



Notice of:

BOARD OF ALDERMEN REGULAR MEETING

Tuesday, April 21, 2026 at 6:00 PM

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

AGENDA

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

NOTICE/MINUTES

Call to order/Verification of Attendance

Motion to Approve Minutes

- 1) Motion to approve the Minutes of the April 7, 2026 Regular Council Meeting.

Recognitions/Presentations

- 2) City of West Monroe Employees will be recognized for years of service.
- 3) Winners of the spring Keep West Monroe Beautiful poster contest awards

Mayor's Review

Community Announcements

ADMINISTRATION/FINANCE

- 4) **Ordinance** to authorize and execute Amendment #2 of the Consulting Services Agreement with Franklin Associates, LLC for additional third-party inspection services within the scope of the project.

BUILDING AND DEVELOPMENT

LEGAL

- 5) **Ordinance** to authorize the Amendment of Section 10-3001 of the Code of Ordinances relating to Ambulance Services.
- 6) **Ordinance** to authorize a Cooperative Endeavor Agreement with the West Monroe Downtown Revitalization Group to provide the general understandings, provisions and agreements relating to activities and events where both the City and WMDRG are involved.

PUBLIC WORKS

- 7) **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).

COMMUNITY SERVICES

PARKS AND RECREATION

POLICE/FIRE

WMFD

WMPD

ENGINEERING/CONSTRUCTION PROJECTS

8) Mid-City Drainage Improvements, Phase 2 - City Project #000226

Ordinance to affirm City's commitment to fund all costs in excess of State funding for Mid-City Drainage Improvements, Phase 2.

9) Gulpha Drive/Maridale Drive Water Line Replacement (CWEF FY24-25) - City Project #250008

Ordinance to authorize execution of contract for receipt of a grant from the Louisiana Division of Administration, Office of Community Development FY24-25 Community Water Enrichment Fund (CWEF).

10) Black Bayou Canal Improvements - Thomas Road Area (EDA) - City Project #000221

Review submitted bids and engineer's recommendations, and SUBJECT TO EDA APPROVAL, to adopt an **Ordinance** to award the lowest bid that meets the plans and specifications, and to authorize execution of a contract for project construction with the low bidder (Benchmark Construction Group of LA, LLC ; \$2,983,606).

11) Cotton Street Water & Sewer Utility Improvements (Pine Street to Wood Street)- City Project #000312

Authorization to Advertise for Bids on the Cotton Street Utility Project (estimated cost \$922,747).

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

Authorize Change Order No. 1 (+ \$34,727.11; + 10 days) with Jabar Corporation

13) Project Updates

Jonathan Kaufman, City Project Manager, Director of Building and 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, April 7, 2026 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 Albritton Mitchell
Polk Brian
Morgan Buxton
Thom Hamilton
Rodney Welch
Ben Westerburg

The meeting was opened with prayer from Pastor Gary Sapp of Harvest Church. The Pledge of Allegiance was led by accomplished talented arts student, Georgia Moffett.

Motion to Approve Minutes

Motion to approve the Minutes of the March 17, 2026 Regular Council Meeting.

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

Recognitions/Presentations

Presentation of the winning entry of the Ouachita Riverfest poster contest to Mayor and Council.

Mayor Mitchell presented a proclamation recognizing April as National Donate Life Month and the Louisiana Organ Procurement Agency for their efforts to raise awareness of organ and tissue donations.

ADMINISTRATION/FINANCE

Resolution 880: Resolution declaring the month of April as Fair Housing Month in the City of West Monroe.

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

Resolution 881: Resolution to adopt the procurement policy used to establish the pre-qualified list of residential construction contractors for the Make-A-Difference (MAD) grant.

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

Resolution 882: Resolution to authorize issuing a Request For Qualifications (RFQ) for selecting Construction Contractors for CDBG-Funded Homeowner Rehabilitation Program for the Make-A-Difference (MAD) grant.

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

Ordinance 5583: Ordinance to approve and authorize execution of a Cooperative Endeavor Agreement with SOS Pets of Ouachita.

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

Ordinance 5584: Ordinance to authorize execution of a Service Agreement with Ouachita Medical Clinic, LLC for physician oversight and administration of firefighter cancer screening.

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

Ordinance 5585: Ordinance to authorize execution of a Memorandum of Agreement with the Louisiana Department of Transportation and Development for storm debris removal operations.

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

BUILDING AND DEVELOPMENT

Ordinance 5586: Ordinance to rezone property located at 405 Coleman Ave. (Assessor Parcel #39440) from a R-2 (Multiple-family Residence) District to a B-3 (General Business) District. Mark Allen Terral, applicant. Received a FAVORABLE recommendation from the Planning Commission.

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

WMPD

Ordinance 5587: Ordinance to authorize, approve, ratify and confirm execution of a cooperative endeavor agreement between the City and Metro Narcotics regarding the transfer of a certain seized vehicle.

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

ENGINEERING/CONSTRUCTION PROJECTS

Sunshine Heights Drainage Improvements - City Project #C22024

Authorize Change Order No. 5 for Kepper Trucking & Dirt Contracting, LLC (+ \$133,616.00, + 30 days) for the Sunshine Heights Drainage Improvements Project.

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

Project Updates

Jonathan Kaufman, City Project Manager, Director of Building and Development presented the Council with updates on debris removal, street and drainage projects and more.

ADJOURN

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

ATTEST:


ANDREA PATE
CITY CLERK

APPROVED:


STACI ALBRITTON MITCHELL
MAYOR

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 AMENDMENT NO.2 TO THE PREVIOUSLY AUTHORIZED CONSULTING SERVICES AGREEMENT WITH FRANKLIN ASSOCIATES, LLC, AS PREVIOUSLY AMENDED, IN ORDER TO PROVIDE FOR CERTAIN DESCRIBED ADDITIONAL ITEMS DETERMINED TO BE NEEDED IN ORDER TO NOW PROPERLY AND EFFECTIVELY DESIGN AND IMPLEMENT THE HOMEOWNER REHABILITATION PROGRAM AND THE HOMEBUYER ASSISTANCE PROGRAM FOR THE MAKE-A-DIFFERENCE (MAD) GRANT; TO INCREASE THE MAXIMUM ALLOWABLE FEE OF FRANKLIN ASSOCIATES, LLC IN ORDER TO REFLECT THE ADDITIONAL SERVICES TO BE PROVIDED; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

SECTION 1. BE IT ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as Mayor of the City of West Monroe, Louisiana, be and she is hereby authorized to execute on behalf of the City of West Monroe, Louisiana, Amendment No.2 to the previously authorized Consulting Services Agreement with Franklin Associates, LLC (originally authorized in Ordinance No.5504 and with Amendment No. 1 authorized by Ordinance No. 5575) in order to provide for certain described additional items determined to be needed in order to now properly and effectively implement the Homeowner Rehabilitation Program and the Homebuyer Assistance Program for the Make-a-difference (MAD) Grant, and to increase the maximum allowable fee of Franklin Associates, LLC in order to reflect the additional services to now be provided, all as is more fully set forth in that Amendment No. 2 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 21st day of April, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT:

ATTEST:

APPROVED THIS 21ST DAY OF
APRIL, 2026

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

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

AMENDMENT #2 TO CONSULTING SERVICES AGREEMENT

This Amendment #2 to Consulting Services Agreement (hereinafter sometimes referred to simply as this “Amendment”) is an amendment to that Consulting Services Agreement dated the 18th day of August, 2025, as previously amended by Amendment #1 (sometimes hereinafter referred to simply as the “Agreement”) between Franklin Associates, LLC (herein after called “the Consultant”) and the City of West Monroe (hereinafter called “the Client”) (with the Consultant and the Client being sometimes jointly referred to as the “Parties”) relating to design, outreach, and implementation services for the Homeowner Rehabilitation Program and the Homebuyer Assistance Program.

The Parties mutually agree that except as hereinafter changed or modified, all terms, conditions and provisions of the Agreement shall be and remain unchanged. Subject to this reservation, the Parties mutually agree as follows:

- I. The Consultant hereby agrees to continue to engage with the Client and agrees to additionally perform the Additional Scope of Services set forth in Exhibit A-2, attached hereto.
- II. All work under this Amendment is funded by the Client, but shall still comply with all applicable federal rules;
- III. **Term:** - unchanged from the Agreement -
- IV. **Compensation and Method of Payment:** In addition to the compensation provided in the Agreement and Amendment #1, the amount of which and the terms and provisions regarding which shall remain unchanged, the Consultant will additionally be paid a fee not to exceed FOURTEEN THOUSAND AND NO/100 (\$14,000.00) DOLLARS for work performed as set forth in Exhibit A-2 attached hereto and made part of this Amendment. The Consultant agrees that no additional funds will be sought at any time during the term of this Amendment or any extension thereof, regardless of whether the hourly fees earned have exceeded \$14,000.00. 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:** - unchanged from the Agreement –
- VI. **Ownership of Documents:** - unchanged from the Agreement –
- VII. **Professional Liability:** - unchanged from the Agreement –

- VIII. **Limitation of Liability:** - unchanged from the Agreement –
- IX. **Compliance with Federal Laws and Regulations:** - unchanged from the Agreement –
- X. **Indemnification:** - unchanged from the Agreement –
- XI. **Termination:** - unchanged from the Agreement –
- XII. **Access to Information:** - unchanged from the Agreement –
- XIII. **Confidential Information:** - unchanged from the Agreement –
- XIV. **Dispute Resolution:** - unchanged from the Agreement –
- XV. **Miscellaneous:** - unchanged from the Agreement –
- 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:
- Cathy Semmes
City Attorney
2305 N 7th St.
West Monroe, LA 71291
Email: csemmes@westmonroe.la.gov>
- XVII. **Assignment and Subcontracting:** Except as provided in Exhibit A-2, neither the Agreement nor this Amendment is 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 the Agreement and this Amendment, and Consultant must maintain all records pertaining to the Agreement and this Amendment for a period of five (5) years after receipt of final payment under the Agreement and this Amendment.

XIX. **Contract Modifications:** No amendment or change to the terms of the Agreement and this Amendment 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 the Agreement and this Amendment.

FRANKLIN ASSOCIATES, LLC
By: Perry Franklin
Its: President

CITY OF WEST MONROE
By: Staci Albritton Mitchell
Its: Mayor

(Signature)

(Signature)

Date: _____

Date: _____

EXHIBIT A TO AGREEMENT 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 A-1 TO AMENDMENT SCOPE OF WORK, FEES

To support residents of the City of West Monroe, Louisiana (COWM) with housing access and habitability needs, and to meet urgent housing repair needs caused by Winter Storm Fern, Franklin Associates will provide the additional items below related to design and implementation of the Make A Difference (MAD) Grant Housing Programs. In addition to the activities outlined in the Agreement, Franklin Associates will provide Duplication of Benefits policy guidance and calculations, home inspections and cost reasonable determinations, management of the home inspectors, construction contractor procurement materials and process support, contractor bid review and contractor assignments, additional application processing support, additional outreach material development for social media and website, as directed and complete the development of the Language Access Plan as required by LOCD-LGA.

Home Inspections – per unit cost of \$885/unit – Subcontractor: Lemoine

- Complete initial home inspections
- Conduct cost reasonableness analyses

Home Inspections Management

- Assign inspections
- Communicate and request scope of work revisions

Language Access Plan Development

- Complete data analysis and threshold calculations
- Develop the LAP & report
- Prepare memo for Council

Construction Contractor Procurement

- Develop RFQ and required public advertisements
- Manage correspondence
- Review responses
- Assist city with scoring/selection process

Contractor Bids & Assignments

- Provide scopes of work to contractor bench, review submitted bids, selection of appropriate contractor, assignments to homeowners and provision of required bid/assignment documents to LOCD-LGA, as required
- Facilitate execution of construction agreement between homeowner and contractor
- Liaise between contractor and homeowner, as needed

Program Adjustments due to Winter Storm Fern

- Various policy revisions and additions to account for Homeowner Rehabilitation Program changes
- Application revisions
- Outreach – creation of new marketing materials for updated launch dates and public hearing advertisement
- Duplication of Benefits Calculations
- Meetings – additional planning meetings with COWM and LOCD-LGA
- Application Processing – to account for increased application volume

Out of Scope:

The City of West Monroe is responsible for conducting Environmental Review for the Rehabilitation program, disbursing payments to contractors and lenders and the creation and execution of legal documents for both programs, including the loan documents for the Homebuyer Assistance Program and the construction contract for the Homeowner Rehabilitation Program.

Pricing: (Invoiced monthly)

<u>Task</u>	<u>Hours</u>	<u>Cost</u>
Home Inspections	See below	\$22,003
Home Inspections Management	85	\$11,549
Language Access Plan	55	\$8,773
Contractor Procurement	75	\$13,369
Contractor Bids & Assignments	280	\$45,205
Program Adjustments	<u>345</u>	<u>\$50,915</u>
Total	774	\$151,814

Per unit cost for home inspections tasks- cost reflects new tasks not included in original scope of work.

The total cost of home inspections, scope of work development and cost reasonableness analysis for 40 homes at a per unit cost of \$885/unit is \$35,400. The original scope of work includes \$13,397 to develop the inspection checklist and the scope of work for eligible homes. The original budget amount will be added to the amendment amount of \$22,003 to pay for the home inspections, scope of work development and the cost reasonableness analysis.

Task	# of Units	Per Unit Cost -total
Home Inspections	40	\$885

Cost covered from original scope: \$13,397
Cost added for revised scope of additional tasks: \$22,003

**EXHIBIT A-2 TO AMENDMENT
SCOPE OF WORK, FEES**

This Amendment replaces the Home Inspections section as written in Exhibit A of Amendment #1 with the following:

Home Inspections – per unit cost of \$1,235/unit – Subcontractor: Lemoine Disaster Recovery, LLC

- Complete initial home inspections
- Write Scopes of Work
- Conduct cost reasonableness analyses
- Complete final home inspections

All other task and out of scope items in Exhibit A of Amendment 1 remain the same.

The total cost of home inspections, scope of work development and cost reasonableness analysis for 40 homes at a per unit cost of \$1,235/unit is \$49,400. The original scope of work includes \$13,397 to develop the inspection checklist and the scope of work for eligible homes. The scope of Amendment #1 includes \$22,003 to complete initial inspections and cost reasonableness analyses. The original budget and Amendment #1 amounts will be added to the Amendment #2 additional amount of \$14,000 for the final home inspections.

The amended total contract value is not-to-exceed \$400,814.

Approvals:

 Signature Date
 Staci Albritton Mitchell
 Mayor, City of West Monroe

 Signature Date
 Perry J. Franklin
 Franklin Associates, LLC

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

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE AMENDMENT OF SECTION 10-3001 OF THE CODE OF ORDINANCES, CITY OF WEST MONROE, LOUISIANA, RELATING TO AMBULANCE SERVICES, TO ADOPT THE UNIFORM AMBULANCE SERVICE ORDINANCE IN ORDER THAT THERE IS A SOLE LICENSED PROVIDER FOR AMBULANCE SERVICE WITHIN OUACHITA PARISH, LOUISIANA, WITH THE UNIFORM REGULATION OF THAT AMBULANCE SERVICE THROUGH OUACHITA PARISH; TO DEFINE CERTAIN TERMS; TO ESTABLISH PROHIBITED ACTS; TO ESTABLISH PENALTIES FOR VIOLATIONS; TO ESTABLISH AN AMBULANCE SERVICE ADVISORY BOARD; TO ESTABLISH TERMS AND CONDITIONS OF THE LICENSE FOR PROVISION OF AMBULANCE SERVICES; TO PROVIDE FOR THE REPEAL OF THE PREVIOUS EXISTING SECTION; TO PROVIDE FOR AN EFFECTIVE DATE; 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 10-3001 of the Code of Ordinances, City of West Monroe, Louisiana, is hereby amended, to hereafter read as follows:

“Sec. 10-3001. – Ambulance Services

ARTICLE I: In General.

Section 1. Name.

The provisions of this Section shall be known as the “Uniform Ambulance Service Ordinance.”

Section 2. Purpose and Intent.

In order to ensure that quality ambulance service is available to all residents of Ouachita Parish, this Ordinance is intended to provide for the license of a sole licensed provider for ambulance service in Ouachita Parish, Louisiana, and to provide for the uniform regulation of ambulance service throughout Ouachita Parish.

Section 3. Findings and Declaration.

In accordance with La. R.S. 33:4791.1, the City of West Monroe does hereby find and declare the following:

- (A) The provision of consistent high quality emergency and non-emergency ambulance service, and any and all aspects attendant to emergency and non-emergency operations provided by qualified personnel with Advanced Life Support equipment, is essential to health, safety and welfare of the citizens and people within Ouachita Parish.
- (B) Exclusive access by an ambulance service, for the provision of emergency medical services, to the 911 or other emergency communication dispatcher in Ouachita Parish is essential to maintaining quick response time and consistence of care.

- (C) It is in the best interest of the citizens of Ouachita Parish, including those of the City of West Monroe, to license, in accordance with the provisions of this Ordinance, an exclusive provider of emergency and non-emergency ambulance service in Ouachita Parish. Such an exclusive license will best allow the City of West Monroe, the City of Monroe and the Ouachita Parish Police Jury to demand accountability and performance from that provider with respect to response times, and to guarantee the stability and accessibility of ambulance service in Ouachita Parish for a set term.

Section 4. Territorial Applicability.

Upon adoption by the City of West Monroe, the provisions of this Ordinance shall become effective on January 1, 2027, within the municipal limits of the City of West Monroe.

Section 5. Cooperation with other local governing authorities.

The City of West Monroe authorizes its Mayor to enter into such Local Services Agreements and/or Cooperative Endeavor Agreements with the governing authority(ies) of any municipality(s) and with the Ouachita Parish Police Jury as are necessary and proper to use the Ouachita Council of Governments (“OCOG”) and the OCOG Ambulance Service Advisory Board to periodically select and license a sole provider of ambulance service in Ouachita Parish and to provide for the uniform regulation and oversight of such service throughout Ouachita Parish pursuant to the provisions of this Ordinance.

Section 6. Definitions

6.1. ADVANCED LIFE SUPPORT (ALS)

- A) **ADVANCED LIFE SUPPORT TRANSPORT** – means transportation by ground ambulance vehicle permitted at the ALS level by the State and Parish, medically necessary supplies and services and either an ALS assessment by ALS personnel or the provision of at least one ALS intervention. Patients with emergency medical conditions as defined in 6.7 shall be provided with ALS Transport.
- B) **ADVANCED LIFE SUPPORT ASSESSMENT** – means an assessment performed by an ALS crew as part of an emergency response that was necessary because the patient’s reported condition at the time of dispatch suggested that ALS intervention was needed. An ALS assessment does not necessarily result in a determination that the patient requires an ALS level of service.
- C) **ADVANCED LIFE SUPPORT INTERVENTION** – means a procedure that is in accordance with State and local laws, beyond the scope of authority of an Emergency Medical Technician. These procedures include, but are not limited to:
 - Intravenous therapy
 - Manual defibrillation/cardioversion
 - Endotracheal intubation
 - Central venous line insertion or monitoring
 - Cardiac pacing
 - Chest decompression
 - Surgical airway
 - Intraosseous lines
 - Intravenous, intramuscular or subcutaneous medication administration
 - Inhalation, sublingual or rectal medication administration
 - Monitoring of pulse oximetry
 - Monitoring of end-tidal carbon dioxide
- D) **ADVANCED LIFE SUPPORT PERSONNEL** – means an individual trained to the level of Advanced EMT or Paramedic as defined by State laws

and regulations, who is qualified to perform enhanced advanced skills that include being able to administer a limited number of medications and perform other interventions.

E) **ADVANCED LIFE SUPPORT AMBULANCE SERVICE** – means the level of service attained when (i) the Ambulance Service Provider is licensed as an advanced life support ambulance service by the Louisiana Bureau of EMS and (ii) the Ambulance Service Provider’s vehicles are permitted as advanced life support vehicles by the Louisiana Bureau of EMS and each Ambulance is occupied by at least one ambulance driver certified as an EMT, Advanced EMT or Paramedic, and at least one patient attendant minimally certified as a Paramedic by the Louisiana Bureau of EMS.

6.2. **BASIC LIFE SUPPORT (BLS)** – means transportation by ground ambulance vehicle and medically necessary supplies and services, plus the provision of BLS procedures as defined by the Louisiana Bureau of EMS. The ambulance must be staffed by a driver who is, at a minimum, qualified as an EMT and a patient attendant who is, at a minimum, qualified as an EMT.

6.3. **AMBULANCE BOARD**
OCOG, in conjunction with the Ambulance Advisory Board, shall administer the Operations Contract and serve as the regulatory entity for the ambulance ordinances and all medical transportation providers within the Parish.

6.4. **CONTRACT ADMINISTRATOR**
Shall mean the person appointed by OCOG to administer the ambulance Ordinance and Operations Contract. All communications between the Parish, Cities, OCOG, and the Licensed Ambulance Provider will be facilitated by the Contract Administrator. OCOG Ambulance Committee shall fix the compensation, if any, of the Contract Administrator.

6.5. **AMBULANCE AND MEDICAL TRANSPORTATION VEHICLES**

AMBULANCE. Means any authorized emergency vehicle, permitted as an ambulance by the State Bureau of EMS, equipped with warning devices, designed and operated as a part of a regular course of conduct or business to transport a sick or injured individual or which is advertised or otherwise held out to the public as such. The Licensed Ambulance Provider may use ambulances for Non-Ambulance Medical Transportation Service (NAMTS) but NAMTS providers may not transport Patients as defined in Section 6.24 in NAMTS vehicles. OCOG, upon recommendation of the Ambulance Advisory Committee, may establish minimum standards for all medical transportation vehicles, including, but not limited to: ALS Ambulance Vehicles; BLS Ambulance Vehicles; and Emergency Medical Response Vehicles (“EMRVs”).

NON-AMBULANCE MEDICAL TRANSPORTATION VEHICLE. Means any wheelchair van or similar non-ambulance vehicle operated by a Non-Ambulance Medical Transportation Service (NAMTS) provider. NAMTS providers may not transport Patients as defined in Section 6.24 in NAMTS permitted vehicles. OCOG, upon recommendation of the Ambulance Advisory Committee, may establish minimum standards and licensing requirements for all Non-Ambulance Medical Transportation Vehicles.

6.6. **AMBULANCE SERVICE OR AMBULANCE PROVIDER**

"Ambulance service" or "ambulance provider" means any person, firm, association, or government entity licensed by the State Bureau of EMS, owning, controlling, or operating any business or service which furnishes, operates, conducts, maintains, advertises, engages in, proposes to engage in, or professes to engage in the business or service of transporting, in ambulances, individuals who may need medical attention during transport. This applies to Emergency Ambulance Calls and Non-Emergency Ambulance Calls. However, "ambulance service" and "ambulance provider" shall not include any of the following:

- A) A volunteer nonprofit organization or municipal nonprofit organization operating an invalid coach or coaches.
- B) An entity rendering assistance to a licensed ambulance or ambulances in the case of a major disaster.
- C) A licensed hospital providing non-ambulance transportation when such transportation originates at a licensed hospital.
- D) A licensed hospital providing non-emergency transportation from its campus to a long-term care or rehabilitation facility.
- E) An entity operating an ambulance or ambulances from a location outside of the state to transport patients from a location outside of the state to a location inside the state or to transport a patient or patients from a medical facility inside of the state to a location outside of the state.
- F) An entity providing transportation to employees who become sick or injured during the course of their employment from a job site to the nearest appropriate medical facility.

6.7. EMERGENCY MEDICAL CONDITION

Shall mean a medical condition manifesting itself by acute symptoms of sufficient severity (including severe pain, and/or symptoms of substance abuse) such that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in placing the health of the individual (or, with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy, serious impairment to bodily functions, or serious dysfunction of any bodily organ or part. Except in major catastrophes and in disaster situations (as declared by appropriate elected officials) only ambulances that are permitted at the ALS level with ALS personnel may transport patients with Emergency Medical Conditions.

6.8. EMERGENCY AMBULANCE CALL

Shall mean a situation that is classified (at time of dispatch) as a priority one or two under the Emergency Dispatch protocols established by the NAEMD (National Association of Emergency Medical Dispatch) or APCO (Association of Public Safety Communications Officials), or when the exact circumstances are unknown, but the nature of the request is suggestive of a true emergency where a patient may be at risk. ALS and BLS ambulances or EMRVs may respond to Emergency Ambulance Calls, but only ALS ambulances may transport patients with Emergency Medical Conditions.

6.9. EMERGENCY AMBULANCE CALL FROM A HOSPITAL

Shall mean a call that, at the time the call is made, presents circumstances in which there is an immediate need for a patient to be transported by Ambulance from a hospital in Ouachita Parish (the "originating hospital") to another hospital, inside or outside Ouachita Parish, so that the patient can receive a higher level of care or medical services that are not available at the originating hospital, and the physician ordering the ambulance transport or otherwise referring the patient to another hospital certifies that a delay in the transport is likely to have an unfavorable impact on the patient's outcome.

6.10. NONEMERGENCY AMBULANCE CALL

Non-emergency Ambulance Call means a call for ambulance service that is not an Emergency Ambulance Call. Non-emergency transportation by ambulance is appropriate if either: the patient is bed-confined, and it is documented that the patient's condition is such that other methods of transportation are contraindicated; or, if the patient's medical condition, regardless of bed confinement, is such that transportation by ambulance is medically required.

6.11. **EMERGENCY MODE**

Means an ambulance or EMRV operating with emergency lights and warning siren (may use air horn in addition to siren) while engaged in an Emergency Ambulance Call. Drivers of ambulances and EMRVs shall operate in the emergency mode with warning lights and siren activated at all times while engaged in an Emergency Ambulance Call when operating the emergency vehicle in a manner that exercises any exemption from the traffic laws and rules of the road which may be allowed by state law, so as to warn other drivers of non-emergency vehicles to yield the right of way of the authorized emergency vehicle. Ambulances and EMRVs may use emergency warning lights only if they are engaged in an Emergency Ambulance Call and they are stopped or parked or if they are moving and operating the vehicle in a manner to abide by all traffic laws and regulations stipulated in State law. No driver of any ambulance or EMRV shall assume any special privilege from traffic laws and regulations except when such emergency vehicle is operated in emergency mode, with warning lights and siren, while engaged in an Emergency Ambulance Call.

6.12. **EMERGENCY MEDICAL RESPONSE VEHICLE (EMRV)**

Means a marked emergency vehicle with fully visual and audible warning signals operated by the Licensed Ambulance Provider, the primary purpose of which is to respond to the scene of a medical emergency to provide emergency medical stabilization or support, or command, control, and communications, but which is not an ambulance designed or intended for the purpose of transporting a victim from the scene to a medical facility regardless of its designation. Included are such vehicles referred to but not limited to the designation as "sprint car", "quick response vehicle", "special response vehicle", "triage trucks", "staff cars", "supervisor units", and other similar designations. - Personnel operating EMRVs must be certified as either EMT, Advanced EMT or Paramedic.

6.13. **EMERGENCY FACILITIES**

Are those facilities which include as part of their mission providing for the treatment of patients with life- or limb-threatening conditions. They meet or exceed the Emergency Care Guidelines of the American College of Emergency Physicians, and they receive ambulance patients with Emergency Medical Conditions.

6.14. **EMERGENCY MEDICAL SERVICES DRIVER (EMSD)**

An individual who is authorized to drive an ambulance in the Parish. At a minimum, they must be trained and certified as an Emergency Medical Responder and have successfully completed an emergency ambulance driving course with current certification as approved by OCOG, in conjunction with the Ambulance Advisory Board. EMT, Advanced EMT, and Paramedics may also function as EMSD if they successfully complete an emergency ambulance driving course with current certification as approved by OCOG, in conjunction with the Ambulance Advisory Board.

6.15. **AMBULATORY CARE FACILITIES**

Provide primary medical care services and may be accessible without prior doctor-patient relationship or without an appointment.

6.16. **CALL RESPONSE MEASUREMENTS**

The following definitions shall be used as time measurements for the ambulance provider licensed pursuant to this Ordinance. All times shall be recorded in hours, minutes and seconds. These measurements shall be utilized by the Ambulance Advisory Board to determine compliance with performance criteria. All of the below listed times shall be based on transporting units only.

- A) **Fractile Response Time.** Percentile of a specific category of requests for ambulance service that are appropriately answered within a stated response time goal or standard. A fractile response time requirement can

be expressed as follows: Every calendar month, the Provider will have an ALS ambulance staffed as required, on the scene of at least X percent of all (enter level of call here, such as “presumed life threatening”) emergency calls in (a specific jurisdiction) in Y minutes or less. An example of this wording follows: “Every calendar month, the Provider will have an ALS ambulance staffed as required, on the scene of at least 90% (ninety percent) of all presumed life-threatening emergency calls inside the cities of Monroe and West Monroe in seven minutes 59 seconds or less.”

- B) **Call Received Time.** This time is when the EMS telecommunicator has answered a call for service or when the call has been transferred from the Ouachita Parish 911 call center.
- C) **Enroute Time.** This time is when the assigned unit is notified of assignment to a specific call by the communications center and declares itself to be enroute.
- D) **On-Scene Time.** This stage begins when the ambulance unit - declares itself on-scene, (the unit is fully stopped at the location where the ambulance shall be parked while the crew exits to approach the patient or when it arrives at a staging area because of hazardous materials, violent crime scenes, etc.) and ends when the ambulance unit declares itself to be enroute to a destination.
- E) **Response Time.** Elapsed time measurement that begins at the Call Received Time and ends when an assigned ambulance unit capable of ALS transport declares itself on-scene at the assigned location or staging area.

6.17. EMERGENCY MEDICAL SERVICES

Emergency Medical Services ("EMS") means the following pre-hospital and inter-hospital services:

- A) **Access and Coordination** - The answering and processing of telephone requests for Ambulance or Emergency Medical Responder Services, including EMS dispatching, emergency and non-emergency; the providing of medical pre-arrival instructions to callers by telephone; but excluding the process of 911 complaint-taking when the caller is immediately transferred to the EMS Control Center;
- B) **Medical Transportation** – Transportation and services by either a permitted ambulance (ALS or BLS) or non-ambulance medical transportation service vehicle.
- C) **On-line Medical Direction** - On-line medical direction is the medical direction provided directly to prehospital providers by the medical director or designee either on-scene or by direct voice communication. Ultimate authority and responsibility for concurrent medical direction rests with the medical director. Online medical direction in the Parish shall be sanctioned and coordinated by the Licensed Ambulance Provider.
- D) **Off-line Medical Direction** - Off-line medical direction is the administrative promulgation and enforcement of accepted standards of prehospital care. Off-line medical direction can be accomplished through both prospective and retrospective methods. Prospective methods include, but are not limited to, training, testing, and certification of providers; protocol development; operational policy and procedures development; and legislative activities. Retrospective activities include, but are not limited to, medical audit and review of care, direction of remedial education, and limitation of patient care functions, if needed. Various aspects of prospective and retrospective medical direction can be handled

by committees functioning under the medical director with representation from appropriate medical and EMS personnel. The Off-line Medical Director is appointed by the Licensed Ambulance Provider, and shall be a physician licensed to practice emergency medicine who is familiar with the pre-hospital emergency response system in Ouachita Parish.

6.18. **EMS CONTROL CENTER**

EMS Control Center is the communications facility operated by the Licensed Ambulance Provider which serves as the central EMS communications center for the Parish.

6.19. **LICENSED AMBULANCE PROVIDER**

The Licensed Ambulance Provider is the licensed provider for emergency and non-emergency ambulance services in Ouachita Parish. The Licensed Ambulance Provider is authorized to enter into mutual aid agreements with other EMS, public safety and ancillary support agencies.

6.20. **MEDICAL NECESSITY FOR AMBULANCE SERVICE**

Medical necessity is established when the patient's condition is such that use of any method of transportation other than ambulance is contraindicated. In any case in which another means of transportation could be utilized without endangering the individual's health, ambulance service shall not be deemed medically necessary, regardless of the availability of such alternative transportation.

6.21. **NONAMBULANCE MEDICAL TRANSPORTATION SERVICE OR MEDICAL WHEELCHAIR VAN SERVICE**

Non-Ambulance Medical Transportation Service (NAMTS) or Medical Wheelchair Van Service means any person, firm, association, or government entity owning, controlling, or operating any business or service which furnishes, operates, conducts, maintains, advertises, engages in, proposes to engage in, or professes to engage in the business or service of transporting individuals in a vehicle other than an ambulance, with the following stipulations:

- A) Passengers do not require medical care, attention, or monitoring during transport; and
- B) Passengers do not require the assistance of an attendant during transport; and
- C) Passengers do not meet medical necessity requirements as defined in this Ordinance.
- D) Drivers must possess a valid driver's license and be State certified as a EMR, EMT, AEMT or Paramedic.

6.22. **OPERATIONS CONTRACT**

Operations Contract means a contract between an ambulance provider and the Parish to provide ambulance service to the Parish in response to emergency ambulance calls and non-emergency ambulance calls within Ouachita Parish.

6.23. **[BLANK]**

6.24. **PATIENT**

Patient means an individual who is ill, sick, injured, wounded, or incapacitated (physically or mentally), and who is in need, or is at risk of needing medical care or assessment at the scene of a call and during transportation to or from a health care facility. Only licensed ambulance services may transport patients as defined herein, and they must be transported in ambulance vehicles permitted by the State of Louisiana.

6.25. **LICENSE**

Ambulance Service License – The License issued by OCOG and the Parish to the Licensed Ambulance Provider selected pursuant to this Ordinance and the Operations Contract. No other ambulance service provider, as defined in Section 6.6, shall respond to emergency or non-emergency ambulance calls originating with the Parish except as expressly authorized by this Ordinance or as directed by the Licensed Ambulance Provider.

6.26. **SYSTEM STANDARD OF CARE**

System Standard of Care means the federal, state and local laws, and policies, rules, regulations and protocols that establish standards governing all clinical and operational aspects of the EMS system in Ouachita Parish. Minimum requirements shall include, but not be limited to, the most current standards recommended by the Commission on Accreditation of Ambulance Services. OCOG, in conjunction with the Ambulance Advisory Board may establish additional minimum standards of care. The Licensed Ambulance Provider shall maintain accreditation with the Commission on Accreditation of Ambulance Services during the term of the contract. If the Licensed Ambulance Provider does not hold such accreditation at the commencement of the contract, it must make application for such accreditation within one year from the commencement date of the contract and must be accredited within two years.

Clinical Requirements

- A) Quality measures must be monitored and reported to the Ambulance Advisory Board
 - IO success rates
 - IV success rates
 - Supraglottic Airway success rates
 - Intubation success rates
 - 12 lead acquisition for STEMI and stroke patients
 - Patient satisfaction scores
 - LERN utilization on qualified patients (stroke, STEMI, trauma)
 - Cardiac survival success rates
- B) Significant events with poor patient outcomes must be reported to the Ambulance Advisory Board
 - Unsuccessful intubation
 - No IV in place
 - Deaths
 - Any receiving facility concerns (i.e. Oversedation)
- C) Utilization of life saving and/or narcotics for patients in the field.

6.27. **TELECOMMUNICATOR**

Telecommunicator shall hold the certification from either the National Academy of Emergency Medical Dispatch (NAEMD) or the Association of Public Safety Communication Officials (APCO EMD). Only qualified telecommunicators shall be permitted to work in the EMS Control Center as call-takers or dispatchers.

6.28. **SYSTEM STATUS PLAN**

System Status Plan means the plan and protocols for staffing, deployment, and redeployment of Ambulances which are developed and utilized by the Ambulance Service Provider, and which specifies how many ambulances will be staffed and available within the Parish each hour of the day, each day of the week, including the locations of available Ambulances (not assigned to calls) within the Parish, specified separately for each hour of the day, for each day of the week and the remaining number of Ambulances then available in the system, and including protocols for event-driven redeployment of those remaining Ambulances. The Licensed Ambulance Provider is responsible for development and implementation of the System Status Plan. The System Status Plan shall require enough units to meet emergency and non-emergency response times.

Section 7. Prohibited Acts

Subject to the “Exemptions” set forth in Section 8.1, it shall be unlawful and an offense for any person or any Ambulance Service Provider to commit any of the following acts:

- A) To perform duties as an EMS driver, attendant-, (EMR, EMT, Advanced EMT, Paramedic or pre-hospital RN or licensed physician), without a current valid certification issued by the Louisiana Bureau of EMS.
- B) To allow any person to work as an ambulance driver or attendant, without current valid certification issued by the Louisiana Bureau of EMS.
- C) To use, or cause to be used, an ambulance service other than the Ambulance Service Provider holding a valid Ambulance Service License pursuant to this Ordinance.
- D) For any person, firm or organization except Public Safety Agencies in Ouachita Parish to respond to emergency or non-emergency ambulance calls which originate within Ouachita Parish, other than the Licensed Ambulance Provider which is the holder of a valid Ambulance Service License issued pursuant to this Ordinance or without the express authorization of the Licensed Ambulance Provider.
- E) To knowingly give false information to induce the dispatch of an Ambulance or Emergency Medical Responder.
- F) To operate an Ambulance in the Emergency Mode when not responding to an Emergency Ambulance Call in compliance with this Ordinance.
- G) For any person, firm or organization to cause the use of non-emergency ambulance service that violates the provisions of this Ordinance.
- H) For an Ambulance Service Provider to bill a patient for services provided by firefighters, police officers, or other public employees acting as first responders. This provision shall not be applied to prevent an Ambulance Service Provider from billing a patient for medications, medical supplies, and the like used by firefighters, police officers, or other public employees acting as first responders where those medications, medical supplies, and the like were provided to or for such first responders by the Ambulance Service Provider.
- I) It shall be a violation of this Ordinance for the Licensed Ambulance Provider, to fail to respond to an Emergency Ambulance Call originating within the Parish where there is a Medical Necessity for the Service.
- J) To allow any person to work as a Telecommunicator without NAEMD or APCO EMD certification.

Section 8. Penalties.

- (A) In this Chapter, the term “violation of this Ordinance” means:

Doing an act that is prohibited or made or declared unlawful, by this Uniform Ambulance Service Ordinance or by rule or regulation authorized by said Ordinance;

Failure to perform an act that is required to be performed by this Uniform Ambulance Service Ordinance or by rule or regulation authorized by said Ordinance, including but not limited to failure of the Provider to meet any required response time standard established by this Ordinance or by the contract; or

- (B) In this Chapter, the term “violation of this Ordinance” does not include the failure of a public employee or designee to perform an official duty unless this Uniform Ambulance Service Ordinance specifically provides that failure to perform the duty is to be punishable as provided in this Chapter.
- (C) The imposition of a penalty as set forth herein does not prevent the subject violation of this ordinance from being considered in connection with the revocation or suspension of a license, permit or franchise.
- (D) Each violation of this Ordinance may be subject to punishment by a fine not to exceed the sum of \$500. Each act constituting a violation of this Ordinance shall constitute a separate offense of this Ordinance for each individual call or incident in which the response time was not met.
- (E) Continuous or repeated violations of this Ordinance may be abated by injunctive or other relief, and the imposition of a penalty under this Section or any other provision of law does not constitute an election of remedies and shall not prevent an award of injunctive or other relief up to and including termination of the contract.

Section 8.1 Exemptions

Notwithstanding anything herein, it shall not be a violation of this Ordinance, and no Ambulance Service License shall be required, when a vehicle or Ambulance is:

- A) Responding to an emergency or non-emergency Ambulance Call at the request of the Licensed Ambulance Provider.
- B) A privately owned vehicle not ordinarily used in the business of transporting Patients who are sick, injured, wounded, incapacitated or helpless.
- C) A vehicle rendering services as an Ambulance in the event of a major catastrophe or emergency when Ambulances with Permits based in the locality of the catastrophe or emergency are incapacitated or insufficient in number to render the services needed as determined by the Incident Commander(s).
- D) An Ambulance transporting a Patient to a location within the Parish where the transport originated from a point outside the Parish and an Ambulance operated by the same ambulance service as above, which transports the same Patient from the original destination within the Parish back to the original point of origin and within twenty-four (24) hours of the original transport and the Patient (or a proper representative of the Patient) specifically requests the services of said ambulance service.
- E) An Ambulance operated by the same ambulance service that transported a patient to a location within the Parish, which transports the same Patient from that original destination within the Parish back to the Patient’s original point of origin outside the Parish when the Patient (or a proper representative of the Patient) specifically requests the services of said ambulance service for the financial benefit of the patient and said ambulance service is provided by a governmental entity or political subdivision.
- F) A vehicle engaged in the interstate transport of a Patient that originates outside the Parish.
- G) An ambulance service that responds with mutual aid and permission of the Operations Contractor, so long as the response is coordinated through the EMS Control Center and the Licensed Ambulance Provider determines that the ambulance service meets or exceeds the needs of the specific patient(s).

ARTICLE II: Ambulance Service Advisory Board.

Section 1. Name and Purpose.

In order that the local governing bodies will have the benefit of relevant technical and professional expertise there is hereby created the “Ouachita Parish Ambulance Service Advisory Board” (“Board”) which shall assist and advise the local governing bodies with respect to the selection of a sole provider for ambulance service in Ouachita Parish and the regulation of such service as set forth herein.

Section 2. Members and method of appointment.

The Board shall consist of seven (7) members, appointed as follows for a term of two (2) years:

- (1) One (1) member of the Board shall be appointed by the President of the University of Louisiana at Monroe.
- (2) The Mayor of the City of Monroe, the Mayor of the City of West Monroe and the President of the Ouachita Parish Police Jury shall each appoint one (1) member of the Board. Each of these three (3) appointees shall be familiar with emergency medical services in Ouachita Parish.
- (3) The Chief Executive Officer (or person serving in the equivalent position) of each Medical Center operating a 24 hour Emergency Department in Ouachita Parish shall appoint one member of the Board. This provision calls for three (3) appointments, one each from the chief executive of each of the following Medical Centers: St. Francis Medical Center; Glenwood Regional Medical Center; and Ochsner/LSU Medical Center - Monroe.

No member of the Board shall be affiliated with any ambulance service. There shall be no limit on the number of terms a member may serve on the board.

Section 3. Notification of Appointment.

The appointing authority shall provide written notice identifying its appointee to the Contract Administrator and the appointment shall become effective upon the Contract Administrator’s receipt of that notice. The Contract Administrator shall communicate, in writing, to the local governing authorities the name of all appointees and the date of the appointment. All appointments will be publicly reported at the next meeting of OCOG.

Section 4. Meetings.

The Board shall meet at any time on the call of the chairman, the Contract Administrator, or on the written request of any four (4) members. The Board will meet at least quarterly. All meetings of the Board shall be open to the public as provided by law. The Board may make its own rules and regulations concerning the conduct of its meetings.

Section 5. Attendance at meetings.

Members of the Board shall be expected to attend all regular and called meetings. Should a member be absent from more than fifty (50) per cent of the Board's meetings in a calendar year, the Contract Administrator shall notify the authority that appointed such member and request that the member be removed from the Board and a new member be appointed.

Section 6. - Organization and quorum of the Board.

The Board shall elect, at its first meeting, and annually thereafter, a chairman and a vice chairman from its membership. A recording secretary shall also be designated by the chairman. The term of each officer shall be for one (1) year with eligibility for re-election. Four (4) members of the Board shall constitute a quorum for all purposes.

Section 7. Committees.

The Board shall have the power to designate various committees with such powers and duties as the Board may prescribe, provided that such powers and duties do not violate any law of the State of Louisiana.

Section 8. Reports.

The Board shall keep an accurate record of all of its meetings and shall, at least annually, give to OCOG a written report of the Board's activities for the prior year. The Board shall provide OCOG copies of the minutes of each of its meetings.

Section 9. Legal representation.

The District Attorney for Ouachita Parish, or his/her designee, shall serve as the legal advisor to the Board.

Section 10. Duties and authority of Board.

The Board shall have the following duties and authority:

- (A) As desired, the Board may review and recommend to OCOG and the local governing authorities any changes to the Ordinance(s) regulating ambulance services.
- (B) As desired, the Board may review and recommend to OCOG and the local governing authorities any changes in the standards and procedures with reference to the provision of emergency medical services.
- (C) The Board will respond to any complaint concerning quality of service provided under the sole provider license issued through OCOG by the local governing authorities pursuant to this chapter.
- (D) The Board will respond to any complaint concerning rates and charges by emergency medical service providers in Ouachita Parish and can make any recommendation concerning the same to OCOG and the local governing authorities.
- (E) The Board may review and recommend to OCOG and the local governing authorities any recommendations it has concerning the provision of any emergency medical service to the citizens of Ouachita Parish.
- (F) The Board may encourage the local governing authorities in Ouachita Parish to adopt such ordinances as are needed in order to provide quality ambulance service to all citizens living within Ouachita Parish.
- (G) Monitor the Licensed Ambulance Provider's compliance with applicable Response Times established by this Ordinance or by the Operations Contract.
- (H) The Board will hear any complaint of any person with reference to the provision of ambulance services in Ouachita Parish. In connection with such complaints the privacy rights of any patient will be protected in accordance with law. The hearing of complaints by the Board will be conducted under the following procedure:
 - (1) All complaints must be in writing. All written complaints must be directed initially to the Contract Administrator.
 - (2) The Contract Administrator will notify the chairman of the Board in writing of the receipt of any written complaint.
 - (3) The Contract Administrator will notify the emergency medical service provider in writing of the complaint, will furnish a copy of the written complaint to the provider and will allow fifteen (15) days for the provider to respond in writing to the complaint.
 - (4) The Contract Administrator will furnish a copy of the written response of the emergency medical service provider to the complaining party upon the receipt of same.

(5) The Board will consider and attempt to mediate and resolve the complaint, if possible. If the complaint is resolved, notice of the resolution will be sent by the Contract Administrator to the complaining party and to the emergency medical service provider.

(6) If the complaint is not able to be resolved by the Board, the Contract Administrator will refer the complaint, together with the response of the provider, and any recommendation that the Board deems appropriate to the local governing authority (OCOG) and/or appropriate law enforcement agencies.

ARTICLE III. Terms and Conditions of License for Provision of Ambulance Services.

Section 1. Exclusive License.

Under the provisions of Louisiana law, including but not limited to La. R.S. 33:4791.1, the City of West Monroe is authorized to issue an exclusive license to a sole provider of ambulance services (both emergency and non-emergency) within the municipal limits of the City of West Monroe. The City of West Monroe, acting through its Board of Aldermen, finds that the purpose and intent of this Ordinance as stated hereinabove are best served by the licensure of such a sole provider of ambulance service.

Section 2. Term of Exclusive License.

The initial term of any such exclusive license shall be for a period of five (5) years beginning with the commencement date set forth in the license issued by OCOG pursuant to this Ordinance. The License may thereafter be renewed by mutual agreement of OCOG and the Licensee for additional terms of not more than four (4) years each.

It will be presumed that the parties intend for the license to be renewed for a term of one (1) year unless written notice of non-renewal is delivered to the other party not less than one hundred twenty (120) days prior to the end of the term of the license then in effect.

Section 3. License Fee.

The Provider of Ambulance Services shall pay a license fee of THIRTY-FIVE THOUSAND AND NO/100 (\$35,000.00) DOLLARS each calendar year, or portion thereof, during the term of this Exclusive License. This License Fee shall be paid to OCOG to defray the costs of administering this Ordinance. The initial License Fee shall be paid upon commencement of the initial term of the License with subsequent License Fees being due thereafter on or before January 31 of each succeeding year during the initial or renewal term(s) of the License.

For the calendar year 2027 and thereafter during the initial and renewal term(s) of the License, OCOG may increase the License Fee if shown necessary to cover the costs of administering this Ordinance, but no such increase shall be more than \$10,000.00 per calendar year or portion thereof. Any such increase shall be adopted by OCOG at an open meeting held on or before October 31 of the prior year.

Section 4. Conditions of License for Provision of Ambulance Service.

Any sole provider of ambulance services for the City of West Monroe shall be selected only upon the ambulance service provider being able to furnish and actually furnishing to the City of West Monroe the following *inter alia*:

- (A) The provision of a licensed emergency physician to serve as Medical Director of ambulance service. The Medical Director or his/her designee shall be responsible for all quality of care issues, and shall provide monthly reports to the Contract Administrator, regarding response times, responses to complaints made to the Board, and any other quality of care issues.

Quality/Clinical Requirements to be Reported

- Quality measures must be monitored and reported to the Ambulance Advisory Board
 - IO success rates
 - IV success rates
 - Supraglottic Airway success rates

- Intubation success rates
 - 12 lead acquisition for STEMI and stroke patients
 - Patient satisfaction scores
 - LERN utilization on qualifying patients
 - Cardiac survival success rates
 - Significant events with poor patient outcomes must be reported to the Board
 - Unsuccessful intubations
 - No IV in place
 - Deaths
 - Any receiving facility concerns (i.e. oversedation)
 - Utilization of life saving and/or narcotics for patients in the field.
- (B) The ambulance contractor shall maintain mutual aid agreements with air and ground ambulance providers who can respond to Ouachita Parish when called upon by the Licensed Ambulance Provider in times of disaster or other extraordinary situations.
- (C) **Insurance Required:** Prior to commencement of any operations under the License with the City of West Monroe, the Provider must file with OCOG and with the Ambulance Service Advisory Board all policies of general liability insurance, automobile liability insurance, workers compensation insurance, cybersecurity, and professional liability insurance which policies must be issued by an insurance company qualified to do business in the State of Louisiana having a rating of not less than B+ by A. M. Best or equivalent rating by a nationally recognized rating service and shall be eligible for redemption under any terms of default as defined by this ordinance or any provision of the contract and which policies shall contain the following conditions and stipulations:
- (1) The term of such insurance policies shall be for a period of not less than one (1) year. Proof of insurance must be provided on a yearly basis.
 - (2) The general liability and automobile liability insurance policies shall provide not less than limits of liability for each accident causing bodily injury (including death at any time resulting from) of FIVE MILLION and NO/100 (\$5,000,000.00) DOLLARS for each person, FIVE MILLION and NO/100 (\$5,000,000.00) DOLLARS for each accident and FIVE MILLION and NO/100 (\$5,000,000.00) DOLLARS for property damage sustained in any accident, with the Service Area listed and included as an additional insured to the extent of Provider's Contractual obligations hereunder.
 - (3) The medical malpractice insurance policy(ies) shall provide limits of liability of each incident causing bodily injury (including death at any time resulting therefrom) of ONE HUNDRED THOUSAND and NO/100 (\$100,000.00) DOLLARS for each person and FIVE HUNDRED THOUSAND and NO/100 (\$500,000.00) DOLLARS for each incident. Participation in the Patients' Compensation Fund of the State of Louisiana as set forth in LRS 40:1231.4, et seq., shall be deemed to be medical legal liability insurance within the contemplation of this ordinance.
 - (4) The worker's compensation insurance policy(ies) shall provide coverage for statutory benefits up to an aggregate amount of any one claim in the amount of ONE MILLION and NO/100 (\$1,000,000.00) DOLLARS. In the event that Provider is self insured, it shall provide evidence of self insurance along with proof of adequate excess insurance.
 - (5) The cybersecurity liability policy shall include coverage for data breaches, ransomware, multimedia liability, security and privacy liability, with minimum limits of not less than TWO MILLION and NO/100 (\$2,000,000.00) DOLLARS per incident and up to \$5,000,000 aggregate.

- (6) Provider shall furnish the Service Area with a waiver of subrogation against any and all claims for damages or liability arising from their operations within the geographical boundaries of the Service Area.
- (D) **Insurance Cancellation:** Cancellation or material alteration of any required insurance policy or coverage shall result in the automatic revocation of any ambulance service license issued hereunder, and the Ambulance Service Provider shall thereupon cease and desist from further ambulance service operations in the Parish.
- (E) **Performance Bond Requirements:** Provider must furnish performance security in an amount of not less than \$1,000,000.00. Said security shall be furnished through the pledge of a Certificate(s) of Deposit to OCOG in said amount or through the posting of a Performance Bond in favor of OCOG in said amount issued by an insurer or surety having a rating of not less than B+ by A. M. Best or equivalent rating by a nationally recognized rating service.
- (F) **Inspection of Ambulances:** Before any operations can commence under any license, all ambulances used by the Licensed Ambulance Provider in Ouachita Parish must have current motor vehicle inspection stickers issued by the Louisiana Department of Motor Vehicles and each ambulance must be equipped in compliance with the standards for ambulance equipment established by the State of Louisiana. Any ambulance operated by Provider in Ouachita Parish must remain in compliance with said state standards at all times.
- (G) **Emergency Medical Technicians:** With reference to emergency medical technicians, the Licensed Ambulance Provider must agree as follows:
- (1) No ambulance will transport a patient suffering an emergency medical condition, with the transport originating in or from Ouachita Parish, unless it is an Advanced Life Support ambulance capable of providing Advanced Life Support Services and whose crew shall consist of at least one Nationally Registered Paramedic and one Nationally Registered EMT.
 - (2) No person shall provide services in any capacity on an emergency medical response vehicle unless he is the holder of a certification by the Department of Health and Hospitals; or a certification of an emergency medical technician issued by the National Registry of Emergency Medical Technicians; or a certificate of licensure as a Registered Nurse; or is a Physician or Surgeon licensed to practice medicine by the Louisiana State Board of Medical Examiners. No person shall provide services in any capacity without holding a valid certification of cardiopulmonary resuscitation training issued by the American National Red Cross or the American Heart Association.
 - (3) Provider shall, at all times, under penalty of revocation, certify that all persons serving on said ambulance meet the following qualifications:
 - (a) The Caregiver is a person of at least eighteen (18) years of age.
 - (b) The Caregiver is an Emergency Medical Technician who meets all State Certification Requirements and is in good standing with the Bureau of Emergency Medical Services of Louisiana as memorialized in LA R.S. 40:1231 et seq.
 - (c) All employees of Provider who shall operate an ambulance within Ouachita Parish shall have been issued and be in possession of a valid driver's license for the operation of said vehicle as required by the State of Louisiana. Additionally, Provider shall, at all times, certify, under the penalty of permit revocation, that all drivers of its ambulances meet the following criteria:

- (i) The driver is a person of at least eighteen (18) years of age; and
 - (ii) The driver is a Louisiana Emergency Medical Technician, Advanced Emergency Medical Technician, or Paramedic.

- (H) **Standards for Ambulance Equipment:** The Licensed Ambulance Provider must warrant that each ambulance will carry at all times, when the ambulance is in use, the minimum essential equipment required by state law.

- (I) **Ambulance Performance Standards:** The Licensed Ambulance Provider must warrant as follows:
 - (1) That it shall not unreasonably refuse to respond to a request for ambulance service in Ouachita Parish.
 - (2) Provider warrants that it shall not refuse to respond to a request for ambulance service where there is a “Medical Necessity” for the service, on the grounds of the patient’s inability to pay for such service.
 - (3) Provider warrants that it shall conform to all nationally accepted standards with respect to ground ambulance operations. Provider furthermore must agree to comply with the Ouachita Parish Office of Homeland Security and Emergency Preparedness “Emergency Operations Plan” in regards to its role and/or function within an Incident Management System.

- (J) **Review of Rates, Financial Information, and Performance Information:** As to the review of rates, charges and financial information, the Licensed Ambulance Provider must agree as follows:
 - (1) Provider shall submit a schedule of its rates for all services to the Advisory Board for review, at least once per year, and at such other times and in such format as may be designated by the Advisory Board. The Advisory Board shall have authority to review, and/or approve such rates which shall be comparable to similar Louisiana Parish ALS EMS systems. In the event the Advisory Board rejects the Provider’s proposed Rate Schedule, the Provider may appeal to OCOG for approval of the same. The Provider will not exceed the charges for base rate, mileage rate per run, supplies, oxygen and any other services included in Provider’s schedule of rates except as may be pre-approved by the Advisory Board. The Provider must acknowledge that it is responsible for billing and collecting for services rendered. All fees for services rendered shall remain the property of the Provider. The Provider will be allowed to add and/or modify items that represent new and/or changing technology, equipment, services and pharmaceuticals and to charge reasonable fees for said new items that are added.
 - (2) The schedule of rates to be submitted for review shall include the rates to be charged under any contracts the Provider enters into with any hospital, long-term care facility, rehabilitation facility, or similar healthcare facility, to provide non-emergency ambulance service in Ouachita Parish to, or for, such facility. Rates for like services to like facilities shall be equal.
 - (3) The Provider must permit the Advisory Board or its designated representatives, including but not limited to auditors, reasonable access to its financial records, books, documents, papers, files or other records that are pertinent during normal business hours upon reasonable notice.
 - (4) Provider shall present to the Advisory Board an annual audit of owner/operator's financial statements and activities. A copy of every such annual audit must be provided to the Advisory Board. The Provider shall have the right to demand that all audited financial statements and any other proprietary information, as deemed proprietary by the Provider, be reviewed

and discussed in Executive Session of the Advisory Board and not be considered a public record, where allowed by Louisiana law.

- (5) Provider shall submit to the Advisory Board such reports, records, recordings and other information as requested by the Board in connection with the investigation of a complaint or as otherwise deemed necessary by the Board in connection with the oversight of the Provider's performance of the Provider's obligations under this Ordinance and/or the Operations Contract. The Provider shall have the right to demand that all patient records and proprietary information, as deemed proprietary by the Provider, be reviewed and discussed in Executive Session of the Advisory Board and not be considered a public record, where allowed by Louisiana law.
- (6) The Provider shall not initiate any "Membership Drive" or similar sale to consumers of enrollments in any plan related to the Provider's ambulance services without prior approval of such Membership Drive or sale of enrollments by OCOG. In connection with these matters OCOG may seek the recommendation of the Ambulance Service Advisory Board and the Provider shall make available to Board and/or OCOG written specification regarding the terms and conditions of the proposed Membership Drive or sale of enrollments as well as the Provider's proposed marketing plan including the content of proposed advertisements and promotional efforts.
- (K) **Material Changes in Government Regulations:** In the event that federal laws, rules and regulations are adopted, amended, interpreted, or enforced, which have a material adverse effect on third party reimbursements for ambulance transports or requires reimbursements to be based on the clinical level of service actually performed or provided, then (a) OCOG and the Licensed Ambulance Provider will renegotiate, in good faith, the rates and fees which may be charged; and (b) the Parish will modify any provisions of this ordinance inconsistent with the terms of such federal authority.
- (L) **Mandatory Centralized Emergency Ambulance Call Processing:** With respect to the handling of calls for ambulance service the provider must agree as follows:
- 1) **911 CALLS**
All 911 telephone requests for ambulance services, both emergency and non-emergency, originating within Ouachita Parish shall terminate at the EMS Control Center, where the Licensed Ambulance Provider shall establish the call's classification, determine the Patient's location, and if appropriate, deliver pre-arrival instructions utilizing current APCO or EMD standards. The Licensed Ambulance Provider shall also determine the need for EMS Public Safety Provider Services in accordance with established guidelines, alert the EMS Public Safety Agency Dispatch Center and dispatch the appropriate Ambulance.
 - 2) **EMS DEPLOYMENT**
The EMS Control Center of the Licensed Ambulance Provider shall at all times have full authority to direct the deployment, positioning, movements, and run responses of all ambulances, and mutual aid ambulance service providers. However, at all times an emergency ambulance shall be positioned and staffed on each side (East/West) of the Ouachita River. The Licensed Ambulance Provider's deployment of ambulances shall be adequate to meet required emergency and nonemergency response times.
 - 3) **PATIENT DESTINATION**
The Licensed Ambulance Provider shall develop and implement patient transportation and destination policies and guidelines.

4) **RECORDING CALLS**

All call requests processed by the EMS Control Center of the Licensed Ambulance Provider shall be recorded to facilitate subsequent auditing of the Licensed Ambulance Providers actions and decisions by the Contract Administrator, and all such recordings shall be safely stored and shall not be erased for a period of three (3) years.

5) **OTHER CALL PROCESSING**

All other call requests for ambulance service, emergency or non-emergency, which may be received by parties other than the Licensed Ambulance Provider, shall be transferred immediately to the EMS Control Center.

(M) **Response Reliability Standards:**

With respect to emergency responses, the Licensed Ambulance Provider must agree as follows:

- (1) To comply with a parish-wide Response Time Zone Map indicating acceptable response times for various zones throughout the parish and agree to pay such penalties or damages set forth in this ordinance and/or stipulated in the Operations Contract for any failure to meet the response time thresholds shall be as set forth by this Ordinance or established as part of the Operations Contract. See Response Times Zone Map attached as Exhibit A.
- (2) Throughout the term of any License issued hereunder, it will be Provider's responsibility to meet the response time thresholds established by this Ordinance or as part of the Operations Contract regardless of the number of ambulances required to meet said standards. Additionally, Provider must acknowledge that at all times it will operate its service aiming always to provide better and increased service and decreased response times. Provider must acknowledge that the above-described response times are minimum standards and Provider must acknowledge that it will always strive to achieve decreased response times.
- (3) With respect to nonemergency responses originating at a hospital or other healthcare facility, the provider must agree as follows: a two (2) hour response time with a 90% rate of compliance. If non emergent transfer has not been picked up after three (3) hours, transfer can be rolled to another ambulance service.
- (4) With respect to Emergent Ambulance Calls from a Hospital, the provider must agree as follows: a thirty (30) minute response time with a 90% rate of compliance.
- (5) If Provider cannot provide air support due to maintenance issues, weather, or other circumstances, it shall call a back-up provider without delay.

- (N) **Response Time Reports:** Response times on emergency and non-emergency responses will be calculated using Response Time as defined herein. Response Time Reports will be submitted to the Contract Administrator each calendar month by Provider. The monthly Response Time Report shall include an itemized summary of each call that identifies the jurisdiction, priority and response zone for each call. The itemized summary of each call shall include all available information regarding the call received time, enroute time, on-scene time and response time for that call.

Response times for non-emergent and emergent responses originating at a hospital or other healthcare facility shall also be reported monthly by the provider to the Contract Administrator. The monthly response time reports shall also identify all calls excluded from the response time calculation and the applicable exclusion. All information and back-up documentation supporting such exclusion must be provided to the Contract Administrator upon request. The monthly response time

reports must be delivered to the Contract Administrator within 10 days of the end of the month.

- (O) **Provider must agree that the Advisory Board will be allowed to monitor response times.**
- (P) **Excluded Responses:** Provider will have the responsibility to document the nature of the circumstances surrounding any excluded response and the emergency and non-emergency responses affected thereby. It shall be Provider's responsibility to prove said response should be excluded in default of which it will be included. With respect to Emergency Responses, "Excluded Responses" for purposes of response time calculation, are as follows:
- (1) Responses that occur during periods of abnormally severe weather for which a "warning" has been issued by the National Weather Service where such weather could reasonably be expected to substantially impair response time performance.
 - (2) Delayed response due to potentially hazardous scenes or scenes in which access is restricted by public safety personnel. This exclusion shall not apply if law enforcement or fire personnel have established a staging area at the scene. In such circumstances, response time shall be determined upon the ambulance's arrival at the staging area.
 - (3) Those responses presented by Provider for consideration by the Ambulance Advisory Board and the Board finds that the response has merit to be deemed excluded due to extraordinary circumstances. An example of such response would be a request for a response during Provider's servicing of a mass casualty situation where the majority of units in the parish/city have been directed to the mass casualty incident.
 - (4) The Provider must agree that it will at all times have a responsibility to respond as soon as possible even in the face of excluded response times. There shall be no excluded responses with respect to non-emergency Responses.
- (Q) **Response Time Penalty:** Provider shall meet or exceed the required response times as set forth by this Ordinance and incorporated in the Operations Contract. If the Provider fails to meet the response time thresholds set forth by this Ordinance or established as part of the Operations Contract on emergency or non-emergency calls during any quarter, the Provider may be assessed such penalties as set forth by this Ordinance or established as part of the Operations Contract. Each act constituting a violation of this Ordinance shall constitute a separate offense of this Ordinance for each individual call or incident in which the response time was not met.

Response time performance will be measured on a quarterly basis for the purpose of determining patterns of noncompliance, termination, or other administrative remedies. Should Provider fail to meet any response time threshold, prior to any penalty being assessed, Provider shall be afforded an opportunity to be heard before the Advisory Board to show good cause as to why said penalties should not be imposed. For good cause shown, the Board may recommend that OCOG waive and/or reduce any response time penalties otherwise due under this ordinance or the Operations Contract.

If Provider fails to adhere to the applicable response time standards for either Emergency or Non-emergency responses in three quarters within any twelve (12) month period, that failure shall constitute grounds for the termination of the License with Provider.

If Provider fails to adhere to the applicable response time standards for either Emergency or Non-emergency responses in two (2) consecutive quarters or two (2) quarters in any twelve (12) month period, the Provider shall within fifteen (15)

days' notice of such failure provide the Ambulance Advisory Board with Provider's written plan to achieve adherence to the applicable response time standards in the ensuing quarter. If the Provider fails to timely submit such plan, Provider shall by such failure be deemed to have authorized the Ambulance Advisory Board to request another Ambulance Service to provide non-emergency responses on the Provider's behalf pursuant to Section 8.1(A) of this Ordinance for a period of not less than thirty (30) days or until such time as the Provider has submitted the plan called for above.

- (R) **Corporate Citizenship:** The Provider must agree, when available, to provide ambulance stand-by service at no charge for high school and college football games within Ouachita Parish when requested. Provider must also agree, when available, to provide such other stand-by service as is requested by a local emergency response agency for emergency events such as hazmat calls, structure fires, rescue calls, bomb threats, drug raids, etc. at no charge to the requesting public service agency.
- (S) **Maintenance of Vehicles:** All ambulances shall always be adequately maintained, serviced and mechanically sound. Provider shall maintain maintenance records that may be inspected by the Advisory Board as requested. Ambulances shall be less than 10 years old and shall not have more than 400,000 miles of total service.
- (T) **Vehicle Locating System:** Each ambulance provided must be equipped with real time automatic vehicle locator (AVL) systems compatible with and able to communicate with the CAD system of the Ouachita Parish Communications District and Provider must maintain all necessary licenses, permits, etc. necessary pursuant to any State, Federal, and local laws and regulations to enable Provider to operate said system.
- (U) **For purposes of any License with a sole Provider for emergency medical services, the City of West Monroe will agree as follows:**
- (1) The City of West Monroe will instruct and inform all interested parties (such as but not limited to 911 Director, hospitals located in Ouachita Parish, etc.) that Provider will be the primary ambulance service for all emergency (911 and other) and non-emergency ambulance transportation within the unincorporated areas of Ouachita Parish.
 - (2) The City of West Monroe shall take all steps reasonable and necessary (including the filing of a criminal or the institution of a civil action) to prevent any operation of ambulance service within Ouachita Parish in a manner that violates this Ordinance during the term of any License.
 - (3) The City of West Monroe will enforce all laws, rules, regulations and ordinances governing unauthorized ambulance operation within its jurisdiction.
 - (4) The City of West Monroe will acknowledge that any unauthorized operation (by other than the Sole Provider of ambulance service under license with the City of West Monroe) will cause financial harm to Provider such that Provider may seek any appropriate relief against such other person/entity, including injunctive relief.
- (V) **Termination by the City of West Monroe:** Each of the following acts, omissions or occurrences shall constitute an "Event of Default" entitling the City of West Monroe to terminate any such sole Provider License issued pursuant to this Ordinance:
- (1) Provider shall violate, in any material way, any provision of this Ordinance, the Operations Contract contemplated by this Ordinance, or of any State or Federal law or regulation governing any aspect of ambulance service;

- (2) Provider shall cease doing business as a going concern;
 - (3) Provider shall attempt to transfer the license issued pursuant to the Ordinance or the Operations Contract entered into hereunder to another ambulance provider without the prior written approval of OCOG.
 - (4) Provider's financial reports to the Advisory Board demonstrate financial instability or insolvency;
 - (5) Provider shall commence a voluntary case or other proceeding in bankruptcy or seek liquidation, reorganization, arrangement readjustment of its debts or for any other relief under the federal bankruptcy laws, as now existing or as may be amended from time to time, or under any other insolvency act or law, state or federal, now or hereinafter existing, or shall take any other action indicating its consent to, approval, or acquiescence in any such case or proceeding; Provider shall apply for, or consent to or acquiesce in, the appointment of a receiver, liquidator, custodian, sequestration, or a trustee for all or a substantial part of its property; Provider shall make an assignment of a substantial portion of its assets for the benefit of its creditors; Provider shall fail, or shall admit in writing its failure to pay its debts generally as such debts become due, or;
 - (6) There shall be filed against Provider an involuntary petition in bankruptcy or seeking liquidation, reorganization, arrangement, readjustment of its debts or any other relief under the federal bankruptcy laws, as now existing or as may be amended from time to time, or under any other insolvency act or law, state or federal, now or hereafter existing, or a receiver, liquidator, custodian, sequestration, or trustee of Provider for all or a substantial part of its property shall be appointed without the consent or approval of Provider or a warrant of attachment, execution or similar process against any substantial part of the property of Provider is issued; and the continuance of any such event or events for thirty (30) days undismissed or undischarged or within such thirty (30) days, the entering of an order for relief under the United States Bankruptcy Code.
 - (7) In the event the license issued to a sole provider of Ambulance Services pursuant to this Ordinance is terminated due to an "Event of Default" as set forth above, the City of West Monroe shall have a claim against the Performance Bond (or other acceptable security) posted by the Provider for all damages suffered by the City of West Monroe as a result of such Event of Default and termination, including but not limited to the costs of obtaining or providing the ambulance services to have been provided by the Provider during the term of the exclusive license.
- (W) **Termination by Provider:** Provider will be entitled to terminate any License hereunder concerning the provision of ambulance services upon the occurrence of an "Event of Default" as hereinafter set forth:
- (1) Failure of the City of West Monroe to have the requisite authority to enter into the License, or to enact the necessary Ordinances to authorize the license for ambulance services;
 - (2) Failure by the City of West Monroe, by its own fault, to observe or perform any covenant, warranty, term or provision of this Ordinance related to the license;
 - (3) The intentional allowance of any additional ambulance service to operate in violation of this Ordinance within the City of West Monroe during any term of the license, provided that the Provider shall first give the City of West Monroe written notice of the operation of any such additional ambulance service and the City of West Monroe shall have a period of fifteen (15) working days after receipt of such notice to initiate action to enforce this Ordinance with respect to such additional ambulance operation(s).

- (X) **Mutual Termination:** Provider and the City of West Monroe may mutually agree to terminate any such license without cause by either party giving the other one hundred eighty (180) days prior written notice.
- (Y) **Right to cure:** The failure to comply with the terms of this Ordinance shall render the license voidable at the discretion of the non-violating party, provided, however, that the other party is given ninety (90) days advanced notice of the intent to terminate the license and is given sixty (60) days to remedy any default.
- (Z) **Indemnification:** Provider will indemnify, hold harmless and defend the City of West Monroe, the Advisory Board, OCOG and their representatives, officers, agents, servants and employees, from and against any and all liability, suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorney's fees arising out of or in any way concerning or incident to any work done by Provider in the performance of ambulance service under the license or arising out of any willful or negligent act or omission of Provider, its officers, agents, servants and employees (including any such individual acting contrary to the conditions of the license).
- (AA) **Agreement, Modification and Governing Law:**
- 1) **Governing Law:** Any license issued hereunder shall be governed by and construed in accordance with the laws of the State of Louisiana.
 - 2) **Partial Enforceability:** If any provision of this Ordinance, or the application of any provision to any entity or circumstance shall be held invalid, the remainder of this Ordinance, or the application of that provision to entities or circumstances other than those with respect to which it is held invalid, shall not be affected thereby.

ARTICLE IV. Miscellaneous Provisions.

Section 1. Repeal.

All existing provisions of the Code of Ordinances of the City of West Monroe, including but not limited to the provisions of Section 10-3001 of Chapter 3 of Part 10 now existing, shall be specifically repealed and superseded by the provisions above as of January 1, 2027.

Section 2. Validity of Licenses Under Prior Ordinance.

Section 3. Applicability of Ordinance.

It is the intent of this ordinance to regulate ambulance service within Ouachita Parish and to provide for a sole and exclusive private provider of ambulance service for Ouachita Parish. This Ordinance is not intended to preclude any public safety department in Ouachita Parish (fire, police, etc.) from operating or providing emergency ambulance services except under the exclusions set forth herein. However, this Ordinance shall not be interpreted to prohibit, preclude, impede or discourage the emergency medical services provided by the public safety departments within Ouachita Parish.

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 for good cause determined to be in the best interests of the City of West Monroe and its citizens, this ordinance shall be effective on and after the 21st day of April, 2026, with the provisions of Section 10-3001 as set out in Section 1. above, shall become operative on January 1, 2027.

SECTION 3. BE IT FURTHER ORDAINED, by the Mayor and the Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that if any section,

paragraph, sentence clause and/or phrase of this Ordinance or the application thereof is declared unconstitutional, unenforceable or invalid by the final Judgment of any Court of competent jurisdiction such unconstitutionality, unenforceability, or invalidity shall not affect the remaining sections, paragraphs, sentences, clauses and/or phrases of this Ordinance, since the same would have been enacted by the City of West Monroe without the incorporation into this Ordinance of any such unconstitutional, unenforceable or invalid section, paragraph, sentence, clause or phrase. To that end, the provisions 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 _____ day of _____, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

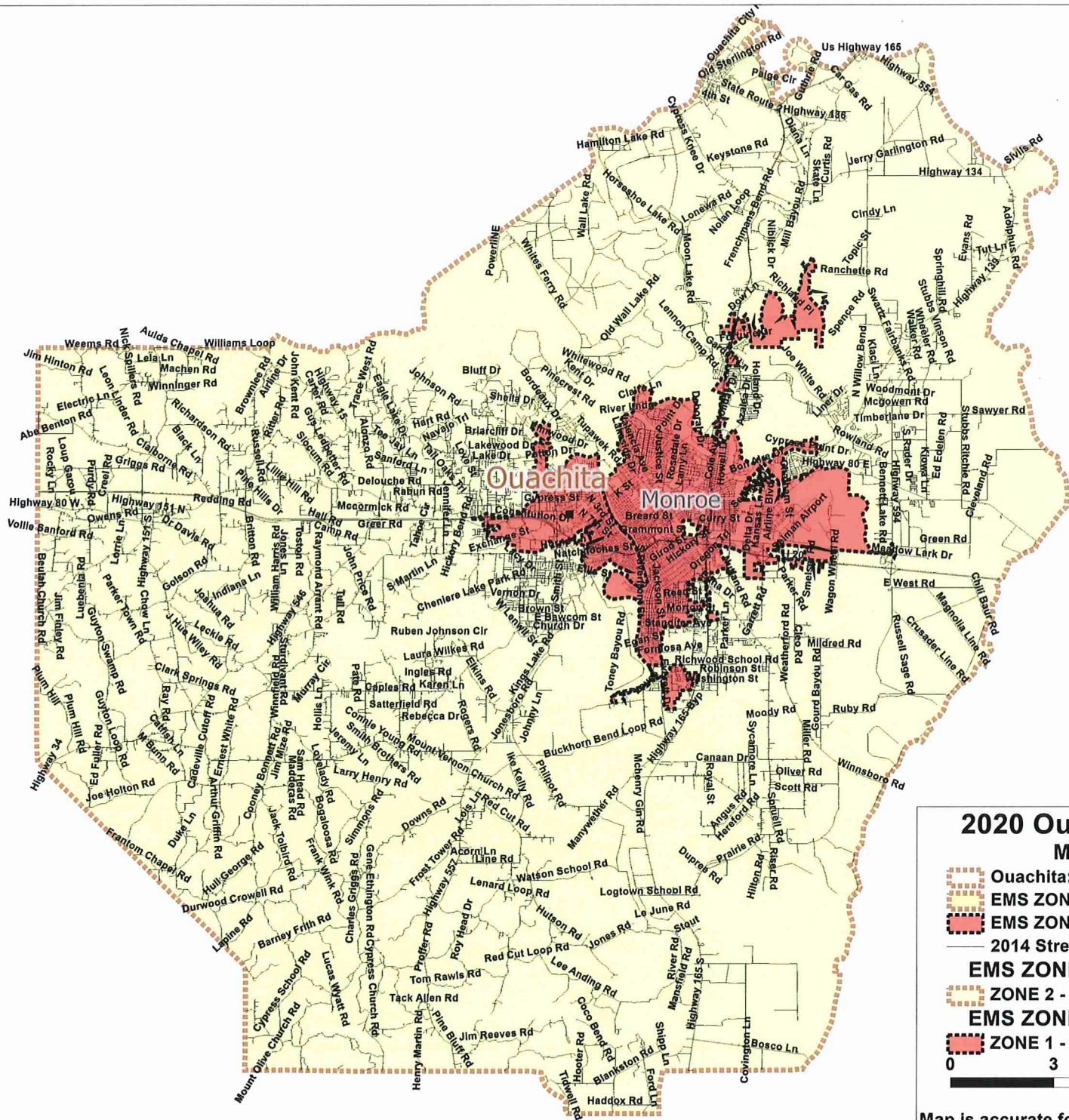
ABSENT: _____

ATTEST:






APPROVED THIS 21ST DAY OF
APRIL, 2026

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

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



2020 Ouachita Parish Map layers

-  Ouachita:1
-  EMS ZONE 2
-  EMS ZONE 1
-  2014 Streets
-  EMS ZONE 2 selection sets
-  ZONE 2 - 15:59 MINUTES
-  EMS ZONE 1 selection sets
-  ZONE 1 - 7:59 MINUTES 90%

0 3 6 9

Miles

Map is accurate for planning purposes

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, 2026, THROUGH SEPTEMBER 30, 2027) 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, 2026, through September 30, 2027) 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, 2026, through September 30, 2027) 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 21st day of April, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 21ST DAY OF
APRIL, 2026

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

March 4, 2026

Raju Katwal
Environmental Compliance Officer
City of West Monroe
Department of Water, Wastewater, and Stormwater
303 W. Pavilion Drive
West Monroe, LA 71292

Dear Raju 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 negotiated deliverables (see attached), during the period October 1, 2026 through September 30, 2027 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 mail to 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, 2026**. If, for any reason, the agreement cannot be signed and returned by the date shown above, 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 E. Baumann
Acting Director, LMG Water Science Center

Enclosure
27MLJFALADA116

Fixed Cost Agreement YES[X] NO[]

THIS AGREEMENT is entered into as of October 1, 2026, 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 negotiated deliverables (see attached), 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, 2026 to September 30, 2027
- (b) \$21,590 by the party of the second part during the period October 1, 2026 to September 30, 2027
- (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>).

Water Resource Investigations

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: 04/08/2026
Name: Todd E. 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:



United States Department of the Interior
 U.S. GEOLOGICAL SURVEY
 Lower Mississippi-Gulf Water Science Center
 Baton Rouge Office
 3535 S. Sherwood Forest Blvd., Suite 120
 Baton Rouge, LA 70816

March 3, 2026

Proposed 2027 USGS/City of West Monroe, LA Cooperative Streamgaging Program

Station Number	Latitude	Longitude	Data Type	Cost
07367005 Ouachita River at West Monroe, LA	32.500278	-92.11972	IV-Q	\$29,190

Station Type				
Index-Velocity Discharge (IV-Q)		Total Cost		\$ 29,190.00
		USGS Share		\$ 7,600.00
		City of W. Monroe Share		\$ 21,590.00

Funding for the operation and maintenance of these stations includes repairs due to equipment failure, natural disaster, and vandalism. It also includes periodic calibration visits, publication of the real-time data on USGS websites, and long-term archival of the stream data.

State of Louisiana
Office of Facility Planning and Control

Jeff Landry
Governor

Taylor F. Barras
Commissioner of Administration



Division of Administration
P.O. Box 94095
Baton Rouge, Louisiana 70804-9095
Phone (225) 342-0820
Fax (225) 342-7624

April 15, 2026

Staci Mitchell, Mayor
City of West Monroe
2305 N 7th Street
West Monroe, La 71291
Email: mwilson@westmonroe.la.gov

Project: Mid-City Drainage Improvements, Planning and Construction (Ouachita)
FP&C Project No. 50-MV2-22-01 / F.50001020

Re: Professional Services Contract Review – **Phase 2A**

Dear Mayor Mitchell,

This office is in receipt of a *Draft Professional Services Contract* between the City of West Monroe and S.E. Huey Co. A legal review is beyond the scope of this courtesy review. We recommend that you seek advice of counsel to effectuate your intent contractually. Since the State is not a signatory to the design contract, the following comments are recommendations which are given to indicate whether the State will participate in the referenced cost. After a courtesy review of the proposed contract we offer the following comments:

1. The subject contract appears to be a standard form of agreement between the owner (City of West Monroe) and the designer (S.E. Huey Co.), to which FP&C has no objection to its use.
2. **Scope of Basic Services:** The scope of work per the Capital Outlay Request (F.Y. 2025 – 2026) is the design and construction project to alleviate flooding problems in this Mid-City area of West Monroe. The work will include new driveway culverts, storm drainage pipe, catch basins and repaired/enlarged ditches. Detention basins will be considered. The scope of work in the draft Professional Services Contract, as referenced in the draft design contract, meets the intent of the COR and the associated Act.
3. **Basic Services Fee:** This office has no objection to a total fee of **\$203,717.00 or 6.84%** which this office will recognize as a **NTE Fee**, based on an estimated construction budget of **\$2,978,261.00** for **Phase 2A Only** included in the design contract. This fee will not be adjusted during the Design Phases, for the Bid Amount, or Change Orders (add or credit). If your Office wishes to pay more, the State would have no objection.
 - If actual bids are in excess of the remaining State's unobligated funds then the City of West Monroe will need to commit to the difference in Construction Cost and any Change Orders. This commitment would need to cover all cost over State funding including Change Orders, if any, and be in the form of a board resolution by City of West Monroe.
 - Please note that if actual bids received are lower than the Estimated Construction Cost of \$2,978,261.00, the State participation in the design will be reduced accordingly.
 - The use of Alternates is strongly encouraged to have the best opportunity to complete all the work anticipated.

- Should bids exceed the established budget, the designer will be responsible for revising the Construction Documents at no further cost to the State. The State's position is that the designer is responsible for keeping the project within budget, and should advise the Owner at each phase of design. In turn, the Owner is responsible for informing the State of the cost estimate at each phase of design.

Please note the State's recognized **Percentages & Participation Amount of Basic Services** as indicated below:

Design Phases, Percentages and Design Limit recognized by FP&C				
Phases (Basic Services) - NTE			State Share (75%)	Entity Share (25%)
Preliminary Design (Plans & Specifications)	25%	\$ 50,929.25	\$ 38,196.94	\$ 12,732.31
Final Design (Plans & Specifications)	40%	\$ 81,486.80	\$ 61,115.10	\$ 20,371.70
Bidding and Negotiation	5%	\$ 10,185.85	\$ 7,639.39	\$ 2,546.46
Construction Administration	30%	\$ 61,115.10	\$ 45,836.33	\$ 15,278.77
Total Possible Fee (NTE) Amount	100%	\$ 203,717.00	\$ 152,787.75	\$ 50,929.25

4. **Additional Services:** Per the *Draft Professional Services Contract* provided, the Engineer identified Topographic Survey (\$55,746.00) and Construction Observation (\$92,614.00) at a cost of \$148,360.00 as additional services for this project. The estimated construction budget for Phase 2A Only included in the draft design contract is \$2,978,261.00. This results in a proposed additional services fee of 4.98% of the estimated construction amount. The State will therefore participate in eligible additional services as outlined below which this office will recognize as **NTE Fees**.
- Please note that if any additional services are needed for this project in addition to those listed below then they should be submitted to FP&C first, in order to determine the level of State participation, if any.

Please note the **Cost Shared Amount of Additional Services** as indicated below:

Additional Services			
Proposed Additional Services (NTE)		State Share (75%)	Entity Share (25%)
Topographic Survey	\$ 55,746.00	\$ 41,809.50	\$ 13,936.50
Construction Observation	\$ 92,614.00	\$ 69,460.50	\$ 23,153.50
Totals = \$ 148,360.00		\$ 111,270.00	\$ 37,090.00

5. **Payments:** The State will endeavor to reimburse your Office as quickly as possible, but will not participate in the cost of any interest due to late payments. Neither shall this Office pay for attorney's fees associated with late payments.
6. **Construction Administration:** The Owner may execute change orders as they deem necessary so as not to delay or encumber the project. Please note, however, the State will not be responsible nor pay for any costs for delays or additional time. It is strongly recommended that proposed change orders be submitted to FP&C prior to execution to determine the level of State participation, if any, in those costs.
7. **Compensation for Reimbursable Expenses:** The State will not pay for reimbursable expenses, except for the cost of *printing of Bid Sets*, less retained deposits and is subject to available State funds. Please note that any reimbursable (including 3rd party fees) paid by the State will be a direct cost amount, not a marked-up price of 10%. In addition, the State will not participate in any in-house charges.
8. **Termination or Suspension:** The State will not participate in termination or suspension expenses, or in compensation for services not rendered. A revision is not necessarily required, rather you should be aware of the State's position.

In conclusion and other than the issues noted above, this Office finds nothing that may jeopardize eligibility for State participation as outlined above, subject to the provisions of the Cooperative Endeavor Agreement (CEA). As indicated in the CEA, this project will be administered according to the *Non-State Entity Capital Outlay Administrative Guidelines*. Deliverables of the phases indicated above must be submitted to FP&C with the Designer's Statement of Probable Cost, in order to receive interim disbursements concluding each phase.

The above comments should not be perceived as directing your Office concerning the referenced proposal, but rather to describe the level of State participation.

Should your Office choose to execute the contract and proceed with design, please provide this Office with a copy of the **Executed Contract** as well as the *Designer's Affidavit* attesting to all of R.S.38:2224 for our records prior to your first Request for Disbursement (RD) for these services.

If you or the designer have any questions or concerns regarding this Office's comments, please submit a letter on your Office's letterhead.

Thank you,

Richard Paul Hebert

Richard Paul Hebert, AIA, NCARB
FP&C Project Manager

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AFFIRM THE CITY OF WEST MONROE’S COMMITMENT TO FUND ANY PROJECT COSTS, INCLUDING CHANGE ORDERS, IN EXCESS OF AVAILABLE STATE FUNDING FOR MID-CITY DRAINAGE IMPROVEMENTS, PHASE 2; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of West Monroe (“City”) has applied for and been awarded funding through the State of Louisiana for the purpose of undertaking a project known as Mid-City Drainage Improvements, Phase 2 (“Project”), as evidenced by the Commitment Letter for the funding award attached hereto as Exhibit “A”; and

WHEREAS, the City has been authorized to enter into a contract for engineering services related to the Project and the total cost of the Project, including engineering services, construction and any associated change orders, may exceed the amount of unobligated funds available from the State; and

WHEREAS, the State requires assurance that any costs exceeding available State funding will be the responsibility of the local governing authority;

SECTION 1. BE IT ORDAINED by the Mayor and the Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that the City does hereby affirm and commit that, in the event the total cost of the Project, including Change Orders, exceeds the remaining unobligated State funds allocated to the Project, the City will fund the full difference between the State funding and the total construction cost.

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, is hereby authorized to execute any and all documents necessary to carry out the intent of this Ordinance.

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 21st day of April, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 21ST DAY OF
APRIL, 2026

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

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

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE EXECUTION OF A CONTRACT WITH THE LOUISIANA DIVISION OF ADMINISTRATION RELATING TO THE RECEIPT OF \$50,000.00 IN FUNDING FROM FY 2024-2025 STATE APPROPRIATED FUNDS FOR POTABLE WATER IMPROVEMENTS, INCLUDING AUTHORIZATION TO PROVIDE ANY AND ALL REQUIRED CERTIFICATIONS; TO AUTHORIZE ALL OTHER ACTIONS AND TO EXECUTE ANY AND ALL FURTHER DOCUMENTATION EITHER NECESSARY OR APPROPRIATE IN ORDER TO COMPLY WITH THE REQUIRED TERMS, CONDITIONS, AND PROVISIONS; 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 Staci Albritton Mitchell, as Mayor of the City of West Monroe, be and she is hereby authorized to execute a contract with the Louisiana Division of Administration relating to the receipt of \$50,000.00 in funding from FY 2024-2025 State Appropriated Funds for Potable Water Improvements, and to execute that contract attached as “Exhibit A” with the Louisiana Division of Administration, relating to the receipt of that funding, providing the required terms and conditions, together with granting and authorizing her to provide any and all required certifications;

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, as Mayor of the City of West Monroe, be and she is hereby further authorized to execute any and all further documents and agreements necessary or appropriate relating to assure qualification for the funding, together with any and all further documents which she determines are either necessary or desirable in order to fulfill the requirements of the grant or the grant program.

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 21st day of April, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 21ST DAY OF
APRIL, 2026

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

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

CONTRACT BY AND BETWEEN
 THE DIVISION OF ADMINISTRATION
 AND
THE CITY OF WEST MONROE

UNITED STATES OF AMERICA
 STATE OF LOUISIANA
 SOURCE OF FUNDING - FY 2024-2025
 State Appropriated Funds
 TYPE OF CONTRACT - FY 2024-2025 CWEF
 FEDERAL EMPLOYER I.D. #72-6001497
 AMOUNT OF CONTRACT - \$ 50,000.00
 CWEF Format #1 (revised, 2011)
 CWEF File # 2425-CWEF-OCH-0401

THIS AGREEMENT, is made and entered into as of this _____ day of _____, 20____
 by and between the Division of Administration, hereinafter called "Division" represented by Heather Paul,
 Office of Community Development and the City of West Monroe, hereinafter called "Contractor" represented
 by Staci Albritton Mitchell, Mayor.

1. CONTRACT WITH CONTRACTOR: The Division hereby agrees to contract with the Contractor and the Contractor hereby agrees to perform the services under this agreement in accordance with CWEF/Division/applicable regulations to the establishing of programs and activities. All exhibits or regulations referred to in this contract or attached hereto are by reference made part of this contract.
2. DURATION OF CONTRACT: This contract shall be for a period commencing on the date entered above and ending not more than three years later.
3. RECORDS, REPORTS, AND EVALUATIONS: The Contractor agrees to prepare, retain, report and allow Division inspection for purposes of evaluation, records as may be required by the Division for program management purposes.

Upon completion of this contract, or if terminated earlier, all records, reports, worksheets or any other materials related to this contract shall become the property of the Division. All such books, records and other documents shall be available at the offices of the Contractor (except that books, records, and other documents of a Participating Party may be maintained at the offices of such Participating Party) for inspection, copying, audit and examination at all reasonable times by any duly authorized representative of the State, including the Legislative Auditor. Any duly authorized representative of the State shall, at all reasonable times, have access to all portions of the Project.

The rights of access and inspection provided in this paragraph shall continue until completion of all close-out procedures respecting this contract and until the final settlement and conclusion of all issues arising out of this contract. The records shall be kept for a minimum of three years from the date of final close-out.

4. AUDITS and/or FINANCIAL REPORTS: State requirements mandate that local governments and Parish Police Juries must still submit financial statements in compliance with financial and compliance audit requirements established by R.S. 24:513 through 514.

Failure to comply with all financial report requirements may cause loss of participation in this program and reimbursement of contract funds.

5. CHANGES: The Division may, from time to time, request changes in the scope of services of the Contractor to be performed hereunder. Such changes, including an increase or decrease in the amount of the Contractor's allocation, must be incorporated as written amendments to this contract. These changes may include the waiver of certain rules and regulations where the Division deems it appropriate.

6. TERMINATION OR SUSPENSION FOR CAUSE OR CONVENIENCE: The Division may, after giving thirty (30) days written notice terminate this contract and payment in whole or part for convenience or cause. Cause shall include but not be limited to:

- (1) failure, for any reason, of the Contractor to fulfill in a timely and proper manner its obligations under this contract, including compliance with approved programs and attached conditions, exhibits, and such statutes and Executive Orders as may become generally applicable at any time;
- (2) submission by the Contractor to the Division or its Auditors, of reports that are incorrect or incomplete in any material respect;
- (3) ineffective or improper use of funds provided under this contract;
- (4) suspension or termination of the program from the State Legislature to the Division, under which this contract is made, or the portion thereof delegated by this contract.

The Division, where appropriate, may suspend the contract or payment from time to time in lieu of termination based on reasons indicated above. There may be a suspension of payment when a term of the contract has not been resolved by the next payment request.

The Division may also assign and transfer this contract when required.

If the Contractor is unable or unwilling to comply with such additional conditions as may be lawfully applied to the grant received from the Division, the Contractor shall terminate the contract by giving reasonable written notice to the Division, signifying the effective date thereof. In the event of any termination, or suspension, all property and finished or unfinished documents, data, studies, and reports purchased or prepared by the Contractor under this contract shall become the property of the Division. The Contractor shall be entitled to compensation for any unreimbursed expenses reasonably and necessarily incurred in satisfactory performance of the contract. Notwithstanding the above, the

Contractor shall not be relieved of liability to the Division for damages sustained by the Division by virtue of any breach of the contract by the Contractor and the Division may withhold any reimbursement to the Contractor for the purposes of setoff until such time as the exact amount of damages due the Division from the Contractor is agreed upon or otherwise determined. The Division may authorize the Contractor to continue with its own funds for the project until a question is resolved with the understanding that a satisfactory resolution will cause the Division to reimburse funds.

7. PROHIBITION AGAINST ASSIGNMENT: Contractor shall not assign any interest in this agreement, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the Division thereto, provided however, that claims for money due or to become due to the Contractor from the Division under this agreement may be assigned to a bank, trust company or other financial institution without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the Division.

8. LEGAL AUTHORITY: The Contractor assures and guarantees that it possesses the legal authority, pursuant to any proper, appropriate and official motion, resolution or action passed or taken, giving the Contractor legal authority to enter into this agreement, receive funds, authorized by this agreement and to perform the services the Contractor has obligated itself to perform under this agreement.

9. COMPLIANCE WITH FEDERAL, STATE AND LOCAL GUIDELINES: The Contractor hereby binds itself, certifies, and gives its assurance that it will comply with all applicable federal and State regulations, policies, guidelines and requirements, as they relate to the application, acceptance and use of state resources for the State assisted project.

The Contractor further agrees to comply with applicable laws, ordinances, and codes of the State federal, and local governments, including the State Ethics Law, Act 17 of 1996, Section 15C (which sets criteria for transfer of state appropriated funds), State Bid Laws, Local Government Assurances listed in the grant application(s), and all policies and guidelines of the CWEF program as established by the Office of Community Development.

The Contractor has obtained, or has reasonable assurances that it will obtain, all federal, State and local government approvals and reviews required by law to be obtained by the Contractor for the Project; and all Participating Parties have obtained, or the Contractor has reasonable assurances that such Participating Parties will obtain, all such approvals and reviews required by law to be obtained by the Participating Parties for the Project.

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this agreement and/or legislative appropriation shall be said Contractor's obligation and identified under tax identification number 72-6001497.

10. NONDISCRIMINATION: Contractor assures that it is in compliance with all applicable State Civil Rights Legislation and Executive Orders.

11. COMPLIANCE WITH APPROVED PROGRAM: All activities authorized by this agreement will be performed in accordance with the approved work program as described in the grant application(s), (including any amendments which have occurred), Exhibits A, B, and C, the grant conditions and relevant CWEF directives. If any activities authorized by this agreement are not performed in accordance with any part of this agreement or if unauthorized activities are performed, the DOA CWF Representative may require that any or all grant funds paid-out to Contractor be returned to the Division. Dollar amounts expended for each activity may not exceed those specified in Exhibit B. The release of funds for this contract is conditioned upon approval of the contract conditions listed in Exhibit A.

12. COVENANT AGAINST CONTINGENT FEES AND CONFLICT OF INTEREST: The Contractor warrants that no person or selling agency or other organization has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee. For breach or violation of this warrant the Division shall have the right to annul this contract without liability or, in its discretion, to deduct from the contract or otherwise recover the full amount of such commission, percentage, brokerage or contingent fee, or to seek such other remedies as legally may be available.

No member, officer, or employee of the Contractor, or its designees, or agents, no consultant, no member of the governing body of the Contractor or the locality in which the program is situated, and no other public official of the Contractor or such locality or localities, who exercises or has exercised any functions or responsibilities with respect to the project during his or her tenure, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the Project or in any activity or benefit, which is part of this Project.

However, upon written request of the Contractor, the State may agree in writing to waive a conflict otherwise prohibited by this provision whenever there has been full public disclosure of the conflict of interest, and the State determines that undue hardship will result either to the Contractor or the person affected by applying the prohibition and that the granting of a waiver is in the public interest. No such request for waiver shall be made by Contractor which would, in any way, permit a violation of State or local law or any charter provision of the Contractor.

13. SCHEDULE OF PAYMENT: In consideration of the various obligations undertaken by the Contractor pursuant to this contract, and in consideration of the obligations to be undertaken by Participating Parties, as represented by the Contractor in the Application, the State agrees, subject to the terms and conditions set forth herein, to provide the Contractor with contract funds in the amount of \$ 50,000.00.

14. FISCAL FUNDING: The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

15. REMEDIES FOR DEFAULT: Any claim or controversy arising out of this contract shall be resolved by the provisions of R.S. 39:1672.2 through 1674.4.

Incurring Costs for Project Activities

The use of grant funds is conditioned upon the Contractor incurring costs in accordance with this contract or as otherwise approved by the State in writing. The incurring of costs to be paid out of contract funds shall be governed by the following:

(1) No costs to be paid out of contract funds may be incurred by the Contractor or any Participating Party until the following conditions are met: (a) a written approval by the State is received of required documentation as specified in Paragraph 11 and Exhibit A of this contract, if any, and (b) written authorization from the State is received to draw funds.

(2) After the Contractor has satisfied all of the contract conditions specified in Paragraph 11 and Exhibit A and the State has transmitted a fully executed contract and released funds for the project activities, the Contractor and the Participating Parties may incur any and all eligible costs to be paid out of grant funds.

(3) If the Contractor's grant application(s) included other funds for the purpose of receiving rating points, include a firm letter of commitment with Exhibit A.

(4) All work under the terms of this contract must have been completed by midnight of that day occurring three years from the date of this contract. Any work taking place more than three years after the date of this contract will not be paid for out of the CWF funds awarded in this contract unless

this contract has been amended with the approval of the Division of Administration. All lien contingencies must be liquidated ninety (90) days from contract termination date.

Procedures for Requisitioning Payments

There will be only one requisition per month allowed for all grants.

Unobligated funds remaining at the completion of the contract period specified on page 1, paragraph 2 of this contract shall revert to the State for reuse for other eligible projects.

IN WITNESS THEREOF, the parties hereto have executed this agreement this _____ day of _____, 20____.

DIVISION OF ADMINISTRATION
OFFICE OF COMMUNITY DEVELOPMENT

HEATHER PAUL, DIRECTOR,
Community Water Enrichment Fund Grant Program

CHIEF ELECTED OFFICIAL

Exhibit A

GENERAL INFORMATION, CONTRACT CONDITIONS

GENERAL INFORMATION

1. CWEF CONTRACT AMOUNT	2. OTHER FUNDS AMOUNT
\$ 50,000.00	\$

3. MAILING ADDRESS OF CONTRACTOR

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

4. CONTRACTOR AUTHORIZED REPRESENTATIVE	5. PHONE
Staci Albritton Mitchell	318-325-1791

6. CONTRACT CONDITIONS

Funds will not be released until the following items have been submitted to and approved in accordance with Program requirements by the State’s Office of Community Development.

1. Revisions to the application, if requested by the Office of Community Development.
2. Firm commitments for other project funds, if applicable.
3. Any other documentation, if requested.

EXHIBIT C

General Definitions

Unless specifically provided otherwise or the context otherwise requires, when used in this contract:

1. “Application” means the Application for CWEF Assistance.
2. “Contract Funds” means those funds to be provided by the State to Contractors pursuant to the terms of this contract, as specified in Exhibit A.
3. “Contractor” means the local government entity receiving contract funds pursuant to this contract, as more particularly identified on the cover page of this contract.
4. “Contractor Activities” means those activities of the Project to be carried out by the Contractor, or an agent or agency of the Contractor, which activities are described in Exhibit A of this contract.
5. “Eligible Costs” means costs for the activities specified and for which grant funds are budgeted as specified in Exhibit A of this contract, provided that such costs are not incurred in connection with any activity which may be from time to time amended, are ineligible under the CWEF Program.
6. “Final Approval Date” – The date that the contract is fully executed, all conditions listed in Exhibit A has been satisfied and the State has issued an authorization to the Contractor to proceed with the project activities.
7. “Incurred Costs” – Any monies expended on allowable expenditures relating to the application and/or contract.
8. “CWEF Program” means the Community Water Enrichment Fund grant program, established by the State pursuant to House Bill 926 – Act 513 of the 2008 Regular Legislative Session and in accordance with the provisions of the Administrative Procedures Act, R.S. 49:950.
9. “CWEF Regulations” means the regulations set forth in the Louisiana Administrative Code, Title 4, Part VII, Chapter 24, as the same may, from time to time, be amended and the regulations described in the CWEF Application Package.
10. “Project” means the activities described in the Application and in Exhibits A and B of this contract which are to be carried out to meet the objectives of the CWEF Program.
11. “State” means the State of Louisiana or any official of the State to whom the State has delegated authority to act with respect to matters covered by this Contract Agreement.
12. “Unobligated Funds” means all funds for which no liability exists at the expiration of the contract.

STATE OF LOUISIANA
CITY OF WEST MONROE

ORDINANCE NO. _____

MOTION BY: _____

SECONDED BY: _____

AN ORDINANCE TO AUTHORIZE THE CITY OF WEST MONROE, LOUISIANA, TO ACCEPT THE LOW BID SUBMITTED WHICH MEETS THE PLANS AND SPECIFICATIONS, BEING THE BID OF BENCHMARK CONSTRUCTION GROUP OF LA, LLC, FOR \$2,983,606.00; AND THEREAFTER TO ENTER INTO A CONSTRUCTION CONTRACT WITH BENCHMARK CONSTRUCTION GROUP OF LA, LLC, FOR CERTAIN CONSTRUCTION SERVICES IN CONNECTION WITH THE PROJECT KNOWN AS “BLACK BAYOU CANAL IMPROVEMENTS – THOMAS ROAD AREA (EDA)” 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 of West Monroe accepts the low bid which met the plans and specifications for that work as described as the “Black Bayou Canal Improvements – Thomas Road Area (EDA)” project, being the bid of Benchmark Construction Group of LA, LLC in the amount of \$2,983,606.00.

SECTION 2. BE IT FURTHER ORDAINED by the Mayor and Board of Aldermen of the City of West Monroe, Louisiana, in regular and legal session convened, that Staci Albritton Mitchell, as Mayor of the City of West Monroe, be and she is hereby authorized to enter into a construction contract with Benchmark Construction Group of LA, LLC, for certain construction services in connection with the “Black Bayou Canal Improvements – Thomas Road Area (EDA)” project, all according to the terms, condition and provisions set forth in the copy of that contract attached as Exhibit “A”.

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 Mayor of the City of West Monroe, be and she is hereby further authorized to further negotiate and modify any further provision of the referenced contract as she determines necessary or appropriate, and thereafter to execute such contract as she determines necessary or appropriate in conjunction with the contract authorized above, and to take any and all other actions either necessary or appropriate in order to comply with the terms of that executed contract.

The above Ordinance was read and considered by sections at a public meeting of the Mayor and Board of Aldermen, in regular and legal session convened, voted on by yea and nay vote, this 21st day of April, 2026, the final vote being as follows:

YEA: _____

NAY: _____

NOT VOTING: _____

ABSENT: _____

ATTEST:

APPROVED THIS 21ST DAY OF
APRIL, 2026

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

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



S. E. Huey Co.

Engineering • Surveying
Established 1928

BID SUMMARY

Black Bayou Canal Improvements - Thomas Road Area (EDA)

Engineer: Don Arrington, P.E.

Bid Date: 04-02-26

Engineer's Construction Estimate: \$2,991,500.00

Contractor:	Base Bid
Benchmark Const. Group of LA	\$2,983,606.00
Don M. Barron Contractor, Inc.	\$3,520,650.00

CERTIFIED BY:

Don Arrington

4/8/26

Don R. Arrington, P.E.
LA License No. 28210
S.E. Huey Co.

Date





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BID SUMMARY
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Engineer: Don Arrington, P.E.
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Engineer's Construction Estimate: \$2,991,500.00

Contractor:	Base Bid
-------------	----------

Benchmark Const. Group of LA	\$2,983,606.00
Don M. Barron Contractor, Inc.	\$3,520,650.00

* - Benchmark's Total Base Bid amount has been corrected from their submitted bid form. All unit price totals on their bid form added up to \$2,983,606. The base bid total shown on their bid form was \$2,933,606. Per the Louisiana Bid Law, the unit price totals govern if there is a discrepancy. This change does not affect Benchmark's status as the low bidder on the project.

CERTIFIED BY:

Don R. Arrington 4/16/26
Date

Don R. Arrington, P.E.
LA License No. 28210
S.E. Huey Co.





**LETTER OF RECOMMENDATION
TO
CITY OF WEST MONROE, LA.**

April 14, 2026

Project: **Black Bayou Canal Improvements – Thomas Road Area (EDA)**
Bid Date: **April 2, 2026**

Dear Mayor Mitchell,

The following bids were received for the above referenced project.

(Engineer's Estimate: \$2,991,500)		
Bid No.	Contractor	Amount of Base Bid
1	Benchmark Construction Group of LA, LLC	\$2,983,606.00
2	Don M. Barron Contractor, Inc.	\$3,520,650.00

We also provided plans and specifications to Amethyst Construction, Inc, Ashton Construction, LLC, Merrick, LLC, and Womack & Sons Construction Group, LLC. These contractors decided not to bid on the project.

After evaluation of these bids, **I hereby recommend award in the amount of \$2,983,606.00 to the lowest responsive and responsible bidder, Benchmark Construction Group of LA, LLC.** Should you have any questions regarding this recommendation, please do not hesitate to contact me at 318-325-1791.

Respectfully,

S. E. HUEY CO

Don R. Arrington, P.E.

Enclosures:

Bid Tabulation

Benchmark Construction – Bid Form, Resolution, Attestations Affidavit, Affidavit of Non-Collusion

Don M. Barron Contractor - Bid Form, Resolution

CHANGE ORDER

No. 1
Dated: April 15, 2026

OWNER'S Contract No.: _____ ENGINEER'S Project No.: 245785

Project:
Crosley Street Sanitary Sewer Improvements

CONTRACTOR: JABAR CORPORATION

Contract For: Sewer Rehab Contract Date: September 25, 2025

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: April 21, 2026

Nature of Changes: This change order includes the work necessary to abandon approximately 400' of old deteriorated 18" sewer main from Haynes Street to Crosley Street. This work will move any remaining services off this old line on to a new line and fill the old line with flowable fill.

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>418,668.50</u>
Net Increase Resulting from this Change Order:	\$ <u>34,727.11</u>
Current Contract Price Including this Change Order:	\$ <u>453,395.61</u>

Contract Time Prior to This Change Order: 120 Days
Net Add Resulting from This Change Order: 10 Days
Current Contract Time Including This Change Order: 130 Days

The Above Changes Are Recommended:

S. E. HUEY CO.

Project Engineer

By: 
Brad Anzalone, P.E.
Date: 4/16/26

The above Changes Are Approved As Recommended:

City of West Monroe

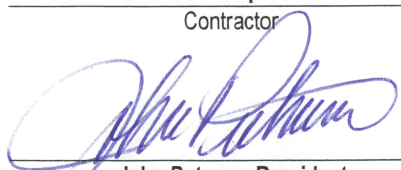
Owner

By: _____
Staci Albritton Mitchell - Mayor
Date: _____

The above Changes Are Accepted:

JABAR Corporation

Contractor

By: 
John Putnam, President
Date: 4/16/26

Project: Crosley Street Sanitary Sewer Improvements				Owner: CITY OF WEST MONROE, LA				
Job #: 245785		Change Order No. 1			Contract Date: September 25, 2025			
Date of Completion:		Amount of Contract:			Contract Days:			
Original: N/A		Original: \$418,668.50			Original: 120			
Revised: N/A		Revised: \$453,395.61			Revised: 130			
Contract Items		Original			Change Order No. 1			
No.	Item Description	Unit	Quantity	Unit \$	Extension	Quantity	Difference	Extension
1	8" HDPE DR 17 Pipe by Pipe Bursting	LF	1262	\$61.90	\$78,117.80	1262	0	\$0.00
2	6" HDPE DR 17 Service Pipe by Pipe Bursting	LF	314	\$68.60	\$21,540.40	314	0	\$0.00
3	6" PVC Service Main (Open Cut)	LF	28	\$73.90	\$2,069.20	28	0	\$0.00
4	Remove and Replace Sanitary Sewer Manhole	EA	6	\$6,063.50	\$36,381.00	6	0	\$0.00
5	New Sanitary Sewer Manhole (0-4')	EA	6	\$3,357.20	\$20,143.20	6	0	\$0.00
6	New Sanitary Sewer Manhole (4-6')	EA	1	\$3,357.20	\$3,357.20	1	0	\$0.00
7	Existing Service Reconnect (To Include Cleanout & Box)	EA	26	\$2,500.80	\$65,020.80	27	1	\$2,500.80
8	New Service Cleanout (To Include Box)	EA	3	\$2,425.00	\$7,275.00	3	0	\$0.00
9	Point Repair	EA	1	\$8,836.40	\$8,836.40	1	0	\$0.00
10	Saw Cut & Removal of Asphalt Pavement	SY	411	\$31.20	\$12,823.20	423	12	\$374.40
11	New Asphalt Pavement	SY	411	\$165.00	\$67,815.00	423	12	\$1,980.00
12	Saw Cut & Removal of Concrete Walks/Drives	SY	20	\$180.00	\$3,600.00	20	0	\$0.00
13	New Concrete Walks/Drives	SY	20	\$277.40	\$5,548.00	20	0	\$0.00
14	Saw Cut & Removal of Curb & Gutter	LF	10	\$270.00	\$2,700.00	10	0	\$0.00
15	New Curb & Gutter	LF	10	\$344.90	\$3,449.00	10	0	\$0.00
16	SB2 Crushed Stone	CY	411	\$97.40	\$40,031.40	414	3	\$292.20
17	Dress & Seeding of Distrubed Ares	LS	1	\$2,774.30	\$2,774.30	1.1	0.1	\$277.43
18	Temporary Traffic Control	LS	1	\$4,272.80	\$4,272.80	1.1	0.1	\$427.28
19	Mobilization	LS	1	\$32,913.80	\$32,913.80	1	0	\$0.00
20*	Flowable Fill Existing 18" Main	LF	0	\$46.50	\$0.00	400.00	400	\$18,600.00
21*	Abandon Manhole on 18" Main	EA	0	\$2,025.00	\$0.00	1	1	\$2,025.00
22*	Locate Active Services on 18" Main	LS	0	\$1,350.00	\$0.00	1	1	\$1,350.00
23*	Connect Service at Buildings	EA	0	\$712.50	\$0.00	2	2	\$1,425.00
24*	4" PVC SDR 35 Sanitary Sewer Service Line	LF	0	\$36.50	\$0.00	150	150	\$5,475.00
* - New Item		Project Cost Increase:			\$34,727.11			
		Contract Amount: Original: \$418,668.50			Revised: \$453,395.61			

APRIL 21, 2026
WEST MONROE CITY COUNCIL MEETING
ENGINEERING UPDATE
L&A, INC. PROJECT NO. 26E038.00

Kirol Walk Trail Improvements

- Within lien period

Sunshine Heights Drainage Improvements

- Kepper Trucking & Dirt Contracting is under construction

Downtown Utility Survey & Preliminary Engineering

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

Downing Pines Road: Roundabout at Mane Street

- State Project Number H.016019
- Neel-Schaffer, Inc. is prime consultant
- Man-hour estimates have been submitted to LDOTD from design team

Cotton Street Sidewalk & Street Improvements

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

Cotton Street Water & Sewer Utility Improvements

- Pine Street to Wood Street
- DRA Funded Project (SEDAP) LA-7333
- Revised final plans submitted to Louisiana Department of Health and comments addressed
- Request authorization to advertise for bids, Bid opening scheduled for May 21, 2026.

Julia Street Improvements

- Cypress Street to McMillan Road
- Our firm will continue to prepare final plans

West Monroe Sports Complex Parking Addition

- Grindstone Construction is under construction

Kiroli Park Entrance Improvements

- Initial field work for the topographic survey is complete

Stella Street Sewer Rehabilitation

- Revising final plans for sewer rehab to prepare to advertise the project
- Met with LDOTD, preparing LDOTD permit
- Preparing LDH permit & submittal

UNDER CONSTRUCTION			
Project	Description	Funding	Status
New Drago Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Drago LS. Funding from LA Water Sector Program.	WSP/City	Construction in progress. Approx. 90% complete.
Crosley Sanitary Sewer Improvements	Sanitary sewer rehabilitation along Crosley, from Trenton to N. 7th.	City	Construction in progress.
N 6th Street Sidewalks (2023 DOTDTAP)	Construction of sidewalks along N. 6th Street, from WMHS to Clayton Street.	LaDOTD/City	Construction in progress.
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	Construction in progress.
Well 10 GAC Replacement	Removal and replacement of 40,000 lbs. of granulated activated carbon (GAC) in filters 1 and 2 of Well No. 10.	CWEF/City	Notice to Proceed: 3/30/26, GAC removed and tank inspection complete. GAC refills scheduled for 4/22.

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
S. 8th Street Drainage Improvements (LGAP FY22-23)	Conflict box and drainage pipe replacement at the S. 8th/Linderman intersection.	LGAP/City	Design Phase. LGAP contract received.
Black Bayou Canal - Thomas Rd. Area (EDA)	Repair concrete canal near Assembly and Walmart.	EDA/FEMA/City	Bids accepted 04/02/26. Recommending award.
Crosley Street Rehabilitation	Mill & Overlay with sidewalk replacement, from Trenton St. to N. 7th Street.	Urban Systems (80/20)	Addressing DOTD comments received 4/7/26. DOTD letting date: 9/9/26.
Arkansas Road Improvements	Widen and Rehabilitate Arkansas Road, From N. 7th to Otis St.	Urban Systems (80/20)	Design Phase. DOTD letting date: 9/8/27.
Black Bayou Canal Improvements (HMGP)	Improvements including cleaning, widening, and armoring portions of the Black Bayou Canal south of I-20.	FEMA/City	Awaiting FEMA EHP approval and USACE Draft 404 permit and mitigation requirements.
Kiroli Sidewalk Project	Install new sidewalks along Kiroli Road from Post Oak Apartments to Arkansas Road. Install pedestrian crossing at Kiroli Elementary.	DOTD TAP (80/20)	95% Preliminary Plans Submitted. Scheduling Plan-in-Hand meeting.
New Austin Sanitary Sewer Lift Station	New sanitary sewer lift station to replace Austin LS.	EDA/City	Plan Development.
Parkwood Sanitary Sewer Main Improvements (DRA-SEDAP)	Replacement of approx. 1,345 feet of 24" sewer main and rehabilitation of five (5) manholes along Black Bayou Canal near Parkwood Dr.	DRA-SEDAP/City	Plan Development.
Mid-City Drainage (Fed Approp/FEMA-PDM)	Drainage improvements between Trenton Street and Black Bayou Canal. (\$2.4M Award)	FEMA/City	60% Preliminary Plans submitted to FEMA. EA coordination underway.
Cypress/Slack Drainage Improvements (LWI-DSP)	Drainage improvements at Golf Course Creek crossings of Cypress and Slack Streets.	LWI/City	H&H study approved. Environmental clearance and 60% plans in progress.
Black Bayou Pump Station (LWI Round 2)	New stormwater pump station. (\$10.0M Award)	LWI/City	Environmental clearance and preliminary engineering.
WWTP Improvements Phase 1 (DRA-CIF)	New outfall point and chlorine contact chamber at the wastewater treatment plant.	DRA-CIF/City	Preliminary design.
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 right-of-way planning.

Project Classifications

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

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



FUND 901 Utility Enterprise Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
101 01 00	Cash / Operating Cash	2,661,719.02	
115 10 10	Utility Billing / Utility	1,943,729.73	
115 12 00	Accounts Receivable / Billed Services	25,582.75	
115 40 20	Due From Employees / Travel Advances		182.00
115 50 10	NSF Checks / NSF	.00	
115 70 15	Due From Other Entities / Georgia Pacific	.00	
115 70 20	Due From Other Entities / Riverwood	12,125.00	
116 10 00	Allowance for Uncollectab / Utility Billing		1,300,168.03
126 12 10	Ouachita Parish / Sewer Dist #5	219,294.10	
130 60 18	Due From Other Funds / City General Fund	.00	
149 10 00	Deferred Charges / Net Pension Liability	830,547.10	
151 10 00	Non-Current Assets / Investments	.00	
161 00 00	Fixed Assets / Land	74,150.00	
162 00 00	Fixed Assets / Infrastructure	57,606,248.00	
162 10 00	Infrastructure / Accumulated Depreciation		35,961,611.94
163 00 00	Fixed Assets / Building	73,435.92	
163 10 00	Building / Accumulated Depreciation		73,434.75
164 00 00	Fixed Assets / Imp Other Than Buildings	.00	
164 10 00	Imp Other Than Buildings / Accumulated Depreciation	.00	
165 00 00	Fixed Assets / Machinery & Equipment	2,863,942.28	
165 10 00	Machinery & Equipment / Accumulated Depreciation		1,991,551.26
166 00 00	Fixed Assets / Construction in Progress	.00	
202 00 00	Current Liabilities / Vouchers/Accounts Payable		23,608.88
202 10 00	Vouchers/Accounts Payable / Accounts Payable General		.00
206 00 00	Current Liabilities / Retainage Payable		.00
207 10 35	Sales Tax Payable / Water		81,162.38

FUND 901 Utility Enterprise Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
208 11 00	Due to Other Funds / City General Fund		.00
208 23 00	Due to Other Funds / 2010 DEQ SRB Sinking Fund		.00
208 24 00	Due to Other Funds / 2010 DEQ SRB Reserve Fund		.00
208 25 00	Due to Other Funds / 2010 DEQ SRB Cap Add & Cn		464,000.00
217 10 35	Taxes Payable / Unemployment Tax		.00
218 01 00	Payroll Liabilities / Accrual Offset		.00
218 02 00	Payroll Liabilities / Salaries Payable		.00
218 03 00	Payroll Liabilities / Accrued VAC/SIC		104,083.96
223 10 00	Deferred Revenue / Overpayments		8,925.00
223 11 00	Deferred Revenue / Net Pension Liability		986,904.81
228 10 10	Utilities / Water		264,910.20
238 10 00	Net Pension Obligation / MERS		3,378,467.23
242 10 00	Fund Equitiy / Revenue Control Account		6,482,333.93
242 20 00	Fund Equitiy / Expenditure Cntrl Summary	4,977,971.10	
243 00 00	Fund Equity / Encumbrance Control	53,449.75	
244 00 00	Fund Equity / Reserve for Encumbrances		53,449.75
250 00 00	Fund Equity / Pr Yr Res for Encumbrance		73,509.36
254 10 00	Retained Earnings / Unreserved Retnd Earnings	35,681,762.53	
261 10 00	Invested in Capital Assts / Contributed Capital		55,775,653.80
	FUND TOTALS	----- 107,023,957.28	----- 107,023,957.28
	FUND IS IN BALANCE		

City of West Monroe

FUND 901 Utility Enterprise Fund									
ACCOUNT	DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
330	Intergovernmental Revenue								
331	Federal Grants								
23 00	Delta Regional Authority	0	.00		0	.00		0	.00
28 00	EDA	0	.00		0	.00		0	.00
331	** Federal Grants	0	.00		0	.00		0	.00
330	*** Intergovernmental Revenue	0	.00		0	.00		0	.00
340	Charges for Services								
344	Sanitation								
10 15	Sewer	140,292	214,235.40	153	1,262,628	1,424,407.04	113	1,683,500	259,092.96
10 20	Sewer Line Services	0	.00		0	.00		0	.00
10 35	Excess Trash Rev	0	.00		0	.00		0	.00
10 *	Utilities	140,292	214,235.40	153	1,262,628	1,424,407.04	113	1,683,500	259,092.96
15 10	Sewer Dist 5	133,333	87,066.09	65	1,199,997	1,006,421.90	84	1,600,000	593,578.10
344	** Sanitation	273,625	301,301.49	110	2,462,625	2,430,828.94	99	3,283,500	852,671.06
348	Public Works								
10 10	Water	191,983	260,761.27	136	1,727,847	1,814,586.24	105	2,303,791	489,204.76
10 20	Treatment Plant	218,370	322,318.24	148	1,965,330	2,123,144.91	108	2,620,440	497,295.09
10 25	Penalty	7,083	355.16-	5	63,747	92,886.13	146	85,000	7,886.13-
10 50	Taps	0	225.00		0	7,577.98		0	7,577.98-
10 *	Utilities	417,436	582,949.35	140	3,756,924	4,038,195.26	108	5,009,231	971,035.74
348	** Public Works	417,436	582,949.35	140	3,756,924	4,038,195.26	108	5,009,231	971,035.74
340	*** Charges for Services	691,061	884,250.84		6,219,549	6,469,024.20		8,292,731	1,823,706.80
350	Fines								
352	Fees								
81 00	NSF Fee	0	.00		0	.00		0	.00
352	** Fees	0	.00		0	.00		0	.00
350	*** Fines	0	.00		0	.00		0	.00
360	Invstmnts,Rents,Contribut								
361	Investment Earnings								
10 00	Interest Revenue	0	.00		0	.00		0	.00
361	** Investment Earnings	0	.00		0	.00		0	.00
360	*** Invstmnts,Rents,Contribut	0	.00		0	.00		0	.00

City of West Monroe

FUND 901 Utility Enterprise Fund		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT	DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
390	Other Financing Sources								
391	Interfund Transfers In								
12 00	Transfers In	0	.00		0	.00		0	.00
391	Interfund Transfers In	0	.00		0	.00		0	.00
**									
392	Proceeds from Asset Disp								
10 00	Sale of Assets	0	.00		0	.00		0	.00
392	Proceeds from Asset Disp	0	.00		0	.00		0	.00
**									
393	Gen Long Term Debt Issued								
10 00	General Obligation Bonds	0	.00		0	.00		0	.00
393	Gen Long Term Debt Issued	0	.00		0	.00		0	.00
**									
394	Miscellaneous Revenue								
10 00	Other Misc Revenue	0	8,937.40		0	13,309.73		0	13,309.73-
394	Miscellaneous Revenue	0	8,937.40		0	13,309.73		0	13,309.73-
**									
390	Other Financing Sources	0	8,937.40		0	13,309.73		0	13,309.73-

FUND TOTAL Utility Enterprise Fund		691,061	893,188.24		6,219,549	6,482,333.93		8,292,731	1,810,397.07
GRAND TOTAL		691,061	893,188.24		6,219,549	6,482,333.93		8,292,731	1,810,397.07

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
101 01 00	Cash / Operating Cash	5,139,100.28	
101 04 00	Cash / Old General Fund Cash	.00	
101 11 00	Cash / 86 Sales Tax Account	.00	
101 20 00	Cash / Investment in LAMP	3,945,611.61	
101 22 00	Cash / Money Market Account	.00	
101 30 00	Cash / Investment in MM	.00	
102 10 00	Cash with Fiscal Agent / Crawford & Company	.00	
102 20 10	Petty Cash / Cash Boxes	24,823.91	
103 10 00	Current Investments / Reserve Cash	5,163,427.34	
105 00 00	Current Assets / Property Tax Receivable	.00	
111 00 00	Current Assets / Tax Lien Receivable	.00	
115 00 00	Current Assets / Accounts Receivable	84,630.56	
115 10 10	Utility Billing / Utility	75,104.38	
115 12 00	Accounts Receivable / Billed Services	9,375.84	
115 20 10	Code Enforcement / Code Enforcement	87,650.51	
115 25 10	Building Permits / Building Permits	8,112.00	
115 30 10	Parks & Recreation / KIROLI Park	1,002.00	
115 35 10	Cultural & Recreation / Convention Center	12,702.64	
115 35 15	Cultural & Recreation / Expo Center	.00	
115 40 10	Due From Employees / Insurance Premiums	2,854.81	
115 40 15	Due From Employees / Payroll Levy		4,375.59
115 40 20	Due From Employees / Travel Advances	12,447.23	
115 40 25	Due From Employees / Advance Checks	.00	
115 45 10	Special Details / Police Details	32,874.92	
115 50 10	NSF Checks / NSF	1,107.00	
115 70 10	Due From Other Entities / Golf Course	.00	

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
115 70 15	Due From Other Entities / Georgia Pacific	.00	
115 70 20	Due From Other Entities / Riverwood	.00	
115 80 00	Accounts Receivable / Due from Other Entities	.00	
115 80 10	Due from Other Entities / Energy Lease	.00	
115 80 11	Due from Other Entities / Cable Franchise Fee	25,985.07	
115 80 12	Due from Other Entities / Due from Art Council	.00	
115 80 13	Due from Other Entities / WPS Building Lease Receiv	31,275.00	
115 80 15	Due from Other Entities / Marshal's Office	.00	
115 80 16	Due from Other Entities / WM City Court	8,143.74	
115 80 17	Due from Other Entities / WOPT	21,500.00	
115 80 30	Due from Other Entities / ATMOS Gas	18,832.39	
115 80 35	Due from Other Entities / Entergy	120,326.72	
126 10 00	Due From DEQ / State	43,886.26	
126 10 15	State / Mosquito Abatement	.00	
126 12 00	Due From DEQ / Ouachita Parish	.00	
126 14 10	City of Monroe / Sales Tax	.00	
126 14 11	City of Monroe / Automobile Rental Tax	.00	
126 15 00	Due From DEQ / Federal Govt	.00	
126 15 10	Federal Govt / FEMA	.00	
126 15 12	Federal Govt / IRS	.00	
126 15 17	Federal Govt / Dept of Justice	.00	
130 60 10	Due From Other Funds / Utility Enterprise Fund	.00	
130 60 11	Due From Other Funds / Street Maintenance Fund	.00	
130 60 12	Due From Other Funds / WOSC Fund	.00	
130 60 13	Due From Other Funds / Workman's Comp Res Fd	.00	
130 60 14	Due From Other Funds / General Insurance Fund	.00	

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
130 60 15	Due From Other Funds / Grant Fund	.00	
130 60 16	Due From Other Funds / Sales Tax Fund	.00	
130 60 17	Due From Other Funds / Employee Health Ins Fund	.00	
130 60 19	Due From Other Funds / Capital Fund	.00	
130 60 20	Due From Other Funds / Office of Motor Vehicles	.00	
130 60 21	Due From Other Funds / Sec 8 Housing Fund	.00	
130 60 22	Due From Other Funds / Hasley 75%	.00	
130 60 23	Due From Other Funds / Hasley 25%	.00	
130 60 24	Due From Other Funds / Juvenile Justice Fund	.00	
130 60 25	Due From Other Funds / LCDBG Fund	.00	
130 60 26	Due From Other Funds / Detention Basin Fund	.00	
130 60 28	Due From Other Funds / OCOG	.00	
130 60 30	Due From Other Funds / BeardFest Fund	.00	
141 10 00	Inventories / Office Supplies		1,649.15
141 15 00	Inventories / Parts	18,424.36	
141 20 00	Inventories / Food Inventory Conv Cntr	.00	
141 25 00	Inventories / Food Inventory Expo Cntr	.00	
143 10 10	Prepaid Services / Phone Cards	.00	
143 10 15	Prepaid Services / Advertising		184,000.00
151 10 00	Non-Current Assets / Investments	.00	
202 00 00	Current Liabilities / Vouchers/Accounts Payable		172,125.91
202 10 00	Vouchers/Accounts Payable / Accounts Payable General		.00
206 00 00	Current Liabilities / Retainage Payable		.00
207 10 40	Sales Tax Payable / Convention Center		4,425.15
207 10 41	Sales Tax Payable / Expo Center		.00
207 10 42	Sales Tax Payable / Golf Course		.00

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
207 10 43	Sales Tax Payable / KIROLI		.00
207 20 10	Due to State / Handicap Parking		.00
207 20 11	Due to State / Due to State		.00
207 30 10	Due to Other Agencies / Cost of Court Distributn		222,493.76
207 30 12	Due to Other Agencies / OPOHSEP		.00
207 30 15	Due to Other Agencies / District Attorney		.00
207 30 16	Due to Other Agencies / 4TH Judicial Dist Court		.00
207 30 17	Due to Other Agencies / O.P.S.O		.00
207 30 19	Due to Other Agencies / Monroe Police Department		.00
207 30 20	Due to Other Agencies / OPSD Bond Premiums		.00
207 30 22	Due to Other Agencies / The Wellspring		.00
207 30 25	Due to Other Agencies / Metro Narcotics Unit		.00
207 30 48	Due to Other Agencies / City of Monroe		.00
207 40 10	Court Cost Distribution / Marshal Special Fund		.00
207 40 11	Court Cost Distribution / Court Special Fund		.00
207 40 12	Court Cost Distribution / Indigent Defender Board		.00
207 40 14	Court Cost Distribution / Crime Lab		.00
207 40 16	Court Cost Distribution / Crime Victim Fund		.00
207 40 18	Court Cost Distribution / Law Enf Trng Assistance		.00
207 40 20	Court Cost Distribution / CMIS / State Treasury		.00
207 40 22	Court Cost Distribution / Injury Trust Fund		.00
207 40 24	Court Cost Distribution / Crime Stoppers		.00
207 40 26	Court Cost Distribution / Restitution		.00
207 40 28	Court Cost Distribution / Pub Safety App. Tech		.00
207 40 30	Court Cost Distribution / ROC Due to Clerks		.00
207 40 32	Court Cost Distribution / Witness Fee		.00

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
207 40 34	Court Cost Distribution / Cash Bonds		.00
207 40 35	Court Cost Distribution / LA Supreme Court		.00
207 41 10	Marshal Office Payables / Seizures and Forfeitures		.00
208 12 00	Due to Other Funds / Credit Union Fund		.00
208 13 00	Due to Other Funds / Grant Fund		.00
208 14 00	Due to Other Funds / Capital Projects Fund		.00
208 16 00	Due to Other Funds / Juvenile Justice Grnt Fd		.00
208 17 00	Due to Other Funds / Due to Capital Fund		.00
208 20 00	Due to Other Funds / 2007 DFC Fund		.00
208 21 00	Due to Other Funds / O.C.O.G.		.00
216 10 10	Police / state supplemental		41,080.00
217 10 10	Taxes Payable / Medicare/Social Security	1,105.24	
217 10 20	Taxes Payable / Federal Taxes	667.59	
217 10 30	Taxes Payable / State Taxes		69.54
217 10 35	Taxes Payable / Unemployment Tax		.00
217 10 50	Taxes Payable / Property Tax		.00
217 20 10	Pensions Payable / MERS	1,196.20	
217 20 20	Pensions Payable / Police		.00
217 20 30	Pensions Payable / Fire		900.00
217 20 40	Pensions Payable / Judge	.09	
217 30 10	Deferred Compensation / PEBSCO		.00
217 30 20	Deferred Compensation / VALIC		.00
217 35 10	HSA Contributions / UMB		.00
217 40 05	Insurances Payable / Voluntary Life AD&D	289.13	
217 40 10	Insurances Payable / Health	107.10	
217 40 15	Insurances Payable / Critical Illness	537.67	

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
217 40 16	Insurances Payable / Group Life Insurance	115.73	
217 40 17	Insurances Payable / Long Term Disability	1,180.04	
217 40 18	Insurances Payable / Short Term Disability	704.14	
217 40 20	Insurances Payable / Accident Insurance		83.25
217 40 25	Insurances Payable / Gap Insurance		.00
217 40 30	Insurances Payable / National Teachers		.00
217 40 35	Insurances Payable / UNUM Life & Critical Care		.00
217 40 40	Insurances Payable / Vision		96.27
217 40 45	Insurances Payable / US Legal		.00
217 40 50	Insurances Payable / Dental	10,322.90	
217 40 55	Insurances Payable / Prepaid Legal		.41
217 40 56	Insurances Payable / Cancer		.00
217 40 57	Insurances Payable / AFLAC	15.70	
217 40 58	Insurances Payable / Met Life Dental		.00
217 40 59	Insurances Payable / Met Life Insurance		9,780.47
217 40 60	Insurances Payable / Brokers National		.00
217 40 61	Insurances Payable / Assurity		.00
217 50 10	Charities Payable / United Way		.00
217 60 10	Other Deductions / Bankruptcy		.00
217 60 15	Other Deductions / Judgements		.00
217 60 20	Other Deductions / Fitness Mem Payable	30.00	
217 60 50	Other Deductions / Credit Union		.00
217 70 10	Union Dues / Fire Union		.00
217 70 20	Union Dues / Police Association		.00
217 70 25	Union Dues / Police Union		.00
217 70 30	Union Dues / MPOA/LPOA Relief		.03

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
218 01 00	Payroll Liabilities / Accrual Offset		.00
218 02 00	Payroll Liabilities / Salaries Payable	553.26	
222 10 00	Gratuities / WMCC Gratuities		.00
223 10 00	Deferred Revenue / Overpayments		60,993.73
223 12 00	Deferred Revenue / Deferred Rent Income		.00
223 15 00	Deferred Revenue / Property Tax Redemptions		.00
223 20 00	Deferred Revenue / Property Tax		.00
227 10 10	Collection Fee Pay / Archon		.00
228 20 10	Building Inspection / Contractor's Deposits		37,352.00
228 30 10	EVIDENCE DEPOSIT / Kiroli Park		.00
228 30 15	EVIDENCE DEPOSIT / Recreation Center		.00
228 30 20	EVIDENCE DEPOSIT / Convention Center		15,531.34
228 30 25	EVIDENCE DEPOSIT / Expo Center		30,800.00
228 30 30	EVIDENCE DEPOSIT / POLICE		.00
239 50 00	Other Non-Current Liab / Prpty Tax Under Protest		.00
239 60 10	Unearned Income / DF Lease		.00
242 10 00	Fund Equtiy / Revenue Control Account		21,102,829.86
242 20 00	Fund Equtiy / Expenditure Cntrl Summary	18,818,716.56	
243 00 00	Fund Equity / Encumbrance Control	77,085.62	
244 00 00	Fund Equity / Reserve for Encumbrances		77,085.62
250 00 00	Fund Equity / Pr Yr Res for Encumbrance		221,769.49
253 10 00	Fund Balance / Unreserved Fund Balance		11,614,383.97
	FUND TOTALS	33,801,825.54	33,801,825.54
	FUND IS IN BALANCE		

City of West Monroe

FUND 001 General Fund

ACCOUNT	DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
310	Taxes								
311	Property Tax								
10 00	Real Property	108,333	.00		974,997	1,188,237.07	122	1,300,000	111,762.93
20 00	Personal Property	0	.00		0	.00		0	.00
311	** Property Tax	108,333	.00		974,997	1,188,237.07	122	1,300,000	111,762.93
313	Sales & Use Tax								
00 00	Sales & Use Tax	1,666,667	1,535,730.50	92	15,000,003	14,411,247.18	96	20,000,000	5,588,752.82
10 00	Auto Rental Tax	1,750	.00		15,750	18,668.80	119	21,000	2,331.20
313	** Sales & Use Tax	1,668,417	1,535,730.50	92	15,015,753	14,429,915.98	96	20,021,000	5,591,084.02
316	Gross Receipts Business								
10 61	Insurance Premuim Tax	45,833	183,833.50	401	412,497	259,363.50	63	550,000	290,636.50
316	** Gross Receipts Business	45,833	183,833.50	401	412,497	259,363.50	63	550,000	290,636.50
318	Other Taxes								
20 10	CATV	9,333	.00		83,997	73,797.39	88	112,000	38,202.61
20 15	ATMOS Gas	6,667	.00		60,003	62,755.13	105	80,000	17,244.87
20 20	Entergy	63,333	.00		569,997	571,348.32	100	760,000	188,651.68
20 25	Adelphia	0	.00		0	.00		0	.00
20 *	Franchise Tax	79,333	.00		713,997	707,900.84	99	952,000	244,099.16
318	** Other Taxes	79,333	.00		713,997	707,900.84	99	952,000	244,099.16
319	Penalties and Interest								
10 10	Property Tax	333	.00		2,997	3,171.40	106	4,000	828.60
10 60	Occupational License	500	1,034.35	207	4,500	3,290.42	73	6,000	2,709.58
10 61	Insurance	0	.00		0	.00		0	.00
10 *	Taxes	833	1,034.35	124	7,497	6,461.82	86	10,000	3,538.18
319	** Penalties and Interest	833	1,034.35	124	7,497	6,461.82	86	10,000	3,538.18
310	*** Taxes	1,902,749	1,720,598.35		17,124,741	16,591,879.21		22,833,000	6,241,120.79
320	Licenses and Permits								
321	Business Licenses								
10 10	Alcoholic Beverages	2,167	.00		19,503	23,822.75	122	26,000	2,177.25
10 60	Occupational	75,000	202,096.14	270	675,000	854,041.28	127	900,000	45,958.72
10 62	ROW Usage Lic	0	.00		0	.00		0	.00
10 65	Taxi Permits	0	.00		0	.00		0	.00
10 *	Business Licenses	77,167	202,096.14	262	694,503	877,864.03	126	926,000	48,135.97

City of West Monroe

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
20 10	Contractor Certificate	1,083	1,400.00	129	9,747	9,275.01	95	13,000	3,724.99
321 **	Business Licenses	78,250	203,496.14	260	704,250	887,139.04	126	939,000	51,860.96
322	Nonbusiness								
10 10	Building	5,000	6,530.86	131	45,000	76,133.93	169	60,000	16,133.93-
10 20	Electrical	1,250	876.00	70	11,250	9,657.00	86	15,000	5,343.00
10 25	Plumbing	833	205.00	25	7,497	6,000.00	80	10,000	4,000.00
10 30	Gas	0	.00		0	.00		0	.00
10 35	Heat & Air	833	240.00	29	7,497	3,375.00	45	10,000	6,625.00
10 40	Mobile Home	8	.00		72	.00		100	100.00
10 *	Inspection Permits	7,924	7,851.86	99	71,316	95,165.93	133	95,100	65.93-
20 10	House Moving	0	.00		0	.00		0	.00
20 15	Rental Inspection	0	.00		0	.00		0	.00
20 20	ROW Usage	208	1,500.00	721	1,872	6,000.00	321	2,500	3,500.00-
20 *	Special Permits	208	1,500.00	721	1,872	6,000.00	321	2,500	3,500.00-
322 **	Nonbusiness	8,132	9,351.86	115	73,188	101,165.93	138	97,600	3,565.93-
320 ***	Licenses and Permits	86,382	212,848.00		777,438	988,304.97		1,036,600	48,295.03
330	Intergovernmental Revenue								
331	Federal Grants								
18 00	Section 8	20,015	.00		180,135	.00		240,181	240,181.00
21 00	EPA	12,750	296,507.73	2326	114,750	296,507.73	258	153,000	143,507.73-
22 00	Dept of Homeland Security	0	.00		0	.00		0	.00
40 00	Dept of Justice	4,583	.00		41,247	.00		55,000	55,000.00
43 00	LA Comm Law Enf Adm CrmJS	0	.00		0	.00		0	.00
331 **	Federal Grants	37,348	296,507.73	794	336,132	296,507.73	88	448,181	151,673.27
332	Ouachita Parish								
10 00	Court Support	1,917	.00		17,253	7,666.68	44	23,000	15,333.32
12 00	Workforce Development	0	.00		0	.00		0	.00
13 00	District Attorney	0	.00		0	.00		0	.00
14 00	Police Jury	0	.00		0	33,333.33		0	33,333.33-
332 **	Ouachita Parish	1,917	.00		17,253	41,000.01	238	23,000	18,000.01-
334	State Revenue								
11 00	State Revenue	0	.00		0	45,000.00		0	45,000.00-
12 00	Dpt of Military Affairs	0	.00		0	.00		0	.00
14 00	LA Hwy Safety Commission	8,333	.00		74,997	125,060.08	167	100,000	25,060.08-
15 00	Office of Business Devel	0	.00		0	.00		0	.00
16 00	Homeland Secrty & Emg Prp	0	.00		0	115,878.00		0	115,878.00-

City of West Monroe

FUND 001 General Fund									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
17 00	LA Comm on Law Enfrcemnt	0	.00		0	.00		0	.00
21 00	Division of Administratio	0	.00		0	.00		0	.00
25 00	Culture Rec & Tourism	0	.00		0	.00		0	.00
29 00	DOTD	896	.00		8,064	12,093.13	150	10,750	1,343.13-
90 10	State Signal Light	1,867	.00		16,803	22,400.00	133	22,400	.00
90 12	Misc Rev	0	.00		0	.00		0	.00
90 15	State Street Maint	1,542	.00		13,878	20,593.13	148	18,500	2,093.13-
90 25	2nd Injury Reinbursement	0	.00		0	.00		0	.00
90 *	Other State Rev	3,409	.00		30,681	42,993.13	140	40,900	2,093.13-
334 **	State Revenue	12,638	.00		113,742	341,024.34	300	151,650	189,374.34-
335	State Shared Revenues								
10 70	Beer Tax	1,667	.00		15,003	16,118.94	107	20,000	3,881.06
10 90	Fire Insurance 2%	7,083	.00		63,747	91,043.54	143	85,000	6,043.54-
10 *	Taxes	8,750	.00		78,750	107,162.48	136	105,000	2,162.48-
335 **	State Shared Revenues	8,750	.00		78,750	107,162.48	136	105,000	2,162.48-
330 ***	Intergovernmental Revenue	60,653	296,507.73		545,877	785,694.56		727,831	57,863.56-
340	Charges for Services								
341	General Government								
10 10	Cost of Court	0	.00		0	.00		0	.00
10 12	Marshal Revenue	0	.00		0	.00		0	.00
10 15	City Attorney Work Rev	0	.00		0	.00		0	.00
10 *	Court	0	.00		0	.00		0	.00
30 10	Zoning Fee	583	650.00	112	5,247	5,825.00	111	7,000	1,175.00
30 15	Vant Strct Reg Fee	0	500.00		0	500.00		0	500.00-
30 *	Zoning	583	1,150.00	197	5,247	6,325.00	121	7,000	675.00
50 10	Activity Revenue	0	.00		0	.00		0	.00
50 12	Misc Revenue	0	.00		0	.00		0	.00
50 14	Building Rent	0	.00		0	.00		0	.00
50 *	Community Development	0	.00		0	.00		0	.00
341 **	General Government	583	1,150.00	197	5,247	6,325.00	121	7,000	675.00
342	Public Safety								
10 10	Housing Prisoners Rev	0	.00		0	.00		0	.00

City of West Monroe

FUND 001 General Fund									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
10 15	Misc Rev	0	.00		0	.00		0	.00
10 *	Jail Revenue	0	.00		0	.00		0	.00
15 10	Police Fees	250	1,087.70	435	2,250	4,038.25	180	3,000	1,038.25-
15 12	Bonds & Surrety	1,417	1,795.00	127	12,753	11,375.00	89	17,000	5,625.00
15 13	Metro Reimbursement	3,333	.00		29,997	58,554.15	195	40,000	18,554.15-
15 15	Miscellaneous Rev	667	870.00	130	6,003	15,107.50	252	8,000	7,107.50-
15 17	Property Owner's Serv Fee	0	.00		0	.00		0	.00
15 19	Drug Forfeiture Rev	167	879.73	527	1,503	6,354.80	423	2,000	4,354.80-
15 *	Police	5,834	4,632.43	79	52,506	95,429.70	182	70,000	25,429.70-
20 10	Service Charge	167	2,300.00	1377	1,503	4,580.00	305	2,000	2,580.00-
342 **	Public Safety	6,001	6,932.43	116	54,009	100,009.70	185	72,000	28,009.70-
343	Charges for Services								
10 00	Grass Cut	2,917	.00		26,253	28,141.76	107	35,000	6,858.24
12 00	Demolition	833	.00		7,497	11,825.00	158	10,000	1,825.00-
13 00	Electricity charging sale	42	139.38	332	378	851.38	225	500	351.38-
14 05	CE Trash Removal	21	.00		189	900.00	476	250	650.00-
14 10	Express Trash Service	292	60,187.48	612	2,628	98,972.38	3766	3,500	95,472.38-
14 *	Trash Removeal	313	60,187.48	9229	2,817	99,872.38	3545	3,750	96,122.38-
15 00	CE Structure Security	417	.00		3,753	80.00	2	5,000	4,920.00
16 00	Administration Fee	1,250	400.00	32	11,250	18,248.52	162	15,000	3,248.52-
17 10	RAD Class	0	.00		0	.00		0	.00
343 **	Charges for Services	5,772	60,726.86	1052	51,948	159,019.04	306	69,250	89,769.04-
344	Sanitation								
10 30	Garbage	80,417	100,641.00	125	723,753	727,314.49	101	965,000	237,685.51
10 35	Excess Trash Rev	5,833	6,404.00	110	52,497	50,370.00	96	70,000	19,630.00
10 *	Utilities	86,250	107,045.00	124	776,250	777,684.49	100	1,035,000	257,315.51
344 **	Sanitation	86,250	107,045.00	124	776,250	777,684.49	100	1,035,000	257,315.51
345	Health & Safety								
50 10	Stray Animal Fee	0	.00		0	.00		0	.00
345 **	Health & Safety	0	.00		0	.00		0	.00
346	Community Development								
10 10	Activity Revenue	250	377.00	151	2,250	5,227.50	232	3,000	2,227.50-
10 12	Misc Revenue	25	.00		225	.00		300	300.00

City of West Monroe

FUND 001 General Fund

ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
10 14	Program Revenue	0	.00		0	.00		0	.00
10 16	Concession Revenue	0	.00		0	.00		0	.00
10 *	Community Center	275	377.00	137	2,475	5,227.50	211	3,300	1,927.50-
346 **	Community Development	275	377.00	137	2,475	5,227.50	211	3,300	1,927.50-
347	Culture & Recreation								
10 02	Entrance Fees	13,333	25.00		119,997	79,851.90	67	160,000	80,148.10
10 03	Season Pass	833	.00		7,497	10,763.00	144	10,000	763.00-
10 04	Lodge Rent Fees	0	700.00-		0	1,050.00-		0	1,050.00
10 05	Registration Fee	0	.00		0	.00		0	.00
10 06	Shelter Rent Fees	5,417	1,100.00-	20	48,753	28,915.01	59	65,000	36,084.99
10 08	Other Facility Rent Fees	8	.00		72	350.00-	486	100	450.00
10 10	Concessions	250	356.85	143	2,250	2,651.31	118	3,000	348.69
10 90	Miscellaneous Revenue	833	.00		7,497	7,726.50	103	10,000	2,273.50
10 *	Capital Campaign	20,674	1,418.15-	7	186,066	128,507.72	69	248,100	119,592.28
13 10	Shelter Rent	0	.00		0	.00		0	.00
13 12	Misc Rev	0	.00		0	.00		0	.00
13 14	Activity Revenue	0	.00		0	.00		0	.00
13 *	Restoration Park	0	.00		0	.00		0	.00
15 10	BMX Track	0	.00		0	.00		0	.00
15 90	Miscellaneous Revenue	0	.00		0	.00		0	.00
15 *	Lazarre Park	0	.00		0	.00		0	.00
20 10	Facility Rent	1,250	1,610.00	129	11,250	15,777.00	140	15,000	777.00-
20 11	Memberships	500	210.00	42	4,500	1,540.00	34	6,000	4,460.00
20 12	Concessions	50	50.93	102	450	331.15	74	600	268.85
20 15	Program Revenue	2,083	282.00	14	18,747	19,113.75	102	25,000	5,886.25
20 16	Basketball Revenue	0	.00		0	.00		0	.00
20 *	Recreation Center	3,883	2,152.93	55	34,947	36,761.90	105	46,600	9,838.10
30 10	Membership Fee	0	.00		0	.00		0	.00
30 15	Booth Rental	917	.00		8,253	6,571.00	80	11,000	4,429.00
30 20	Pea Sheller	250	.00		2,250	2,817.00	125	3,000	183.00
30 21	Pecan Sheller	200	.00		1,800	7,243.25	402	2,400	4,843.25-
30 25	Freezer Rental	583	.00		5,247	4,636.00	88	7,000	2,364.00
30 30	Misc Revenue	26	.00		234	227.00	97	315	88.00
30 *	Farmer's Market	1,976	.00		17,784	21,494.25	121	23,715	2,220.75
40 10	Non-Catered Event Income	0	.00		0	.00		0	.00

City of West Monroe

FUND 001 General Fund

ACCOUNT	DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
40 11	Equipment Rental	2,500	6,242.50	250	22,500	17,361.25	77	30,000	12,638.75
40 12	Concessions	1,333	5,384.67	404	11,997	12,321.43	103	16,000	3,678.57
40 13	Deposit Forfieture	65	.00		585	.00		775	775.00
40 14	Catering	1,000	2,580.84	258	9,000	4,003.19	45	12,000	7,996.81
40 15	Interagency Promotion	83	.00		747	.00		1,000	1,000.00
40 16	Outside Caterer Fee	1,833	1,689.50	92	16,497	11,768.25	71	22,000	10,231.75
40 17	RV Space Rental	0	.00		0	.00		0	.00
40 18	Room Rental	8,167	19,193.75	235	73,503	59,625.56	81	98,000	38,374.44
40 19	Special Events	258	445.03	173	2,322	3,595.66	155	3,100	495.66-
40 20	Beverage Revenue	917	688.93	75	8,253	3,493.37	42	11,000	7,506.63
40 21	Catering IKE	0	.00		0	.00		0	.00
40 22	Other Rev	0	.00		0	.00		0	.00
40 23	Ticket Sales Cnv Cntr	0	.00		0	.00		0	.00
40 *	Convention Center	16,156	36,225.22	224	145,404	112,168.71	77	193,875	81,706.29
45 10	Equine Event Rental	23,750	3,250.00	14	213,750	114,115.00	53	285,000	170,885.00
45 11	Rental Forfeiture	0	.00		0	.00		0	.00
45 12	Stall Rentals	15,833	12,700.00	80	142,497	90,135.00	63	190,000	99,865.00
45 13	Shavings Sales	16,000	8,890.00	56	144,000	82,050.00	57	192,000	109,950.00
45 14	Other Event Rental	4,167	15,350.00	368	37,503	105,060.00	280	50,000	55,060.00-
45 16	RV Space Rental	9,167	15,320.00	167	82,503	68,430.00	83	110,000	41,570.00
45 17	Concessions	14,333	21,054.65	147	128,997	123,798.04	96	172,000	48,201.96
45 18	Equipment Rental	5,833	3,285.00	56	52,497	28,493.01	54	70,000	41,506.99
45 19	Interagency Promotion	183	693.00	379	1,647	693.00	42	2,200	1,507.00
45 20	General Parking Fee Rev	0	.00		0	.00		0	.00
45 21	Sponsorships	0	.00		0	.00		0	.00
45 22	Security	250	2,400.00	960	2,250	5,840.00	260	3,000	2,840.00-
45 23	Ticket Sales - Ike	0	.00		0	.00		0	.00
45 24	Misc Rec - Ike	0	.00		0	.00		0	.00
45 25	Beverage Sales	250	27,000.00	800	2,250	27,000.00	1200	3,000	24,000.00-
45 *	Ike Hamilton Expo Center	89,766	109,942.65	123	807,894	645,614.05	80	1,077,200	431,585.95
347 **	Culture & Recreation	132,455	146,902.65	111	1,192,095	944,546.63	79	1,589,490	644,943.37
348	Public Works								
20 10	Street Cuts	0	300.00		0	400.00		0	400.00-
348 **	Public Works	0	300.00		0	400.00		0	400.00-
340 ***	Charges for Services	231,336	323,433.94		2,082,024	1,993,212.36		2,776,040	782,827.64
350	Fines								
351	Court Fines								
10 10	City Court Fines	40,000	73,075.68	183	360,000	279,656.91	78	480,000	200,343.09
10 12	General Court Costs	9,167	29,457.50	321	82,503	103,436.50	125	110,000	6,563.50
10 15	Parking Ticket Fines	0	.00		0	.00		0	.00

City of West Monroe

FUND 001 General Fund									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
10 18	DWI Fines	4,167	6,207.32	149	37,503	28,340.36	76	50,000	21,659.64
10 20	DWI Special Cost	458	750.00	164	4,122	3,200.00	78	5,500	2,300.00
10 21	DL Suspension	0	.00		0	.00		0	.00
10 *	Court	53,792	109,490.50	204	484,128	414,633.77	86	645,500	230,866.23
351 **	Court Fines	53,792	109,490.50	204	484,128	414,633.77	86	645,500	230,866.23
352	Fees								
81 00	NSF Fee	0	25.00		0	40.00		0	40.00-
352 **	Fees	0	25.00		0	40.00		0	40.00-
350 ***	Fines	53,792	109,515.50		484,128	414,673.77		645,500	230,826.23
360	Invstmnts,Rents,Contribut								
361	Investment Earnings								
10 00	Interest Revenue	25,250	8,269.62	33	227,250	74,445.01	33	303,000	228,554.99
10 10	General Govt	0	.00		0	.00		0	.00
10 15	Hasley Cemetary Trust	0	.00		0	.00		0	.00
10 *	Interest Revenue	25,250	8,269.62	33	227,250	74,445.01	33	303,000	228,554.99
361 **	Investment Earnings	25,250	8,269.62	33	227,250	74,445.01	33	303,000	228,554.99
362	Rents and Royalties								
10 00	Rent of Office Space	250	250.00	100	2,250	1,900.00	84	3,000	1,100.00
20 10	Energy Lease Royalties	542	1,587.29	293	4,878	5,632.39	116	6,500	867.61
30 10	Golf Course Rent	0	.00		0	.00		0	.00
30 12	Ice Machine IKE	0	.00		0	.00		0	.00
30 15	ATM	167	157.00	94	1,503	857.25	57	2,000	1,142.75
30 *	Leases	167	157.00	94	1,503	857.25	57	2,000	1,142.75
362 **	Rents and Royalties	959	1,994.29	208	8,631	8,389.64	97	11,500	3,110.36
363	Escheats								
10 00	Sales of Recyclables	4,500	1,354.85	30	40,500	12,147.49	30	54,000	41,852.51
363 **	Escheats	4,500	1,354.85	30	40,500	12,147.49	30	54,000	41,852.51
364	Contributions / Donations								
10 00	Kiroli Contributions	0	350.00		0	350.00		0	350.00-
12 00	Expo Center Contributions	0	.00		0	.00		0	.00
13 00	Community Development	0	.00		0	.00		0	.00
30 00	Private Contributions	3,333	.00		29,997	7,265.07	24	40,000	32,734.93
364 **	Contributions / Donations	3,333	350.00	11	29,997	7,615.07	25	40,000	32,384.93
360 ***	Invstmnts,Rents,Contribut	34,042	11,968.76		306,378	102,597.21		408,500	305,900.79

City of West Monroe

FUND 001 General Fund

ACCOUNT	DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
390	Other Financing Sources								
391	Interfund Transfers In								
12 00	Transfers In	0	.00		0	.00		0	.00
13 00	86 Sales Tax Capital	0	.00		0	.00		0	.00
18 00	Section 8 Fund	0	.00		0	.00		0	.00
19 00	Utility Enterprise Fund	0	.00		0	.00		0	.00
391 **	Interfund Transfers In	0	.00		0	.00		0	.00
392	Proceeds from Asset Disp								
10 00	Sale of Assets	20,833	.00		187,497	153,504.44	82	250,000	96,495.56
20 00	Comp on Loss of Cap Asset	0	.00		0	.00		0	.00
392 **	Proceeds from Asset Disp	20,833	.00		187,497	153,504.44	82	250,000	96,495.56
393	Gen Long Term Debt Issued								
10 00	General Obligation Bonds	0	.00		0	.00		0	.00
393 **	Gen Long Term Debt Issued	0	.00		0	.00		0	.00
394	Miscellaneous Revenue								
10 00	Other Misc Revenue	7,083	4,821.00	68	63,747	61,759.80	97	85,000	23,240.20
10 05	Unknown	0	.00		0	.00		0	.00
10 06	Credit Card Fee	1,000	1,510.70	151	9,000	11,203.54	125	12,000	796.46
10 10	Re-Insurance Claims Rev	0	.00		0	.00		0	.00
10 12	Claims	0	.00		0	.00		0	.00
10 *	Other Misc Revenue	8,083	6,331.70	78	72,747	72,963.34	100	97,000	24,036.66
394 **	Miscellaneous Revenue	8,083	6,331.70	78	72,747	72,963.34	100	97,000	24,036.66
390 ***	Other Financing Sources	28,916	6,331.70		260,244	226,467.78		347,000	120,532.22
FUND TOTAL	General Fund	2,397,870	2,681,203.98		21,580,830	21,102,829.86		28,774,471	7,671,641.14
GRAND TOTAL		2,397,870	2,681,203.98		21,580,830	21,102,829.86		28,774,471	7,671,641.14