

AGENDA
City of Monroe

LEGAL & REGULAR SESSION – OCTOBER 13, 2026, 5:30PM
CITY COUNCIL CHAMBERS CITY HALL

I: ROLL CALL AND DECLARE QUORUM:

II: INVOCATION & PLEDGE OF ALLEGIANCE – Mr. Muhammad

III: APPROVE MINUTES OF THE LEGAL AND REGULAR SESSION OF SEPTEMBER 8 & 22, 2026:
(PUBLIC COMMENTS)

IV: PRESENTATIONS: National 4-H Week
Bethany Corona and Sidney Spinks – Ouachita Parish 4-H- Program Update

V: PUBLIC HEARINGS:
NONE.

PROPOSED CONDEMNATIONS:
(Public Comment)
None.

VI: ACCEPTANCE OR REJECTION OF BIDS:
(Public Comment)
None.

VII: RESOLUTIONS AND MINUTE ENTRIES:

1. Council:

Public Comment:

(a) Adopt a Resolution granting an exception to the Open Container Ordinance to the Twin City Art Foundation (Party 318) pursuant to Monroe City Code Sec. 12-231 d. (Open Container Ordinance), and further providing with respect thereto.

(b) Adopt a Resolution granting an exception to the Open Container Ordinance to Byran Creekmore for an event Ghost in the Oaks on Barbados Boulevard pursuant to Monroe City Code Sec. 12-231 d. (Open Container Ordinance), and further providing with respect thereto.

(c) Adopt a Resolution granting an exception to the Open Container Ordinance to the Chennault Aviation & Military Museum for the 3rd Annual Chennault Festival pursuant to Monroe City Code Sec. 12-231 d. (Open Container Ordinance), and further providing with respect thereto.

2. Department of Administration:

Public Comment:

(a) Consider an Application by Edith Gonzalez, dba Gonzalez Mexican Restaurant, 1932 Louisville Ave., Monroe LA 71201 for a New 2026 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared)

(b) Consider an Application by Edwin Perez dba Manila Resto Bar, LLC, 401 Bres Ave., Monroe LA 71201 for a New 2026 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared)

(c) Consider an Application by Kristina Crook & Kathleen Crook dba K&K's Giving Tree, 1623 N 18th St., Monroe LA 71201 for a Renewal 2026 Class B Alcoholic Beverage Permit.

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The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared)

(d) Consider an Application by Jonathan Perry dba Jay Pappa's Restaurant, 1810 Tower Dr., Monroe LA 71201 for a New 2026 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared)

(e) Consider request from the Purchasing Division for authorization for an authorized City representative to advertise for bid Ingersoll Rand Roof Replacement Project. The estimate for the Ingersoll Rand Roof Replacement Project is \$500,000.00.

3. Department of Planning & Urban Development:

Public Comment:

None.

4. Legal Department:

Public Comment:

None.

5. Mayor's office:

Public comment:

None.

6. Department of Public Works:

Public Comment:

(a) Adopt a Resolution authorizing a Mowing and Litter Maintenance Agreement with the Louisiana Department of Transportation and Development.

(b) Adopt a Resolution authorizing the City of Monroe to enter into an Other Transaction Agreement with the Transportation Security Administration under the Law Enforcement Officers Reimbursement Program for law enforcement services at Monroe Regional Airport and further providing with respect thereto.

(c) Adopt a Resolution authorizing the City of Monroe to enter into a Non-Federal Reimbursable Agreement with the Federal Aviation Administration for the Taxiway D Extension Project at Monroe Regional Airport and further providing with respect thereto.

7. Department of Community Affairs:

Public Comment:

None.

8. Police Department:

Public Comment:

(a) Adopt a Resolution declaring certain ballistic vests and outer vest carriers surplus property and authorizing their donation to the Union Parish Sheriff's Office and further providing with respect thereto.

9. Fire Department:

Public Comment:

None.

10. Engineering Services:

Public Comment:

(a) Adopt a Resolution accepting the bid of Grindstone Construction LLC for the G.B. Cooley House Rehabilitation Project and further providing with respect thereto.

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(b) Adopt a Resolution approving Change Order No. 2 for the Georgia Street Pump Station Project.

(c) Adopt a Resolution approving Closeout Change Order No. 1 for the Monroe Civic Center Drainage Repairs - South Parking Lot Project.

(d) Adopt a Resolution accepting the work performed by Hemphill Construction Company, Inc. for the WPCC Improvements – Influent Pumps No. 1 & 2 and Effluent Pumps No. 1 & 2 Replacement Project as substantially complete and further providing with respect thereto.

BREAK IF NEEDED:

VIII: INTRODUCTION OF RESOLUTIONS & ORDINANCES:

Public Comment:

(a) Introduce an Ordinance authorizing an amendment to lease agreement with Ingersoll Rand Inc. for certain property and improvements located at 4601 Central Avenue, Monroe, Louisiana and further providing with respect thereto.

(b) Introduce an Ordinance amending Section 37-130(a)(5) of the City of Monroe Code of Ordinances to provide for supplemental notice to certain persons when a matter considered by certain city board or commission is submitted to the city council for further consideration, final action, or review; and further providing with respect thereto.

IX: RESOLUTIONS AND ORDINANCES FOR SECOND READING AND FINAL ADOPTION AND SUBJECT TO PUBLIC HEARING:

(a) Finally adopt an Ordinance authorizing the City of Monroe to take corporeal possession of and sell to Sandco Group, LLC, all rights, title, and interest in and to Lot 23, Square 55, Unit 10, BTW Addition, 4011 Barlow Street, Monroe, Louisiana, adjudicated to the City of Monroe for nonpayment of Ad Valorem Taxes, pursuant to La. R.S. 47:2238.1 et seq., and further providing with respect thereto.

(b) Finally adopt an Ordinance authorizing the City of Monroe to take corporeal possession of and sell to Sandco Group, LLC, all rights, title, and interest in and to Lots 14 and 15, Square 34, Unit 6, BTW Addition, 3912 White Street, Monroe, Louisiana, adjudicated to the City of Monroe for nonpayment of Ad Valorem Taxes, pursuant to La. R.S. 47:2238.1 et seq., and further providing with respect thereto.

(c) Finally adopt an Ordinance authorizing the City of Monroe to take corporeal possession of and sell to Sandco Group, LLC, all rights, title, and interest in and to Lot 13, Square 34, Unit 6, BTW Addition, 3908 White Street, Monroe, Louisiana, adjudicated to the City of Monroe for nonpayment of Ad Valorem Taxes, pursuant to La. R.S. 47:2238.1 et seq., and further providing with respect thereto.

(d) Finally adopt an Ordinance amending the City of Monroe Operating Budget for Fiscal Year 2026–2027 to appropriate additional funds for transit insurance premiums, and further providing with respect thereto.

(e) Finally adopt an Ordinance amending Section 32.5-42 (Definitions) of the City of Monroe Code to define wireline telecommunications facilities; adding section 32.5-51 to provide regulations governing wireline telecommunications facilities; and further providing with respect thereto.

X: COMMUNICATIONS & SPECIAL ANNOUNCEMENTS:

1. Mayor Ellis
2. Mr. Harvey
3. Mrs. Ezernack
4. Ms. Woods
5. Mr. McFarland
6. Mr. Muhammad

XI: CITIZENS PARTICIPATION:

XII: ADJOURN.

REMINDER: COUNCIL MEETING STARTS AT 5:30PM

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City Hall, Monroe, Louisiana
September 8, 2026
6:00PM

There was a legal and regular session of the City Council of the City of Monroe, Louisiana held on this date at the Council's regular meeting place, the Council Chamber, City Hall Building, Monroe, Louisiana.

Chairman Muhammad called the meeting to order, he then asked the clerk to call roll.

There present: Ms. Woods, Mrs. Ezernack, Mr. McFarland, Mr. Harvey, and Mr. Muhammad

Chairman Muhammad announced a quorum was present, and the Invocation and the Pledge of Allegiance led by Rev. Dr. AB Davis-Johnson, Senior Pastor-Rose of Sharon Baptist Church

III. Communications & Special Announcements

Ms. Woods, Vice Chairman, welcomed everyone and expressed appreciation for the strong attendance. She stated that she looked forward to a productive meeting and noted that she would speak with attendees at another time due to the full agenda.

Mr. McFarland welcomed everyone and expressed concerns regarding the Northeast Louisiana Sickle Cell Anemia Foundation's banquet and its scheduled use of the Civic Center. Mr. McFarland stated he intended to continue seeking answers regarding the matter and emphasized that organizations and citizens should be treated respectfully. He also addressed a previous Council vote concerning a passover motion and expressed concern regarding subsequent statements about the vote.

Mr. Muhammad, Chairman, stated he shared concerns regarding sickle cell circulation and advised that individuals seeking assistance had been directed to the HUB on Washington Street. He noted that the Civic Center had previously assisted with the move. He also stated Chief Zordan would provide information to the Council and noted that he would continue tracking the details of the city's homicide statistics.

IV: Approve Minutes of the Legal and Regular Session of August 25, 2026:

Upon motion of Mr. McFarland, seconded by Mrs. Ezernack and unanimously approved the minutes of the Legal and Regular Session of August 25, 2026. (No comments from the public)

V. Presentations:

Rob Cleveland, Grow NELA, President, thanked the Council for the opportunity to provide an update and encouraged members to help share information about Grow NELA's work throughout the community. He reported approximately 50 active economic development projects were being pursued, representing more than \$25 billion in potential investment and over 10,000 jobs, and provided updates on the Candy Company project and the Faith Technologies project near Ouachita High School, which was announced as an approximately \$80 million investment with about 200 jobs.

Chief Zordan, Monroe Police Department thanked the Chairman Muhammad for the opportunity to address public safety and quality of life in Monroe. He reported significant progress in reducing violent crime and homicides over the past six and one-half years, noting a decline from 22 homicides in 2020 to four thus far in 2026. He emphasized that each homicide represents a victim, family, and community affected by loss and that the department's goal is zero homicides. He credited the progress to dedicated officers, investigators, proactive policing, intelligence-led strategies, partnerships with other law enforcement agencies, and cooperation from citizens and recognized Monroe Police Department personnel for their professionalism and dedication and thanked the Mayor and Council for continued investment in public safety.

VIII: Resolutions and Minute Entries:

Department of Administration:

(a) Upon motion of Mr. McFarland, seconded by Ms. Woods and unanimously approved to Consider an Application by Shaterica Whitfield, 215 Powell Ave., Monroe LA 71201 for a New 2026 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared)

Ms. Woods thanked Ms. Whitfield for opening a business in the community and wished her success.

(b) Upon motion of Mr. McFarland, seconded by Ms. Woods and unanimously approved to Consider an Application by 2k Family Operating 103 LLC dba Circle K, 4200 Sterlington Rd., Monroe LA 71203 for a New 2026 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared) (No comments from the public)

(c) Upon motion of Mr. Harvey, seconded by Mrs. Ezernack and unanimously approved Resolution No. 9182 authorizing the City of Monroe, State of Louisiana to incur debt and to issue, sell and deliver not to exceed One Hundred Ten Million Dollars (\$110,000,000) Aggregate Principal Amount of Sales Tax Revenue Bonds, in one or more series; making application to the Louisiana State Bond Commission; employing bond counsel and other professional; and otherwise providing with respect thereto.

Mr. Morgan McCallister, Engineering COO, began discussing the proposed \$110 million bond package. He stated the first proposed tranche would total \$110 million and include street, quality-of-life, water, sewer, and district projects. Approximately \$4 million would be allocated to each council district for projects identified through public input and district needs. If approved, the City hopes to move forward with the first tranche as early as November, followed by a second tranche of approximately \$50 million.

Tony Little, 1315 Forsythe Ave., expressed concern about the wording of the resolution, stating Louisiana law requires Bond Commission consent before the City incurs debt. He noted the resolution's title authorizes the City to incur debt and questioned whether the action should be considered more than a preliminary step.

Bill Boles, Boles Law Firm, Mr. Boles agreed the current action is limited to seeking approval from the Bond Commission and does not itself issue debt. He explained that the Council would later consider an ordinance identifying specific projects, allowing the public to see what work is proposed. He emphasized that no debt or financial obligation exists until bonds are issued following approval of an ordinance.

Ms. Woods expressed concern that the language of the document appeared inconsistent with its title. She stated she understood the Council's current action to be a request to appear before the Bond Commission.

Mr. Boles explained the heading is a general description and does not control the substance of the resolution. He stated the resolution provides preliminary approval to seek Bond Commission authorization and does not authorize the issuance of debt. He added an ordinance would be required before the City could issue bonds.

Ms. Woods asked for confirmation that the City would not incur debt until the bonds were sold.

Mr. Boles confirmed the City would not incur debt through the current resolution. He explained an ordinance would have to be introduced and considered at a public hearing before the Council decides whether to approve the bond issuance.

Nnamdi Thompson, Government Consultants, explained the timing and specific borrowing amounts would not be written into the resolution because those decisions remain with the Council. He stated the resolution only seeks permission from the State Bond Commission for the City. After approval, the Council will determine the projects, amount, and timing of each borrowing and will make those decisions through an ordinance.

Mr. McFarland asked Mr. Richard Moore how many bonds the City currently has outstanding.

Richard Moore, Director of Administration, stated that he would need to verify the information to provide an accurate number.

Mr. Thompson stated the City currently has six sales tax bonds and indicated that the corresponding dates could be provided.

Mr. McFarland asked whether this was the proper protocol and requested information regarding the interest rates on the bonds.

Mr. Thompson stated he did not have the exact interest-rate information available.

Chairman Muhammad asked whether the Council could reject the financing if the rate returned at 8%.

Mr. Thompson explained the authorization would limit the interest rate to no more than 6%.

Chairman Muhammad asked whether the bonds could later be refinanced at a lower interest rate.

Mr. Thompson confirmed refinancing would be possible.

Chairman Muhammad asked Ms. Washington about the status of closing the 2025-2026 budget and whether a problem would arise if the budget were not completed before proceeding to the Bond Commission.

Yoland Washington, Internal Auditor, stated that the 2025-2026 fiscal-year budget amendment did not pass, leaving the fiscal year unclosed, and noted that the deadline had technically been missed.

Chairman Muhammad asked if that would be a problem

Mr. Thompson stated the matter could be addressed.

Ms. Woods asked about language in the resolution identifying the Council as the City's 'governing authority.'

Brandon Creekbaum, City Attorney, confirmed that 'governing authority' is a defined term used in the resolution and explained state law generally identifies municipal legislative bodies as governing authorities, while the City's charter provides additional specific requirements. He stated under the charter, authorization to borrow money or incur debt must ultimately be accomplished through an ordinance passed by the Council.

(d) Upon motion of Mr. Harvey, seconded by Mrs. Ezernack and unanimously approved Resolution No. 9183 authorizing an agreement with the Travelers Indemnity Company of Connecticut for insurance for the Monroe Transit System. (No comments from the public)

Mayor's Office

(a) Upon motion of Mr. McFarland, seconded by Mr. Harvey and unanimously approved Resolution No. 9184 authorizing a Cooperative Endeavor Agreement with the State of Louisiana, Department of Treasury, for the receipt and expenditure of a \$77,000 line-item appropriation for the acquisition of a lawn mower for the Public Works Department, and further providing with respect thereto. (No comments from the public)

(b) Upon motion of Mr. Harvey, seconded by Mrs. Ezernack and unanimously approved Resolution No. 9185 authorizing a Cooperative Endeavor Agreement with the State of Louisiana, Department of the Treasury, for the receipt and administration of a \$50,000 line-item appropriation for United Way of Northeast Louisiana, Inc.; authorizing any necessary cooperative endeavor agreements or subagreements with United Way of Northeast, Inc., for the provision and administration of such funds; and further providing with respect thereto.

Ms. Woods asked Mr. Creekbaum to clarify the source of the \$50,000 appropriation and whether the City was merely serving as a pass-through entity.

Mr. Creekbaum explained the city serves as a pass-through for line-item appropriations awarded by the State Legislature to non-governmental organizations.

(c) Upon motion of Mr. McFarland, seconded by Mr. Harvey and unanimously approved Resolution No. 9186 authorizing a Cooperative Endeavor Agreement with the State of Louisiana, Department of Treasury, for the receipt and administration of a \$100,000 line-item appropriation for a roof at the Strauss Youth Academy for the Arts; authorizing any necessary cooperative endeavor agreement or subagreements for the provision and administration of such funds; and further providing with respect thereto. (No comments from the public)

(d) Upon motion of Ms. Woods, seconded by Mr. Harvey and unanimously approved Resolution No. 9187 authorizing a Cooperative Endeavor Agreement with the State of Louisiana, Department of the Treasury, for the receipt and administration of a \$1,500,000 line-item appropriation for the Northeast Louisiana Children's Museum, Inc., for renovations, construction, and furnishing; authorizing any necessary cooperative endeavor agreements or subagreements with the Northeast Louisiana Children's Museum, Inc., for the provision and administration of such funds, and further providing with respect thereto. (No comments from the public)

Fire Department

(a) Upon motion of Mr. McFarland, seconded by Mr. Harvey and unanimously approved Resolution No. 9188 authorizing a Cooperative Endeavor Agreement with the State of Louisiana, Department of Public Safety and Corrections, and Office of State Fire Marshal, for funding of Louisiana Urban Search and Rescue Task Force 4 Operations.

Ken Maxey, Fire Chief, explained the State appropriate funding for four USAR teams, like the previous year. He stated the funding would help ensure each team has the necessary deployment equipment. This year's focus includes vehicles to pull trailers and additional trailers to house equipment.

IX: Introduction of Resolutions & Ordinances:

(a) Upon motion of Ms. Woods and seconded by Mr. McFarland and unanimously approved to remove the Ordinance approving a Collective Bargaining Agreement by and between the city of Monroe and the Amalgamate Transit Union Local No. 1160, AFL-CIO.

James Tatum, 69 Highway 139 APT 904, expressed concerns regarding the proposed Amalgamated Transit Union contract. He stated certain contract terms needed further discussion, including the proposed wage

increases. He referenced a request for 8% increases over three years and stated that the presented terms reflected 6% over five years.

Chairman Muhammad asked whether those contract terms had previously been discussed.

Mr. Creekbaum recommended the Council withdraw the item from consideration.

Horace Anthony, Local 1160 President, explained the proposal involved a five-year contract with a 6% increase over the five-year period. He stated 2026 was not included in the calculation because employees had already gone through most of that year while negotiations continued.

Chairman Muhammad asked who had been involved in discussions concerning the contracts.

Mr. Creekbaum stated negotiations were conducted with Mr. Anthony and the International Vice President, with Mr. Garland also participating. He explained the union's national organization could influence negotiations, and the proposals had been approved by the International Vice President for the local union.

Mr. Harvey withdrew his motion.

(b) Upon motion of Mr. McFarland, seconded by Ms. Woods and unanimously approved to introduce an Ordinance authorizing the City of Monroe to take corporeal possession of and sell to Sandco Group, LLC, all rights, title, and interest in and to Lot 23, Square 55 Unit 10, BTW Addition, 4011 Barlow Street, Monroe, Louisiana, adjudicated to the City of Monroe for nonpayment of Ad Valorem Taxes, pursuant to La. R.S. 47:2238.1 et seq., and further providing with respect thereto. (No comments from the public)

(c) Upon motion of Mr. McFarland, seconded by Mrs. Ezernack and unanimously approved to introduce an Ordinance authorizing the City of Monroe to take corporeal possession of and sell to Sandco Group, LLC, all rights, title, and interest in and to Lots 14 and 15, Square 34 Unit 6, BTW Addition, 3912 White Street, Monroe, Louisiana, adjudicated to the City of Monroe for nonpayment of Ad Valorem Taxes, pursuant to La. R.S. 47:2238.1 et seq., and further providing with respect thereto. (No comments from the public)

(d) Upon motion of Mrs. Ezernack, seconded by Mr. McFarland and unanimously approved to introduce an Ordinance authorizing the City of Monroe to take corporeal possession of and sell to Sandco Group, LLC all rights, title, and interest in and to Lot 13, square 34, Unite 6, BTW Addition, 3908 White Street, Monroe, Louisiana, adjudicated to the City of Monroe for nonpayment of Ad Valorem Taxes, pursuant to La. R.S. 47:2238.1 et seq., and further providing with respect thereto. (No comments from the public)

(e) Upon motion of Mrs. Ezernack, seconded by Mr. McFarland and unanimously approved amend and to introduce the Ordinance amending the City of Monroe Operating Budget for Fiscal Year 2026-2027 to appropriate additional funds for transit personnel costs and vehicle insurance premiums and further providing with respect thereto. (The Ordinance was amended to only include the insurance premiums)

Mr. McFarland asked who would address the proposed operating-budget amendment.

Mr. Moore explained the first amendment involved transit salaries and wages and had been calculated based on the anticipated introduction of the labor contract. He stated the second amendment would increase the transit insurance line item.

Mr. Creekbaum explained a portion of the proposed budget amendment was based on the union contract that had just been removed from consideration. Because the amendment included funding for raises contained in that contract, he stated part of the amendment might no longer be necessary.

Mr. McFarland expressed concern that another union had received raises while the current union's proposed raises were not moving forward.

Mr. Creekbaum explained union negotiations are generally confidential and are not normally discussed publicly. He stated the agreement placed on the agenda reflected terms previously discussed and approved by the International Vice President of the union, including the raises and length of the contract.

X: Resolutions and Ordinances for Second Reading and Final Adoption and Subject to Public Hearing:
The public hearing was opened, the hearing was closed and Ordinance read for finalization

(a) Upon motion of Mr. Harvey, seconded by Ms. Woods and unanimously approved Ordinance No. 12,310 approving the annexation of ±0.38 acres; extending and enlarging the boundaries of the City of Monroe, Louisiana; providing for recordation of the revised boundary; establishing an effective date; and otherwise providing for related matters. (No comments from the public)

The public hearing was opened, the hearing was closed and Ordinance read for finalization

(b) Upon motion of Ms. Woods, seconded by Mr. McFarland and unanimously approved Ordinance No. 12,311 amending Section 9-24 (Permit Fees) of the City of Monroe Code to provide relative to permits for the placement and transportation of mobile homes, manufactured homes, buildings, and other structures; to require applicable state licensure; to require a transport moving permit for the movement of certain structures over public streets, alleys, and rights-of-way; and further providing with respect thereto. (No comments from the public)

The public hearing was opened, the hearing was closed and Ordinance read for finalization

(c) Upon motion of Mrs. Ezernack, seconded by Ms. Woods and unanimously approved to passover Ordinance amending Section 32.5-42 (Definitions) of the City of Monroe Code to define wireline telecommunications facilities; adding Section 32.5-51 to provide regulations governing wireline telecommunications facilities; and further providing with respect thereto. (No comments from the public) (Passover until 9/22/2026)

The public hearing was opened, the hearing was closed and Ordinance read for finalization

(d) Upon motion of Mrs. Ezernack, seconded by Mr. Harvey and unanimously approved Ordinance No. 12,312 approving a Collective Bargaining Agreement by and between the City of Monroe and the International Union of Operating Engineers, AFL-CIO, Local 407.

Ms. Woods asked whether members of the local union participate in negotiations or whether representatives from outside the area are responsible for negotiating on their behalf.

Mr. Creekbaum stated union negotiating structures vary. Based on his experience, some unions negotiate entirely at the local level, while others use state or international representatives. He explained negotiating teams may have authority to reach an agreement subject to ratification by the local union.

XI: Citizens Participation:

Robert Johnson, 2608 Collidge St., President of Local 2388 Union, had been without a new contract since 2022 and continued working under the previous agreement. He expressed concern about the length of time the union had operated without a new agreement and asked when the terms would be completed so members could receive a new contract.

Quinton McFarland, 1204 Stone Ave, expressed concerns regarding delays and communication difficulties with the City's permitting and engineering process for placing a double-wide home on his property. He stated that he had submitted the required documents and fees and continued seeking clear guidance on the requirements. He placed his concerns on the record and stated that he would continue pursuing the matter.

Hebert Guillory 1801 Woodhaven Drive, Northeast Louisiana Sickle Cell Anemia Foundation, Vice President, stated that despite a human error that occurred, the event would still proceed as planned.

There being no further business to come before the council, Chairman Muhammad adjourned the meeting at 8:46PM.

Verbon Muhammad Sr.
Chairman

Carolus S. Riley
Council Clerk

Erica L. Moore
Staff Secretary

For extended details on the council meeting, please call the Council Clerk Monday-Friday at 318-329-2252 to schedule an appointment to listen to the minute recording.

City Hall, Monroe, Louisiana
September 22, 2026
6:00PM

There was a legal and regular session of the City Council of the City of Monroe, Louisiana held on this date at the Council's regular meeting place, the Council Chamber, City Hall Building, Monroe, Louisiana.

Chairman Muhammad called the meeting to order, he then asked the clerk to call roll.

There present: Ms. Woods, Mrs. Ezernack, Mr. McFarland, and Mr. Muhammad

There absent: Mr. Harvey

Chairman Muhammad announced a quorum was present, and the Invocation and the Pledge of Allegiance led by Dr. Ruth Collins-Brown, Pastor, Saint Jude Baptist Church

Chairman Muhammad thanked Dr. Ruth Collins-Browns for the Invocation.

Ms. Woods stated she would like to make a motion to passover the agenda, and it was seconded by Mr. McFarland.

Mrs. Ezernack questioned the reason for passing over the entire agenda.

Chairman Muhammad asked Ms. Woods if she wanted to give an explanation.

Ms. Woods replied no, Chairman Muhammad called for the vote.

Upon motion Ms. Woods, seconded by Mr. McFarland and approved to passover the entire following agenda. (Mrs. Ezernack nay)

III: Communications & Special Announcements:

1. Mayor Ellis
2. Mr. Harvey
3. Mrs. Ezernack
4. Ms. Woods
5. Mr. McFarland
6. Mr. Muhammad

IV: Approve minutes of the Legal and Regular Session on September 8, 2026:

V. Presentations: None

VI: Public Hearings: None

Proposed Condemnations: None

VII: Acceptance or Rejections of Bids: None

VIII: Resolutions and Minutes Entries:

1. Council: None

2. Department of Administration:

(a) Consider an Application by Edith Gonzalez, dba Gonzalez Mexican Restaurant, 1392 Louisville Ave., Monroe La 71201 for a New 2026 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared)

(b) Consider an Application by Edwin Perez dba Manila Resto Bar, LLC, 401 Bres Ave., Monroe LA 71201 for a New 2026 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared)

(c) Consider an Application by Kristina Crook & Kathleen Crook dba K&K's Giving Tree, 1623 N 18th St., Monroe La 71201 for a Renewal 2026 Class B Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared)

3. Department of Planning & Urban Development: None

4. Legal Department: None

5. Mayor's Office: None

6. Department of Public Works:

(a) Adopt a Resolution authorizing a Mowing and Litter Maintenance Agreement with the Louisiana Department of Transportation and Development.

7. Department of Community Affairs: None

8. Police Department:

(a) Adopt a Resolution declaring certain ballistic vests and outer carriers surplus property and authorizing their donation to the Union Parish Sheriff's Office and further providing with respect thereto.

9. Fire Department: None

10. Engineering Services:

(a) Adopt a Resolution accepting the bid of Grindstone Construction LLC for the G. B. Cooley House Rehabilitation Project and further providing with respect thereto.

(b) Conduct a public hearing and consider the Planning Commission's recommendation regarding CUP 104-26, the request of Shaping Our Future Teenager for a Major Conditional Use Permit to operate a residential home for youth at 2505 Renwick Street in the R-4 (High Density Multi-Family Residence) District, and accept, accept with conditions, or deny the Planning Commission's recommendation.

IX: Introduction of Resolutions and Ordinances:

(a) Introduce an Ordinance authorizing an amendment to lease agreement with Ingersoll Rand Inc. for certain property and improvements located at 4601 Central Avenue, Monroe, Louisiana and further providing with respect thereto.

(b) Introduce an Ordinance amending Section 37-130(a)(5) of the City of Monroe Code of Ordinances to provide for supplemental notice to certain persons when a matter considered by certain city board or commission is submitted to the city council for further consideration, final action, or review; and further providing with respect thereto.

(c) Introduce an Ordinance amending Section 32.5-42 (Definitions) of the City of Monroe Code of define wireline telecommunications facilities; adding Section 32.5-51 to provide regulations governing wireline telecommunications facilities; and further providing with respect thereto.

X: Resolutions and Ordinances for Second Reading and Final Adoption and Subject to Public Hearing:

(a) Finally adopt an ordinance authorizing the City of Monroe to take corporeal possession of and sell to Sandco Group, LLC, all rights, title, and interest in and to Lot 23, Square 55, Unit 10, BTW Addition, 4011 Barlow Street, Monroe, Louisiana, adjudicated to the city of Monroe for nonpayment of Ad Valorem Taxes, pursuant to La. R.S. 47:2238.1 et seq., and further providing with respect thereto.

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(d) Finally adopt an Ordinance amending the City of Monroe Operating Budget for Fiscal Year 2026-2027 to appropriate additional funds for transit insurance premiums, and further providing with respect thereto.

(e) Finally adopt an Ordinance amending Section 32.5-42 (Definitions) of the City of Monroe Code to define wireline telecommunications facilities; adding section 32.5-51 to provide regulations governing wireline telecommunications facilities; and further providing with respect thereto.

XI: Citizens Participation:

There being no further business to come before the council, Chairman Muhammad adjourned the meeting at 6:04PM.

Verbon Muhammad Sr.
Chairman

Carolus S. Riley
Council Clerk

Erica L. Moore
Staff Secretary

For extended details on the council meeting, please call the Council Clerk Monday-Friday at 318-329-2252 to schedule an appointment to listen to the minute recording.

RESOLUTION

STATE OF LOUISIANA

NO. _____

CITY OF MONROE

The following Resolution was introduced by Mr. _____ who moved for its adoption and was seconded by Mr. _____.

RESOLUTION GRANTING AN EXCEPTION TO THE OPEN CONTAINER ORDINANCE TO THE TWIN CITY ART FOUNDATION (PARTY 318) PURSUANT TO MONROE CITY CODE SEC. 12-231 D. (OPEN CONTAINER ORDINANCE), AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, The Twin City Art Foundation applied to the Monroe City Council pursuant to Monroe City Code Sec. 12-231 D., for a permit for a special event, "PARTY 318" to be held at the Masur Museum, Friday, October 23, 2026 from 5:00pm until 8:00p.m. The event will be held inside the museum and on the grounds of the museum as well. There will be security for the purpose of obtaining an exception to the Open Container Ordinance for said event, and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal session convened, that the Twin City Art Foundation be and is hereby granted a permit for a special event, "PARTY 318" to be held at the Masur Museum, Friday, October 23, 2026 from 5:00pm until 8:00p.m. The event will be held inside the museum and on the grounds of the museum as well. This Resolution shall act as an exception only to the open container for said event pursuant to Monroe City Code Sec. 12-231 D.

This Resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the _____ day of _____, 2026.

CHAIRMAN

CITY CLERK

Twin City Art Foundation

September 24, 2026

Board of Trustees

Hal Hinchliffe
Chairman
Tiffany Jackson
President
Scott Higginbotham
Vice President
Cliff Tresner
Secretary- Treasurer

Douglas Breckenridge
Leigh Buffington
Drék Davis
Jay Davis
Gretchen Masur Dean
Sarah Hoffman
Chresancio Jackson
Sarah Jarrett
Kay La-France Knight
Rebekah Lawrence
Kara Platt
Patrik Pyburn
Ann Bloxom Smith
Winnie Tomeny

Carolus Riley
City Council Clerk
City of Monroe

Carolus,

The Twin City Art Foundation will be hosting our annual event, *Party 318* at the Masur Museum of Art located at 1400 South Grand Street in Monroe, Louisiana, 71202. There will be alcohol served at this event. The reception is scheduled to be held on Friday, October 23, 2026, from 5:00 pm until 8:00 pm. We request an exception to the open container ordinance for this event. The event will be held inside the museum and on the grounds. Please let me know if you need any additional information and thank you.

Best Regards,

TCAF is a 501© (3)
arts organization.

Evelyn Stewart

Evelyn Stewart, Director, Masur Museum of Art

1400 South Grand Street
Monroe, LA 71202
www.masurmuseum.org
Phone: 318-329-2237



DATE (MM/DD/YYYY)
10/6/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Forth Insurance, LLC (2200) P.O. Box 2110 Monroe, LA 71207	CONTACT NAME: Jennifer Byrd	
	PHONE (A/C, No, Ext): (318) 361-4722	FAX (A/C, No):
	E-MAIL ADDRESS: jbyrd@forthinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED Twin City Art Foundation 1400 South Grand Monroe, LA 71202	INSURER A : Ohio Casualty Insurance Company	24074
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE			ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS			
A	X	COMMERCIAL GENERAL LIABILITY			X	BLO58348630	10/18/2026	10/18/2027	EACH OCCURRENCE	\$ 1,000,000		
		CLAIMS-MADE	X	OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000		
									MED EXP (Any one person)	\$ 15,000		
									PERSONAL & ADV INJURY	\$ 1,000,000		
	GEN'L AGGREGATE LIMIT APPLIES PER:								GENERAL AGGREGATE	\$ 2,000,000		
	X	POLICY		PRO-JECT						LOC	PRODUCTS - COMP/OP AGG	\$ 2,000,000
		OTHER:										
	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$			
	ANY AUTO OWNED AUTOS ONLY		SCHEDULED AUTOS				BODILY INJURY (Per person)	\$				
	HIRED AUTOS ONLY		NON-OWNED AUTOS ONLY				BODILY INJURY (Per accident)	\$				
							PROPERTY DAMAGE (Per accident)	\$				
								\$				
	UMBRELLA LIAB		OCCUR				EACH OCCURRENCE	\$				
	EXCESS LIAB		CLAIMS-MADE				AGGREGATE	\$				
	DED		RETENTION \$					\$				
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				N/A				PER STATUTE	OTH-ER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)								E.L. EACH ACCIDENT	\$		
	If yes, describe under DESCRIPTION OF OPERATIONS below								E.L. DISEASE - EA EMPLOYEE	\$		
									E.L. DISEASE - POLICY LIMIT	\$		
A	Liquor Liability					BDO58348630	10/18/2026	10/18/2027	Per Occurrence	1,000,000		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Monroe Masur Museum 1400 South Grand Monroe, LA 71202	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Jerry W. Thomas</i>



POLICE DEPARTMENT
CHIEF VICTOR ZORDAN

P.O. Box 1581
700 Wood Street
Monroe, LA 71210-1581
office: 318-329-2600
fax: 318-329-2610

To: Chief Victor Zordan

From: Sgt. Kwasic Heckard

Re: Masur Museum

Sir,

The Masur Museum, located at 1400 S. Grand Street is hosting a fundraiser on Friday, October 23, 2026. The fundraiser will be from 5:00 – 8:00 pm. Alcohol will be consumed during the workshop. There will be approximately 200 attendees at the fundraiser. This event will need an open container exemption letter. There will be an officer detail at this event.

Respectfully,
Sgt. Kwasic Heckard

RESOLUTION

STATE OF LOUISIANA

NO. _____

CITY OF MONROE

The following Resolution was introduced by Mr. _____ who moved for its adoption and was seconded by Mr. _____.

RESOLUTION GRANTING AN EXCEPTION TO THE OPEN CONTAINER ORDINANCE TO BYRAN CREEKMORE FOR AN EVENT (GHOST OF THE OAKS) PURSUANT TO MONROE CITY CODE SEC. 12-231 D. (OPEN CONTAINER ORDINANCE), AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, Byran Creekmore applied to the Monroe City Council pursuant to Monroe City Code Sec. 12-231 D., for a permit for a special event, Block Party “Ghost of the Oaks”, scheduled for Saturday, October 24, 2026. The exception is from 4:00pm until 10:00pm on Barbados Boulevard and requesting that a portion of this street be closed to vehicle traffic from the fire station to Deborah Drive, and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal session convened, that Byran Creekmore be and is hereby granted a permit for a special event, Block Party “Ghost of the Oaks”, scheduled for Saturday, October 24, 2026. The exception is from 4:00pm until 10:00pm on Barbados Boulevard and requesting that a portion of this street be closed to vehicle traffic from the fire station to Deborah Drive. There will be off duty officers for security at this event. This Resolution shall act as an exception only to the open container for said event pursuant to Monroe City Code Sec. 12-231 D.

This Resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the _____ day of _____, 2026.

CHAIRMAN

CITY CLERK



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/17/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Event Helper Customer Service	
	Gaslamp Insurance Services	PHONE (A/C, No, Ext): (855) 493-8368	FAX (A/C, No):
	DBA Event Helper Insurance Services	E-MAIL ADDRESS: info@theeventhelper.com	
	PO Box 1549		
Grass Valley CA 95945		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Evanston Insurance Company	NAIC # 35378
INSURED		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	
Bryan Creekmore 3001 W Deborah Dr Monroe LA 71201			

COVERAGES			CERTIFICATE NUMBER:		REVISION NUMBER:				
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.									
INSR LTR	TYPE OF INSURANCE		ADDL SUBR INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒	COMMERCIAL GENERAL LIABILITY	Y	N	3DS5477-M4364418	10/24/2026 12:01 AM	10/25/2026 12:01 AM	EACH OCCURRENCE	\$ 1,000,000
	☐	CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (other than fire)	\$ 1,000,000
	☒	Host Liquor Liability						MED EXP (Any one person)	\$ 5,000
	☐	Retail Liquor Liability						PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$ 2,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC							PRODUCTS - COMP/OP AGG	\$ 2,000,000
	OTHER:							Deductible	\$ 1,000
AUTOMOBILE LIABILITY								COMBINED SINGLE LIMIT (Ea accident)	\$
	☐	ANY AUTO						BODILY INJURY (Per person)	\$
	☐	OWNED AUTOS ONLY	☐					BODILY INJURY (Per accident)	\$
	☐	HIRED AUTOS ONLY	☐					PROPERTY DAMAGE (Per accident)	\$
	☐	SCHEDULED AUTOS NON-OWNED AUTOS ONLY							\$
	☐	UMBRELLA LIAB	☐					EACH OCCURRENCE	\$
	☐	EXCESS LIAB	☐					AGGREGATE	\$
	☐	DED	☐						\$
	☐	RETENTIONS							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in Nh)		☐ Y/N	N/A				E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE	\$
								E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder listed below is named as additional insured per attached MEGL 2217.01 19. Coverage Date(s): 10/24/2026 Attendance: 100, Event Type: Block Party.

CERTIFICATE HOLDER	CANCELLATION
City of Monroe 3704 Barbados Blvd Monroe LA 71201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



POLICE DEPARTMENT
CHIEF VICTOR ZORDAN

P.O. Box 1581
700 Wood Street
Monroe, LA 71210-1581
office: 318-329-2600
fax: 318-329-2610

To: Chief Victor Zordan

From: Sgt. Kwasic Heckard

Re: River Oaks Block Party

Sir,

Byran Creekmore is wanting to host a community block party on Barbados Boulevard on Saturday, October 24, 2026. The block party will be from 4:00 – 10:00 pm. He's requesting that Barbados Boulevard be closed to vehicle traffic from the fire station to Deborah Drive (length of River Oaks Park). Alcohol will be consumed at this event. There will be approximately 100 attendees at the block party. This event will need an open container exemption letter and a letter of no objection. There will be 2 officers at this event. I will have traffic control in place for this event.

Respectfully,
Sgt. Kwasic Heckard

RESOLUTION

STATE OF LOUISIANA

NO. _____

CITY OF MONROE

The following Resolution was introduced by Mr. _____ who moved for its adoption and was seconded by Mr. _____.

RESOLUTION GRANTING AN EXCEPTION TO THE OPEN CONTAINER ORDINANCE TO THE CHENNAULT AVIATION & MILITARY MUSEUM FOR A HOT AIR BALLOON FESTIVAL PURSUANT TO MONROE CITY CODE SEC. 12-231 D. (OPEN CONTAINER ORDINANCE), AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, The Chennault Aviation & Military Museum applied to the Monroe City Council pursuant to Monroe City Code Sec. 12-231 D., for a permit for a special event, “Hot Air Balloon Festival”, to be held Friday, November 6, 2026 from 3:00pm-10:00pm, Saturday, November 7, 2026 from 3:00pm-8:30pm daily in the large field south of the Museum, 701 Kansas Lane for the purpose of obtaining an exception to the Open Container Ordinance for said event, and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal session convened, that the General Claire L. Chennault Foundation, be and is hereby granted a permit for a special event, “Hot Air Balloon Festival”, to be held Friday, November 6, 2026 from 3:00pm-8:30pm, Saturday, November 7, 2026 from 3:00pm-8:30pm daily in the large field south of the Museum, 701 Kansas Lane. There will be off duty officers assisting with the event. This Resolution shall act as an exception only to the open container for said event pursuant to Monroe City Code Sec. 12-231 D.

This Resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the _____ day of _____, 2026.

CHAIRMAN

CITY CLERK



POLICE DEPARTMENT
CHIEF VICTOR ZORDAN

P.O. Box 1581
700 Wood Street
Monroe, LA 71210-1581
office: 318-329-2600
fax: 318-329-2610

To: Chief Victor Zordan

From: Sgt. Kwasic Heckard

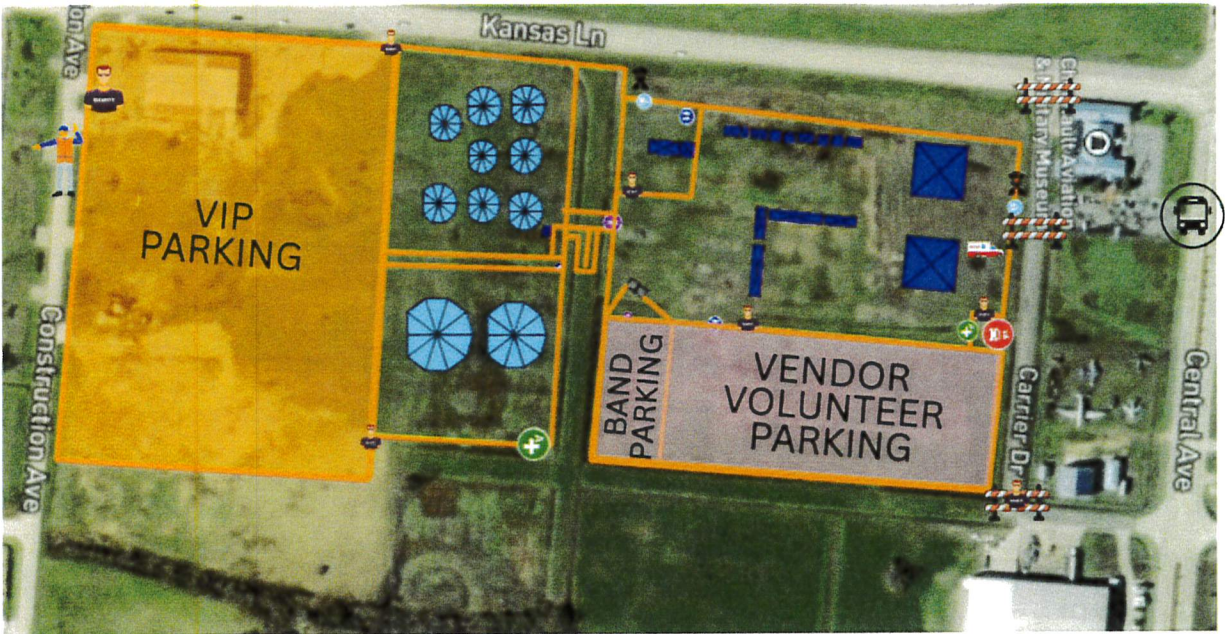
Re: Chennault Festival

Sir,

The Chennault Aviation and Military Museum is hosting their 3rd Annual Chennault Festival. The event will be held in the field between Carrier Drive and Construction Avenue November 6th & 7th. The event is scheduled for the hours of 3:00 – 8:30 pm daily. They're expecting 10,000 individuals to be in attendance during the two days. Alcohol will be sold and consumed at this event outside during this event. A no objection letter will be needed, and the event will need to be placed on the city council's agenda for the open container exemption letter. 4 officers will work at the event.

Respectfully,
Sgt. Kwasic Heckard

approved
9-9-26
Chief Vic Zordan





Outlook

New Entry: Parade/Special Event Application

From Monroe Louisiana Police Department <monroelaplace@web.kbispweb.com>

Date Tue 9/8/2026 2:49 PM

To Kwasic Heckard <Kwasic.Heckard@ci.Monroe.La.US>

Name

Hollie Boudreaux

Home Address

114 Quail Creek Dr
Monroe, LA
71203-9610
US

Home Phone

+13186806572

Business Address

701 KANSAS LANE
Monroe, LA
71203
US

Business Phone

+13186806572

Name of Organization

CHENNAULT AVIATION AND MILITARY MUS

Organization Address

701 KANSAS LANE
Monroe, LA
71203
US

Phone

+13186806572

Name

Hollie Boudreaux

Address

114 Quail Creek Dr
Monroe, LA
71203-9610
US

Phone

+13186806572

A) Name of Insurance Compoany

KIMMEL INSURANCE

B) Name of Insurance Agent

KAREN

C) Policy Number

in progress

Date

11/06/2026

Parade Assembly areas (located by streets)

114 Quail Creek Dr MONROE, LA 71203

Location of Event

CHENNAULT MUSEUM

Type of Event

HOT AIR BALLOON FESTIVAL

Approximate Number of Persons Attending

10000

Will alcohol beverages be sold/consumed?

Yes

Starting Time of Event

3 PM

Ending Time of Event

830

Business Address

701 KANSAS LANE
MONROE, LA 71203
Monroe, LA 71203, LA
71203
US

Home Phone

+13186806572

Business Phone

+13183625540

Sent from Monroe Louisiana Police Department

Click [here](#) to report this email as spam.



CITY OF MONROE

TAXATION & REVENUE
CITY OF MONROE, LOUISIANA
MAYOR- COUNCIL GOVERNMENT

MEMO

To: Carolus Riley
City Council

From: Charlotte Morrison
Director of Taxation & Revenue

Re: New Alcohol Licenses (For October 13, 2026, Council Meeting)

Date: October 5, 2026

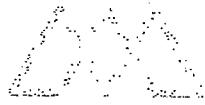
CLASS A – \$500 RESTAURANTS (LIQUOR)	CLASS E – \$500 PRIVATE CLUBS
CLASS B – \$500 CONVIENCE STORES (LIQUOR)	CLASS G – \$500 WHOLESALE (LIQUOR ONLY)
CLASS C – \$75 (BEER ONLY)	CLASS H – \$100 WHOLESALE (BEER ONLY)
CLASS D – \$60 (BEER – OFF PREMISES)	

NEW ALCOHOL LICENSES

CLASS A (NEW) (3)

1. Jay Pappa's Restaurant
1810 Tower Drive
Monroe, La 71201
Owner: Jonathan Perry
2. Gonzalez Mexican Restaurant
1932 Louisville Avenue
Monroe, La 71201
Owner: Edith Gonzalez
3. Manila Resto Bar, LLC
401 Bres Avenue
Monroe, La 71201
Owner: Edwin Perez

CO – CLEARED
SALES TAX CLEARED
DISTANCE REPORT CLEARED



CITY OF MONROE

TAXATION & REVENUE
MAYOR- COUNCIL GOVERNMENT

MEMO

To: Carolus Riley
City Council

From: Charlotte Morrison
Director of Taxation & Revenue

Re: Alcohol Renewals (For October 13, 2026, Council Meeting)

Date: October 5, 2026

CLASS A - \$500 RESTAURANTS (LIQUOR)

CLASS E- \$500 PRIVATE CLUBS

CLASS B- \$500 CONVIENCE STORES (LIQUOR)

CLASS G-\$500 WHOLESALE (LIQUOR ONLY)

CLASS C- \$75 (BEER ONLY)

CLASS H- \$100 WHOLESALE (BEER ONLY)

CLASS D- \$60 (BEER- OFF PREMISES)

ALCOHOL LICENSE RENEWALS 2026

CLASS A (1)

1. K & K Giving Tree- 1623 N 18th Street, Owner- Kristina & Kathleen Cook



MEMO

TO: Carolus Riley, Council Clerk

CC: Richard Moore, Director of Administration
Christina Davis, Director of Purchasing
Morgan McCallister, City Engineer – Engineering Department

Date: October 13, 2026

The City of Monroe Purchasing Division requests authorization for an authorized City representative to advertise for bid Ingersoll Rand Roof Replacement Project. The estimate for the Ingersoll Rand Roof Replacement Project is \$500,000.00.

Sincerely,

Angel Taylor

Angel Taylor
Buyer of Purchasing





Date: October 6, 2026
From: C. Morgan McCallister, P.E. *C. Morgan McCallister*
To: City of Monroe Council Members
Subject: 26ENG012 – Ingersoll Rand Roof Replacement

Project Description:

The project consists of restoring approximately 82,000 square feet of existing low-slope roofing at the Ingersoll Rand Building through the installation of a manufacturer-approved 20-year No Dollar Limit (NDL) silicone roof restoration system. Work shall include removal of all roof debris, cleaning of the entire roof surface with manufacturer-approved products, application of primer, application of a bleed-blocking coat, reinforcement of all seams and penetrations with roofing mastic, and installation of an 80-mil silicone finish coating over the existing roof system.

Prior to coating application, the contractor shall identify, remove, and repair all moisture-damaged roofing materials as required for the manufacturer's warranty. The contractor shall provide all labor, materials, equipment, cleanup, and disposal necessary to deliver a complete and watertight roof restoration system and shall furnish a manufacturer's 20-year NDL warranty upon project completion.

Council District(s) w/ Coordinates:

District 3
± 32.513265372782456, -92.06277206744359

Construction Cost Estimate:

\$500,000 (March 20, 2026)

Funding:

CIT

Bid Amount:

TBD

Contract time:

120 Calendar Days

Liquidated Damages:

\$250 per Calendar Day



CITY OF MONROE

PROJECT REQUEST FORM

Date: _____

This form must be completed to authorize and coordinate soliciting quotes for the City of Monroe projects starting at \$5,000.00 up to \$250,000.00. Upon submitting this form, a representative from the Purchasing Division will contact you to verify the project scope and schedule. A final project scope, schedule, and budget account will be provided for review and approval by the Department/ Division Head or Administrative Designee.

NO WORK MAY COMMENCE WITHOUT A FULLY EXECUTED PROJECT AUTHORIZATION FORM.

If you have any questions or need help completing this form, please call the Purchasing Office at 329-2222.

Job Name: Ingersoll Rand Roof Replacement

Proposal Submitted to: Purchasing

Department: Engineering

Date of Plans: NA

Job Location: 4601 Central Avenue

Phone Number: 318-329-2210

Email: morgan.mccallister@ci.monroe.la.us

STATEMENT OF WORK:

The project consists of restoring approximately 82,000 square feet of existing low-slope roofing at the Ingersoll Rand Building through the installation of a manufacturer-approved 20-year No Dollar Limit (NDL) silicone roof restoration system. Work shall include removal of all roof debris, cleaning of the entire roof surface with manufacturer-approved products, application of primer, application of a bleed-blocking coat, reinforcement of all seams and penetrations with roofing mastic, and installation of an 80-mil silicone finish coating over the existing roof system.

Prior to coating application, the contractor shall identify, remove, and repair all moisture-damaged roofing materials as required for the manufacturer's warranty. The contractor shall provide all labor, materials, equipment, cleanup, and disposal necessary to deliver a complete and watertight roof restoration system and shall furnish a manufacturer's 20-year NDL warranty upon project completion.

*Please use a separate attachment if more space is required

Requesting Employee (Print Name): C. Morgan McCallister, PE

Requesting Employee (Signature): C. Morgan McCallister

Department/Division Head Approval: C. Morgan McCallister, PE

TO BE COMPLETED BY ENGINEERING DEPARTMENT

Project Manager: Kenneth Rogers

Project Number: 26ENG012

Scope/Schedule Meeting Date: TBD

Cost Estimate: \$500,000

City Engineer Approval (Signature): C. Morgan McCallister

Date: October 6, 2026

RESOLUTION

STATE OF LOUISIANA
CITY OF MONROE

NO. _____

The following Resolution was offered by _____ who moved for its adoption and was seconded by _____:

A RESOLUTION AUTHORIZING A MOWING AND LITTER MAINTENANCE AGREEMENT WITH THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT.

WHEREAS, the Louisiana Department of Transportation and Development (“DOTD”) is obligated to repair and keep operating all highways, including municipal roads and streets that form a continuation of such highways, at its sole cost and expense, but may, at the request and approval of the local governing authority, contract with municipalities to perform such services at DOTD’s expense;

WHEREAS, the City has historically entered into a mowing and litter maintenance agreements with DOTD to provide for mowing and litter collection along the state highway system within the City limits, and the City desires to continue to perform said services; and

WHEREAS, a copy of the Maintenance Agreement, including mowing and litter pickup, between the City of Monroe and the State of Louisiana, through the Department of Transportation and Development, which is effective until June 30, 2027, is attached hereto and made part hereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal session convened, that Mayor Friday Ellis, or his designee, be and is hereby authorized to enter into and execute the attached Maintenance Agreement between the City of Monroe and the State of Louisiana, through the Department of Transportation and Development.

This Resolution was submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

**MAINTENANCE AGREEMENT
INCLUDING MOWING AND LITTER PICK UP**

FOR THE FISCAL YEAR ENDING JUNE 30, 2027

BETWEEN

CITY OF MONROE

AND

**STATE OF LOUISIANA
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
OFFICE OF OPERATIONS**

AGREEMENT

This **AGREEMENT**, ("Agreement") is made and entered into this _____ day of, _____, 2026, by and between the **STATE OF LOUISIANA**, through the Department of Transportation and Development, hereinafter referred to as ("**DOTD**"), represented herein by its Secretary or his duly authorized designee, and the **City of Monroe**, hereinafter referred to as ("**Municipality**"), appearing herein through its **Mayor, Friday Ellis**, duly authorized.

WITNESSETH:

WHEREAS, pursuant to the provisions of LSA-R.S. 48:193, **DOTD** is directed to repair and to keep in operating condition, at its sole cost and expense, all municipal roads and streets within the State Highway System as it is defined in LSA- R.S. 48:191, hereinafter sometimes referred to as the "State Highway System" or "State Roadway"; and

WHEREAS, further, LSA-R.S. 48:193 authorizes municipalities to request that the repair and maintenance of said State Roadways located within their respective municipalities be performed by the municipality, at the State's expense; and

WHEREAS, **DOTD** lacks sufficient personnel and equipment to perform mowing and litter collection on a routine and continuing basis and wishes to enter into an agreement with the **Municipality** to perform maintenance directly related to mowing and litter collection on the State Roadways located within the City of Monroe; and

NOW, THEREFORE, it is hereby agreed between **DOTD** and **Municipality**:

ARTICLE I: Covered Roadways:

This Agreement applies only to those State Roadways identified on the List of Routes for Maintenance Agreement shown on Exhibit "A", a copy of which is appended hereto and made a part hereof by reference. These State Roadways are collectively referred to as "State Roadways" and, for purposes of this Agreement, the term "State Roadway" shall include all rights of ways and roadway shoulders associated with the State Roadways.

ARTICLE II. Mowing Litter and Trash Collection

The **Municipality** shall conduct its operation in a manner such that the safety and convenience of the public shall be regarded as a priority. All equipment and traffic control devices shall be in accordance with the Manual on Uniform Traffic Control Devices. The **DOTD** reserves the right to stop the **Municipality** from working or order any piece of equipment removed from the roadway or right of way should it be determined that the minimum safety standards are not being met.

Prior to beginning a litter collection or mowing cycle the **Municipality** shall contact the **DOTD** District Office or the Parish Maintenance Office advising them of the starting date.

The **Municipality** will be required to report daily work activities on the form provided (Exhibit "B" attached) and shall include the work completed (mowing) and litter amount in cubic yards collected each day for the duration of the cycle or period of time that the work is being performed.

Completed Forms shall be maintained by the municipality and shall be submitted to the DOTD district contact with the semi-annual invoice for covered time period.

Failure to turn in the Completed Form with the semi-annual invoice will delay payment until the required Daily Work Reports are submitted.

The **Municipality** shall pick up and properly dispose of all trash and debris located on the State Roadways prior to conducting mowing operations. Litter and trash collection shall precede the mowing operation by no more than 24 hours. The **Municipality** shall perform litter and debris pick-up on all grass and vegetative areas, ditches, paved roadside shoulders and areas beneath overhead bridges and roadways. All litter, trash and debris uncovered by the mowing operation shall be picked up within 48 hours of the mowing operation. All litter, trash and debris shall be collected and piled or bagged off of the travel lanes and paved shoulders of the State Roadways and must be removed from the right-of-ways by the close of business the same workday that it is collected. **Municipality** shall provide, at its own expense, all equipment necessary to perform the duties provided for in this Agreement, including but not limited to, all trash bags, mowing and trimming equipment and herbicide applicators. **Municipality** shall record and document the amount of litter collected and report these amounts to the appropriate DOTD District Engineer at the time invoices are submitted for payment.

For purposes of this agreement litter, trash and debris shall mean all trash, debris, litter, junk, rubbish, paper, cardboard, glass, cans, discarded items, garbage, old tires, treads, dead trees, wood materials, concrete, etc. The **Municipality** will not be required to pick up every isolated cigarette butt, chip of glass or similar small objects.

The **Municipality** shall mow grass and cut or otherwise control mowable vegetation along ditches, around signs, guardrails and bridge ends, trim overhanging grass along curbs, and remove litter and debris within the designated, dedicated or apparent right of way. For purposes of this Agreement, Mowable vegetation is defined as any trees, vegetation, brush, etc., that is two inches in diameter or less measured five inches above the ground. Mowing and litter removal shall be accomplished a minimum of four (4) times per year. The dates of the mowing operations shall be set forth on the Mowing Plan submitted by Municipality to Roadside Development Coordinator assigned to the DOTD District where the mowing operations are to take place.

Natural stands or planted stands of wildflowers shall not be cut until after seed heads have formed unless, in the opinion of **DOTD** District Administrator, the flowers are causing a traffic hazard or have a very undesirable appearance.

If, during the term of this Agreement, **DOTD** alters or makes repairs to State Roadways covered by this Agreement, **DOTD** will initiate contact with the **Municipality** to revise mowing and litter pick-up practices for the applicable State Roadway.

The **Municipality** shall be responsible for payments to its employees and contractors who perform work pursuant to this Agreement and shall be responsible for payroll taxes and benefits due each employee who is assigned to work pursuant to this Agreement.

Nothing herein is intended to create a statutory employer relationship between **DOTD** and the employees or contractors of the **Municipality**.

ARTICLE III: Use of Herbicide/Chemicals in Mowing Operations

The **Municipality** may utilize Vegetation Management Plans involving the use of herbicides/chemicals by the **Municipality**, provided that the **Municipality** obtains written approval from the **DOTD** District Administrator. The **Municipality** may elect to enter into a contract with third parties to administer herbicides. The following conditions shall apply to all Vegetation Management Plans involving the use of herbicides/chemicals whether performed by the **Municipality** or its contractor:

All liability arising from the use or misuse herbicides/chemicals pursuant to this Agreement shall be the responsibility of the **Municipality** and, when applicable, the **Municipality's** contractor making said chemical applications.

Municipality shall notify **DOTD** of its intention to apply chemicals for growth retarding purposes. Said notification shall be in writing and shall be included in the **Municipality's** Roadside Management Plan. The Roadside Management Plan shall

include projected mowing and spraying schedules for the yearly contract. All herbicide applicators must possess a Category 6 Pesticide Applicators license obtained through the Louisiana Department of Agriculture and Forestry. A copy of licenses shall be included in the **Municipality's** Management Plan if the work is to be performed by **Municipality** employees. If herbicide/chemical application will be performed by **Municipality's** contractor, proof of insurance and required Louisiana licensing procedures shall be followed. The **DOTD** reserves the right to inspect and approve all forms of application equipment when making herbicide/chemical applications to **DOTD** Roadways and rights of ways.

All herbicide/chemical applications performed from the traveling roadway shall be performed in accordance with **DOTD's** "Safety Policy and Procedure Manual". This shall include, but is not limited to, the use of arrow boards and crash attenuators when applications are made from the inside lane or fast-moving lane on divided highways. The **DOTD** reserves the right to approve all herbicides/chemicals used in herbicide/chemical treatments to **DOTD** rights of ways. A list of herbicides/chemicals and the quantities to be used are contained in the **DOTD** Policy for Roadside Management. The **DOTD** reserves the right to disallow the use of Integrated Roadside Management practices in sensitive areas or sites or sites deemed by **DOTD** as unsuitable for such practices.

The **Municipality** or its contractor shall consult with the **DOTD** Roadside Development Coordinator, on an annual basis, to verify whether any of these conditions exist.

The maximum number of generalized herbicide applications, shall be limited to two (2) per growing season.

The maximum number of generalized seed-head suppression applications shall be limited to two (2) per growing season.

A combination of the above two types of spraying maybe allowed, but no more than two in any given growing season.

Further, there shall be a contract mowing cycle interspersed between any two herbicide applications.

Spot Treatments:

Spot treatments for weed control shall be allowed. Products used for spot treatments shall have no injurious effects to the predominant turf grass. Chemical control of grasses and weeds around signs, guardrails, light standards, revetments and bridge ends will be allowed. The Municipality shall obtain prior approval from the District

Roadside Development Coordinator for the chemicals used by the **Municipality** for spot treatments.

All concerns or questions relating to the use of herbicides shall be directed to the **DOTD** District Administrator.

ARTICLE IV: Reimbursement

DOTD will reimburse the **Municipality** on a semi-annual basis for work performed pursuant to this Agreement. The documentation required in Article II shall be submitted with each invoice. Payment will be withheld until the documentation is submitted and approved by **DOTD**.

ARTICLE V: Payments

Municipality shall be reimbursed by **DOTD** the amount of:

Eight Hundred Seventy Five and 00/100 Dollars, (\$875.00) per cycle, per mile for Interstate Roadways,

Five Hundred and 00/100 Dollars, (\$500.00) per cycle, per mile for divided State Roadways,

Two Hundred Fifty and 00/100 Dollars (\$250.00) per cycle, per mile for undivided State Roadways

All such payments shall be for work performed under the provisions of Article II - Litter and Trash Collection of this Agreement.

The total mileage to be maintained by the **Municipality** pursuant to this Agreement and for which the **Municipality** is entitled to reimbursement by **DOTD** is:

8.00 miles, Interstate Roadways,
9.82 miles, divided State Roadways,
24.15 miles, undivided State Roadways
41.97 miles total

The total maximum amount for which the **Municipality** may claim reimbursement is **SEVENTY ONE THOUSAND SEVEN HUNDRED NINETY AND 00/100 DOLLARS, (\$71,790.00).**

It is understood and agreed that the rates per cycle, per mile at which the **Municipality** is to be reimbursed are without regard to the type of wearing surface of

the traffic lanes or other features of the State and Interstate Roadways covered by this Agreement.

ARTICLE VI: Substandard Performance

If, in the opinion of the **DOTD** District Administrator, the **Municipality** has failed to properly fulfill its obligation with respect to any or all State Roadways covered by this Agreement, and after the **Municipality** has been notified in writing and given adequate opportunity to correct the condition, the **Municipality** has failed or refuses to correct said problem, the **DOTD's** District Administrator may order the **DOTD** maintenance forces to perform such work as, in his or her opinion, is necessary for the proper maintenance of the State Roadways and the **DOTD** may deduct the cost thereof from any monies due or that become due to **Municipality**.

ARTICLE VII: Indemnification

The **Municipality** shall defend, indemnify, save and hold harmless the State of Louisiana, through the Department of Transportation and Development, its offices, agents, servants and employees, including volunteers, from and against any and all claims, demands, suits, judgments of sums of money, attorneys' fees, court costs, expense and liability, to any party or third person, including, but not limited to, amounts for or arising out of injury or death to any person for loss of life, injury, damage, loss or destruction of any property, or damages for tort or breach of contract or any other basis of liability growing out of, resulting from, or by reason or any act, omission, operation or work of the **Municipality**, its agents, contractors, servants and employees, or on account of negligence in safeguarding the work or through use of unacceptable materials in maintaining the work, or because of any negligent act, omission or misconduct of the municipality, or because of claims or amount recovered from infringement of patent, trademark or copy right, or from claims or amounts arising or recovered under Worker's Compensation Act, or other law, ordinance, order or decree, or any and all costs, expense and/or attorneys' fees incurred by the municipality or **DOTD** as a result of any claims, demands, and/or causes of action while engaged upon or in connection with the performance of this Agreement by the **Municipality** or its contractors, employees, agents and assigns under this Agreement, except for those claims, demands, and/or causes of action arising out of the sole negligence of the Department or its agents, representatives and/or employees. The **Municipality** agrees to investigate, handle, respond to, provide defense for and defend, any such claims, demand or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if such claim, demand or suit is groundless, false or fraudulent.

ARTICLE VIII: Funding Contingency

The continuation of this Agreement is contingent upon the appropriation of funds by the Louisiana State Legislature to the **DOTD** to fulfill the requirements of this Agreement. If the Legislature fails to appropriate sufficient monies to provide the continuation of this Agreement, or if such appropriation is reduced by 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 this Agreement, this Agreement shall be reduced or terminate on the date said funds are no longer available.

ARTICLE IX: Limitation On Use of State Funds

The **Municipality** agrees to use the funds provided by the State through **DOTD** only for the services authorized in this Agreement and in accordance with constitutional and statutory restrictions on the use of State funds for public purposes.

ARTICLE X: Term and Cancellation

This Agreement shall begin on **July 1, 2026**, and shall end on **June 30, 2027**, but may be terminated earlier under any or all of the following conditions:

By mutual agreement and consent of the parties hereto.

By the **DOTD** as a consequence of the failure of the **Municipality** to comply with the terms or quality of work in a satisfactory manner.

By either party upon failure of the other party to fulfill its obligations as set forth in this Agreement.

By either party giving thirty (30) days written notice to the other party.

By the **DOTD** upon withdrawal or reduction of funding by the Louisiana Legislature or by any other lawful manner.

By either party as the result of an Act of God that prohibits performance, by either party, of duties proscribed in this Agreement.

If termination is made under condition four (4), above, after work has begun, the **Municipality** will be paid for all services rendered to date of termination.

DOTD may, at its option, suspend the services performed pursuant to this Agreement, without penalty of any kind, and without terminating the Agreement. Should the **DOTD** desire to exercise this right of suspension, it may do so by providing the **Municipality** with prior written notice of its intent to suspend the Agreement, thirty (30) days in advance of the effective date of suspension. The Agreement may be reinstated and resumed in full force and effect by **DOTD** by providing the **Municipality** with sixty (60) days written notice to that effect.

ARTICLE XI: Claims for Liens

The **Municipality** shall hold the **DOTD** harmless from any and all claims for liens for labor, services or materials furnished to the **Municipality** in connection with the performance of his obligations under this Agreement.

ARTICLE XII: Compliance With Laws

The **Municipality** agrees to abide by the requirements of the following as applicable: Title VI and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and the **Municipality** agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

ARTICLE XIII: Agreement Modifications

Any changes or modifications to the terms of this Agreement must be made by a fully executed Supplemental Agreement.

ARTICLE XIV: Disputes

Any dispute concerning a question of fact in connection with the work not disposed of by this Agreement or by agreement of the parties shall be referred to the **DOTD's** Secretary or his duly authorized representative for determination, whose decision in the matter shall be final and conclusive on the parties to this Agreement.

ARTICLE XV: Record Keeping, Reporting and Audits

The **Municipality** shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred relative to this project and shall make such materials available at their respective offices at all reasonable times during the Agreement period and for three years from the date of final payment under this

Agreement, for inspection by the **DOTD** Audit Control Section, the Legislative Auditor, and/or the Office of the Governor, Division of Administration Auditors under State and Federal Regulations effective as of the date of this Agreement and copies thereof shall be furnished if requested.

ARTICLE XVI: Covenant Against Contingent Fees

The **Municipality** warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the **Municipality** to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the **Municipality**, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

The **DOTD** shall have the right to annul this Agreement without liability or, in its discretion, deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee if the **Municipality** breaches or violates this warranty.

No member of or delegate to Congress or resident commissioner shall be entitled to any share or part of this Agreement or to any benefit that may arise therefrom, but this provision shall not be construed to extend to a contract if made with a corporation for its general benefit.

ARTICLE XVII: Subletting, Assignment or Transfer

The **Municipality** shall not subcontract any of his duties or responsibilities under this Agreement without the express written consent of DOTD.

The **Municipality** shall not assign any interest in this Agreement and shall not transfer any interest in same, whether by assignment or novation, without prior written consent of the DOTD, provided however, that claims for money due or to become due to the **Municipality** from DOTD may be assigned to a bank, trust company, or other financial institution without prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the DOTD.

ARTICLE XVIII: Successors and Assigns

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

WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their respective officers, thereunto duly authorized as of the day and year first above written.

THUS DONE AND SIGNED at _____, Louisiana, this ____ day of _____, 2026.

WITNESSES:

CITY OF MONROE

BY: _____
(Signed Name)

(Printed Name)

Tax ID. # _____

THUS DONE AND SIGNED at Monroe, Louisiana, this _____ day of _____, 2026.

WITNESSES:

STATE OF LOUISIANA - DOTD

BY: _____
DOTD SECRETARY

EXHIBIT "A"

CITY OF MONROE
ROAD DESCRIPTION

<u>ROUTE NAME</u>	<u>INTERSTATE ROUTE</u>
I-20 (From Western City Limits at Ouachita River to east end of elevated section)	0.87 Miles
I-20 (From east end of elevated section to Garrett Road)	2.93 Miles
I-20 (From Garrett Road to Bennett Bayou)	3.27 Miles
I-20 (From Bennett Bayou to east end of EB On-Ramp at Milhaven)	0.93 Miles

TOTAL INTERSTATE MILES: 8.00

<u>ROUTE NAME</u>	<u>DIVIDED ROUTE</u>
US 165 Bus. (From beg. Divided roadway to north end bridge over Union Pacific RR)	0.72 Miles
LA 15 (From beg. Divided roadway to end divided roadway – 15 Mi. West of JCT. US 165 Bypass)	0.27 Miles
LA 15 (From beg. Divided roadway at Orange Street to beg. One-Way Couplet at Texas Avenue)	0.28 Miles
US 165 (Southern City Limits 0.4 Mi. south of LA 15 to LA 553)	7.45 Miles
US 165 (From LA 553 to Centurytel Blvd.)	0.53 Miles
US 165 (From Centurytel Blvd. to Ouachita Christian School)	0.57 Miles

TOTAL DIVIDED MILES: 9.82

<u>ROUTE NAME</u>	<u>UNDIVIDED ROUTE</u>
US 80 (Western City Limits to Eastern City Limits)	4.10 Miles
US 165 Bus. (From South City Limits to begin divided roadway on Ouachita Ave.)	3.10 Miles
US 165 Bus, (North couplet from north end bridge over Union Pacific RR)	0.31 Miles
US 165 Bus. (South couplet from north end bridge over Union Pacific RR)	0.32 Miles
LA 15 (From South City Limits at Rose Street to divided roadway)	0.05 Miles
LA 15 (From end divided roadway to begin divided roadway at Orange Street)	1.55 Miles
LA 15 (North couplet from Texas Avenue to JCT. US 165 at Ouachita Avenue)	0.16 Miles
LA 15 (South couplet from Texas Avenue to JCT. US 165 at Ouachita Avenue)	0.13 Miles
LA 594 (From JCT. LA 15 eastward to Eastern City Limits)	3.62 Miles
LA 840-6 (From US 80 north to old Forsythe Avenue)	3.08 Miles
LA 840-6 (From old Forsythe Avenue to JCT. US 165)	0.85 Miles
LA 3275 (From JCT. US 165 south to JCT. US 80)	0.35 Miles
I-20 (Garrett Road Frontage Road)	2.20 Miles
US 165 (Frontage Roads)	4.33 Miles
TOTAL UNDIVIDED MILES: 24.15	
TOTAL MILES: 41.97	

Monroe Agreement
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EXHIBIT "B"

Municipality _____ Fiscal Year _____
SRM No. _____
Date from: _____ Date to: _____

The Municipality will be required to report daily work activities on the form provided (Exhibit 'B' attached). The completed work shall include the Mowing and Litter amounts in cubic yards, collected each day for the duration of the cycle or period of time that the work is being performed. Completed form shall be maintained by the municipality and shall be submitted to the DOTD district contact with the semi-annual reports.

[illegible]

Signed by: _____

Printed Name: _____

RESOLUTION

STATE OF LOUISIANA
CITY OF MONROE

NO. _____

The following Resolution was offered by _____, who moved for its adoption, and was seconded by _____:

A RESOLUTION AUTHORIZING THE CITY OF MONROE TO ENTER INTO AN OTHER TRANSACTION AGREEMENT WITH THE TRANSPORTATION SECURITY ADMINISTRATION UNDER THE LAW ENFORCEMENT OFFICERS REIMBURSEMENT PROGRAM FOR LAW ENFORCEMENT SERVICES AT MONROE REGIONAL AIRPORT AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the Transportation Security Administration (“TSA”) administers the Law Enforcement Officers Reimbursement Program (“LEORP”), which provides partial reimbursement to airport operators for qualified law enforcement services provided in support of passenger screening activities;

WHEREAS, TSA has issued Individual Agreement No. 70T01026T6114N205 to the City of Monroe under Parent Agreement No. 70T01026TLEORP001 for qualified law enforcement services at Monroe Regional Airport;

WHEREAS, the Individual Agreement provides for a period of performance from September 1, 2026 through August 31, 2027, and obligates federal funding in an amount not to exceed Eighty-Two Thousand One Hundred Twenty-Five and No/100 Dollars (\$82,125.00) as partial reimbursement for eligible law enforcement services provided in accordance with the terms and conditions of the Agreement; and

WHEREAS, the City of Monroe desires to participate in the Law Enforcement Officers Reimbursement Program and accept the federal reimbursement available pursuant to the Individual Agreement and applicable Parent Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that the City of Monroe is hereby authorized to enter into Individual Agreement No. 70T01026T6114N205 with the Transportation Security Administration under Parent Agreement No. 70T01026TLEORP001 for participation in the Law Enforcement Officers Reimbursement Program and the receipt of federal reimbursement for eligible law enforcement services provided at Monroe Regional Airport; and

BE IT FURTHER RESOLVED that Mayor Friday Ellis, or his designee, is hereby authorized to execute the Individual Agreement, accept the terms and conditions of the applicable Parent Agreement, and execute any other documents necessary or appropriate to carry out the purposes of this Resolution.

This Resolution was submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK



OTHER TRANSACTION AGREEMENT

OTA NUMBER		REQUISITION NUMBER	
70T01026T6114N205		PR266114E235	
ISSUED TO		ISSUED BY	
Name & Address: MONROE CITY OF P.O. BOX 1581 MONROE, LA 712101581 EIN: 72-6000903 UEI: KD61C3KL9855		Name & Address: Transportation Security Administration 6595 Springfield Center Drive Springfield, VA 20598, US Email:	
PROGRAM TITLE			
Program: Law Enforcement Officers Reimbursement Program (LEORP) Period of Performance: 12 months from date of award NAICS: 922120 – Police Protection PSC: S206 Housekeeping – Guard			
FISCAL DATA			
Accounting Line: 2026 0550000A002626DD F270F210F000 5913928400 T26D172700 410019 61000000 6115000000 12SLR66AR2 010103 Obligated: \$82,125.00 Total Agreement Value: \$82,125.00			
PURPOSE			
Agreement provides partial reimbursement to airport to offset the costs of carrying out aviation law enforcement responsibilities in support of passenger screening activities.			
AUTHORIZED SIGNATURES			
IN WITNESS WHEREOF, the Parties have entered into this Agreement by their duly authorized officers.			
Participant's Signature		ERICKA LANDRY Digitally signed by ERICKA LANDRY Date: 2026.09.08 09:26:43 -04'00'	
Date		09/08/2026	
TYPED NAME AND TITLE		Contracting Officer's Signature ERICKA LANDRY TYPED NAME AND TITLE	

This Individual Agreement, established between the Transportation Security Administration (TSA) and MONROE CITY OF ("Participant"), is subject to all terms and conditions of the Parent Agreement 70T01026TLEORP001. The Parent Agreement controls in the event of any conflict with this Individual Agreement. By commencing performance against this Individual Agreement, the Participant agrees to accept and comply with all terms and conditions of the Parent Agreement without exception.

The Participant agrees to provide qualified law enforcement services through the City of Monroe Sheriff's Department on-site at Monroe Regional (MLU) during TSA screening checkpoint operating hours, and to provide law enforcement support to the passenger-screening checkpoints consistent with TSA requirements and the Parent Agreement.

The FSD, in consultation with the Participant, has determined that on-site Hybrid/Combination stationing is appropriate. Participant agrees to provide and maintain, on a reimbursable basis, visible Law Enforcement presence in the vicinity of the screening checkpoint(s) during the hours of checkpoint operations each day.

The base period of performance for this agreement is 1-Sep-26 to 31-Aug-27. At any time during the performance under this Other Transaction Authority (OTA), TSA may unilaterally extend the agreement or provide additional funding as it becomes available. Agreements may be extended up to one year after the expiration of the Parent OTA.

The total funding obligated under this agreement is \$82,125.00, which may not be exceeded except via modification to this agreement by TSA. The funding provided under this agreement is based upon the specific requirements for Law Enforcement Officer (LEO) support at MLU.

Hourly rate: \$25.00

Daily hours: 9

Total number of days per year: **365**

Annual hours (daily hours * total number of days per year): 3,285

Annual funding (annual hours * hourly rate): \$82,125.00

Performance Requirements

The specific requirements that must be met to qualify for full reimbursement are provided in the attachment containing the LEO application.

Invoice Submission Method

Refer to **ARTICLE IX – BILLING PROCEDURE AND PAYMENT**, of the Parent Agreement.

TSA Point of Contact – Individual Agreement

Contracting Officer (CO):

Name: Ericka Landry

E-mail: Ericka.Landry@tsa.dhs.gov

Contracting Officer's Representative (COR):

Name: Yarley Jean

E-mail: Yarley.Jean@tsa.dhs.gov



OTHER TRANSACTION AGREEMENT

OTA NUMBER		REQUISITION NUMBER	
70T01026TLEORP001		Provided in Individual Agreements	
ISSUED TO		ISSUED BY	
Provided in Individual Agreements		Name & Address: Workforce & Enterprise Operations Address: 6595 Springfield Center Drive Springfield, VA 20598, US Email: Robert.Farrell@tsa.dhs.gov	
PROGRAM TITLE			
Program: Law Enforcement Officers Reimbursement Program (LEORP) Period of Performance: Provided in Individual Agreements NAICS: 922120 – Police Protection PSC: S206 Housekeeping – Guard			
FISCAL DATA			
Provided in Individual Agreements			
PURPOSE			
This establishes the requirements for the Parent Agreement for LEORP and the associated Terms and Conditions. All Terms established in this Agreement flow down to the Individual Agreements.			
AUTHORIZED SIGNATURE			
JASON M RICHARDS Digitally signed by JASON M RICHARDS Date: 2026.06.23 14:18:03 -04'00' Contracting Officer's Signature Jason Richards 6/23/2026 Date			
TYPED NAME AND TITLE			

ARTICLE I – PARTIES

This Other Transaction Agreement (hereinafter referred to as “Agreement” or “OTA”) is entered into between the United States of America (hereinafter referred to as the “Government”) Transportation Security Administration (hereinafter referred to as “TSA”) and Participant. The TSA and the Participant agree to cooperate in good faith and to perform their respective obligations using their cooperative good faith efforts in executing the purpose of this Agreement.

ARTICLE II – AUTHORITY

TSA and the Participant enter into this Agreement under the authority of the Aviation and Transportation Security Act, Pub. L. 107-71, 115 Stat. 597, specifically 49 U.S.C. 114(m), and 106(l) and (m), which authorizes agreements and other transactions on such terms and conditions as the Administrator determines necessary.

ARTICLE III – INTRODUCTION, BACKGROUND, PURPOSE AND SCOPE

A. Introduction

The Law Enforcement Officer Reimbursement Program (LEO RP) was established to provide partial reimbursement to airport operators to provide on-site, highly visible LEO presence through flexible, fixed, or a combination of the two (hybrid) support of the passenger screening checkpoint. State and local LE agencies play a critical role in security at airports. They are the primary responders to any incident within the airport perimeter.

B. Background

On November 19, 2001, the President and Congress enacted ATSA, which established TSA as a new Federal agency. ATSA provides authority to the Administrator of TSA to carry out chapter 449 of Title 49 United States Code relating to civil aviation security, including responsibility for ordering the deployment of law enforcement personnel at each airport security passenger-screening location to ensure passenger safety and national security.

Pursuant to 49 U.S.C. § 44903(c) and 49 C.F.R. Part 1542, each airport operator is required to establish an air transportation security program that provides a law enforcement presence and capability at the airport that is adequate to ensure the safety of passengers. This Agreement is part of the joint effort of TSA and the airport operator to deploy sufficient LEOs in support of passenger screening activities at the checkpoint to meet their dual responsibility to ensure the safety of passengers and to counter risks to transportation security.

C. Purpose of this Agreement

The Participant agrees to maintain a law enforcement presence and response that is adequate to support each system for screening persons and accessible property; focused on passenger screening checkpoint support. This law enforcement presence provides for the safety and security of persons and property against an act of criminal violence or aircraft piracy, and assists in preventing the introduction of TSA prohibited items.

LEOs will provide consistent support of TSA’s screening operations, including responding in person to calls involving attempts to bring prohibited items through the checkpoint, suspicious persons, suspicious circumstances, duress alarms, disorderly persons, and similar incidents and tasks and follow an established LE response standard which is mutually acceptable to the FSD, Participant and LE service provider.

There is a broad range of activities that LEOs engage in at the nation’s airports, many of which are outside the scope of this Agreement. Funding under this Agreement is intended to support a dedicated highly visible LEO presence through on-site flexible, fixed, or a combination of the two (hybrid) LEO stationing of the TSA screening checkpoints. For the purposes of this Agreement the acceptable LEO stationing postures will be defined in the Individual Agreements as follows:

- a. Fixed Stationing - The on-site LEO is stationed in the TSA passenger screening checkpoint during screening operations.
- b. Flexible Stationing - The on-site LEO is stationed in the vicinity/close proximity of the TSA passenger screening checkpoint, providing an enhanced visible presence/support at the checkpoint.
- c. Hybrid/Combination Stationing - A form of on-site LEO stationing involving both fixed and flexible stationing, which provides a combination of highly visible LEO presence in the checkpoint and in the vicinity/close proximity of the checkpoint.

Individual Agreements will be customized in order to address airport-specific security requirements, and may be updated as necessary based on changing circumstances.

- II. At a minimum the Participant will ensure that the Law Enforcement (LE) service provider:
 - a. Supports TSA's screening operations, including dealing with attempts to bring prohibited items through the checkpoint, disorderly persons and similar tasks.
 - b. Follows an established LE response standard which is mutually acceptable to the FSD, Participant and LE service provider.
 - c. Participates in TSA's Layered Security Programs (appropriate level of participation to be determined by the FSD and Participant).
 - d. Provides a minimum of 730 LE support hours per year.
 - e. Provides consistent LE support during the hours of TSA checkpoint operations.
- III. The Participant agrees to maintain a sufficient number of LEOs at or in the vicinity/close proximity of the checkpoint(s) during the hours of TSA screening checkpoint operations each day. For LEO RP purposes, LEO support of screening begins up to 1 hour prior to scheduled departure and remains up to 30 minutes after wheels up. The specific number of LEOs and the number of hours assigned to provide dedicated support to the passenger screening checkpoints must be identified in the submission.
- IV. The Participant will assist in the verification of LEO credentials as requested by the FSD or other TSA representatives.
- V. The Participant will promptly provide incident reports, police reports, and other information when requested by TSA as part of a regulatory investigation.
- VI. The Participant will fully cooperate with regulatory investigations.
- VII. The Participant shall coordinate all media releases related to the Agreement with the FSD; other contact with or by media on the terms and conditions of the LEO Reimbursement Agreement shall be referred to the Contracting Officer.
- VIII. Specific LEO support requirements will be defined within Individual Agreements supplementary to these terms and conditions. This support, based on the specific characteristics and security requirements of the airport, could include but is not limited to:
 - a. LEO patrol of a particular area.
 - b. Unique assistance to local TSA.

Note that such additional activities should only include those which are being performed during periods of TSA screening operations, and which do not interfere with the LEOs' ability to provide immediate response to incidents at the screening checkpoints. For the purposes of this Agreement, LEO response times in excess of 5 minutes are unacceptable. If utilizing Flexible Stationing or Hybrid/Combination Stationing, specific LE response times to non-emergency/ routine TSA calls will be defined in Individual Agreements.

- IX. Should the Participant fail to comply with the provisions outlined in this Agreement, it may face full or partial forfeiture of payment and/or sanctions up to removal from the Program. The Participant may be given up to 60 days to take corrective action(s) and rectify any identified compliance issue(s).

ARTICLE IV – RESPONSIBILITIES

The Participant agrees to provide on-site qualified law enforcement services, during TSA screening checkpoint operating hours, and to provide law enforcement support to the passenger-screening checkpoints in keeping with requirements provided by TSA in accordance with the current Security Directive 1542-01-07 (series), regulations, and other authorities regarding law enforcement services.

At locations where the Agreement allows for such flexible or hybrid stationing *and* it is appropriate based on security needs and the configuration of the airport, LEOs may patrol in front of screening checkpoints, throughout baggage drop areas, near retail and food concessions, and in other public areas. However, in order to be eligible for partial reimbursement by the LEO RP the primary focus of the officers' activities must still be on providing dedicated checkpoint support. Program Participants are required to provide a consistent, highly visible law enforcement presence at the checkpoint(s) during operational hours.

Unless a waiver has been granted in writing from an authorized TSA official, regardless of their position or title any individual who provides law enforcement support as outlined in this Agreement must possess all of the qualifications of a LEO set forth at 49 C.F.R. § 1542.217, while on duty at the airport. The TSA will provide partial reimbursement for on-site support of the TSA screening activities pursuant to the terms of this Agreement. At a minimum the Participant will ensure that the Law Enforcement (LE) service provider will:

- Provide consistent support of TSA's screening operations, including dealing with attempts to bring prohibited items through the checkpoint, disorderly persons and similar tasks.
- Follow an established LE response standard which is mutually acceptable to the FSD, Participant and LE service provider.

In addition, the FSD and the Participant will determine, where appropriate, the level of participation in TSA's Layered Security Programs, such as Advanced Threat Local Allocation Strategy (ATLAS), Table Top Exercises, Breach Drills, and Joint Vulnerability Assessments (JVAs).

The participant is responsible for the following:

1. The Participant will notify the FSD, promptly and in writing, of any changes to the points of contact for this Agreement or in the law enforcement agency providing the LE services.
2. The Participant shall coordinate all media releases related to the Agreement with the FSD; other contact with or by media on the terms and conditions of the LEO Reimbursement Agreement shall be referred to the Contracting Officer.
3. The Participant will assist in the verification of LEO credentials as requested by the FSD or other TSA representatives.
4. In accordance with Federal, State, and Local statutes, the Participant will promptly furnish on request to any

authorized TSA representative incident reports, police reports, and other information dealing with Aviation Security and/or each law enforcement response to transportation security incidents at the airport and in connection with TSA administrative inquiries.

5. The Participant will fully cooperate with regulatory and other TSA investigations.
6. The Participant will notify the Program of any operational changes that will impact eligible reimbursement activities during TSA checkpoint hours of operation.
7. The Participant shall take appropriate measures to protect proprietary, privileged, or otherwise confidential information that may come into their possession as a result of this Agreement, including Sensitive Security Information (SSI).

ARTICLE V - EFFECTIVE DATE AND TERM

This Agreement will have a ten (10) year ordering period. Beginning on the effective date of award. The TSA reserves the right to unilaterally extend this Agreement if it is in the Government's best interest. Individual Agreements will be placed with specific Agreement terms at any time during the ordering period with a period of performance that may extend up to one (1) year after the expiration of this Agreement.

ARTICLE VI – INDIVIDUAL AGREEMENTS

This Agreement serves as the Parent Agreement for LEORP. The Government will establish Individual Agreements that include funding for partial reimbursement and supplemental requirements with each Participant. Individual Agreements will be issued bilaterally in accordance with the current ordering procedures. This Parent Agreement does not serve as a guarantee for reimbursement.

ARTICLE VII – AVAILABILITY OF FUNDS

Funds are not obligated under this Parent Agreement, but will be obligated within Individual Agreements and are contingent upon the availability of appropriated funds. No legal liability on the part of the Government for any payment may arise until funds are made available and obligated within the Individual Agreements.

ARTICLE VIII – OBLIGATION AND PAYMENTS

A. Obligation.

The Government's liability to make payments to the Participant is limited to only those funds obligated under the Individual Agreements.

B. Limitation of Government Obligation.

In no event is the Government obligated to reimburse the Participant for expenditures in excess of the total funds allotted by the Government.

No Contracting Officer or employee of the Government may create or authorize an obligation in excess of the funds available, or in advance of appropriations (Anti-Deficiency Act, 31 U.S.C. § 1341), unless otherwise authorized by law.

TSA will provide partial reimbursement of the actual/direct costs of "fully burdened" Patrol Officers or equivalent salaries, up to the established not-to-exceed (NTE) amount.

Fully Burdened Rates may include:

- Base salary
- Social Security

- 401(k)/403(b)/457 plans
- Disability Insurance
- Health care benefits
- Pension
- Life Insurance

TSA will **not** cover overhead, overtime rates, or administrative costs.

The maximum fully burdened hourly rate for reimbursement will be set by TSA. Reimbursement may be at this rate or at the actual cost, whichever is the lesser of the two. TSA reserves the right to unilaterally modify the maximum rate during the period of performance as necessary to optimize the impact of the program.

ARTICLE IX – BILLING PROCEDURE AND PAYMENT

A. The United States Coast Guard Finance Center (“FINCEN”) performs the payment function on behalf of the TSA. Registration in the System for Award Management (SAM) is mandatory for invoice payment. For information regarding SAM, please refer to <https://www.sam.gov/SAM/>.

B. TSA will reimburse the Participant monthly for amounts expended for the passenger screening checkpoint activities described in this Agreement. Participants are required to provide mandated LE services regardless of funding level or period funding is received.

C. Requests for Reimbursement must detail the number of hours of LE services provided, the actual hourly rate, and the total amount requested for reimbursement. Monthly invoicing consists of services provided from the 1st day of the month to the last day of the month. Detailed documentation must be submitted for each item for which reimbursement is requested; for example, checkpoint logs, timesheets, and/or appropriate validation from payroll for each individual LEO’s fully burdened salary rate. Invoices must include signature from the FSD or FSD Designee validating the submission.

D. The final Request for Reimbursement is due within 45 days of the end of the Program Period and must be annotated as final.

E. Include the Unique Entity Identifier (UEI), Tax Identification Number (TIN) and the Electronic Funds Transfer (EFT) Banking Information with the Request for Reimbursement. Please note that this information must be consistent with the information in the Participant’s SAM account. Inaccurate information may result in delayed or rejected payment.

F. Invoicing

The invoice shall, at a minimum, include the following:

1. Agreement Number
2. Invoice Number and Invoice Date
3. Airport Code (ABC)
4. Name and Address of the Airport Requesting Fund Disbursement
5. Point of Contact, with Address, Telephone, Fax and E-mail Contact Information
6. Tax Identification Number and DUNS Number
7. Total Amount of Funds Requesting to be Disbursed by TSA (the Distribution Value, as stated in Article V of this Agreement)
8. Electronic Funds Transfer (EFT) Banking Information (If Applicable)
9. Remittance Address
10. Certification of Requestor, including the following language: *This is to certify that the incurred costs billed were actually expended in furtherance of this Agreement, and we understand that intentional*

falsification of the information contained herein may be subject to civil and criminal penalties under applicable federal laws and/or regulations.

11. Signature of Requestor's Authorized Representative with Date

Notwithstanding any other payment clause in this Agreement, the Government shall make invoice payments under the terms and conditions specified in this Article. Payment shall be considered made on the day the check is dated and deposited in the US mail, or an electronic funds transfer is completed. All days referred to in this provision are calendar days, unless otherwise specified.

ARTICLE X – AUDITS

TSA shall have the right to examine or audit relevant financial records for each Participant facility, while this Agreement, or any part thereof, remains in force and effect, and for a period of three years after expiration or termination of the terms of this Agreement. For each facility, Participant shall maintain: project records, technology maintenance records, and data associated with this project while this Agreement, or any part thereof, remains in force and effect, and for a period of three years after the expiration or termination of this Agreement. If this Agreement is completely or partially terminated, the records relating to the work terminated shall be made available for three years after any resulting final termination settlement. Records relating to appeals under the "Disputes" provision in Article XII regarding this Agreement shall be made available until such appeals are finally resolved.

As used in this provision, "records" includes books, documents and other data, regardless of type and regardless of whether such items are in written form, in the form of computer or other electronic data, or in any other form that relate to this project for each facility.

The Comptroller General of the United States shall also have access to, and the right to examine, any records involving transactions related to this Agreement.

This article shall not be construed to require Participant, or its contractors or subcontractors who are associated with or engaged in activities relating to this OTA, to create or maintain any record that they do not maintain in the ordinary course of business pursuant to a provision of law, provided that those entities maintain records which conform to generally accepted accounting procedures.

ARTICLE XI – AUTHORIZED REPRESENTATIVES

TSA Contacts

Contracting Officer (CO)

Jason Richards
6595 Springfield Center Dr
Springfield, VA 20598
Email: Jason.Richards@tsa.dhs.gov

Contracting Officer's Representative (COR)

Yarley Jean
6595 Springfield Center Dr
Springfield, VA 20598
Email: yarley.jean@tsa.dhs.gov

The COR is responsible for the technical administration and liaison of this Agreement. The COR is not authorized to change the scope of work, to make any commitment or otherwise obligate the TSA, or authorize any changes which affect the liability of the TSA. The Participant will inform the Contracting Officer in the event that the COR takes any action which is interpreted by the Participant as a change in scope or liability to either party.

ARTICLE XII - LIMITATIONS ON LIABILITY

Subject to the provisions of Federal law, including the Federal Torts Claims Act, each party expressly agrees without exception or reservation that it shall be solely and exclusively liable for the acts or omissions of its own agents and/or employees and that neither party looks to the other to save or hold it harmless for the consequences of any act or omission on the part of one or more of its own agents or employees, subject to the same conditions provided above.

Participant has the affirmative duty to notify the TSA Contracting Officer in the event that Participant believes that any act or omission of a TSA agent or employee would increase Participant costs and cause the Participant to seek compensation from TSA beyond TSA's liability as stated in Article IV (Responsibilities), or Article VII (Funding And Limitations). Claims against either party for damages of any nature whatsoever pursued under this Agreement shall be limited to direct damages not to exceed the aggregate outstanding amount of funding obligated under this Agreement at the time the dispute arises. If the Participant receives any communication which it interprets as instructions to change the work encompassed in this Agreement, or to incur costs not covered by funding obligated at that time, the Participant must not act on that communication, and must contact the Contracting Officer verbally and in writing immediately.

In no event shall either party be liable to the other for consequential, punitive, special and incidental damages, claims for lost profits, or other indirect damages.

No third party shall assert any rights under this Agreement unless expressly provided herein.

ARTICLE XIII – DISPUTES

Where possible, disputes shall be resolved by informal discussion between the Contracting Officer for TSA and an authorized representative of Participant. All disputes arising under or related to this Agreement shall be resolved under this Article. Disputes, as used in this Agreement, mean a written demand or written assertion by one of the parties seeking, as a matter of right, the adjustment or interpretation of Agreement terms, or other relief arising under this Agreement. The dispute shall be made in writing and signed by a duly authorized representative of the Participant or the TSA Contracting Officer. At a minimum, a dispute under this Agreement shall include a statement of facts, adequate supporting data, and a request for relief. In the event the parties are unable to resolve any disagreement through good faith negotiations, Participant may submit the dispute to the Deputy Assistant Administrator for Contracting and Procurement. If the decision of the Deputy Assistant Administrator for Contracting and Procurement is unsatisfactory, the decision may be appealed to the TSA Assistant Administrator for Contracting and Procurement. The parties agree that the TSA Assistant Administrator/Head of the Contracting Activity for Contracting and Procurement's decision shall be final and not subject to further judicial or administrative review and shall be enforceable and binding upon the parties.

ARTICLE XIV – TERMINATION

In addition to any other termination rights provided by this Agreement, either party may terminate the Individual Agreement at any time prior to its expiration date, with or without cause, by giving the other party at least thirty (30) days' prior written notice of termination. The Government has the unilateral right to terminate this Parent Agreement. Upon receipt of a notice of termination, the Participant shall take immediate steps to stop the accrual of any additional obligations that might require payment.

ARTICLE XV - CHANGES AND/OR MODIFICATIONS

Changes or modifications to this Agreement shall be made unilaterally by the TSA Contracting Officer (CO). Modifications to Individual Agreements will be made in writing by the TSA CO, and will reference the Individual Agreement number. Modifications shall cite the subject article to this Agreement and shall state the exact nature of the modification. No oral statement by any person shall be interpreted as modifying or otherwise affecting the terms of this Agreement. With the exception of Individual Agreement modifications that affect the scope of work which require bilateral Agreement between TSA and the Participant, modifications shall be issued unilaterally by the CO.

This may include administrative changes, additional funding, or changes to funding information.

ARTICLE XVI - CONSTRUCTION OF THE AGREEMENT

This Agreement and subsequent Individual Agreements are issued under 49 U.S.C. §106 (l)(6) and §114(m) and is not a procurement contract, grant, cooperative agreement, or other financial assistance. It is not intended to be, nor shall it be construed as, a partnership, corporation, or other business organization. Both parties agree to provide their best efforts to achieve the objectives of this Agreement. The Agreement constitutes the entire Agreement between the parties with respect to the subject matter and supersedes all prior agreements, understanding, negotiations and discussions whether oral or written of the parties. Each party acknowledges that there are no exceptions taken or reserved under this Agreement.

ARTICLE XVII - PROTECTION OF INFORMATION

The parties agree that they shall take appropriate measures to protect proprietary, privileged, or otherwise confidential information that may come into their possession as a result of this Agreement.

A. RECORDS AND RELEASE OF INFORMATION

Pursuant to 49 U.S.C. § 114(r), Sensitive Security Information and Nondisclosure of Security Activities, Sensitive Security Information (SSI) is a category of sensitive but unclassified (SBU) information that must be protected because it is information that, if publicly released, would be detrimental to the security of transportation. Under 49 Code of Federal Regulations Part 1520.5(a), the SSI Regulation also provides additional reasons for protecting information as SSI beyond the condition that the release of the information would be detrimental to the security of transportation. SSI may not be disclosed except in accordance with the provisions of that rule.

Title 49 of the Code of Federal Regulations, Part 1520 defines the scope, categorization, handling requirements and disposition of information deemed SSI. All members assigned to work under this Agreement are subject to the provisions of 49 CFR Part 1520, Protection of Sensitive Security Information, and shall safeguard and handle any SSI in accordance with the policies and procedures outlined in 49 C.F.R. Part 1520, as well as the DHS and TSA policies and procedures for handling and safeguarding SSI. All members assigned to work under this Agreement must complete the TSA-mandated SSI Awareness Training course prior to accessing SSI, and on an annual basis for the duration of the OTA or for the duration of the requester's need for access to SSI, whichever is later. The Agreement Holder shall place this requirement in all contracts, sub-contracts, joint venture agreements, and teaming agreements related to the performance of this Agreement. For purposes of this OTA, the OTA Agreement holder (Participant) would fall under the provision of 49 CFR § 1520.7(k): *Each person employed by, contracted to, or acting for a covered person, including a grantee of DHS or DOT, and including a person formerly in such position.*

Pursuant to 49 C.F.R. Part 1520.9(a)(3), the Agreement Holder must contact SSI@tsa.dhs.gov for guidance on handling requests to access to SSI (before using SSI materials) for any other purpose besides activities falling within the scope of the Agreement by other persons, including requests from experts, consultants, and legal counsel ("requesters") hired by the Agreement Holder. The Agreement Holder shall include the Contracting Officer (CO) and Contracting Officer Representative (COR) as a carbon copy "cc" recipient of its contact to SSI@tsa.dhs.gov. The TSA SSI office must first make a determination as to whether the requesters are a "covered person" with a "need to know" under 49 C.F.R. Parts 1520.7 and 1520.11. Further recipients of SSI shall be provided NDAs, in accordance with these contract provisions, and with a copy of the *SSI Quick Reference Guide for DHS Employees and Contractors*.

(Non-Disclosure Agreements (NDAs). The Contracting Officer will provide the non-disclosure form (DHS Form 11000-6), as necessary, to the Agreement holder when circumstances warrant. NDAs are required to be signed by all OTA personnel when access to SSI is necessary for performance of the Agreement. By signing the NDA, the recipient certifies in writing that they will take the necessary steps to prevent the unauthorized disclosure and use of information.

Breach. In accordance with 49 C.F.R. Part 1520.9(c), the Agreement holder agrees that in the event of any actual or suspected breach of SSI (i.e., loss of control, compromise, unauthorized disclosure, access for an unauthorized purpose, or other unauthorized access, whether physical or electronic), the Agreement holder shall immediately, and in no event later than one hour of discovery, report the breach to the Contracting Officer and the COR. The Agreement holder is responsible for positively verifying that notification is received and acknowledged by at least one of the foregoing Government officials.

B. Publicity and Dissemination of Agreement Information

The Agreement holder shall not publish, permit to be published, or distribute for public consumption, any information, oral or written, concerning the results or conclusions made pursuant to the performance of this Agreement without the prior written consent of the Contracting Officer. The Agreement holder shall submit any request for public release at least ten (10) business days in advance of the planned release.

Under no circumstances shall the Agreement holder release any requested submittal prior to TSA approval. Any material proposed to be published or distributed shall be submitted via email to the Contracting Officer. The Contracting Officer will follow the procedures in Management Directives 1700.3 and 1700.4. The Office of the Administrator retains the authority to deny publication authorization. Any conditions on the approval for release will be clearly described. Notice of disapproval will be accompanied by an explanation of the basis or bases for disapproval.

Any contact with or by a Media firm or personnel related to this Agreement and in accordance with the terms of this Agreement shall be referred to the Contracting Officer.

ARTICLE XVIII – MINIMUM QUALIFICATIONS OF LEO PERSONNEL FOR WHICH PARTICIPANT MAY BE REIMBURSED UNDER THIS AGREEMENT

A. Have authority to arrest, with or without a warrant, while on duty at the airport for the following violations of the criminal laws of the State and local jurisdictions in which the airport is located:

- A crime committed in the presence of the individual, or
- A felony, when the individual has reason to believe that the suspect has committed it;

B. Be identifiable by appropriate indicia of authority;

C. Be armed with a firearm and authorized to use it; *and*

D. Have completed a training program meeting the requirements of 49 C.F.R. § 1542.217(c) and (d), to include training in:

- The use of firearms;
- The courteous and efficient treatment of persons subject to inspection, detention, search, arrest, and other aviation security activities;
- The responsibilities of law enforcement personnel under the security program; and
- Any other subject TSA determines is necessary.

Category III and Category IV airports may apply to TSA for a waiver in order to be reimbursed for their provision of Armed Security Guards who do not fully meet all of the above qualifications. TSA will review the qualifications of any such guards proposed to provide LE support on a case-by-case basis, to include these individuals' arrest authority and any law enforcement training they undergo, to determine-- in the agency's sole discretion-- whether they are sufficient for Program purposes.

ARTICLE XIX – PERFORMANCE REVIEWS

A. The Program Manager shall review the monthly Certification sheets submitted by the FSD.

B. An annual performance review may consist of a comparison of the following:

- LEO evaluation/certification results
- Aviation Security Inspector (ASI) Compliance Reports

- Consolidated invoiced and actual cost reports
- Performance and Results Information System (PARIS) Reports
- Performance Measurement Information System (PMIS) Reports
- Airport Information Management System (AIM)

RESOLUTION

**STATE OF LOUISIANA
CITY OF MONROE**

NO. _____

The following Resolution was offered by _____, who moved for its adoption, and was seconded by _____:

A RESOLUTION AUTHORIZING THE CITY OF MONROE TO ENTER INTO A NON-FEDERAL REIMBURSABLE AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION FOR THE TAXIWAY D EXTENSION PROJECT AT MONROE REGIONAL AIRPORT AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the City of Monroe is undertaking the Taxiway D Extension Project at Monroe Regional Airport, which requires the relocation of certain communication cables and infrastructure associated with Federal Aviation Administration ("FAA") Airport Surveillance Radar ("ASR") and Remote Transmitter/Receiver ("RTR") facilities;

WHEREAS, the FAA and the City of Monroe desire to enter into Non-Federal Reimbursable Agreement No. AJW-FN-CSA-26-SW-007833 to provide for FAA engineering design review, inspection, testing, coordination, and other services associated with the relocation of FAA facilities and infrastructure impacted by the Project;

WHEREAS, the estimated cost of the FAA services to be provided pursuant to the Agreement is Forty-One Thousand One and 90/100 Dollars (\$41,001.90), which the City is required to pay in advance, subject to reconciliation based upon the FAA's actual costs in accordance with the Agreement; and

WHEREAS, the City Council finds that entering into the Agreement is necessary and appropriate to facilitate the Taxiway D Extension Project at Monroe Regional Airport.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that Non-Federal Reimbursable Agreement No. AJW-FN-CSA-26-SW-007833 between the City of Monroe and the Federal Aviation Administration for FAA services associated with the Taxiway D Extension Project at Monroe Regional Airport is hereby approved; and

BE IT FURTHER RESOLVED that Mayor Friday Ellis, or his designee, is hereby authorized to execute said Agreement on behalf of the City of Monroe and to execute any other documents necessary or appropriate to carry out the purposes of this Resolution.

This Resolution was submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

NON-FEDERAL REIMBURSABLE AGREEMENT

BETWEEN

**DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

AND

**THE CITY OF MONROE, OUACHITA PARISH
MONROE REGIONAL AIRPORT
MONROE, LOUISIANA**

WHEREAS, the Federal Aviation Administration (FAA) can furnish directly or by contract, material, supplies, equipment, and services which The City of Monroe, Ouachita Parish, Monroe, Louisiana (Sponsor) requires, has funds available for, and has determined should be obtained from the FAA;

WHEREAS, it has been determined that competition with the private sector for provision of such material, supplies, equipment, and services is minimal; the proposed activity will advance the FAA's mission; and the FAA has a unique capability that will be of benefit to the Sponsor while helping to advance the FAA's mission;

WHEREAS, the FAA has determined that this project is construction or alteration at an airport as to which notice is required under section 77.9 of title 14, Code Federal Regulations.

NOW THEREFORE, the FAA and the Sponsor mutually agree as follows:

ARTICLE 1. Parties

The Parties to this Agreement are the FAA and The City of Monroe, Ouachita Parish, Monroe, Louisiana.

ARTICLE 2. Type of Agreement

This Agreement is an "other transaction" authorized under 49 U.S.C. § 106(l)(6). It is not intended to be, nor will it be construed as, a partnership, corporation, joint venture or other business organization.

ARTICLE 3. Scope

- A. The purpose of this Agreement between the FAA and the Sponsor is to perform an engineering design review and Contractor Acceptance Inspection(s) (CAI) activities in the Sponsor's Taxiway (TWY) D extension project for cable relocation at Monroe Regional Airport (MLU) impacting communication cables and infrastructure for the FAA's Airport Surveillance Radar (ASR) and Remote Transmitter/Receiver (RTR).

The scope of this Agreement supports review of Sponsor provided 90% design package and the CAI required to address impacted FAA NAS facilities. FAA support may be affected by government shutdowns, pandemics, natural disasters or other items outside of FAA control. FAA engineering and technician onsite support will be coordinated in advance and scheduled in accordance with FAA travel restrictions. No construction work shall be performed involving FAA facilities, systems, and equipment during FAA maintenance moratorium periods, which will be provided by FAA.

Listed below are the FAA facilities and infrastructure that will be affected by the Sponsor's project. Waivers will not be approved during an FAA moratorium. The Sponsor will be required to provide engineering design, and FAA will provide an engineering design review and CAI support for the following activities:

1. Relocation of the impacted FAA cabling and infrastructure.

Therefore, this Agreement is titled:

**Monroe, LA (MLU) -TWY D Extension -ASR and RTR Cables Relocation at
Monroe Regional Airport.**

B. The FAA will perform the following activities:

Engineering:

1. Coordinate with the Sponsor in order to ensure that National Environmental Policy Act (NEPA) documentation for the project incorporates associated FAA actions. Also ensure NEPA documentation meets FAA requirements and approvals.
2. The FAA will provide comments to the 90% design plans and specifications packages. The Sponsor's design plans and specifications are not final until the FAA has notified the Sponsor that all the FAA's comments, suggestions, and/or requirements have been incorporated into the design plans and specifications.
 - a. 90% design plans and specifications comments will be provided within 21 calendar days of receipt of design plans and specifications package.
3. The FAA will require 21 calendar days for review of the 90% design plans submission. The Sponsor's design plans and specifications are not final until the FAA has notified the Sponsor that all of the FAA's comments, suggestions, and/or requirements have been incorporated into the design plans and specifications.

Construction/Installation:

4. Locate and mark all FAA power and control cables in the area affected by the Sponsor's construction. Any excavation required for cable location confirmation will be executed by the Sponsor with FAA oversight.
5. Provide access to impacted FAA facilities.

6. Participate in any and all Contractor Acceptance Inspection(s) (CAI) and Joint Acceptance Inspections (JAI) of all FAA impacted facilities at the end of construction for the purpose of identifying any deficiencies or corrections required, otherwise noted as exceptions.
7. Provide FAA personnel for scheduled outage and cutover
8. Provide FAA personnel to oversee key events and be available for testing and checkout procedures.

C. The Sponsor will perform the following activities:

Engineering:

1. Provide funding for all activities outlined in this Agreement.
2. Provide a full set of plans, including scaled electronic drawings, showing the proposed work.
3. Provide a full schedule for the work to be accomplished, including construction activities related to FAA facilities and equipment.
4. Incorporate requirements and recommendations made by the FAA into the design drawings and specifications impacting FAA-owned systems.
5. Support Engineering Services availability by not seeking engineering design review support before the RA is executed, funded, and authorized for use. Should the Sponsor decide to accelerate the schedule ahead of agreed upon dates, Technical Operations technicians and engineers may not be available to support. Thus, this Agreement would have to be canceled or amended if Tech Ops staff is available to support an accelerated timeline.
6. Perform all appropriate surveys and engineering design for the Sponsor's project impacting FAA facilities, equipment, and infrastructure.
7. Develop the plans and specifications for the construction of the Sponsor's project impacting the MLU ASR and MLU RTR with FAA's participation and approval. The Sponsor shall coordinate any interruptions or changes that may have an impact to FAA facilities, systems, and equipment necessitated by the Sponsor's project. Scope of work includes the relocation and replacement of the existing RTR and ASR cabling to duct bank.
8. Provide the FAA copies of the final grading plan showing the contours and site-grading profile information. Provide lat./long. coordinates for centerlines of installed manholes. Provide a record of duct bank elevations at bored locations.
9. Provide FAA an intermediate engineering package (90% or greater) no later than 150 days prior to construction. Provide a final engineering package (100%) no later than 90 days prior to construction that has resolved all of the comments and issues identified in the 90% review. The Sponsor's design plans and specifications are not final until the FAA has notified the Sponsor that all of the FAA's comments, suggestions, and/or requirements have been incorporated into the design plans and specifications. The 100% engineering package provided to the FAA will not be reviewed and are for informational only purposes.

10. Provide funding for any mandatory upgrades or modifications to any FAA facility impacted by the Sponsor's project. An example of a required modification is safety-related improvements when a facility is "grandfathered" (i.e., allowed to operate under the original design but required to be compliant with current standards).
11. Provide the Sponsor's schedule and construction sequencing plan to the FAA Surveillance and Weather Engineering Center before finalizing the plan to ensure that the Sponsor and FAA are in Agreement on the critical path, schedule, and milestones. This should be done during the project 90% engineering design review phase, before construction contract award. In addition, provide a copy of the Sponsor's schedule within 30 calendar days of the effective date of this Agreement, and updated monthly (or as soon as changes occur), including the following tasks:
 - a. Construction bid;
 - b. Construction award;
 - c. Construction start;
 - d. Construction complete;
 - e. Runway/Taxiway service available dates;
 - f. Dates when FAA assumes ownership for work on buried infrastructure;
12. Provide to the FAA one (1) electronic copy using AutoCAD and Adobe (.pdf) format of the complete and finalized Plans and Specifications for the FAA's coordination and review at the agreed-upon design phases. Within 21 calendar days of receipt of the FAA's comments, or within such other period as the parties may agree, the Sponsor will provide to the FAA below Engineering Center(s), a written response to each of the FAA's comments, suggestions, and requirements.
13. Complete the contract, construction bid, and award process for the construction phase of the project using approved FAA plans and specifications for FAA impacted facilities.
14. The Sponsor shall advise the FAA immediately of any proposed changes to the "approved" design plans and specifications before and during the project's construction. Before starting any construction, provide one (1) electronic copy using AutoCAD and Adobe (.pdf) format of the complete and finalized Plans and Specifications for the FAA's coordination and review at the agreed-upon design phases.

FAA Surveillance and Weather Engineering Center, AJW-2C11
ATTN: Phong Cao
10101 Hillwood Pkwy
Fort Worth, TX 76177-1524
Phone: (817) 222-4598
Email: Phong.Cao@faa.gov

15. Provide any information on hazardous materials or other environmental conditions that may impact the FAA relocated facilities. This information includes, but is not limited to, previous and current studies/reports conducted on known or suspected areas of environmental contamination located on or adjacent to airport property. The Sponsor agrees to remediate, at its sole cost, all hazardous substance contamination found to impact the proposed FAA facility sites prior to construction and modification to the land rights MOA. In the event that contaminants are discovered on future FAA equipment areas during the course of the FAA's environmental due diligence documentation process, the FAA will require that those areas be remediated. Should this occur, the FAA would coordinate further details with the Sponsor.
16. Sponsor shall work with the FAA Airports Region/District Office and submit non-rulemaking airport (NRA) or non-rulemaking (NR) airspace cases for temporary and permanent locations of all buildings and equipment to be placed on the airfield as well as required Airspace cases showing information regarding construction vehicles and equipment during each phase of the project to include all trenching operation locations, truck routes, contractor staging areas, cranes, etc. Sponsor shall respond to all NR/NRA case reviewer questions and comply with all reviewer comments. A "determination letter" must be received and reviewed by the FAA ADO before any construction can begin. Airspace cases can be submitted online via <https://oeaaa.faa.gov>.
17. Provide the FAA with access to the project site, including any airport-specific security briefs or driving requirements, for the purposes of site surveys, construction inspection, and other activities.

Construction/Installation:

18. Provide funding for all activities outlined in this Agreement.
19. Provide the following detailed schedules:
 - a. Construction – The Sponsor will provide a detailed schedule of all activities involving FAA impacts no later than 60 calendar days prior to commencing construction. The activities will be delineated by location and phases of construction. Construction requiring FAA oversight shall be phased in such a manner that there are no gaps, which would require multiple return trips. If such gaps are necessary, the FAA reserves the right to renegotiate the Agreement.
 - b. Work Schedule – The Sponsor will provide a detailed schedule that includes the number of crews, their location and the number of shifts that will be utilized no later than 60 calendar days prior to construction. Update schedule bi-weekly or as soon as changes occur.
20. Facilitate, document, and mitigate issues identified by the FAA in a timely manner in an effort to align with scheduling of FAA or its contracted onsite presence.
21. Verify marked FAA power and control cables by hand digging, or hydro excavation, at multiple locations in the construction zone to establish the depth and routing of FAA cables. Replace FAA power and control cables for FAA

facilities, systems, and equipment impacted by the project activities in accordance with applicable FAA rules, regulations, orders, requirements, and standards.

22. In the case of a cut cable, the Sponsor will replace the damaged cable between termination points. The FAA will participate in a joint inspection of the repaired cable in each hand-hole/manhole for proper racking and tags, as well as grounding and terminations. No splicing of cables allowed except at existing locations.
23. Ensure a splice kit is onsite while working around FAA cabling as outlined in FAA-C-1391 and FAA-STD-061A.
24. Construct all new duct banks, manhole structures, power, grounding, counterpoise, equipment racks, communication cables in accordance to approved FAA drawings
25. Construction of new duct banks shall be in accordance with FAA-C-1391, FAA-C-1217, and FAA-STD-019.
26. Provide all testing of existing and new cables required by the FAA. Copy of test results shall be submitted to the FAA Project Engineer.
27. Provide copies of all critical shop drawings, as required.
28. Provide all appropriate documentation on make/models numbers and manuals on all systems installed as required.
29. The Sponsor will coordinate Environmental and Flight Procedure approvals/comments through the System Support Center (SSC).
30. Notify and coordinate with the FAA all requests to shut down any FAA navigation facilities, systems, or equipment no-less-than 45 days prior to the start of construction. A construction schedule must accompany any request for the shutdown of any FAA navigation facility, system, or equipment. There may be times when a request for shutdown of a facility will not be granted due to air traffic operations. A request to shut down a specific FAA navigation facility, system, or equipment is not automatically associated with the shutdown of any other runway, threshold displacement, or pavement or grading work.

Note: No construction work shall be performed during FAA maintenance moratorium periods, which will be provided by FAA.

31. For any items corrected by the Sponsor's contractor, the Sponsor will be responsible for payment to the contractor.
32. For any items completed by the FAA, the Sponsor will pay the FAA in advance.
33. Provide the FAA unencumbered access to all site areas impacting FAA facilities.
34. Per FAA Advisory Circular 150/5370-12B, the Sponsor must provide and maintain competent technical supervision at the construction site throughout the project to ensure the work conforms to the plans, specifications, and schedules approved by the FAA for the project. Refer to AIP grant Assurance No. 17, *Construction Inspection and Approval*. The Sponsor must provide adequate

construction quality assurance inspection for all stages of work. This includes adequate documentation of the quality assurance results and reporting on the contractor's work progress. All work is subject to FAA inspection at all places and at all reasonable times before acceptance.

35. Ensure that no other activities or projects at the Airport, scheduled or otherwise, interfere with the FAA's acceptance testing or other scheduled activities.
36. Participate in any and all Contractor Acceptance Inspection(s) (CAI) and Joint Acceptance Inspections (JAI) of all FAA impacted facilities at the end of construction for the purpose of identifying any deficiencies or corrections required, otherwise noted as exceptions. The FAA will conduct a JAI prior to the commissioning and return-to-service of any FAA system. Exceptions noted will be remedied by the Sponsor no later than 60 calendar days after the CAI/JAI. If exceptions are not corrected within 60 calendar days of the CAI/JAI, the FAA will clear the remaining exceptions and charge the cost to the Sponsor through the Reimbursable Agreement. All exceptions must be cleared or otherwise resolved before the agreement can be closed out.
37. Provide to the FAA at the time of the CAI, all warranty information and documentation for all FAA facilities, systems, and infrastructure on work done by the Sponsor's contractor, including material and equipment provided, and cable and grounding/ lightning protection system testing.
38. Provide the FAA with three (3) hard copy sets of ANSI size "D" "As-Built" drawings for the construction phase, along with one electronic set of files in AutoCAD format. The electronic files must include all supporting library files necessary to produce a complete set of drawings. This includes all drawings, models, xrefs, PDFs, JPGs, .docx, .xlsx, raster images, and any other relevant materials required to ensure the accurate and timely completion of the as-built drawings. If the Sponsor fails to deliver the "As-Built" drawings within 60 calendar days of project completion, as stipulated in this Agreement, the FAA will complete the "As-Built" drawings and charge the Sponsor accordingly. The "As-Built" drawings must accurately reflect the construction as built, rather than the proposed design.
39. Submit FAA Form 6000-26 *Airport Sponsor Strategic Event Submission Form* no less than 45 days prior to the start of construction that will impact NAS facilities, result in a full or partial runway closure, or result in a significant taxiway closure. This form is available on the OE/AAA website. This form may also be used to notify the FAA of any changes to the project schedule.

ARTICLE 4. Points of Contact

A. FAA:

1. The FAA Central Service Area, Planning and Requirements Group will provide administrative oversight of the Agreement. Andres Garza is the Lead Planner and liaison with the Sponsor and can be reached at (817) 222-5717 or via email at Andres.Garza@faa.gov. This liaison is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which affect the

estimated cost, period of performance, or other terms and conditions of this Agreement.

2. The FAA Weather Surveillance Engineering Center will provide perform the scope of work included in this Agreement. Phong Cao is the Weather Surveillance Engineering Center Manager and liaison with the Sponsor and can be reached at (817) 222-4598 or via email at Phong.Cao@faa.gov. This liaison is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which affect the estimated cost, period of performance, or other terms and conditions of this Agreement.
3. The execution, amendment, and administration of this Agreement must be authorized and accomplished by the FAA's Contracting Officer, Bradley K. Logan who can be reached at (817) 222-4395 or via email at brad.logan@faa.gov.

B. Sponsor:

City of Monroe, Monroe Regional Airport
Attn: Charles Butcher, Airport Director
5400 Operations Road
Monroe, LA 71203
Phone: (318) 329-2460
Email: charles.butcher@ci.monroe.la.us

ARTICLE 5. Non-Interference with Operations

The Sponsor understands and hereby agrees that any relocation, replacement, or modification of any existing or future FAA facility, system, and/or equipment covered by this Agreement during its term or any renewal thereof made necessary by Sponsor improvements, changes, or other actions which in the FAA's opinion interfere with the technical and/or operations characteristics of an FAA facility, system, and/or piece of equipment will be at the expense of the Sponsor, except when such improvements or changes are made at the written request of the FAA. In the event such relocations, replacements, or modifications are necessitated due to causes not attributable to either the Sponsor or the FAA, the parties will determine funding responsibility.

ARTICLE 6. Property Transfer

- A. To the extent that the Sponsor provides any material associated with the Project, and to the extent that performance of the requirements of this Project results in the creation of assets constructed, emplaced, or installed by the Sponsor, all such material (buildings, equipment, systems, components, cable enclosures, etc.) and assets will be transferred to and become the property of the FAA upon project completion. For purposes of this Article 6, "project completion" means that FAA has inspected the specific equipment or construction, and has accepted it as substantially complete and ready for use. The creation of an additional agreement will not be required, unless such other agreement is required by the laws of the state in which the subject property is located. The Sponsor and FAA acknowledge by execution of this agreement the

FAA will accept the fundamental responsibilities of ownership by assuming all operations and maintenance requirements for all property transferred to the FAA. The transfer of asset(s) will occur on the date the asset(s) is placed in service. It has been determined the subject transfer(s) to FAA is in the best interest of both the Sponsor and FAA.

- B. In order to ensure that the assets and materials subject to this Article remain fully accounted-for and operational, the Sponsor will provide the FAA any additional documents and publications that will enhance the FAA’s ability to manage, maintain and track the assets being transferred. Examples may include, but are not limited to, operator manuals, maintenance publications, warranties, inspection reports, etc. These documents will be considered required hand-off items upon Project completion.

ARTICLE 7. Estimated Costs

The estimated FAA costs associated with this Agreement are as follows:

DESCRIPTION OF REIMBURSABLE ITEM	ESTIMATED COST
Labor	
Engineering Support	23,824.80
Environmental Support	1,323.60
SSC Support	5,000.00
Labor Subtotal	30,148.40
Labor Overhead	5,993.50
Total Labor	36,141.90
Non-Labor	
Drafting (outsourced)	2,000.00
Travel	2,500.00
Non-Labor Subtotal	4,500.00
Non-Labor Overhead	360.00
Total Non-Labor	4,860.00
TOTAL ESTIMATED COST	\$41,001.90

ARTICLE 8. Period of Agreement and Effective Date

The effective date of this Agreement is the date of the last signature. This Agreement is considered complete when the final invoice is provided to the Sponsor and a refund is sent or payment is received as provided for in Article 9 of this Agreement. This Agreement will not extend more than five years beyond its effective date.

ARTICLE 9. Reimbursement and Accounting Arrangements

- A. The Sponsor agrees to prepay the entire estimated cost of the Agreement. The Sponsor will send a copy of the executed Agreement and submit full advance payment in the amount stated in Article 7 to the Reimbursable Receipts Team listed in Section C of this Article. The advance payment will be held as a non-interest bearing deposit. Such advance payment by the Sponsor must be received before the FAA incurs any obligation to implement this Agreement. Upon completion of this Agreement, the final costs will be netted against the advance payment and, as appropriate, a refund or final bill will be sent to the sponsor, except as described in section D of this Article. Per U.S. Treasury guidelines, refunds under \$1.00 will not be processed. Additionally, FAA will not bill the sponsor for amounts less than \$1.00.
- B. The Sponsor certifies that arrangements for sufficient funding have been made to cover the estimated costs of the Agreement.
- C. The Reimbursable Receipts team is identified by the FAA as the billing office for this Agreement. The preferred method of payment for this agreement is via Pay.Gov. The sponsor can use a check or credit card to provide funding in this manner and receipt-processing time is typically within 3 working days. Alternatively, the sponsor can mail the payment to the address shown below. When submitting funding by mail, the Sponsor must include a copy of the executed Agreement and the full advance payment. All payments mailed to the FAA must include the Agreement number, Agreement name, Sponsor name, and project location. Payments submitted by mail are subject to receipt-processing delay of up to 10 working days.

FAA payment remittance address using USPS is:

DOT/FAA/ESC
P.O. Box 25770
AMK-322 – MPB 328
Oklahoma City, OK 73125

FAA payment remittance address using Fed Ex (overnight) is:

DOT/FAA/ESC
AMK-322 – MPB328
6500 S. MacArthur Blvd.
Oklahoma City, OK 73169

The Sponsor hereby identifies the office to which the FAA will render bills for the project costs incurred as:

City of Monroe, Monroe Regional Airport
Attn: Charles Butcher, Airport Director
5400 Operations Road
Monroe, LA 71203

Phone: (318) 329-2460
Email: charles.butcher@ci.monroe.la.us

- D. The FAA will accept payments under this Article from only one of two sources: either (1) the Sponsor or (2) a Third Party on behalf of the Sponsor, and the same source must make all required payments. If a Third Party makes the payments, then any refund due from FAA upon completion of the Agreement will be returned to that Third Party.
- E. The FAA will provide the Sponsor a quarterly Statement of Account of costs incurred against the advance payment.
- F. The cost estimates contained in Article 7 are expected to be the maximum costs associated with this Agreement, but may be amended to recover the FAA's actual costs. If during the course of this Agreement actual costs are expected to exceed the estimated costs, the FAA will notify the Sponsor immediately. The FAA will also provide the Sponsor an amendment to the Agreement which includes the FAA's additional costs. The Sponsor agrees to prepay the entire estimated cost of the amendment. The Sponsor will send a copy of the executed amendment to the Agreement to the Reimbursable Receipts Team with the additional advance payment. Work identified in the amendment cannot start until receipt of the additional advance payment. In addition, in the event that a contractor performing work pursuant to the scope of this Agreement brings a claim against the FAA and the FAA incurs additional costs as a result of the claim, the Sponsor agrees to reimburse the FAA for the additional costs incurred whether or not a final bill or a refund has been sent.

ARTICLE 10. Changes and Amendments

Changes and/or amendments to this Agreement will be formalized by a written amendment that will outline in detail the exact nature of the change. Any amendment to this Agreement will be executed in writing and signed by the authorized representative of each party. The parties signing this Agreement and any subsequent amendment(s) represent that each has the authority to execute the same on behalf of their respective organizations. No oral statement by any person will be interpreted as amending or otherwise affecting the terms of the Agreement. Any party to this Agreement may request that it be amended, whereupon the parties will consult to consider such amendments.

ARTICLE 11. Termination

In addition to any other termination rights provided by this Agreement, either party may terminate this Agreement at any time prior to its expiration date, with or without cause, and without incurring any liability or obligation to the terminated party other than payment of amounts due and owing and performance of obligations accrued, in each case on or prior to the termination date, by giving the other party at least thirty (30) days prior written notice of termination. Payment of amounts due and owing may include all costs reimbursable under this Agreement, not previously paid, for the performance of this Agreement before the effective date of the termination; the total cost of terminating and

settling contracts entered into by the FAA for the purpose of this Agreement; and any other costs necessary to terminate this Agreement. Upon receipt of a notice of termination, the receiving party will take immediate steps to stop the accrual of any additional obligations which might require payment. All funds due after termination will be netted against the advance payment and, as appropriate, a refund or bill will be issued.

ARTICLE 12. Order of Precedence

If attachments are included in this Agreement and in the event of any inconsistency between the attachments and the terms of this Agreement, the inconsistency will be resolved by giving preference in the following order:

- A. This Agreement
- B. The attachments

ARTICLE 13. Legal Authority

This Agreement is entered into under one or more of the following authorities: 49 U.S.C. § 106(l), 31 U.S. Code 6505 Intergovernmental Cooperation Act. Nothing in this Agreement will be construed as incorporating by reference or implication any provision of Federal acquisition law or regulation.

ARTICLE 14. Disputes

Where possible, disputes will be resolved by informal discussion between the parties. In the event the parties are unable to resolve any dispute through good faith negotiations, the dispute will be resolved by alternative dispute resolution using a method to be agreed upon by the parties. The outcome of the alternative dispute resolution will be final unless it is timely appealed to the Administrator, whose decision is not subject to further administrative review and, to the extent permitted by law, is final and binding (see 49 U.S.C. § 46110).

ARTICLE 15. Warranties

The FAA makes no express or implied warranties as to any matter arising under this Agreement, or as to the ownership, merchantability, or fitness for a particular purpose of any property, including any equipment, device, or software that may be provided under this Agreement.

ARTICLE 16. Insurance

The Sponsor will arrange by insurance or otherwise for the full protection of itself from and against all liability to third parties arising out of, or related to, its performance of this Agreement. The FAA assumes no liability under this Agreement for any losses arising out of any action or inaction by the Sponsor, its employees, or contractors, or any third party acting on its behalf.

ARTICLE 17. Limitation of Liability

To the extent permitted by law, the Sponsor agrees to indemnify and hold harmless the FAA, its officers, agents and employees from all causes of action, suits or claims arising out of the work performed under this Agreement. However, to the extent that such claim is determined to have arisen from the act or omission by an officer, agent, or employee of the FAA acting within the scope of his or her employment, this hold harmless obligation will not apply and the provisions of the Federal Tort Claims Act, 28 U.S.C. § 2671, et seq., will control. The FAA assumes no liability for any losses arising out of any action or inaction by the Sponsor, its employees, or contractors, or any third party acting on its behalf. In no event will the FAA be liable for claims for consequential, punitive, special and incidental damages, claims for lost profits, or other indirect damages.

ARTICLE 18. Civil Rights Act

The Sponsor will comply with Title VI of the Civil Rights Act of 1964 relating to nondiscrimination in federally assisted programs.

ARTICLE 19. Protection of Information

The parties agree that they will take appropriate measures to identify and protect proprietary, privileged, or otherwise confidential information that may come into their possession as a result of this Agreement.

ARTICLE 20. Security

In the event that the security office determines that the security requirements under FAA Order 1600.1F applies to work under this Agreement, the FAA is responsible for ensuring that security requirements, including compliance with AMS clause 3.14.2, Contractor Personnel Suitability Requirements are met.

ARTICLE 21. Entire Agreement

This document is the entire Agreement of the parties, who accept the terms of this Agreement as shown by their signatures below. In the event the parties duly execute any amendment to this Agreement, the terms of such amendment will supersede the terms of this Agreement to the extent of any inconsistency. Each party acknowledges participation in the negotiations and drafting of this Agreement and any amendments thereto, and, accordingly that this Agreement will not be construed more stringently against one party than against the other. If this Agreement is not executed by the Sponsor within 120 calendar days after the FAA transmits it to the Sponsor, the terms contained and set forth in this Agreement shall be null and void. Additionally, the FAA expects this agreement to be funded within 120 days of execution, if funding is not received by that date; the FAA may exercise the right to renegotiate estimated costs.

AGREED:

FEDERAL AVIATION
ADMINISTRATION

CITY OF MONROE
OUACHITA PARISH

SIGNATURE

NAME

TITLE

DATE

Contracting Officer

SIGNATURE

NAME

TITLE

DATE

DO

NOT

SIGN

RESOLUTION

**STATE OF LOUISIANA
CITY OF MONROE**

NO. _____

The following Resolution was offered by _____, who moved for its adoption, and was seconded by _____:

A RESOLUTION DECLARING CERTAIN BALLISTIC VESTS AND OUTER VEST CARRIERS SURPLUS PROPERTY AND AUTHORIZING THEIR DONATION TO THE UNION PARISH SHERIFF'S OFFICE AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the Monroe Police Department possesses certain ballistic vests and outer vest carriers that are no longer being issued to or required for use by its officers;

WHEREAS, the equipment proposed for donation consists of twenty (20) ballistic vests and ten (10) outer vest carriers, with the ballistic vests identified by serial number on the schedule attached hereto and made part hereof;

WHEREAS, the Union Parish Sheriff's Office has a public-safety function and can utilize the equipment in furtherance of its law-enforcement operations;

WHEREAS, Article VII, Section 14(E) of the Louisiana Constitution permits the donation or exchange of movable surplus property between or among political subdivisions whose functions include public safety;

WHEREAS, the City of Monroe desires to declare the identified equipment surplus and donate the equipment to the Union Parish Sheriff's Office; and

WHEREAS, the Union Parish Sheriff's Office shall accept the equipment in its present "AS IS" condition, and the City of Monroe makes no warranties, express or implied, concerning the condition, fitness, effectiveness, remaining service life, or usability of the donated equipment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that the twenty (20) ballistic vests and ten (10) outer vest carriers identified on the schedule attached hereto are hereby declared surplus movable property and are no longer necessary for the City of Monroe's public purposes;

BE IT FURTHER RESOLVED that the donation of the foregoing surplus property to the Union Parish Sheriff's Office pursuant to Article VII, Section 14(E) of the Louisiana Constitution is hereby approved;

BE IT FURTHER RESOLVED that the Director of Administration, or his duly authorized designee, is hereby authorized to execute any documents and take any other actions reasonably necessary to accomplish the transfer and donation of the equipment to the Union Parish Sheriff's Office.

This Resolution was submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

SEPTEMBER 2, 2026

MONROE POLICE DEPARTMENT
1810 MLK JR., BLVD., SUITE B
MONROE, LOUISIANA 71202

TO WHOM IT MAY CONCERN:

The following Ballistic Vests and old Outer Vest Carriers that are no longer being issued to our Officers are being Donated to Union Parish Sheriff's Office.

This is a List of the Serial Numbers on the Front and Back of 20 Vests. There are 10 Outer Carriers.

	FRONT	BACK
1.	14040583	14040594
2.	20215927	19843580
3.	20215945	12262633
4.	2082545	2082583
5.	11048850	11048851
6.	11048800	11048889
7.	11048874	11048829
8.	2082594	2082594
9.	11048794	11048749
10.	2082535	2082572
11.	19843575	19843574
12.	19843565	19843564
13.	12262628	13222406
14.	19911868	19814249
15.	20286420	20458900
16.	14044885	19843570
17.	14040581	14040580
18.	14040577	20215944
19.	20436892	20436891
20.	20215935	20215934

RESOLUTION

**STATE OF LOUISIANA
CITY OF MONROE**

NO. _____

The following Resolution was offered by _____, who moved for its adoption, and was seconded by _____.

A RESOLUTION ACCEPTING THE BID OF GRINDSTONE CONSTRUCTION LLC FOR THE G.B. COOLEY HOUSE REHABILITATION PROJECT AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the City of Monroe solicited bids in accordance with the Louisiana Public Bid Law for the G.B Cooley House Rehabilitation Project;

WHEREAS, Grindstone Construction LLC submitted the lowest responsible and responsive bid, consisting of a base bid of \$965,000.00 and Alternates Nos. 1, 2, and 3, for a total amount of \$1,013,750.00;

WHEREAS, the City of Monroe desires to accept the bid of Grindstone Construction LLC for the G.B. Cooley House Rehabilitation Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that the bid of Grindstone Construction LLC, including the base bid and Alternates Nos. 1, 2, and 3, in the total amount of \$1,013,750.00, for the G.B. Cooley House Rehabilitation Project be and the same is hereby accepted as the lowest responsible and responsive bid received;

BE IT FURTHER RESOLVED that the City of Monroe shall make designations in accordance with state law for sales tax-exempt purchases on this project; and

BE IT FURTHER RESOLVED that Mayor Friday Ellis, or his designee, is authorized to enter into and execute a contract with Grindstone Construction LLC on behalf of the City of Monroe for said work.

This Resolution was submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK



ENGINEERING

Memorandum

Date: September 3, 2026
From: C. Morgan McCallister, P.E. *C. Morgan McCallister*
To: City of Monroe Council Members
Subject: 23ENG006 – G.B. Cooley House Rehabilitation

Project Description:

Full restoration of Cooley House: Salvage/protect historically noted components, roof/flashing repair, window glass replacement/sealing, new interior windows, new exterior doors, repair brick, repair/seal basement walls, repair fascia/soffit, concrete work, painting, new interior doors, kitchen counter top, new ceilings and ceiling insulation, new HVAC, electrical and plumbing systems, convert existing garage into heated area.

Council District(s) w/ Coordinates:

District 4
LAT/LONG: ±32.49255319866249, -92.11403195149606

Construction Cost Estimate:

\$825,000 (March 7, 2025)

Funding:

Save America's Treasures Grant: ±\$483,500
Historical Tax Credits: ±253,437
CIT: ±\$276,813 (note that the COM budgeted \$825K from CIT in FY26 and FY27)

Bid Amount:

\$1,013,750 (Base plus Add-Alts)

Contract time:

300 Calendar Days (Substantial Completion) & 345 Calendar Days (Final Completion)

Liquidated Damages:

\$600 per Calendar Day



August 31, 2026

Mr. C. Morgan McCallister
COO | Chief of Staff
City of Monroe
318.548.5430
morgan.mccallister@ci.monroe.la.us

RE: **Cooley House Rehabilitation**
1011 South Grand Street
Monroe, LA 71201
Proj No. 2027-00000010
Arch Proj No. 2404

Dear Mr. McCallister,

Bids were received on Thursday, August 20, 2026. The results are as follows:

Grindstone Construction LLC	<u>\$965,000</u> Alt #1 – \$12,000 Alt #2 – \$28,500 Alt #3 – \$8,250 \$1,013,750 (Bid + Alternates)
The Mahoney Group	<u>\$1,395,000</u> Alt #1 – \$8,500 Alt #2 – \$20,000 Alt #3 – \$9,000 \$1,432,500 (Bid + Alternates)

Campo Architecture contacted the apparent low bidder, Ben Cunningham at Grindstone Construction LLC, on August 31st, 2026 regarding their bid. They confirmed that their bid is complete, accurate, and in order, with no calculation errors or omissions.

Upon review of the bids, we recommend acceptance of the low bid and alternates in the amount of \$1,013,750 by Grindstone Construction LLC.

Should you have any questions concerning this matter, please do not hesitate to call.

Sincerely,

Campo Architecture & Interior Design

A handwritten signature in black ink, appearing to read 'Rhett Parker', written over a horizontal line.

Rhett Parker, Architect, RA
Campo Architecture & Interior Design

RESOLUTION

**STATE OF LOUISIANA
CITY OF MONROE**

NO. _____

The following Resolution was offered by _____, who moved for its adoption, and was seconded by _____:

A RESOLUTION APPROVING CHANGE ORDER NO. 2 FOR THE GEORGIA STREET PUMP STATION PROJECT.

WHEREAS, the City of Monroe entered into an agreement with Dixie Overland Construction, LLC for the Georgia Street Pump Station Project;

WHEREAS, Change Order No. 2 provides for additions, modifications, and adjustments to the scope of work for the Project, including outfall time-and-materials work, HVAC modifications, miscellaneous metal beam upsizing, SB-2 backfill, SCADA system modifications, ARV vault upsizing, and outfall structure redesign, together with corresponding adjustments to existing contract items;

WHEREAS, Change Order No. 2 results in no change to the total Contract Price of \$13,229,670.50 and no change to the contract time; and

WHEREAS, Change Order No. 2 is attached hereto and made part hereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that Change Order No. 2 for the Georgia Street Pump Station Project is hereby approved, and Mayor Friday Ellis, or his designee, is hereby authorized to execute said Change Order on behalf of the City of Monroe.

This Resolution was submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

CHANGE ORDER

Order No. 2
Date: August 3, 2026
Agreement Date: February 11, 2026

NAME OF PROJECT: Statewide Flood Control Program –
SPN H.012010 Flood Control for the Georgia Street – Winnsboro Road Area
Project No. 12-01-07 / 1200808

OWNER: City of Monroe

CONTRACTOR: Dixie Overland Construction, LLC

The following changes are hereby made to the CONTRACT DOCUMENTS:

Added Items for outfall T & M work, item for miscellaneous metals beam upsize, item for upsizing the ARV vault, and added item for outfall structure redesign. Reduced existing Scada System Item.

JUSTIFICATION: See Above

CHANGE TO CONTRACT PRICE:

Original CONTRACT PRICE \$13,229,670.50.

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$ 13,229,670.50.

The CONTRACT PRICE due to this CHANGE ORDER will be unchanged by \$ 0.00.

The new CONTRACT PRICE including this CHANGE ORDER will be \$ 13,229,670.50.

CHANGE TO CONTRACT TIME:

The CONTRACT TIME will be unchanged by 0 calendar days.

The date for completion of all work will be May 07, 2027.

APPROVED BY:

RECOMMENDED BY:

Clinton C. Patrick, PE, P.L.S.
Volkert, Inc.

Digitally signed by Clinton C.
Patrick, P.E., P.L.S.
Date: 2026.09.02
13:05:08 -05'00'

Date

ORDERED BY:

Authorized City Representative
City of Monroe

Date

ACCEPTED BY:

J. Stewart Burson
Dixie Overland Construction, LLC

9-3-2026
Date

RESOLUTION

**STATE OF LOUISIANA
CITY OF MONROE**

NO. _____

The following Resolution was offered by _____, who moved for its adoption, and was seconded by _____:

A RESOLUTION APPROVING CLOSEOUT CHANGE ORDER NO. 1 FOR THE MONROE CIVIC CENTER DRAINAGE REPAIRS - SOUTH PARKING LOT PROJECT.

WHEREAS, the City of Monroe entered into an agreement with Amethyst Construction, Inc. for the Monroe Civic Center Drainage Repairs - South Parking Lot Project;

WHEREAS, Closeout Change Order No. 1 reconciles the final quantities of work performed under the contract, reduces the unused contingency, provides for certain additional sanitary sewer work, and accounts for materials associated with unused contract items due to a gas-line conflict;

WHEREAS, Closeout Change Order No. 1 decreases the Contract Price by \$127,134.73, from \$536,305.00 to a final Contract Price of \$409,170.27, with no change to the Contract Time; and

WHEREAS, Closeout Change Order No. 1 is attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that Closeout Change Order No. 1 for the Monroe Civic Center Drainage Repairs – South Parking Lot Project is hereby approved, and Mayor Friday Ellis, or his designee, is hereby authorized to execute said Change Order on behalf of the City of Monroe.

This Resolution was submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

CHANGE ORDER

No. 1
Dated: April 17, 2026

OWNER'S Contract No.: 24DRG002 ENGINEER'S Project No.: 245864

Project: MONROE CIVIC CENTER DRAINAGE REPAIRS - SOUTH PARKING LOT

CONTRACTOR: AMETHYST CONSTRUCTION, INC.

Contract For: City of Monroe Contract Date: April 26, 2026

To: AMETHYST CONSTRUCTION, INC.
Contractor

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

CITY OF MONROE
Owner

By: Richard Moore, Director of Administration
Dated:

Nature of Changes: 1.) Added 8" SS line and removal of SSMH
2.) Added costs for materials on unused items due to gas line conflict
3.) Reduced contingency and quantities to match actual quantities used.

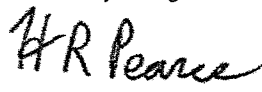
Enclosures: see attached.

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

Contract Price Prior to This Change Order:	\$ 536,305.00
Net (Increase) Resulting from this Change Order:	\$ -127,134.73
Current Contract Price Including this Change Order:	\$ 409,170.27

Contract Time Prior to This Change Order:	<u>120</u>	Days
Net (Add) Resulting from This Change Order:	<u>0</u>	Days
Current Contract Time Including This Change Order:	<u>120</u>	Days

The Above Changes Are Recommended:

	<u>S. E. HUEY CO.</u>
	Project Engineer
By:	<u></u>
	Hunter R. Pearce, P.E.
Date:	<u>April 17, 2026</u>

The above Changes Are Approved As Recommended:

	<u>CITY OF MONROE</u>
	Owner
By:	<u>Richard Moore, Director of Administration</u>
Date:	<u></u>

The above Changes Are Accepted:

	<u>AMETHYST CONSTRUCTION, INC.</u>
	Contractor
By:	<u></u>
Date:	<u>4-17-26</u>



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

Monroe Civic Center Drainage Repairs -
South Parking Lot
Engineer: Hunter R. Pearce, P.E.
City Project: 24DRG002

NO.	ITEM	ORINGAL CONTRACT				CURRENT CONTRACT (INCLUDES CHANGE ORDER #1)				
		QTY	UNIT			QTY CHANGE	QTY	UNIT		
				PRICE	TOTAL PRICE				PRICE	TOTAL PRICE
1	GENERAL CONDITIONS	1	LS	\$10,000.00	\$10,000.00	0	1	LS	\$10,000.00	\$10,000.00
2	BONDS	1	LS	\$8,500.00	\$8,500.00	0	1	LS	\$8,500.00	\$8,500.00
3	CONTINGENCY	1	LS	\$40,000.00	\$40,000.00	-1	0	LS	\$40,000.00	\$0.00
4	TRAFFIC CONTROL	1	LS	\$24,500.00	\$24,500.00	0	1	LS	\$24,500.00	\$24,500.00
5	DEMOLITION / 72" RCP PIPE REMOVAL AND DISPOSAL	200	LF	\$135.00	\$27,000.00	-40	160	LF	\$135.00	\$21,600.00
6	72" RCP STORM DRAIN	200	LF	\$685.00	\$137,000.00	-40	160	LF	\$685.00	\$109,600.00
7	CRUSHED STONE (No. 57)	650	CY	\$125.00	\$81,250.00	-13.54	636.46	CY	\$125.00	\$79,557.50
8	DRAINAGE STRUCTURE (MH-06) (INCLUDES REMOVAL OF EXIST.)	2	EA	\$30,000.00	\$60,000.00	0	2	EA	\$30,000.00	\$60,000.00
9	CURS AND GUTTER (3500 PSI) (INCLUDES REMOVAL OF EXIST.)	60	LF	\$150.00	\$9,000.00	23	83	LF	\$150.00	\$12,450.00
10	MISC. CONCRETE (3500 PSI)	50	CY	\$950.00	\$47,500.00	-39.9	10.1	CY	\$950.00	\$9,595.00
11	REMOVE ASPHALT PAVING	510	SY	\$8.00	\$4,080.00	0	510	SY	\$8.00	\$4,080.00
12	ASPHALT PAVING (4" THICK, INCLUDES GEOGRID)	300	SY	\$72.00	\$21,600.00	-84.9	215.1	SY	\$72.00	\$15,487.20
13	ASPHALT SAW CUTTING (FULL DEPTH)	410	LF	\$4.50	\$1,845.00	0	410	LF	\$4.50	\$1,845.00
14	DRAINAGE STRUCTURE (TYPE A) (INCLUDES REMOVAL OF EXIST.)	2	EA	\$6,800.00	\$13,600.00	-2	0	EA	\$6,800.00	\$0.00
15	30" STORM DRAIN PIPE (RCP OR PP) (INCLUDES REMOVAL OF EXIST.)	12	LF	\$345.00	\$4,140.00	0	12	LF	\$345.00	\$4,140.00
16	CONNECT TO EXIST. STORM DRAIN SYSTEM	4	EA	\$2,850.00	\$11,400.00	1	5	EA	\$2,850.00	\$14,250.00
17	12" DOMESTIC WATER LINE (C906 DR-9 HDPE) (INCLUDES REMOVAL OF EXIST.)	30	LF	\$325.00	\$9,750.00	-30	0	LF	\$325.00	\$0.00
18	CONNECT TO EX. 12" WATERLINE WITH MJ ADAPTER	2	EA	\$750.00	\$1,500.00	-2	0	EA	\$750.00	\$0.00
19	12" SS PIPE (SDR-35 PVC) (INCLUDES REMOVAL OF EXIST.)	31	LF	\$165.00	\$5,115.00	-31	0	LF	\$165.00	\$0.00
20	18" STEEL CASING PIPE	31	LF	\$275.00	\$8,525.00	-10	21	LF	\$275.00	\$5,775.00
21	4" DIA. SS MANHOLE (INCLUDES REMOVAL OF EXIST.)	1	EA	\$7,500.00	\$7,500.00	0	1	EA	\$7,500.00	\$7,500.00
22	CONNECT TO EXIST. SANITARY SEWER SYSTEM	2	EA	\$1,250.00	\$2,500.00	0	2	EA	\$1,250.00	\$2,500.00
				\$536,305.00						
						\$391,379.70				

EXTRA MATERIAL (MATERIAL COST ONLY)										
6"	72" RCP STORM DRAIN	0	LF	-	-	8	8	LF	\$326.05	\$2,608.40
8"	DRAINAGE STRUCTURE (MH-06) (INCLUDES REMOVAL OF EXIST.)	0	EA	-	-	1	1	EA	\$350.00	\$350.00
17"	12" DOMESTIC WATER LINE (C906 DR-9 HDPE) (INCLUDES REMOVAL OF EXIST.)	0	LF	-	-	30	30	LF	\$108.26	\$3,247.80
18"	CONNECT TO EX. 12" WATERLINE WITH MJ ADAPTER	0	EA	-	-	2	2	EA	\$300.00	\$600.00
20"	18" STEEL CASING PIPE	0	LF	-	-	10	10	LF	\$60.30	\$603.00
						\$7,409.20				

NEW PAY ITEM										
23	REMOVE EXISTING SANITARY SEWER MANHOLE	0	EA	-	-	1	1	EA	\$4,960.85	\$4,960.85
24	8" SS PIPE (SDR-35 PVC) (INCLUDES REMOVAL OF EXIST.)	0	LF	-	-	42	42	LF	\$129.06	\$5,420.52

\$10,381.37
\$409,170.27

RESOLUTION

**STATE OF LOUISIANA
CITY OF MONROE**

NO. _____

The following Resolution was offered by _____, who moved for its adoption, and was seconded by _____:

A RESOLUTION ACCEPTING THE WORK PERFORMED BY HEMPHILL CONSTRUCTION COMPANY, INC. FOR THE WPCC IMPROVEMENTS – INFLUENT PUMPS NO. 1 & 2 AND EFFLUENT PUMPS NO. 1 & 2 REPLACEMENT PROJECT AS SUBSTANTIALLY COMPLETE AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, WHEREAS, the City of Monroe entered into an agreement with Hemphill Construction Company, Inc. for the WPCC Improvements – Influent Pumps No. 1 & 2 and Effluent Pumps No. 1 & 2 Replacement Project, Project No. 25SEW001;

WHEREAS, the work performed by Hemphill Construction Company, Inc. has been inspected and determined to be substantially complete as of August 26, 2026, subject to completion or correction of the remaining punch-list items in accordance with the Contract Documents; and

WHEREAS, the Certificate of Substantial Completion is attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that the work performed by Hemphill Construction Company, Inc. for the WPCC Improvements – Influent Pumps No. 1 & 2 and Effluent Pumps No. 1 & 2 Replacement Project, Project No. 25SEW001, is hereby declared substantially complete as of August 26, 2026, subject to the terms and conditions of the Contract Documents and the attached Certificate of Substantial Completion; and

BE IT FURTHER RESOLVED that Mayor Friday Ellis, or his designee, is hereby authorized to execute the Certificate of Substantial Completion and any other documents necessary or appropriate to effectuate the purposes of this Resolution.

This Resolution was submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

SECTION 00670

CERTIFICATE OF SUBSTANTIAL COMPLETION

Project: WPCC IMPROVEMENTS – INFLUENT PUMPS NO. 1 & 2 AND EFFLUENT PUMPS NO. 1 & 2
REPLACEMENT PROJECT NO. 25SEW001

Owner: CITY OF MONROE	Owner's Contract No.: 25SEW001
Engineer's Firm: WAGGONER ENGINEERING, INC.	Engineer's Project No.: 101.MC00063.000
Contractor: HEMPHILL CONSTRUCTION COMPANY, INC.	Date of Contract: 09/15/25

This ~~[tentative]~~ [definitive] Certificate of Substantial Completion applies to:

☒ All Work under the Contract Documents: ☐ The following specified portions of the Work:

08/26/26

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A [tentative] [revised tentative] [definitive] list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the CONTRACTOR to complete all Work in accordance with the Contract Documents.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

☐ Amended Responsibilities

☐ Not Amended

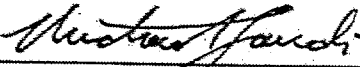
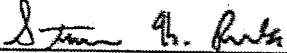
Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

The following items comprise the punchlist generated at the Substantial Completion Meeting:

1. Contractor to ensure that the correctly sized couplings will be delivered to the WPCC. No cost incurred.

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

 _____ Recommended by Engineer	<u>9/17/2026</u> _____ Date
 _____ Accepted by Contractor	<u>9/16/2026</u> _____ Date
_____ Accepted by Owner	_____ Date

END OF SECTION

ORDINANCE

**STATE OF LOUISIANA
CITY OF MONROE**

NO. _____

The following Ordinance was introduced by _____, who moved for its adoption and was seconded by _____:

AN ORDINANCE AUTHORIZING AN AMENDMENT TO LEASE AGREEMENT WITH INGERSOLL RAND INC. FOR CERTAIN PROPERTY AND IMPROVEMENTS LOCATED AT 4601 CENTRAL AVENUE, MONROE, LOUISIANA AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the City of Monroe entered into an Agreement of Lease dated December 9, 1966, covering approximately 40.3 acres, together with the improvements located thereon, within the Monroe Industrial Park and commonly known as 4601 Central Avenue, Monroe, Louisiana;

WHEREAS, the Lease has been amended and assigned from time to time, and Ingersoll Rand Inc. is the successor-in-interest to the lessee's interest and the current lessee under the Lease;

WHEREAS, the City of Monroe and Ingersoll Rand Inc. desire to amend the Lease to provide for the extension of the lease term, additional renewal options, rental adjustments, and certain matters relating to proposed capital improvements to the leased premises; and

WHEREAS, the City Council finds that the continued lease of the property upon the terms and conditions set forth in the Amendment to Lease Agreement is in the best interest of the City of Monroe.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Monroe, in legal and regular session convened, that the Amendment to Lease Agreement between the City of Monroe and Ingersoll Rand Inc. affecting the property and improvements located at 4601 Central Avenue, Monroe, Louisiana, is hereby approved.

BE IT FURTHER ORDAINED that Mayor Friday Ellis, or his duly authorized designee, is hereby authorized to enter into and execute the Amendment to Lease Agreement on behalf of the City of Monroe, substantially in the form presented to the City Council, and to execute such other documents and take such actions as may be reasonably necessary to carry out the purposes of this Ordinance.

BE IT FURTHER ORDAINED that nothing contained in this Ordinance or the Amendment to Lease Agreement shall constitute an appropriation of funds or approval of any particular construction contract associated with the proposed capital improvements to the leased premises, and any expenditure, procurement, or construction contract requiring separate approval of the City Council shall remain subject to such approval and all requirements of applicable law.

This Ordinance was introduced on October 13, 2026.

Notice published on _____, 2026.

This Ordinance having been submitted in writing, introduced, and published, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared **ADOPTED** on October 27, 2026.

CHAIRPERSON

CITY CLERK

MAYOR’S APPROVAL

MAYOR’S VETO

STATE OF LOUISIANA
PARISH OF OUACHITA

AMENDMENT TO LEASE AGREEMENT

BE IT KNOWN, that the City of Monroe, Louisiana ("City" or "Lessor"), appearing herein through its duly authorized representative, and Ingersoll Rand Inc. ("Tenant" or "Lessee"), appearing herein through its duly authorized representative, do hereby amend that certain Lease Agreement affecting the property and improvements located at 4601 Central Avenue, Monroe, Louisiana, and in connection therewith declare as follows:

Recitals

WHEREAS, the City of Monroe, Louisiana ("Lessor") and International Telephone and Telegraph Corporation ("ITT") entered into that certain Agreement of Lease dated December 9, 1966, covering approximately 40.3 acres together with the improvements located thereon within the Monroe Industrial Park;

WHEREAS, the leased premises are commonly known as 4601 Central Avenue, Monroe, Louisiana;

WHEREAS, the Lease was amended on January 27, 1969, April 11, 1972, March 12, 1975, October 24, 1984, and November 29, 2010;

WHEREAS, the Lease was assigned by ITT to FL Industries, Inc. on June 29, 1985, and thereafter assigned to Thomas Industries, Inc., or a subsidiary thereof, on May 10, 1988;

WHEREAS, following the assignment of the Lease to Thomas Industries, Inc., the lessee's interest under the Lease was subsequently transferred through a series of mergers, acquisitions, name changes, and other corporate transactions, and Ingersoll Rand Inc. is the successor-in-interest to Thomas Industries, Inc. and the current lessee under the Lease;

WHEREAS, the parties desire to continue the long-standing landlord-tenant relationship established under the Lease and to amend certain provisions relating to the lease term, renewal options, and rental adjustments;

WHEREAS, the City intends to undertake certain capital improvements to the leased premises, including repairs and replacement of portions of the roof system, subject to approval by the Monroe City Council, the availability and appropriation of funds, and compliance with applicable law; and

WHEREAS, the parties desire to amend the Lease upon the terms and conditions set forth herein.

Amendment

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

I. Term; Renewal Options

Paragraph 10 of the Lease is hereby deleted in its entirety and replaced with the following:

Tenant hereby exercises its two (2) remaining renewal options under the Lease, thereby extending the Lease through November 13, 2036. The Lease shall remain in full force and effect through November 13, 2036.

Upon expiration of the then-current term, Tenant shall have the option to renew the Lease for two (2) additional periods of five (5) years each upon the same terms and conditions contained in the Lease, as amended herein, except as otherwise provided with respect to rental adjustments.

Tenant shall exercise any renewal option by providing written notice to the City not less than six (6) months prior to expiration of the then-current term. Failure to provide timely notice shall result in the expiration of the applicable renewal option.

II. Rent

Beginning November 14, 2026, and continuing throughout the remaining term of the Lease, the annual rental shall be Fifty Thousand and No/100 Dollars (\$50,000.00), payable in equal monthly installments in accordance with the Lease.

III. Rental Adjustments

Commencing on November 14, 2031, and each five-year (5) period thereafter, the annual rent shall be adjusted to reflect cost-of-living increases based upon the Consumer Price Index for All Urban Consumers (CPI-U), U.S. City Average, All Items, published by the United States Department of Labor, Bureau of Labor Statistics ("Index").

For purposes of calculating such adjustments, the annual rent commencing on November 14, 2026 shall be referred to as the "Base Rent." The CPI-U in effect immediately preceding November 14, 2026, shall be referred to as the "Base Index." The CPI-U in effect immediately preceding the applicable adjustment date shall be referred to as the "Adjusted Index."

The adjusted annual rent shall be computed by multiplying the Base Rent by a fraction, the numerator of which shall be the Adjusted Index and the denominator of which shall be the Base Index, as follows:

$$\text{Adjusted rent} = \frac{\text{Adjusted Index} * \text{Rent for Base Year}}{\text{Base Index}}$$

In no event shall the annual rent be decreased because of any adjustment. The annual rent established following each adjustment shall remain in effect until the next adjustment date. In no event shall any adjustment increase the annual rent otherwise payable immediately prior to such adjustment by more than five percent (5%).

IV. Capital Improvements

A. Project

The City is undertaking a capital improvement project for the leased premises (the "Project"), consisting generally of roof repairs, roof replacement, roof coating, and such related repairs, replacements, improvements, and appurtenant work as the City determines are necessary or appropriate to preserve and maintain the facility.

The parties acknowledge that planning, design, engineering, procurement, bidding, and other Project-related activities may occur before or after execution of this Amendment. The Project shall remain subject to approval by the Monroe City Council, the availability and appropriation of public funds, compliance with the Louisiana Public Bid Law and other applicable law, and the City's determination to proceed following receipt and evaluation of bids. Nothing contained in this Amendment shall obligate the City to award a particular construction contract, complete the Project within any particular timeframe, or expend public funds except as authorized or required by law.

B. Project Coordination

Throughout the Project, the City shall afford Tenant a reasonable opportunity to provide input regarding matters affecting Tenant’s operations, including the scope of work to the extent practicable, construction sequencing, scheduling, access, and other operational considerations. The City shall give good-faith consideration to Tenant’s input but shall retain sole discretion over the scope of the Project and all procurement decisions required by law.

The City shall keep Tenant reasonably informed regarding significant Project developments and anticipated construction activities affecting the leased premises. The City shall require, to the extent reasonably practicable, that construction activities be coordinated with Tenant’s operations so as to minimize unnecessary disruption to Tenant’s use and occupancy of the leased premises.

Tenant shall provide the City, its consultants, and contractors with reasonable access to the leased premises as necessary to perform the Project, and the parties shall cooperate in good faith throughout the Project to facilitate completion of the work while reasonably accommodating Tenant’s ongoing operations.

V. Ratification

Except as expressly amended by this Amendment, the Lease dated December 9, 1966, together with all prior amendments, assignments, renewals, and modifications thereof, shall remain in full force and effect according to their respective terms and are hereby ratified and confirmed in all respects.

To the extent any provision of the Lease conflicts with this Amendment, the provisions of this Amendment shall govern and control.

THUS DONE AND SIGNED in the presence of the undersigned witnesses and me, Notary Public, in the City of Monroe, Louisiana, on this _____ day of August, 2026.

WITNESSES:

CITY OF MONROE

BY: _____

FRIDAY ELLIS, MAYOR

THUS DONE AND SIGNED in the presence of the undersigned witnesses and me, Notary Public, in _____, on this _____ day of August, 2026.

WITNESSES:

INGERSOLL RAND, INC.

BY: _____

ORDINANCE

STATE OF LOUISIANA
CITY OF MONROE

NO. _____

The following Ordinance was introduced by _____, who moved for its adoption and was seconded by _____:

AN ORDINANCE AMENDING SECTION 37-130(a)(5) OF THE CITY OF MONROE CODE OF ORDINANCES TO PROVIDE FOR SUPPLEMENTAL NOTICE TO CERTAIN PERSONS WHEN A MATTER CONSIDERED BY CERTAIN CITY BOARD OR COMMISSION IS SUBMITTED TO THE CITY COUNCIL FOR FURTHER CONSIDERATION, FINAL ACTION, OR REVIEW; AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, Section 37-130 of the City of Monroe Code establishes procedures for applications and matters considered by City boards and commissions, including requirements for public notice and public hearings;

WHEREAS, Section 37-130(a)(5) presently requires written notice of certain public hearings to the owner of record of the subject property and adjacent property owners;

WHEREAS, certain matters considered by the Planning Commission, Board of Adjustment, or Heritage Preservation Commission may thereafter be submitted to the City Council for further consideration, final action, or review;

WHEREAS, the City Council desires to provide supplemental notice to persons who received written notice of the hearing before the applicable board or commission that the matter will thereafter be considered by the City Council;

WHEREAS, because the date on which a matter will appear on a City Council agenda may not be known at the time the action or filing giving rise to City Council consideration occurs, the City Council desires that such supplemental notice not depend upon the availability of a specific City Council meeting date; and

WHEREAS, the City Council further desires that the supplemental notice requirements established herein not delay consideration of a matter or alter any period within which the City Council is otherwise required to act under this Code or applicable law.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Monroe, Louisiana, in legal and regular session convened, that Section 37-130(a)(5) of the Code of Ordinances of Monroe, Louisiana, is hereby amended by adding subsection f., to read as follows:

Sec. 37-130. Procedures

(a) Common review procedures.

(5) Public notice and hearings.

f. Supplemental notice of City Council consideration

1. Whenever a matter considered by a board or commission subject to the notice requirements of this subsection is required or permitted to be submitted to the city council for further consideration, final action, or review on appeal, the planning and zoning director or his/her designee shall, within five (5) business days after the action or filing that causes the matter to be submitted to the city council, cause written notice to be mailed to the applicant and the persons

to whom written notice of the hearing before the applicable board or commission was required to be mailed pursuant to this subsection.

- 2. The notice shall advise the recipient of the action taken by the applicable board or commission and that the matter has been or will be submitted to the city council for further consideration, final action, or review. If the date, time, and place of the city council meeting at which the matter will be considered are known at the time the notice is prepared, the notice shall include that information. If such information is not then known, the notice shall advise the recipient how information concerning the city council meeting may be obtained once the matter has been placed on a city council agenda.
- 3. The notice required by this subsection is supplemental to any public notice or public hearing notice otherwise required by this Code or applicable law. Failure to provide supplemental notice within the time provided by this subsection shall not require postponement of city council consideration or action, extend or modify any period within which the city council is required to act, or invalidate any action otherwise lawfully taken by the city council.

BE IT FURTHER ORDAINED that all other paragraphs, subsections, subparagraphs, clauses, phrases, and words of Section 37-130 not specifically amended by this Ordinance shall remain unchanged and in full force and effect.

BE IT FURTHER ORDAINED that if any provision of this Ordinance is found invalid, the remaining provisions shall remain in full force and effect.

This Ordinance was introduced on October 13, 2026.

Notice published on _____, 2026.

This Ordinance having been submitted in writing, introduced, and published, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared **ADOPTED** on October 27, 2026.

CHAIRPERSON

CITY CLERK

MAYOR’S APPROVAL

MAYOR’S VETO

ORDINANCE

STATE OF LOUISIANA
CITY OF MONROE

NO. _____

The following Ordinance was offered by _____, who moved for its adoption, and was seconded by _____:

AN ORDINANCE AUTHORIZING THE CITY OF MONROE TO TAKE CORPOREAL POSSESSION OF AND SELL TO SANDCO GROUP, LLC, ALL RIGHTS, TITLE, AND INTEREST IN AND TO LOT 23, SQUARE 55, UNIT 10, BTW ADDITION, 4011 BARLOW STREET, MONROE, LOUISIANA, ADJUDICATED TO THE CITY OF MONROE FOR NONPAYMENT OF AD VALOREM TAXES, PURSUANT TO LA. R.S. 47:2238.1 ET SEQ., AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the following described property:

**Lot 23, Sq 55, Unit 10, BTW Addition
4011 Barlow St.
District 3
Ouachita Parish, Monroe, Louisiana
Parcel #50438**

was adjudicated to the City of Monroe, Louisiana, for nonpayment of 2018 ad valorem taxes by instrument dated and filed June 11, 2019, in Conveyance Book 2584, Page 770, of the records of Ouachita Parish, Louisiana;

WHEREAS, the 2018 ad valorem taxes forming the basis of the adjudication were assessed by the City of Monroe against Bernidein R. Phillips;

WHEREAS, more than five (5) years have elapsed since the filing of the instrument evidencing the adjudication in the conveyance records of the Ouachita Parish Clerk of Court;

WHEREAS, SANDCO GROUP, LLC, has applied to purchase the property from the City of Monroe pursuant to La. R.S. 47:2238.1 *et seq.*;

WHEREAS, SANDCO GROUP, LLC, has deposited with the City the amount determined by the Tax Collector pursuant to La. R.S. 47:2238.2 to be sufficient to cover the expenses of the sale, including advertising, taxes due, and other costs associated with the sale;

WHEREAS, the amount deposited by SANDCO GROUP, LLC, is One Thousand Six Hundred Forty and 42/100 Dollars (\$1,640.42), including Eight Hundred Sixty-Eight and 42/100 Dollars (\$868.42) in parish and municipal taxes, with the remainder consisting of legal fees, advertising costs, mailing costs, filing and recordation expenses, and other costs associated with the sale;

WHEREAS, the City of Monroe has provided notice to the tax debtor and all other interested parties as required by La. R.S. 47:2238.3, including notice by registered or certified mail and publication in the official journal of the City of Monroe of the City's intent to take actual corporeal possession of the property and transfer ownership thereof to SANDCO GROUP, LLC;

WHEREAS, the property remains unredeemed, and the City desires to proceed with the taking of actual corporeal possession of the property and transfer of ownership to SANDCO GROUP, LLC, in accordance with La. R.S. 47:2238.1 *et seq.*; and

WHEREAS, the sale and transfer of the property shall be completed only upon satisfaction of the remaining requirements of La. R.S. 47:2238.1 *et seq.*, including the issuance of an order of possession and transfer of ownership by a court of competent jurisdiction pursuant to La. R.S. 47:2238.5.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Monroe, Louisiana, in legal session convened, that the City of Monroe is hereby authorized to take actual corporeal possession of and sell and transfer to SANDCO GROUP, LLC, pursuant to La. R.S. 47:2238.1 *et seq.*, all rights, title, and interest in and to the following described property:

**Lot 23, Sq 55, Unit 10, BTW Addition
4011 Barlow
District 3
Ouachita Parish, Monroe, Louisiana
Parcel #50438**

BE IT FURTHER ORDAINED that the Tax Collector and other appropriate City officials are hereby authorized to execute the affidavit required by La. R.S. 47:2238.4 and to take all other actions necessary or appropriate to obtain an order of possession and transfer of ownership pursuant to La. R.S. 47:2238.5.

BE IT FURTHER ORDAINED that, upon issuance of the order of possession and transfer of ownership pursuant to La. R.S. 47:2238.5, the Mayor, or his designee, is hereby authorized to execute an act of sale and any and all other documents necessary or appropriate to perfect the sale and transfer of the property to SANDCO GROUP, LLC, in accordance with La. R.S. 47:2238.1 *et seq.*

This Ordinance was introduced on September 8, 2026.

Notice published on the ____ day of September 2026.

This Ordinance having been submitted in writing, introduced and published, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared **ADOPTED** on the October 13, 2026.

CHAIRPERSON

CITY CLERK

MAYOR'S APPROVAL

MAYOR'S VETO

ORDINANCE

STATE OF LOUISIANA
CITY OF MONROE

NO. _____

The following Ordinance was offered by _____, who moved for its adoption, and was seconded by _____:

AN ORDINANCE AUTHORIZING THE CITY OF MONROE TO TAKE CORPOREAL POSSESSION OF AND SELL TO SANDCO GROUP, LLC, ALL RIGHTS, TITLE, AND INTEREST IN AND TO LOTS 14 AND 15, SQUARE 34, UNIT 6, BTW ADDITION, 3912 WHITE STREET, MONROE, LOUISIANA, ADJUDICATED TO THE CITY OF MONROE FOR NONPAYMENT OF AD VALOREM TAXES, PURSUANT TO LA. R.S. 47:2238.1 ET SEQ., AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the following described property:

Lot 14 & 15, Sq 34, Unit 6, BTW Addition
3912 White St.
District 3
Ouachita Parish, Monroe, Louisiana
Parcel #51987

was adjudicated to the City of Monroe, Louisiana, for nonpayment of 2006 ad valorem taxes by instrument dated and filed July 20, 2007, in Conveyance Book 2097, Page 446, of the records of Ouachita Parish, Louisiana;

WHEREAS, the 2006 ad valorem taxes forming the basis of the adjudication were assessed by the City of Monroe against Elnor Mansfield;

WHEREAS, more than five (5) years have elapsed since the filing of the instrument evidencing the adjudication in the conveyance records of the Ouachita Parish Clerk of Court;

WHEREAS, SANDCO GROUP, LLC, has applied to purchase the property from the City of Monroe pursuant to La. R.S. 47:2238.1 *et seq.*;

WHEREAS, SANDCO GROUP, LLC, has deposited with the City the amount determined by the Tax Collector pursuant to La. R.S. 47:2238.2 to be sufficient to cover the expenses of the sale, including advertising, taxes due, and other costs associated with the sale;

WHEREAS, the amount deposited by SANDCO GROUP, LLC, is Four Thousand Three Hundred Forty-Five and 05/100 Dollars (\$4,345.05), including Three Thousand Five Hundred Seventy-Three and 05/100 Dollars (\$3,573.05) in parish and municipal taxes, with the remainder consisting of legal fees, advertising costs, mailing costs, filing and recordation expenses, and other costs associated with the sale;

WHEREAS, the City of Monroe has provided notice to the tax debtor and all other interested parties as required by La. R.S. 47:2238.3, including notice by registered or certified mail and publication in the official journal of the City of Monroe of the City's intent to take actual corporeal possession of the property and transfer ownership thereof to SANDCO GROUP, LLC;

WHEREAS, the property remains unredeemed, and the City desires to proceed with the taking of actual corporeal possession of the property and transfer of ownership to SANDCO GROUP, LLC, in accordance with La. R.S. 47:2238.1 *et seq.*; and

WHEREAS, the sale and transfer of the property shall be completed only upon satisfaction of the remaining requirements of La. R.S. 47:2238.1 *et seq.*, including the issuance of an order of possession and transfer of ownership by a court of competent jurisdiction pursuant to La. R.S. 47:2238.5.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Monroe, Louisiana, in legal session convened, that the City of Monroe is hereby authorized to take actual corporeal possession of and sell and transfer to SANDCO GROUP, LLC, pursuant to La. R.S. 47:2238.1 *et seq.*, all rights, title, and interest in and to the following described property:

**Lot 14 & 15, Sq 34, Unit 6, BTW Addition
3912 White St.
District 3
Ouachita Parish, Monroe, Louisiana
Parcel #51987**

BE IT FURTHER ORDAINED that the Tax Collector and other appropriate City officials are hereby authorized to execute the affidavit required by La. R.S. 47:2238.4 and to take all other actions necessary or appropriate to obtain an order of possession and transfer of ownership pursuant to La. R.S. 47:2238.5.

BE IT FURTHER ORDAINED that, upon issuance of the order of possession and transfer of ownership pursuant to La. R.S. 47:2238.5, the Mayor, or his designee, is hereby authorized to execute an act of sale and any and all other documents necessary or appropriate to perfect the sale and transfer of the property to SANDCO GROUP, LLC, in accordance with La. R.S. 47:2238.1 *et seq.*

This Ordinance was introduced on September 8, 2026.

Notice published on the ____ day of September 2026.

This Ordinance having been submitted in writing, introduced and published, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

MAYOR'S APPROVAL

MAYOR'S VETO

ORDINANCE

STATE OF LOUISIANA
CITY OF MONROE

NO. _____

The following Ordinance was offered by _____, who moved for its adoption, and was seconded by _____:

AN ORDINANCE AUTHORIZING THE CITY OF MONROE TO TAKE CORPOREAL POSSESSION OF AND SELL TO SANDCO GROUP, LLC, ALL RIGHTS, TITLE, AND INTEREST IN AND TO LOT 13, SQUARE 34, UNIT 6, BTW ADDITION, 3908 WHITE STREET, MONROE, LOUISIANA, ADJUDICATED TO THE CITY OF MONROE FOR NONPAYMENT OF AD VALOREM TAXES, PURSUANT TO LA. R.S. 47:2238.1 ET SEQ., AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the following described property:

**Lot 13, Sq 34, Unit 6, BTW Addition
3908 White St.
District 3
Ouachita Parish, Monroe, Louisiana
Parcel #74714**

was adjudicated to the City of Monroe, Louisiana, for nonpayment of 2011 ad valorem taxes by instrument dated and filed July 6, 2012, in Conveyance Book 2295, Page 423, of the records of Ouachita Parish, Louisiana;

WHEREAS, the 2011 ad valorem taxes forming the basis of the adjudication were assessed by the City of Monroe against Eloise Emerson Wyatt;

WHEREAS, more than five (5) years have elapsed since the filing of the instrument evidencing the adjudication in the conveyance records of the Ouachita Parish Clerk of Court;
WHEREAS, SANDCO GROUP, LLC, has applied to purchase the property from the City of Monroe pursuant to La. R.S. 47:2238.1 *et seq.*;

WHEREAS, SANDCO GROUP, LLC, has deposited with the City the amount determined by the Tax Collector pursuant to La. R.S. 47:2238.2 to be sufficient to cover the expenses of the sale, including advertising, taxes due, and other costs associated with the sale;

WHEREAS, the amount deposited by SANDCO GROUP, LLC, is Two Thousand Three Hundred Ninety-Six and 64/100 Dollars (\$2,396.64), including One Thousand Six Hundred Twenty-Four and 64/100 Dollars (\$1,624.64) in parish and municipal taxes, with the remainder consisting of legal fees, advertising costs, mailing costs, filing and recordation expenses, and other costs associated with the sale;

WHEREAS, the City of Monroe has provided notice to the tax debtor and all other interested parties as required by La. R.S. 47:2238.3, including notice by registered or certified mail and publication in the official journal of the City of Monroe of the City's intent to take actual corporeal possession of the property and transfer ownership thereof to SANDCO GROUP, LLC;

WHEREAS, the property remains unredeemed, and the City desires to proceed with the taking of actual corporeal possession of the property and transfer of ownership to SANDCO GROUP, LLC, in accordance with La. R.S. 47:2238.1 *et seq.*; and

WHEREAS, the sale and transfer of the property shall be completed only upon satisfaction of the remaining requirements of La. R.S. 47:2238.1 *et seq.*, including the issuance of an order of possession and transfer of ownership by a court of competent jurisdiction pursuant to La. R.S. 47:2238.5.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Monroe, Louisiana, in legal session convened, that the City of Monroe is hereby authorized to take actual corporeal possession of and sell and transfer to SANDCO GROUP, LLC, pursuant to La. R.S. 47:2238.1 *et seq.*, all rights, title, and interest in and to the following described property:

**Lot 13, Sq 34, Unit 6, BTW Addition
3908 White St.
District 3
Ouachita Parish, Monroe, Louisiana
Parcel #74714**

BE IT FURTHER ORDAINED that the Tax Collector and other appropriate City officials are hereby authorized to execute the affidavit required by La. R.S. 47:2238.4 and to take all other actions necessary or appropriate to obtain an order of possession and transfer of ownership pursuant to La. R.S. 47:2238.5.

BE IT FURTHER ORDAINED that, upon issuance of the order of possession and transfer of ownership pursuant to La. R.S. 47:2238.5, the Mayor, or his designee, is hereby authorized to execute an act of sale and any and all other documents necessary or appropriate to perfect the sale and transfer of the property to SANDCO GROUP, LLC, in accordance with La. R.S. 47:2238.1 *et seq.*

This Ordinance was introduced on September 8, 2026.

Notice published on the ____ day of September 2026.

This Ordinance having been submitted in writing, introduced and published, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

MAYOR'S APPROVAL

MAYOR'S VETO

ORDINANCE

STATE OF LOUISIANA
CITY OF MONROE

NO. _____

The following Ordinance was introduced by _____, who moved for its adoption, and was seconded by _____:

AN ORDINANCE AMENDING THE CITY OF MONROE OPERATING BUDGET FOR FISCAL YEAR 2026–2027 TO APPROPRIATE ADDITIONAL FUNDS FOR TRANSIT INSURANCE PREMIUMS, AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, Section 5-04 of the Monroe City Charter and La. R.S. 39:1310 authorize the amendment of the City’s operating budget following its adoption;

WHEREAS, the cost of insurance coverage attributable to the Monroe Transit System has increased beyond the amount included in the adopted Fiscal Year 2026–2027 Operating Budget, requiring an additional appropriation for insurance premiums; and

WHEREAS, the City must amend the Fiscal Year 2026–2027 Operating Budget for Fund 6001 – Transit to provide sufficient appropriations for such insurance expenses.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Monroe, Louisiana, in legal session convened, that the Operating Budget for Fiscal Year 2026–2027 is hereby amended for Fund 6001 – Transit as follows:

- Account No. 6001-4000-2403 6520.001 – Insurance: increase by One Hundred Seventy Thousand Seven Hundred Eight and No/100 Dollars (\$170,708.00), from Six Hundred Sixty-Eight Thousand Nine Hundred Eighty and No/100 Dollars (\$668,980.00) to Eight Hundred Thirty-Nine Thousand Six Hundred Eighty-Eight and No/100 Dollars (\$839,688.00).

BE IT FURTHER ORDAINED that the foregoing amendment results in a total increase in Fund 6001 – Transit expenditures of One Hundred Seventy Thousand Seven Hundred Eight and No/100 Dollars (\$170,708.00).

BE IT FURTHER ORDAINED that the Mayor, Director of Administration, Budget Officer, and other appropriate City officials are hereby authorized to make all accounting entries and take all other actions necessary or appropriate to implement the budget amendment authorized herein.

This Ordinance was introduced on September 8, 2026.

Notice published on _____, 2026.

This Ordinance having been submitted in writing, introduced, and published, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

MAYOR’S APPROVAL

MAYOR’S VETO



BUDGET AMENDMENT REQUEST

Department/Division Transit
Fund 6001
Budget Revision # 2

Account Number	Account Name	Current Approved Budget	YTD Actual Revenue or Expenses Plus Encumbrances	Current YTD Balance	Change Requested (+ incr/-decr)	Proposed Amended Budget
REVENUES (Increases in fees, etc. require prior approval by council)						
				-		-
				-		-
				-		-
				-		-
				-		-
				-		-
				-		-
				-		-
TOTAL			-	-	-	-
EXPENDITURES						
				-		-
6001-4000-2403 6520.001	Insurance	668,980	-	668,980	170,708	839,688
				-		-
				-		-
				-		-
TOTAL			668,980	-	668,980	170,708
NET CHANGE			(668,980)	-	(668,980)	(839,688)

JUSTIFICATION:
Increase in budgeted amount for Transit Vehicle Insurance

APPROVALS

Department _____ Date _____
Budget _____ Date _____
Authorizing Official _____ Date _____

ORDINANCE

STATE OF LOUISIANA
CITY OF MONROE

NO. _____

The following Ordinance was introduced by _____, who moved for its adoption and was seconded by _____:

AN ORDINANCE AMENDING SECTION 32.5-42 (DEFINITIONS) OF THE CITY OF MONROE CODE TO DEFINE WIRELINE TELECOMMUNICATIONS FACILITIES; ADDING SECTION 32.5-51 TO PROVIDE REGULATIONS GOVERNING WIRELINE TELECOMMUNICATIONS FACILITIES; AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, Article IV of Chapter 32.5 of the City of Monroe Code establishes regulations governing telecommunications facilities and related infrastructure within the City of Monroe;

WHEREAS, the City Council desires to provide for the regulation of unmanned wireline telecommunications facilities and associated equipment and infrastructure;

WHEREAS, the City Council desires to establish zoning, permitting, setback, screening, landscaping, and plan requirements applicable to wireline telecommunications facilities installations on private property;

WHEREAS, the City Council does not intend for the requirements of this Section to apply to ordinary telecommunications facilities and infrastructure located within the public right-of-way, which shall remain subject to otherwise applicable right-of-way permitting requirements and law; and

WHEREAS, the City Council further desires to provide additional review requirements for wireline telecommunications facilities located within residential zoning districts and designated historic districts;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Monroe, in legal and regular session convened, that Section 32.5-42 of the Code of Ordinances of Monroe, Louisiana, is hereby amended by adding the following definition:

Sec. 32.5-42. Definitions.

Wireline telecommunications facility (WTF) means any unmanned facility, equipment building, transmission shelter, equipment pad, cabinet, major telecommunications regional junction, or similar facility established or used to transfer or boost voice, data, fiber, or images, including facilities housing transmission equipment, coaxial cables, fiber-optic cables, or related telecommunications equipment.

BE IT FURTHER ORDAINED that Article IV of Chapter 32.5 of the Code of Ordinances of Monroe, Louisiana, is hereby amended by adding Section 32.5-51, to read as follows:

Sec. 32.5-51. Wireline telecommunications facility (WTF).

- (a) *Applicability.* This section shall apply only to wireline telecommunications facilities located or proposed to be located outside of the public right-of-way. Nothing in this section shall apply to telecommunications facilities, equipment, cabinets, pedestals, handholes, cables, or other telecommunications infrastructure located within the public right-of-way, which shall remain subject to applicable right-of-way permitting requirements and other applicable law.
- (b) *Right-of-way work.* Nothing in this section shall relieve any person of the requirement to obtain any permit otherwise required for work within a City of Monroe right-of-way.

- (c) *Zoning.* A wireline telecommunications facility subject to this section shall be permitted by right in all nonresidential use districts. A wireline telecommunications facility proposed within a residential zoning district shall require a Major Conditional Use permit pursuant to the procedure set forth in Section 37-130(f) of the City of Monroe Code.
- (d) *Historic districts.* A wireline telecommunications facility subject to this section and proposed within a historic district shall obtain a Certificate of Appropriateness pursuant to Section 18.5-3 of the City of Monroe Code.
- (e) *Setbacks.* A wireline telecommunications facility subject to this section shall comply with all zoning setback requirements applicable to commercial new construction within the zoning district in which the facility is located.
- (f) *Screening and landscaping.* All ground-mounted equipment pads, shelters, cabinets, and similar equipment associated with a wireline telecommunications facility subject to this section shall be fully screened from public view in accordance with the applicable requirements of Section 37-76 of the City of Monroe Code and shall be accompanied by a continuous evergreen landscape buffer designed and maintained to obscure the facility from adjacent properties and public rights-of-way.
- (g) *Permitting and plans.* A Commercial New Construction permit shall be required for each wireline telecommunications facility subject to this section. All applications for such permits shall include HVAC/mechanical plans, electrical plans, stormwater management plans, and generator plans, as applicable to the proposed facility.

BE IT FURTHER ORDAINED that all other paragraphs, subsections, subparagraphs, clauses, phrases, and words of Chapter 32.5 not specifically amended by this Ordinance shall remain unchanged and in full force and effect.

BE IT FURTHER ORDAINED that if any provision of this Ordinance is found invalid, the remaining provisions shall remain in full force and effect.

This Ordinance was introduced on August 25, 2026.

Notice published on _____, 2026.

This Ordinance having been submitted in writing, introduced, and published, was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared **ADOPTED** on October 13, 2026.

CHAIRPERSON

CITY CLERK

MAYOR'S APPROVAL

MAYOR'S VETO