AMENDED AGENDA
City of Monroe

LEGAL & REGULAR SESSION – NOVEMBER 24, 2026, 6:00PM
CITY COUNCIL CHAMBERS CITY HALL

I: ROLL CALL AND DECLARE QUORUM:

II: INVOCATION & PLEDGE OF ALLEGIANCE – Senior Pastor Joshua Wilhite, Sr.
Zion Traveler Baptist Church

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 OF NOVEMBER 9, 2026:
(PUBLIC COMMENTS)

V: PRESENTATIONS:
Rodger McConnell, Dir. of Homeland Security for Ouachita Parish – Update

VI: PUBLIC HEARINGS:
NONE.

PROPOSED CONDEMNATIONS:
(Public Comment)
None.

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

VIII: RESOLUTIONS AND MINUTE ENTRIES:
1. Council:

Public Comment:

(a) Adopt a Resolution confirming the appointments of the duly elected employee representatives of the Monroe Fire Department (Tedrick Reitzell) and Monroe Police Department (David Degraw) to the Monroe Municipal Fire and Police Civil Service Board, pursuant to La. R.S. 33:2476, and further providing with respect thereto.

(b) Adopt a Resolution granting an exception to the Open Container Ordinance to the Twin City Art Foundation for an Exhibition, Bernard Mattox: The Problem of the Bridge, and Chasing the Thing 50 Years On at the Masur Museum of Art 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 Twin City Art Foundation (Night at the Museum Christmas Edition) 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 DeSiard Quick Stop LLC, dba DeSiard Quick Stop, 5202 DeSiard Street, Ste. B, Monroe LA 71203 for a New 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)

(b) Consider an Application by Yars Entertainment LLC, dba Diamonds Lounge & Bar, 5203 DeSiard Street, Monroe LA 71203 for a New 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)

(c) Consider twenty-two (22) Renewal Applications for a New 2027 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

(d) Consider fourteen (14) Renewal Applications for a New 2027 Class B Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

(e) Consider two (2) Renewal Applications for a New 2027 Class C Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

(f) Consider one (1) Renewal Applications for a New 2027 Class E Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

(g) Adopt a Resolution accepting bids submitted by C&S Chemicals, Inc., Cedarchem LLC, Norit Americas Inc., Pencco, Inc., PVS DX, Inc., Shannon Chemical, LLC, Solenis, LLC, TDC, LLC, and USALCO, LLC for the Water Treatment Chemicals Project in accordance with the attached bid tabulation; and otherwise providing with respect thereto.

(h) Adopt a Resolution accepting the quote of Copeland Concrete & Construction, LLC for the Standifer Lift Station Pump No. 2 Rebuild Project.

(i) Adopt a Resolution accepting the quote of Copeland Concrete & Construction, LLC for the Standifer Lift Station Pump No. 3 Rebuild Project.

3. Department of Planning & Urban Development:

Public Comment:

(a) Adopt a Resolution approving Subrecipient Agreements with Catholic Charities of North Louisiana, United Way of Northeast Louisiana, and Christopher Youth Center for homeless assistance services funded through the Emergency Solutions Grants (ESG) and Home Investment Partnerships American Rescue Plan (HOME-ARP) Programs and otherwise providing with respect thereto.

4. Legal Department:
Public Comment:
None.

5. Mayor's office:
Public comment:
None.

6. Department of Public Works:
Public Comment:
None.

7. Department of Community Affairs:
Public Comment:
None.

8. Police Department:
Public Comment:
None.

9. Fire Department:

Public Comment:
None.

10. Engineering Services:

Public Comment:

(a) Adopt a Resolution accepting the recommendation of the Monroe Planning Commission and denying the application of Kingdom Investments, LLC, for a Zoning Map Amendment (MA 104-26) for approximately 0.258 acres of property located at 4104 Spurgeon Drive, Monroe, Louisiana; and otherwise providing with respect thereto.

(b) Adopt a Resolution accepting the recommendation of the Monroe Planning Commission and denying the application of Braud & Son Properties for a Zoning Map Amendment (MA 105-26) for approximately 0.31 acres of property located at 2504 Renwick Street, Monroe, Louisiana; and otherwise providing with respect thereto.

(c) Adopt a Resolution approving Closeout Change Order No. 1 for the Thomas Avenue & Georgia Street Water Improvements Project.

(d) Adopt a Resolution approving Closeout Change Order No. 1 for the Powell Community Center Parking Lot Repairs Project.

BREAK IF NEEDED:

IX: INTRODUCTION OF RESOLUTIONS & ORDINANCES:
Public Comment:

(a) Introduce an Ordinance approving a Zoning Map Amendment for approximately 2.78 acres of property located at 401 Sherrouse Avenue, changing the zoning classification from R-1 (Single Family Residence) District to R-4 (High Density Multi-Family Residence) District, amending the official Zoning Map of the City of Monroe, and otherwise providing with respect thereto.

X: RESOLUTIONS AND ORDINANCES FOR SECOND READING AND FINAL ADOPTION AND SUBJECT TO PUBLIC HEARING:
None.

XI: CITIZENS PARTICIPATION:
XII: ADJOURN.

PLEASE SILENCE YOUR CELL PHONE

City Hall, Monroe, Louisiana
November 9, 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, Mr. McFarland, Mr. Harvey, Mr. Muhammad, and Mrs. Ezernack.

Chairman Muhammad announced a quorum was present, and the Invocation and the Pledge of Allegiance led by Mrs. Ezernack or her designee Mr. Morgan McCallister

III: Communications & Special Announcements:
Mayor Friday Ellis welcomed attendees and reported on the second annual Faith in Action Prayer Breakfast, the Mayor's Action Lab and its discussion of Main Street development, and Fire Prevention Week outreach at local schools. He thanked Main Street Director Hollis Walker for coordinating the downtown Fright Night 5K and working with small businesses. He also discussed Boo at the Zoo, healthy housing outreach during National Lead Poisoning Prevention Week, the City Employee Breakfast and Trailblazer Award recipient Arthur Holland, and the Leadership Ouachita bus tour. He reported on discussions about data centers, renewable energy and infrastructure at the Rural Renaissance Road Show in Decatur, Alabama, and announced broadcast plans for the State of the City.

Ms. Woods – Vice Chairman thanked attendees and announced a renaming and ribbon-cutting ceremony at the Powell Community Center to celebrate parking lot improvements.

Mr. McFarland requested prayers for Internal Auditor Yolanda Washington and her family. He reported on a discussion with District 4 residents at the Emily P. Robinson Recreation Center, thanked Mayor Ellis for continuing the Employee Breakfast tradition, and said he would hold another community meeting once the timing of the bond discussion was known.

Mr. Muhammad – Chairman recognized Mr. Lewis Tolliver and reported that a breakfast with Public Works staff included discussion of a potential new facility and possible funding to explore construction. He noted the Urban League's listening and learning tour focused on concerns in Louisiana's major cities and commended the City Employee Breakfast.

IV: Approve Minutes of the Legal and Regular Session of October 27, 2026:
Upon motion of Mr. Harvey, seconded by Mr. McFarland and unanimously approved the minutes of the Legal and Regular Session of October 27, 2026. (No comments from the public)

Special Presentation
Chairman Muhammad recognized Council Clerk Carolus Riley for 25 years of service, noted she had also been honored at the Employee Breakfast, and requested a photo with Ms. Riley and Council members.

Ms. Carolus Riley, Council Clerk, thanked the Council members for the surprise.

VIII: Resolutions and Minute Entries:

Department of Administration:

(a) Upon motion of Mr. Harvey, seconded by Mr. McFarland and unanimously approved to Consider thirty-five (35) Renewal Applications for a New 2027 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (No comments from the public)

(b) Upon motion of Mr. McFarland, seconded by Mr. Harvey and unanimously approved to Consider thirty-five (35) Renewal Applications for a New 2027 Class B Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

Chairman Muhammad asked what's the difference between Class A and Class B., City Attorney was looking it up.

(c) Upon motion of Mr. McFarland, seconded by Ms. Woods and unanimously approved to Consider one (1) Renewal Applications for a New 2027 Class C Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

Mr. Harvey answered Chairman Muhammads question stating Class A is generally for restaurants with liquor, Class B is your convenience stores, Class C is beer only, Class D is beer off premises, Class E is private clubs, Class G is wholesale liquor only, and Class H is wholesale beer only.

(d) Upon motion of Mr. McFarland, seconded by Mr. Harvey and unanimously approved to Consider one (1) Renewal Applications for a New 2027 Class D Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (No comments from the public)

(e) Upon motion of Mr. McFarland, seconded by Ms. Woods and unanimously approved to Consider two (2) Renewal Applications for a New 2027 Class E Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (No comments from the public)

(f) Upon motion of Mr. McFarland, seconded by Ms. Woods and unanimously approved to Consider two (2) Renewal Applications for a New 2027 Class G Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (No comments from the public)

(g) Upon motion of Mr. McFarland, seconded by Mr. Harvey and unanimously approved Consider request from the Purchasing Division for authorization for an authorized City representative to advertise for bid West Parkview Drainage Improvements Project. The estimate for the West Parkview Drainage Improvements Project is $3,253.086.70. (No comments from the public)

Legal Department:

(a) Upon motion of Mr. McFarland, seconded by Mr. Harvey and unanimously approved Resolution No. 9205 authorizing the City of Monroe to participate in class action settlements with certain defendants in National PFAS Litigation by declining to opt out of the settlements, authorizing the execution of necessary documents, and further providing with respect thereto. (No comments from the public)

(b) Upon motion of Mr. McFarland, seconded by Ms. Woods and unanimously approved Resolution No. 9206 authorizing the City of Monroe to Settle Opioid Epidemic Claims with Albertsons Companies, Inc and its related entities and further providing with respect thereto. (No comments from the public)

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 Mrs. Ezernack, seconded by Mr. Harvey and unanimously approved Ordinance No. 12,318 approving a Collective Bargaining Agreement by and between the City of Monroe and the Amalgamate Transit Union Local No. 1160, AFL-CIO. (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. 12,319 authorizing the City of Monroe to take Corporeal Possession of and sell to Tobborie Snell all rights, title, and interest in and to lot 2 resubdivision, Square 2 Renwick's Addition, South 22nd Street (no situs address), 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)

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

(c) Upon motion of Mr. Harvey, seconded by Ms. Woods and unanimously approved Ordinance No. 12,320 authorizing the City of Monroe to take Corporeal Possession of and sell to Tobborie Snell all rights, title, and interest in and to Lot 1-a resubdivision, Square 2, Renwick's Addition, 415 South 22nd 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)

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

(d) Upon motion of Ms. Woods, seconded by Mr. Harvey and unanimously approved Ordinance No. 12,321 authorizing the City of Monroe to take Corporeal Possession of and sell to Kimareanna Ross all rights, title, and interest in and to Lots 7 and 8, Square 2, Breard's resubdivision of Squares 23 and 24,

Stubbs Youngs Bayou Addition, 2205 Grammont 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)

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

(e) Upon motion of Mr. Harvey, seconded by Mrs. Ezernack and unanimously approved Ordinance No. 12,322 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. (No comments from the public)

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

(f) Upon motion of Mr. Harvey, seconded by Mrs. Ezernack and unanimously approved Ordinance No. 12,323 amending the City of Monroe Operating Budget for Fiscal Year 2026-2027 to recognize additional revenues and appropriate funds from Prisoner Housing, LMA, Expenses, and Winter Storm Fern Expenses, and further providing with respect thereto.

Kenya Roberson, 116 Glenwood Dr., Drive asked whether the Council had received the information requested at the previous meeting.

Chairman stated a grant had been identified.

Mr. Richard Moore, Director of Administration, said the increase in revenue was related to additional funds from the 2016 flood.

Mr. McFarland requested the amount be stated for the record. Mr. Moore identified $299,269 in funding related to the 2016 flood.

Ms. Woods asked how much was available in the fund balance. Mr. Moore reported an unofficial fund balance of $14,916,607.

Mr. McFarland asked the amount of additional revenue being transferred be entered into the record.

Mr. Moore reported $1,057,650 in additional revenue for prisoner housing and Winter Storm Fern expenses and $28,884 in additional LMA expenses. He said $55,665 in proceeds should be considered and that spending would then be below the $250,000 budgeted amount.

Mr. McFarland noted the matter was up for a vote and again asked whether the requested amount was needed.

Mr. Moore confirmed the requested amount was needed. He reported LMA expenses exceeded the $250,000 budget by $28,884. He said the City needed to account for the additional expenditures and had recorded $55,665 in LMA proceeds.

Mr. McFarland asked whether the money would come from the fund balance.

Mr. Moore confirmed that the proceeds would cover the amount.

Chairman Muhammad said quarterly meetings would be held to help keep the process on track.

Ms. Woods asked why the fund balance was unofficial.

Mr. Moore answered the audit had been submitted to the state, and the balance would become official upon the state's release of the audit.

Ms. Woods expressed concern about using an approximate figure in financial discussions and acknowledged that the City was awaiting acceptance by the state auditor.

Mr. Moore the preliminary figure could change slightly.

Chairman Muhammad asked whether the margin of error was 2% or 3%.

Mr. Moore said he did not have that information.

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

(g) Upon motion of Mr. Harvey, seconded by Mrs. Ezernack and approved Ordinance No. 12,324 amending the City of Monroe Operating Budget for Fiscal Year 2026-2027 to appropriate additional funds for salaries, payroll taxes, and pension contributions in the Transit Fund; and further providing with respect thereto. (Ms. Woods and Mr. McFarland nay)

Tamara Pratt, 818 Bethune St., stated no one had contacted her to renegotiate and questioned why they were expected to accept the existing contract terms.

Chairman Muhammad asked whether anyone had contacted Ms. Pratt about the contract since the previous Council meeting

Ms. Pratt stated based on the information she had received, no one had reached out.

Chairman Muhammad asked Mr. Creekbaum to confirm if that was true.

Mr. Brandon Creekbaum, City Attorney, stated he spoke with Mr. Garland within 10 minutes of the previous Council meeting. Mr. Garland said he would attend this meeting to explain the union's position. Mr. Creekbaum was unsure why he was absent.

Kenya Roberson, 116 Glenwood Drive, acknowledged the Council's limits on negotiating and urged it to listen to City employees and establish a process for addressing their concerns. She expressed dissatisfaction with how the matter had been presented.

Sonya Jacobs, 700 University Drive, described the exchanges she witnessed during negotiations. She called for a resolution that considered Transit employees' concerns and questioned whether the language used at the bargaining table could lead participants to accept terms they considered unfair.

Chairman Muhammad stated he asked to reject the contract that evening and send it back for negotiation.

Mr. Harvey clarified the contract had already been approved and the item before the Council was the budget amendment.

Chairman Muhammad asked whether the Council could decline to approve the amendment.

Mr. Creekbaum stated rejecting the amendment would leave the raises in the approved contract unfunded.

Mrs. Ezernack noted the Council had already voted on the contract.

Mr. Creekbaum stated agenda item A was the contract, and the current amendment would fund its raises.

Mr. McFarland stated the concerns about the union representative were allegations. He expected further discussion after the prior meeting, disagreed with assigning blame to Transit employees for their representation.

Ms. Woods asked whether rejecting the amendment could lead to renegotiation, given that the approved contract would remain unfunded.

Mr. Creekbaum stated the City would face an immediate deficit if it remained contractually obligated to pay amounts without an appropriation. He stated he could not authorize the payments, and the union could claim the City was in breach.

Chairman Muhammad asked whether the amendment included raises.

Mr. Creekbaum confirmed the approved agreement provided for a 6% raise that would take effect.

Mrs. Ezernack asked whether the issue could be addressed after approval and stated the union's representatives should take part in any further discussion.

Mr. Creekbaum stated he had discussed several provisions with Mr. Anthony and the IVP president.

Mr. McFarland stated retroactive pay remained the central issue.

Chairman Muhammad stated he would not place the blame on Mr. Creekbaum and invited Mayor Ellis to comment.

Mayor Ellis agreed with Ms. Woods and criticized the Transit Union's representation from Washington, D.C. He stated an agreement had been negotiated in good faith and expressed concern about how the representative handled employees' objections.

Ms. Woods asked whether Mayor Ellis would be willing to reopen the contract if the Council approved the amendment.

Mayor Ellis stated he was willing to do so.

Mr. Creekbaum asked whether the discussion would cover the entire agreement or only wages.

Mayor Ellis stated reopening the entire agreement could repeat the same difficulties and expressed doubt that the Washington representative would return to negotiate. He offered to meet with the local union if retroactive pay was the issue.

Chairman Muhammad asked whether that discussion was possible.

Mr. Creekbaum stated it was possible. He explained retroactive pay extended only to the fiscal year for which funds had been budgeted, noted that the parties might mean different things by retroactivity, and said the City had to act within legal limits.

Ms. Woods stated Mr. Creekbaum and Mayor Ellis had indicated that the matter could be reopened by mutual agreement. She told Transit employees that their raises had been approved.

XI: Citizens Participation:

Rebecca Benjamin, 514 Sherrouse Ave., raised concerns about a proposed R-4 zoning change for a family residence. She said she was within the required notification area and had received no notice from Planning and Urban Development.

Bernadine Adams, 4106 Lionel St., reported tall grass behind her home and concerns about conditions on White Street. She said City crews mowed along Millhaven Road up to the railroad tracks despite a previous statement that crews could not mow within 25 feet of the tracks. She reported seeing wildlife in the area.

Chairman Muhammad asked how to request mowing at the location.

Mr. Morgan McCallister, City Engineering COO, stated he could reach out. He stated he does know they maintain the railroad tracks twice a year.

Anita Snyder, 1708 Millhaven Road, stated she moved from customer service at the Transit terminal into the Parts Clerk Inventory Specialist position. She learned that a previous employee had been offered substantially more and asked whether her pay could be adjusted.

Chairman Muhammad advised Ms. Snyder to start with her manager and file a complaint. He said the Council does not handle personnel matters.

Kenya Roberson, 116 Glenwood Dr., stated Mr. McFarland's District 4 community meeting was informative and that he listened to residents. She encouraged other Council members to hold similar meetings.

Mayor Ellis stated they were working to secure a date and that Council members had submitted proposed projects and priorities for their communities.

Ms. Woods added she also had a community meeting scheduled.

There being no further business to come before the council, Chairman Muhammad adjourned the meeting at 7:43PM.

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

A RESOLUTION CONFIRMING THE APPOINTMENTS OF THE DULY ELECTED EMPLOYEE REPRESENTATIVES OF THE MONROE FIRE DEPARTMENT (TEDRICK REITZELL) AND MONROE POLICE DEPARTMENT (DAVID DEGRAW) TO THE MONROE MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD, PURSUANT TO LA. R.S. 33:2476, AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, La. R.S. 33:2476 provides for the appointment of members to the Monroe Municipal Fire and Police Civil Service Board, including one member elected by and from the regular employees of the Monroe Fire Department and one member elected by and from the regular employees of the Monroe Police Department;

WHEREAS, Tedrick Reitzell was duly elected by the regular employees of the Monroe Fire Department, and David Degraw was duly elected by the regular employees of the Monroe Police Department, to serve as their respective representatives on the Board;

WHEREAS, following their respective elections, Tedrick Reitzell and David Degraw took their oaths of office and began serving as members of the Monroe Municipal Fire and Police Civil Service Board; and

WHEREAS, the City Council desires to formally ratify and confirm their appointments and memorialize such action in the official records of the City of Monroe.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal and regular session convened, that the appointments of Tedrick Reitzell as the employee representative of the Monroe Fire Department and David Degraw as the employee representative of the Monroe Police Department to the Monroe Municipal Fire and Police Civil Service Board are hereby ratified and confirmed, pursuant to La. R.S. 33:2476; and

BE IT FURTHER RESOLVED that this Resolution shall constitute the formal action of the City Council ratifying and confirming said appointments, and the City Clerk is hereby directed to enter this Resolution into the official minutes of the City Council and provide a certified copy to the Monroe Municipal Fire and Police Civil Service Board.

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 November 24, 2026.

_____
CHAIRPERSON

_____
CITY CLERK

RESOLUTION

STATE OF LOUISIANA NO. _____

CITY OF MONROE

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

RESOLUTION GRANTING AN EXCEPTION TO THE OPEN CONTAINER ORDINANCE TO THE TWIN CITY ART FOUNDATION FOR AN EXHIBITION, BERNARD MATTOX: THE PROBLEM OF THE BRIDGE, AND CHASING THE THING 50 YEARS ON AT THE MASUR MUSEUM OF ART 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, "An Exhibition, Bernard Mattox: The Problem of the Bridge, and Chasing the thing 50 Years On" to be held at the Masur Museum and on the grounds as well, Thursday, December 3, 2026 from 5:00pm until 9:00p.m. 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, "An Exhibition, Bernard Mattox: The Problem of the Bridge, and Chasing the thing 50 Years On" to be held at the Masur Museum and on the grounds as well, Thursday, December 3, 2026 from 5:00pm until 9:00p.m. 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

CITY OF MONROE
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 is hosting a Reception for Exhibition – Bernard Mattox Retrospective on Thursday, December 3, 2026. The event will be 5:00 – 9:00 pm. Alcohol will be consumed at this event. There will be approximately 100 individuals in attendance at this event. There will be 2 off – duty officers working at this event.

Respectfully,
Sgt. Kwasic Heckard

masurmuseum

Twin City Art Foundation

Board of Trustees

Tiffany Jackson
Chairman
Scott Higginbotham
President
Cliff Tresner
Vice President
Patrik Pyburn
Secretary-Treasurer

Douglas Breckenridge
Drék Davis
Gretchen Masur Dean
Sarah Hoffman
Chresancio Jackson
Sarah Jarrett
Kay La-France Knight
Rebekah Lawrence
Brooke Litwin
Kara Platt
Julie Simpson
Winnie Tomeny

TCAF is a 501© (3) arts organization.

November 13, 2026

Carolus Riley
City Council Clerk
City of Monroe

Carolus,

The Twin City Art Foundation will be hosting a reception for our upcoming Exhibition, ***Bernard Mattox: The Problem of the Bridge, and Chasing the Thing 50 Years On*** 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 Thursday, December 3, 2026, from 5:00 pm until 9:00 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,

Evie Stewart

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

Evelyn Stewart, Director, Masur Museum of Art

TWINCITY01 JBYRD

CERTIFICATE OF LIABILITY INSURANCE

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 #
	INSURER A : Ohio Casualty Insurance Company	24074
INSURED Twin City Art Foundation 1400 South Grand Monroe, LA 71202	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						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE [X] OCCUR	X		BLO58348630	10/18/2026	10/18/2027	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						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A					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

City of Monroe Masur Museum
1400 South Grand
Monroe, LA 71202

CANCELLATION

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

Jenny W. Thomas

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FROM THE OFFICE OF
MAYOR FRIDAY ELLIS

November 16, 2026

To Whom It May Concern:

It is my understanding that Masur Museum will be hosting a reception on Thursday, December 3, 2026, from 5:00p.m. to 9:00p.m. The event will be held at Masur Museum, located at 1400 South Grand St, Monroe, La. Alcohol will be served at the event.

Masur Museum will apply for the required special event permit issued by the state. The City of Monroe has no objection to said activities.

Sincerely,

Friday Ellis
Mayor

OFFICE OF THE MAYOR
P.O. BOX 123
MONROE, LA 71210

318-329-2310
318-264-4892
MONROELA.US

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 (NIGHT AT THE MUSEUM CHRISTMAS EDITION) 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, "Night at the Museum Christmas Edition" to be held at the Masur Museum, Thursday, December 10, 2026 from 6:00pm 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, "Night at the Museum Christmas Edition" to be held at the Masur Museum, Thursday, December 10, 2026 from 6:00pm 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

masurmuseum

Twin City Art Foundation

Board of Trustees

Tiffany Jackson
Chairman
Scott Higginbotham
President
Cliff Tresner
Vice President
Patrik Pyburn
Secretary- Treasurer

Douglas Breckenridge
Drék Davis
Gretchen Masur Dean
Sarah Hoffman
Chresancio Jackson
Sarah Jarrett
Kay La-France Knight
Rebekah Lawrence
Brooke Litwin
Kara Platt
Julie Simpson
Winnie Tomeny

TCAF is a 501© (3) arts organization.

October 28, 2026

Carolus Riley
City Council Clerk
City of Monroe

Carolus,

The Twin City Art Foundation will be hosting an event, ***Night at the Museum – Christmas Edition*** 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 event is scheduled to be held on Thursday, December 10, 2026, from 6:00 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,

Evie Stewart

Evelyn Stewart, Director, Masur Museum of Art

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

TWINCITY01 JBYRD

CERTIFICATE OF LIABILITY INSURANCE

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 #
INSURER A : Ohio Casualty Insurance Company	24074
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Twin City Art Foundation
1400 South Grand
Monroe, LA 71202

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							
	CLAIMS-MADE [X] OCCUR	X		BLO58348630	10/18/2026	10/18/2027	EACH OCCURRENCE	$ 1,000,000
							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						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A					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

City of Monroe Masur Museum
1400 South Grand
Monroe, LA 71202

CANCELLATION

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
Jenny W. Thomas

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FROM THE OFFICE OF
MAYOR FRIDAY ELLIS

October 28, 2026

To Whom It May Concern:

It is my understanding that Twin City Art Foundation will be hosting a party on Thursday, December 10, 2026, from 6:00p.m. to 8:00p.m. The event will be held at Masur Museum, located at 1400 South Grand St. Monroe, La. Alcohol will be served at the event.

Twin City Art Foundation will apply for the required special event permit issued by the state. The City of Monroe has no objection to said activities.

Sincerely,

Friday Ellis
Mayor

OFFICE OF THE MAYOR
P.O. BOX 123
MONROE, LA 71210

318-329-2310
318-264-4892
MONROELA.US

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 License (For November 24, 2026, Council Meeting)

Date: November 16, 2026

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

NEW ALCOHOL LICENSE

CLASS A (NEW) (1)

1. *Diamonds Lounge & Bar*
   5203 Desiard Street
   Monroe, La 71203

Owner: Yars Entertainment LLC

CLASS B (NEW) (1)

2. *Desiard Quick Stop*
   5202 Desiard Street, Ste B
   Monroe, La 71203

Owner: Desiard Quick Stop LLC

CO – CLEARED
SALES TAX CLEARED
DISTANCE REPORT CLEARED

CITY OF MONROE

TAXATION & REVENUE
MAYOR- COUNCIL GOVERNMENT

MEMO

To: Richard Moore
Director of Administration

From: Charlotte Morrison
Director of Taxation & Revenue

Re: Alcohol Renewal (For November 24, 2026, Council Meeting)

Date: November 16, 2026

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

ALCOHOL LICENSE RENEWAL 2027

CLASS A (22)

1. *Mustang Sally- 207 Olive Street, Owner- ALD Holdings LLC*
2. *Cooter Bay Downtown- 209 Olive Street, Owner- CBAY LLC*
3. *The Siesta- 515 North 3rd Street, Owner- Kid Buck LLC*
4. *Flying Tiger Brewery- 506 North 2nd Street, Owner- James E. Simpson*
5. *Aramark at ULM- 201 Bayou Drive, Owner- Aramark Educational Services*
6. *Mohawk Tavern, Inc- 704 Louisville Avenue, Owner- Joan F. Norman*
7. *Monroe's-1301 North 19th Street, Owner- Roy J. Arthur*
8. *Genusa's Italian Restaurant-815 Park Avenue, Owner- Cherry Genusa*
9. *The Monroe Bayou- 5400 Operations Rd., Owner- Oakwells Commuter Rail*
10. *Parish Restaurant- 318 N 2nd Street, Owner-Cory Bahr*
11. *Sushi Koko- 319 N 2nd Street, Owner- Cory Bahr*
12. *Taco Bandido- 2127 Forsythe Avenue, Owner- Taco Bandido LLC*
13. *Doe's Eat Place- 2230 Tower Drive, Owner- Grotto Foods Group LLC*
14. *Monago's Fieldhouse- 1510 Sterlington Rd., Owner- William Trappey*

15. *Waterfront Grill- 5201 Desiard Street, Owner- Jane Weems*
16. *Monroe Athletic Club- 3801 Chauvin Lane, Owner- William Trappey*
17. *Catahoula's- 5321 Desiard Street, Owner- Erin Shane Smiley*
18. *Red Lobster #0543- 4601 Pecanland Mall Drive, Owner- Red Lobster Restaurants LLC*
19. *Basil Thai & Sushi- 1118 Oliver Rd., Owner- Basil Restaurant LLC*
20. *Towneplace Suites Monroe- 4919 Pecanland Mall Dr., Owner- MW Hotels LLC*
21. *Don Tomas Restaurant- 614 N 6th Street, Owner- Thomas R. Hardy*
22. *Diamondz Lounge & Bar- 5203 Desiard Street, Owner- YARS Entertainment LLC*

CLASS B (14)

1. *Now Save #18- 1420 MLK Jr. Drive, Owner- ACE DISTRIBUTORS INC*
2. *Now Save #5- 1912 MLK Jr. Drive, Owner- Sinar Inc.*
3. *Now Save #9- 1501 Sterlington Rd., Owner- Now Save #9 LLC*
4. *Now Save #3- 1213 Winnsboro Rd., Owner- Sinar Inc.*
5. *Joey's Stop & Go-2400 Old Sterlington Rd., Owner- Joey's Stop & Go LLC*
6. *Desiard Quick Stop-5202 Desiard Street Ste B, Owner- Desiard Quick Stop LLC*
7. *Now Save #8- 513 Winnsboro Rd, Owner- WGG LLC*
8. *Now Save #14- 1511 Texas Avenue, Owner- DILKAR INC*
9. *Now Save #21- 21 Louisville Avenue, Owner- Vikram-Vijay LLC*
10. *Now Save #7- 1800 Forsythe Avenue Ste 1, Owner- Dhaliwal INC*
11. *Now Save #23- 3201 Desiard Street, Owner- NS Desiard LLC*
12. *Beef & Barrel- 1030 N 6th Street, Owner- Washington Wine & Spirits LLC*
13. *Northside Stores LLC- 2422 Desiard Street, Owner- Northside Stores LLC*
14. *The Oasis- 3408 Desiard Street, Owner- Quarles Enterprises Inc*

CLASS C (2)

1. *Johnny's Pizza House #9- 1600 N 18th Street, Owner- Johnny's Pizza House INC*
2. *Riverside Coney Island, Inc- 710 Walnut Street, Owner- Thomas R. Hardy*

CLASS E (1)

1. *Bayou Desiard- 3501 Forsythe Avenue, Owner- Bayou Desiard Country Club Inc.*

RESOLUTION

STATE OF LOUISIANA **NO._____**
CITY OF MONROE

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

A RESOLUTION ACCEPTING BIDS SUBMITTED BY C&S CHEMICALS, INC., CEDARCHEM LLC, NORIT AMERICAS INC., PENCCO, INC., PVS DX, INC., SHANNON CHEMICAL, LLC, SOLENIS, LLC, TDC, LLC, AND USALCO, LLC FOR THE WATER TREATMENT CHEMICALS PROJECT IN ACCORDANCE WITH THE ATTACHED BID TABULATION; AND OTHERWISE PROVIDING WITH RESPECT THERETO.

WHEREAS, the City of Monroe solicited bids in accordance with the Louisiana Public Bid Law for the Water Treatment Chemicals Project, Bid Reference No. 2026-00000002;

WHEREAS, bids were received and tabulated on August 20, 2026, for the various chemicals required by the City of Monroe;

WHEREAS, C&S Chemicals, Inc., CedarChem LLC, Norit Americas Inc., Pencco, Inc., PVS DX, Inc., Shannon Chemical, LLC, Solenis, LLC, TDC, LLC, and USALCO, LLC submitted bids for various chemicals, as reflected in the bid tabulation attached hereto and made a part hereof; and

WHEREAS, the City of Monroe desires to accept the respective bids of said vendors for the chemicals, quantities, and prices identified in the attached bid tabulation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal and regular session convened, that the respective bids submitted by C&S Chemicals, Inc., CedarChem LLC, Norit Americas Inc., Pencco, Inc., PVS DX, Inc., Shannon Chemical, LLC, Solenis, LLC, TDC, LLC, and USALCO, LLC for the Water Treatment Chemicals Project are hereby accepted for the specific items and at the respective bid prices set forth in the attached bid tabulation, which is incorporated herein by reference; and

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

BE IT FURTHER RESOLVED that Mayor Friday Ellis, or his designee, is hereby authorized to execute the necessary contracts with the respective vendors in accordance with their accepted bids and the attached bid tabulation.

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 November 24, 2026.

_____
CHAIRPERSON

_____
CITY CLERK

BID TABULATION

Water Treatment Chemicals
City of Monroe

Bid Reference No. 2026-00000002
August 20, 2026

COM STOCK NO.	ITEM DESCRIPTION	UNITS	QUANTITY	C & S Chemicals Inc		CedarChem LLC		Chemtrade Chemicals US		Norit Americas Inc		Pencco, Inc	
				PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL
	Powdered Activated Carbon			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	1.32/lb	$21,120.00	$0.00	$0.00
	Liquid Aluminum Sulphate			$0.00	$470.00	$0.00	$0.00	$0.00	$570.00	$0.00	$0.00	$0.00	$0.00
	Zinc Orthophosphate			1.40/lb	$1.40	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Anhydrous Ammonia			No Response		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Liquid Caustic Soda 50%			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$697.00
	Liquid Caustic Soda 25%			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Granular Chlorine 65%			2.52/lb	$252.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Copper Sulfate (CuSO4)			4.256/lb	$212.80	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Liquid Chlorine			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Potassium Permanganate			1.96/lb	$98.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Liquid Ammonium Sulphate			0.445/lb	$0.45	0.39/lb	$219.86	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Liquid Chlorine Cylinder			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
				$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
			Actual Total Bid:		$1,034.65		$219.86		$570.00		$21,120.00		$697.00

EVALUATED AND CERTIFIED CORRECT BY:

Angel Taylor

Angel Taylor, Buyer of Purchasing
August 20, 2026

Petra Chemical Co		PVS DX, Inc		Shannon Chemical, LLC		Solenis, LLC		TDC, LLC		Usalco, LLC		Allied Universal Corp	
PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL
$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	433.00lb	$433.00	$0.00	$0.00
$0.00	$0.00	$0.00	$0.00	$1.27	$86,106.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
$0.00	$188,551.60	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$700.00	$168,000.00	$0.00	$0.00	$0.00	$0.00
$0.00	$122,604.40	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$850.00	$102,000.00	$0.00	$0.00	$0.00	$0.00
$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	231.00/E	$2,310.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$1,664.00	$99,840.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,666.15	$99,969.00
$0.00	$0.00	$0.00	$0.00	$5.53	$25,602.92	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
$0.00	$0.00	$211.00	$20,256.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

RESOLUTION

STATE OF LOUISIANA **NO._____**
CITY OF MONROE

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

A RESOLUTION ACCEPTING THE QUOTE OF COPELAND CONCRETE & CONSTRUCTION, LLC FOR THE STANDIFER LIFT STATION PUMP NO. 2 REBUILD PROJECT.

WHEREAS, in accordance with the Purchasing and Bidding Procedures for the City of Monroe (Ord. No. 12,225) and the City's Administrative Purchasing Manual, the City of Monroe solicited quotes for the Standifer Lift Station Pump No. 2 Rebuild Project;

WHEREAS, Copeland Concrete & Construction, LLC submitted the lowest responsive quote in the amount of $35,950.00; and

WHEREAS, the City desires to contract with Copeland Concrete & Construction, LLC for the Standifer Lift Station Pump No. 2 Rebuild Project;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in its legal and regular session convened, that the quote of Copeland Concrete & Construction, LLC in the amount of $35,950.00, for the Standifer Lift Station Pump No. 2 Rebuild Project, be and at the same is hereby accepted as the lowest responsive quote received and that Mayor Friday Ellis, or his designee, is hereby authorized to enter in a contract with Copeland Concrete & Construction, LLC for said project; and

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

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 November 24, 2026.

_____
CHAIRPERSON

_____
CITY CLERK

CITY OF MONROE
PROJECT REQUEST FORM

Date: 07/17/2026

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: Rebuild Pump #2 at Lift Station

Proposal Submitted to: Christine Davis

Department: Public Works Sewer

Date of Plans: _____

Job Location: 101 Standifier St, Monroe, La

Phone Number: 318-329-2393

Email: terri.crawford@ci.monroe.la.us

STATEMENT OF WORK:

Scope of Work - Standifer Lift Station Pump #2 Rebuild
Project Description

Provide all labor, supervision, tools, equipment, materials, and incidentals necessary to remove, inspect, rebuild, test, and return Pump #2 at the Standifer Lift Station to full operational service. The work shall be performed in accordance with manufacturer's recommendations, industry standards, and Owner requirements.

See attached quote

*Please use a separate attachment if more space if required

Requesting Employee (Print Name): Terri Crawford

Requesting Employee (Signature): Terri Crawford

Department/Division Head Approval: Scott Bond

TO BE COMPLETED BY ENGINEERING DEPARTMENT

Project Manager: _____

Project Number: _____

Scope/Schedule Meeting Date: _____

Cost Estimate: _____

City Engineer Approval (Signature): _____

Date: _____

Quote Summary Tabulation
Quote No.26SEW013
Standifer Lift Station
Pump #2 Rebuild

Project Estimate: $9,500

Vendor	Quote Amount
Copeland Concrete & Construction LLC	$35,950.00
Smith Machine Work, LLC	$36,500.00
Red River Pump Specialists	$36,950.00

I certify this Quote Summary is a true and accurate tabulation of the quotes received.

Christina Davis

Christina Davis, Director of Purchasing

318-307-4674
copeland.accounts@yahoo.com
5125 highway 34 Eros la 71238

COPELAND
CONCRETE & CONSTRUCTION
LLC

Copeland Concrete & Construction LLC

QUOTATION

FOR: **Monroe City**
Derek.sanders@waggonereng.com

NUMBER: 1006
DATE: Sep 30, 2026

Description	Quantity	Unit price	Amount
Standifer lift station pump #2 Pull,repair,install pump #2 per scope of work.	1	$34,500.00	$34,500.00
Payment bond	1	$1,450.00	$1,450.00

SUBTOTAL: $35,950.00

TOTAL $35,950.00

THANK YOU FOR YOUR BUSINESS

CITY OF MONROE

WAGGONER

Scope of Work - Standifer Lift Station Pump #2 Rebuild

Project Description

- Provide all labor, supervision, tools, equipment, materials, and incidentals necessary to remove, inspect, rebuild, test, and return Pump #2 at the Standifer Lift Station to full operational service. The work shall be performed in accordance with manufacturer's recommendations, industry standards, and Owner requirements.

1. Mobilization and Site Preparation

- Coordinate work activities with Owner operations personnel.
- Implement all required safety procedures, including lockout/tagout (LOTO).
- Provide all rigging, hoisting, and lifting equipment necessary to safely remove and reinstall the pump.
- Maintain operation of the lift station during repairs through operational coordination or temporary bypass pumping as required.

2. Pump Removal and Inspection

- Isolate, disconnect, and remove Pump #2 from service.
- Transport the pump to an approved repair facility.
- Completely disassemble the pump and motor assembly.
- Clean all components for inspection.
- Inspect all major components, including impeller, volute, shaft, bearings, mechanical seals, wear rings, motor housing, and connections, and hardware.
- Document findings and identify components requiring repair or replacement.

3. Pump Rebuild

- Install new upper and lower mechanical seals.
- Install new seal chamber O-rings, gaskets, and elastomers.
- Replace all bearings.
- Replace all wear components and hardware found to be worn or damaged.
- Inspect and repair or replace the impeller, shaft, wear rings, and other internal components as necessary.
- Inspect and test motor windings.
- Perform insulation resistance (megger) testing.
- Replace lubricants and seal chamber oil.
- Reassemble the pump in accordance with manufacturer specifications.
- Apply corrosion protection coatings to repaired surfaces as required.
- Contractor shall balance all shafts and the impeller.

- All replacement parts shall be OEM or OEM-equivalent and subject to Owner approval upon request.

4. Testing and Quality Assurance

- Perform post-rebuild shop testing including insulation resistance testing, seal integrity testing, bearing inspection, rotation verification, and operational run testing.
- Document all testing results.
- Verify pump is suitable for return to service.

5. Reinstallation and Startup

- Return rebuilt Pump #2 to the Standifer Lift Station.
- Reinstall the pump and reconnect all electrical and mechanical connections.
- Verify proper discharge connection.
- Perform startup and operational testing.
- Confirm proper pump operation, amperage draw, flow performance, and control functionality.
- Return the unit to normal service.
- Contractor responsible for assuring all pump lubrication and proper water flow is supplied for necessary mechanical seal lubrication.

6. Closeout Documentation

- Provide repair and inspection report.
- Provide list of replaced parts.
- Provide testing and startup documentation.
- Provide warranty information.
- Provide recommended maintenance items.

Deliverables

- Fully rebuilt Pump #2.
- New mechanical seal assembly installed.
- New bearings, O-rings, gaskets, and seal chamber oil.
- Testing and startup reports.
- Warranty documentation.

Acceptance Criteria

The work shall be considered complete when Pump #2 has been rebuilt with new mechanical seals, successfully tested, reinstalled, and demonstrated to operate within manufacturer specifications and Owner operational requirements.

RESOLUTION

STATE OF LOUISIANA **NO._____**
CITY OF MONROE

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

A RESOLUTION ACCEPTING THE QUOTE OF COPELAND CONCRETE & CONSTRUCTION, LLC FOR THE STANDIFER LIFT STATION PUMP NO. 3 REBUILD PROJECT.

WHEREAS, in accordance with the Purchasing and Bidding Procedures for the City of Monroe (Ord. No. 12,225) and the City's Administrative Purchasing Manual, the City of Monroe solicited quotes for the Standifer Lift Station Pump No. 3 Rebuild Project;

WHEREAS, Copeland Concrete & Construction, LLC submitted the lowest responsive quote in the amount of $35,950.00; and

WHEREAS, the City desires to contract with Copeland Concrete & Construction, LLC for the Standifer Lift Station Pump No. 3 Rebuild Project;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in its legal and regular session convened, that the quote of Copeland Concrete & Construction, LLC in the amount of $35,950.00, for the Standifer Lift Station Pump No. 3 Rebuild Project, be and at the same is hereby accepted as the lowest responsive quote received and that Mayor Friday Ellis, or his designee, is hereby authorized to enter in a contract with Copeland Concrete & Construction, LLC for said project; and

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

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 November 24, 2026.

_____
CHAIRPERSON

_____
CITY CLERK

CITY OF MONROE
PROJECT REQUEST FORM

Date: 07/17/2026

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: Rebuild Pump #3 at Lift Station

Proposal Submitted to: Christine Davis

Department: Public Works Sewer

Date of Plans: NA

Job Location: 101 Standifier St, Monroe, La

Phone Number: 318-329-2393

Email: terri.crawford@ci.monroe.la.us

STATEMENT OF WORK:

Scope of Work - Standifer Lift Station Pump #3 Rebuild
Project Description

Provide all labor, supervision, tools, equipment, materials, and incidentals necessary to remove, inspect, rebuild, test, and return Pump #3 at the Standifer Lift Station to full operational service.

The work shall be performed in accordance with manufacturer's recommendations, industry standards, and Owner requirements.

See attached quote

The contract shall include a 1-year warranty on parts and and labor.

*Please use a separate attachment if more space if required

Requesting Employee (Print Name): Terri Crawford

Requesting Employee (Signature): Terri Crawford

Department/Division Head Approval: Scott Bank

TO BE COMPLETED BY ENGINEERING DEPARTMENT

Project Manager: Scott Banks

Project Number: NA

Scope/Schedule Meeting Date: TBD

Cost Estimate: $35,000

City Engineer Approval (Signature): C. Morgan McCallister

Date: October 14, 2026

Quote Summary Tabulation
Quote No.26SEW012
Standifer Lift Station
Pump #3 Rebuild

Project Estimate: $9,500

Vendor	Quote Amount
Copeland Concrete & Construction LLC	$35,950.00
Smith Machine Work, LLC	$36,400
Red River Pump Specialists	$36,950.00

I certify this Quote Summary is a true and accurate tabulation of the quotes received.

Christina Davis

Christina Davis, Director of Purchasing

318-307-4674
copeland.accounts@yahoo.com
5125 highway 34 Eros la 71238

COPELAND
CONCRETE & CONSTRUCTION
LLC

Copeland Concrete & Construction LLC

QUOTATION

FOR: **City Of Monroe**
Derek.sanders@waggonereng.com

NUMBER: 1007
DATE: Sep 30, 2026

Description	Quantity	Unit price	Amount
Standifer lift station pump #3 Pull,repair,install pump #3 per scope of work.	1	$34,500.00	$34,500.00
Payment bond	1	$1,450.00	$1,450.00

SUBTOTAL: $35,950.00

TOTAL $35,950.00

THANK YOU FOR YOUR BUSINESS

CITY OF MONROE

WAGGONER

Scope of Work - Standifer Lift Station Pump #3 Rebuild

Project Description

- Provide all labor, supervision, tools, equipment, materials, and incidentals necessary to remove, inspect, rebuild, test, and return Pump #3 at the Standifer Lift Station to full operational service. The work shall be performed in accordance with manufacturer's recommendations, industry standards, and Owner requirements.

1. Mobilization and Site Preparation

- Coordinate work activities with Owner operations personnel.
- Implement all required safety procedures, including lockout/tagout (LOTO).
- Provide all rigging, hoisting, and lifting equipment necessary to safely remove and reinstall the pump.
- Maintain operation of the lift station during repairs through operational coordination or temporary bypass pumping as required.

2. Pump Removal and Inspection

- Isolate, disconnect, and remove Pump #3 from service.
- Transport the pump to an approved repair facility.
- Completely disassemble the pump and motor assembly.
- Clean all components for inspection.
- Inspect all major components, including impeller, volute, shaft, bearings, mechanical seals, wear rings, motor housing, and connections, and hardware.
- Document findings and identify components requiring repair or replacement.

3. Pump Rebuild

- Install new upper and lower mechanical seals.
- Install new seal chamber O-rings, gaskets, and elastomers.
- Replace all bearings.
- Replace all wear components and hardware found to be worn or damaged.
- Inspect and repair or replace the impeller, shaft, wear rings, and other internal components as necessary.
- Inspect and test motor windings.
- Perform insulation resistance (megger) testing.
- Replace lubricants and seal chamber oil.
- Reassemble the pump in accordance with manufacturer specifications.
- Apply corrosion protection coatings to repaired surfaces as required.
- Contractor shall balance all shafts and the impeller.

- All replacement parts shall be OEM or OEM-equivalent and subject to Owner approval upon request.

4. Testing and Quality Assurance

- Perform post-rebuild shop testing including insulation resistance testing, seal integrity testing, bearing inspection, rotation verification, and operational run testing.
- Document all testing results.
- Verify pump is suitable for return to service.

5. Reinstallation and Startup

- Return rebuilt Pump #3 to the Standifer Lift Station.
- Reinstall the pump and reconnect all electrical and mechanical connections.
- Verify proper discharge connection.
- Perform startup and operational testing.
- Confirm proper pump operation, amperage draw, flow performance, and control functionality.
- Return the unit to normal service.
- Contractor responsible for assuring all pump lubrication and proper water flow is supplied for necessary mechanical seal lubrication.

6. Closeout Documentation

- Provide repair and inspection report.
- Provide list of replaced parts.
- Provide testing and startup documentation.
- Provide warranty information.
- Provide recommended maintenance items.

Deliverables

- Fully rebuilt Pump #3.
- New mechanical seal assembly installed.
- New bearings, O-rings, gaskets, and seal chamber oil.
- Testing and startup reports.
- Warranty documentation.

Acceptance Criteria

The work shall be considered complete when Pump #3 has been rebuilt with new mechanical seals, successfully tested, reinstalled, and demonstrated to operate within manufacturer specifications and Owner operational requirements.

RESOLUTION

STATE OF LOUISIANA **NO._____**
CITY OF MONROE

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

A RESOLUTION APPROVING SUBRECIPIENT AGREEMENTS WITH CATHOLIC CHARITIES OF NORTH LOUISIANA, UNITED WAY OF NORTHEAST LOUISIANA, AND CHRISTOPHER YOUTH CENTER FOR HOMELESS ASSISTANCE SERVICES FUNDED THROUGH THE EMERGENCY SOLUTIONS GRANTS (ESG) AND HOME INVESTMENT PARTNERSHIPS AMERICAN RESCUE PLAN (HOME-ARP) PROGRAMS AND OTHERWISE PROVIDING WITH RESPECT THERETO.

WHEREAS, the City of Monroe receives federal funding through the Emergency Solutions Grants (ESG) Program and the HOME Investment Partnerships American Rescue Plan (HOME-ARP) Program to support eligible homeless assistance activities;

WHEREAS, the City desires to enter into subrecipient agreements with Catholic Charities of North Louisiana, United Way of Northeast Louisiana, and Christopher Youth Center (formerly known as Our House, Inc.) to provide eligible homeless assistance services;

WHEREAS, the proposed agreements provide for a total of $125,751.50 in funding, consisting of $93,801.50 in ESG funds and $31,950.00 in HOME-ARP funds, allocated as follows:

Subrecipient	ESG	HOME-ARP	Total
Catholic Charities of North Louisiana	$15,000.00	$15,000.00	$30,000.00
United Way of Northeast Louisiana	$16,950.00	$16,950.00	$33,900.00
Christopher Youth Center	$61,851.50	$0.00	$61,851.50
TOTAL	**$93,801.50**	**$31,950.00**	**$125,751.50**

WHEREAS, the agreements cover the period of October 1, 2026, through June 30, 2027, and provide for reimbursement of eligible expenses in accordance with applicable program requirements; and

WHEREAS, the proposed subrecipient agreements are attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal and regular session convened, that the subrecipient agreements with Catholic Charities of North Louisiana, United Way of Northeast Louisiana, and Christopher Youth Center are hereby approved in the respective amounts and from the funding sources set forth above, and Mayor Friday Ellis, or his designee, is hereby authorized to execute said agreements on behalf of the City of Monroe, subject to the availability of funds and compliance with applicable federal and state requirements.

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 November 24, 2026.

_____
CHAIRPERSON

_____
CITY CLERK

SUBRECIPIENT CONTRACT
BETWEEN
CITY OF MONROE AND
CHRISTOPHER YOUTH CENTER (FORMERLY KNOWN AS OUR HOUSE, INC.)

Address: P.O. Box 7496, Monroe, LA ZIP: 71211

Parish: Ouachita Federal Employer I.D.# 72-1165751

Subrecipient (Non-Profit Organization)
Federal Funds Source: HUD/Emergency Solutions Grants Program, CFDA #14.231

THIS AGREEMENT is between the City of Monroe, referred to as "City", represented by Oliver F. Ellis, Mayor and Christopher Youth Center (formerly known as Our House, Inc.) referred to as "Subrecipient".

A. **PROGRAM:**
The City of Monroe has deemed it appropriate to grant to Subrecipient through the State of Louisiana, certain sums of money to be used by the Subrecipient in activities relating to emergency shelter for needy homeless individuals, to assist the City pursuant to rules and regulations of the **HUD Emergency Solutions Grants Program.** All activities authorized by this agreement will be performed in accordance with the approved project description(s), approved budget(s), and relevant State and federal directives and policies. See Attachment A - Project Summary(s) and Attachment B - Summary Budget(s) which are incorporated herein.

B. **Term of Agreement:**
Effective Date: **October 1, 2026** Termination Date: **June 30,2027.**

C. **Terminate Without Cause:**
Either party may terminate this agreement without cause by giving thirty (30) calendar days advance written notice to the other party, provided that no performance shall continue beyond the specified termination date.

D. **Termination For Cause:**
The City of Monroe may terminate this agreement immediately for cause if the Subrecipient fails to comply with any federal, state, or local laws, or any terms of this agreement. The City shall provide written notice specifying the failure. Except in cases involving immediate threats to health, safety, or federal fund integrity (which warrant immediate suspension), the Subrecipient shall have fifteen (15) calendar days from receipt of notice to cure the violation or present a cure plan acceptable to the City. If the failure is not cured, the City may place the Subrecipient in default and terminate the contract immediately.

E. **Maximum Grant Amount: $61,851.50**
The Subrecipient agrees that all funds shall be expended in a manner strictly consistent with the major budget categories in the attached Summary Budget. Subject to prior written approval by the City of Monroe, the Subrecipient may modify line-item budget categories provided the total contract maximum is not exceeded.

F. **TERMS OF PAYMENT:**
The City of Monroe agrees to reimburse the Subrecipient on a cost-reimbursement basis for actual, eligible, and **allowable costs incurred** essential to the fulfillment of this agreement.

- Subrecipient shall submit reimbursement requests on forms prescribed by the City, accompanied by full source documentation (including invoices, cancelled

checks, and certified payroll sheets). Individual payment requests shall reflect no more than 30 days of actual cash needs.

- The Subrecipient is contractually obligated to submit its final invoice and all closeout documentation to the City of Monroe within fifteen (15) calendar days following the termination or expiration of this agreement.

- Payment is expressly conditioned upon compliance with the HUD Emergency Solutions Grants Program provisions (**42 U.S.C. § 11371 et seq.**) and HUD regulations at **24 CFR Part 576.** All disbursements and utilization of grant funds shall be in strict accordance with the HUD Emergency Solutions Grants (ESG) Program regulations) and the McKinney-Vento Homeless Assistance Act, which are fully incorporated herein by reference.

G. **Non-Discrimination, Civil Rights, and Administrative Compliance:**
During the performance of this agreement, the Subrecipient agrees to adhere to the mandates dictated by Titles VI and VII of the Civil Rights Act of 1964, as amended; the Fair Housing Act; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; the Vietnam Era Veterans' Readjustment Assistance Act of 1974; Executive Order 11246, as amended; and all implementing regulations and requirements imposed by the U.S. Department of Housing and Urban Development (HUD).

1. The Subrecipient explicitly agrees not to discriminate in the rendering of services, provision of shelter, or employment of individuals because of race, color, religion, sex (**including sexual orientation and gender identity**), age, national origin, disability, familial status, political beliefs, or veteran status. The Subrecipient shall comply with HUD's Equal Access Rules codified at **24 CFR § 5.105(a).** Any verified act of discrimination committed by the Subrecipient, or failure to comply with these statutory obligations, shall constitute grounds for the immediate termination of this agreement.

2. Subrecipient shall abide by all applicable laws and regulations concerning confidentiality which safeguard information and client confidentiality.

3. The Subrecipient grants to the City of Monroe, the Louisiana Legislative Auditor, the Louisiana Office of the Inspector General, the U.S. Department of Housing and Urban Development (HUD), and the Comptroller General of the United States the absolute right to inspect, examine, audit, and copy all books, financial records, and program documents pertaining to services rendered under this agreement at any reasonable time. The Subrecipient certifies compliance with all federal and state audit requirements based on the following specific criteria:

   a) In accordance with the Uniform Guidance codified at 2 CFR Part 200, Subpart F, any Subrecipient that expends $1,000,000 or more in federal awards from all sources during its fiscal year is contractually required to have a single audit or program specific audit conducted for that year. Single audits shall be conducted strictly in accordance with Generally Accepted Government Auditing Standards (GAGAS) issued by the Comptroller General of the United States.

   b) Any Subrecipient who expends less than $1,000,000 in federal funds from all sources is exempt from the federal Single Audit requirement. However, if the Subrecipient qualifies as a "quasi-public agency" or local auditee under Louisiana law, it remains fully subject to the financial reporting and auditing thresholds of the Louisiana State Audit Law **(La. R.S. 24:513).**

c) Pursuant to **LA R.S. 24:513,** the Subrecipient shall comply with the specific financial reporting tiers dictated by the Louisiana Legislative Auditor based on its total annual state/local assistance and revenues:

- Revenues under $75,000: Requires a Sworn Financial Statement.
- Revenues between $75,001 and $199,999: Requires a CPA Compilation Engagement.
- Revenues between $200,000 and $499,999: Requires a CPA Review and Attestation Engagement.
- Revenues of $500,000 or more: Requires a full, independent CPA Financial Audit.

d) In accordance with the Louisiana Administrative Code at **LAC 34:V.2534** (formerly LAC 34:V.134), any nongovernmental provider receiving $100,000 or more per year of public funds via one or more cost-reimbursement contracts shall submit comprehensive, itemized source documentation (including invoices, cancelled checks, and certified payroll records) to justify each payment request.

e. Subrecipient shall provide written notification to the City of Monroe thirty (30) calendar days prior to the close of its fiscal year specifying the type of audit or reporting engagement to be performed, the fiscal year end date, and the projected total of and state expenditures. Upon completion of the audit engagement, two (2) copies of the completed report shall be forwarded to: ***Department of Planning and Urban Development, City of Monroe, Community Development Division, 1401 Stubbs Avenue Monroe, LA 71201.***

4. In accordance with the Uniform Guidance at 2 CFR 200.334and 2 CFR 200.337, the Subrecipient shall retain all financial records, supporting source documentation, statistical records, and client-level tracking files pertinent to this agreement for a minimum period of three (3) years from the exact date the City of Monroe submits its final federal closure expenditure report to HUD for this grant cycle. If any litigation, claim, negotiation, audit, or other action involving the records is started before the expiration of the 3-year period, the records must be retained until all findings are fully resolved.

5. The Subrecipient shall not assign, transfer, or delegate any interest, duty, or obligation in this agreement (whether by assignment or novation) without the prior written consent of the City of Monroe. Any attempt to assign or transfer duties without such prior written consent shall be null and void. Claims for money due or to become due to the Subrecipient from the City under this agreement may be assigned to a bank, trust company, or other financial institution, provided that such assignment shall not be valid or binding upon the City unless and until the City of Monroe provides its prior written acknowledgment and a formal notice of the assignment is executed by the authorized signatories of both parties. Notice of any such approved assignment or transfer shall be promptly furnished to the City.

6. Subrecipient hereby agrees that the responsibility for payment of taxes from the funds thus received under this agreement and/or legislative

appropriation shall be said Subrecipient's obligation.

7. City shall make all checks payable to the order of Subrecipient in the amounts expressed or specified in the agreement. Reimbursement for travel expenses shall be in accordance with State Travel Regulations and shall constitute part of the total maximum payable under this agreement. It is further agreed that the Subrecipient accepts payment made under the terms of the agreement in full for services delivered.

8. In accordance with state law and **2 CFR § 200.450**, no funds provided under this agreement shall be used to urge any elector to vote for or against any candidate or proposition on an election ballot. Furthermore, the Subrecipient certifies that no funds provided herein shall be used to lobby for or against any proposition, bill, or matter having the effect of law being considered by the Louisiana Legislature, the City of Monroe, or any other local governing authority. Any violation of this provision shall result in the immediate termination of this agreement and the mandatory recoupment of all misspent funds.

By entering into this agreement, Subrecipient certifies that:

a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, grant, loan, or cooperative agreement.

b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence federal officials in connection with this agreement, the Subrecipient shall complete and submit **Standard Form-LLL (Disclosure of Lobbying Activities)** in accordance with its instructions.

b) The Subrecipient shall require this certification language to be included in all lower-tier subawards and subcontracts, and that all tiers shall disclose accordingly.

9. Pursuant to **2 CFR §§ 200.332** and **200.329**, the City of Monroe, state pass-through entities, and federal oversight authorities reserve the right to conduct desk reviews, site visits, and physical monitoring of facilities and program records at any reasonable time. The Subrecipient shall submit comprehensive written performance and progress reports at least semi-annually (or as otherwise specified by the City), detailing the use of funds, measurable performance goals, and objectives achieved within the specific allocated timeframe.

10. The Subrecipient shall not enter into any lower-tier subcontract or subrecipient agreement that provides for the incurrence of any obligation by the City of Monroe beyond those explicitly set forth herein. No lower-tier agreement shall relieve the Subrecipient of its primary responsibility for contract performance. All subcontracts are subject to prior written approval by the City and must incorporate all applicable federal contract provisions outlined in **2 CFR Part 200, Appendix II**.

11. The City may, from time to time, request changes in the scope of services to be performed by the Subrecipient hereunder. Any alterations, variations, modifications, or waivers of the provisions of this agreement shall be

valid only when reduced to writing, executed by the authorized signatories of both parties, and formally attached as an amendment to this agreement. The Subrecipient explicitly agrees that no claim for services furnished, or expenses incurred, outside the approved scope of services or budget shall be allowable or reimbursed by the City.

12. In the event the City, the State of Louisiana, or any Federal oversight agency determines that any cost reimbursed to the Subrecipient under this or any previous agreement is unallowable or non-compliant under 2 CFR Part 200, Subpart E (Cost Principles), the City shall have the immediate right to set off and withhold such amounts from any current or future payments due to the Subrecipient. Alternatively, upon written demand by the City, the Subrecipient shall refund to the City any sum resulting from an overpayment, mathematical error, or expenditure not made in strict accordance with the terms of this agreement. The Subrecipient shall issue such refund to the City within thirty (30) calendar days of the date of the written request.

13. The Subrecipient agrees to protect, defend, indemnify, save, and hold harmless the City, all City departments, agencies, boards, commissions, officers, agents, servants, volunteers, and employees from and against any and all claims, demands, expenses, and liabilities arising out of injury or death to any person, or the damage, loss, or destruction of any property, which may occur or grow out of any act or omission of the Subrecipient, its agents, servants, subcontractors, or employees. This includes any and all costs, expenses, and/or attorney fees incurred by the **City** as a result of such claims, demands, and/or causes of action, except for those claims arising directly out of the sole negligence of the City or its employees. The Subrecipient agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demands, or suits at its sole expense, and agrees to bear all related costs, even if such claims are groundless, false, or fraudulent.

14. This agreement is subject to and conditioned upon the availability and appropriation of Federal, and/or State funds. No liability or obligation for payment will develop between the parties until this agreement has been approved by required authorities of the City and, if applicable, the Louisiana Division of Administration, Office of State Procurement, or other oversight authorities required by law.

15. Any amendment to this agreement shall not be valid until it has been executed in writing by the Mayor or other designated authority of the City, by the authorized representative of the Subrecipient, and approved by any required state or federal oversight authorities as required by law.

16. **ADMINISTRATIVE REQUIREMENTS AND COST PRINCIPLES**
Except as specifically modified by law or regulation, in performing this agreement, Subrecipient shall comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards set forth in **2 CFR Part 200**, as implemented by the awarding Federal agency and applicable to the Program participant.

17. **Emergency Solutions Grants Program Certifications**
Subrecipient certifies that in administering funds under the Emergency Solutions Grants (ES) Program, it and its subcontractor(s) will strictly comply with the **McKinney-Vento Homeless Assistance Act (42 U.S.C.11371 et seq.)** and the **ESG Program Regulations at 24 CFR Part 576**, including but not limited to:
1. **Homelessness Prevention & Eligibility Requirements:** Ensuring all

program participants are evaluated and documented as eligible under the criteria set forth in **24 CFR 576.103** and **24 CFR 576.401.**

2. **Minimum Period of Use:** Adhering to the continuous use requirements for emergency shelters as mandated by **42 U.S.C. 11375(c)** and **24 CFR 576.102.**

3. **Shelter and Housing Standards:** Ensuring any building renovated or operated with ESG assistance meets the safety, sanitation, and habitability standards outlined in **24 CFR 576.403.**

4. **Nondiscrimination and Equal Opportunity:** Complying with all applicable Federal cross-cutting requirements, including uniform nondiscrimination, equal opportunity, and faith-based participation standards codified at **24 CFR 576.407.**

5. **Displacement, Relocation, and Acquisition:** Minimizing displacement and adhering to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as provided under **24 CFR 576.408.**

6. **Confidentiality of Records:** Subrecipient shall develop, implement, and maintain strict written procedures to ensure the absolute confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG Program. Pursuant to **24 CFR 576.500(x)** and **24 CFR 576.409,** the address or location of any ESG-assisted family violence shelter shall not be made public except with the explicit written authorization of the person(s) responsible for the operation of such shelter.

7. **Homeless Participation:** Pursuant to **24 CFR 576.405,** Subrecipient shall involve, to the maximum extent practicable, homeless or formerly homeless individuals and families in providing work or services pertaining to facilities or activities assisted under the ESG program, including the day-to-day construction, renovation, maintenance, operation, or provision of services for occupants of these facilities.

MATCHING FUNDS: Pursuant to **24 CFR 576.201** and **42 U.S.C. 11375,** the Subrecipient certifies that it will provide matching contributions to supplement the ESG program in an amount equal to the funds allocated under this agreement. Matching contributions must meet all requirements set forth in **2 CFR 200.306** and may consist of cash expended for allowable ESG costs, or verifiable non-cash (in-kind) contributions-including real property, equipment, goods, or volunteer services, valued in accordance with applicable federal regulations.

HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS): Pursuant to **24 CFR 576.400(f),** the Subrecipient agrees to participate in and enter client-level data into the local Homeless Management Information System (HMIS) in strict compliance with HUD's HMIS Data and Technical Standards. If the Subrecipient is a victim service provider or a legal services provider, it shall not disclose client-level data to HMIS but must instead collect and report client-level information using a comparable database that meets all HUD data privacy and security requirements in accordance with **24 CFR 576.500(n).**

ENVIRONMENTAL REVIEW: Pursuant to **24 CFR Part 58** and Section 443 of the McKinney-Vento Homeless Assistance Act, the Subrecipient agrees to comply with all applicable environmental review requirements. The Subrecipient shall not commit funds, incur costs, or undertake any physical or choice-limiting activities on a project until the City has successfully completed

the environmental review process and obtained required federal clearance in accordance with the National Environmental Policy Act (NEPA) and related authorities.

DRUG-FREE WORKPLACE: Pursuant to the Drug-Free Workplace Act of 1988 and HUD's implementing regulations at **2 CFR Part 2429**, the Subrecipient certifies that it will maintain a drug-free workplace. The Subrecipient further agrees to administer, in good faith, a policy designed to ensure that any ESG-assisted facility or project remains free from the illegal manufacture, use, possession, or distribution of controlled substances.

18. **PRO-CHILDREN ACT PROVISION**
Provider will comply with Title X, Part C of Public Law 103-227, also known as the **Pro-Children Act of 1994 (20 U.S.C. §§ 7181-7184)**, which prohibits smoking within any indoor facility (or portion thereof) owned, leased, or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, early childhood development, or library services to children under the age of 18, if the services are funded by Federal programs, either directly or through State or local governments. This prohibition also applies to indoor facilities constructed, operated, or maintained with Federal funds. The Act does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, portions of facilities used for inpatient drug and alcohol treatment, or facilities where WIC coupons are redeemed. The Provider agrees to include this exact language in any sub-awards containing provisions for children's services, ensuring all sub-grantees certify compliance accordingly. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty not to exceed $1,000 for each violation, with each day a violation continues constituting a separate violation, and/or the imposition of an administrative compliance order.

19. **LEGAL AUTHORITY:** The Subrecipient assures, warrants, and guarantees that it possesses the full legal authority to enter into this agreement, receive the funds authorized under this agreement, and perform all required services. The Subrecipient certifies that this agreement has been duly authorized by an official motion, resolution, or other appropriate corporate action passed or taken by its governing body. Upon request by the City, the Subrecipient shall provide documented evidence of such legal authority (e.g., a certified corporate resolution or board meeting minutes).

20. **DEBARMENT AND SUSPENSION:** The Subrecipient certifies and assures that neither it, nor its principals, are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal or state department or agency. Pursuant to **2 CFR Part 180, 2 CFR § 200.214**, and Executive Order 12549, the Subrecipient is prohibited from making any sub-awards, or entering into any lower-tier covered transactions (contracts or subcontracts), with any party listed on the government-wide exclusions list in the **System for Award Management (SAM.gov)**. The Subrecipient agrees to verify the eligibility of all subcontractors and lower-tier vendors on SAM.gov prior to entering into any contract funded under this agreement.

H. **INTEGRATION AND DISPUTES:** This agreement, including any attached exhibits, contains all the terms and conditions agreed upon by the contracting parties. No other agreements, oral or otherwise, regarding the subject matter of this agreement, shall be deemed to exist or to bind either party. Any claims,

controversies, or disputes arising out of this agreement shall be resolved in accordance with applicable local rules and the **Louisiana Procurement Code (La. R.S. 39:1671 et seq.)**. Failing administrative resolution, any legal action arising from this agreement shall be filed in the appropriate court of competent jurisdiction for the Parish in which the City is located.

IN WITNESS THEREOF, THIS AGREEMENT IS SIGNED AND ENTERED INTO ON THE DATE INDICATED BELOW.

SUBRECIPIENT: Christopher Youth Center formerly known as Our House, Inc.

BY: _____ _____
(SIGNATURE) DATE

NAME _____

TITLE _____

CITY OF MONROE:

BY: _____ _____
Oliver F. ELLIS, MAYOR DATE

LHC Emergency Solutions Grant

EXHIBIT A-BUDGET

Check as applicable: ___ BUDGET FOR TOTAL GRANT APPLICATION
✔ BUDGET FOR COMPONENT PROJECT

Applicant: City of Monroe

Address: 1401 Stubbs Ave., Monroe, LA 71201

Federal Employer Tax I.D.: 72-1165751

Project(s) proposed to receive ESGP funds and amount(s) requested: Christopher Youth Center- $61,851.50

Estimated Services: Outreach, Operations, Homeless Prevention, Case Management

Shelter Projects: Shelter, food, clothing, transportation, case management

Average number of persons to be served daily: 6

Unduplicated number of persons to be served annually: 18

Other Services: [List type(s) and annual number of services for each type]:
Street Outreach-60; Homeless Prevention-10; Case management-10

ESG CATEGORY	ESG FUNDS	MATCHING FUNDS	TOTAL
A) HMIS	$ 6,000.00	$ 6,000.00	$ 12,000.00
B) Services/Street Outreach	$ 4,000.00	$ 4,000.00	$ 8,000.00
C) Shelter/Operations	$ 27,110.90	$ 27,110.90	$ 54,221.80
D) Homeless Prevention	$ 24,740.60	$ 24,740.60	$ 49,481.20
E) Rapid Re-housing	$ 0.00	$ 0.00	$ 0.00
Subtotals	$ 61,851.50	$ 61,851.50	$ 123,703.00
Grant Administration	$ 0.00	$ 0.00	$ 0.00
TOTALS	$ 61,851.50	$ 61,851.50	$ 123,703.00

LHC Emergency Solutions Grant

ESGP BUDGET CATEGORY HMIS

Applicant: City of Monroe

Project/Sponsor: Christopher Youth Center

Description of Cost Item and Basis of Valuation	ESG Budget	Matching Funds	Source of Matching Funds	Budget Total
HMIS Licenses	$ 840.00	$ 840.00	Inkind Services	$ 1,680.00
Data Entry	$ 5,160.00	$ 5,160.00	Inkind Services	$ 10,320.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
TOTAL	$ 6,000.00	$ 6,000.00		$ 12,000.00

ESGP BUDGET CATEGORY Street Outreach

Applicant: City of Monroe

Project/Sponsor: Christopher Youth Center

Description of Cost Item and Basis of Valuation	ESG Budget	Matching Funds	Source of Matching Funds	Budget Total
Outreach Worker avg. 8hrs/wk @ $20/hr	$ 4,000.00	$ 4,000.00	Inkind Services	$ 8,000.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
TOTAL	$ 4,000.00	$ 4,000.00		$ 8,000.00

ESGP BUDGET CATEGORY Shelter

Applicant: City of Monroe

Project/Sponsor: Christopher Youth Center

Description of Cost Item and Basis of Valuation	ESG Budget	Matching Funds	Source of Matching Funds	Budget Total
General Liability, flood, auto ins.	$ 18,000.00	$ 18,000.00	Professional Services/ United Way	$ 36,000.00
Utilities	$ 4,000.00	$ 4,000.00	Inkind Services	$ 8,000.00
Maintenance/reapirs	$ 4,110.90	$ 4,110.90	Inkind Services	$ 8,221.80
Hotel/Motel Vouchers	$ 1,000.00	$ 1,000.00	United Way	$ 2,000.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
TOTAL	$ 27,110.90	$ 27,110.90		$ 54,221.80

LHC Emergency Solutions Grant

ESGP BUDGET CATEGORY Homeless Prevention

Applicant: City of Monroe

Project/Sponsor: Christopher Youth Center

Description of Cost Item and Basis of Valuation	ESG Budget	Matching Funds	Source of Matching Funds	Budget Total
Case Manager avg. 16hrs/wk @ $20/hr. x 40 wks.	$ 12,800.00	$ 12,800.00	Professional Services/ United Way	$ 25,600.00
14.92 Rental assistance payments @ $800/each	$ 11,940.60	$ 11,940.60	Inkind Services	$ 23,881.20
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
TOTAL	$ 24,740.60	$ 24,740.60		$ 49,481.20

LHC Emergency Solutions Grant

ESGP BUDGET CATEGORY Rapid Re-Housing

Applicant: City of Monroe

Project/Sponsor: Christopher Youth Center

Description of Cost Item and Basis of Valuation	ESG Budget	Matching Funds	Source of Matching Funds	Budget Total
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
TOTAL	$ 0.00	$ 0.00		$ 0.00

MATCHING FUNDS TABLE

Applicant: City of Monroe

Project/Sponsor: Our House. Inc/ Christopher Youth Center

Source	(%)	$ Value	Method of Calculation (Determined by)
DONATIONS			
Materials	0.00%	$	
Building	0.00%	$	
Funds	0.00%	$	
LEASE or RENT	20.00%	$ $ 12,000.00	Inkind @ $1000/month x 12 months
SALARIES	17.00%	$ $ 10,811.50	2 social work interns avg 32hrs/wk @ $16/hr
VOLUNTEERS (at $5/hr.)	0.00%	$	
OTHER	63.00%	$ $ 19,040.00	Donated food, supplies, clothing avg. $1417/month
United Way Northeast La		$ $ 20,000.00	
MATCH TOTAL*	100.00%	$ 61,851.50	

*Matching funds must equal the total ESGP funding proposed for eligible program activities, unless an exception to match requirements is being requested. If the above match total does not equal requested ESGP program funding, complete the spaces below:

☐ Exception to match requirements is requested for ESGP amount of $_____

If the above item is checked, attach information to this form supporting the request for an exception on grounds that the applicant local government, and proposed sub-grantee agencies and nonprofit organizations, are incapable or have limited capability to provide the required match amounts. An exception may be requested for all or part of necessary matching funds. The amount of the match exception request must be specific.

Exhibit B Budget

(Complete for each shelter/facility/project to receive ESGP assistance)

Applicant:	City of Monroe				
Project/Sponsor Name:	Our House, Inc. dba Christopher Youth Center				
Address:	P.O Box 7496/ 205 Smith Ave., Monroe, LA 71211				
Contact Person:	Heather Coleman	Phone:	(318) 345-5556	Email:	hcoleman@christopheryouth.o

Bed Capacity: If the proposed project is a shelter, indicate the nightly bed capacity for homeless persons to be served. If an existing facility, enter current capacity 9 and capacity after increase from ESGP assistance _____. * when applicable (*Enter N/A if no increase in shelter capacity anticipated)

Homeless Beneficiaries: Using the codes listed below; indicate on the following line the type(s) of beneficiaries to be served by the proposed project. If more than one type is to be served, list all with the predominant type of beneficiary first

X	UM	Unaccompanied Men	X	SPF	Single Parent Families
X	UW	Unaccompanied Women	X	TPF	Two parent families
X	UFY	Unaccompanied Female Youth Under 18	X	AC	Adult couples without children
X	UMY	Unaccompanied Male Youth Under 18		DK	Don't Know

ESGP Assistance and Proposed Accomplishments by Eligible Activity: Indicate the proposed amount of ESGP assistance by activity type and briefly describe the accomplishments anticipated through use of ESGP funds.

HMIS	$ $ 6,000.00
Proposed Accomplishments (brief listing):	
Ensure adequate data collection, entry, tracking, and reporting of services for ESG participants.	

Services/Street Outreach	$ $ 4,000.00
Summary of Proposed Services :	
Seek and engage homeless youth who are unsheltered or at risk of becoming homeless and who are in need of services with	
provision of immediate needs that include case management and emergency medical services.	

Emergency Solutions Grant Program

Operations/Shelter	$ $ 27,110.90
Proposed Accomplishments (brief listing):	
Provide required liability, auto, and flood insurance costs, utilities, and facility maintenance to allow	
for a safe environment for youth and provision of immediate needs.	

Homeless Prevention	$ $ 24,740.60
Summary of Proposed Homeless Prevention Activities:	
Assistance with rent and utility deposits, 1st month's rent and/or short term rental assistance and case management to	
stabilize youth in permanent housing.	

Rapid Re-housing	$ $ 0.00
Summary of Proposed Rapid Re-housing Activities:	
Services not provided by this grant. CYC has other rapid rehousing programs that address this need.	

Projected Number of Homeless Prevention Recipients* 10 Rapid Re-housing 0

*(single person households and/or family groups)

TOTAL ESGP FUNDING REQUEST: $ 61,851.50

SUBRECIPIENT CONTRACT
BETWEEN
CITY OF MONROE AND
United Way of Northeast Louisiana

Address: 1201 Hudson Lane Monroe, LA ZIP: 71201

Parish: Ouachita Federal Employer I.D.# 72-1165751

Subrecipient (Non-Profit Organization)
Federal Funds Source: HUD/Emergency Solutions Grants Program, CFDA #14.231

THIS AGREEMENT is between the City of Monroe, referred to as "City", represented by Oliver F. Ellis, Mayor and United Way of Northeast Louisiana referred to as "Subrecipient".

A. **PROGRAM:**
The City of Monroe has deemed it appropriate to grant to Subrecipient through the State of Louisiana, certain sums of money to be used by the Subrecipient in activities relating to emergency shelter for needy homeless individuals, to assist the City pursuant to rules and regulations of the **HUD Emergency Solutions Grants Program.** All activities authorized by this agreement will be performed in accordance with the approved project description(s), approved budget(s), and relevant State and federal directives and policies. See Attachment A - Project Summary(s) and Attachment B - Summary Budget(s) which are incorporated herein.

B. **Term of Agreement:**
Effective Date: **October 1, 2026** Termination Date: **June 30,2027.**

C. **Terminate Without Cause:**
Either party may terminate this agreement without cause by giving thirty (30) calendar days advance written notice to the other party, provided that no performance shall continue beyond the specified termination date.

D. **Termination For Cause:**
The City of Monroe may terminate this agreement immediately for cause if the Subrecipient fails to comply with any federal, state, or local laws, or any terms of this agreement. The City shall provide written notice specifying the failure. Except in cases involving immediate threats to health, safety, or federal fund integrity (which warrant immediate suspension), the Subrecipient shall have fifteen (15) calendar days from receipt of notice to cure the violation or present a cure plan acceptable to the City. If the failure is not cured, the City may place the Subrecipient in default and terminate the contract immediately.

E. **Maximum Grant Amount: $33,900.00**
ESG - $16,950.00 Match - $16,950
The Subrecipient agrees that all funds shall be expended in a manner strictly consistent with the major budget categories in the attached Summary Budget. Subject to prior written approval by the City of Monroe, the Subrecipient may modify line-item budget categories provided the total contract maximum is not exceeded.

F. **TERMS OF PAYMENT:**
The City of Monroe agrees to reimburse the Subrecipient on a cost-reimbursement basis for actual, eligible, and **allowable costs incurred** essential to the fulfillment of this agreement.

- Subrecipient shall submit reimbursement requests on forms prescribed by the

City, accompanied by full source documentation (including invoices, cancelled checks, and certified payroll sheets). Individual payment requests shall reflect no more than 30 days of actual cash needs.

- The Subrecipient is contractually obligated to submit its final invoice and all closeout documentation to the City of Monroe within fifteen (15) calendar days following the termination or expiration of this agreement.

- Payment is expressly conditioned upon compliance with the HUD Emergency Solutions Grants Program provisions (**42 U.S.C. § 11371 et seq.**) and HUD regulations at **24 CFR Part 576.** All disbursements and utilization of grant funds shall be in strict accordance with the HUD Emergency Solutions Grants (ESG) Program regulations) and the McKinney-Vento Homeless Assistance Act, which are fully incorporated herein by reference.

G. **Non-Discrimination, Civil Rights, and Administrative Compliance:**
During the performance of this agreement, the Subrecipient agrees to adhere to the mandates dictated by Titles VI and VII of the Civil Rights Act of 1964, as amended; the Fair Housing Act; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; the Vietnam Era Veterans' Readjustment Assistance Act of 1974; Executive Order 11246, as amended; and all implementing regulations and requirements imposed by the U.S. Department of Housing and Urban Development (HUD).

1. The Subrecipient explicitly agrees not to discriminate in the rendering of services, provision of shelter, or employment of individuals because of race, color, religion, sex (**including sexual orientation and gender identity**), age, national origin, disability, familial status, political beliefs, or veteran status. The Subrecipient shall comply with HUD's Equal Access Rules codified at 24 CFR § 5.105(a). Any verified act of discrimination committed by the Subrecipient, or failure to comply with these statutory obligations, shall constitute grounds for the immediate termination of this agreement.

2. Subrecipient shall abide by all applicable laws and regulations concerning confidentiality which safeguard information and client confidentiality.

3. The Subrecipient grants to the City of Monroe, the Louisiana Legislative Auditor, the Louisiana Office of the Inspector General, the U.S. Department of Housing and Urban Development (HUD), and the Comptroller General of the United States the absolute right to inspect, examine, audit, and copy all books, financial records, and program documents pertaining to services rendered under this agreement at any reasonable time. The Subrecipient certifies compliance with all federal and state audit requirements based on the following specific criteria:

   a) In accordance with the Uniform Guidance codified at 2 CFR Part 200, Subpart F, any Subrecipient that expends $1,000,000 or more in federal awards from all sources during its fiscal year is contractually required to have a single audit or program specific audit conducted for that year. Single audits shall be conducted strictly in accordance with Generally Accepted Government Auditing Standards (GAGAS) issued by the Comptroller General of the United States.

   b) Any Subrecipient who expends less than $1,000,000 in federal funds from all sources is exempt from the federal Single Audit requirement. However, if the Subrecipient qualifies as a "quasi-public agency" or local auditee under Louisiana law, it remains fully subject to the financial reporting and auditing thresholds of the Louisiana State Audit

Law **(La. R.S. 24:513).**

c) Pursuant to **LA R.S. 24:513,** the Subrecipient shall comply with the specific financial reporting tiers dictated by the Louisiana Legislative Auditor based on its total annual state/local assistance and revenues:

- Revenues under $75,000: Requires a Sworn Financial Statement.
- Revenues between $75,001 and $199,999: Requires a CPA Compilation Engagement.
- Revenues between $200,000 and $499,999: Requires a CPA Review and Attestation Engagement.
- Revenues of $500,000 or more: Requires a full, independent CPA Financial Audit.

d) In accordance with the Louisiana Administrative Code at **LAC 34:V.2534** (formerly LAC 34:V.134), any nongovernmental provider receiving $100,000 or more per year of public funds via one or more cost-reimbursement contracts shall submit comprehensive, itemized source documentation (including invoices, cancelled checks, and certified payroll records) to justify each payment request.

e. Subrecipient shall provide written notification to the City of Monroe thirty (30) calendar days prior to the close of its fiscal year specifying the type of audit or reporting engagement to be performed, the fiscal year end date, and the projected total of and state expenditures. Upon completion of the audit engagement, two (2) copies of the completed report shall be forwarded to: ***Department of Planning and Urban Development, City of Monroe, Community Development Division, 1401 Stubbs Avenue Monroe, LA 71201.***

4. In accordance with the Uniform Guidance at 2 CFR 200.334and 2 CFR 200.337, the Subrecipient shall retain all financial records, supporting source documentation, statistical records, and client-level tracking files pertinent to this agreement for a minimum period of three (3) years from the exact date the City of Monroe submits its final federal closure expenditure report to HUD for this grant cycle. If any litigation, claim, negotiation, audit, or other action involving the records is started before the expiration of the 3-year period, the records must be retained until all findings are fully resolved.

5. The Subrecipient shall not assign, transfer, or delegate any interest, duty, or obligation in this agreement (whether by assignment or novation) without the prior written consent of the City of Monroe. Any attempt to assign or transfer duties without such prior written consent shall be null and void. Claims for money due or to become due to the Subrecipient from the City under this agreement may be assigned to a bank, trust company, or other financial institution, provided that such assignment shall not be valid or binding upon the City unless and until the City of Monroe provides its prior written acknowledgment and a formal notice of the assignment is executed by the authorized signatories of both parties. Notice of any such approved assignment or transfer shall be promptly furnished to the City.

6. Subrecipient hereby agrees that the responsibility for payment of taxes

from the funds thus received under this agreement and/or legislative appropriation shall be said Subrecipient's obligation.

7. City shall make all checks payable to the order of Subrecipient in the amounts expressed or specified in the agreement. Reimbursement for travel expenses shall be in accordance with State Travel Regulations and shall constitute part of the total maximum payable under this agreement. It is further agreed that the Subrecipient accepts payment made under the terms of the agreement in full for services delivered.

8. In accordance with state law and **2 CFR § 200.450**, no funds provided under this agreement shall be used to urge any elector to vote for or against any candidate or proposition on an election ballot. Furthermore, the Subrecipient certifies that no funds provided herein shall be used to lobby for or against any proposition, bill, or matter having the effect of law being considered by the Louisiana Legislature, the City of Monroe, or any other local governing authority. Any violation of this provision shall result in the immediate termination of this agreement and the mandatory recoupment of all misspent funds.

By entering into this agreement, Subrecipient certifies that:

a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, grant, loan, or cooperative agreement.

b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence federal officials in connection with this agreement, the Subrecipient shall complete and submit **Standard Form-LLL (Disclosure of Lobbying Activities)** in accordance with its instructions.

b) The Subrecipient shall require this certification language to be included in all lower-tier subawards and subcontracts, and that all tiers shall disclose accordingly.

9. Pursuant to **2 CFR §§ 200.332** and **200.329**, the City of Monroe, state pass-through entities, and federal oversight authorities reserve the right to conduct desk reviews, site visits, and physical monitoring of facilities and program records at any reasonable time. The Subrecipient shall submit comprehensive written performance and progress reports at least semi-annually (or as otherwise specified by the City), detailing the use of funds, measurable performance goals, and objectives achieved within the specific allocated timeframe.

10. The Subrecipient shall not enter into any lower-tier subcontract or subrecipient agreement that provides for the incurrence of any obligation by the City of Monroe beyond those explicitly set forth herein. No lower-tier agreement shall relieve the Subrecipient of its primary responsibility for contract performance. All subcontracts are subject to prior written approval by the City and must incorporate all applicable federal contract provisions outlined in **2 CFR Part 200, Appendix II**.

11. The City may, from time to time, request changes in the scope of services to be performed by the Subrecipient hereunder. Any alterations, variations,

modifications, or waivers of the provisions of this agreement shall be valid only when reduced to writing, executed by the authorized signatories of both parties, and formally attached as an amendment to this agreement. The Subrecipient explicitly agrees that no claim for services furnished, or expenses incurred, outside the approved scope of services or budget shall be allowable or reimbursed by the City.

12. In the event the City, the State of Louisiana, or any Federal oversight agency determines that any cost reimbursed to the Subrecipient under this or any previous agreement is unallowable or non-compliant under 2 CFR Part 200, Subpart E (Cost Principles), the City shall have the immediate right to set off and withhold such amounts from any current or future payments due to the Subrecipient. Alternatively, upon written demand by the City, the Subrecipient shall refund to the City any sum resulting from an overpayment, mathematical error, or expenditure not made in strict accordance with the terms of this agreement. The Subrecipient shall issue such refund to the City within thirty (30) calendar days of the date of the written request.

13. The Subrecipient agrees to protect, defend, indemnify, save, and hold harmless the City, all City departments, agencies, boards, commissions, officers, agents, servants, volunteers, and employees from and against any and all claims, demands, expenses, and liabilities arising out of injury or death to any person, or the damage, loss, or destruction of any property, which may occur or grow out of any act or omission of the Subrecipient, its agents, servants, subcontractors, or employees. This includes any and all costs, expenses, and/or attorney fees incurred by the **City** as a result of such claims, demands, and/or causes of action, except for those claims arising directly out of the sole negligence of the City or its employees. The Subrecipient agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demands, or suits at its sole expense, and agrees to bear all related costs, even if such claims are groundless, false, or fraudulent.

14. This agreement is subject to and conditioned upon the availability and appropriation of Federal, and/or State funds. No liability or obligation for payment will develop between the parties until this agreement has been approved by required authorities of the City and, if applicable, the Louisiana Division of Administration, Office of State Procurement, or other oversight authorities required by law.

15. Any amendment to this agreement shall not be valid until it has been executed in writing by the Mayor or other designated authority of the City, by the authorized representative of the Subrecipient, and approved by any required state or federal oversight authorities as required by law.

16. **ADMINISTRATIVE REQUIREMENTS AND COST PRINCIPLES**
Except as specifically modified by law or regulation, in performing this agreement, Subrecipient shall comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards set forth in **2 CFR Part 200**, as implemented by the awarding Federal agency and applicable to the Program participant.

17. **Emergency Solutions Grants Program Certifications**
Subrecipient certifies that in administering funds under the Emergency Solutions Grants (ES) Program, it and its subcontractor(s) will strictly comply with the **McKinney-Vento Homeless Assistance Act (42 U.S.C.11371 et seq.)** and the **ESG Program Regulations at 24 CFR Part 576**, including but not limited to:

1. **Homelessness Prevention & Eligibility Requirements:** Ensuring all program participants are evaluated and documented as eligible under the criteria set forth in **24 CFR 576.103** and **24 CFR 576.401.**

2. **Minimum Period of Use:** Adhering to the continuous use requirements for emergency shelters as mandated by **42 U.S.C. 11375(c)** and **24 CFR 576.102.**

3. **Shelter and Housing Standards:** Ensuring any building renovated or operated with ESG assistance meets the safety, sanitation, and habitability standards outlined in **24 CFR 576.403.**

4. **Nondiscrimination and Equal Opportunity:** Complying with all applicable Federal cross-cutting requirements, including uniform nondiscrimination, equal opportunity, and faith-based participation standards codified at **24 CFR 576.407.**

5. **Displacement, Relocation, and Acquisition:** Minimizing displacement and adhering to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as provided under **24 CFR 576.408.**

6. **Confidentiality of Records:** Subrecipient shall develop, implement, and maintain strict written procedures to ensure the absolute confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG Program. Pursuant to **24 CFR 576.500(x)** and **24 CFR 576.409**, the address or location of any ESG-assisted family violence shelter shall not be made public except with the explicit written authorization of the person(s) responsible for the operation of such shelter.

7. **Homeless Participation:** Pursuant to **24 CFR 576.405**, Subrecipient shall involve, to the maximum extent practicable, homeless or formerly homeless individuals and families in providing work or services pertaining to facilities or activities assisted under the ESG program, including the day-to-day construction, renovation, maintenance, operation, or provision of services for occupants of these facilities.

MATCHING FUNDS: Pursuant to **24 CFR 576.201** and **42 U.S.C. 11375**, the Subrecipient certifies that it will provide matching contributions to supplement the ESG program in an amount equal to the funds allocated under this agreement. Matching contributions must meet all requirements set forth in **2 CFR 200.306** and may consist of cash expended for allowable ESG costs, or verifiable non-cash (in-kind) contributions-including real property, equipment, goods, or volunteer services, valued in accordance with applicable federal regulations.

HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS): Pursuant to **24 CFR 576.400(f)**, the Subrecipient agrees to participate in and enter client-level data into the local Homeless Management Information System (HMIS) in strict compliance with HUD's HMIS Data and Technical Standards. If the Subrecipient is a victim service provider or a legal services provider, it shall not disclose client-level data to HMIS but must instead collect and report client-level information using a comparable database that meets all HUD data privacy and security requirements in accordance with **24 CFR 576.500(n).**

ENVIRONMENTAL REVIEW: Pursuant to **24 CFR Part 58** and Section 443 of the McKinney-Vento Homeless Assistance Act, the Subrecipient agrees to comply with all applicable environmental review requirements. The Subrecipient shall not commit funds, incur costs, or undertake any physical or choice-

limiting activities on a project until the City has successfully completed the environmental review process and obtained required federal clearance in accordance with the National Environmental Policy Act (NEPA) and related authorities.

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18. **PRO-CHILDREN ACT PROVISION**
Provider will comply with Title X, Part C of Public Law 103-227, also known as the **Pro-Children Act of 1994 (20 U.S.C. §§ 7181-7184)**, which prohibits smoking within any indoor facility (or portion thereof) owned, leased, or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, early childhood development, or library services to children under the age of 18, if the services are funded by Federal programs, either directly or through State or local governments. This prohibition also applies to indoor facilities constructed, operated, or maintained with Federal funds. The Act does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, portions of facilities used for inpatient drug and alcohol treatment, or facilities where WIC coupons are redeemed. The Provider agrees to include this exact language in any sub-awards containing provisions for children's services, ensuring all sub-grantees certify compliance accordingly. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty not to exceed $1,000 for each violation, with each day a violation continues constituting a separate violation, and/or the imposition of an administrative compliance order.

19. **LEGAL AUTHORITY:** The Subrecipient assures, warrants, and guarantees that it possesses the full legal authority to enter into this agreement, receive the funds authorized under this agreement, and perform all required services. The Subrecipient certifies that this agreement has been duly authorized by an official motion, resolution, or other appropriate corporate action passed or taken by its governing body. Upon request by the City, the Subrecipient shall provide documented evidence of such legal authority (e.g., a certified corporate resolution or board meeting minutes).

20. **DEBARMENT AND SUSPENSION:** The Subrecipient certifies and assures that neither it, nor its principals, are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal or state department or agency. Pursuant to **2 CFR Part 180, 2 CFR § 200.214,** and Executive Order 12549, the Subrecipient is prohibited from making any sub-awards, or entering into any lower-tier covered transactions (contracts or subcontracts), with any party listed on the government-wide exclusions list in the **System for Award Management (SAM.gov)**. The Subrecipient agrees to verify the eligibility of all subcontractors and lower-tier vendors on SAM.gov prior to entering into any contract funded under this agreement.

H. **INTEGRATION AND DISPUTES:** This agreement, including any attached exhibits, contains all the terms and conditions agreed upon by the contracting parties. No other agreements, oral or otherwise, regarding the subject matter of this

agreement, shall be deemed to exist or to bind either party. Any claims, controversies, or disputes arising out of this agreement shall be resolved in accordance with applicable local rules and the **Louisiana Procurement Code (La. R.S. 39:1671 et seq.)**. Failing administrative resolution, any legal action arising from this agreement shall be filed in the appropriate court of competent jurisdiction for the Parish in which the City is located.

IN WITNESS THEREOF, THIS AGREEMENT IS SIGNED AND ENTERED INTO ON THE DATE INDICATED BELOW.

SUBRECIPIENT: United Way of Northeast Louisiana

BY: _____ _____
(SIGNATURE) DATE

NAME _____

TITLE _____

CITY OF MONROE:

BY: _____ _____
Oliver F. ELLIS, MAYOR DATE

LHC Emergency Solutions Grant

EXHIBIT A-BUDGET

Check as applicable: ___ BUDGET FOR TOTAL GRANT APPLICATION
✓ BUDGET FOR COMPONENT PROJECT

Applicant: City of Monroe

Address: 1401 Stubbs Ave., Moonroe, LA 71201

Federal Employer Tax I.D.: 72-6000903

Project(s) proposed to receive ESGP funds and amount(s) requested: City of Monroe- $65,681.50

Estimated Services: Outreach, Operations, Homeless Prevention, Rapid Rehousing

Shelter Projects: N/A

Average number of persons to be served daily: 9

Unduplicated number of persons to be served annually: 42

Other Services: [List type(s) and annual number of services for each type]: Street Outreach-42, Homeless Prevention-45, Case Management-42; Rapid Rehousing-30

ESG CATEGORY	ESG FUNDS	MATCHING FUNDS	TOTAL
A) HMIS	$ 1,200.00	$ 1,200.00	$ 2,400.00
B) Services/Street Outreach	$ 15,750.00	$ 15,750.00	$ 31,500.00
C) Shelter/Operations	$ 0.00	$ 0.00	$ 0.00
D) Homeless Prevention	$ 15,000.00	$ 15,000.00	$ 30,000.00
E) Rapid Re-housing	$ 29,905.51	$ 29,905.51	$ 59,811.02
Subtotals	$ 61,855.51	$ 61,855.51	$ 123,711.02
Grant Administration	$ 3,825.99	$ 3,825.99	$ 7,651.98
TOTALS	$ 65,681.50	$ 65,681.50	$ 131,363.00

ESGP BUDGET CATEGORY Street Outreach

Applicant: City of Monroe

Project/Sponsor: City of Monroe

Description of Cost Item and Basis of Valuation	ESG Budget	Matching Funds	Source of Matching Funds	Budget Total
Case Manager 15 hrs/week @ $27.60	$ 15,750.00	$ 15,750.00	HOME-ARP	$ 31,500.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
TOTAL	$ 15,750.00	$ 15,750.00		$ 31,500.00

ESGP BUDGET CATEGORY HMIS

Applicant: City of Monroe

Project/Sponsor: City of Monroe

Description of Cost Item and Basis of Valuation	ESG Budget	Matching Funds	Source of Matching Funds	Budget Total
HMIS Licenses	$ 1,200.00	$ 1,200.00	HOME-ARP	$ 2,400.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
TOTAL	$ 1,200.00	$ 1,200.00		$ 2,400.00

Exhibit B Budget

(Complete for each shelter/facility/project to receive ESGP assistance)

Applicant:	City of Monroe				
Project/Sponsor Name:	City of Monroe				
Address:	1401 Stubbs Ave., Moonroe, LA 71201				
Contact Person:	Ellen Hill	Phone:	(318) 812-7443	Email:	ellen.hill@ci.monroe.la.us

Bed Capacity: If the proposed project is a shelter, indicate the nightly bed capacity for homeless persons to be served. If an existing facility, enter current capacity _____ and capacity after increase from ESGP assistance _____ . * when applicable (*Enter N/A if no increase in shelter capacity anticipated)

Homeless Beneficiaries: Using the codes listed below; indicate on the following line the type(s) of beneficiaries to be served by the proposed project. If more than one type is to be served, list all with the predominant type of beneficiary first

X	UM	Unaccompanied Men	X	SPF	Single Parent Families
X	UW	Unaccompanied Women	X	TPF	Two parent families
X	UFY	Unaccompanied Female Youth Under 18	X	AC	Adult couples without children
X	UMY	Unaccompanied Male Youth Under 18		DK	Don't Know

ESGP Assistance and Proposed Accomplishments by Eligible Activity: Indicate the proposed amount of ESGP assistance by activity type and briefly describe the accomplishments anticipated through use of ESGP funds.

HMIS	$ $ 1,200.00
Proposed Accomplishments (brief listing):	
Support HMIS enrollment, data entry, reporting, and data quality monitoring for ESG-funded participants.	

Services/Street Outreach	$ $ 15,750.00
Summary of Proposed Services :	
Connects participants to housing resources, emergency assistance, and supportibe services through coordinated partnerships	
while maintaining documentation and tracking outcomes to ensure compliance with ESG requirements and measure program	
effectiveness.	

Emergency Solutions Grant Program

Operations/Shelter	$ $ 0.00
Proposed Accomplishments (brief listing):	
Services not provided.	

Homeless Prevention	$ $ 15,000.00
Summary of Proposed Homeless Prevention Activities:	
Provides short-term rental assistance, case management, and stabilization services to eligible households at imminent risk of homelessness.	

Rapid Re-housing	$ $ 29,905.51
Summary of Proposed Rapid Re-housing Activities:	
Assist individuals and families experiencing homelessness with obtaining permanent housing through rental assistance, housing navigation, and supportive services.	

Projected Number of Homeless Prevention Recipients* 45 Rapid Re-housing 20

*(single person households and/or family groups)

TOTAL ESGP FUNDING REQUEST: $ 65,681.50

SUBRECIPIENT CONTRACT
BETWEEN
CITY OF MONROE AND
Catholic Charities of North Louisiana

Address: 3208 Concordia Street Monroe, LA ZIP: 71201

Parish: Ouachita Federal Employer I.D.# 72-1165751

Subrecipient (Non-Profit Organization)
Federal Funds Source: HUD/Emergency Solutions Grants Program, CFDA #14.231

THIS AGREEMENT is between the City of Monroe, referred to as "City", represented by Oliver F. Ellis, Mayor and Catholic Charities of North Louisiana referred to as "Subrecipient".

A. **PROGRAM:**
The City of Monroe has deemed it appropriate to grant to Subrecipient through the State of Louisiana, certain sums of money to be used by the Subrecipient in activities relating to emergency shelter for needy homeless individuals, to assist the City pursuant to rules and regulations of the **HUD Emergency Solutions Grants Program.** All activities authorized by this agreement will be performed in accordance with the approved project description(s), approved budget(s), and relevant State and federal directives and policies. See Attachment A - Project Summary(s) and Attachment B - Summary Budget(s) which are incorporated herein.

B. **Term of Agreement:**
Effective Date: **October 1, 2026** Termination Date: **June 30,2027.**

C. **Terminate Without Cause:**
Either party may terminate this agreement without cause by giving thirty (30) calendar days advance written notice to the other party, provided that no performance shall continue beyond the specified termination date.

D. **Termination For Cause:**
The City of Monroe may terminate this agreement immediately for cause if the Subrecipient fails to comply with any federal, state, or local laws, or any terms of this agreement. The City shall provide written notice specifying the failure. Except in cases involving immediate threats to health, safety, or federal fund integrity (which warrant immediate suspension), the Subrecipient shall have fifteen (15) calendar days from receipt of notice to cure the violation or present a cure plan acceptable to the City. If the failure is not cured, the City may place the Subrecipient in default and terminate the contract immediately.

E. **Maximum Grant Amount: $30,000.00**
ESG - $15,000.00 Match $15,000.00
The Subrecipient agrees that all funds shall be expended in a manner strictly consistent with the major budget categories in the attached Summary Budget. Subject to prior written approval by the City of Monroe, the Subrecipient may modify line-item budget categories provided the total contract maximum is not exceeded.

F. **TERMS OF PAYMENT:**
The City of Monroe agrees to reimburse the Subrecipient on a cost-reimbursement basis for actual, eligible, and **allowable costs incurred** essential to the fulfillment of this agreement.

- Subrecipient shall submit reimbursement requests on forms prescribed by the

City, accompanied by full source documentation (including invoices, cancelled checks, and certified payroll sheets). Individual payment requests shall reflect no more than 30 days of actual cash needs.

- The Subrecipient is contractually obligated to submit its final invoice and all closeout documentation to the City of Monroe within fifteen (15) calendar days following the termination or expiration of this agreement.

- Payment is expressly conditioned upon compliance with the HUD Emergency Solutions Grants Program provisions (**42 U.S.C. § 11371 et seq.**) and HUD regulations at **24 CFR Part 576.** All disbursements and utilization of grant funds shall be in strict accordance with the HUD Emergency Solutions Grants (ESG) Program regulations) and the McKinney-Vento Homeless Assistance Act, which are fully incorporated herein by reference.

G. **Non-Discrimination, Civil Rights, and Administrative Compliance:**
During the performance of this agreement, the Subrecipient agrees to adhere to the mandates dictated by Titles VI and VII of the Civil Rights Act of 1964, as amended; the Fair Housing Act; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; the Vietnam Era Veterans' Readjustment Assistance Act of 1974; Executive Order 11246, as amended; and all implementing regulations and requirements imposed by the U.S. Department of Housing and Urban Development (HUD).

1. The Subrecipient explicitly agrees not to discriminate in the rendering of services, provision of shelter, or employment of individuals because of race, color, religion, sex (**including sexual orientation and gender identity**), age, national origin, disability, familial status, political beliefs, or veteran status. The Subrecipient shall comply with HUD's Equal Access Rules codified at 24 CFR § 5.105(a). Any verified act of discrimination committed by the Subrecipient, or failure to comply with these statutory obligations, shall constitute grounds for the immediate termination of this agreement.

2. Subrecipient shall abide by all applicable laws and regulations concerning confidentiality which safeguard information and client confidentiality.

3. The Subrecipient grants to the City of Monroe, the Louisiana Legislative Auditor, the Louisiana Office of the Inspector General, the U.S. Department of Housing and Urban Development (HUD), and the Comptroller General of the United States the absolute right to inspect, examine, audit, and copy all books, financial records, and program documents pertaining to services rendered under this agreement at any reasonable time. The Subrecipient certifies compliance with all federal and state audit requirements based on the following specific criteria:

   a) In accordance with the Uniform Guidance codified at 2 CFR Part 200, Subpart F, any Subrecipient that expends $1,000,000 or more in federal awards from all sources during its fiscal year is contractually required to have a single audit or program specific audit conducted for that year. Single audits shall be conducted strictly in accordance with Generally Accepted Government Auditing Standards (GAGAS) issued by the Comptroller General of the United States.

   b) Any Subrecipient who expends less than $1,000,000 in federal funds from all sources is exempt from the federal Single Audit requirement. However, if the Subrecipient qualifies as a "quasi-public agency" or local auditee under Louisiana law, it remains fully subject to the financial reporting and auditing thresholds of the Louisiana State Audit

Law **(La. R.S. 24:513).**

c) Pursuant to **LA R.S. 24:513,** the Subrecipient shall comply with the specific financial reporting tiers dictated by the Louisiana Legislative Auditor based on its total annual state/local assistance and revenues:

- Revenues under $75,000: Requires a Sworn Financial Statement.
- Revenues between $75,001 and $199,999: Requires a CPA Compilation Engagement.
- Revenues between $200,000 and $499,999: Requires a CPA Review and Attestation Engagement.
- Revenues of $500,000 or more: Requires a full, independent CPA Financial Audit.

d) In accordance with the Louisiana Administrative Code at **LAC 34:V.2534** (formerly LAC 34:V.134), any nongovernmental provider receiving $100,000 or more per year of public funds via one or more cost-reimbursement contracts shall submit comprehensive, itemized source documentation (including invoices, cancelled checks, and certified payroll records) to justify each payment request.

e. Subrecipient shall provide written notification to the City of Monroe thirty (30) calendar days prior to the close of its fiscal year specifying the type of audit or reporting engagement to be performed, the fiscal year end date, and the projected total of and state expenditures. Upon completion of the audit engagement, two (2) copies of the completed report shall be forwarded to: ***Department of Planning and Urban Development, City of Monroe, Community Development Division, 1401 Stubbs Avenue Monroe, LA 71201.***

4. In accordance with the Uniform Guidance at 2 CFR 200.334and 2 CFR 200.337, the Subrecipient shall retain all financial records, supporting source documentation, statistical records, and client-level tracking files pertinent to this agreement for a minimum period of three (3) years from the exact date the City of Monroe submits its final federal closure expenditure report to HUD for this grant cycle. If any litigation, claim, negotiation, audit, or other action involving the records is started before the expiration of the 3-year period, the records must be retained until all findings are fully resolved.

5. The Subrecipient shall not assign, transfer, or delegate any interest, duty, or obligation in this agreement (whether by assignment or novation) without the prior written consent of the City of Monroe. Any attempt to assign or transfer duties without such prior written consent shall be null and void. Claims for money due or to become due to the Subrecipient from the City under this agreement may be assigned to a bank, trust company, or other financial institution, provided that such assignment shall not be valid or binding upon the City unless and until the City of Monroe provides its prior written acknowledgment and a formal notice of the assignment is executed by the authorized signatories of both parties. Notice of any such approved assignment or transfer shall be promptly furnished to the City.

6. Subrecipient hereby agrees that the responsibility for payment of taxes

from the funds thus received under this agreement and/or legislative appropriation shall be said Subrecipient's obligation.

7. City shall make all checks payable to the order of Subrecipient in the amounts expressed or specified in the agreement. Reimbursement for travel expenses shall be in accordance with State Travel Regulations and shall constitute part of the total maximum payable under this agreement. It is further agreed that the Subrecipient accepts payment made under the terms of the agreement in full for services delivered.

8. In accordance with state law and **2 CFR § 200.450**, no funds provided under this agreement shall be used to urge any elector to vote for or against any candidate or proposition on an election ballot. Furthermore, the Subrecipient certifies that no funds provided herein shall be used to lobby for or against any proposition, bill, or matter having the effect of law being considered by the Louisiana Legislature, the City of Monroe, or any other local governing authority. Any violation of this provision shall result in the immediate termination of this agreement and the mandatory recoupment of all misspent funds.

By entering into this agreement, Subrecipient certifies that:

a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, grant, loan, or cooperative agreement.

b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence federal officials in connection with this agreement, the Subrecipient shall complete and submit **Standard Form-LLL (Disclosure of Lobbying Activities)** in accordance with its instructions.

b) The Subrecipient shall require this certification language to be included in all lower-tier subawards and subcontracts, and that all tiers shall disclose accordingly.

9. Pursuant to **2 CFR §§ 200.332** and **200.329**, the City of Monroe, state pass-through entities, and federal oversight authorities reserve the right to conduct desk reviews, site visits, and physical monitoring of facilities and program records at any reasonable time. The Subrecipient shall submit comprehensive written performance and progress reports at least semi-annually (or as otherwise specified by the City), detailing the use of funds, measurable performance goals, and objectives achieved within the specific allocated timeframe.

10. The Subrecipient shall not enter into any lower-tier subcontract or subrecipient agreement that provides for the incurrence of any obligation by the City of Monroe beyond those explicitly set forth herein. No lower-tier agreement shall relieve the Subrecipient of its primary responsibility for contract performance. All subcontracts are subject to prior written approval by the City and must incorporate all applicable federal contract provisions outlined in **2 CFR Part 200, Appendix II**.

11. The City may, from time to time, request changes in the scope of services to be performed by the Subrecipient hereunder. Any alterations, variations,

modifications, or waivers of the provisions of this agreement shall be valid only when reduced to writing, executed by the authorized signatories of both parties, and formally attached as an amendment to this agreement. The Subrecipient explicitly agrees that no claim for services furnished, or expenses incurred, outside the approved scope of services or budget shall be allowable or reimbursed by the City.

12. In the event the City, the State of Louisiana, or any Federal oversight agency determines that any cost reimbursed to the Subrecipient under this or any previous agreement is unallowable or non-compliant under 2 CFR Part 200, Subpart E (Cost Principles), the City shall have the immediate right to set off and withhold such amounts from any current or future payments due to the Subrecipient. Alternatively, upon written demand by the City, the Subrecipient shall refund to the City any sum resulting from an overpayment, mathematical error, or expenditure not made in strict accordance with the terms of this agreement. The Subrecipient shall issue such refund to the City within thirty (30) calendar days of the date of the written request.

13. The Subrecipient agrees to protect, defend, indemnify, save, and hold harmless the City, all City departments, agencies, boards, commissions, officers, agents, servants, volunteers, and employees from and against any and all claims, demands, expenses, and liabilities arising out of injury or death to any person, or the damage, loss, or destruction of any property, which may occur or grow out of any act or omission of the Subrecipient, its agents, servants, subcontractors, or employees. This includes any and all costs, expenses, and/or attorney fees incurred by the **City** as a result of such claims, demands, and/or causes of action, except for those claims arising directly out of the sole negligence of the City or its employees. The Subrecipient agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demands, or suits at its sole expense, and agrees to bear all related costs, even if such claims are groundless, false, or fraudulent.

14. This agreement is subject to and conditioned upon the availability and appropriation of Federal, and/or State funds. No liability or obligation for payment will develop between the parties until this agreement has been approved by required authorities of the City and, if applicable, the Louisiana Division of Administration, Office of State Procurement, or other oversight authorities required by law.

15. Any amendment to this agreement shall not be valid until it has been executed in writing by the Mayor or other designated authority of the City, by the authorized representative of the Subrecipient, and approved by any required state or federal oversight authorities as required by law.

16. **ADMINISTRATIVE REQUIREMENTS AND COST PRINCIPLES**
Except as specifically modified by law or regulation, in performing this agreement, Subrecipient shall comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards set forth in **2 CFR Part 200**, as implemented by the awarding Federal agency and applicable to the Program participant.

17. **Emergency Solutions Grants Program Certifications**
Subrecipient certifies that in administering funds under the Emergency Solutions Grants (ES) Program, it and its subcontractor(s) will strictly comply with the **McKinney-Vento Homeless Assistance Act (42 U.S.C.11371 et seq.)** and the **ESG Program Regulations at 24 CFR Part 576**, including but not limited to:

1. **Homelessness Prevention & Eligibility Requirements:** Ensuring all program participants are evaluated and documented as eligible under the criteria set forth in **24 CFR 576.103** and **24 CFR 576.401.**

2. **Minimum Period of Use:** Adhering to the continuous use requirements for emergency shelters as mandated by **42 U.S.C. 11375(c)** and **24 CFR 576.102.**

3. **Shelter and Housing Standards:** Ensuring any building renovated or operated with ESG assistance meets the safety, sanitation, and habitability standards outlined in **24 CFR 576.403.**

4. **Nondiscrimination and Equal Opportunity:** Complying with all applicable Federal cross-cutting requirements, including uniform nondiscrimination, equal opportunity, and faith-based participation standards codified at **24 CFR 576.407.**

5. **Displacement, Relocation, and Acquisition:** Minimizing displacement and adhering to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as provided under **24 CFR 576.408.**

6. **Confidentiality of Records:** Subrecipient shall develop, implement, and maintain strict written procedures to ensure the absolute confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG Program. Pursuant to **24 CFR 576.500(x)** and **24 CFR 576.409**, the address or location of any ESG-assisted family violence shelter shall not be made public except with the explicit written authorization of the person(s) responsible for the operation of such shelter.

7. **Homeless Participation:** Pursuant to **24 CFR 576.405**, Subrecipient shall involve, to the maximum extent practicable, homeless or formerly homeless individuals and families in providing work or services pertaining to facilities or activities assisted under the ESG program, including the day-to-day construction, renovation, maintenance, operation, or provision of services for occupants of these facilities.

MATCHING FUNDS: Pursuant to **24 CFR 576.201** and **42 U.S.C. 11375**, the Subrecipient certifies that it will provide matching contributions to supplement the ESG program in an amount equal to the funds allocated under this agreement. Matching contributions must meet all requirements set forth in **2 CFR 200.306** and may consist of cash expended for allowable ESG costs, or verifiable non-cash (in-kind) contributions-including real property, equipment, goods, or volunteer services, valued in accordance with applicable federal regulations.

HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS): Pursuant to **24 CFR 576.400(f)**, the Subrecipient agrees to participate in and enter client-level data into the local Homeless Management Information System (HMIS) in strict compliance with HUD's HMIS Data and Technical Standards. If the Subrecipient is a victim service provider or a legal services provider, it shall not disclose client-level data to HMIS but must instead collect and report client-level information using a comparable database that meets all HUD data privacy and security requirements in accordance with **24 CFR 576.500(n).**

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limiting activities on a project until the City has successfully completed the environmental review process and obtained required federal clearance in accordance with the National Environmental Policy Act (NEPA) and related authorities.

DRUG-FREE WORKPLACE: Pursuant to the Drug-Free Workplace Act of 1988 and HUD's implementing regulations at **2 CFR Part 2429**, the Subrecipient certifies that it will maintain a drug-free workplace. The Subrecipient further agrees to administer, in good faith, a policy designed to ensure that any ESG-assisted facility or project remains free from the illegal manufacture, use, possession, or distribution of controlled substances.

18. **PRO-CHILDREN ACT PROVISION**
Provider will comply with Title X, Part C of Public Law 103-227, also known as the **Pro-Children Act of 1994 (20 U.S.C. §§ 7181-7184)**, which prohibits smoking within any indoor facility (or portion thereof) owned, leased, or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, early childhood development, or library services to children under the age of 18, if the services are funded by Federal programs, either directly or through State or local governments. This prohibition also applies to indoor facilities constructed, operated, or maintained with Federal funds. The Act does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, portions of facilities used for inpatient drug and alcohol treatment, or facilities where WIC coupons are redeemed. The Provider agrees to include this exact language in any sub-awards containing provisions for children's services, ensuring all sub-grantees certify compliance accordingly. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty not to exceed $1,000 for each violation, with each day a violation continues constituting a separate violation, and/or the imposition of an administrative compliance order.

19. **LEGAL AUTHORITY:** The Subrecipient assures, warrants, and guarantees that it possesses the full legal authority to enter into this agreement, receive the funds authorized under this agreement, and perform all required services. The Subrecipient certifies that this agreement has been duly authorized by an official motion, resolution, or other appropriate corporate action passed or taken by its governing body. Upon request by the City, the Subrecipient shall provide documented evidence of such legal authority (e.g., a certified corporate resolution or board meeting minutes).

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IN WITNESS THEREOF, THIS AGREEMENT IS SIGNED AND ENTERED INTO ON THE DATE INDICATED BELOW.

SUBRECIPIENT: Catholic Charities of North Louisiana

BY: _____ _____
(SIGNATURE) DATE

NAME _____

TITLE _____

CITY OF MONROE:

BY: _____ _____
Oliver F. ELLIS, MAYOR DATE

LHC Emergency Solutions Grant

EXHIBIT A-BUDGET

Check as applicable: ___ BUDGET FOR TOTAL GRANT APPLICATION
✓ BUDGET FOR COMPONENT PROJECT

Applicant: City of Monroe

Address: 1401 Stubbs Ave., Moonroe, LA 71201

Federal Employer Tax I.D.: 72-6000903

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Estimated Services: Outreach, Operations, Homeless Prevention, Rapid Rehousing

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C) Shelter/Operations	$ 0.00	$ 0.00	$ 0.00
D) Homeless Prevention	$ 15,000.00	$ 15,000.00	$ 30,000.00
E) Rapid Re-housing	$ 29,905.51	$ 29,905.51	$ 59,811.02
Subtotals	$ 61,855.51	$ 61,855.51	$ 123,711.02
Grant Administration	$ 3,825.99	$ 3,825.99	$ 7,651.98
TOTALS	$ 65,681.50	$ 65,681.50	$ 131,363.00

ESGP BUDGET CATEGORY Homeless Prevention

Applicant: City of Monroe

Project/Sponsor: City of Monroe

Description of Cost Item and Basis of Valuation	ESG Budget	Matching Funds	Source of Matching Funds	Budget Total
Emergency Assistance- Rental Payments	$ 12,000.00	$ 12,000.00	HOME-ARP	$ 24,000.00
Case Manager- 3 hrs/wk @ $25/hr x 40 wks	$ 3,000.00	$ 3,000.00	HOME-ARP	$ 6,000.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
TOTAL	$ 15,000.00	$ 15,000.00		$ 30,000.00

Exhibit B Budget

(Complete for each shelter/facility/project to receive ESGP assistance)

Applicant:	City of Monroe				
Project/Sponsor Name:	City of Monroe				
Address:	1401 Stubbs Ave., Moonroe, LA 71201				
Contact Person:	Ellen Hill	Phone:	(318) 812-7443	Email:	ellen.hill@ci.monroe.la.us

Bed Capacity: If the proposed project is a shelter, indicate the nightly bed capacity for homeless persons to be served. If an existing facility, enter current capacity _____ and capacity after increase from ESGP assistance _____. * when applicable (*Enter N/A if no increase in shelter capacity anticipated)

Homeless Beneficiaries: Using the codes listed below; indicate on the following line the type(s) of beneficiaries to be served by the proposed project. If more than one type is to be served, list all with the predominant type of beneficiary first

X	UM	Unaccompanied Men	X	SPF	Single Parent Families
X	UW	Unaccompanied Women	X	TPF	Two parent families
X	UFY	Unaccompanied Female Youth Under 18	X	AC	Adult couples without children
X	UMY	Unaccompanied Male Youth Under 18		DK	Don't Know

ESGP Assistance and Proposed Accomplishments by Eligible Activity: Indicate the proposed amount of ESGP assistance by activity type and briefly describe the accomplishments anticipated through use of ESGP funds.

HMIS	$ $ 1,200.00
Proposed Accomplishments (brief listing):	
Support HMIS enrollment, data entry, reporting, and data quality monitoring for ESG-funded participants.	

Services/Street Outreach	$ $ 15,750.00
Summary of Proposed Services :	
Connects participants to housing resources, emergency assistance, and supportibe services through coordinated partnerships	
while maintaining documentation and tracking outcomes to ensure compliance with ESG requirements and measure program	
effectiveness.	

Emergency Solutions Grant Program

Operations/Shelter	$ $ 0.00
Proposed Accomplishments (brief listing):	
Services not provided.	

Homeless Prevention	$ $ 15,000.00
Summary of Proposed Homeless Prevention Activities:	
Provides short-term rental assistance, case management, and stabilization services to eligible households at imminent risk of homelessness.	

Rapid Re-housing	$ $ 29,905.51
Summary of Proposed Rapid Re-housing Activities:	
Assist individuals and families experiencing homelessness with obtaining permanent housing through rental assistance, housing navigation, and supportive services.	

Projected Number of Homeless Prevention Recipients* 45 Rapid Re-housing 20

*(single person households and/or family groups)

TOTAL ESGP FUNDING REQUEST: $ 65,681.50

RESOLUTION

STATE OF LOUISIANA **NO._____**
CITY OF MONROE

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

A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE MONROE PLANNING COMMISSION AND DENYING THE APPLICATION OF KINGDOM INVESTMENTS, LLC, FOR A ZONING MAP AMENDMENT (MA 104-26) FOR APPROXIMATELY 0.258 ACRES OF PROPERTY LOCATED AT 4104 SPURGEON DRIVE, MONROE, LOUISIANA; AND OTHERWISE PROVIDING WITH RESPECT THERETO.

WHEREAS, Kingdom Investments, LLC, filed an application for a zoning map amendment (MA 104-26) requesting that approximately 0.258 acres of property located at 4104 Spurgeon Drive be rezoned from R-1 (Single Family Residence) District to R-4 (High Density Multi-Family Residence) District;

WHEREAS, the Monroe Planning Commission considered the application at a public hearing held on November 2, 2026, and recommended denial of the requested zoning map amendment by a vote of 5-2-1;

WHEREAS, pursuant to Section 37-130(g) of the City of Monroe Comprehensive Zoning Ordinance, the City Council conducted a public hearing and considered the recommendation of the Planning Commission, the comments of interested parties, and the applicable review criteria set forth in Section 37-130(g)(6); and

WHEREAS, the City Council desires to accept the recommendation of the Planning Commission and deny the requested zoning map amendment;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Monroe, Louisiana, in legal and regular session convened, that:

Section 1. The recommendation of the Monroe Planning Commission to deny zoning map amendment MA 104-26 is hereby accepted, and the application of Kingdom Investments, LLC, to rezone approximately 0.258 acres of property located at 4104 Spurgeon Drive from R-1 (Single Family Residence) District to R-4 (High Density Multi-Family Residence) District is hereby DENIED.

Section 2. The existing R-1 (Single Family Residence) zoning classification of the subject property shall remain unchanged.

Section 3. This Resolution shall constitute the final decision of the City Council on zoning map amendment MA 104-26 for purposes of Section 37-130(g)(7) and (8) of the City of Monroe Comprehensive Zoning Ordinance.

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 November 24, 2026.

_____
CHAIRPERSON

_____
CITY CLERK

PUBLIC HEARING

CITY OF MONROE ZONING COMMISSION

November 2, 2026 City Hall Monroe, Louisiana

RE: MA 104-26 **APPLICANT: Kingdom Investments**

MOTIONED BY: Mr. Robert Riddle

SECONDED BY: Mr. Troy Greer

I move that the Zoning Commission advise the City Council that after Public Hearing, the Commission finds that changing conditions in the area ***are not*** sufficient to justify the above request to zone a 0.258-acre tract of land, more or less, from the R-1 (Single Family Residence) District to the R-4 (High Density Multi-Family Residence) District. This property is located at 4104 Spurgeon Drive. The commission recommends this application be denied.

The vote by the Monroe Planning Commission was 5-2-1 for denial.

City of Monroe
Planning Commission

Case No.:	MA 104-26
Name of Applicant:	**Kingdom Investments LLC**
Address of Property:	**4104 Spurgeon Drive**
Size of Property:	±0.258 acres
Present Zoning:	R-1 (Single Family Residence) District
Proposed Zoning:	R-4 (High Density Multi-Family) District
Council District:	3 (Woods)
Future Land Use:	Low Density Residential
Consistent to the Comprehensive Plan:	Yes

REQUEST: A request to rezone a 0.258-acre tract of land from R-1 (Single Family Residential) District to the R-4 (High Density Multi Family Residential) District.

PRESENT USE: Single Family Residence

MOST NEARLY BOUNDED BY (STREETS): North of Harrison Street, south of Spurgeon Drive, east of Darbonne Avenue and west of Sherrouse Avenue.

SURROUNDING LAND USES: The surrounding land use consists of residential in all directions.

ADVERSE INFLUENCES: High density residential in an area of single family residential.

POSITIVE INFLUENCES: Proposed use to repurpose an existing structure and provide housing choices, and additional property taxes.

COMMENTS/ RECOMMENDATIONS:

The proposed rezoning that is comprised of a ±0.258-acre tract of land, more or less, to create additional apartments and build new units on the property. This property will require rezoning from the R-1 (Single Family Residence) District to the R-4 (High Density Multi-Family Residential) District.

The applicant is proposing to build 2 additional units on the property to accommodate the housing shortage in the area.

Low-Density Residential use is the basis of the city, which offers residences in densities of between four and seven units per acre, including developed city and new residential areas.

The Planning Commission and the City Council shall consider the following criteria in approving or denying a map amendment:

a. The proposed map amendment is consistent with the pertinent elements of the ***City of Monroe Comprehensive Plan*** and any other adopted plans.

b. The proposed map amendment is consistent with the adjacent zoning classifications and uses.

c. The proposed map amendment will reinforce the existing or planned character of the neighborhood and the City.

d. The site is appropriate for the development allowed in the proposed district.

e. There are substantial reasons why the property cannot be used according to existing zoning.

f. Public facilities and services including schools, roads, recreation facilities, wastewater treatment, water supply, storm water management, police and fire are adequate for the development allowed in the proposed district.

g. The map amendment will not substantially or permanently injure the appropriate use of adjacent conforming properties.

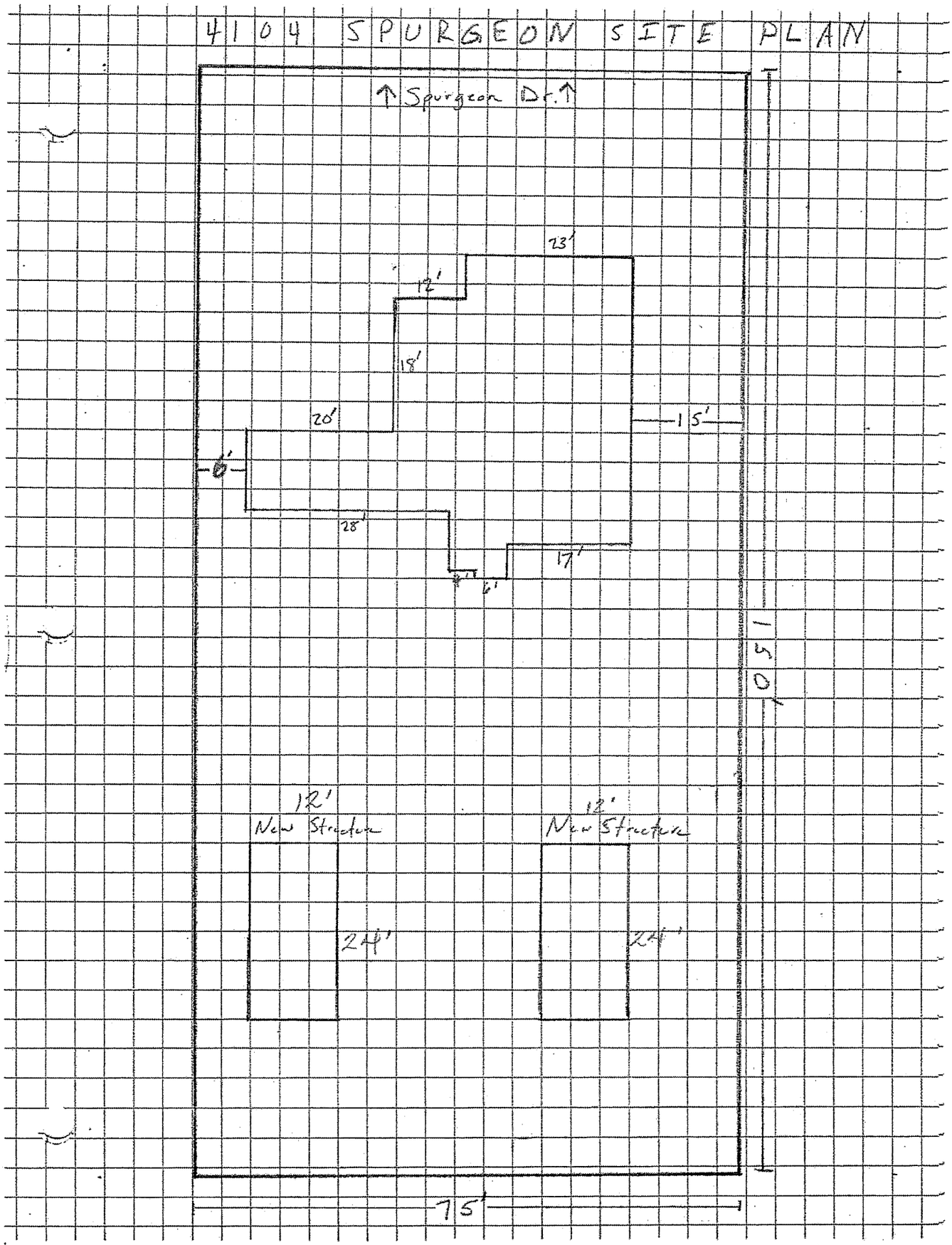
Effect of Denial

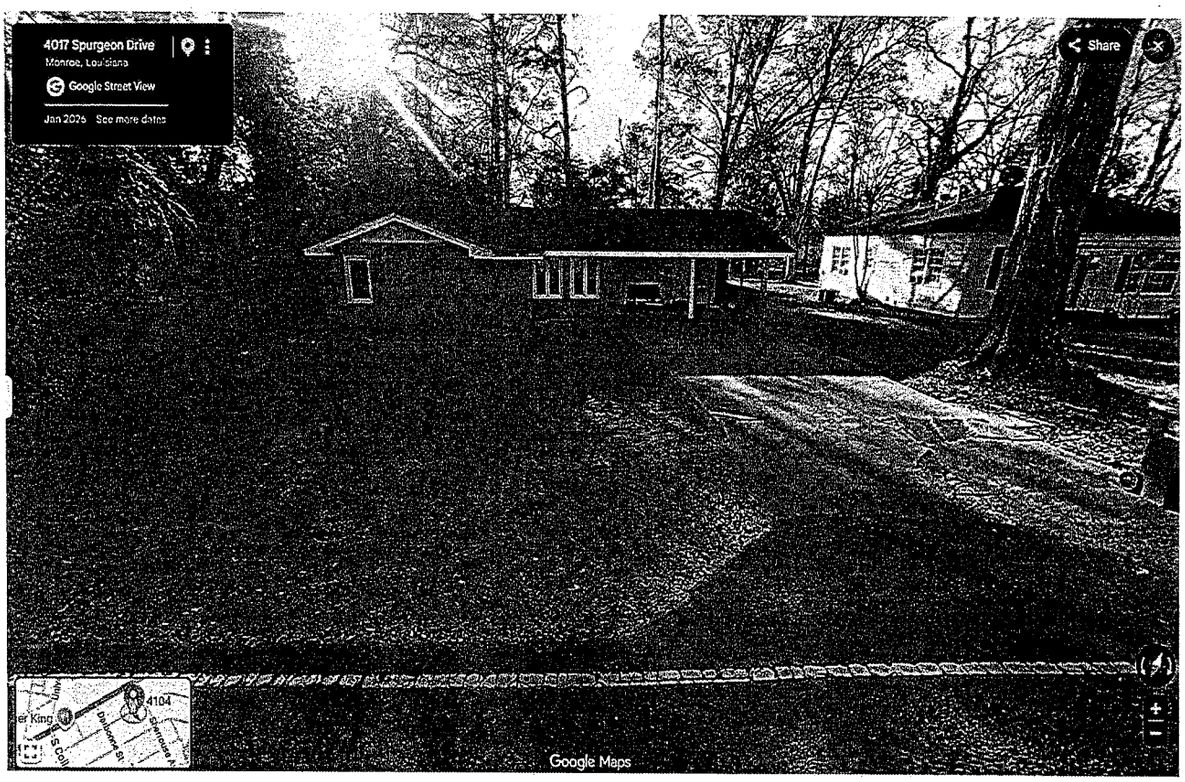
The denial of a map amendment application shall ban the subsequent application for the same or similar use at the same location for a period of twelve (12) months.

OPTIONS: Approve the applicant's request as presented.

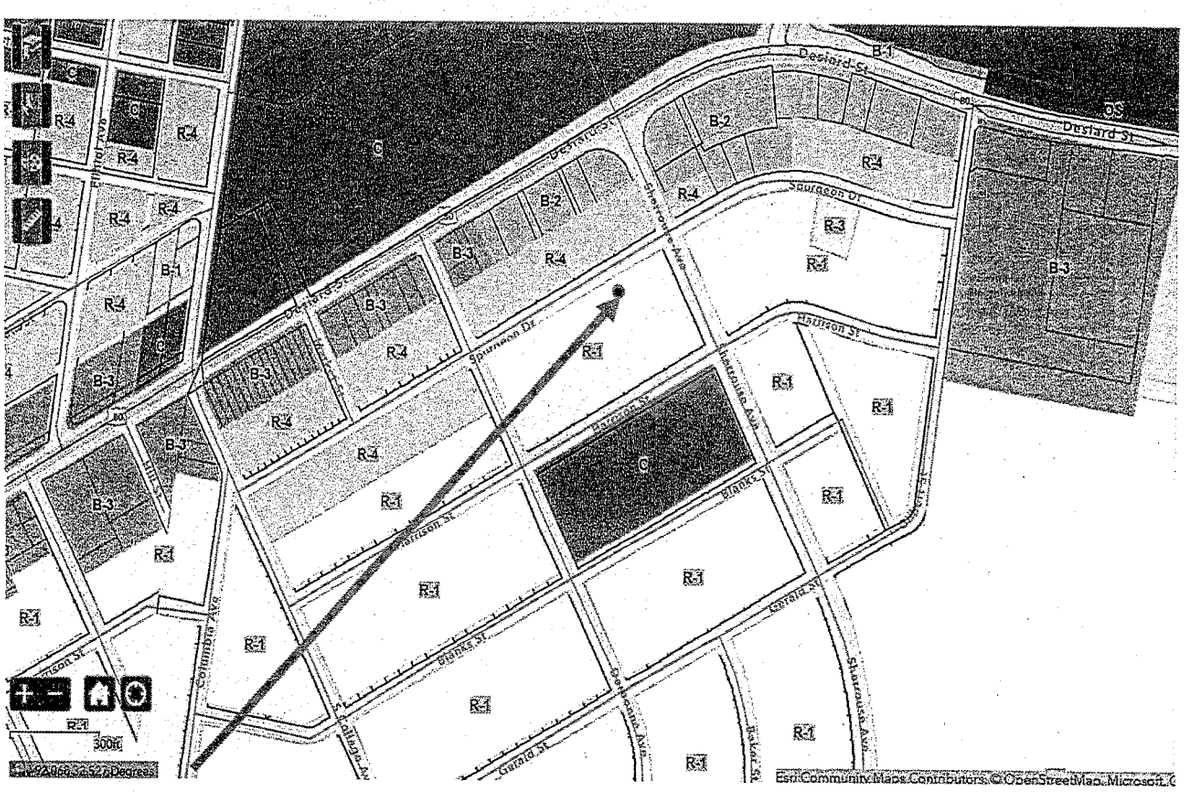
Deny the applicant's request as presented.

4104 SPURGEON SITE PLAN





4104 Spurgeon Street



4104 Spurgeon Drive



4104 Spurgeon Street

RESOLUTION

STATE OF LOUISIANA **NO._____**
CITY OF MONROE

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

A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE MONROE PLANNING COMMISSION AND DENYING THE APPLICATION OF BRAUD & SON PROPERTIES FOR A ZONING MAP AMENDMENT (MA 105-26) FOR APPROXIMATELY 0.31 ACRES OF PROPERTY LOCATED AT 2504 RENWICK STREET, MONROE, LOUISIANA; AND OTHERWISE PROVIDING WITH RESPECT THERETO.

WHEREAS, Braud & Son Properties filed an application for a zoning map amendment (MA 105-26) requesting that approximately 0.31 acres of property located at 2504 Renwick Street be rezoned from R-1 (Single Family Residence) District to R-4 (High Density Multi-Family Residence) District;

WHEREAS, the Monroe Planning Commission considered the application at a public hearing held on November 2, 2026, and recommended denial of the requested zoning map amendment by a vote of 6-1-1;

WHEREAS, pursuant to Section 37-130(g) of the City of Monroe Comprehensive Zoning Ordinance, the City Council conducted a public hearing and considered the recommendation of the Planning Commission, the comments of interested parties, and the applicable review criteria set forth in Section 37-130(g)(6); and

WHEREAS, the City Council desires to accept the recommendation of the Planning Commission and deny the requested zoning map amendment.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Monroe, Louisiana, in legal and regular session convened, that:

Section 1. The recommendation of the Monroe Planning Commission to deny zoning map amendment MA 105-26 is hereby accepted, and the application of Braud & Son Properties to rezone approximately 0.31 acres of property located at 2504 Renwick Street from R-1 (Single Family Residence) District to R-4 (High Density Multi-Family Residence) District is hereby DENIED.

Section 2. The existing R-1 (Single Family Residence) zoning classification of the subject property shall remain unchanged.

Section 3. This Resolution shall constitute the final decision of the City Council on zoning map amendment MA 105-26 for purposes of Section 37-130(g)(7) and (8) of the City of Monroe Comprehensive Zoning Ordinance.

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 November 24, 2026.

_____
CHAIRPERSON

_____
CITY CLERK

PUBLIC HEARING

CITY OF MONROE ZONING COMMISSION

November 2, 2026 City Hall Monroe, Louisiana

RE: MA 105-26 **APPLICANT: Braud & Son Properties**

MOTIONED BY: Mr. Ernest Muhammad

SECONDED BY: Mr. Robert Riddle

I move that the Zoning Commission advise the City Council that after Public Hearing, the Commission finds that changing conditions in the area ***are not*** sufficient to justify the above request to zone a 0.31-acre tract of land, more or less, from the R-1 (Single Family Residence) District to the R-4 (High Density Multi-Family Residence) District. This property is located at 2504 Renwick Street. The commission recommends this application be denied.

The vote by the Monroe Planning Commission was 6-1-1 for denial.

City of Monroe
Planning Commission

Case No.:	MA 105-26
Name of Applicant:	**Braud & Son Properties**
Address of Property:	2504 Renwick Street
Size of Property:	±0.31 acres
Present Zoning:	R-1 (Single Family Residence) District
Proposed Zoning:	R-4 (High Density Multi-Family) District
Council District:	3 (Woods)
Future Land Use:	Low Density Residential
Consistent to the Comprehensive Plan:	Yes

REQUEST: A request to rezone a 0.31-acre tract of land from R-1 (Single Family Residential) District to the R-4 (High Density Multi Family Residential) District.

PRESENT USE: Single Family Residence

MOST NEARLY BOUNDED BY (STREETS): North of Maddox Street, south of Renwick Street, east of South 25th and west of South 26th Street.

SURROUNDING LAND USES: The surrounding land use consists of residential in all directions.

ADVERSE INFLUENCES: High density residential in an area of single family residential.

POSITIVE INFLUENCES: Proposed use will provide additional housing choices and additional property taxes for the City.

COMMENTS/ RECOMMENDATIONS:

The proposed rezoning that is comprised of a ±0.31-acre tract of land, more or less, to create two (2) duplex units on the property. This property will require rezoning from the R-1 (Single Family Residence) District to the R-4 (High Density Multi-Family Residential) District.

The applicant is proposing to build 2 additional units on the property to accommodate the housing shortage in the area.

Low-Density Residential use is the basis of the city, which offers residences in densities of between four and seven units per acre, including developed city and new residential areas.

The Planning Commission and the City Council shall consider the following criteria in approving or denying a map amendment:

a. The proposed map amendment is consistent with the pertinent elements of the ***City of Monroe Comprehensive Plan*** and any other adopted plans.

b. The proposed map amendment is consistent with the adjacent zoning classifications and uses.

c. The proposed map amendment will reinforce the existing or planned character of the neighborhood and the City.

d. The site is appropriate for the development allowed in the proposed district.

e. There are substantial reasons why the property cannot be used according to existing zoning.

f. Public facilities and services including schools, roads, recreation facilities, wastewater treatment, water supply, storm water management, police and fire are adequate for the development allowed in the proposed district.

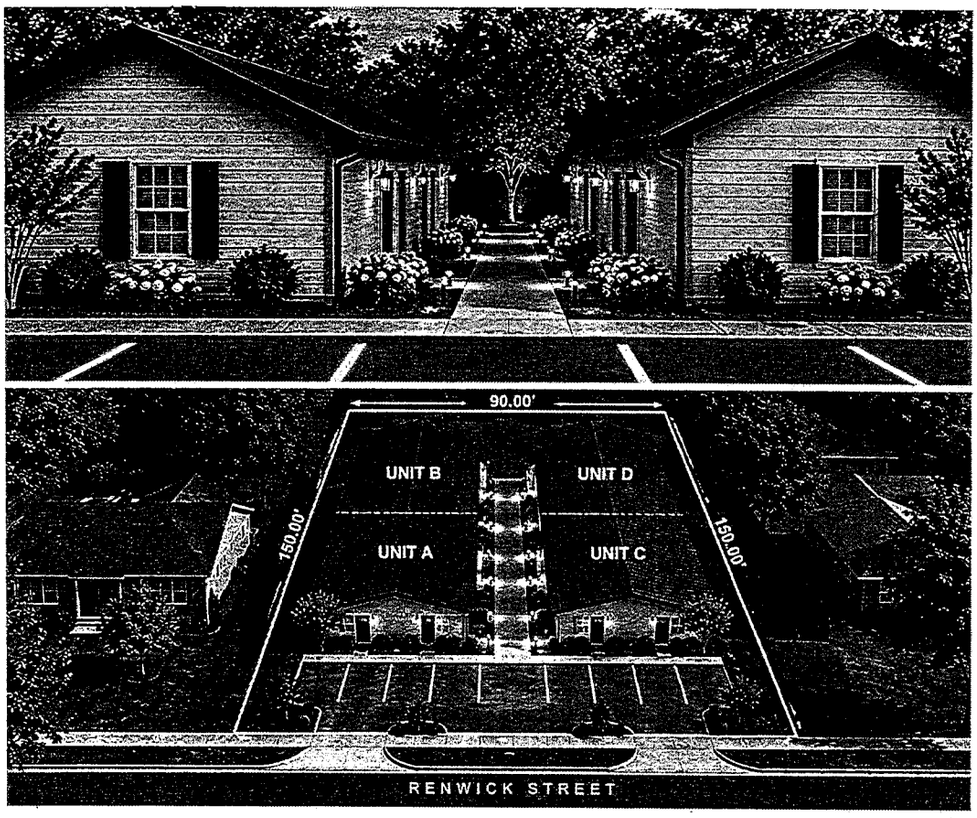
g. The map amendment will not substantially or permanently injure the appropriate use of adjacent conforming properties.

Effect of Denial

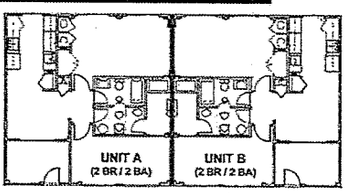
The denial of a map amendment application shall ban the subsequent application for the same or similar use at the same location for a period of twelve (12) months.

OPTIONS: Approve the applicant's request as presented.

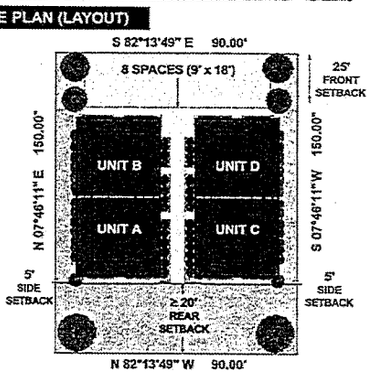
Deny the applicant's request as presented.



DUPLEX FLOOR PLAN (PER BUILDING)

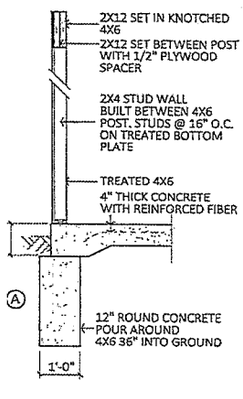


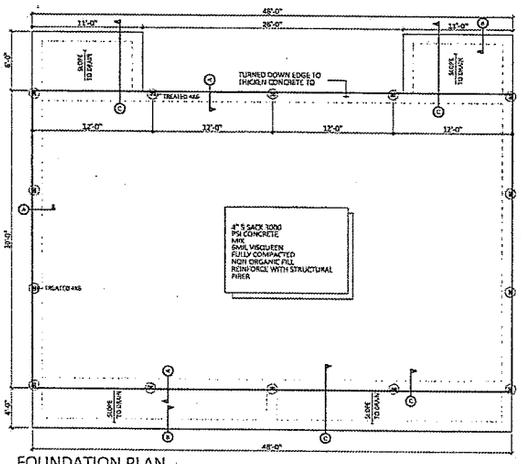
SITE PLAN (LAYOUT)



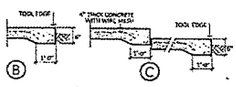
PROJECT SUMMARY

Address:	2504 Renwick Street, Monroe, LA
Zoning (Proposed):	R-4 (Multifamily Residential)
Lot Size:	90' (W) x 150' (D) = 13,500 sq ft (0.31 acres)
Buildings:	Two (2) Duplexes (single-story)
Total Units:	Four (4)
Parking:	Eight (8) spaces (2 per unit)
Setbacks (Proposed):	Front – 25 ft | Side – 5 ft (each side) | Rear – ≥20 ft





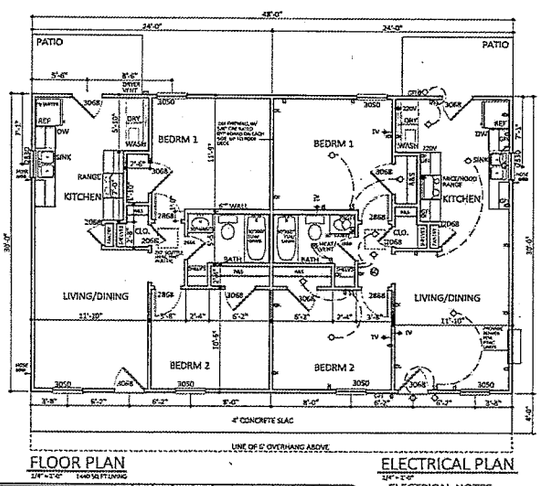
FOUNDATION PLAN



FOUNDATION DETAILS

SCALE: 3/4" = 1'-0"

NOTE:
THESE DETAILS ARE TYPICAL, AND HAVE NOT BEEN ENGINEERED TO THE SITE. CONSULT WITH STRUCTURAL ENGINEER TO BE SPECIFIC TO SITE CONDITIONS

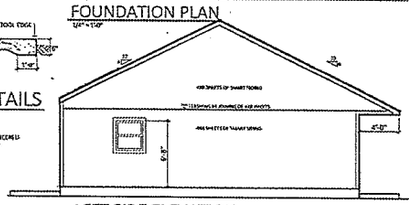


FLOOR PLAN

1/4" = 1'-0" 1440 SQ FT LIVING

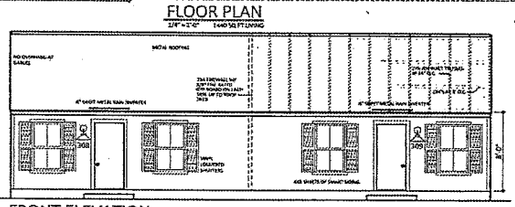
ELECTRICAL PLAN

1/4" = 1'-0"



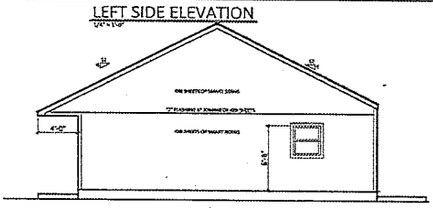
LEFT SIDE ELEVATION

1/4" = 1'-0"



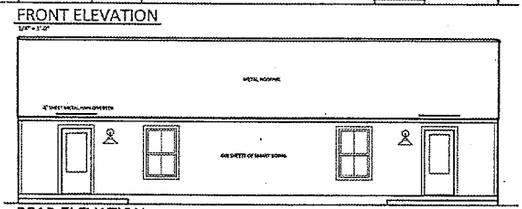
FRONT ELEVATION

1/4" = 1'-0"



RIGHT SIDE ELEVATION

1/4" = 1'-0"



REAR ELEVATION

1/4" = 1'-0"

ELECTRICAL NOTES

1. THIS ELECTRICAL LAYOUT IS A GUIDE ONLY IN LOCATING LIGHTING, ELECTRICAL OUTLETS AND WIRING TO APPLIANCES AND ELECTRICAL EQUIP.
2. THIS IS NOT AN APPROVED DRAWING. ALL SAFETY DEVICES ARE BEYOND APPROVING IS THE OWNERS RESPONSIBILITY.
3. OWNER IS TO VERIFY ALL LOCATIONS BEFORE ELECTRICAL ROUGH IN.
4. LOCATION OF SERVICE AND ELECTRICAL PANEL ARE SUGGESTED, NOT TO BE INTERPRETED ACCORDING TO FIELD CONDITIONS.
5. THE SIZING OF SERVICE, PANEL, SUB AND WIRING TO BE DONE BY OTHERS, NOT LISTED.
6. ARC FAULT PROTECTION TO BE PROVIDED TO ALL 1 POLE, 15 AMP, 120 VOLT RECEPTACLE OUTLETS INSTALLED IN BEDROOMS, LIVING ROOM, FAMILY ROOM, DENS, BEDROOMS, RECREATION ROOMS, CLOSETS, HALLWAYS, OR SIMILAR ROOMS OR AREAS PER NEC 210.12(A).
7. PROVIDE SMOKE DETECTORS AS REQUIRED BY NEC 314.27 IN ALL LOCATIONS SPECIFIED IN NFC 210.52

ELECTRICAL SYMBOL LEGEND

	DUPLEX OUTLET (SEAD/NIDED TYPE)
	WEATHER PROOF DUPLEX OUTLET
	1/2 SWITCHED DUPLEX OUTLET
	220 VOLT OUTLET OR CONNECTION
	TELEPHONE OUTLET LOCATION
	120 VOLT JUNCTION BOX
	SINGLE POLE 15AMP SWITCH
	CEILING MOUNTED INCANDESCENT FIXTURE
	RECESSED CEILING MOUNTED SPOT LIGHT
	WALL MOUNTED INCANDESCENT FIXTURE
	CEILING MOUNTED EXHAUST FAN
	4-4' LONG FLUORESCENT FIXTURE, DUAL MTD.
	WALL MOUNTED THERMOSTAT
	CEILING MOUNTED PADDLE FAN
	CHANDELIER - SELECTED BY OWNER
	CABLE TV LOCATION
	SMOKE DETECTOR
	WALL MOUNTED SCONCE
	UNDER CABINET 15 WATT OUTLETS
	UNDER CABINET LIGHTING

The ideas and designs incorporated in these drawings, as an instrument of service, are the property of Larry James Residential Architecture and may not be used in whole or in part without the written permission of Larry James Residential Architecture. Any reproduction of these drawings without the written permission of Larry James Residential Architecture and any unauthorized use of the ideas and designs incorporated in these drawings will be at the sole risk of the party using or reproducing the drawings without permission. The party using or reproducing the drawings without permission will indemnify and hold harmless Larry James Residential Architecture from any claims, damages, losses, expenses, including attorney's fees, arising out of or resulting from the unauthorized use of the drawings.

LARRY JAMES
RESIDENTIAL ARCHITECTURE
2309 Aztec Street, Monroe, Louisiana 71201 318-322-0592 fax 866-551-6606
www.larryjames.com email: larry@larryjames.com 1-800-714-6612

LARRY JAMES
RESIDENTIAL DESIGNER

Revisions

1	4/24/2022
2	
3	
4	

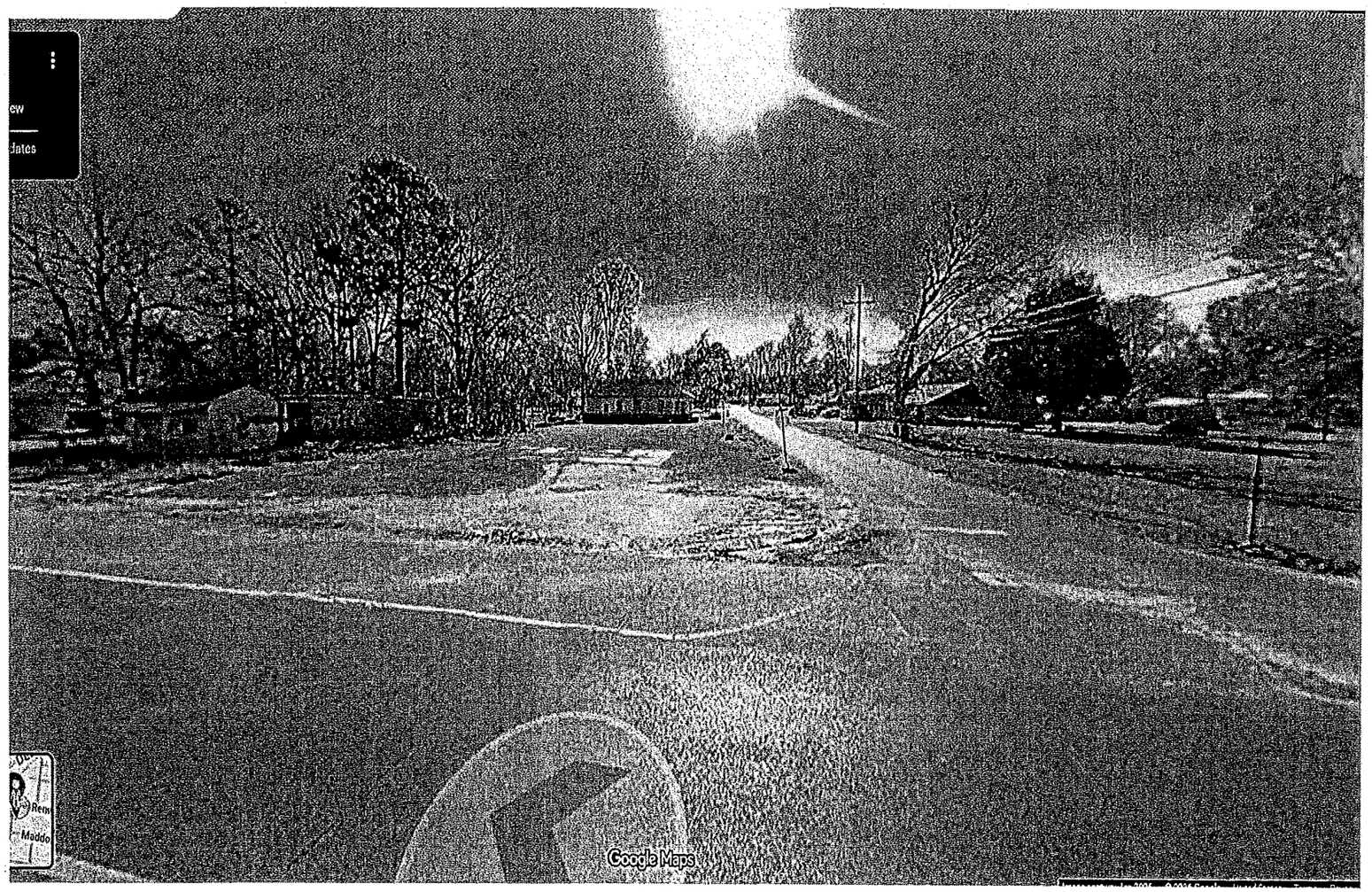
B & H Properties

21 086

DUPLEX POLE BARN

Sheet:

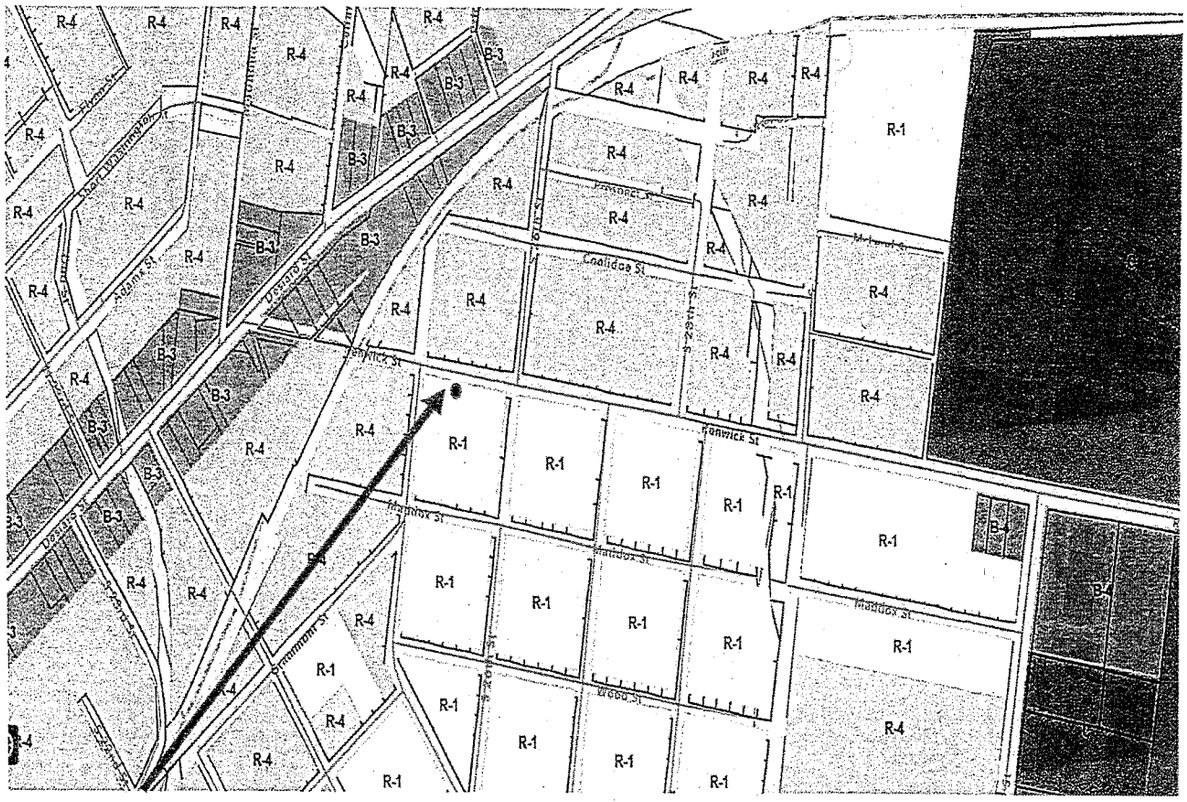
1 of 1



2504 Renwick Street



2504 Renwick Street



2504 Renwick Street

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 THOMAS AVENUE & GEORGIA STREET WATER IMPROVEMENTS PROJECT.

WHEREAS, the City of Monroe entered into an agreement with Don M. Barron Contractor, Inc. for the Thomas Avenue & Georgia Street Water Improvements Project;

WHEREAS, Closeout Change Order No. 1 provides for adjustments to the final quantities of work performed under the contract and an extension of the contract time due to weather conditions and utility conflicts and relocation efforts;

WHEREAS, Closeout Change Order No. 1 increases the Contract Price by $44,399.74, from $881,197.00 to a final Contract Price of $925,596.74, and extends the Contract Time by sixty (60) calendar days; 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 Thomas Avenue & Georgia Street Water Improvements 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. 1
Date: October 6, 2026
Agreement Date: March 4, 2026

NAME OF PROJECT: Water System Improvements
Thomas Avenue / Georgia Street Intersection
Project No. 1180622

OWNER: City of Monroe

CONTRACTOR: Don M. Barron Contractor, Inc.

The following changes are hereby made to the CONTRACT DOCUMENTS:

Extension Of time due to weather and utility conflicts / relocation efforts and Adjustments for As-Built Quantities.

CHANGE TO CONTRACT PRICE:

Original **CONTRACT PRICE** **$881,197.00 .**

Current **CONTRACT PRICE** adjusted by previous **CHANGE ORDER** **$ unchanged .**

The **CONTRACT PRICE** due to this **CHANGE ORDER** will be **increased** by **$ 44,399.74 .**

The new **CONTRACT PRICE** including this **CHANGE ORDER** will be **$ 925,596.74 .**

CHANGE TO CONTRACT TIME:

The **CONTRACT TIME** will be changed by **60** calendar days.

The date for completion of all work will be **October 12, 2026 .**

RECOMMENDED BY: _____ 11/10/2026
Clinton C. Patrick, P.E., P.L.S. — Date
Volkert, Inc.

ORDERED BY: _____
Authorized Representative — Date
City of Monroe

ACCEPTED BY: _____ 11/10/2026
David C. Farrar — Date
Don M, Barron Contractor, Inc.

RESOLUTION

STATE OF LOUISIANA **NO._____**
CITY OF MONROE

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 POWELL COMMUNITY CENTER PARKING LOT REPAIRS PROJECT.

WHEREAS, the City of Monroe entered into an agreement with Amethyst Construction, Inc. for the Powell Community Center Parking Lot Repairs Project;

WHEREAS, Closeout Change Order No. 1 provides for the addition of PVC sleeves for future irrigation and adjustments to the final quantities of work performed under the contract, including a reduction in unused contingency;

WHEREAS, Closeout Change Order No. 1 decreases the Contract Price by $13,700.00, from $440,699.00 to a final Contract Price of $426,999.00, 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 Powell Community Center Parking Lot Repairs 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 November 24, 2026.

_____
CHAIRPERSON

_____
CITY CLERK

CHANGE ORDER

No. 1

Dated: October 29, 2026

OWNER'S Contract No.: **25ENG001** **ENGINEER'S** Project No.: 255881

Project:

POWELL AVENUE COMMUNITY CENTER - PARKING LOT IMPROVEMENTS

CONTRACTOR: **AMETHYST CONSTRUCTION, INC.**

Contract For: City of Monroe Contract Date: July 16, 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 pvc sleeves for future irrigation.
2.) 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:	$	**440,699.00**
Net (Increase) Resulting from this Change Order:	$	**-13,700.00**
Current Contract Price Including this Change Order:	$	**426,999.00**

ORDINANCE

STATE OF LOUISIANA **NO._____**
CITY OF MONROE

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

AN ORDINANCE APPROVING A ZONING MAP AMENDMENT FOR APPROXIMATELY 2.78 ACRES OF PROPERTY LOCATED AT 401 SHERROUSE AVENUE, CHANGING THE ZONING CLASSIFICATION FROM R-1 (SINGLE FAMILY RESIDENCE) DISTRICT TO R-4 (HIGH DENSITY MULTI-FAMILY RESIDENCE) DISTRICT, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF MONROE, AND OTHERWISE PROVIDING WITH RESPECT THERETO.

WHEREAS, an application for a zoning map amendment (MA 103-26) has been filed by AHAYAH Construction, requesting that approximately 2.78 acres of property located at 401 Sherrouse Avenue be rezoned from R-1 (Single Family Residence) District to R-4 (High Density Multi-Family Residence) District;

WHEREAS, the subject property is presently occupied by the former United Methodist Church of Monroe, and the applicant proposes to redevelop the property for multi-family residential use;

WHEREAS, the Monroe Planning Commission considered the application at a duly noticed public hearing held on November 2, 2026, and recommended approval of the requested zoning map amendment by a vote of 7-0-1;

WHEREAS, pursuant to Section 37-130(g) of the City of Monroe Comprehensive Zoning Ordinance, the City Council has considered the recommendation of the Planning Commission, the applicable review criteria, and the proposed amendment's compatibility with surrounding land uses and the orderly development of the City; and

NOW, THEREFORE, BE IT ORDAINED, by the City Council, in legal and regular session convened, that:

Section 1. The application for zoning map amendment MA 103-26, submitted by AHAYAH Construction, is hereby approved, and the zoning classification of approximately 2.78 acres of property located at 401 Sherrouse Avenue, Monroe, Louisiana, bearing Ouachita Parish Parcel Numbers 3335, 3336, 3337, and 3338, and more particularly described in Exhibit A attached hereto and incorporated herein by reference, is hereby changed from R-1 (Single Family Residence) District to R-4 (High Density Multi-Family Residence) District.

Section 2. The Official Zoning Map of the City of Monroe, as described in Section 37-34 of the City of Monroe Comprehensive Zoning Ordinance, is hereby amended to reflect the zoning classification established herein.

Section 3. The Planning and Zoning Director, or his/her designee, is hereby authorized and directed to make the appropriate changes to the Official Zoning Map of the City of Monroe.

Section 4. This Ordinance shall become effective in accordance with applicable law.

This Ordinance was introduced on November 24, 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 December 8, 2026.

_____
CHAIRPERSON

_____
CITY CLERK

_____
MAYOR'S APPROVAL

_____
MAYOR'S VETO

EXHIBIT A
LEGAL DESCRIPTION

Municipal Address: 401 Sherrouse Avenue, Monroe, Louisiana 71203

Ouachita Parish Parcel Numbers: 3335, 3336, 3337, and 3338

Tract 1:

Beginning at a point, the intersection of the East Line of Sherrouse Avenue with the South Line of Blanks Street Extended: Thence southerly and fronting along the East Line of Sherrouse Avenue, a distance of 150 Feet: Thence Easterly between parallel lines which are at right angles to Sherrouse Avenue to a depth of 150 Feet; Thence North 150 Feet; Thence West 150 Feet to the Point of Beginning. Being situated in Section 40, Township 18 North, Range 4 East, and in the unsubdivided portion of Sherrouse Park Addition to the City of Monroe, Louisiana.

Tract 2:

A certain Lot or Parcel of Ground in Sections 39 and 40, Township 18 North, Range 4 East, more particularly described as follows:

Beginning at the Intersection of the East Line of Sherrouse Avenue with the North Line of Gerald Street, as shown on Plat of Units 3 & 4 of Sherrouse Park Addition to Monroe, Louisiana, said plats being filed in Plat Book 4, Page 53 of the records of Ouachita Parish, Louisiana; thence Northerly and fronting along the East Line of Sherrouse Avenue, a distance of Seventy-Five (75) Feet; Thence running back Easterly between parallel lines, the Southernly one of which is the Extension or Production of the North Line of Gerald Street, a distance of One Hundred Fifty (150) Feet, the East or Rear Line of the above described property having a width of Seventy-Five (75) feet and being parallel with the East Line of Sherrouse Avenue, and being the same property acquired by this Vendor from the People's Homestead & Savings Association as per deed on file and of record in Conveyance Book 453, Page 147, records of Ouachita Parish, Louisiana.

Tract 3:

Beginning at the Southeast Corner of Lot 11, Block 27, Unit 3 Sherrouse Park Addition and extending East 80 Feet; Thence North along the East Line of Sherrouse Avenue, a distance of 75 Feet to a Point of Beginning: Thence continuing along the East Line of Sherrouse Avenue, a distance of 75 Feet; Thence extending East, parallel to Gerald Street, between parallel lines a distance of 150 Feet.

Tract 4:

Beginning at the Southeast Corner of Lot 11, Block 27, Unit 3 Sherrouse Park Addition and extending East a distance of 230 Feet along the North Line of Gerald Street to a Point of Beginning: Thence East along the North Line of Gerald Street extended a distance of 60 Feet; Thence Northerly and parallel to Sherrouse Avenue, a distance of 300 Feet; Thence Westerly a distance of 60 Feet; Thence Southerly and parallel to Sherrouse Avenue, a distance of 300 Feet to the Point of Beginning.

PUBLIC HEARING

CITY OF MONROE ZONING COMMISSION

November 2, 2026 City Hall Monroe, Louisiana

RE: MA 103-26 **APPLICANT: AHAYAH Construction**

MOTIONED BY: Dr. Pamela Saulsberry

SECONDED BY: Mrs. Pamela Hill

I move that the Zoning Commission advise the City Council that after Public Hearing, the Commission finds that changing conditions in the area ***are*** sufficient to justify the above request to zone a 2.78-acre tract of land, more or less, from the R-1 (Single Family Residence) District to the R-4 (High Density Multi-Family Residence) District. This property is located at 401 Sherrouse Avenue. The commission recommends this application be approved.

The vote by the Monroe Planning Commission was 7-0-1 for approval.

City of Monroe
Planning Commission

Case No.:	MA 103-26
Name of Applicant:	**AHAYAH Construction**
Address of Property:	**401 Sherrouse Avenue**
Size of Property:	±2.78 acres
Present Zoning:	R-1 (Single Family Residence) District
Proposed Zoning:	R-4 (High Density Multi-Family) District
Council District:	3 (Woods)
Future Land Use:	Low Density Residential
Consistent to the Comprehensive Plan:	Yes

REQUEST: A request to rezone a 2.78 acre tract of land from R-1 (Single Family Residential) District to the to R-4 (High Density Multi Family Residential) District.

PRESENT USE: Reveille United Methodist Church of Monroe

MOST NEARLY BOUNDED BY (STREETS): North of Gerald Street, south of Blanks Street, east of Sherrouse Street and west of Gilbert Street.

SURROUNDING LAND USES: The surrounding land use consists of residential in all directions.

ADVERSE INFLUENCES: High density residential in an area of single family residential.

POSITIVE INFLUENCES: Proposed use to repurpose an existing structure and provide housing choices, and additional property taxes.

COMMENTS/ RECOMMENDATIONS:

The proposed rezoning that is comprised of a ±2.78-acre tract of land, more or less, to create affordable apartments and build new units on the property. This property will require rezoning from the R-1 (Single Family Residence) District to the R-4 (High Density Multi-Family Residential) District.

The applicant is proposing to convert the existing building into 20 apartments in the 2-story educational building and in the sanctuary building, they will convert it into 10 2-story loft townhouses and with the additional property building another 20 apartments.

The Low Density Residential use is the basis of the city, which offers residences in densities of between four and seven units per acre, including developed city and new residential areas.

The Planning Commission and the City Council shall consider the following criteria in approving or denying a map amendment:

a. The proposed map amendment is consistent with the pertinent elements of the ***City of Monroe Comprehensive Plan*** and any other adopted plans.

b. The proposed map amendment is consistent with the adjacent zoning classifications and uses.

c. The proposed map amendment will reinforce the existing or planned character of the neighborhood and the City.

d. The site is appropriate for the development allowed in the proposed district.

e. There are substantial reasons why the property cannot be used according to existing zoning.

f. Public facilities and services including schools, roads, recreation facilities, wastewater treatment, water supply, storm water management, police and fire are adequate for the development allowed in the proposed district.

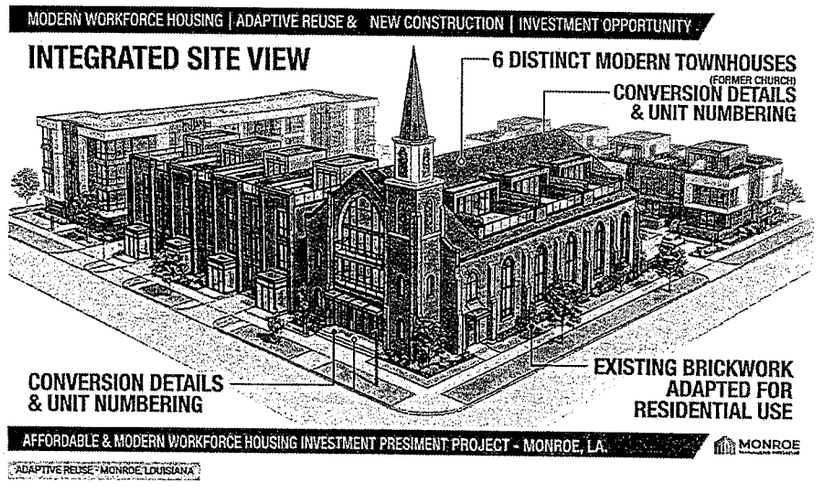
g. The map amendment will not substantially or permanently injure the appropriate use of adjacent conforming properties.

Effect of Denial

The denial of a map amendment application shall ban the subsequent application for the same or similar use at the same location for a period of twelve (12) months.

OPTIONS: Approve the applicant's request as presented.

Deny the applicant's request as presented.



ADAPTIVE REUSE · MONROE, LOUISIANA

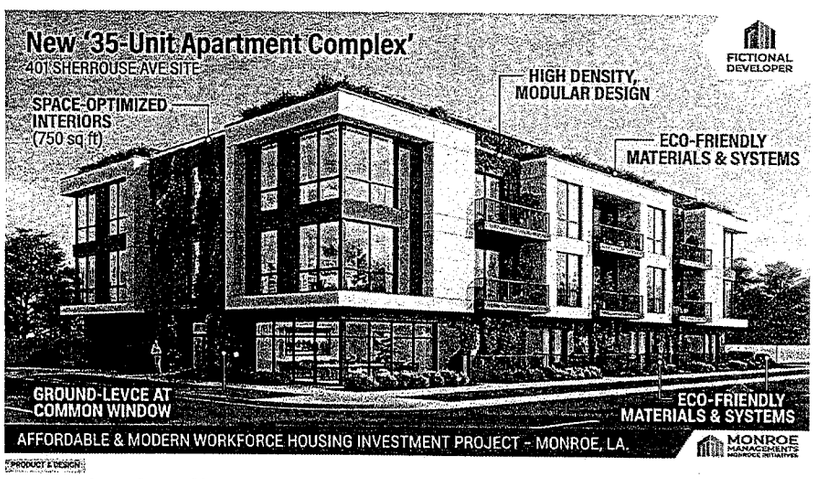
Sherrouse Commons

A sanctuary reborn as 41 units of attainable housing — and the first asset in a repeatable faith-property conversion platform. The former church at 401 Sherrouse Avenue is being transformed into a modern, energy-efficient, mixed-tenure community serving 50–80% AMI households in Monroe's underserved workforce housing market.

401 Sherrouse Avenue
2.7 acres · Clear-title site control · No option, no assemblage

$3.5M Total Development Cost
Hard cost blended at $43.7/SF · Land contributed at cost by Ahayah CDC

Executed Team
Ahayah CDC · FCS-REG · Green Falkon Capital



PRODUCT & DESIGN

Institutional quality at a workforce price point

Sherrouse Commons is designed to perform across a 30-year hold — not to be flipped after stabilization. Every design decision is calibrated to reduce operating cost, improve tenant retention, and protect NOI against a utility allowance that erodes contract rent in most affordable projects.

Space Efficiency

Dual-layer volumes and built-in storage make 750 SF live like 950 SF. The result is both higher rent capture relative to square footage and meaningfully better tenant retention — residents stay in spaces they experience as generous, not cramped. This is the design feature most directly correlated with below-market vacancy loss.

Operating Cost Discipline

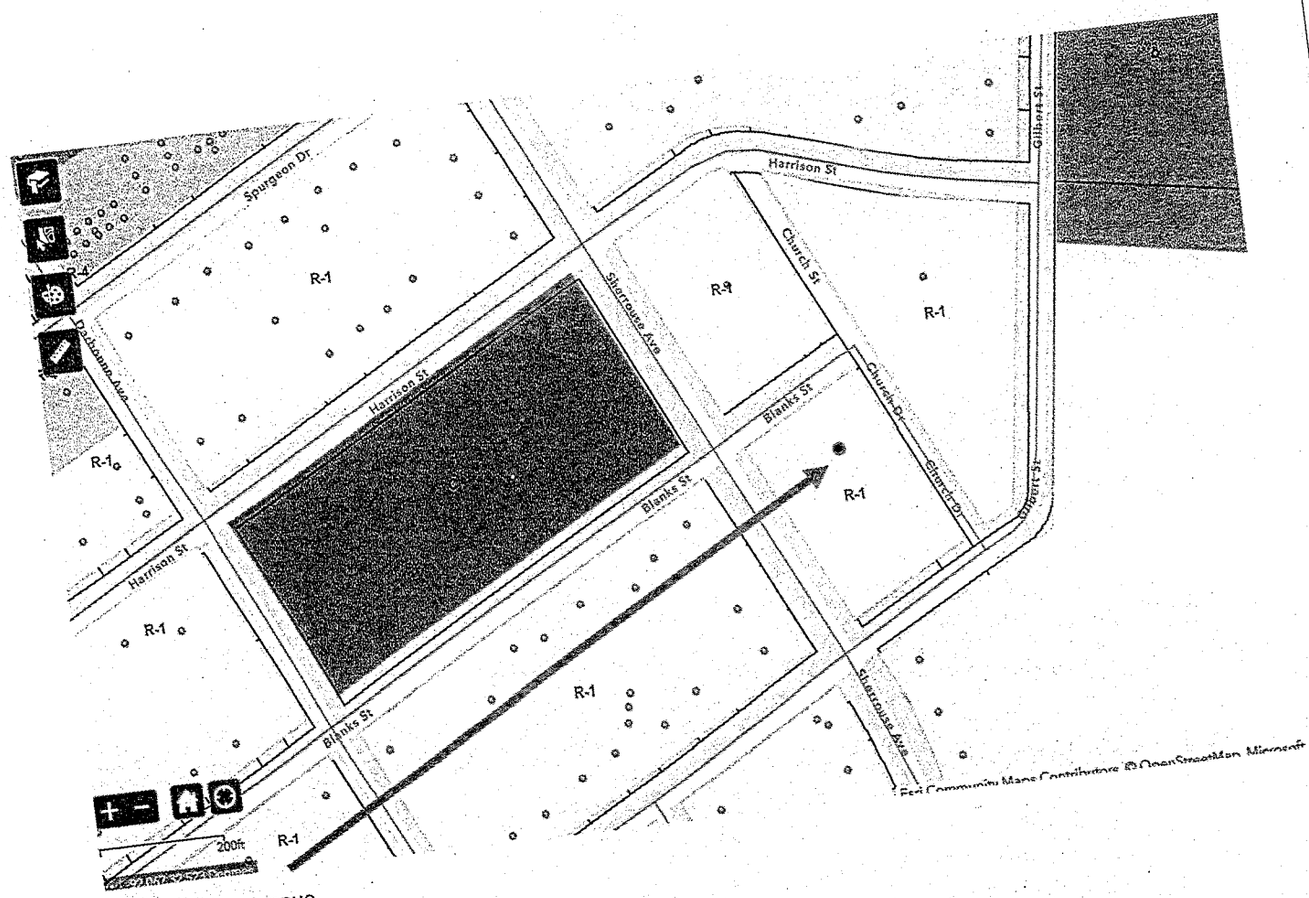
Vertical green walls, a high-efficiency building envelope, and shared mechanical systems suppress the utility allowance. Widening the gap between contract rent and the FMR utility allowance is the single most effective lever for protecting NOI in a voucher-eligible asset. This project is designed with that lever in mind from the ground up.

30-Year Durability

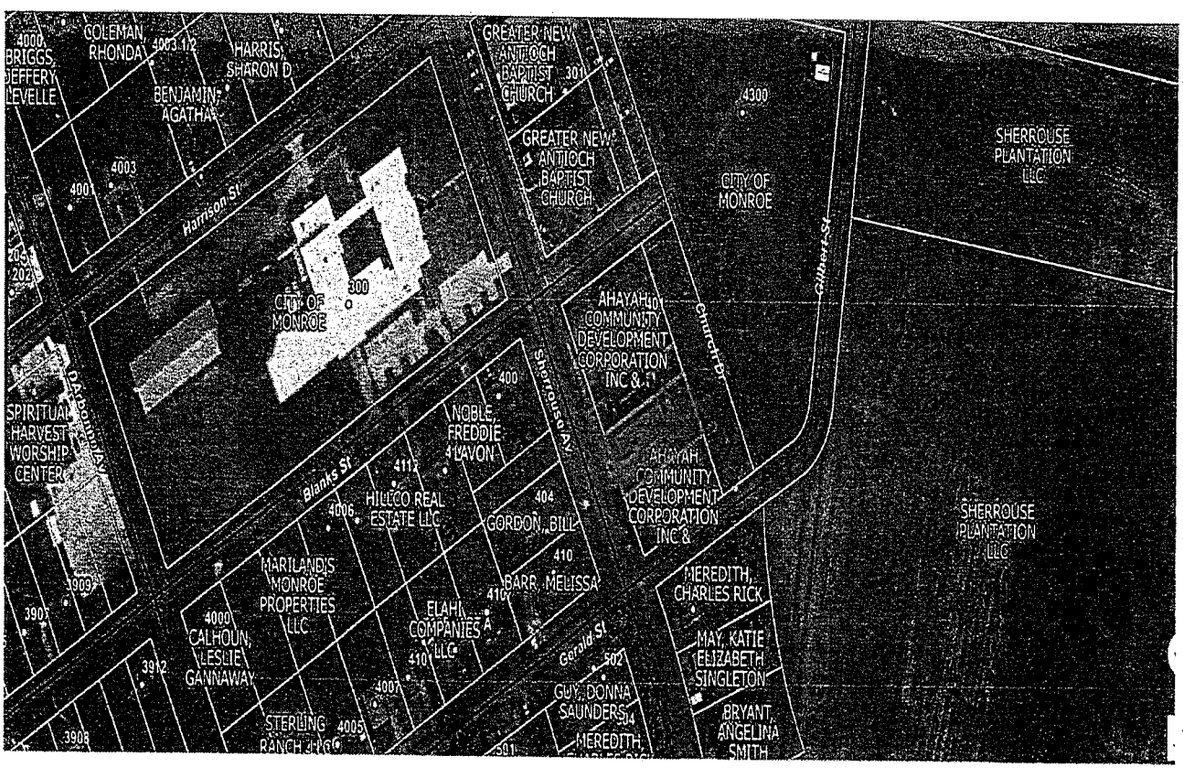
Commissioned finishes and hard-surface material specifications are selected for a long-term hold, not a short-term value-add exit. Deferred maintenance is the primary destroyer of NOI in workforce housing — specifying correctly at construction eliminates the most common capex surprises in years 7–15.

Placemaking & Community Anchoring

The retained sanctuary shell anchors on-site programming: childcare, workforce services, and community events. Placemaking reduces turnover, supports resident stability, and differentiates the asset from competing product in the submarket — creating a social ROI that compounds alongside the financial one.



401 Sherrouse Avenue



401 Sherrouse Street