of Ordinances, City of West Monroe, Louisiana, is hereby amended, to provide as follows:

"Sec. 11-4027.2. Operating while impaired; second offense; penalties.

(a) (1) Except as modified by the provisions of paragraphs (2), (3), and (4) of this subsection on a conviction of a second offense violation of section 11-4027, regardless of whether the second offense occurred before or after the first conviction, the offender shall be fined not less than seven hundred fifty dollars (\$750.00) nor more than nine hundred fifty dollars (\$950.00), and shall be imprisoned for not less than thirty (30) days nor more than six (6) months. At least forty-eight (48) hours of the sentence imposed shall be served without benefit of parole, probation, or suspension of sentence. Imposition or execution of the remainder of sentence shall not be suspended unless the offender is placed on probation with the minimum conditions that he complete all of the following:

- a. Serve at least fifteen (15) days in jail, without benefit of parole, probation, or suspension of sentence, or in lieu thereof, perform two hundred forty (240) hours of court-approved community service activities, at least half

of which shall consist of participation in a litter abatement or collection program. If imprisonment is imposed under this subparagraph, the sentence is to be served in addition to the sentence of imprisonment imposed pursuant to paragraph (1) of this subsection, provided that the total period of imprisonment upon conviction of the offense, including imprisonment for default in payment of a fine or costs, shall not exceed six (6) months.

- b. Participate in a court-approved substance abuse program, which may include an assessment by a licensed clinician to determine if the offender has a diagnosis of substance abuse disorder. Nothing in this section shall prohibit the court from modifying the portions of the program as may be applicable and appropriate to an individual offender as shown by the assessment.
 - c. Participate in a court-approved driver improvement program.
 - d. Except as the period of time may be increased in accordance with subparagraph (3)c. of this subsection, the court shall order that the offender not operate a motor vehicle during the period of probation unless any vehicle, while being operated by the offender, is equipped with a functioning ignition interlock device in compliance with the requirements of subsection 11-4027.3(c), R.S. 15:306, and R.S. 32:378.2, which requirement shall remain in effect for a period of not less than six (6) months from the date of conviction. In addition, the device shall remain installed and operative during any period that the offender's driver's license is suspended under law and for any additional period as determined by the court.
- (2) If the offender had a blood alcohol concentration of fifteen percent (0.15) or more but less than twenty percent (0.20) by weight based on grams of alcohol per one hundred (100) cubic centimeters of blood, at least ninety-six (96) hours of the sentence imposed pursuant to paragraph (1) of this subsection shall be served without the benefit of parole, probation, or suspension of sentence.
- (3) a. If the offender had a blood alcohol concentration of twenty percent (0.20) or more by weight based on grams of alcohol per one hundred (100) cubic centimeters of blood, the offender shall be fined nine hundred fifty dollars (\$950.00) and at least ninety-six (96) hours of the sentence imposed pursuant to paragraph (1) of this subsection shall be served without the benefit of parole, probation, or suspension of sentence.
- b. In addition to any penalties imposed under this section, upon conviction of a second offense violation of section 11-4027, if the offender had a blood alcohol concentration of twenty percent (0.20) or more by weight based on grams of alcohol per one hundred (100) cubic centimeters of blood, the driver's license of the offender shall be suspended for four (4) years.
 - c. The court shall require that the offender not operate a motor vehicle during the period of probation unless any vehicle, while being operated by the offender, is equipped with a functioning ignition interlock device in compliance with the requirements of subsection 11-4027.3(c), R.S. 15:306, and R.S. 32:378.2. The ignition interlock device shall remain installed and operative on his vehicle during the four-year period of the suspension of his driver's license.
- (4) If the arrest for the second offense occurs within one year of the commission of the first offense, at least thirty (30) days of the sentence imposed pursuant to paragraph (1) of this subsection shall be served without benefit of parole, probation, or suspension of sentence. In addition, if the offender had a blood alcohol concentration of twenty percent (0.20) or more by weight based on grams of alcohol per one hundred (100) cubic centimeters of blood, he shall be fined nine hundred fifty dollars (\$950.00) and also be subject to the provisions of subparagraphs (3)b. and c. of this subsection.
- (b) Nothing in this section shall prohibit a court from sentencing an offender to serve any portion of the sentence under home incarceration pursuant to section

11-4027.3, either in lieu of, or in addition to, a term of imprisonment if otherwise allowed under the provisions of Code of Criminal Procedure Article 894.2 and subsection 11-4027.3(b).

- (c) An offender may apply for a restricted driver's license to be in effect during the entire period of suspension upon proof to the department of public safety and corrections that his motor vehicle has been equipped with a functioning ignition interlock device in compliance with the requirements of R.S. 32:378.2.
- (d) In addition to the penalties imposed pursuant to this Section above, upon conviction of a second offense, the offender shall also be fined an additional fifty dollars. Monies collected pursuant to this subsection (d) shall be forwarded to the state treasurer within thirty days of collection.”

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 for cause determined to be in the best interests of the City of West Monroe and its citizens, this enactment shall be effective on August 6, 2025;

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 if any provisions, sections or subsections of this ordinance are held invalid for any cause or reason, such invalidity shall not affect the other provisions, sections, or subsections of this ordinance which can give effect without the invalid provisions, sections, or subsections, and to this end each of the provisions, sections, and subsections of this ordinance are hereby declared severable.

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 5th day of August, 2025, the final vote being as follows:

YEA:_____

NAY:_____

NOT VOTING:_____

ABSENT:_____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 2025

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

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA TO ENTER INTO A JOINT FUNDING AGREEMENT FOR WATER RESOURCES INVESTIGATIONS (OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026) WITH THE U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR; 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 the City of West Monroe, Louisiana, be and it is hereby authorized to enter into that Joint Funding Agreement for Water Resources Investigation (October 1, 2025 through September 30, 2026) with the U.S. Geological Survey, United States Department of the Interior, a copy of which is attached hereto as Exhibit A, all according to all terms, conditions and provisions as set forth therein.

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 that Joint Funding Agreement on behalf of the City of West Monroe, Louisiana, and to take any and all other action deemed by her either necessary or appropriate to effectuate execution of that Joint Funding Agreement for Water Resources Investigation (October 1, 2025 through September 30, 2026) with the U.S. Geological Survey, United States Department of the Interior.

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 and nay vote, passed and adopted the 5th day of August, 2025, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 2025

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

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



United States Department of the Interior

U.S. GEOLOGICAL SURVEY
Lower Mississippi-Gulf Water Science Center
640 Grassmere Park, Suite 100
Nashville, TN 37211

July 18, 2025

Mr. Raju Katwal
Environmental Compliance Officer
City of West Monroe
303 W. Pavilion Drive
West Monroe, LA 71292

Dear Mr. Katwal:

This is our standard joint-funding agreement between the U.S. Geological Survey Lower Mississippi-Gulf Water Science Center and City of West Monroe for the continued operation and maintenance of the Ouachita River at West Monroe gage and the provision of daily discharge and stage data on the Ouachita River, during the period October 1, 2025, through September 30, 2026, in the amount of \$21,590 from your agency. U.S. Geological Survey contributions for this agreement are \$7,600 for a combined total of \$29,190. Please sign and return one fully executed original to My-Chae May at gs-w-lmg_agreements@usgs.gov or 3535 S. Sherwood Forest Blvd. Suite 120, Baton Rouge, LA 70816.

Federal law requires that we have a signed agreement before we start or continue work. Please return the signed agreement by **October 1, 2025**. If, for any reason, the agreement cannot be signed and returned, please contact Aub Ward at (318) 548-1637 or email anward@usgs.gov to make alternative arrangements.

This is a fixed cost agreement to be billed annually via Down Payment Request (automated Form DI-1040). Please allow 30-days from the end of the billing period for issuance of the bill. If you experience any problems with your invoice(s), please contact My-Chae May at phone number (225) 298-5481 or gs-w-lmg_budget_finance_team@usgs.gov.

The results of all work performed under this agreement will be available for publication by the U.S. Geological Survey. We look forward to continuing this and future cooperative efforts in these mutually beneficial water resources studies.

Sincerely,

Todd Baumann
Acting Director, LMG Water Science Center

Enclosure
26MLJFALADA116

Form 9-1366
(May 2018)

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Customer #: 6000002035
Agreement #: 26MLJFALADA116
Project #: ML00925
TIN #: 72-6001497

Fixed Cost Agreement YES[X] NO[]

THIS AGREEMENT is entered into as of October 1, 2025, by the U.S. GEOLOGICAL SURVEY, Lower Mississippi-Gulf Water Science Center, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the City of West Monroe party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation for the continued operation and maintenance of the Ouachita River at West Monroe gage and the provision of daily discharge and stage data on the Ouachita River, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$7,600 by the party of the first part during the period
October 1, 2025, to September 30, 2026
- (b) \$21,590 by the party of the second part during the period
October 1, 2025, to September 30, 2026
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program, and if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties. The Parties acknowledge that scientific information and data developed as a result of the Scope of Work (SOW) are subject to applicable USGS review, approval, and release requirements, which are available on the USGS Fundamental Science Practices website (<https://www.usgs.gov/office-of-science-quality-and-integrity/fundamental-science-practices>).

Form 9-1366
(May 2018)

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Customer #: 6000002035
Agreement #: 26MLJFALADA116
Project #: ML009Z5
TIN #: 72-6001497

9. Billing for this agreement will be rendered **annually**. Invoices not paid within 60 days from the billing date will bear Interest, Penalties, and Administrative cost at the annual rate pursuant the Debt Collection Act of 1982, (codified at 31 U.S.C. § 3717) established by the U.S. Treasury.

USGS Technical Point of Contact

Name: Aub Ward
Assistant Director - Southwest Data
Program (Louisiana)
Address: 3095 West California
Ruston, LA 71270
Telephone: (318) 548-1637
Fax: (318) 251-0372
Email: anward@usgs.gov

Customer Technical Point of Contact

Name: Raju Katwal
Environmental Compliance Officer
Address: Department of Water, Wastewater, and
Stormwater 303 W. Pavilion Drive
West Monroe, LA 71292
Telephone: (318) 325-0496
Fax: (n/a)
Email: rkatwal@westmonroe.la.gov

USGS Billing Point of Contact

Name: My-Chae May
Budget Analyst
Address: 3535 South Sherwood Forest Blvd.
Suite 120
Baton Rouge, LA 70816
Telephone: (225) 298-5481
Fax: (n/a)
Email: gs-w-lmg_agreements@usgs.gov


Customer Billing Point of Contact

Name: Raju Katwal
Environmental Compliance Officer
Address: Department of Water, Wastewater, and
Stormwater 303 W. Pavilion Drive
West Monroe, LA 71292
Telephone: (318) 325-0496
Fax: (n/a)
Email: rkatwal@westmonroe.la.gov

U.S. Geological Survey
United States
Department of Interior

City of West Monroe

Signature

By  Date: 07/18/2025
Name: Todd Baumann
Title: Acting Director, LMG Water Science Center

Signatures

By _____ Date: _____
Name: Staci Albritton Mitchell
Title: Mayor

By _____ Date: _____
Name: _____
Title: _____

By _____ Date: _____
Name: _____
Title: _____

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 AN INTERGOVERNMENTAL AGREEMENT WITH THE TOWN OF SLAUGHTER, LOUISIANA FOR THE PURCHASE OF A PORTABLE ASPHALT RECLAIMING / TRENCHING SYSTEM; TO FURTHER AUTHORIZE THE MAYOR TO EXECUTE THAT INTERGOVERNMENTAL AGREEMENT AND ALL RELATED DOCUMENTS; AND TO FURTHER EXECUTE ANY ALL FURTHER DOCUMENTS, AUTHORIZATIONS OR COMMITMENTS, AND TO UNDERTAKE ANY AND ALL ACTIONS WHICH ARE NECESSARY, APPROPRIATE OR DESIRABLE IN ORDER TO EFFECT THE INTENDED PURCHASE AS RELATES TO THE AGREEMENT; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the Town of Slaughter (a Louisiana political subdivision) owns one (1) used Asphalt Zipper with Transport Trailer described as:

42" Portable Asphalt Reclaiming / Trenching Machine with Tier 4 Final Diesel Engine and Wheel Assist System. Includes 150 Gallon Water System and Custom Wheel Assist Trailer and primarily consisting of a 2019 Asphalt Zipper, Model # 420X110B, Serial # AZ0498 reflecting 27 hours of use, and a 2020 Williamson "Ocean" trailer Model # X003584, Serial # 109FS1726LU021449

which has been offered for sale from its used equipment inventory, are fully functional, and in excellent condition, and the Asphalt Zipper and Transport Trailer are fit to continue serving a public purpose.

WHEREAS, the sale of the Asphalt Zipper and Transport Trailer comes with warranty of title and warranty against redhibitory defect only; the Town of Slaughter represents that it is unaware of any redhibitory defects regarding the Asphalt Zipper or the Transport Trailer.

WHEREAS, the City of West Monroe, LA has offered to purchase, and the Town of Slaughter has agreed to sell the Asphalt Zipper and Transport Trailer for \$90,000.00.

WHEREAS, the Town of Slaughter and the City of West Monroe agree that they have each independently determined that \$90,000.00 is the fair market value of the Asphalt Zipper and Transport Trailer to be sold.

WHEREAS, La. R.S. 39:1703 allows any public procurement unit to sell to, acquire from, or use any supplies belonging to another public procurement unit or external procurement activity independent of the requirements of Title 38, and La. R.S. 33:1321, et seq. (the local services law) authorizes a political subdivision to sell its movable property to another public entity without a public auction through an intergovernmental agreement.

ACCORDINGLY,

SECTION 1. BE IT ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that the City of West Monroe, Louisiana, is hereby authorized to enter into an Intergovernmental Agreement with the Town of Slaughter, Louisiana, relating to the purchase of a 42" Portable Asphalt Reclaiming / Trenching Machine with Tier 4 Final Diesel Engine and Wheel Assist System (Asphalt “Zipper” with 15 gallon water system and custom wheel assist trailer), and that Staci Albritton Mitchell, Mayor, be and she is hereby authorized to execute that Intergovernmental Agreement on behalf of the City of West Monroe, Louisiana, a copy of which is more fully set forth on the attached Exhibit “A”, and to further execute any and all documents either necessary or appropriate to reflect its approval by the City of West Monroe, Louisiana.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Alderman 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 further authorized to execute any and all further documents, authorizations or commitments, and to undertake any and all actions which are necessary, appropriate or desirable in order to meet any and all other requirements relating to the acquisition of the intended portable asphalt reclaiming / trenching system, as it relates to the Intergovernmental Agreement which is attached.

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 and nay vote, this 5th day of August, 2025, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 2025

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

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

**JOINT RESOLUTION (AND INTERGOVERNMENTAL AGREEMENT) TO SELL AND TO BUY
BETWEEN TOWN OF SLAUGHTER, LA & CITY OF WEST MONROE, LA
ASPHALT ZIPPER & TRANSPORT TRAILER**

Wherefore, the Town of Slaughter (a Louisiana political subdivision) owns one (1) used Asphalt Zipper with Transport Trailer described as:

42" Portable Asphalt Reclaiming / Trenching Machine with Tier 4 Final Diesel Engine and Wheel Assist System. Includes 150 Gallon Water System and Custom Wheel Assist Trailer and primarily consisting of a **2019 Asphalt Zipper, Model # 420X110B, Serial # AZ0498 reflecting 27 hours of use**, and a **2020 Williamson "Ocean" trailer Model # X003584, Serial # 109FS1726LU021449**

which has been offered for sale from its used equipment inventory, are fully functional, and in excellent condition, and the Asphalt Zipper and Transport Trailer are fit to continue serving a public purpose.

Wherefore, the sale of the Asphalt Zipper and Transport Trailer comes with warranty of title and warranty against redhibitory defect only; the Town of Slaughter represents that it is unaware of any redhibitory defects regarding the Asphalt Zipper or the Transport Trailer.

Wherefore, the City of West Monroe, LA has offered to purchase, and the Town of Slaughter has agreed to sell the Asphalt Zipper and Transport Trailer for \$90,000.00.

Wherefore, the Town of Slaughter and the City of West Monroe agree that they have each independently determined that \$90,000.00 is the fair market value of the Asphalt Zipper and Transport Trailer to be sold.

Wherefore, La. R.S. 39:1703 allows any public procurement unit to sell to, acquire from, or use any supplies belonging to another public procurement unit or external procurement activity independent of the requirements of Title 38., and La. R.S. 33:1321, et seq. (the local services law) authorizes a political subdivision to sell its movable property to another public entity without a public auction through an intergovernmental agreement.

Now Therefore,

Let it be Resolved and Agreed between the Town of Slaughter and the City of West Monroe jointly, as follows:

1. The Town of Slaughter agrees to sell from its in-stock equipment inventory the above-described Asphalt Zipper and Transport Trailer and related equipment for \$90,000.00 to the City of West Monroe, with full warranty of title and free of redhibitory defects only. The City of West Monroe

acknowledges that there is no manufacturer's warranty in effect on either the Asphalt Zipper or the Transport Trailer.

2. The City of West Monroe is responsible for arranging pickup and/or delivery at its cost. The Town of Slaughter will sign appropriate bills of sale presented by West Monroe upon payment of the sale price.

3. West Monroe agrees to purchase the above-described Asphalt Zipper and Transport Trailer and related equipment according to the foregoing terms and conditions by providing one lump sum payment of the sale price in cash.

4. By signing below (after appropriate passage or approval of this Joint Resolution) the parties acknowledge an intergovernmental agreement has been confected and that best efforts will be expended to complete a transfer of the described Asphalt Zipper and Trailer by August __, 2025; each party is responsible for properly notifying the public of their intent to sell or to buy in accordance with all requirements, statutory or otherwise, but no rescission of sale shall be effected notwithstanding.

Approved by Town of Slaughter

August __, 2025

Yays _____

Nays _____

Approved by City of West Monroe

August __, 2025

Yays _____

Nays _____

SIGNATURES

By signing below in their official capacity, each party's representative acknowledges a binding intergovernmental agreement to complete the sale and purchase described herein according to the terms and conditions. (signed in duplicate originals)

_____/date_____

_____/date_____

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE LIMITED TIME USE OF CROWD CONTROL BARRICADES WHICH ARE THEN CURRENTLY UNNEEDED IN EXCHANGE FOR A FAIR MARKET VALUE PAYMENT FOR THAT USE, AND SUBJECT TO OTHER TERMS, CONDITIONS, AND LIMITATIONS; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, crowd control barricades (“barricades”) were purchased by the City of West Monroe (“CITY”) primarily for use by the West Monroe Police Department during parades, football games, the Ark-La-Miss fair, and other scheduled events within the City for which their use is essential; and

WHEREAS, others have requested use of those barricades from time-to-time, and as an accommodation to those persons a program has been developed which provides for such use as a secondary use to the needs of the City of West Monroe; and

WHEREAS, the program which is proposed will be a benefit to both the organizers and participants in area events, will assist the West Monroe Police Department and other local law enforcement agencies by allowing those barricades to be utilized, and such an arrangement will offset a portion of the purchase price and operating expenses of those barricades which are often idle and then un-needed by the City of West Monroe, Louisiana.

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 authorized to enact the proposed program that allows use of crowd control barricades which is secondary to the use of those barricades by the City of West Monroe in exchange for a fair market value payment and subject to such other terms and provisions as are from time to time determined appropriate, but subject to the condition that each use of the barricades shall be pursuant to a written agreement and subject to its terms and provisions, with an example of such an agreement 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, is given the continuing authority to direct updates and modifications of the terms and provisions of that agreement as she determines to be either appropriate or beneficial, and to also update the then existing charges for the use of those barricades to a price determined by her as reasonable fair market value for such use, and

similarly to oversee the management of the program in such manner as she deems best for the City of West Monroe and its residents.

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 and nay vote, passed and adopted the 5th day of August, 2025, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 2025

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

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

AGREEMENT FOR USE
(BARRICADES)

Crowd control barricades ("barricades") were purchased by the City of West Monroe/West Monroe Police Department ("CITY") for use during parades, football games, the Ark-La-Miss fair, and other scheduled events within the City for which their use is essential, so that the dates/times set out in this Agreement are of the essence. Further, allowing use of City barricades as provided in this Agreement For Use (Barricades) ("Agreement") is solely as an accommodation to others, and is secondary to use of the barricades for the needs of the City of West Monroe.

Use of the barricades is allowed only within Ouachita Parish unless specifically approved by the Mayor.

Person(s)/organization using barricades ("Renter"): _____

Name of Individual Responsible Guarantor(REQUIRED): _____

Phone: _____ Email: _____

Address of Renter : _____

(City)

(State)

Location of use of barricades : _____

Scheduled date/approximate time for pickup by Renter (or for CITY delivery) ("PICKUP DAY"): _____ Scheduled date/approximate time for return/retrieval by Renter (or barricades retrieved by CITY) ("RETURN DAY"): _____

Cost for use of barricades ("Rental") is \$10 per barricade for a period of 5 days. If the length of time of the intended use is greater than 5 days, the cost for each additional day shall be \$2 per barricade (but only if this extended time is scheduled at the time of signing of this Agreement). If all barricades are not returned on the RETURN DAY(or, if applicable, are not available for pickup by CITY on the RETURN DAY), there shall be an additional charge of \$5 per barricade per day until all barricades are returned/retrieved. Further, if all barricades have not been returned (or made available for retrieval by CITY) by the RETURN DAY, CITY shall have the right to retrieve all barricades at any time and/or from any location where found.

Additional cost for the CITY to deliver and to pick up the barricades is \$50 for each 10 barricades.

Number/type of barricades to be utilized: _____

Rental cost for _____ days is \$ _____.

Cost of delivery and pickup (if by CITY) is \$ _____. **TOTAL COST** is \$ _____

RENTAL SHALL BE PAID IN ADVANCE, and use of barricades is not guaranteed until full payment is received by CITY.

CITY reserves the right to cancel this Agreement in whole or in part due to occurrence of unexpected events.

Individual Personal Guarantor ("Guarantor") hereby guarantees all of the obligations of Renter under this Agreement, and waives demand, protest, notice of protest and non-payment, and also the plea of discussion, and agree that this is a solitary obligation, and that the obligations of Renter may be extended without the knowledge or consent of Guarantor.

Renter is solely responsible for repair of any damage to a barricade, if repairable, or otherwise is responsible for the full replacement cost. Whether a damaged barricade is repairable is determined by CITY, in its sole discretion. Repair cost shall be \$100.00. Replacement cost for each barricade shall be \$200.00, and replacement cost for each separate "support foot" of a barricade is \$40.00.

Renter assumes all liability arising out of the transportation and the use of barricades (unless barricades are transported by CITY), and assumes all liability for the installation and the use of the barricades. Renter agrees to fully indemnify and hold the CITY, its employees, its agents, and its independent contractors free and harmless from any and all liability, obligation or expense for any and all damage or injury to any person or property, regardless of how or where arising or incurred.

Should any proceeding be instituted in Court by CITY for enforcement of the terms and provisions of this Agreement, CITY shall be entitled to also recover reasonable attorney fees (which shall be a minimum of \$350.00) and all costs incurred.

Signed this _____ day of _____, 2025.

Renter:

Authorized Signature

Individual Personal Guarantor:

Signature

Accepted on behalf of CITY:

Printed name: _____

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

ORDINANCE TO AUTHORIZE THE SUBMISSION OF AN APPLICATION BY THE CITY OF WEST MONROE, LOUISIANA, FOR A STATES' ECONOMIC DEVELOPMENT ASSISTANCE PROJECT (SEDAP) GRANT FROM THE DELTA REGIONAL AUTHORITY (DRA) FOR THE PROJECT "PARKWOOD SANITARY SEWER MAIN IMPROVEMENTS", INCLUDING A COMMITMENT FOR THAT PORTION OF THE PROJECT COSTS TO BE FUNDED BY THE CITY OF WEST MONROE; AND, IF AWARDED, TO ENTER INTO A GRANT CONTRACT AND TO EXECUTE ANY AND ALL FURTHER DOCUMENTATION EITHER NECESSARY OR APPROPRIATE TO ACCEPT THAT GRANT, AND THEREAFTER TO PROCEED WITH THAT PROJECT; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

SECTION 1. BE IT ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that the City is hereby authorized to submit an application for a States' Economic Development Assistance Program (SEDAP) grant from the Delta Regional Authority (DRA) for the project "Parkwood Sanitary Sewer Main Improvements", estimating the total project cost as \$793,700.00, with the requested grant amount being \$500,000.00 and committing to a contribution by the City of \$297,700.00 (37% of the total project cost); and with that project being further described as:

Replacement of approx. 2,350 feet of 24" sewer main, and rehabilitation of 9 manholes along the Black Bayou Canal near Parkwood Drive.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that if the grant is awarded, Staci Albritton Mitchell, as the Mayor of the City of West Monroe, Louisiana, is hereby further authorized to then enter into the Grant Contract with the Delta Regional Authority for the proposed project "Parkwood Sanitary Sewer Main Improvements", and to execute any and all further documentation either necessary or appropriate to accept that grant, including any further commitment for that portion of the project costs to be funded by the City of West Monroe, and thereafter to proceed with that project, all according to the terms, conditions and provisions required of the formal grant agreement.

SECTION 3. BE IT FURTHER ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as the Mayor of the City of West Monroe, Louisiana, is hereby authorized on behalf of the City of West Monroe, Louisiana, to execute any and all documents determined by her to either necessary or desirable in connection with the application for the grant and, if awarded, in connection with the grant contract, and to thereafter further do and perform any and all other matters and take any and all other actions in order to fulfill all of the terms and conditions of any grant agreement awarded.

SECTION 4. BE IT FURTHER ORDAINED by the Mayor and Board of Alderman of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as the Mayor of the City of West Monroe, Louisiana, be and she is here designated and appointed the agent of the City of West Monroe, Louisiana, to conduct all negotiations and execute and submit all documents, including but not limited to the grant application, any commitment agreement and any amendments, and any reports which may be necessary or desirable as relates to the application for grant funding for the aforementioned project, as well as undertaking any and all efforts that could result in receipt of additional grant or other funding which could reduce the financial obligation of the City.

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 and nay vote, passes and adopted this 5th day of August, 2025, the final vote being as follows:

YEA:_____

NAY:_____

NOT VOTING:_____

ABSENT:_____

ATTEST:

APPROVED THIS 5TH DAY OF
AUGUST, 2025

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

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



Office of the Mayor
Staci Albritton Mitchell

August 5, 2025

Delta Regional Authority
Attn: Dr. Corey Wiggins, Federal Co-Chair
236 Sharkey Avenue, Suite 400
Clarksdale, MS 38614

RE: City of West Monroe DRA-SEDAP Application
Parkwood Sanitary Sewer Main Improvements

Dear Dr. Wiggins,

Please accept this letter from the City of West Monroe authorizing the City to apply for a DRA-SEDAP grant in the amount of \$500,000 for residential infrastructure improvements. The proposed project would replace approximately 2,350 feet of 24" sewer main and rehabilitation of 9 manholes along the Black Bayou Canal near Parkwood Drive.

The City of West Monroe is requesting \$500,000 (63%) in grant funds with a local match of \$293,700 (37%) for a total project cost of \$793,700.

Thank you for your consideration of this request. Should you need additional information, please reach out to my office at (318) 396-2600 or mayorsoffice@westmonroe.la.gov

Sincerely,

Staci Albritton Mitchell

Attachments

F. M. Huey, P.E., P.L.S.
P. C. Taylor, Jr., P.E.



S. E. Huey Co.

Engineering • Surveying
Established 1928

R. L. George, IV, P.E.
D. R. Arrington, P.E.
B. P. Anzalone, P.E.

Parkwood Sanitary Sewer Main Improvements

Type: Sanitary Sewer Treatment

Location: Parkwood Drive, West Monroe, LA

Description: Replacement of approx. 2,350 feet of 24" sewer main and rehabilitation of 9 manholes along the Black Bayou Canal near Parkwood Drive.

Funding Program(s): 2025 DRA State Economic Development Assistance Program (SEDAP)

Total Project Cost: \$793,700

Funding Request: \$500,000 (63%)

City Match: \$293,700 (37%)

Prepared by
Robert L. George, IV, P.E.
S. E. Huey Co.
July 31, 2025

CHANGE ORDER

No. 1
Dated: August 5, 2025

OWNER'S Contract No.: 000213 ENGINEER'S Project No.: 235539

Project:

ARKANSAS ROAD UTILITY RELOCATION
(NORTH 7TH ST. TO OTIS ST.)

CONTRACTOR: JABAR CORPORATION

Contract For: Sewer/Water Rehab Contract Date: October 14, 2024

To: JABAR CORPORATION
Contractor

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

City of West Monroe

Owner

By: Staci Albritton Mitchell - Mayor

Dated: August 5, 2025

Nature of Changes: Adjust for as-built quantities.
Add fence replacement to install manhole
Add sewer service connection.
Add long and short side service connections
Add 2" water main relocation.
Add replacement of sewer main connection into lift station

Enclosures: Change Order #1 Detail

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

Contract Price Prior to This Change Order:	\$ <u>882,605.70</u>
Net Increase Resulting from this Change Order:	\$ <u>18,372.94</u>
Current Contract Price Including this Change Order:	\$ <u>900,978.64</u>

Contract Time Prior to This Change Order: 180 Days

Net Add Resulting from This Change Order: 12 Days

Current Contract Time Including This Change Order: 192 Days

The Above Changes Are Recommended:

S. E. HUEY CO.

Project Engineer

By:


Brad Anzalone, P.E.

Date:

8/5/25

The above Changes Are Approved As Recommended:

City of West Monroe

Owner

By:

Staci Albritton Mitchell - Mayor

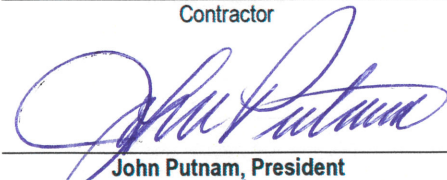
Date:

The above Changes Are Accepted:

JABAR Corporation

Contractor

By:


John Putnam, President

Date:

8/5/25

Project: ARKANSAS ROAD UTILITY RELOCATION (NORTH 7TH ST. TO OTIS ST.)				Owner: CITY OF WEST MONROE, LA				
Job #: 235539		Change Order No. 1			Contract Date: October 14, 2024			
Date of Completion:		Amount of Contract:			Contract Days:			
Original: N/A		Original: \$882,605.70			Original: 180			
Revised: N/A		Revised: \$900,978.64			Revised: 192			
Contract Items		Original			Change Order No. 1			
Item No.	Item Description	Unit	Quantity	Unit \$	Extension	Quantity	Difference	Extension
1	8" PVC C900 SDR25 Water Main (Open Cut)	LF	2752	\$51.00	\$140,352.00	2752	0	\$0.00
2	8" HDPE DR 11 Water Main (Directional Drill)	LF	405	\$83.70	\$33,898.50	420	15	\$1,255.50
3	6" SDR11 HDPE Water Main (Directional Drill)	LF	60	\$78.20	\$4,692.00	80	20	\$1,564.00
4	8" PE x PVC Water Main Connections	EA	6	\$973.30	\$5,839.80	6	0	\$0.00
5	6" PE x PVC Water Main Connections	EA	2	\$763.20	\$1,526.40	2	0	\$0.00
6	8" x 10" D.I. Tee w/ Acc. (Water Main)	EA	1	\$1,420.10	\$1,420.10	1	0	\$0.00
7	8" x 6" D.I. Tee w/ Acc. (Water Main)	EA	4	\$1,026.50	\$4,106.00	4	0	\$0.00
8	8" D.I. 45° Ell w/ Acc. (Water Main)	EA	8	\$708.30	\$5,666.40	6	-2	(\$1,416.60)
9	10" Gate Valve w/ Pad & Box	EA	1	\$5,645.10	\$5,645.10	1	0	\$0.00
10	8" Gate Valve w/ Pad & Box	EA	9	\$3,732.30	\$33,590.70	9	0	\$0.00
11	6" Gate Valve w/ Pad & Box	EA	4	\$2,508.80	\$10,035.20	5	1	\$2,508.80
12	8" x 10" Water Main Connection	EA	1	\$3,033.60	\$3,033.60	1	0	\$0.00
13	8" x 8" Water Main Connection	EA	6	\$2,533.30	\$15,199.80	6	0	\$0.00
14	8" x 6" Water Main Connection	EA	4	\$2,545.80	\$10,183.20	4	0	\$0.00
15	6" x 6" Water Main Connection	EA	1	\$2,327.00	\$2,327.00	1	0	\$0.00
16	Existing Fire Hydrant Reconnect	EA	1	\$4,592.80	\$4,592.80	1	0	\$0.00
17	New Fire Hydrant Assembly	EA	6	\$10,687.90	\$64,127.40	6	0	\$0.00
18	Cap, Abandon, & Flowable Fill Existing 8" Water Main (Approximately 3,250-LF)	LS	1	\$30,796.50	\$30,796.50	1	0	\$0.00
19	8" HDPE DR 17 Pipe by Pipe Bursting (Inclusive of Entrance/Exist Pits)	LF	3133	\$68.20	\$213,670.60	3158.00	25	\$1,705.00
20	6" PVC C900 SDR25 Force Main (Open Cut)	LF	1283	\$41.50	\$53,244.50	1283.00	0	\$0.00
21	6" HDPE DR11 Force Main (Directional Drill)	LF	40	\$65.70	\$2,628.00	40	0	\$0.00
22	6" PE x PVC Force Main Connection	EA	2	\$789.50	\$1,579.00	2	0	\$0.00
23	6" D.I. 90° Ell w/ Acc. (Force Main)	EA	1	\$631.20	\$631.20	0	-1	(\$631.20)
24	6" D.I. 45° Ell w/ Acc. (Force Main)	EA	3	\$591.90	\$1,775.70	4	1	\$591.90
25	6" x 6" Force Main Connection	EA	2	\$1,651.40	\$3,302.80	2	0	\$0.00
26	Remove and Replace Sanitary Sewer Manhole	EA	11	\$7,757.80	\$85,335.80	11	0	\$0.00
27	New Sanitary Sewer Manhole	EA	4	\$5,465.90	\$21,863.60	4	0	\$0.00
28	Cap, Abandon, & Flowable Fill Existing 6" Force Main (Approximately 1,300-LF)	LS	1	\$7,332.50	\$7,332.50	1	0	\$0.00
29	Removal of Existing Asphalt Pavement (Inclusive of Saw Cut)	SY	15	\$142.00	\$2,130.00	23.55	9	\$1,214.10
30	Replacement of Existing Asphalt Pavement	SY	15	\$537.70	\$8,065.50	22.55	8	\$4,059.64
31	Removal of Existing Concrete Pavement (Inclusive of Saw Cut)	SY	10	\$229.50	\$2,295.00	0	-10	(\$2,295.00)
32	Replacement of Existing Concrete Pavement	SY	10	\$366.60	\$3,666.00	0	-10	(\$3,666.00)
33	Saw Cut & Removal of Existing Curb & Gutter	LF	10	\$87.50	\$875.00	0	-10	(\$875.00)
34	Replacement of Curb & Gutter	LF	10	\$183.30	\$1,833.00	0	-10	(\$1,833.00)
35	SB2 Crushed Stone	CY	25	\$149.10	\$3,727.50	30	5	\$745.50
36	Dress & Seed Disturbed Ares	LS	1	\$20,218.40	\$20,218.40	1	0	\$0.00
37	Temporary Traffic Control	LS	1	\$46,335.60	\$46,335.60	1	0	\$0.00
38	Mobilization	LS	1	\$25,063.50	\$25,063.50	1	0	\$0.00
*39	Replace Privacy Fence (Removed for Manhole Installation)	LS	0	\$3,582.25	\$0.00	1	1	\$3,582.25
*40	Sewer Service Connection	EA	0	\$1,343.48	\$0.00	1	1	\$1,343.48
*41	Water Service Connection (Short Side)	EA	0	\$1,343.48	\$0.00	1	1	\$1,343.48
*42	Water Service Connection (Long Side at Levee)	EA	0	\$4,911.43	\$0.00	1	1	\$4,911.43
*43	Relocate 2" Water Main for Manhole Installation	LS	0	\$839.67	\$0.00	1	1	\$839.67
*44	Replace Sewer Main Connection into Lift Station	LS	0	\$3,424.99	\$0.00	1	1	\$3,424.99

CERTIFICATE OF SUBSTANTIAL COMPLETION

OWNER'S Project No. 000213

ENGINEER'S Project No. 235539

Project: **ARKANSAS ROAD UTILITY RELOCATION (North 7th St. to Otis St.)**

CONTRACTOR: **JABAR Corporation**

Contract For: **Sewer/Water Rehab**

Contract Date: **October 14, 2024**

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

None specified.

To City of West Monroe
OWNER

And To JABAR Corporation
CONTRACTOR

The Work to which this Certificate applies has been inspected by authorized representatives of **OWNER, CONTRACTOR** and **ENGINEER**, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

July 10, 2025
Date of Substantial Completion

A tentative list of items to be completed or corrected ("Punch List") may be attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of **CONTRACTOR** to complete all the Work in accordance with the Contract Documents. When this Certificate applies to a specified part of the Work the items in the tentative list shall be completed or corrected by **CONTRACTOR** within 45 days of the above date of Substantial Completion.

The date of Substantial Completion is the date upon which all guarantees and warranties begin, except as follows:

All work, no exceptions.

The responsibilities between **OWNER** and **CONTRACTOR** shall be as follows:

RESPONSIBILITIES:

OWNER: Normal operation and maintenance

CONTRACTOR: Provide a 1-year warranty of materials and workmanship.

The following documents are attached to and made a part of this Certificate:

Punchlist

ACCEPTED BY OWNER: City of West Monroe

By: _____
Staci Albritton Mitchell, Mayor

Date: _____

EXECUTED BY ENGINEER: S. E. HUEY CO.

By: 3- [Signature]
Brad Anzalone, P. E.

Date: 7/23/25

The **CONTRACTOR** accepts this Certificate of Substantial Completion on 7/23, 2025

JABAR Corporation
CONTRACTOR

BY: [Signature]
John Putnam, President

**ARKANSAS ROAD UTILITY RELOCATION (North 7th St. to Otis St.)
JABAR Corporation**

**Final Inspection Punch List
7-10-2025**

Attending this inspection were Brad Anzalone (S.E. Huey Co.), Jacob Cloud (S.E. Huey Co.), Jonathan Kaufman (City of West Monroe), Ronnie Clark (City of West Monroe), Jacob Jones (City of West Monroe), Randy Putnam (JABAR Corporation), Chandler Putnam (JABAR Corporation) and Steve Moore (JABAR Corporation).

All items required for the project were in place and ready for inspection. The following list was compiled to document items remaining to be addressed as part of the contract.

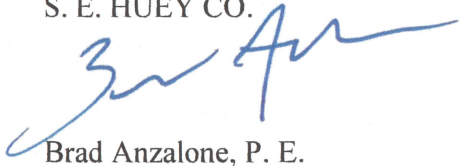
1. Install four Triflex marking posts per specifications on new force main. Markers shall include a terminal board, protected from the elements, for use as a tracer wire terminal. (\$2,000)
2. Install new seat on fire hydrant at approximately station 4+00. (\$500)
3. Fill existing valve riser at the corner of Arkansas Road and Maridale Drive with concrete. (\$250)
4. Regrade eastern edge of Maridale Drive and place cold mix near first driveway. (\$500)
5. Regrade millings around manhole #02-0010 to make it even with grade and slope west towards the existing open ditch. (\$750)
6. Install/clean sewer sentry lid gaskets on all new manholes. (\$1,000)
7. Install concrete pad on valve boxes at approximate stations 0+60, 14+00, 20+20, and 28+25. (\$500)
8. Adjust valve box riser at approximately station 20+80. (\$250)
9. Install valve box lid marked water at approximate stations 14+00, 20+00, 20+80, and 27+25. (\$500)
10. Add framing and picket to gate at the existing lift station to be lockable. (\$750)
11. Remove concrete chunk from manhole #02-0175 and grout lower barrel joint to stop groundwater infiltration. (\$1,500)
12. Cut approximately 6" of length off the 8" PE invert out (west) in manhole #02-0177. (\$750)
13. All areas along the edge of Arkansas Road that were excavated to flowable fill the abandoned 8" water main are to be inspected, recompact, and regraded. Any areas with voids (e.g. station 23+05) appearing shall be filled and compacted with millings. (\$2,000)
14. Existing sidewalk at approximately station 13+00 where the corner was broken off to be saw cut all the way across to create a new flush edge. After saw cut portion of the sidewalk has been removed, contractor shall backfill and regrade the area flush with the sidewalk. At approximately stations 13+50 and 19+70 contractor is to seal the fine cracks in the sidewalk to avoid any water penetration. (\$1,500)
15. All concrete, valves, piping, manhole rings, manhole lids, and other miscellaneous construction material delivered to public works are to be picked up and disposed of by contractor. Fire hydrants are to be separated from the miscellaneous material and left with public works. (\$2,000)
16. All disturbed areas to be raked and smoothed, particularly around stations 6+30 and 33+00, as needed to remove any stone/dirt clods and fill in areas of settlement. (\$1,000)

17. Any disturbed areas or areas where grass has not been reestablished to be seeded/reseeded after dress up has taken place. (\$1,000)
18. Replace portion of asphalt that was removed from the driveway going over the levee at manhole #02-0270. (\$1,000)

It was noted in new sewer manhole #4 that the 8" PE invert in (east) was flush with the wall of the manhole. This invert is to be monitored throughout the warranty period for any movement to ensure it does not pull through the wall.

Respectfully submitted,

S. E. HUEY CO.

A handwritten signature in blue ink, appearing to read 'Brad Anzalone', is written over the printed name.

Brad Anzalone, P. E.



8/5/2025

Project Name: Crosley Street Sanitary Sewer Improvements

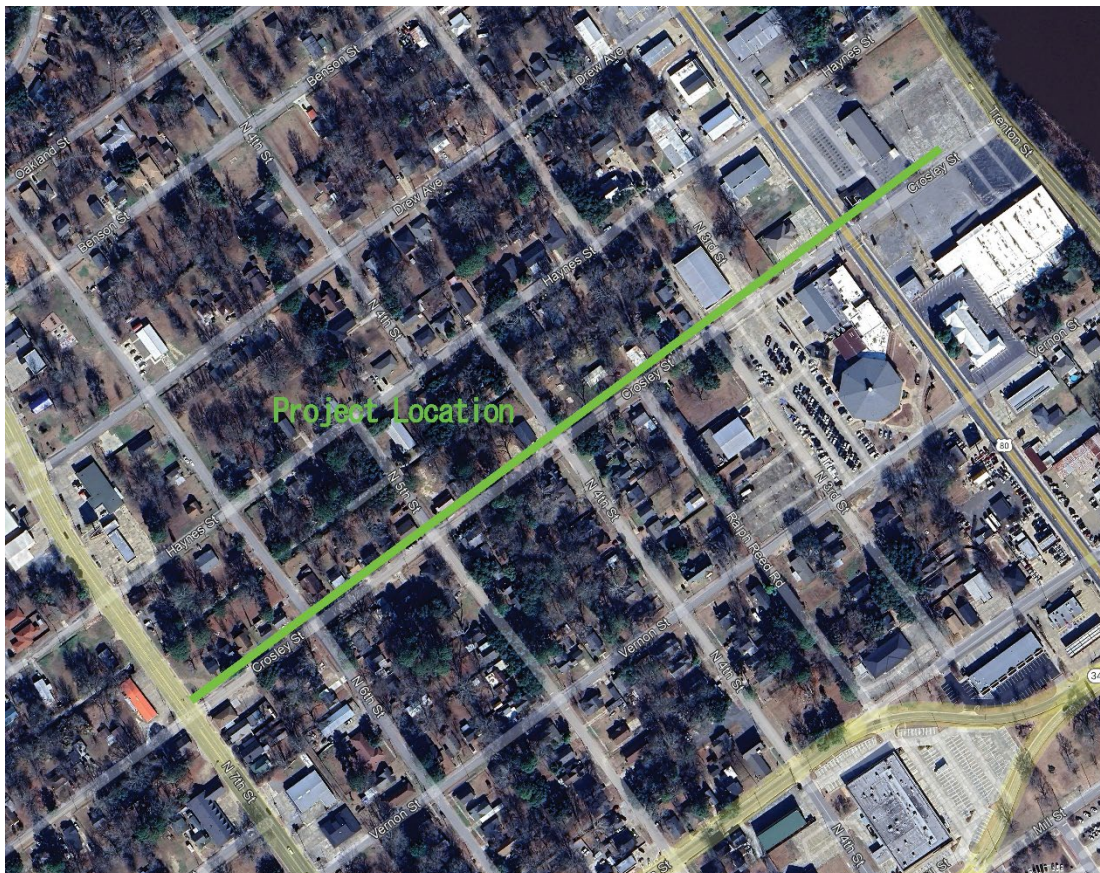
Funding: City

City Code: 000322

Description: This project involves replacement of sanitary sewer mains, reconnecting service mains, and replacing/repairing sanitary sewer manholes along Crosley Street, from N. 7th Street to Trenton Street. This project is being performed in preparation for the Crosley Street Urban System project.

Est. Cost: \$445,000

Bid Date: 9/9/2025



ADVERTISEMENT FOR BIDS

Sealed bids will be received by the City of West Monroe for the construction of the project described as follows:

PROJECT: Crosley Street Sanitary Sewer Improvements
TYPE: Municipal and Public Works Construction
CONTRACT TIME: 120 Calendar Days
LIQUIDATED DAMAGES: \$200 (Two hundred) per Calendar Day
ENGINEER'S ESTIMATE: \$445,000

Proposals shall be addressed to the City of West Monroe, and delivered here to the office of the City Clerk, located in the City Hall not later than 10 a.m. (CST) on September 9, 2025. Proposals shall be designated as "Sealed Bid – Crosley Street Sanitary Sewer Improvements". All bids must be submitted on the proper bid form. The contractor shall display his active contractor's license number prominently on the outside of the envelope. Bids may also be submitted electronically through Civcast (www.civcastusa.com). Instructions for electronic submittal are provided on the site. Any bids received after the specified time and date will not be considered. The sealed bids will be publicly opened and read aloud at 10 a.m. (CST) on September 9, 2025 in the Council Chambers at the West Monroe City Hall located at 2305 North 7th Street, West Monroe, Louisiana.

The CONTRACT DOCUMENTS may be examined at www.civcastusa.com, or at the office of S.E. Huey Co., 1111 N. 19th Street, Monroe, LA 71201.

Copies of the CONTRACT DOCUMENTS may be obtained through Civcast (www.civcastusa.com), or via a link found at www.sehuey.com. Contract documents may be viewed and downloaded at no cost; free registration is required. A fee will be charged for printing and shipping contract documents. See website for details. Alternatively, copies of the contract documents may be obtained from the office of S.E. Huey Co., located at 1111 N. 19th Street, Monroe, LA 71201, upon payment of a \$50.00 deposit for each set. Bona fide prime contractors who submit a valid bid for the project will receive a full refund for their first set of Contract Documents obtained from S.E. Huey Co. upon returning them in good condition to the office of S.E. Huey Co. within ten calendar days of the bid opening. The deposit for all other plans will be non-refundable.

Each bidder must deposit with his/her bid, security in the amount, form and subject to the conditions provided in the Information for Bidders. Sureties used for obtaining bonds must appear as acceptable on the Department of Treasury Circular 570.

No bidder may withdraw his/her bid within 45 days after the actual date of the opening thereof.

The Contractor shall begin mobilization of materials within ten (10) working days of the receipt of the Notice to Proceed.

The successful bidder must submit executed copies of certification regarding Equal Employment Opportunity, Past Criminal Convictions of Bidders, and the Affidavit of Non-Collusion.

The successful bidder will be required to execute the Owner's Standard Form of Agreement/Contract for construction together with the Performance and Payment Bonds within ten (10) working days after normal award of contract.

Minority owned firms and small businesses are encouraged to participate.

Any person with disabilities requiring special accommodations must contact the City of West Monroe no later than seven (7) days prior to bid opening.

Mayor Staci Albritton Mitchell

Publication Dates

8/14/25

8/21/25

8/28/25

9/4/25



INFRASTRUCTURE PROJECT UPDATE

August 5, 2025

UNDER CONSTRUCTION

Project	Description	Funding	Status
S. Riverfront Water Main Improvements (CWEF FY22-23)	Replacement of water lines along South Riverfront St.	CWEF/City	Construction complete. Final walkthrough to be scheduled.
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 pending light pole delivery. Awaiting delivery update from manufacturer.
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.
Arkansas Rd. Utility Relocation	Relocation of water and sewer lines ahead of street rehabilitation project.	City	Punchlist items remain. Substantial completion and final change order to be approved.

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
Crosley Sanitary Sewer Improvements	Sanitary sewer rehabilitation along Crosley, from Trenton to N. 7th.	City	Project ready for bid.
Exchange Street Drainage Improvements	Catch basins and drainage pipe installation at the intersection of Downing Pines Road and Exchange Street.	City	Design complete. Preparing bid package for solicitation of bids.
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	Final Plans submitted to LADOTD.
Black Bayou Canal - Thomas Rd. Area (EDA)	Repair concrete canal near Assembly and Walmart.	EDA/FEMA/ City	Received USACE approval; waiting on signed access agreements and EDA site permit from City attorney.
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	Addressing 95% Final Comments and Geotech.
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	Cultural Resource Survey under FEMA review. USACE 404 Permit awaiting LDEQ Water Quality Certification.
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 to match scope modifications underway.
Cypress/Slack Drainage Improvements (LWI-DSP)	Drainage improvements at Golf Course Creek crossings of Cypress and Slack Streets.	LWI/City	H&H analysis ongoing. 404 Permit applications (2) under USACE review.
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

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S. E. Huey Co.
 Engineering • Surveying
 Established 1928

**AUGUST 5, 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 schedule set to pave August 7 through the week of August 11

Sunshine Heights Drainage Improvements

- Held preconstruction conference on August 5, 2025
- Kepper Trucking & Dirt Contracting is the low bidder
- Notice to proceed date is September 2, 2025

Downtown Utility Survey & Preliminary Engineering

- SUE developing final stamped drawings
- Drawing right-of-way & property information

Constitution Drive Improvements

- Amethyst Construction is the contractor
- Notice to Proceed dated September 2, 2025

Downing Pines Road: Roundabout at Mane Street

- State Project Number H.016019
- LDOTD in process of advertisement for consultant procurement, projected for the third quarter of 2025

Cotton Street Sidewalk & Street Improvements

- Bridge Street to Wood Street
- Received boring information & final pavement recommendation July 3
- Working on final plans

Cotton Street Water & Sewer Utility Improvements

- Pine Street to Wood Street
- DRA Funded Project (SEDAP) LA-7333
- Checking utility services & working on final plans, communicated with health department regarding permitting. Our firm will be sending prelim plans for initial review & discussion this week