

AGENDA  
City of Monroe

LEGAL & REGULAR SESSION – DECEMBER 12, 2023, 6:00PM  
CITY COUNCIL CHAMBERS CITY HALL

I: ROLL CALL AND DECLARE QUORUM:

II: INVOCATION & PLEDGE OF ALLEGIANCE – MRS. DAWSON:

III: COMMUNICATIONS & SPECIAL ANNOUNCEMENTS:

1. Mr. Harvey
2. Mrs. Ezernack
3. Ms. Woods
4. Mr. Marshall
5. Mrs. Dawson
6. Mayor Ellis

IV: APPROVE MINUTES OF THE LEGAL AND REGULAR SESSION OF NOVEMBER 28, 2023:  
(PUBLIC COMMENTS)

V: PRESENTATION:  
NONE.

VI: PUBLIC HEARINGS:  
NONE.

PROPOSED CONDEMNATIONS:  
(Public Comment)

VII: ACCEPTANCE OR REJECTION OF BIDS:  
(Public Comment)

(a) Adopt a Resolution accepting the base bid of Amethyst Construction, Inc., in the amount of \$1,383,422.73, for the Parkview Drive Improvements Project and authorizing a city representative to enter into and execute a contract for said work.

VIII: RESOLUTIONS AND MINUTE ENTRIES:

1. Council:

Public Comment:  
None.

2. Department of Administration:

(a) Consider request from the Purchasing Division for authorization for an authorized City representative to advertise for bids for the Chiller Replacement at Various Locations. The engineer's estimate is \$1,100,000.00. The DBE goal is 1.01% and the source of funds is the Capital Infrastructure.

(b) Consider an Application by KST, LLC dba Miro's Sports Bar and Grill, 201 Walnut St., Monroe LA 71201 for a New 2023 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared)

(c) Consider seven (7) Renewal Applications for a New 2024 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

(d) Consider six (6) Renewal Applications for a New 2024 Class B Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved.

3. Department of Planning & Urban Development:  
Public Comment:

(a) Adopt a Resolution authorizing a designated city representative to enter into and execute an agreement by and between the City of Monroe and Community Housing Development Organization (CHDO) AHAYAH Community Development Corporation Inc. for the reconstruction of 3004 Gordon Avenue and further providing with respect thereto.

4. Legal Department:  
Public Comment:  
None.

5. Mayor's Office:

Public Comment:

(a) Adopt a Resolution approving and authorizing a Cooperative Endeavor Agreement with Northeast Louisiana Arts Council, Inc. and further providing with respect thereto.

(b) Adopt a Resolution approving and authorizing a Cooperative Endeavor Agreement with Red White and Blue Airshow Inc. and further providing with respect thereto.

(c) Adopt a Resolution appointing Randall Pittman to the Monroe Fire and Police Civil Service Board and further providing with respect thereto.

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 authorizing a designated city representative to execute Change Order No. One (1) for State Project No. H.014348 Lee Avenue: Jackson Street – Standifer Avenue for an decrease in the contract amount of \$18,558.13 and further providing with respect thereto.

(b) Adopt a Resolution authorizing a designated city representative to execute Change Order No. One (1) for the WPCC – Flow Equalization Basin Dredging Project for an increase in the contract amount of \$86,914.00 and to add 10 calendar days to the contract time and further providing with respect thereto.

BREAK IF NEEDED:

IX: INTRODUCTION OF RESOLUTIONS & ORDINANCES:

Public Comment:

(a) Introduce an Ordinance authorizing the City of Monroe to take Corporeal Possession of the property described below and sell to Robert K. Jones all rights, title, and interest that the City may have acquired to the Lot 8, Block 17, Unit 4, Booker T. Washington Addition, Ouachita Parish, 3602 Pippin St., District 3, Monroe, La, by Adjudication at Tax Sale dated July 1, 2010, and further with respect thereto. (Legal)

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

Open Public Hearing/Public Comment/Close Hearing:

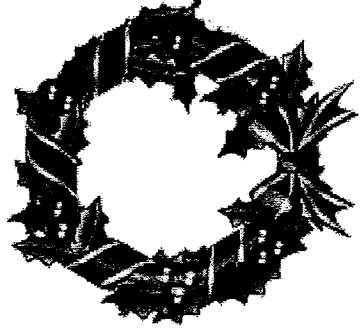
(a) Finally adopt a Resolution endorsing Layton Properties, LLC's Application for participation in the benefits of the Louisiana Restoration Tax Abatement Program for Project #20230350-RTA and further providing with respect thereto. (Legal)

Open Public Hearing/Public Comment/Close Hearing:

(b) Finally adopt a Resolution endorsing Georgia Tucker, LLC's Renewal Application for participation in the benefits of the Louisiana Restoration Tax Abatement Program for Project #20170018-RTA and further providing with respect thereto. (Legal)

XI: CITIZENS PARTICIPATION:

XII: ADJOURN.



NOTICE

TO ALL DEPARTMENTS:  
CITIZENS/MEDIA

\*\*\* DECEMBER 26<sup>TH</sup> \*\*\*

\*\*\*CITY OF MONROE COUNCIL MEETING  
RESCHEDULED\*\*\*

THE  
LEGAL & REGULAR CITY COUNCIL MEETING  
IS RESCHEDULED FOR WEDNESDAY,  
DECEMBER 27, 2023, 6:00 P.M.  
CITY HALL COUNCIL CHAMBER

CITY HALL IS CLOSED CHRISTMAS DAY AND THE  
DAY AFTER CHRISTMAS



City Hall, Monroe, Louisiana  
November 28, 2023  
6:00 p.m.

The Honorable Chairman Ezernack, called the meeting to order. She then asked the clerk to call roll.

There were present: Mr. Harvey, Mrs. Ezernack, Ms. Woods, Mr. Marshall, & Mrs. Dawson.

There was absent: None.

Chairman Ezernack announced that a quorum was present, and that the Invocation and the Pledge of Allegiance would be led by Mr. Marshall or his designee.

The Invocation was led by Assistant Pastor Rachel Washington, Greater Faith Church.

COMMUNICATIONS & SPECIAL ANNOUNCEMENTS:

Mr. Harvey had no announcements.

Ms. Woods said good evening and thanked everyone for coming to the City Council meeting. She said the Council hopes everyone had an absolutely great Thanksgiving. She thanked Pastor Vance Price and the Community of Faith Church for serving a Thanksgiving meal at the Mount Zion Baptist Church the Wednesday before Thanksgiving. She congratulated Seta Zeta Chapter of Alpha Kappa Alpha Sorority Inc., who will be celebrating fifty years of existence. She said they will be celebrating this weekend, and they are bringing members from all over the world. On another note, she expressed her condolences to Mr. Zachary Simmons, Director of Utilities Operations, who lost his wife, and she stated her heart is saddened and she is praying for him and his family. She further stated her condolences to Mr. Nnamdi Thompson, Government Consultant, who lost his father on Thanksgiving day. She stated to anyone listening, looking for a career path or a job opportunity, on Friday December 1, 2023, Nova Workforce Institute will be hosting a meet and greet at the Tower Place Center on the corner of Tower Drive and North 19<sup>th</sup> Street from 10 a.m. until noon. She noted there will be a lot of employers and she said if there are any employers looking for great people to work for you, there will be a lot of great people looking for opportunities. She further noted for those who have not had the opportunity to see the newly named convention center that was unveiled that the building was named in honor of former Monroe Mayor Abe Pierce III. She said it was a very historic moment for the City of Monroe to have the first African American Mayor to have a building named after him, which was built during his Administration.

Mr. Marshall thanked everyone for coming to the City Council meeting. He thanked Ms. Emma Mayweather and everyone who contributed to feeding residents along the South 2<sup>nd</sup> corridor. He said she called him about a month ago and she stated she wanted to do something for the homeless and anyone that was in need in the community. He said a lot of people gathered together and blessed hundreds of people along the South 2<sup>nd</sup> corridor. He said she fed people from her own home and the spirit of Thanksgiving was truly in that area. He said it was definitely a Thanksgiving to be proud of and he was blessed to see so many people all across the City giving back. He noted the Council went to the National Leagues of Cities and brought a lot of great information back and they gained a lot of knowledge as well. He said such as building partnerships with non-profits and businesses can contribute to the City because we know the City can't do it alone. He further noted the need for the Black Chamber was another thing that came up and he said all across the nation people are encouraging Black Chamber's to be established. He said things like partnerships, new organizations, and working together are definitely things that will help push the City forward to bring new light and new things to the City.

Mrs. Dawson thanked everyone for being in attendance and she expressed her condolences to the families that Ms. Woods acknowledged as well. She expressed her condolences to the Neville High School family on the passing of Mr. Roosevelt Rankins (Mr. Neville) and she said he will be funeralized this weekend. She noted on December 2<sup>nd</sup> the Monroe Alumnae Chapter of Delta Sigma Theta Sorority Inc. will be having a Mardi Gras Holiday brunch at the W Event Center and the Arts with Passion will be having a "A Christmas Musical Dinner Theatre" Sunday December 10<sup>th</sup> at 5:30 p.m. She further noted the City is still doing things with art and to take a look at theartsforpassion.com. to see if there are some things you would want to attend.

Mrs. Ezernack announced the City Council last meeting in December that was scheduled for Tuesday, December 26<sup>th</sup> will be changed to Wednesday, December 27, 2023, at 6 p.m. She said she thinks the City is off that day as well and a lot of people will still be celebrating Christmas at that time with their families.

Mayor Friday Ellis echoed Mr. Marshall and he said it was a great Thanksgiving, and it was good to be around the City to see so many people volunteering and giving time and effort to serve others in their community. He said there were so many people packing the Civic Center, packing boxes, giveaways, and turkeys and it made his heart happy. He thanked all the City of Monroe employees, and he said the employee breakfast is always a good time to let them know they are appreciated. He said he encourages the public to keep up the good kudos whenever you see a City of Monroe employee. He said it means more than you know whether you leave a snack out, or bring out water, a coke, or drink or just a thumbs up. On another note, he said the Abe Pierce building dedication was a beautiful ceremony and he learned a lot about former Mayor Pierce. He said he appreciated Councilwoman Woods for bringing this dedication forward because it is a great way to honor a man that spent his entire life serving others. He noted the Benoit Playground, and the naming of the playground was a beautiful ceremony and he said he appreciated Councilwoman Dawson for bringing this project forward. He said he learned a lot about a woman who loved her community and seeing the community that loved her back, show up. He stated a few things on the calendar such as Highway 165 North and I-20 small business meet and greet. He said it is hosted quarterly in different parts of the City for business owners to talk about some challenges and struggles they may be facing and ways the City can help. He further stated the meet and greet will be November 30, 2023, at the Clarke M. Williams Innovation Campus. He thanked the I-20 Board for their hard work and for working together to get the ruts and things finished. He said the ribbon cutting will be November 29, 2023, at 2 p.m. The Mayor said to shop locally because 60 cents of every dollar gets recirculated back into the community and to remember to sponsor T-ball teams. He said it is the small business vendors who are the ones to cut the checks and do what you can to keep dollars local. He said to remember the City's small business vendors that pour so much into their business and out there chasing a dream to bring nice things to the community. He stated to remember any veterans or people serving in the military this time of the year that are away from family. He further stated if you know a veteran put that pen to paper and he said a letter in the mail is worth a brick of gold in the military. He said to know someone back home is thinking about you and cares for you, there is nothing like mail call on the holidays.

Upon motion of Mr. Harvey, seconded by Mr. Marshall the minutes of the Legal and Regular Session of October 24, 2023, were unanimously approved. (There were no public comments.)

Presentation: Fiscal Year Audit Presentation: Allen, Green & Williamson, LLP:

Mr. Tim Green, External Auditor, welcomed everyone and introduced Ms. Jennie Henry, CPA Audit Manager, that was in charge of this audit, and she will be assisting with the audit presentation. He said the general funds revenues exceeded our expenditures a couple hundred thousand dollars which is good. He said that when you look at the fund balance that is in the report that we have accumulated over time it's about \$19 million and the City is spending about \$70 million a year. He said that divided up is about \$6,000 a month that the City is spending, and we have about three months of reserve, which is a good thing. He noted the I-20 Corridor Improvements and Capital Infrastructure showed where the City spent more money than what was taken in, but with Capital Outlay, it's a good thing that the City is spending the money that is being collected. He further noted Major Proprietary Funds which are: Airport, Water Fund, Sewer, and the Nonmajor Proprietary Funds which are the following: Louisiana Purchase Gardens & Zoo, the Monroe Transit, and Civic Center which mentions the profits the City had, the losses that occurred, and the internal service fund which is our insurance fund. He said in recent years that fund has really struggled because it has had a lot of claims where it has to continuously have to put more money into it. He said this year the claims were actually down, and we had a couple million-dollar access in that particular fund which is a good thing as well. He stated the Sales Tax Collection Department, collecting the sales tax for the entire parish which is about \$240 million flows through its entirety during the year where the city ends up with \$70 million of that and the rest goes to the other taxes and bodies. He said the ad valorem tax rates, just got approval to renew those mileages, there were three that were on the ballot and seven other mileages that will come up on the ballot in 2028. He noted the City long-term debts had a new issue of \$12 million in bonds this year for the Downtown Economic Development District. He said the City paid off about \$13 million from

operations for other debts. He further noted the City's outstanding debt, total debt for the Proprietary Funds, and the General Funds are \$141 million in bonded debt. He said for the outstanding debt about \$12 million of that is being paid by the FAA (Federal Aviation Administration) for the building of the new terminal from a few years ago. He said Statistical Section remains the bigger audit report has a lot of ten-year historical data.

Ms. Jennie Henry, CPA Audit Manager, said this year the expenditures that were funded by federal dollars was \$22 million for the City and the prior year was only \$13.6 million. She said some of the largest programs that received this money were the Coronavirus State & Fiscal Recovery Funds which was over \$7 million. She said there was also some FEMA money that was recovered from Hurricane Laura, Highway Transportation, and the Airport. She said there were five federal programs that they tested this year: Airport Improvement Program, Transit Formula Program, Coronavirus State & Local Fiscal Recovery Funds, Disaster Grants (FEMA funding), and the Highway Planning & Construction Cluster, which entailed the Kansas Lane Connector, South Grand, and Lee Avenue. She said that there were no federal compliance findings, and those programs were in very good shape. On another note, she stated there were three findings in the report, the first finding had to do with Internal Control over the Water Distribution Purchase. She said there was a purchase made at the end of last year 2022, they felt that the procedures were not taken to ensure that all of these products were not usable by the City at the time. She stated this was also a finding because this purchase did not have bid, but quotes were received, the items were purchased from three vendors, but it wasn't according to bid law, because each item wasn't over the bid threshold. She said another finding was the Internal Control over Fuel Cards and when they looked at the fuel cards there were several names of employees that were no longer employed with the City. She said they recommended procedures to have those individuals removed when they were no longer employed by the City. She noted Statewide Agreed-Upon Procedures, there were two exceptions: Bank Reconciliations- where reconciliations are not prepared within 30 days. She also said there were two places where cash drawers were being shared by employees located at Chennault Golf and Monroe Police Department. She said that last year the finding had to do with bond disclosures, they considered that clear because the information was being submitted. She also wanted to mention that this report is a public document and be viewed on the Legislative Auditors website.

Mr. Allen noted the GASB 87 (Governmental Accounting Standards Board) which is recognized accounting and external reporting standards board for the United States. Three years ago, they had a long implementation period because of the complexity and the size of what they were requesting in reference to leases. GASB 87 standard required a huge undertaking by the accounting department studying the Standard, pulling old lease contracts going back even as far as the 1960s, studying the agreements, preparing extensive spreadsheets, and concluding on whether the lease agreements were true leases per GASB 87 or were just annual operating agreements. This standard encompasses both situations of the City leasing items as lessee from third parties, such as vehicles and equipment as well as the City leasing as the lessor items to other parties, such as land, hangers, and buildings most of which are in the Air Industrial Park. He wanted to give Melanie Watson and her staff kudos for the hard work that they did. He also thanked Mrs. Yolanda Washington for her tireless efforts over the last two to three years as well as Stacey Rowell, Director of Administration and Mr. Brandon Creekbaum, City Attorney, for their corporation and help in making this audit successful. He said Mr. Marc Keenan, Transit Manager, Mr. Charles Butcher, Airport Director, Mr. Morgan McCalister, City Engineer, Ms. Stacey Rowell, and Ms. Melanie Watson in accounting, and Ms. Roshonda Gospel from Public Works, they deserve a big round of applause because we didn't have any findings and that is rare. He also wanted to thank Mayor Friday Ellis and Chief Jimmy Bryant, Chief Operating Officer and the others that helped them greatly through this audit and they appreciate it.

Mr. Harvey wanted to know was all of GASB 87 Lease treatment complete at this stage.

Mr. Allen noted they've got a companion standard, and it is referenced to technology and kind of separated that out when they adopted GASB for the bulk of the leases. He further the City have the IT that's coming up this year that will go much quicker this time around with all the experience on the regular leases because it's very similar to the GASB 87 standard.

Mr. Harvey wanted to know if those were shorter leases with quicker turns, would it matter or is that how we treat it.

Mr. Allen said it's how you'll treat it, if it's a short term its less than a year then you don't have to follow the standard exception that you don't have to follow. He said he thinks a lot of them are multiple years so that would come into play, and it would be part of the changes the City make for this year.

Mayor Ellis stated that on behalf of Ms. Stacy Roswell, Director of Administration, and her team, Ms. Melanie Watson, Director of Accounting, Mrs. Yolanda Washington, Internal Auditor, and everybody did a great job. He said he knows the lease compliance was a tough job and they stuck with it for all of that and to say that these federal accounts had no findings, you know as well as he does that as these funds are going out they are a moving target while they were writing and rewriting the rules with them to stay on it the way that they did was an excellent job well done to them. He expressed how the department heads have been such good stewards over these dollars that we had, and he thanked them again for keeping the City in compliance.

Proposed Condemnation:

Mrs. Ezernack thanked Mr. Tommy James, Code Enforcement Officer, for helping the City get condemned properties into compliance or torn down. She said especially the small area on North 18<sup>th</sup> Street next to the CVS pharmacy. She said the City has been working on it for a long time and it is a big win that changed the whole area, and that side of the street looks much better.

Mr. James stated on behalf of the Planning and Urban Development Department the City is welcome.

The following condemnation was considered:

(1) 3307 Pearl Street (D4) (Owner – Ronald D. Richards) Notice to show cause was served. Photographic evidence was presented. Upon motion of Mr. Marshall, seconded by Mr. Harvey unanimously approved, the building was condemned, and the property owner was given 30 days in which to bring the structure into compliance with the Code or demolish the Structure and clean the lot. (There were no public comments.)

Mr. Tommy James, Code Enforcement Officer, stated Mr. Ronald Richards is present and he is very interested in bringing his property back up to standard. He said he had a lot of time to talk with Mr. Richards, who is an honorable discharged veteran. They are asking that the property be condemned giving the owner 120 days to bring the property back into compliance.

Mr. Marshall stated he had a conversation with Mr. Richards before the meeting and he is comfortable with the 120 days. He motion to condemn the property giving the owner 120 days to bring to structure up to code and remove any obnoxious growth.

RESOLUTIONS AND MINUTE ENTRIES:

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved Resolution No. 8632 granting an exception to the Open Container Ordinance to the Twin City Art Foundation for an event (Artist Mixer) at the Masur Museum of Art pursuant to Monroe City Code Sec. 12-231 D. (Open Container Ordinance), and further providing with respect thereto. (There were no public comments.)

Upon motion of Mr. Marshall, seconded by Mrs. Dawson and unanimously approved Resolution No. 8633 authorizing a designated city representative to execute Addendum No. 1 to the Cooperative Endeavor Agreement between the City of Monroe and Free Me Association d/b/a Monroe City Academy League (MCAL) and further providing with respect thereto. (There were no public comments.)

Department of Administration:

Upon motion of Mr. Harvey, seconded by Mr. Marshall and unanimously approved to consider request from the Purchasing Division for authorization for an authorized City representative to advertise for bids for the Bayou Bartholomew Pump No. 2 Replacement Project. The Engineer's estimate is \$715,000.00. The DBE goal is 0% and the source of funds is the Water Capital Funds. (There were no public comments.)



Upon motion of Mrs. Dawson, seconded by Mr. Harvey and unanimously approved to Consider an Application by Hailey Ray dba Dizzy Donkey, 521 DeSiard St., Monroe LA 71201 for a New 2023 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (Distance Report Cleared, Cert. of Occupy Cleared) (There were no public comments.)

Upon motion of Mrs. Dawson, seconded by Mr. Harvey and unanimously approved to Consider twenty-eight (28) Renewal Applications for a New 2024 Class A Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (There were no public comments.)

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved to Consider twenty-one (21) Renewal Applications for a New 2024 Class B Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (There were no public comments.)

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved to Consider one (1) Renewal Applications for a New 2024 Class C Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (There were no public comments.)

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved to Consider one (1) Renewal Application for a New 2024 Class E Alcoholic Beverage Permit. The Monroe Police Department has no disqualifying records and Sales Tax has been approved. (There were no public comments.)

Department of Planning & Urban Development:

Upon motion of Mr. Harvey, seconded Mrs. Dawson and unanimously approved Resolution No. 8634 authorizing a designated city representative to enter into and execute an Agreement between the City of Monroe and Community Housing Development Organization (CHDO) AHAYAH Community Development Corporation, Inc. in the amount of \$50,000.00 from HOME M-22-MC-22-0206, and further providing with respect thereto. (There were no public comments.)

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved Resolution No. 8635 authorizing a designated city representative to enter into and execute an Agreement by and between the City of Monroe and Community Housing Development Organization (CHDO) AHAYAH Community Development Corporation Inc. for the reconstruction of 2613 Price Street and further providing with respect thereto. (There were no public comments.)

Ms. Ellen Hill, Director of Planning and Urban Development, noted this project is a partnership between the Community Housing Development Organization to do a reconstruction for a community resident that is in need, and he has been waiting for some time. She said he is a veteran, and it will give the City a chance to provide him with a safe and decent living space.

Upon motion of Mrs. Dawson, seconded by Mr. Harvey and unanimously approved Resolution No. 8636 authorizing the City of Monroe to accept grant funding through the US Department of Housing and Urban Development (HUD) "Lead Hazard and Control and Healthy Homes" Grant Program and further providing with respect thereto. (There were no public comments.)

Ms. Ellen Hill gave a short PowerPoint presentation, and she stated the City finally had a meeting with the Department of Housing and Urban Development (HUD) and this is a public notice requirement for the grant. She said thanks to the Council the City submitted an application for 2023 the Lead Hazard and Control and Healthy Homes grant and they were successful. She said in the next 3 and half years the City will have 4.4 million dollars to focus on families that are in need. She said Ouachita Parish has been one of the parishes with the highest number of positive lead levels for children when they are testing and yet one of the lowest in the number of children tested. She noted a major part of this is educating the community as to why the City would need to make sure to test kids. She further noted 2/3 of our homes were built before 1978 and that means there is a high possibility. She said the number of houses that are owner occupied there are over 6,000 that are led risk, and we are a renter community. She noted one of the City's highest spots is North Monroe which the houses are older properties. She said there are also three census in

West Monroe, LA they will be working with as well. She further noted the City received a little over 4 million in Lead Hazard Reduction and the City received the full Healthy Homes Supplement Grant. She said with that the City is matching with the CDBG funds and taking the funds for what they are supposed to be used for leveraging. She stated the grant period will start December 1 until May 31, 2027, and the City's goal is 130 houses at least depending on how the money shapes out they may be able to do more. She further stated the partnership with weatherization grant they learned through this process that if you qualify for the Lead Program HUD has made it possible to qualify for that based on income. She said for eligibility the home must have been built before 1978, have children six years or younger in the home or visits, an expecting mother, the house has to be livable, and actually test positive for lead. She said the application is online, but they must attend a program information session to understand the requirements and documents they collect. She said the first quarter is January 25<sup>th</sup> and they normally meet at the public safety center, and they hope to schedule some at the community centers going forward. She thanked the City Council for their support, the Children's Coalition, and the United Way that not only provided a support letter but also provided them with ideas on how the City can get the information out to the community.

Mr. Harvey noted what a win for an incredibly vulnerable part of the population.

Mrs. Ezernack thanked everyone who contributed to the application, and she said it is very much appreciated.

#### Engineering Services:

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved Resolution No. 8637 accepting as partially (Phase 1 of 2) substantially complete work done by Max Foote Construction Company for the Water Treatment Plant Renovation and Expansion Project and further providing with respect thereto. (There were no public comments.)

Mr. Harvey stated this project is a major milestone.

Mrs. Ezernack noted this is another exciting project.

Mayor Ellis said with part supply issues and the price of construction through the roof, he said Mr. Sean Benton and his team are doing a great job.

Mrs. Ezernack stated it is a wonderful milestone for the community and what it will bring for the future. She thanked everyone involved at this point and she said moving on to complete Phase 2 will be next.

Upon motion of Mrs. Dawson, seconded by Mr. Harvey and unanimously approved Resolution No. 8638 accepting as substantially complete work done by Benchmark Construction Group of Louisiana, LLC for the Benoit Recreation Center Parking Lot Improvements Project and further providing with respect thereto. (There were no public comments.)

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

The Chairman opened the Public Hearing and seeing no one come forward the Hearing was closed.

Upon motion of Mr. Harvey, seconded by Mrs. Dawson and unanimously approved Ordinance No. 12,205 authorizing the City of Monroe to take Corporeal Possession of the property described below and sell to Kevin Lee, all rights, title, and interest that the City may have acquired to the Lot 6, Square 19, Alexander's Addition, Ouachita Parish, 3910 Lee, District 4, Monroe, La, by Adjudication at Tax Sale dated June 4, 2018, and further with respect thereto. (There were no public comments.)

The Chairman opened the Public Hearing and seeing no one come forward the Hearing was closed.

Upon motion of Mrs. Dawson, seconded by Mr. Harvey and unanimously approved Ordinance No. 12,206 amending and reenacting Section 4-15 of the City of Monroe Code relating to Alcohol License Fees for new businesses and further providing with respect thereto. (There were no public comments.)

There being no further business to come before the council, the meeting was adjourned at 7:00 p.m., upon motion of Mr. Harvey and it was seconded by Mrs. Dawson.

Mrs. Gretchen Ezerneck  
Chairman

Ms. Carolus S. Riley  
Council Clerk

Ms. Ileana Murray  
Staff Secretary

RESOLUTION

STATE OF LOUISIANA

NO. \_\_\_\_\_

CITY OF MONROE

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

A RESOLUTION ACCEPTING THE BASE BID OF AMETHYST CONSTRUCTION, INC., IN THE AMOUNT OF \$1,383,422.73, FOR THE PARKVIEW DRIVE IMPROVEMENTS PROJECT AND AUTHORIZING A CITY REPRESENTATIVE TO ENTER INTO AND EXECUTE A CONTRACT FOR SAID WORK.

WHEREAS, the City of Monroe solicited bids in accordance with the Louisiana Public Bid Law for the Parkview Drive Improvements Project, and Amethyst Construction, Inc. was the lowest responsible and responsive bidder in the amount of \$1,383,422.73;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, in its legal and regular session convened, that the base bid of Amethyst Construction, Inc. in the amount of \$1,383,422.73 for the Parkview Drive Improvements Project, be and at the same is hereby accepted as the lowest responsible and responsive bid received;

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

BE IT FURTHER RESOLVED that an authorized city representative be and is authorized and empowered to execute a contract with Amethyst Construction, Inc., on behalf of the City of Monroe for said services.

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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
CITY CLERK



**LAZENBY  
& ASSOCIATES, INC.**  
CONSULTING ENGINEERS & LAND SURVEYORS

2000 NORTH 7TH STREET  
WEST MONROE, LA 71291  
Tel. 318/387-2710

November 16, 2023

Mr. Morgan McCallister  
City Engineer  
City of Monroe  
802 North 31<sup>st</sup> Street  
Monroe, LA 71201

RE: Award Recommendation & Bid Tabulation  
Parkview Drive Improvements  
Ouachita Parish, Louisiana  
L & A, Inc. Project No. 21E057.17 (001)

Dear Mr. McCallister:

Bids were received until 1:45 P.M. and opened at 2:00 P.M. on November 16, 2023, at the Purchasing Division office. Three (3) bids were received by your personnel. The total base bids are summarized as follows:

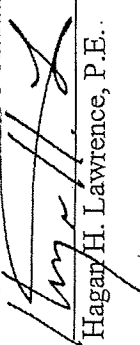
1. Amethyst Construction, Inc. – Total Base Bid of \$1,383,422.73
2. Diamond B Construction Co., LLC – Total Base Bid of \$1,393,949.10
3. D&J Construction Co., LLC – Total Base Bid of \$1,495,112.60

The bids came in slightly lower than the engineer's estimate of \$1,582,400.00. I recommend that the project be awarded to Amethyst Construction, Inc should they be able to start the project in a timely manner concurrently with North 6<sup>th</sup> Street. I have attached the Bid Tabulation for the project for your files.

Please contact me if you have any questions or if you require any additional information.

Sincerely,

LAZENBY & ASSOCIATES, INC.

  
Hagan H. Lawrence, P.E.

Enclosure

Copy: Curt Kelly, Director of Purchasing, City of Monroe (w/ enclosure)  
Lori Reneau, Project Administration Specialist, City of Monroe (w/ enclosure)  
Arthur Holland, Project Manager, City of Monroe (w/ enclosure)

JERRY G. LAZENBY, P.E., P.L.S. • PAUL D. FRYER, P.E., P.L.S. • JASON T. THORNHILL, P.E. • KEVIN E. CROSBY, P.E., P.L.S.  
J. RYAN SPILLERS, P.E. • RANDY C. HAMMONS, P.E. • JOSHUA D. HAYS, P.E. • RONALD J. RIGGIN, P.E., P.L.S.  
JAMES S. ELLINGBURG, P.E. • HAGAN H. LAWRENCE, P.E. • NATHAN D. HILL, P.E.

BID TABULATION  
Parkview Drive Improvements  
(Wimmsboro Road to Plum Street)

City of Monroe  
November 16, 2023

L & A PROJECT NO. 21E57.17 (001)  
November 16, 2023

ITEM NO.	ITEM DESCRIPTION	UNITS	QUANTITY	Amethyst Construction, Inc.		Diamond B Construction Co., LLC		D & J Construction Co., LLC		Engineer's Estimate	
				UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
202-01-0010	Removal of Structures and Obstructions	Lump Sum	Lump	\$110,000.00	\$110,000.00	\$50,000.00	\$50,000.00	\$15,000.00	\$15,000.00	\$100,000.00	\$100,000.00
302-02-00100	Excavation and Embankment	Lump Sum	Lump	\$55,000.00	\$55,000.00	\$35,000.00	\$35,000.00	\$52,000.00	\$52,000.00	\$25,000.00	\$25,000.00
302-02-04120	Class II Base Course (6.5" Thick) (Stone of Recycled Portland Cement Concrete)	Sq. Yd.	145.53	\$52.50	\$7,646.33	\$100.00	\$14,553.00	\$150.00	\$21,829.50	\$115.00	\$16,735.95
401-02-00100	Aggregate Surface Course (Adjusted Vertical Measurement)	Cu. Yd.	98.4	\$115.00	\$11,316.00	\$110.00	\$10,824.00	\$160.00	\$15,744.00	\$200.00	\$19,680.00
402-01-00100	Traffic Maintenance Aggregate (Vehicular Measurement)	Cu. Yd.	609	\$115.00	\$70,135.00	\$225.00	\$136,605.00	\$125.00	\$76,125.00	\$100.00	\$60,900.00
502-01-00100	Subgrade Asphalt Concrete	Ton	382.0	\$185.00	\$70,570.00	\$150.00	\$57,300.00	\$150.00	\$57,300.00	\$100.00	\$38,200.00
502-01-00100	Subgrade Asphalt Concrete	Ton	382.0	\$185.00	\$70,570.00	\$150.00	\$57,300.00	\$150.00	\$57,300.00	\$100.00	\$38,200.00
508-01-00100	Cold Plant Asphalt Pavement	Sq. Yd.	10743	\$3.50	\$37,600.50	\$3.50	\$37,600.50	\$3.50	\$37,600.50	\$3.50	\$37,600.50
510-01-00200	Pavement Patching (12 inch Minimum Thickness)	Sq. Yd.	774	\$225.00	\$174,150.00	\$270.00	\$210,000.00	\$200.00	\$154,860.00	\$10.00	\$7,740.00
510-02-00100	Pavement Widening	Sq. Yd.	774	\$195.00	\$151,710.00	\$270.00	\$210,000.00	\$190.00	\$147,060.00	\$70.00	\$54,180.00
701-01-00100	Cross Drain Pipe (30" RCP)	LIn. Ft.	48	\$300.00	\$14,400.00	\$275.00	\$13,200.00	\$400.00	\$19,200.00	\$350.00	\$16,800.00
701-02-01000	Cross Drain Pipe Arch (64" Equiv. RCPA)	LIn. Ft.	52	\$600.00	\$31,200.00	\$555.00	\$28,860.00	\$575.00	\$29,900.00	\$600.00	\$31,200.00
701-02-01000	Cross Drain Pipe Arch (64" Equiv. RCPA)	LIn. Ft.	134	\$225.00	\$30,150.00	\$130.00	\$17,420.00	\$200.00	\$26,900.00	\$225.00	\$30,150.00
701-02-01000	Storm Drain Pipe Arch (30" Equiv. RCPA)	LIn. Ft.	84	\$225.00	\$18,900.00	\$230.00	\$19,320.00	\$200.00	\$16,800.00	\$225.00	\$18,900.00
702-02-00100	Manholes (MH-08)	Each	4	\$8,250.00	\$33,000.00	\$4,000.00	\$16,000.00	\$4,000.00	\$16,000.00	\$8,000.00	\$32,000.00
702-02-00100	Manholes (MH-08)	Each	4	\$8,250.00	\$33,000.00	\$4,000.00	\$16,000.00	\$4,000.00	\$16,000.00	\$8,000.00	\$32,000.00
702-03-00100	Catch Basins (CB-41)	Each	2	\$8,500.00	\$17,000.00	\$10,000.00	\$20,000.00	\$9,000.00	\$18,000.00	\$5,500.00	\$11,000.00
702-03-00200	Catch Basins (CB-42)	Each	2	\$9,200.00	\$18,400.00	\$10,000.00	\$20,000.00	\$10,000.00	\$20,000.00	\$7,500.00	\$15,000.00
702-04-00100	Adjusting Manholes	Each	10	\$3,250.00	\$32,500.00	\$5,500.00	\$55,000.00	\$4,000.00	\$40,000.00	\$2,300.00	\$23,000.00
702-04-00200	Adjusting Catch Basins	Each	2	\$4,750.00	\$9,500.00	\$5,000.00	\$10,000.00	\$4,000.00	\$8,000.00	\$6,000.00	\$12,000.00
713-01-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump	\$105,000.00	\$105,000.00	\$55,500.00	\$55,500.00	\$45,000.00	\$45,000.00	\$40,000.00	\$40,000.00
713-02-00100	Temporary Pavement Markings (24" Width)	Lump Sum	Lump								

**BID TABULATION**  
**Parkview Drive Improvements**  
**(Winnaboro Road to Plum Street)**

City of Monroe  
**L & A PROJECT NO. 21E057.17 (001)**  
 November 16, 2023

ITEM NO.	ITEM DESCRIPTION	UNITS	QUANTITY	Anasthyst Construction, Inc.		Diamond B Construction Co., LLC		D. & J Construction Co., LLC		Estimate	
				UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
740-01-00100	Construction Layout	Lump Sum	1	\$14,000.00	\$14,000.00	\$35,000.00	\$35,000.00	\$6,000.00	\$6,000.00	\$7,500.00	\$7,500.00
741-06-00100	Adjust Water Valve	Each	1	\$1,250.00	\$1,250.00	\$1,750.00	\$1,750.00	\$1,400.00	\$1,400.00	\$2,000.00	\$2,000.00
NS-200-00020	Clean Existing Ditches	Lf, Ft.	500	\$30.00	\$15,000.00	\$40.00	\$20,000.00	\$30.00	\$15,000.00	\$28.75	\$14,375.00
			Actual Total Bid:		\$1,383,422.73		\$1,383,849.10		\$1,485,112.90		\$1,436,539.00
			Total Bid Tendered:								

EVALUATED AND CERTIFIED CORRECT BY:

*[Signature]*  
 Herman H. Lawrence, P.E.  
 November 16, 2023





CITY OF MONROE

ADMINISTRATION  
Purchasing / Warehouse

1014 Grammont Street  
Monroe, LA 71201  
office: 318-329-2222  
fax: 318-329-3282

# MEMO

TO: Carolus Riley, Council Clerk

CC: Stacey Rowell, Director of Administration  
Curt Kelly, Director of Purchasing  
Morgan McCallister, P.E., City Engineer

Date: December 12, 2023

The City of Monroe Purchasing Division is requesting authorization for an authorized City representative to advertise for bids for the Chiller Replacement at Various Locations. The engineer's estimate is \$1,100,000.00. The DBE goal is 1.01% and the source of funds is the Capital Infrastructure

Sincerely,

A handwritten signature in black ink that reads "Curt Kelly".

Curt Kelly  
Director of Purchasing





# CITY OF MONROE

TAXATION & REVENUE  
MAYOR- COUNCIL GOVERNMENT

## MEMO

**To:** Carolus Riley  
City Council

**From:** Tim Lewis  
Director of Taxation & Revenue

**Re:** New Alcohol License for December 12, 2023, Council Meeting

**Date:** December 6, 2023

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

### NEW ALCOHOL LICENSE

#### CLASS - A (1)

1. Business: Miro's Sports Bar and Grill  
201 Walnut Street  
Monroe, LA 71201

**Owner:** KST, LLC  
Kendall S. Thompson  
10804 Hwy 585  
Oak Grove, LA 71263

CO-CLEARED  
SALES TAX CLEARED  
DISTANCE REPORT CLEARED



# CITY OF MONROE

TAXATION & REVENUE  
MAYOR-COUNCIL GOVERNMENT

## MEMO

**To:** Carolus Riley  
City Council

**From:** Tim Lewis  
Director of Taxation & Revenue

**Re:** Renewal Alcohol License(s) for December 12, 2023, Council Meeting

**Date:** December 6, 2023

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### **CLASS - A (7)**

1. Parish Restaurant LLC - 318 North 2<sup>nd</sup> Street
2. Javi P's Fresh Mex - 2020 Tower Drive Suite 104
3. Taco Bandido LLC - 2127 Forsythe Avenue
4. Portico Bar & Grill - 2230 Tower Drive
5. Doe's Eat Place of Monroe - 300 Washington Street Suite 108
6. Beef and Barrel - 1030 North 6<sup>th</sup> Street
7. Vibe Lounge - 705 Desiard Street

### **CLASS - B (6)**

1. Rush Hour - 1009 Winnsboro Road
2. Circle K Store #2723455 - 1471 Garrett Road
3. Circle K Store #2707760 - 1600 Martin Luther King Blvd
4. Circle K Store #2707766 - 4200 Sterlington Road
5. Circle K Store #2707771 - 1407 Sterlington Road
6. Walgreens #17055 - 2323 Forsythe Avenue

**RESOLUTION**

STATE OF LOUISIANA

NO. \_\_\_\_\_

CITY OF MONROE

The following Resolution was offered by Mr./Mrs. \_\_\_\_\_, who moved for its adoption and was seconded by Mr./Mrs. \_\_\_\_\_.

**A RESOLUTION AUTHORIZING A DESIGNATED CITY REPRESENTATIVE TO ENTER INTO AND EXECUTE AN AGREEMENT BY AND BETWEEN THE CITY OF MONROE AND COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO) AHAYAH COMMUNITY DEVELOPMENT CORPORATION INC. FOR THE RECONSTRUCTION OF 3004 GORDON AVENUE AND FURTHER PROVIDING WITH RESPECT THERETO.**

---

**WHEREAS**, the City desires to enter into a Home Investment Partnership Agreement with AHAYA Community Development Organization, Inc., a qualified Community Development Housing Organization (CHDO), for the reconstruction of 3004 Gordon Avenue, located in Monroe, Louisiana;

**WHEREAS**, the City desires to provide the CHDO funding up to the amount of \$165,000.00 from Home Investment Partnership Program (HOME) M-22-MC-22-0206 funds, and up to the amount of \$25,000.00 from the Community Development Block Grant Program (CDBG) B- 22-MC-22-0005 funds, to accomplish the reconstruction of 3004 Gordon Avenue in accordance with the terms and conditions specified in the Home Investment Partnership Agreement; and

**WHEREAS**, the Home Investment Partnership Agreement is attached hereto and made part hereof.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Monroe, Louisiana, in legal session convened, that Stacey Rowell, Director of Administration, is hereby authorized to enter into and execute the attached Home Investment Partnership Agreement between the City of Monroe and Community Housing Development Organization (CHDO) AHAYAH Community Development Corporation, Inc.

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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CITY CLERK**

THE STATE OF LOUISIANA        §        Community Development Block Grant

PARISH OF OUACHITA        §        HOME Investment Partnership Agreement

This Agreement is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2023 by and between **AHAYAH Community Development Corporation, Inc., a Community Housing Development Corporation**, which is located at 1205 North 18<sup>th</sup> Street Suite 209 Monroe, LA 71201 (hereinafter “CHDO” or “SUBRECIPIENT”), and the **CITY OF MONROE, LA** (hereinafter “CITY”).

IN CONSIDERATION of the covenants and agreements hereinafter contained, CITY and SUBRECIPIENT hereby contract as follows:

**I.**

**Agreement to Disburse Funds**

Upon the terms and conditions hereinafter stated, CITY agrees to disburse **48th Year (2022-2023) Funds** under the HOME Investment Partnership Program \$165,000 for reconstruction of 3004 Gordon Avenue (“Grant funds”) and no more than \$25,000 in soft costs & demolition of property from the Community Development Block Grant (CDBG) Program as described in **Exhibit “C”**, to SUBRECIPIENT in support of SUBRECIPIENT’s Program as described in **Exhibit “A”**, Scope of Services, and in **Exhibit “B”**, Project Schedule & Milestones, (hereafter “PROGRAM”), said exhibits attached hereto and incorporated herein as if written word-for-word.

The parties expressly understand and agree that the CITY’s obligations under this Agreement are contingent upon the actual receipt of adequate grant funds from the U.S. Department of Housing and Urban Development (hereinafter “H.U.D.”). If adequate grant funds are not received by the CITY, the CITY shall have no further obligations or liabilities under this Agreement. **It is expressly understood that this Agreement in no way obligates the General Funds or any other monies or credits of the City of Monroe.**

**II.**

**Term of Agreement**

This Agreement shall commence on the date Agreement is signed by all parties and shall run until **April 30, 2024**. It is further contemplated by all parties that, upon showing by SUBRECIPIENT it has fulfilled the terms of this Agreement, disbursements will have accrued beginning **January 30, 2024**.

### III.

#### Scope and Objectives of Work Contemplated by PROGRAM

SUBRECIPIENT shall conduct, in a satisfactory manner as determined by the CITY and the U.S. Department of Housing and Urban Development (“H.U.D.”), a Community Development Block Grant Program, pursuant to 24 C.F.R. Part 570. The scope and performance of the services of the PROGRAM shall be in accordance with the following documents:

1. **Exhibit “A”** – Scope of Services
2. **Exhibit “B”** – Project Schedule & Milestones
3. **Exhibit “C”** – Program Budget
4. **Exhibit “D”** – Certification for Contracts, Grants, Loans, and Cooperative Agreements
5. **Exhibit “E”** - Affidavit Against Prohibited Acts (Louisiana Penal Code – Offenses Against Public Administration)
6. **Exhibit “F”** - Applicable Laws and Regulations
7. **Exhibit “G”** - Audit Certification
8. **Exhibit “H”** - Part 200 Data Elements and Requirements
9. **Exhibit “I”** - Resolution with the grant amounts to subrecipients based off the publication of HUD FY22 CDBG allocations
10. **Exhibit “J”** - Certification of National Objective

All above exhibits are incorporated herein by reference as if written word-for-word. If any of the above exhibits require separate execution, SUBRECIPIENT hereby agrees to execute said exhibit and return such to CITY.

In addition, the proper acknowledgment must be given to the City of Monroe and the Community Development Block Grant Program by including the following statement on all printed programs, publicity, website, publications or documents related to the Community Development Block Grant PROGRAM: “The services provided by **AHAYAH Community Development Corporation, Inc.**, are made possible in part through a Community Development Block Grant from the City of Monroe through the U.S. Department of Housing and Urban Development.” SUBRECIPIENT shall also prominently display this acknowledgment in any SUBRECIPIENT facility or on any SUBRECIPIENT property where the PROGRAM is to be performed.

SUBRECIPIENT’s status shall be that of an independent contractor and not an agent, servant, employee, or representative of the CITY in the performance of this Agreement. No term, provision, or Act by SUBRECIPIENT or CITY under this Agreement shall be construed as changing that status.

IV.  
Intended Beneficiaries

The intended beneficiaries of this Agreement are those persons within the City of Monroe in need of services provided by SUBRECIPIENT under this Agreement, at least fifty-one percent (51%) of whom shall be of low and moderate-income as defined by H.U.D. and is subject to change without notice. SUBRECIPIENT shall establish, maintain, and submit to CITY documentation concerning PROGRAM beneficiaries in a form acceptable to CITY's Office of Community Development staff.

V.  
Consideration Furnished by CITY and Limit of CITY's Disbursement

In consideration of performance of the PROGRAM, the CITY shall pay SUBRECIPIENT the above specified Grant Funds, said amount to be paid upon submission of appropriate documentation and invoices to CITY as stipulated by CITY's Office of Community Development staff. Payment shall be made upon submission of proper invoices, provided services have been satisfactory, and that all service delivery data requested by CITY has been furnished. Invoices shall not be submitted, and payment shall not be made more often than once every thirty (30) days throughout the term of this Agreement.

SUBRECIPIENT shall establish, maintain, and submit to CITY documentation concerning PROGRAM expenditures in a form acceptable to CITY's Office of Community Development staff. All PROGRAM costs must be reasonable, necessary, and consistent with the policies and procedures of the City of Monroe, SUBRECIPIENT, and H.U.D. The costs must be accorded consistent treatment and must be determined to be in accordance with generally accepted accounting principles. The CITY reserves the right to audit all budgets, work schedules, and accounts. SUBRECIPIENT further agrees to comply with Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (also known as the Super Circular) codified at 2 C.F.R., Part 200.

Disbursed funds must be deposited in a depository having federal depository insurance. SUBRECIPIENT agrees that CITY, H.U.D., the Comptroller General of the United States, and any of their duly authorized representatives shall have access to any books, documents, papers, and records of PROGRAM, for the purpose of making audit examinations, excerpts, and transcriptions. This shall include timely and reasonable access to SUBRECIPIENT's personnel for the purpose of interview and discussion related to such documents. SUBRECIPIENT shall include a provision securing this right in any contract entered with third parties relative to the use of grant funds. CITY shall not be liable to SUBRECIPIENT for any costs which:

1. Have been reimbursed to SUBRECIPIENT or are subject to reimbursement to SUBRECIPIENT by any source other than CITY;
2. Are not allowable costs, as set forth in the 2 C.F.R. Part 200 and/or this Agreement;

3. Are not strictly in accordance with the terms of this Agreement, including the exhibits;
4. Have not been reported to CITY within sixty (60) days following termination or expiration of this Agreement; or
5. Are not incurred during the term of this Agreement.

SUBRECIPIENT shall refund to CITY any sum of money which has been paid to SUBRECIPIENT by CITY, which CITY determines has resulted in an overpayment, or which CITY determines has not been spent strictly in accordance with the terms of this Agreement. Such a refund shall be made by SUBRECIPIENT within fifteen (15) days after request by CITY.

Any grant funds allocated by the City of Monroe for this PROGRAM which have not been invoiced by SUBRECIPIENT within sixty (60) calendar days after the ending date of this Agreement shall be returned to the CITY and shall revert to the HOME Investment Partnership Program & Community Development Block Grant Program to be allocated for other activities.

#### **VI.**

##### **Administrative Requirements**

SUBRECIPIENT agrees to comply with 2 C.F.R., Part 200, and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

SUBRECIPIENT shall administer its program in conformance with Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (also known as the Super Circular) codified at 2 C.F.R., Part 200. These principles shall be applied for all costs incurred, whether charged on a direct or indirect basis.

#### **VII.**

##### **Program Income**

No PROGRAM income is anticipated. In the event there is PROGRAM income derived from the use of HOME & CDBG funds disbursed under this Agreement, such PROGRAM income shall be retained by the SUBRECIPIENT for use in the Community Development Block Grant Program. In the event, there is a program income balance at the end of the Program Year, such balance shall revert to the CITY's Community Development Block Grant Program and HOME Investment Partnership Program for further reallocation.

#### **VIII.**

##### **Reversion of Assets**

Within ninety (90) days after expiration of this Agreement, SUBRECIPIENT shall transfer to CITY any grant funds allocated by the City of Monroe for this PROGRAM which have not been

invoiced by SUBRECIPIENT within sixty (60) calendar days after the end date of this Agreement and any accounts receivable attributable to the use of CDBG & HOME funds. In addition, any real property under SUBRECIPIENT's control that was acquired or improved in whole or in part with grant funds in excess of \$25,000 shall either be:

1. Used to meet one (1) of the national objectives listed in 24 CFR 570.208 (benefit at least 51% low and moderate-income persons, aid in the prevention or elimination of slum or blight or meet community development needs having particular urgency because they pose a serious and immediate threat to the health or welfare of the community) for five (5) years after the expiration of the Agreement; or
2. Disposed of in a manner that results in the CITY being reimbursed in the amount of the current fair market value of the property, less any portion of the value attributable to expenditures of non-grant funds for the acquisition of or improvement to the property. Such reimbursement shall not be required if disposition occurs more than five (5) years after the expiration of this Agreement.

## IX.

### **Monitoring and Recordkeeping**

The CITY's Office of Community Development staff will monitor and evaluate the SUBRECIPIENT's progress on PROGRAM performance. The SUBRECIPIENT will establish and maintain appropriate documentation to verify stated performance objectives and will submit such documentation to the CITY's Office of Community Development staff when requested, which will be at least monthly during the term of this Agreement or more often if deemed necessary. The SUBRECIPIENT further agrees to on-site monitoring by representatives of the CITY and H.U.D. The CITY's Office of Community Development staff will establish a baseline level of monitoring for the SUBRECIPIENT at the beginning of the Agreement. The level of monitoring can be adjusted during the term of this Agreement for reasons such as non-compliance with Agreement provisions, failure to meet performance objectives, failure to submit accurate and timely required monthly reports, findings identified from monitoring, staff turnover in key positions of the subrecipient's organization, and other changes that increase the risk of the CITY in administering the grant funds, in accordance with the CITY's and H.U.D.'s regulations and policies. It shall be at the CITY's sole discretion when, and for predetermined reasons, to adjust the level of monitoring.

**Level 1:** All SUBRECIPIENTs will receive Level 1 monitoring. Monthly reports are desk monitored by the CITY's Office of Community Development staff to ensure substantiation of the reimbursement of expenditures and accuracy of program progress.

**Level 2:** SUBRECIPIENTs deemed at medium risk per the Risk Analysis will be subject to Level 2 monitoring. In addition to all items in Level 1, Level 2 will include on-site monitoring visits conducted by Office of Community Development staff who will review documentation at the SUBRECIPIENT's administrative office and service delivery site.



**Level 3:** SUBRECIPIENTS deemed at high-risk per the Risk Analysis will be assessed by CITY staff for Level 3 monitoring. All Level 3 SUBRECIPIENTS will receive on-site monitoring from Office of Community Development staff and, if necessary, the CITY's Internal Audit staff will monitor the SUBRECIPIENT in conjunction with Office of Community Development staff.

Additionally, if the SUBRECIPIENT has non-compliance issues during the grant year that increase the risk of administering grant funds, it could result in the SUBRECIPIENT providing monthly unaudited financial statements to the CITY and/or a letter from an external auditor indicating the internal controls of the SUBRECIPIENT are adequate for the size and scope of work of the SUBRECIPIENT. The cost of this service will be paid by the CITY.

In support of the CITY's compliance with federal monitoring requirements, including those set forth in 2 C.F.R. 200.302 and 200.328, SUBRECIPIENT shall submit to the CITY's Office of Community Development staff a copy of an annual independent audit covering the Agreement period, together with any accompanying management letters. If the SUBRECIPIENT's fiscal year does not correspond to the term of this Agreement, audits covering the term of this Agreement will be submitted. Any audits provided to the CITY shall be completed by an independent auditor in accordance with generally accepted accounting and auditing standards governing financial and compliance audits, and a copy shall be submitted to the CITY within nine (9) months of the end of the SUBRECIPIENT's fiscal year or within forty-five (45) days of acceptance and review by SUBRECIPIENT, whichever comes first. In the event SUBRECIPIENT is allocated federal funds totaling \$750,000 or more in one year, SUBRECIPIENT shall be required to complete **Exhibit "G"** and comply with U.S. Governmental federal audit requirements, including the requirements contained in Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (also known as the Super Circular) codified at 2 C.F.R., Part 200 Section C: Subpart F Audit Requirements.

The CITY reserves the right to conduct additional financial and compliance audits of funds received and performances rendered under this Agreement. All SUBRECIPIENT records, with respect to any matters covered by this Agreement, shall be made available to the CITY, H.U.D., and the Comptroller General of the United States, or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Should the CITY deem such additional audits necessary, and any irregularities are discovered during such audit, the SUBRECIPIENT shall reimburse the CITY the expense of such audit.

SUBRECIPIENT shall be liable to CITY for any costs disallowed pursuant to financial and compliance audit(s) of grant funds received under this Agreement. Reimbursement to CITY of such disallowed costs shall be paid by SUBRECIPIENT from funds which were not provided or otherwise made available to SUBRECIPIENT under this Agreement.

SUBRECIPIENT shall maintain all records required by the federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include, but are not limited to:

1. Records providing a full description of each activity undertaken;
2. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
3. Records required determining the eligibility of activities;
4. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
5. Financial records as required by 24 CFR 570.502, and 2 CFR 200.302; and
6. Other records necessary to document compliance with Subpart K of 24 C.F.R. Part 570.

SUBRECIPIENT shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but are not limited to, client income level or other bases for determining eligibility, and description of service provided. Such information shall be made available to CITY monitors or their designees for review upon request.

In addition to the reports and documentation required above, SUBRECIPIENT shall submit to CITY the following reports:

1. SUBRECIPIENT shall submit a monthly Financial Status Report and Performance Report on or before the tenth (10th) day of each month of the term of this Agreement;
2. SUBRECIPIENT shall submit a final Financial Status Report to CITY within forty-five (45) days after the end of the term of this Agreement. Failure of SUBRECIPIENT to provide a full accounting of all funds expended under this Agreement within ninety (90) days shall be reason to deny or terminate any future contracts with SUBRECIPIENT; and
3. SUBRECIPIENT shall submit a final Performance Report no later than forty-five (45) days after the end of the term of this Agreement.

This Agreement, and all records above and otherwise pertaining to such Agreement, shall be maintained by both SUBRECIPIENT and CITY for a period of five (5) years after final payment is made and all other pending matters are finalized.

If SUBRECIPIENT fails to submit, in a timely and satisfactory manner, any report or response required by this Agreement, including responses to monitoring reports, CITY may

withhold payments otherwise due to SUBRECIPIENT hereunder. If CITY withholds such payments, it shall notify SUBRECIPIENT, in writing, of its decision. Payments may be withheld by CITY until such time as the delinquent obligations for which funds are withheld are fulfilled by SUBRECIPIENT. If the delinquent report or response is not received within forty-five (45) days of its due date, CITY may suspend or terminate this Agreement and seek repayment of all grant funds provided under this Agreement. If SUBRECIPIENT receives CDBG & HOME funds from CITY under two (2) or more Agreements, funds may be withheld, or this Agreement suspended or terminated for SUBRECIPIENT's failure to submit a report or a response (including a report or audit) to address the delinquency under the prior grant program Agreement.

SUBRECIPIENT's obligation to the CITY shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, submitting final program reports, and disposing of program assets.

Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the SUBRECIPIENT has control over CDBG or HOME funds, including program income.

## **X. AMENDMENTS**

SUBRECIPIENT may request minor budget revisions to this Agreement at any time prior to the last quarter of the term of Agreement provided such amendments are between approved line items. The SUBRECIPIENT must request budget revisions in writing, and revisions must be signed by the duly authorized representative of the SUBRECIPIENT. Such amendments shall not invalidate this Agreement, nor relieve or release the CITY or SUBRECIPIENT of its obligations under this Agreement. The CITY may, at its discretion, amend this Agreement to conform with federal, state, or local governmental guidelines, policies, and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both CITY and SUBRECIPIENT.

## **XI. Prevention of Fraud and Abuse**

SUBRECIPIENT shall establish, maintain, and utilize internal systems and procedures sufficient to prevent, detect, and correct incidents of waste, fraud, and abuse in the performance of this Agreement and to provide proper and effective management of all PROGRAM and fiscal activities funded by this Agreement. SUBRECIPIENT's internal control systems and all transactions and other significant events are to be clearly documented and the documentation shall be readily available for monitoring by CITY.

SUBRECIPIENT shall give CITY complete access to its records, employees, and agents for the purpose of monitoring or investigating the performance of this Agreement.

SUBRECIPIENT shall fully cooperate with CITY's efforts to detect, investigate and prevent waste, fraud, and abuse.

SUBRECIPIENT may not discriminate against any employee or other person who reports a violation of the terms of this Agreement or of any law or regulation to CITY or to any appropriate law enforcement authority, if the report is made in good faith.

## XII.

### Conditions for Religious Organizations

Organizations that are religious or faith-based are eligible, on the same basis as any other organization, to participate in CDBG or HOME programs. SUBRECIPIENT may not use grant funds to support inherently religious activities, such as worship, religious instruction, or proselytization. If SUBRECIPIENT engages in these activities, the activities must be offered separately, in time or location, from the PROGRAM funded with grant funds, and participation must be voluntary for the beneficiaries of the PROGRAM. If SUBRECIPIENT is a religious organization, it shall not discriminate against a PROGRAM beneficiary or prospective PROGRAM beneficiary on the basis of religion or religious belief. If SUBRECIPIENT is a religious organization, it should refer to 24 C.F.R. Part 570 and the Federal Register (68 FR 56396) for rules and regulations relative to the participation of faith-based organizations in certain H.U.D. Programs.

## XIII.

### Lobbying

SUBRECIPIENT shall provide certification (see Exhibit 'D') to CITY that no federal appropriated funds have been paid, or will be paid, by or on behalf of SUBRECIPIENT, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress, in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative Agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress, in connection with this federal contract, grant, loan, or cooperative agreement, SUBRECIPIENT will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

XIV.

Procurement of Goods and Services From Historically Underutilized Businesses

As a matter of policy with respect to CITY projects and procurements, CITY also encourages the use, if applicable, of qualified contractors, subcontractors, and suppliers where at least fifty-one percent (51%) of the ownership of such contractor, subcontractor, or supplier is vested in racial or ethnic minorities or women. In the selection of subcontractors, suppliers, or other persons in organizations proposed for work on this Agreement, SUBRECIPIENT agrees to consider this policy and to use its reasonable and best efforts to select and employ such company and persons for work on this Agreement.

XV.

Hatch Act

SUBRECIPIENT agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V, United States Code.

XVI.

Indemnification

SUBRECIPIENT SHALL INDEMNIFY AND HOLD HARMLESS THE CITY OF MONROE, ITS OFFICIALS, OFFICERS, AGENTS, AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS, AND LIABILITY OF EVERY KIND, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS, AND ATTORNEY'S FEES, FOR INJURY TO OR DEATH OF ANY PERSON, OR FOR DAMAGE TO ANY PROPERTY ARISING OUT OF OR IN CONNECTION WITH SUBRECIPIENT'S OPERATION OR THE EXPENDITURE OF FUNDS AUTHORIZED BY THIS AGREEMENT, OR ANY SERVICES PROVIDED BY SUBRECIPIENT FUNDED OR PARTIALLY FUNDED BY THIS AGREEMENT. SUCH INDEMNIFICATION SHALL APPLY WHERE THE CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS, OR LIABILITY ARISE IN WHOLE OR PART FROM THE NEGLIGENCE OF SUBRECIPIENT OR THE CITY OF MONROE, THEIR OFFICERS, OFFICIALS, AGENTS, AND EMPLOYEES. IT IS THE EXPRESS INTENTION OF THE PARTIES HERETO, BOTH SUBRECIPIENT AND THE CITY OF MONROE, THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH IS INDEMNITY BY SUBRECIPIENT TO INDEMNIFY AND PROTECT THE CITY OF MONROE FROM THE CONSEQUENCES OF THE CITY OF MONROE'S OWN NEGLIGENCE, WHETHER THAT NEGLIGENCE, IS ALLEGED TO BE THE SOLE OR CONCURRING CAUSE OF THE INJURY, DEATH, OR DAMAGE.

**XVII.**  
**Conflict of Interest**

SUBRECIPIENT shall establish safeguards to prohibit its employees, board members, advisors, and agents from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties. SUBRECIPIENT shall disclose to CITY any conflict of interest or potential conflict of interest described above immediately upon discovery of such.

Social Media is prohibited. The SUBRECIPIENT cannot use CITY projects to promote business or for personal gain. This includes movies, videos, Facebook live, chats, posts, or any other social media outlets, etc. Violation of this would result in the SUBRECIPIENT returning the funds paid for this project as well as future payments and SUBRECIPIENT relinquishing the rights as a Community Housing Development Organization “CHDO”.

**XVIII.**  
**Prohibited Communication**

SUBRECIPIENT, Developer, Contractor, or Subcontractor should not have any communication with the homeowner in any City Projects. The contract is between The City and the SUBRECIPIENT and its representatives. If the SUBRECIPIENT and its representatives violate this policy:

- 1<sup>st</sup> - Offense will be a \$5,000 Fine
- 2<sup>nd</sup> - Offense \$10,000.00 Fine
- 3<sup>rd</sup> - Offense forfeits the contract and assumes all financial responsibility until the project is completed.

No persons who are employees, agents, consultants, officers, elected officials, or appointed officials of CITY or of SUBRECIPIENT who exercise or have exercised any functions or responsibilities with respect to activities assisted with CDBG or HOME funds or who are in a position to participate in a decision-making process or gain inside information with regard to these activities, may obtain a financial interest or benefit from a “CDBG” or “HOME” -assisted activity or have an interest in any contract, subcontract, or Agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one (1) year thereafter, unless they are accepted in accordance with the procedures set forth at Section 92.356, 24 C.F.R., Part 92.

SUBRECIPIENT further agrees to execute an Affidavit Against Prohibited Acts, in the form attached as **Exhibit “E”**, certifying that it will adhere to the provisions of the Louisiana Penal Code, which prohibits bribery and gifts to public servants.

## **XIX.**

### **Equal Opportunity and Nondiscrimination**

In performing under this Agreement, SUBRECIPIENT shall not discriminate against any worker, employee, or applicant for employment on the basis of race, color, creed, religion, age, sex, national origin, familial status, disability, handicap status, nor otherwise commit an unfair employment practice.

SUBRECIPIENT will ensure that applicants are employed, and that employees are treated fairly during employment, without regard to their race, color, creed, religion, age, sex, national origin, familial status, disability or handicap status. Such action shall include but are not limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, lay-off or termination, rates of pay or other forms of compensation, selection for training, as well as access to all facilities necessary for any of the above. SUBRECIPIENT will require posting in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this nondiscrimination clause. This clause will be incorporated into all contracts entered into with suppliers of materials or services, contractors, and subcontractors, and all labor organizations furnishing skilled, unskilled, and craft union skilled labor who may perform any such labor or services in connection with this Agreement.

The services provided under this Agreement shall be available to all otherwise eligible applicants without regard to their race, color, creed, religion, age, sex, national origin, familial status, disability or handicap status.

## **XX.**

### **Meaningful Access for Limited English Proficient Persons**

Persons who, as a result of national origin, do not speak English as their primary language and who have limited ability to speak, read, write, or understand English ("limited English proficient persons" or "L.E.P.") may be entitled to language assistance under Title VI in order to receive a particular service, benefit, or encounter. In accordance with Title VI of the Civil Rights Act of 1964 (Title VI) and its implementing regulations, the SUBRECIPIENT agrees to take reasonable steps to ensure meaningful access to activities for L.E.P. persons. Any of the following actions could constitute "reasonable steps", depending on the circumstances: acquiring translators to translate vital documents, advertisements, or notices, acquiring interpreters for face to face interviews with L.E.P. persons, placing advertisements and notices in newspapers that serve L.E.P. persons, partnering with other organizations that serve L.E.P. populations to provide interpretation, translation, or dissemination of information regarding the project, hiring bilingual employees or volunteers for outreach and intake activities, contracting with a telephone line interpreter service, etc.

**XXI.**

**Compliance with Drug-Free Workplace**

Per 24 C.F.R. Part 182, Subpart B, SUBRECIPIENTS receiving CDBG, or HOME funds must make a good-faith effort, on a continual basis, to maintain a drug-free workplace. SUBRECIPIENT must agree to do so as a condition for receiving CDBG & HOME funds.

The specific measures that SUBRECIPIENT must take in this regard are described in more detail in subsequent sections of 24 C.F.R. Part 182, Subpart B.

Briefly, those measures are to:

- (1) Publish a drug-free workplace statement and establish a drug-free awareness program for SUBRECIPIENT's employees (see §§ 182.205 through 182.220); and
- (2) Take actions concerning employees who are convicted of violating drug statutes in the workplace (see § 182.225); and
- (3) Identify all known workplaces under SUBRECIPIENT's federal awards (see § 182.230).

**XXII.**

**Nonperformance and Termination**

In the event the CITY makes a determination that the provisions of this Agreement have not been performed by either the SUBRECIPIENT or the PROGRAM, CITY may, in accordance with 2 C.F.R. Part 200.338, suspend or terminate this Agreement by notice, in writing, to SUBRECIPIENT if the SUBRECIPIENT materially fails to comply with any term of the award. This Agreement may be terminated for convenience in accordance with 2 C.F.R. Part 200.339.

**XXII.**

**Applicable Law**

SUBRECIPIENT shall comply with all applicable local, state, and federal laws and shall carry out each activity hereunder in compliance with all federal laws and regulations described in subpart K of 24 C.F.R. Chapter V, as described in Section 570.503(b)(5) of 24 C.F.R. Chapter V.

In accordance with this, SUBRECIPIENT agrees to operate and maintain any facilities, properties, and improvements thereto which are utilized to provide the PROGRAM, in a sanitary, safe, and clean condition in accordance with federal, state, and local laws during the term of this Agreement.

Further, SUBRECIPIENT agrees to comply with all applicable uniform administrative requirements. If SUBRECIPIENT is a governmental entity (including public agencies) the



applicable uniform requirements are listed in 24 CFR 570.502(a), as amended. Otherwise, the applicable uniform requirements are listed in 24 CFR 570.502(b), as amended.

**XXIV.**

**Assignment**

CITY and SUBRECIPIENT each bind themselves, their successors, executors, administrators, and assigns to the other party to this Agreement. Neither CITY nor SUBRECIPIENT will assign, sublet, subcontract, or transfer any interest in this Agreement without the written consent of the other party. No assignment or delegation of duties under this Agreement shall be effective without the written consent of CITY.

**XXV.**

**Remedies**

No right or remedy granted herein or reserved to the parties is exclusive of any right or remedy herein by law or equity provided or permitted; but each shall be cumulative of every right or remedy given hereunder. No covenant or condition of this Agreement may be waived without the consent of the parties. Forbearance or indulgence by either party shall not constitute a waiver of any covenant or condition to be performed pursuant to this Agreement. In the event of default or breach of this Agreement, CITY may pursue any and all remedies contained in C.F.R. Part 200.338.

**XXVI.**

**Non-Waiver**

It is further agreed that one (1) or more instances of forbearance by CITY in the exercise of its rights herein shall in no way constitute a waiver thereof.

**XXVII.**

**Severability**

If any of the terms, provisions, covenants, or conditions of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated, unless the material benefits or ability to perform hereunder of either party shall be materially impaired thereby.

**XXVIII.**

**Entire Agreement**

This Agreement embodies the complete Agreement of the parties hereto superseding all oral or written previous and contemporary agreements between the parties relating to matters herein, and, except as otherwise provided herein, cannot be modified without written Agreement of the parties.

Notwithstanding anything to the contrary, any change in the terms of this Agreement which is required by a change in state or federal law or regulation is automatically incorporated herein effective on the date designated by such law or regulation.

**XXIX.**

**Legal Authority**

SUBRECIPIENT represents that it possesses the practical ability and the legal authority to enter into this Agreement, receive and manage the funds authorized by this Agreement, and to perform the services SUBRECIPIENT has obligated itself to perform hereunder.

The person or persons signing this Agreement on behalf of SUBRECIPIENT hereby warrants and guarantees that he, she, or they have been duly authorized by SUBRECIPIENT's governing board to execute this Agreement on behalf of SUBRECIPIENT and to bind SUBRECIPIENT to all terms herein set forth.

CITY shall have the right to suspend or terminate this Agreement if there is a dispute as to the legal authority of either SUBRECIPIENT or the person signing this Agreement to enter into this Agreement or to render performances hereunder. SUBRECIPIENT is liable to CITY for any money it has received from CITY for performance of the provisions of this Agreement, if CITY has suspended or terminated this Agreement for reasons enumerated in this section.

IN WITNESS WHEREOF, the parties have hereunto set their hands by the representatives thereunto duly authorized on the date first stated above.

**WITNESSES:**

**AHAYAH Community Development Corporation, Inc.**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
BY: \_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Print Name: \_\_\_\_\_

**WITNESSES:**

**CITY OF MONROE, LA**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Administration  
BY: \_\_\_\_\_  
Stacey Rowell, Director of Administration  
\_\_\_\_\_  
Print Name: \_\_\_\_\_

## EXHIBIT "A"

### SCOPE OF SERVICES

**Organization:** AHAYAH Community Development Corporation, Inc.,

**Program:** Reconstruction & New Construction of Housing Stock - CHDO

The major tasks that the Subrecipient will perform in connection with the provision of the eligible services include, but are not limited to, the following:

**1. Describe the individuals within the City of Monroe that the organization will serve:**  
AHAYAH will provide services to low to moderate-income residents of the City of Monroe's Lee Avenue Neighborhood. Demographics for the Lee Avenue Neighborhood is:

- 80% are low-to-moderate income individuals.
- 73.2 % is the poverty rate.
- 97.4% are African American
- Poverty Level is at 62%.
- Only 28.8 % have high school diplomas or GED
- 48% Female Head of Household.

**2. Describe activities to be performed in detail:**

Responsible for improving the housing stock in Monroe, LA, by rebuilding the housing stock and providing decent, safe, and affordable housing consistent with the City of Monroe's HUD housing program.

**EXHIBIT "B"**

**PROJECT SCHEDULE & MILESTONES**

**Timetable Schedule**

<b>Quarter</b>	<b>Activity</b>	<b>Output Number</b>
Quarter 1: January	Activity#1: Planning and Demolition	Output: # 1 home reconstructed
Quarter 2: January-February	Activity: Blueprint/ drawing of ADA Accessible house	Output: #1 home reconstructed
Quarter 3: March	Activity: Construction starts	Output: 1 home reconstructed
Quarter 4: April	Activity: Final Walk-thru of home; Ribbon Cutting	Output: 1 home reconstructed
<b>TOTAL</b>		Output: # of Unduplicated Participants <b>TOTAL: 1 New Reconstructed Home</b>

**EXHIBIT "C"**

**PROGRAM BUDGET**

Proposed Budget for CHDO Project – January 15, 2024 – April 30, 2024

<b>ACTIVITY</b>	<b>TOTAL BUDGET</b>	<b>JUSTIFICATION</b>	<b>RECEIVED FROM CHDO FUNDS</b>	<b>BALANCE</b>
Reconstruction of 3004 Gordon Avenue	Up to \$165,000.00	Reconstruction		\$165,000.00
Demolition	Up to \$7,500.00	associated costs w/ demolition, cleanup & debris haul off		\$7,500.00
Soft costs	Up to \$17,500.00	Relocation, moving expenses, storage, environmental review, etc.,		\$ 17,500.00
<b>TOTAL</b>	<b>HOME Funds: \$165,000.00 CDBG Funds: \$25,000.00</b>			

Reconstruction 3004 Gordon Avenue:

One (1) single-family dwelling Energy-efficient handicapped accessible home will be built to address the deteriorating housing stock in the Lee Avenue Neighborhood.

EXHIBIT "D"

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND  
COOPERATIVE AGREEMENTS

THE UNDERSIGNED CERTIFIES TO THE BEST OF HIS OR HER KNOWLEDGE AND BELIEF THAT:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal Contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative Agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative Agreement, the undersigned shall complete and submit Standard Form L.L.L., "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

By: \_\_\_\_\_  
Signature  
\_\_\_\_\_  
Printed Name  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Agency  
Date Signed: \_\_\_\_\_

**EXHIBIT "E"**  
**AFFIDAVIT AGAINST PROHIBITED ACTS**

**THE STATE OF LOUISIANA**

**OUACHITA PARISH**

**AFFIDAVIT AGAINST PROHIBITED ACTS**

My name is \_\_\_\_\_ . I hereby affirm that I am aware of the provisions of Louisiana Revised Statutes 14:118 and 14:120 (a copy which follows), dealing with Public Bribery. I further affirm that I will adhere to such rules and instruct and require all agents, employees, and subcontractors to do the same. I am further aware that any violation of these rules subjects this Agreement to revocation, my removal from bid lists, prohibiting future contract/subcontract work, revocation of permits, and prosecution.

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Agency

Date Signed: \_\_\_\_\_

Louisiana Revised Statute 14:118  
Title 14: Criminal Law  
Chapter 1. Criminal Code  
Part VII. Offenses Affecting Organized Government  
Subpart B. Bribery and Intimidation  
§ 118. Public bribery

A. (1) Public bribery is the giving or offering to give, directly or indirectly, anything of apparent present or prospective value to any of the following persons, with the intent to influence his conduct in relation to his position, employment, or duty:

(a) Public officer, public employee, or person in a position of public authority.

(b) Repealed by Acts 2010, No. 797, § 2, eff. Jan. 1, 2011.

(c) Grand or petit juror.

(d) Witness, or person about to be called as a witness, upon a trial or other proceeding before any court, board, or officer authorized to hear evidence or to take testimony.

(e) Any person who has been elected or appointed to public office, whether or not said person has assumed the title or duties of such office.

(2) The acceptance of, or the offer to accept, directly or indirectly, anything of apparent present or prospective value, under such circumstances, by any of the above-named persons, shall also constitute public bribery.

B. For purposes of this Section, “public officer”, “public employee”, or “person in a position of public authority”, includes those enumerated in R.S. 14:2(9), and also means any public official, public employee, or person in a position of public authority, in other states, the federal government, any foreign sovereign, or any subdivision, entity, or agency thereof.

C. (1) Whoever commits the crime of public bribery shall be fined not more than one thousand dollars, or imprisoned, with or without hard labor, for not more than five years, or both.

(2) In addition to the penalty provided for in Paragraph (1) of this Subsection, a person convicted of the provisions of this Section may be ordered to pay restitution to the state if the state suffered a loss as a result of the Offense. Restitution shall include the Payment of legal interest at the rate provided in R.S. 13:4202.

D. Property which was given, offered, or accepted during the commission of the crime of public bribery shall be deemed to be contraband and shall be subject to seizure and forfeiture. Upon final disposition of the case, the district attorney may petition the district court to forfeit the property seized in connection with a violation of this Section, and such property seized under this Section shall be forfeited upon:



(1) A showing by the district attorney of a conviction for a violation of the provisions of this Section.

(2) A showing by the district attorney that the seizure was made incident to an arrest with probable cause or a search under a valid search warrant pursuant to other provisions of law.

E. Property forfeited pursuant to the provisions of this Section shall be disposed of as follows:

(1) When the property is not cash or currency, it shall be disposed of pursuant to the provisions of R.S. 15:41.

(2) When the property consists of cash or currency, it shall be forfeited and distributed as follows:

(a) Fifty-five percent to the law enforcement agency or agencies who investigated the crime.

(b) Fifteen percent to the criminal court fund.

(c) Twenty-five percent to the prosecuting authority that prosecuted the crime.

(d) Five percent to the clerk of court.

F. If the charges of public bribery are dismissed by the district attorney, or if the accused is acquitted following a trial in the district court of the parish in which the violation is alleged to have occurred, all property shall be immediately returned to the owner.

Louisiana Revised Statute 14:120  
Title 14: Criminal Law  
Chapter 1. Criminal Code  
Part VII. Offenses Affecting Organized Government  
Subpart B. Bribery and Intimidation  
§ 120. Corrupt influencing

A. Corrupt influencing is the giving or offering to give anything of apparent present or prospective value to, or the accepting or offering to accept anything of apparent present or prospective value by, any person, with the intention that the recipient shall corruptly influence the conduct of any of the persons named in R.S. 14:118 (public bribery) in relation to such person's position, employment or duty.

B. (1) Whoever commits the crime of corrupt influencing shall be imprisoned for not more than ten years with or without hard labor or shall be fined not more than ten thousand dollars, or both.

(2) In addition to the penalty provided for in Paragraph (1) of this Subsection, a person convicted of the provisions of this Section may be ordered to pay restitution to the state if the state suffered a loss as a result of the Offense. Restitution shall include the Payment of legal interest at the rate provided in R.S. 13:4202.

## **EXHIBIT F**

### **APPLICABLE LAWS AND REGULATIONS**

Grantee shall comply with the Act specified in Section III of this Agreement, the O.M.B. Circulars and regulations specified in the grant agreement; and with all federal, state, and local laws and regulations applicable to the activities and performances rendered by Grantee under this Agreement including, but not limited to the laws and regulations promulgated thereunder specified in this Exhibit.

**I.** 2 C.F.R. Part 200 Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

**II.** Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

**III.** All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.

#### **IV. Nondiscrimination and Equal Opportunity.**

1. Title VI of the Civil Rights Act of 1964, as amended, (42 U.S.C. §§2000d *et seq.*);
2. 24 C.F.R. Part 1, "Nondiscrimination in Federally Assisted Programs of the Department of Housing and Urban Development – Effectuation of Title VI of the Civil Rights Act of 1964";
3. Title VIII of the Civil Rights Act of 1968, "The Fair Housing Act of 1968" (42 U.S.C. §§3601 *et seq.*) and implementing regulations;
4. Executive Order 11063, as amended by Executive Orders 12249, 12892, and 24 C.F.R. Part 107, "Nondiscrimination and Equal Opportunity in Housing under Executive Order 11063". The failure or refusal of the Contractor to comply with the requirements of Executive Order 11063 of 24 C.F.R. Part 107 shall be a proper basis for the imposition of sanctions specified in 24 C.F.R. Part 107, §60
5. The prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. §§6101 *et seq.*) and implementing regulations at 24 C.F.R. Part 146;
6. The prohibitions against discrimination against otherwise qualified individuals with handicaps under §504 of the Rehabilitation Act of 1973 (29 U.S.C. §794) and implementing regulations at 24 C.F.R. Part 8. For purposes of the Emergency Shelter Grants Program, the term "dwelling units" in 24 C.F.R. Part 8 shall include sleeping accommodations;
7. The affirmative action requirements of Executive Order 11246, as amended, and the regulations issued under the Order at 41 C.F.R. Chapter 60; and Executive Orders 11625,

12138, and 12432, as amended. Contractor shall make efforts to encourage the use of minority and women's business enterprise in connection with activities funded under this contract.

#### **V. Equal Employment Opportunity.**

Except as otherwise provided under 41 C.F.R. Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 C.F.R. Part 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

#### **VI. Davis Bacon Act**

Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti- Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 C.F.R. Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each Contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

#### **VII. Contract Work Hours and Safety Standards Act**

Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. Part 5). Under 40 U.S.C. 3702 of the Act, each Contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times

the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

#### **VIII. Rights to Inventions Made Under a Contract or Agreement**

Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 C.F.R. §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

#### **IX. Employment Opportunities**

Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. §1701u).

#### **X. Uniform Federal Accessibility Standards**

For major rehabilitation or conversion, the Uniform Federal Accessibility standards at 24 C.F.R. Part 40.

#### **XI. Lead-Based Paint**

The requirements, as applicable, of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4821- 4856) and implementing regulations at 24 C.F.R. Part 35. In addition, Contractor must also meet the following requirements relating to inspection and abatement of defective lead-based paint surfaces:

1. Treatment of defective paint surfaces must be performed before final inspection and approval of the renovation, rehabilitation, or conversion activity under 24 C.F.R. Part 576; and,
2. Appropriate action must be taken to protect shelter occupants from the hazards associated with lead-based paint abatement procedures.

#### **XII. Use of Debarred, Suspended, or Ineligible Contractors**

Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide Excluded Parties List System in the System for Award Management (S.A.M.), in accordance with the O.M.B. guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 C.F.R. Part 1986 Comp., p. 189) and

12689 (3 C.F.R. Part 1989 Comp., p. 235), “Debarment and Suspension.” The Excluded Parties List System in S.A.M. contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

### **XIII. Flood Insurance**

No site proposed on which renovation, major rehabilitation, or conversion of a building is to be assisted under 24 C.F.R. Part 576, other than by grant amounts allocated to States under §576.43, may be located in an area that has been identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards unless:

1. The community in which the area is situated is participating in the National Flood Insurance Program and the regulations thereunder (44 C.F.R. Parts 59 through 79) or (ii) less than a year has passed since FEMA notification regarding such hazards; and
2. Contractor will ensure that flood insurance on the structure is obtained in compliance with §102(a) of the Flood Disaster Protection Act of 1973 (42 U.S.C. §§4001 *et seq.*).

### **XIV. Environmental Review**

Activities must comply with environmental review requirements found at 24 C.F.R. Part 58.

### **XV. Clean Air Act**

(42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (E.P.A.).

Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).

### **XVI. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)**

Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352.

Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

**XVII.** See §200.322 Procurement of recovered materials

**XVIII.** Prohibition on contracts with companies boycotting Israel

A governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- (1) does not boycott Israel; and
- (2) will not boycott Israel during the term of the contract.

**EXHIBIT "G"**  
**AUDIT CERTIFICATION**

Grantees and subgrantees are responsible for obtaining audits in accordance with the Single Audit Act Amendments of 1996 (31- U.S.C. 7501-7507) and revised Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (also known as the Super Circular) codified at 2 C.F.R., Part 200 Subpart F Audit Requirements. The audits shall be made by an independent auditor in accordance with generally accepted government auditing standards covering financial audits.

2 C.F.R., Part 200 Subpart F Audit Requirements require grantees and subgrantees who expend \$750,000 or more in a year in federal awards to have a single audit conducted for that year.

Does your agency expend \$750,000 or more a year in federal funds?    Yes    No  
(Includes all sources of federal funding, direct and pass-through)

Does your agency have an annual audit?                                    Yes    No

Name of Agency: \_\_\_\_\_

Name of Finance Director: \_\_\_\_\_

Telephone Number of Finance Director: \_\_\_\_\_

Fiscal Year End: \_\_\_\_\_

Signature and Date: \_\_\_\_\_



**EXHIBIT "H"**

**Part 200 Data Elements and Requirements for Federal Award Identification Number**  
**Part 200 Data Elements and Requirements for Federal Awards Identification Number:**

- i. Subrecipient/Contractor Name:** \_\_\_\_\_
- ii. Subrecipient/Contractor's Unique Entity Identifier (DUNS):** \_\_\_\_\_
- iii. Federal Award Date:** \_\_\_\_\_
- iv. Sub-Award Period of Performance:** \_\_\_\_\_
- v. Amount of federal funds obligated to Subrecipient/Contractor:** \_\_\_\_\_
- v. Total Amount of Federal Award committed to Subrecipient/Contractor:**  
\_\_\_\_\_
- vi. Is this award for R & D?** \_\_\_\_\_
- vii. Federal Award Project description:** \_\_\_\_\_
- viii. Name of federal awarding agency:** \_\_\_\_\_
- ix. CFDA Number and Name:** \_\_\_\_\_

**EXHIBIT "I"  
COUNCIL RESOLUTION**

**EXHIBIT "J"**  
**CERTIFICATION OF NATIONAL OBJECTIVE**

Subrecipient: \_\_\_\_\_

Activity: \_\_\_\_\_

I, \_\_\_\_\_, certify that this activity complies with the National Objective identified in 24 CFR 570.208(a) Activities benefiting low- and moderate-income persons meeting the criteria in paragraph (a)(2) Limited clientele activities. The National Objective Code for this activity is LMC.

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Agency

Date Signed: \_\_\_\_\_

RESOLUTION

STATE OF LOUISIANA

NO. \_\_\_\_\_

CITY OF MONROE

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION APPROVING AND AUTHORIZING A COOPERATIVE ENDEAVOR AGREEMENT WITH NORTHEAST LOUISIANA ARTS COUNCIL, INC. AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that, “For a public purpose, the state and its political subdivisions or political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;”

**WHEREAS**, the Northeast Louisiana Arts Council, Inc. benefits the public by supporting a vibrant regional arts community, establishing relationships with public and private entities to enhance the arts and promote tourism, and has a direct and positive impact on economic development with the City of Monroe and Northeast Louisiana; and

**WHEREAS**, the Northeast Louisiana Arts Council, Inc. has requested funding in the amount of \$25,000.00 to support its continued efforts and mission within the City of Monroe and Northeast Louisiana; and

**WHEREAS**, a copy of the Cooperative Endeavor Agreement between the City of Monroe and the Northeast Louisiana Arts Council, Inc. is attached hereto and made part hereof.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Monroe, Louisiana, in legal session convened, that Stacey Rowell, Director of Administration, is hereby authorized to enter into and execute the attached Cooperative Endeavor Agreement with the Northeast Louisiana Arts Council, Inc.

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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CITY CLERK**

**COOPERATIVE ENDEAVOR AGREEMENT**  
**BETWEEN**  
**THE CITY OF MONROE**  
**AND**  
**NORTHEAST LOUISIANA ARTS COUNCIL, INC.**

This Cooperative Endeavor Agreement (the "Agreement") is made, entered into and effective as of the \_\_\_\_\_ day of December 2023, by and between the City of Monroe (the "City"), a municipality existing under the laws of the State of Louisiana, and the Northeast Louisiana Arts Council, Inc. (the "Arts Council"), a Louisiana non-profit corporation organized in accordance with the provisions of IRC 501(c)(3).

**WITNESSETH**

**WHEREAS**, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that, "For a public purpose, the state and its political subdivisions or political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;" and

**WHEREAS**, the Arts Council benefits the public by nurturing a vibrant regional arts culture through support, promotion, and education both in the City and throughout Northeast Louisiana;

**WHEREAS**, the Arts Council's efforts to establish positive relationships with the business community, educational system, tourism industry, and local governments within our region serves to strengthen our community and its ties to the arts;

**WHEREAS**, the Arts Council is supported by the Louisiana Division of Arts and is the coordinating agency for the regional development of the arts; and

**WHEREAS**, the City of Monroe and its citizens are directly benefited by the Arts Council's operations through the development of arts and tourism in Northeast Louisiana, including positive impacts on economic development and sales tax receipts.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and agreements herein contained, the City and the Museum do hereby covenant and agree as follows:

**I. City Obligation**

City shall pay the sum of \$25,000.00 to the Arts Council for fiscal year 2023/2024 to help encourage tourism and cultural development in the City of Monroe and Northeast Louisiana. No part of the funds received by the Arts Council may be spent on salaries and/or operating expenses for the Arts Council.

**II. Arts Council Obligations**

The Arts Council shall:

1. Make available, through various mediums, information on local art and cultural activities and historical sites in Northeast Louisiana, including all museums located within the City of Monroe;
2. Provide staffing for the operation of the Arts Council;
3. Seek funding opportunities from appropriate state agencies to assist in the promotion and development of local cultural activities and promotion and preservation of historical sites;
4. Seek funding opportunities from both private and public sources within the state of Louisiana and nationally to enhance the arts culture in Northeast Louisiana;

5. Develop and administer a small grants program for the benefit of local artists and arts organizations;
6. Provide operating support to arts organizations to benefit the development of those organizations;
7. Partner with appropriate organizations to further develop the arts culture within the City, and more particularly within the areas comprising Monroe's certified Louisiana Cultural Districts;
8. Submit to the City of Monroe an accounting and/or report, prior to any funds being disbursed, indicating the efforts made by the Arts Council to comply with the prior year's cooperative agreement with City.

**III. Cancellation of Agreement**

Except as otherwise provided herein, in the event the Arts Council fails to undertake any of its commitments under this Agreement within 3 months of the date of the signing of this agreement by all parties, then, and in such event, City shall have the right to withdraw from this Agreement upon giving written notice to the Arts Council by certified mail. If the Arts Council fails to act in accordance with the commitments set forth herein or is found in violation pursuant to any audit (state or local government) of the provisions of this Agreement, the Arts Council shall be responsible for the return of the committed funds provided by the City under this Agreement.

**IV. Auditor's Clause**

The parties understand and agree that the Legislative Auditor of the State of Louisiana and auditors for the City of Monroe shall have the option of auditing all accounts of the parties which relate to this contract.

**IN WITNESS** whereof the parties have executed this Agreement as of the date first set forth above.

**WITNESSES:**

**CITY OF MONROE**

\_\_\_\_\_  
 \_\_\_\_\_

BY: \_\_\_\_\_  
 Stacey Rowell, Director of Administration

**WITNESSES:**

**NORTHEAST LOUISIANA ARTS  
 COUNCIL**

\_\_\_\_\_  
 \_\_\_\_\_

BY: \_\_\_\_\_  
 Barry Stevens, President

RESOLUTION

STATE OF LOUISIANA

NO. \_\_\_\_\_

CITY OF MONROE

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION APPROVING AND AUTHORIZING A COOPERATIVE ENDEAVOR AGREEMENT WITH RED WHITE AND BLUE AIRSHOW INC. AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that, "For a public purpose, the state and its political subdivisions or political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;"

**WHEREAS**, the City desires to develop and promote events which increase tourism, induce economic growth, entice future business recruitments to consider locating in the City of Monroe, and benefit the cultural development of the City;

**WHEREAS**, the City of Monroe also desires to support events that promote and support veterans;

**WHEREAS**, the 2023 Red, White, and Blue Airshow brought in thousands of visitors to Monroe from all over the country, spurred economic activity within the City, and served a beneficial public purpose by promoting and showcasing the City of Monroe and its regional airport; and

**WHEREAS**, the City desires to enter into a Cooperative Endeavor Agreement with Red White and Blue Airshow Inc. to participate in and present the 2024 Red, White, and Blue Airshow and to facilitate further development, economic activity, and education within the City; and

**WHEREAS**, a copy of the Cooperative Endeavor Agreement between the City of Monroe and Red White and Blue Airshow Inc. is attached hereto and made part hereof.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Monroe, Louisiana, in legal session convened, that Stacey Rowell, Director of Administration, is hereby authorized to enter into and execute the attached Cooperative Endeavor Agreement with the Red White and Blue Airshow Inc.

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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
CHAIRPERSON

**COOPERATIVE ENDEAVOR AGREEMENT**  
**BETWEEN**  
**THE CITY OF MONROE**  
**AND**  
**RED WHITE AND BLUE AIRSHOW INC.**

This Cooperative Endeavor Agreement (the "Agreement") is made, entered into and effective as of the \_\_\_\_\_ day of December 2023, by and between the City of Monroe (the "City"), a municipality existing under the laws of the State of Louisiana, and the Red White and Blue Airshow Inc. (the "Airshow"), a Louisiana non-profit corporation organized in accordance with the provisions of IRC 501(c)(3).

**WITNESETH**

**WHEREAS**, the City desires to develop and promote events which increase tourism, induce economic growth, entice future business recruitments to consider locating in the City of Monroe, and benefit the cultural development of the City;

**WHEREAS**, the City of Monroe also desires to support events that promote and support veterans;

**WHEREAS**, the 2023 Red, White, and Blue Airshow brought in thousands of visitors to Monroe from all over the country, spurred economic activity within the City, and served a beneficial public purpose by promoting and showcasing the City of Monroe and its regional airport; and

**WHEREAS**, the City of Monroe desires to participate in the 2024 presentation of the Red, White, and Blue Airshow: Saluting America's Heroes at the Monroe Regional Airport that will bring thousands of visitors to the City of Monroe who will use restaurants, hotels and other businesses in the City of Monroe and to take advantage of the communication opportunities within Louisiana, Arkansas, and Mississippi.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and agreements herein contained, the City and Airshow do hereby covenant and agree as follows:

**I. Airshow Obligations:**

Airshow shall:

1. Hold the Red White & Blue Airshow Saluting America's Heroes at the Monroe Regional Airport on May 3, 4, and 5, 2024;
2. List the City of Monroe as an airshow sponsor on all airshow posters, newspaper ads, airshow banner, radio commercials, social media, airshow website, and any other forms of promotion that Airshow, or its affiliates, does, which includes advertising within a 150-mile radius in MS, AR, & LA.;
3. Announce the City of Monroe as a sponsor frequently throughout the airshow;
4. Prepare a document relating to the number of attendees and, if known, the following: hotel usage, restaurant usage, shopping and other recreational activities and the approximate amount spent on each activity; and
5. Present an accounting in writing to the City of Monroe within 90 days after the event to show the results of the accounting information.

**II. City Obligations**

City shall provide \$35,000.00 for the operation/presentation of the Red White & Blue Airshow Saluting America's Heroes at the Monroe Regional Airport on May 3, 4, and 5, 2024.



**III. Cancellation of Agreement**

In the event Airshow fails to undertake its commitments under this Agreement, this Agreement shall be cancelled and all funds paid to the organization under this Agreement shall be fully reimbursed to the City of Monroe.

**IV. Auditors Clause.**

The parties understand and agree that the Legislative Auditor of the State of Louisiana and auditors for the City of Monroe shall have the option of auditing all accounts of the parties which relate to this contract.

**Witnesses:**

**City of Monroe**

\_\_\_\_\_  
Stacey Rowell, Director of Administration

**Witnesses:**

**Red White and Blue Airshow Inc.**

\_\_\_\_\_  
Hollie Boudreaux, Director

**RESOLUTION**

**STATE OF LOUISIANA**

**NO.** \_\_\_\_\_

**CITY OF MONROE**

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION APPOINTING RANDALL PITTMAN TO THE MONROE FIRE AND POLICE CIVIL SERVICE BOARD AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, Louisiana Revised Statute 33:2476 requires the appointment of members to the Monroe Fire and Police Civil Service Board, two of which shall be nominated by the University of Louisiana at Monroe;

**WHEREAS**, there is a vacancy on the Board due to the resignation of Shane Wooten, who was appointed as a nominee of ULM;

**WHEREAS**, ULM has nominated Randall Pittman to fill the vacancy and serve the remainder of the unexpired term;

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Monroe, Louisiana, in legal session convened, that Randall Pittman is hereby appointed to the Monroe Fire and Police Civil Service Board to fill the vacancy created by the resignation of Shane Wooten and fulfill the term expiring on July 26, 2025.

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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CITY CLERK**

**RESOLUTION**

**STATE OF LOUISIANA**

**NO.** \_\_\_\_\_

**CITY OF MONROE**

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION AUTHORIZING A DESIGNATED CITY REPRESENTATIVE TO EXECUTE CHANGE ORDER NO. ONE (1) FOR STATE PROJECT NO. H.014348 LEE AVENUE: JACKSON STREET – STANDIFER AVENUE FOR AN DECREASE IN THE CONTRACT AMOUNT OF \$18,558.13 AND FURTHER PROVIDING WITH RESPECT THERETO.**

---

**WHEREAS**, Change Order No. 1 will decrease the contract amount by \$18,558.13 for State Project No. H.014348 Lee Avenue: Jackson Street – Standifer Avenue; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Monroe, in legal and regular session convened that Stacey Rowell, Director of Administration, be and is hereby authorized to execute Change Order No. 1 for State Project No. H.014348 Lee Avenue: Jackson Street – Standifer Avenue.

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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CITY CLERK**

SMGR0005

Louisiana Department of Transportation and Development Change Order Report		NO.	001
S.P. NO.	H.014348.6	Date:	11/07/2023
Name:	LEE AVENUE; JACKSON ST - STANDIFER AVE	F.A.P. NO.	H014348
		Primary Parish:	Ouachita
		Category 2 / 2E	
This change order requires an LADOID authorizer			
This change order requires an LADOID Area Engineer authorizer			

## Scope:

This project (Lee Ave.: Jackson St - Standifer Ave) consists of milling asphalt pavement, drainage structures, asphalt pavement patching, asphalt concrete pavement, and related work in Ouachita Parish.

## Purpose:

The purpose of this change order is to account for overruns and underruns on the project for various items.

## Explanation:

This change order is an adjustment of quantities to account for various changes that occurred during construction. A detailed explanation of each item that has a change in the quantity will be provided under each applicable item.

The project manager, as listed in the contract proposal, has been made aware of the item additions within this change order and the anticipated cost.

No additional contract time will be required as a result of this change order.

The City of Monroe is aware of this change order.

## Cost:

This change order will decrease the contract amount by \$18,558.13.

## Project Number H.014348.6

202-02-06100 Line Item 0004 = 202-02-06100 Removal of Concrete Walks and Drives**Funding Category 0001:**

Increase by 251.91 SQYD or 27.23%.

Actual field measurement of quantity used was more than plan quantity. Additional sidewalk was found buried when preparing for new sidewalks.

203-07-00100 Line Item 0007 = 203-07-00100 Borrow (Vehicular Measurement)**Funding Category 0001:**

Decrease by 50 CUYD to zero or -100%.

Due to construction procedures and processes, this item was not necessary.

204-06-00100 Line Item 0008 = 204-06-00100 Temporary Silt Fencing**Funding Category 0001:**

Decrease by 1040 LNFT to zero or -100%.

Due to construction procedures and processes, this item was not necessary.

402-01-00100 Line Item 0009 = 402-01-00100 Mainline Traffic Maintenance Surfacing (Aggregate) (Vehicular)**Funding Category 0001:**

Decrease by 50 CUYD to zero or -100%.

Due to construction procedures and processes, this item was not necessary.

402-03-00100 Line Item 0010 = 402-03-00100 Non-Mainline Traffic Maintenance Surfacing (Aggregate) (Vehicular)**Funding Category 0001:**

Decrease by 100 CUYD to zero or -100%.

Due to construction procedures and processes, this item was not necessary.

[http://s-pmmr-aashto1/SMRemoteReports/COREport\\_change.asp?projnum=H.014348.6&c...](http://s-pmmr-aashto1/SMRemoteReports/COREport_change.asp?projnum=H.014348.6&c...) 11/7/2023

**502-01-00100 Line Item 0011 = 502-01-00100 Asphalt Concrete**

**Funding Category 0001:**

Increase by 241.77 TON or 8.29%.

Actual field measurement of quantity used was more than plan quantity.

**502-01-00200 Line Item 0012 = 502-01-00200 Asphalt Concrete, Drives, Turnouts and Miscellaneous**

**Funding Category 0001:**

Increase by 30.87 TON or 32.60%.

Actual field measurement of quantity used was more than plan quantity.

**509-01-00100 Line Item 0013 = 509-01-00100 Milling Asphalt Pavement**

**Funding Category 0001:**

Decrease by 580.55 SQYD or -2.12%.

Actual field measurement of quantity used was less than plan quantity.

**510-01-00260 Line Item 0014 = 510-01-00260 Pavement Patching (16 inch Minimum Thickness)**

**Funding Category 0001:**

Decrease by 717.57 SQYD or -10.37%.

Actual field measurement of quantity used was less than plan quantity. This large decrease in quantity is due to a section of the roadway be reconstructed as part of a separate utility project that came after plans were developed for this project.

100 square yards is being left to address one small patch that is required due to a water leak that formed after the wearing course was installed. Final quantity will be adjusted in a subsequent change order.

**701-15-00100 Line Item 0015 = 701-15-00100 Concrete Collar**

**Funding Category 0001:**

Increase by 9 EACH or 900.00%.

Actual field measurement of quantity used was more than plan quantity. Additional collars were needed to address existing pipes that were shorter than originally planned.

**702-03-00100 Line Item 0017 = 702-03-00100 Catch Basins (CB-01)**

**Funding Category 0001:**

Increase by 4 EACH or 133.33%.

Actual field measurement of quantity used was more than plan quantity. Several proposed manholes were converted to area catch basins.

**706-01-00300 Line Item 0025 = 706-01-00300 Concrete Walk (6" Thick)**

**Funding Category 0001:**

Increase by 81.61 SQYD or 2.59%.

Actual field measurement of quantity used was more than plan quantity.

**TS-742-37000 Line Item 0052 = TS-742-37000 Adjusting Sanitary Sewer Cleanout**

**Funding Category 0001:**

Increase by 4 EACH or 44.44%.

Actual field measurement of quantity used was more than plan quantity. Additional sewer cleanouts were found while excavating for new sidewalks.

The Project Engineer, verified by his approval of this change order, has confirmed and documented either in the project files or within this change order, that the pricing of items are priced per specification section 109.04, and any extension of contract time meets the requirements of specifications section 108.07. It is mutually agreed by the parties represented to perform and accept the above revisions in accordance with the original contract and applicable specification, and that this change order represents final adjustments for any and all compensation and time due to the Contractor for changes to the project's work referred to herein.

Item No.	Item	Major Item % of Cont.	Price per Unit	Change		Current Quantity	Revised Quantity	% Change
				Quantity	Amount			
202-02-06100 H.014348.6 / 0004	Removal of Concrete Walks and Drives	No	\$20.00	251,910	\$5,038.20	925,000	1176,910	27.23%
		0.63%	SQYD					
203-07-00100 H.014348.6 / 0007	Borrow (Vehicular Measurement)	No	\$12.00	-50,000	-\$600.00	50,000	0,000	100.00%
		0.00%	CUYD					

Item ID	Description	No	Unit	1040.000	-50.000	1040.000	1040.000	0.000	100.00%
204-06-00100	Temporary Silt Fencing	No	\$2.75						
H.014348.6 / 0008		0.00%	LNFT						
402-01-00100	Mainline Traffic Maintenance Surfacing (Aggregate) (Vehicula	No	\$215.00	-50.000		50.000	0.000	100.00%	
H.014348.6 / 0009		0.00%	CUYD						
402-03-00100	Non-Mainline Traffic Maintenance Surfacing (Aggregate) (Vehi	No	\$175.00	-100.000		100.000	0.000	100.00%	
H.014348.6 / 0010		0.00%	CUYD						
502-01-00100	Asphalt Concrete	Yes	\$150.00	241.770		2915.500	3157.270	8.29%	
H.014348.6 / 0011		12.64%	TON						
502-01-00200	Asphalt Concrete, Drives, Turnouts and Miscellaneous	No	\$350.00	30.870		94.700	125.570	32.60%	
H.014348.6 / 0012		1.17%	TON						
509-01-00100	Milling Asphalt Pavement	No	\$4.00	-580.550		27365.000	26784.450	-2.12%	
H.014348.6 / 0013		2.86%	SQYD						
510-01-00260	Pavement Patching (16 inch Minimum Thickness)	Yes	\$195.00	-717.570		6922.000	6204.430	-10.37%	
H.014348.6 / 0014		32.30%	SQYD						
701-15-00100	Concrete Collar	No	\$5800.00	9.000		1.000	10.000	900.00%	
H.014348.6 / 0015		1.55%	EACH						
702-03-00100	Catch Basins (CB-01)	No	\$9000.00	4.000		3.000	7.000	133.33%	
H.014348.6 / 0017		1.68%	EACH						
706-01-00300	Concrete Walk (6" Thick)	No	\$82.00	81.610		3145.100	3226.710	2.59%	
H.014348.6 / 0025		7.06%	SQYD						
TS-742-37000	Adjusting Sanitary Sewer Cleanout	No	\$2100.00	4.000		9.000	13.000	44.44%	
H.014348.6 / 0052		0.73%	EACH						
Change in Amount of Contract: - \$18,558.13									

Requested By:

Ellingburg, James  
Resident Engineer

Recommended By:

District Administrator

Accepted By:

CITY OF MONROE  
Contractor

By:

State Project No. H.014348.6  
Plan Change #001  
Draft

Original Contract Cost: \$3,745,338.30

[http://s-pmmr-aashto1/SMRemoteReports/CORreport\\_change.asp?projnum=H.014348.6&c...](http://s-pmmr-aashto1/SMRemoteReports/CORreport_change.asp?projnum=H.014348.6&c...) 11/7/2023

Total Approved Change Order to date: \$0.00  
% of Total Approved Cost: 0.000%

[http://s-pmnr-aashto1/SMRemoteReports/CORreport\\_change.asp?projnum=H.014348.6&c...](http://s-pmnr-aashto1/SMRemoteReports/CORreport_change.asp?projnum=H.014348.6&c...) 11/7/2023

**RESOLUTION**

**STATE OF LOUISIANA**

**NO.** \_\_\_\_\_

**CITY OF MONROE**

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION AUTHORIZING A DESIGNATED CITY REPRESENTATIVE TO EXECUTE CHANGE ORDER NO. ONE (1) FOR THE WPCC – FLOW EQUALIZATION BASIN DREDGING PROJECT FOR AN INCREASE IN THE CONTRACT AMOUNT OF \$86,914.00 AND TO ADD 10 CALENDAR DAYS TO THE CONTRACT TIME AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, Change Order No. 1 will increase the contract amount for the WPCC – Flow Equalization Basin Dredging Project by \$86,914.00 and add 10 additional calendar days to the contract time; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Monroe, in legal and regular session convened that Stacey Rowell, Director of Administration, be and is hereby authorized to execute Change Order No. 1 for the WPCC – Flow Equalization Basin Dredging 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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CITY CLERK**



## CHANGE ORDER

Owner: City of Monroe, Louisiana **Change Order No.:** 1  
Project Name: WPCC Improvements - Flow Equalization Basin Dredging Project **Owner Project No.:** 23SEW003  
Contractor: The Lemoine Company, LLC **Contract Date:** 7/11/2023  
Engineer: Manchac Consulting Group, Inc. **Notice to Proceed Date:** 9/1/2023

*The contract is changed as follows:*

**Original Contract Value:** \$ 2,834,000.00  
**Change Order Request :** \$ 86,914.00  
**Percent Increase:** 3.07%  
**Cumulative Cost of Previous Change Orders** \$ -  
**Cumulative Cost of Change Orders to Date:** \$ 86,914.00  
**Percent Increase (Cumulative):** 3.07%  
**Contract Value including all Changed Orders to date:** \$ 2,920,914.00

**Original Substantial Completion Date** 6/27/2024  
days per original contract: 300  
previous Change Orders increase contract days by: 0  
**this Change Order increases contract days by:** 10  
Substantial Completion Date with all approved Change Orders: 7/7/2024

**RECOMMENDED:**

**Manchac Consulting Group, Inc.**  
Engineer (Firm Name)  
10542 S. Glenstone Place  
Address  
Baton Rouge, LA 70810  
City, State & Zip  
Chris LaCroix  
By (Type/Print)

By (Authorized Signature)  
Date

**ACCEPTED:**

**The Lemoine Company, LLC**  
Contractor (Firm Name)  
1200 Brickyard Lane Suite 300  
Address  
Baton Rouge, LA 70802  
City, State & Zip

By (Type/Print)  
By (Authorized Signature)  
Date

Date  
**CITY OF MONROE, LOUISIANA**  
802 North 31st Street  
Monroe, LA 70809

**APPROVED BY:**  
CITY OF MONROE ENGINEERING DEPARTMENT

By (Authorized Signature)  
By (Type/Print)  
Date

CITY OF MONROE DIRECTOR OF ADMINISTRATION

By (Authorized Signature)  
By (Type/Print)  
Date

## CHANGE ORDER

Owner:	City of Monroe, Louisiana	Change Order No.:	1
Project Name:	WPCC Improvements - Flow Equalization Basin Dredging Project	Owner Project No.	23SEW003
Contractor:	The Lemoine Company, LLC	Contract Date:	7/11/2023
Engineer:	Manchac Consulting Group, Inc.	Notice to Proceed Date:	9/1/2023

This document shall become an amendment to the contract, and all provisions of the contract will apply thereto.

You are hereby directed to make and comply with the following changes in the Contract Documents:

Contract completion time is increased by:

10 CALENDAR DAYS

Item No.	DESCRIPTION and EXPLANATION of Change(s): (Quantities, Units, Unit Prices, Change in Completion Schedule, Etc.)	Change in Project Funds
----------	--	-------------------------

	Removal of approximately 42 unforeseen concrete piles that were exposed in the EQ Basin during drought conditions.	
--	--	--

TOTAL \$ 86,914.00

**Explanation** The concrete piles need to be removed in order to properly dredge the accumulated material from the bottom of the EQ Basin. Contractor proposes to rent a marsh buggy to remove the piles. Contractor will dispose of the piles offsite.

**Attachments** (list documents supporting change):  
Construction Contract Change Order Summary dated 11/2/2023 as provided by Contractor

TOTAL Amount Added This Change Order: \$ 86,914.00

**Construction Contract Change Order  
SUMMARY**

CITY OF MONROE

Item No. 1  
RFI No. (or COR, CPR, etc.) COR  
Date: 11/2/2023

Project No. 23SEW003  
Project Name: WPCC IMPROVEMENTS FLOW EQ BASIN DREDGING

Contractor Name: The Lemoine Co., LLC, 1906 Eraste Landry Road, Suite 200, Lafayette, LA 70506

Description of Work: REMOVAL EXISTING PILES FROM SLUDGE POND  
2HR PP  
WATER HAS TO BE DOWN 6" BELOW THE OP OF PILE FOR THIS WORK

General Contractor Direct Costs - Breakdown No. 1 \$ 75,577.75  
(See attached breakdown)

Total General Contractor Cost 15 % \$86,914.00  
(General Contract Direct Cost plus OH&P)

Subcontractor Cost Breakdowns  
(See attached.)

Subcontractor Name	Breakdown No.	A		B		C	
		Total Direct Cost	OH&P (Max 25%)	Total Direct Cost	OH&P (Max 25%)	Total A+(A X B)	Total A+(A X B)
			0 %		0 %	\$0.00	\$0.00
			0 %		0 %	\$0.00	\$0.00
			%		%	\$0.00	\$0.00
			%		%	\$0.00	\$0.00
			%		%	\$0.00	\$0.00
			%		%	\$0.00	\$0.00
			%		%	\$0.00	\$0.00

Subcontractor Direct Costs Total \$ -

Subcontractor Direct Costs + Subcontractor OH&P \$0.00  
(Sum column A)

General Contractor OH&P on Subcontractor Direct Cost at % \$0.00  
(Sum column A times General Contractor OH&P rate.)

Total Subcontractor Costs \$0.00  
(Subcontractor Direct Costs + OH&P + General Contractor OH&P)

Change Order Subtotal \$86,914.00  
(Sum of Total General Contractor Costs and Total Subcontractor Costs)

Performance and Payment Bond at 1.0 % \$869.00  
(Change Order Subtotal times Performance and Payment Bond rate)

Amount will be  increased  decreased  unchanged by \$87,783.00  
(Sum of Change Order Subtotal and Performance and Payment Bond)

Days will be  increased  decreased  unchanged by 10  
(Attach supporting data such as meteorological reports)

**Construction Contract  
BREAKDOWN**

CITY OF MONROE

Breakdown No. 1

Item No. 1

RFI No. (or COR, CPR, € COR)

Date: 11/2/2023

Project No.: 23SEW003

Project Name: WPCC IMPROVEMENTS FLOW EQ BASIN DREDGING

Contractor/Subcontractor Name: The Lemoine Company, LLC

Direct Cost of Work : REMOVAL EXISTING PILES FROM SLUDGE POND

Check here if explained on the Comment Sheet

<b>A. Labor</b>	<input type="checkbox"/>	Hourly Wage Rate	Hours	Total Cost
1 FOREMAN	<input checked="" type="checkbox"/>	45.00	70	\$3,150.00
2 OPERATOR	<input type="checkbox"/>	30.00	70	\$2,100.00
3 LABORER	<input type="checkbox"/>	25.00	70	\$1,750.00
4 LABORER	<input type="checkbox"/>	25.00	70	\$1,750.00
5 LABORER	<input type="checkbox"/>	25.00	70	\$1,750.00
6 LABORER	<input type="checkbox"/>	25.00	70	\$1,750.00
7 FOREMAN (OT RATE)	<input type="checkbox"/>	67.50	30	\$2,025.00
8 OPERATOR (OT RATE)	<input type="checkbox"/>	45.00	30	\$1,350.00
9 LABORER (OT RATE)	<input type="checkbox"/>	37.50	30	\$1,125.00
10 LABORER (OT RATE)	<input type="checkbox"/>	37.50	30	\$1,125.00
11 LABORER (OT RATE)	<input type="checkbox"/>	37.50	30	\$1,125.00
12 LABORER (OT RATE)	<input type="checkbox"/>	37.50	30	\$1,125.00
Add Labor Burden @ <u>35 %</u>				\$7,043.75
<b>LABOR TOTAL</b>				<b>\$27,168.75</b>

**B. Material**

	<input type="checkbox"/>	#	Unit Price	Unit	Units	Total Cost
1 RIGGING	<input checked="" type="checkbox"/>		1,000.00	LS	1	\$1,000.00
2 DIESEL FUEL	<input checked="" type="checkbox"/>		4.28	GL	960	\$4,109.00
3 CONSUMABLES	<input type="checkbox"/>		1,000.00	LS	1	\$1,000.00
4	<input type="checkbox"/>		-		-	\$0.00
5	<input type="checkbox"/>		Add Tax @		0 %	\$0.00
<small>(Copies of invoices may be required.)</small>						\$0.00
<b>MATERIAL TOTAL</b>						<b>\$6,109.00</b>

**C. Equipment**

	<input type="checkbox"/>	Unit Rate	Unit	Units	Total Cost
1 MARSH BUGGIE	<input checked="" type="checkbox"/>	9,350.00	EA	2	\$18,700.00
2 DAILY RENTAL RATE	<input type="checkbox"/>	1,850.00	DAY	10	\$18,500.00
3 TELEHANDLER 8K	<input type="checkbox"/>	1,050.00	WK	2	\$2,100.00
4 TELEHANDLER 8K DRAYAGE	<input type="checkbox"/>	250.00	EA	2	\$500.00
5 HAUL OFF	<input type="checkbox"/>	2,500.00	LS	1	\$2,500.00
6	<input type="checkbox"/>	-		-	\$0.00
7	<input type="checkbox"/>	Add Tax @		0 %	\$0.00
<small>(Copies of invoices may be required.)</small>					\$0.00
<b>EQUIPMENT TOTAL</b>					<b>\$42,300.00</b>

**TOTAL DIRECT COST FOR THIS BREAKDOWN:**

1

(Sum A, B & C)

**\$75,577.75**

STATE OF LOUISIANA  
CITY OF MONROE

ORDINANCE

NO. \_\_\_\_\_

The following Ordinance was offered by Mr./Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr./Ms. \_\_\_\_\_:

**AN ORDINANCE AUTHORIZING THE CITY OF MONROE TO TAKE CORPOREAL POSSESSION OF THE PROPERTY DESCRIBED BELOW AND SELL TO ROBERT K. JONES ALL RIGHTS, TITLE, AND INTEREST THAT THE CITY MAY HAVE ACQUIRED TO THE LOT 8, BLOCK 17, UNIT 4, BOOKER T. WASHINGTON ADDITION, OUACHITA PARISH, 3602 PIPPIN ST., DISTRICT 3, MONROE, LA, BY ADJUDICATION AT TAX SALE DATED JULY 1, 2010, AND FURTHER WITH RESPECT THERETO.**

---

WHEREAS the property described as follows, to-wit:

**Lot 8, Block 17, Unit 4, Booker T. Washington Addition  
3602 Pippin St.  
District 3  
Ouachita Parish, Monroe, Louisiana  
Parcel #46093**

was adjudicated to the City of Monroe, Louisiana for non-payment of 2009 Ad Valorem Taxes by Adjudication Deed dated and filed July 1, 2010, in Conveyance Book 2218 at page 104 of the Records of Ouachita Parish, Louisiana and adjudicated to the City of Monroe, Louisiana. The 2009 Ad Valorem Taxes forming the basis for the described adjudication were validly assessed by the City of Monroe against James Edward Donahue;

WHEREAS, the City of Monroe has made efforts to contact James Edward Donahue by registered mail and notification published in the News Star with no response;

WHEREAS, Robert K. Jones wishes to purchase said property from the City of Monroe;

WHEREAS, pursuant to the provisions of La. R.S. 47:2238.1 *et seq.*, property adjudicated to the City of Monroe for more than five (5) years may be sold to a specific named individual who has paid all taxes and other costs associated with the transfer of the property by the City of Monroe to the named individual;

WHEREAS, Robert K. Jones has paid One Thousand Nine Hundred Fourteen and 64/100 (\$1,914.64) Dollars which includes One Thousand Two Hundred Fifty-Two and 64/100 (\$1,252.64) Dollars in City and Parish taxes, the remainder being legal fees for the City of Monroe and the Parish of Ouachita, advertising costs, mailing cost, and filing and recordation of all documents necessary to accomplish the acquisition of the property and then transfer from the City to the new owner.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Monroe, Louisiana, in legal session convened, that the hereinafter described property is no longer needed for public purposes; the City of Monroe has made efforts to contact James Edward Donahue with no response; the City of Monroe desires to sell to Robert K. Jones the property described as follows:

**Lot 8, Block 17, Unit 4, Booker T. Washington Addition  
3602 Pippin St.  
District 3  
Ouachita Parish, Monroe, Louisiana  
Parcel #46093**

**BE IT FURTHER ORDAINED** that a designated City representative is authorized to execute all documents necessary to effectuate said sale.

**This Ordinance** was introduced on the \_\_\_\_ day of December 2023.

**Notice published** on the \_\_\_\_ day of \_\_\_\_\_, 2023.

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

**AYES:**

**NAYS:**

**ABSENT:**

And the Ordinance was declared **ADOPTED** on the \_\_\_\_ day of January 2024.

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CITY CLERK**

\_\_\_\_\_  
**MAYOR'S APPROVAL**

\_\_\_\_\_  
**MAYOR'S VETO**

**COOPERATIVE ENDEAVOR AGREEMENT**  
**BETWEEN**  
**THE CITY OF MONROE**  
**AND**  
**RED WHITE AND BLUE AIRSHOW INC.**

This Cooperative Endeavor Agreement (the "Agreement") is made, entered into and effective as of the \_\_\_\_\_ day of December 2023, by and between the City of Monroe (the "City"), a municipality existing under the laws of the State of Louisiana, and the Red White and Blue Airshow Inc. (the "Airshow"), a Louisiana non-profit corporation organized in accordance with the provisions of IRC 501(c)(3).

**WITNESETH**

**WHEREAS**, the City desires to develop and promote events which increase tourism, induce economic growth, entice future business recruitments to consider locating in the City of Monroe, and benefit the cultural development of the City;

**WHEREAS**, the City of Monroe also desires to support events that promote and support veterans;

**WHEREAS**, the 2023 Red, White, and Blue Airshow brought in thousands of visitors to Monroe from all over the country, spurred economic activity within the City, and served a beneficial public purpose by promoting and showcasing the City of Monroe and its regional airport; and

**WHEREAS**, the City of Monroe desires to participate in the 2024 presentation of the Red, White, and Blue Airshow: Saluting America's Heroes at the Monroe Regional Airport that will bring thousands of visitors to the City of Monroe who will use restaurants, hotels and other businesses in the City of Monroe and to take advantage of the communication opportunities within Louisiana, Arkansas, and Mississippi.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and agreements herein contained, the City and Airshow do hereby covenant and agree as follows:

**I. Airshow Obligations:**

Airshow shall:

1. Hold the Red White & Blue Airshow Saluting America's Heroes at the Monroe Regional Airport on May 3, 4, and 5, 2024;
2. List the City of Monroe as an airshow sponsor on all airshow posters, newspaper ads, airshow banner, radio commercials, social media, airshow website, and any other forms of promotion that Airshow, or its affiliates, does, which includes advertising within a 150-mile radius in MS, AR, & LA.;
3. Announce the City of Monroe as a sponsor frequently throughout the airshow;
4. Prepare a document relating to the number of attendees and, if known, the following: hotel usage, restaurant usage, shopping and other recreational activities and the approximate amount spent on each activity; and
5. Present an accounting in writing to the City of Monroe within 90 days after the event to show the results of the accounting information.

**II. City Obligations**

City shall provide \$35,000.00 for the operation/presentation of the Red White & Blue Airshow Saluting America's Heroes at the Monroe Regional Airport on May 3, 4, and 5, 2024.

**III. Cancellation of Agreement**

In the event Airshow fails to undertake its commitments under this Agreement, this Agreement shall be cancelled and all funds paid to the organization under this Agreement shall be fully reimbursed to the City of Monroe.

**IV. Auditors Clause.**

The parties understand and agree that the Legislative Auditor of the State of Louisiana and auditors for the City of Monroe shall have the option of auditing all accounts of the parties which relate to this contract.

**Witnesses:**

**City of Monroe**

\_\_\_\_\_  
Stacey Rowell, Director of Administration

**Witnesses:**

**Red White and Blue Airshow Inc.**

\_\_\_\_\_  
Hollie Boudreaux, Director



**RESOLUTION**

**STATE OF LOUISIANA**

**NO.** \_\_\_\_\_

**CITY OF MONROE**

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION APPROVING AND AUTHORIZING A COOPERATIVE ENDEAVOR AGREEMENT WITH RED WHITE AND BLUE AIRSHOW INC. AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that, “For a public purpose, the state and its political subdivisions or political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;”

**WHEREAS**, the City desires to develop and promote events which increase tourism, induce economic growth, entice future business recruitments to consider locating in the City of Monroe, and benefit the cultural development of the City;

**WHEREAS**, the City of Monroe also desires to support events that promote and support veterans;

**WHEREAS**, the 2023 Red, White, and Blue Airshow brought in thousands of visitors to Monroe from all over the country, spurred economic activity within the City, and served a beneficial public purpose by promoting and showcasing the City of Monroe and its regional airport; and

**WHEREAS**, the City desires to enter into a Cooperative Endeavor Agreement with Red White and Blue Airshow Inc. to participate in and present the 2024 Red, White, and Blue Airshow and to facilitate further development, economic activity, and education within the City; and

**WHEREAS**, a copy of the Cooperative Endeavor Agreement between the City of Monroe and Red White and Blue Airshow Inc. is attached hereto and made part hereof.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Monroe, Louisiana, in legal session convened, that Stacey Rowell, Director of Administration, is hereby authorized to enter into and execute the attached Cooperative Endeavor Agreement with the Red White and Blue Airshow Inc.

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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CITY CLERK**

STATE OF LOUISIANA

RESOLUTION

NO. \_\_\_\_\_

CITY OF MONROE

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION ENDORSING LAYTON PROPERTIES, LLC'S APPLICATION FOR PARTICIPATION IN THE BENEFITS OF THE LOUISIANA RESTORATION TAX ABATEMENT PROGRAM FOR PROJECT #20230350-RTA AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, City of Monroe, through the Monroe City Council, supports and encourages the restoration, development, improvement or expansion of existing structures in downtown, historic, and economic development districts and the continued vital use of such structures;

**WHEREAS**, Article VII, Section 21(H) of the Louisiana Constitution provides for the Restoration Tax Abatement Program ("RTAP") to encourage commercial property owners and homeowners to restore, develop, improve, or expand existing structures in downtown development districts, historic districts, and economic development districts, and authorizes the State Board of Commerce and Industry, with the prior approval of the Governor and the local governing authority, to enter into contracts granting certain property owners the right to pay ad valorem taxes based upon the assessed valuation of the property prior to the commencement of the expansion, restoration, improvement or development, for a period of five years, which may, in certain circumstances, be extended for an additional five years;

**WHEREAS**, La. RS. 47:4311, *et seq.* and Louisiana Administrative Code, Title 13, Chapter 9, provide the procedures and conditions for the implementation of the RTAP in accordance with Article VII, Section 21(H);

**WHEREAS**, Layton Properties, LLC has filed an RTAP application for Project No. 20230350-RTA seeking a five (5) year tax abatement period;

**WHEREAS**, Layton Properties, LLC's RTAP application proposes the restoration and rehabilitation of portions of Layton Castle, including several of its existing apartments, and indicates excepted expenditures in costs and payroll to exceed \$1,000,000.00 in value;

**WHEREAS**, City of Monroe endorses and approves Layton Properties, LLC's application for Project No. 20230350-RTA under the RTAP; and

**WHEREAS**, the City of Monroe certifies that the project is located in the City of Monroe's Henry Bry Historic District, is an owner-occupied residence, and operated approved residential (Dwelling, Multi-Family) and commercial uses (Retail) within a high-density residential district;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Monroe, in legal and regular session convened, that **LAYTON PROPERTIES, LLC's** application to participate in the Louisiana Restoration Tax Abatement Program for Project No. 20230350-RTA is hereby endorsed; and

**BE IT FURTHER RESOLVED** that all resolutions or parts thereof in conflict herewith are hereby repealed;

**BE IT FURTHER RESOLVED** that if any provision or item of this resolution of the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this resolution which can be given effect without the invalid provisions, items or applications and to this end the provisions of this resolution are hereby declared severable.

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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CITY CLERK**

# Restoration Tax Abatement Program Application - (Const 7 21)

Project ID: 20230350-RTA  
Date Received: 9/29/2023

## PROJECT INFORMATION

Company: Layton Properties, LLC  
Project Name: Restoration Tax Abatement for Layton Castle  
Project Location: 1133 South Grand Street, Monroe, LA, 71202  
Parish: Ouachita  
City Limits:

## PROPERTY USAGE

**Residential:**  
 Yes  No

**Owner-Occupied:**  
 Yes  No

**Rented or Leased:**  
 Yes  No

**Year Structure Built:** 1860

**District Type Project is Located?** Historic

Layton Castle is contained in the Henry Bry Historic District. Henry Bry founded Mulberry Grove in about 1814 which later evolved into Layton Castle. It was put on the National Register in 1974.

**Name of Historic District (if applicable)** Henry Bry Historic District

**Gross Square Footage Before Project:** 20000.00

**Gross Square Footage After Project:** 20000.00

Current or Prior Use: Layton Castle is a historic home and apartment complex, containing 10 apartments, a separate carriage house, and a winehouse/pigeonniere structure, resting on 5 acres just south of downtown Monroe. It has been an apartment building since at least 1914 - see attached ad in the newspaper. It also houses the family in one of the apartments. Public house tours are held monthly. It also hosts local events, such as the NELA Genealogical and Historical Society, other historical and cultural events, weddings, etc.

Same as above: apartments, tours, events.

**Proposed Use:**

**Legal Description of Property:** LOT IN LAYTONS HOME PLACE A DONRTG ONE SIDE SO GRAND ST. BETWEEN SO LINE TEXAS & NOLINE MORRIS DR., DEPTH 418.98 FT ON SO SIDE TEXAS AVE & 400 FT ON NO LINE MORRIS DR.-1133 SOUTH GRAND ST

**Is your building listed or pending being listed on the National Register of Historical Places?**  Yes  No **If yes, year listed:** 1978

**Will it be eligible for Federal Historic Preservation Tax Incentives?**  Yes  No

## PROPERTY TAX

**Assessed value of the existing structure only (shown as improvement or building on your tax bill) for this project. Do not include assessed land value.** \$116,203.00

**See most recent property tax bill for this value or contact the assessor.**

**Amount of taxes paid on the existing structure only for the year before the beginning of the project. This amount is a percentage of total taxes paid on land and improvements. Obtain from the tax collector.** \$1,229.00

**Have Ad Valorem taxes been paid on this property on the basis of an assessed valuation which reflects the improvements made by the project?**  Yes  No

**Millage Rate for this property. Use the millage rate obtained from the parish assessor to calculate the fee. This is usually a whole number (i.e., 115.47 or 92.665. A millage rate is expressed in 1/1000ths of a dollar (known as one mill). Convert the whole number millage rate by dividing by 1000 to a decimal number (i.e., the whole numbers converted to 1/1000ths would be .1154 or .0927 when rounded to four digits.** 0.1058

**Note:** Proof of the millage rate can be obtained from the parish assessor and MUST be uploaded in the Attachments section of this application.

## PROJECT DETAILS

**Project Type:** Restoration

**Project Beginning Date:** 9/21/2023

**Project Ending Date:** 12/15/2023

**Project Description:** Rehabilitation of bottom floor apartments - to include updated bathrooms and kitchens, restored flooring, updated plumbing, hvac, electrical. Also restoration of all windows and doors on all floors.

**ESTIMATED INVESTMENTS**

Building & Materials: \$325,262.00  
Machinery & Equipment: \$50,000.00  
Labor & Engineering: \$625,303.00  
Total Investment: \$1,000,565.00

**ESTIMATED JOBS**

Existing: 5  
Construction: 20  
New: 2  
Total Estimated Jobs: 27

**ESTIMATED PAYROLL**

Existing: \$80,000.00  
Construction: \$600,000.00  
New: \$60,000.00  
Total Estimated Payroll: \$740,000.00

**GAMING**

Has the applicant or any affiliates received, applied for, or considered applying for a license to conduct gaming activities?  Yes  No  
If yes, please give a detailed explanation including the name of the entity receiving or applying for the license, the relationship to the business if an affiliate, the location and the type of gaming activities:

**ESTIMATED BENEFIT**

Investment Amount: \$1,000,565.00  
x Assessment %: 0.15  
x Millage Rate: 0.1058  
x Years Exempted: 5.00  
= Estimated Five Years Tax Exemption \$79,394.83

**FEE CALCULATION**

Estimated Five Years Tax Exemption : \$79,394.83  
 x Rate 0.005  
 = Assessed Fee ( \$500.00 Minimum—\$15,000.00 Maximum) \$500.00  
 Amount Paid: \$500.00  
 Amount Due: \$0.00

**ATTACHMENTS**

Document Type	Document Name	Date
Building Permits	AR-23-000944-011920230434 copy.pdf	9/21/2023
Proof of Ownership	230608 Donation MWJ to Pam Layton Properties.pdf	9/21/2023
Building Permits	AR-23-000944-022220230959 copy.pdf	9/21/2023
Current Assessed Value and Taxes Paid	LC 2022 Ouach Par Assessor.pdf	9/21/2023
Rendring of Structure After	LaytonCastleFullSet_8-3-23 reduced copy.pdf	9/21/2023
Tax Invoice	2022 Layton Castle Property Taxes.pdf	9/22/2023
Certified Historic Structure	historic-district-map.pdf	9/25/2023
Certified Historic Structure	1978 LC on National Register of Hist Places.pdf	9/25/2023
Plot Map	Plot Photo.jpg	9/25/2023
Plot Map	LC Site Plan copy.pdf	9/25/2023
Owner Occupied - 24 Month Completion Period Certification	230926 RTA 24-month.pdf	9/27/2023
Resolution of Property Owners / Resolution of Board of Directors	230926 RTA Letter signed.pdf	9/27/2023
Owner Occupied - Minimum Rehabilitation Certification Statement	230926 RTA Min Rehab.pdf	9/27/2023
Owners	230926 RTA Letter signed.pdf	9/27/2023
Legal Property Description	230608 Donation MWJ to Pam Layton Properties.pdf	9/27/2023
Photos of Structure Before	DR1 West-drone copy.jpg	9/27/2023
LGA Certification	230929 Historic Cert.pdf	9/29/2023
Proof of Millage Rate	2022 Layton Castle Property Taxes.pdf	9/29/2023

**PAYMENTS**

Fee Type	Amount Paid	Date Received	Confirmation #	Transaction Type
APPLICATION	\$500.00	9/29/2023	0NNK24XGQ	visa_debit

**PROJECT CONTACTS**

Contact First Name	Contact Last Name	Email Address	Company Name	Mailing Address	Phone Number	Contact Type
Pamela	Dupuy	laytoncastle@gmail.com	Layton Properties	1133 South Grand Street, Monroe, LA, 71202	(435) 691-3271	Business Signatory

**CONTRACT SIGNATORY**

The contract signatory will be used when signing contracts. The contracts will be signed online and will take place after the board approves a form.

Title: Owner/Manager

First Name: Pam

Last Name: Dupuy

Email Address: wildstill@gmail.com

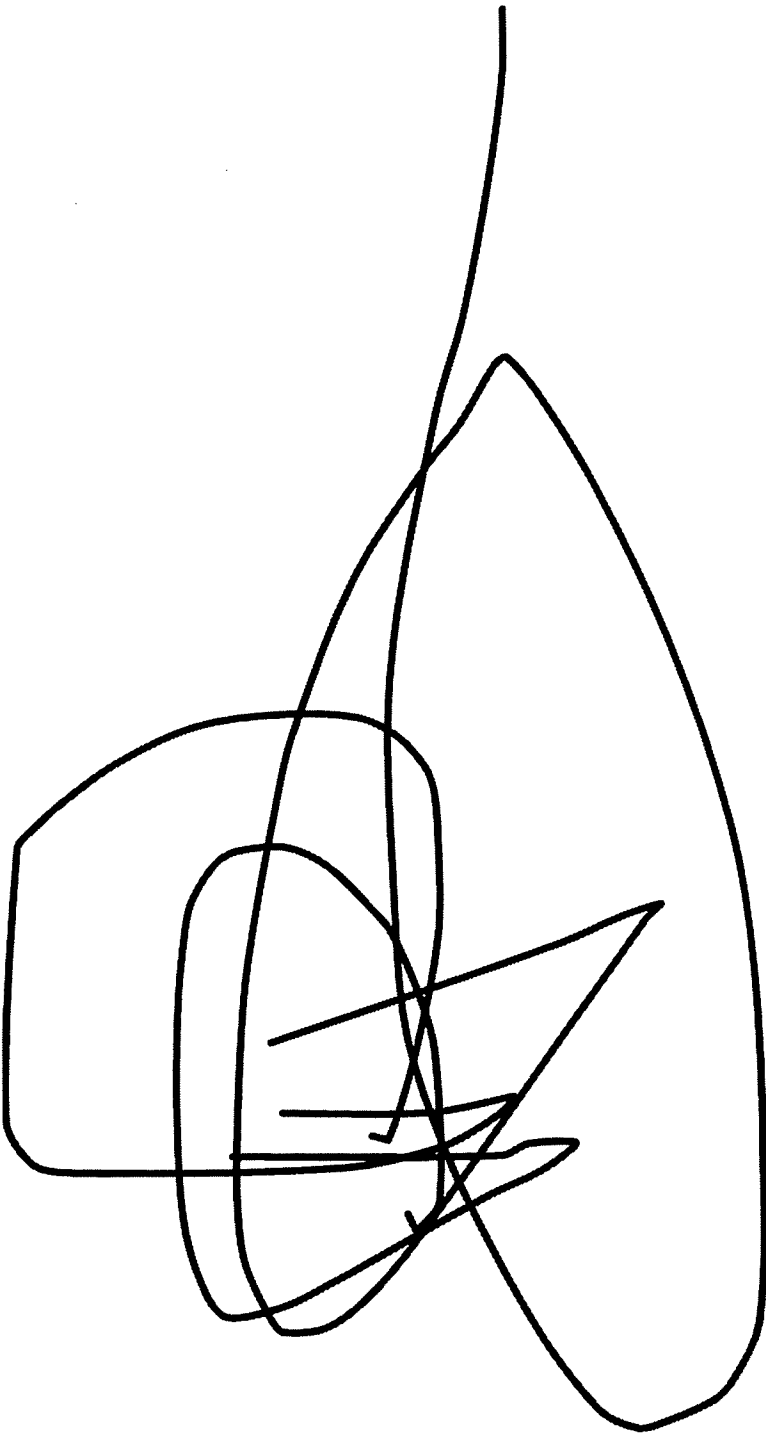
**CERTIFICATION STATEMENT**

I hereby certify that this project meets all Constitutional, statutory and regulatory provisions applicable to this program. I hereby certify that the information provided in this document and additional materials is true and correct and that I am aware that my submission of any false information or omission of any pertinent information resulting in the false representation of a material fact may subject me to civil and/or criminal penalties for filing false public records (R.S. 14:133) and/or forfeiture of any tax benefits approved under this program. I understand that the application and information submitted shall not be returnable to the applicant.

**FORM SIGNATURE**

I, Pamela Parsons Dupuy

, approve the above information.





Sept 26, 2023

My name is Pam Parsons Dupuy, MA, steward and owner of Layton Castle (1814-1860-1910), an historic 20,000 sq. ft. red brick building in Monroe, LA.

Layton Castle is held within the legal entity Layton Properties, LLC to which I am the sole owner – and so have full authority to make this application.

Layton Castle has 10 apartments contained within its structure and my husband and I inhabit one of the apartments. I hope you will support our application for property tax abatement as we work to update the old systems this historic building needs.

Sincerely,

Pam Parsons Dupuy

laytoncastle.com • 1133 S Grand St. Monroe, LA 71202 • laytoncastle@gmail.com • 318-322-4869



**ACT OF DONATION**

BE IT KNOWN, that on this 8<sup>th</sup> day of June, 2023, before the undersigned Notary Public, duly commissioned and qualified in and for the Parish listed below, State of Louisiana, and in the presence of the witnesses hereinafter named and undersigned,

**PERSONALLY CAME AND APPEARED:**

**MERRILL PARSONS LEONARD**, a person of the full age of majority, resident of and domiciled in Washington, whose permanent mailing address is P.O. Box 1303, Eastsound, Washington, 98245, appearing herein through her duly appointed agent and mandatary, Pamela Parsons Dupuy, copy of power of attorney attached;

**WARD L. PARSONS**, a person of the full age of majority and a resident of United States, with a current address of Berget 3, Hammaro 66342, Sweden, herein through his duly appointed agent and mandatary, Pamela Parsons Dupuy, copy of power of attorney attached; AND

**JOSEPH H. PARSONS, III**, a person of the full age of majority and a resident of United States, currently located in Germany, whose permanent mailing address is BAUHOFSTR 4, Parchim, 19370 Germany appearing herein through his duly appointed agent and mandatary, Pamela Parsons Dupuy, copy of power of attorney attached.

(hereinafter referred to collectively as the "Donors"),

Who declared that, in consideration of the natural love and affection which Donors have and bear for their sister, make this donation to:

**PAMELA PARSONS DUPUY**, a person of the full age of majority, resident of and domiciled in Louisiana, whose permanent mailing addresses is 1133 S. Grand St. - Apt 7, Monroe LA 71202

(hereinafter referred to as "Donee").

Donors do by this formal Act of Donation irrevocably give, donate and deliver unto Donee named above, their respective 25% membership interest each in Layton Properties, LLC ("LP"). It is the intent of the Donors that they donate 100% of their ownership interest in the LP to the Donee, and that Donee will be the 100% owner of LP after the donation.

Donors declare, represent and warrant that there are no liens, judgments, mortgages, encumbrances or security interests, general or particular, of record or otherwise against Donors, which may affect or burden the Donated Interest, and constitutes the separate property of Donors.

**TO HAVE AND TO HOLD** the above described property unto said Donee, her heirs and assigns forever.

**AND NOW SAID DONEE, PAMELA PARSONS DUPUY**, personally came and appeared to accept the donation made to her, as aforesaid, for Donee and for Donee's heirs, successors and assigns, and Donee hereby acknowledges due delivery and possession of the above described incorporeal movable property so donated with gratitude.


This Act of Donation may be executed in any number of multiple originals or counterparts, each of which shall be binding upon and inure to the benefit of the party and her respective heirs, successors and assigns, jointly, severally and in solido. Parties agree that the effective date of this act is January 1, 2023.


THUS DONE AND SIGNED on the 8<sup>th</sup> day of June 2023, in the presence of the undersigned competent witnesses, who hereunto sign their names with the said appearer and me, Notary Public, in the Parish of Ouachita, State of Louisiana.


WITNESSES:

  
Print Name: Courtney Bennett

DONORS:

MERRILL PARSONS LEONARD  
  
BY: PAMELA PARSONS DUPUY,  
mandatory and agent for MERRILL  
PARSONS LEONARD

WARD L. PARSONS  
  
BY: PAMELA PARSONS DUPUY,  
mandatory and agent for WARD L.  
PARSONS

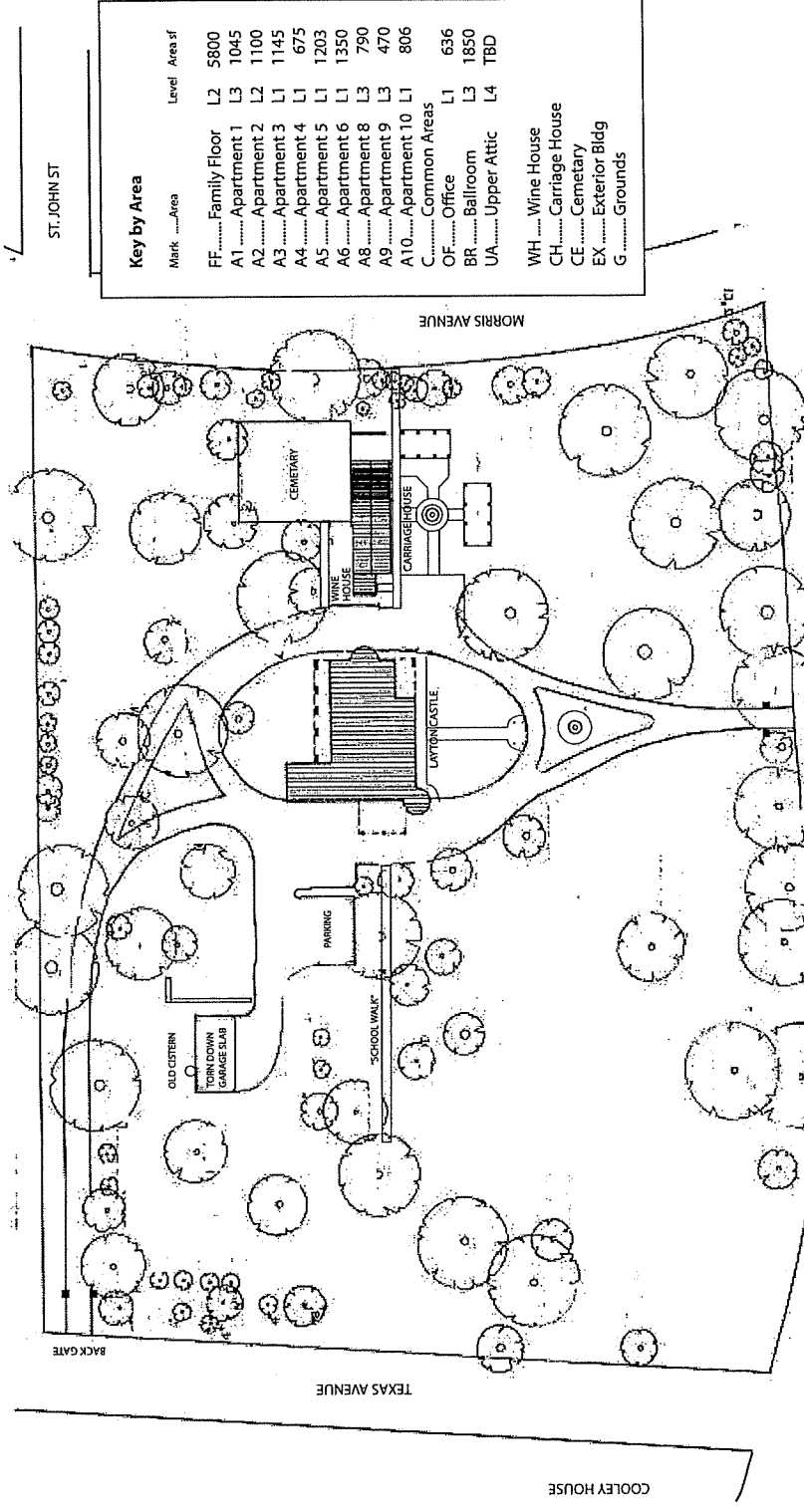
JOSEPH H. PARSONS, III  
  
BY: PAMELA PARSONS DUPUY,  
mandatory and agent for JOSEPH H.  
PARSONS, III

  
Print Name: Mark John Brown

DONEE:  
  
PAMELA PARSONS DUPUY

  
NOTARY PUBLIC





ST. JOHN ST

**Key by Area**

Mark	Area	Level	Area sf
FF	Family Floor	L2	5800
A1	Apartment 1	L3	1045
A2	Apartment 2	L2	1100
A3	Apartment 3	L1	1145
A4	Apartment 4	L1	675
A5	Apartment 5	L1	1203
A6	Apartment 6	L1	1350
A8	Apartment 8	L3	790
A9	Apartment 9	L3	470
A10	Apartment 10	L1	806
C	Common Areas		
OF	Office	L1	636
BR	Ballroom	L3	1850
UA	Upper Attic	L4	TBD
WH	Wine House		
CH	Carriage House		
CE	Cemetery		
EX	Exterior Bldg		
G	Grounds		

COOLEY HOUSE

**SITE PLAN**

Not to Scale  
2020 WL  
Layton Castle, Monroe, La.



LEVEL WALL

FRONT GATE

SOUTH GRAND STREET







**Office of State Fire Marshal**  
 8181 Independence Blvd. Baton Rouge, LA 70806  
 (225) 925-4911 (800) 256-5452 Fax (225) 925-4241



John Bel Edwards  
 GOVERNOR

Daniel H. Wallis  
 FIRE MARSHAL

**C. EUGENE BROWN C. EUGENE BROWN, ARCHITECT**  
**400 TRENTON ST, STE C**  
**WEST MONROE LA 71291**

Project Number: **AR-23-000944**  
 Review Type: **Architectural Review**  
 Status: **ADDITIONAL INFORMATION REQUESTED**

Date Completed:

DEFICIENCIES CITED ON THE PROJECT

Code Edition: **2021**

**RECORD NOT OFFICIAL UNTIL RELEASED/PROJECT NOT ACCEPTABLE FOR PERMITTING**

In accordance with L.R.S. 40:1574 et seq., satisfactory compliance with the requirements of the laws, rules, regulations and codes of the state that are entrusted to the State Fire Marshal to uphold must be achieved before any work is performed. As such, a permit shall not be issued or construction or installation of the scope of work identified herein shall not commence until the Status of this review is "Released" and the requirements of other state and local entities have been satisfied.

<b>Project Description:</b> COSMETIC UPGRADES TO EXISTING APARTMENTS ON FIRST FLOOR. ALSO REMOVING EXISTING WINDOW UNITS AND INSTALLING ELECTRIC CENTRAL HEATING AND AIR SYSTEMS AND CHANGING OUT KITCHEN CABINETS AND APPLIANCES. ADDITION AND REMOVAL OF WALLS AND DOORS.	
<b>Project Name:</b> LAYTON CASTLE REHABILITATION	<b>Address:</b> 1133 SOUTH GRAND, MONROE, LA 71202
<b>Funding Type:</b> Private Project	<b>Within City Limits?</b> YES
<b>Occupancy Separation Type:</b>	<b>Number of Stories:</b> 3
<b>Total Occupancy Square Feet:</b> 6164	<b>High Rise Building:</b> No
<b>Additional Features (if applicable):</b>	<b>Project on which Floor(s):</b> 1
<b>Construction Type:</b> III-B / III(200)	
<b>Occupancy Type(s) and Square Feet</b>	
<b>Occupancy Type:</b> Residential	<b>Square Feet:</b> 6164
<b>Details:</b> RESIDENTIAL BUILDING: GROUP R-2 (APARTMENTS- PRIMARILY PERMANENT); NUMBER OF OCCUPANTS: 5	

<b>Renovation</b>	
Renovation or Addition:	Alteration Level 2 (less than or equal to 50% of the building's physical value)
Date of Original Building Construction:	3/15/1812
Date of Latest Major Renovation to this Building:	6/20/1930
Existing Square Feet:	Additional Square Feet: Renovated Square Feet:
16746	6164
Previous Occupancies:	
Generator Installation:	

Facility Licensed By DHH Health Standards Section: No

**Louisiana State Uniform Construction Code Review**

Review for the LSUCCC performed by: 3rd Party Provider's Registration Number:

Office of the State Fire Marshal

<b>Design Loads:</b>	
First Floor Live Loads:	N/A Floor Live Loads above the 1st floor: N/A
Corridor Live Loads:	N/A
Roof Live Loads:	N/A Roof (Ground) Snow Loads: N/A
<b>Wind Design Data:</b>	
Ultimate Design Wind Speed:	N/A Nominal Design Wind Speed: N/A
Risk Category:	N/A Wind Exposure Category: N/A
Applicable Internal Pressure Coefficient:	N/A Comp. & Cladding Wind Pressure: N/A
<b>Flood Design Data</b>	
Finish Floor Elevation:	N/A Elevation of Lowest Member: N/A
Flood Zone:	N/A Base Flood Elevation: N/A
Design Flood Elevation:	N/A Adjusted Base Flood Elevation: N/A


<b>Individuals Involved in this Project</b>	
Name:	Role: Address:
C. EUGENE BROWN	Professional of Record (A-1699) 400 TRENTON ST, STE C, WEST MONROE, LA 71291
PAM DUPUY	Owner 1133 SOUTH GRAND, MONROE, LA 71202
STEVEN R HALL	Contractor 400 TRENTON ST., SUITE C, WEST MONROE, LA 71291

**Deficiencies**

- 1 THIS PROJECT APPEARS TO BE ALTERATION LEVEL 2 (<50% OF THE SQUARE FOOTAGE OF THE BUILDING) RATHER THAN ALTERATION LEVEL 1 AS INDICATED BY THE APPLICANT. LEVEL 2 ALTERATIONS INCLUDE THE RECONFIGURATION OF SPACE, THE ADDITION OR ELIMINATION OF ANY DOOR OR WINDOW, THE RECONFIGURATION OR EXTENSION OF ANY SYSTEM, OR THE INSTALLATION OF ANY ADDITIONAL EQUIPMENT.
- 2 RS 40:1574 and/or RS 40:1730.39.A Additional drawings and/or specifications are required:
  - Schedules for doors, door hardware, windows and room finishes.
  - Mechanical drawings of heating, ventilating, air conditioning, plumbing (gas and sprinklers). May be shown on floor plan if scale permits.
  - Electrical drawings showing fire alarm, exit signage, lighting, and emergency lighting where required. May be shown on floor plan if scale permits.
- 3 NOTICE: Review for compliance with the requirements of the Louisiana State Uniform Construction Code has been requested to be performed on behalf of the jurisdiction in which this proposed project is to be located.  
  
 In accordance with the fee schedule for Plan Review, a balance of \$465.00 is due for submittal of this project based on the criteria established under LRS 40:1574 and LRS 40:1730.39.A. Therefore, if the amount identified above is not received within 21 days of the date of this letter, then this project will be returned without the benefit of a review. IF THE APPLICANT CHOOSES, A THIRD PARTY REVIEW MAY BE PROVIDED BY A Louisiana State Construction Code Council registered third-party provider. Forfeiture of any payment made thus far may apply due to the time and costs incurred in processing the submittal of this project.  
  
 IF A 3RD PARTY REVIEW IS BEING PERFORMED, PROVIDE DOCUMENTATION TO OUR OFFICE (AN E-MAIL IS ACCEPTABLE).
- 4 Plans should indicate as a minimum:
  - Fixture types and locations;
  - Vent sizes and locations;
  - Plumbing riser and dimensioned Plumbing Layout Diagram(s);
- 5 Plans should indicate as a minimum:
  - Receptacle and Lighting locations with circuits identified and symbol legends;
  - GFCI locations; AFCI locations;

Additional information is required to perform a proper review. The review will continue upon receipt of the information requested herein. If this requested information is not received by this office within 21 days of the date of this notice, the status will be identified as "Resubmittal Required" whereby a resubmittal of this project along with the applicable review fee will be required. In accordance with L.R.S. 40:1574 et seq., CONSTRUCTION IS NOT AUTHORIZED until a satisfactory review has been performed by this office. As such, permits shall not be issued until the Status of this review is identified as "Released".

**Review Completed By**

Signature: 

Name: Eric Riley Badge No.: 604

Distribution List		
Name	Firm Name	Role
OUACHITA PARISH HWY. DEPT.		
CHIEF TERRANCE TAYLOR*		Fire Prevention Bureau
PATRICK HEMPHILL*		
CHIEF TERRY WILLIAMS*		Fire Prevention Bureau
CITY OF MONROE*		

**Cautionary Codes**

The items listed below are comments for informational purposes or identified requirements that will be verified upon final inspection by this office. These requirements need not be addressed back to the reviewer, however should be addressed prior to construction and inspection scheduling. Failure to comply with or otherwise address these items may affect final occupancy and use of the structure.

- 1 Scope of work: This review is for THE ALTERATION LEVEL 2 RENOVATION OF PORTIONS OF FIRST FLOOR APARTMENTS IN A THREE STORY EXISTING APARTMENT BUILDING.  
  
\*OCCUPANT LOAD IS EXISTING TO REMAIN THE SAME  
  
This review applies to new work indicated in the drawings and does not apply to existing non-conforming conditions.  
  
Modifications to the existing sprinkler system shall be in accordance with NFPA 13, 13R or 13D as applicable.  
  
- LRS 40:1574 Submit automatic sprinkler system shop drawings ON-LINE at <https://asfm.louisiana.gov/>. Such work shall not commence until shop drawings have been found to be in compliance with applicable codes by this office. LINK the associated [ARÆ](#) (architectural project) submittal, or reference it in the PROJECT NAME.  
  
Note: See Interpretive Memorandum 2013-03 for submittal requirements.  
  
Modifications to the existing fire alarm system shall be in accordance with NFPA 101, NFPA 72, ADA-ABA, IBC, and LRS 40:1664.  
  
- LRS 40:1574 Submit fire alarm system shop drawings ON-LINE at <https://asfm.louisiana.gov/>. Such work shall not commence until shop drawings have been found to be in compliance with applicable codes by this office. LINK the associated architectural scope of work (AR plan submittal), or reference it in the PROJECT NAME.  
  
LAC 55:V:303.D Provide listed portable fire extinguishers in accordance with NFPA 10. (Refer to Appendix E for distribution information.)  
  
Classification:  
- Class A fires: fires in ordinary combustible materials, such as wood, cloth, paper, rubber and many plastics. Travel distance to a fire extinguisher shall not exceed 75 feet.  
- Class B fires: fires in flammable liquids, combustible liquids, petroleum greases, tars, oils, oil-based paints, solvents, lacquers, alcohols and flammable gases. Travel distance to a fire extinguisher shall not exceed 30 feet for Class B fires (liquids). (May be increased to 50 feet for Light (low) Hazard fires with 10-B extinguisher, for Ordinary (moderate) Hazard fires with 20-B extinguisher, and for Extra (high) Hazard fires with 80-B extinguisher). See Table 10:6.3.1.1.  
- Class C fires: fires that involve energized electrical equipment. Travel distance to a fire extinguisher shall not exceed 75 feet.  
- Class D fires: fires in combustible metals. Travel distance to a fire extinguisher shall not exceed 75 feet.  
- Class K fires: fires in cooking appliances that involve combustible cooking media (vegetable or animal oils and fats.) Travel distance to a fire extinguisher shall not exceed 30 feet for Class K fires (cooking appliances). See NFPA 10:6.6.101:24.2.4.4 Every closet door latch shall be such that it can be opened from the inside.  
  
101:24.2.4.5 Bathroom door locks shall permit unlocking from outside in an emergency.  
  
101:4.6.10.1 Buildings or portions of buildings shall be permitted to be occupied during construction, repair, alterations, or additions only, if all means of egress and all fire protection features are in place and continuously maintained for the portion(s) occupied.  
  
NOTE: THE FOLLOWING IS A REVIEW FOR COMPLIANCE WITH THE REQUIREMENTS OF THE LOUISIANA STATE UNIFORM CONSTRUCTION CODE (LSUCC). THIS PORTION OF THE REVIEW IS PERFORMED AT THE REQUEST OF, AND ON BEHALF OF THE JURISDICTION IN WHICH THIS PROPOSED PROJECT IS LOCATED. This office will not be responsible for inspections to certify compliance with applicable requirements. Contact the local Building Official or a Louisiana State Uniform Construction Code Council certified third-party provider to arrange for inspections.  
  
Codes Referenced:  
2021 International Building Code (IBC) not including Chapters 1, 11, 27, and 29 with Louisiana Amendments;  
2021 International Existing Building Code (IEBC) not including Chapter 1;  
2021 International Mechanical Code (IMC);  
2021 International Plumbing Code (IPC) with Louisiana Amendments;  
2021 International Fuel Gas Code (IFGC);  
2020 National Electric Code (NEC)





# Office of State Fire Marshal

8181 Independence Blvd. Baton Rouge, LA 70806  
(225) 925-4911 (800) 256-5452 Fax (225) 925-4241



John Bel Edwards  
GOVERNOR

Daniel H. Wallis  
FIRE MARSHAL

C. EUGENE BROWN C. EUGENE BROWN, ARCHITECT  
400 TRENTON ST, STE C  
WEST MONROE LA 71291

Project Number: AR-23-000944  
Review Type: Architectural Review  
Status: RELEASED  
Date Completed: 2/22/2023  
Code Edition: 2021

In accordance with L.R.S. 40:1574 et seq., satisfactory compliance with the requirements of the laws, rules, regulations and codes of the state that are entrusted to the State Fire Marshal to uphold must be achieved before any work is performed. As such, a permit shall not be issued or construction or installation of the scope of work identified herein shall not commence until the Status of this review is "Released" and the requirements of other state and local entities have been satisfied.

<b>Project Description:</b> COSMETIC UPGRADES TO EXISTING APARTMENTS ON FIRST FLOOR. ALSO REMOVING EXISTING WINDOW UNITS AND INSTALLING ELECTRIC CENTRAL HEATING AND AIR SYSTEMS AND CHANGING OUT KITCHEN CABINETS AND APPLIANCES. ADDITION AND REMOVAL OF WALLS AND DOORS.	
<b>Project Name:</b> LAYTON CASTLE REHABILITATION	<b>Address:</b> 1133 SOUTH GRAND, MONROE, LA 71202
<b>Funding Type:</b> Private Project	<b>Within City Limits?</b> YES
<b>Occupancy Separation Type:</b>	<b>Number of Stories:</b> 3
<b>Total Occupancy Square Feet:</b> 6164	<b>High Rise Building:</b> No
<b>Additional Features (if applicable):</b>	<b>Project on which Floor(s):</b> 1
	<b>Construction Type:</b> III-B / III(200)
<b>Occupancy Type(s) and Square Feet</b>	
<b>Occupancy Type:</b> Residential	<b>Square Feet:</b> 6164
	<b>Details:</b> RESIDENTIAL BUILDING: GROUP R-2 (APARTMENTS- PRIMARILY PERMANENT); NUMBER OF OCCUPANTS: 5

<b>Renovation</b>	
Renovation or Addition:	Alteration Level 2 (less than or equal to 50% of the building's physical value)
Date of Original Building Construction:	3/15/1812
Date of Latest Major Renovation to this Building:	6/20/1930
Existing Square Feet:	Additional Square Feet:
16746	6164
Previous Occupancies:	Renovated Square Feet:
Generator Installation:	

Facility Licensed By DHH Health Standards Section: No

**Louisiana State Uniform Construction Code Review**

Review for the LSUCCC performed by: 3rd Party Provider's Registration Number:

**Office of the State Fire Marshal**


<b>Design Loads:</b>		
First Floor Live Loads:	N/A	Floor Live Loads above the 1st floor: N/A
Corridor Live Loads:	N/A	
Roof Live Loads:	N/A	Roof (Ground) Snow Loads: N/A
<b>Wind Design Data:</b>		
Ultimate Design Wind Speed:	N/A	Nominal Design Wind Speed: N/A
Risk Category:	N/A	Wind Exposure Category: N/A
Applicable Internal Pressure Coefficient:	N/A	Comp. & Cladding Wind Pressure: N/A
<b>Flood Design Data</b>		
Finish Floor Elevation:	N/A	Elevation of Lowest Member: N/A
Flood Zone:	N/A	Base Flood Elevation: N/A
Design Flood Elevation:	N/A	Adjusted Base Flood Elevation: N/A

<b>Individuals Involved in this Project</b>	
Name:	Role: Address:
C. EUGENE BROWN	Professional of Record (A-1699) 400 TRENTON ST, STE C, WEST MONROE, LA 71291
PAM DUPUY	Owner 1133 SOUTH GRAND, MONROE, LA 71202
STEVEN R HALL	Contractor 400 TRENTON ST., SUITE C, WEST MONROE, LA 71291

Changes that are inconsistent with the reviewed documents are not authorized unless reviewed by this office for compliance with adopted codes, rules and laws. The changes must be submitted to this office by the Professional of Record where required by law, otherwise by the Owner, for review prior to construction and inspection. Minor changes may be submitted as supplemental information amended to this assigned project number. Changes that alter the scope of work, or that otherwise will require another full review of the project, will require a complete resubmittal of the entire scope of work with application, revised plans, and applicable review fee.

This review shall in no way permit or authorize any omissions or deviations from the specific requirements of the adopted codes, rules and regulations of the state. Construction permits must be issued or installation must commence within 180 days from the date of the "Released" Status for this submittal.

Occupancy of the project will not be permitted until a satisfactory inspection of the completed construction has been made by this office. Please allow at least two (2) weeks advanced notice to schedule inspections.

<b>Review Completed By</b>	
Signature: 	
Name: Eric Riley	Badge No.: 604

Distribution List		
Name	Firm Name	Role
OUACHITA PARISH HWY. DEPT.		
CHIEF TERRANCE TAYLOR*		Fire Prevention Bureau
PATRICK HEMPHILL*		
CHIEF TERRY WILLIAMS*		Fire Prevention Bureau
CITY OF MONROE*		

**Cautionary Codes**

The items listed below are comments for informational purposes or identified requirements that will be verified upon final inspection by this office. These requirements need not be addressed back to the reviewer, however should be addressed prior to construction and inspection scheduling. Failure to comply with or otherwise address these items may affect final occupancy and use of the structure.

1 Scope of work: This review is for THE ALTERATION LEVEL 2 RENOVATION OF PORTIONS OF FIRST FLOOR APARTMENTS IN A THREE STORY EXISTING APARTMENT BUILDING.

\*OCCUPANT LOAD IS EXISTING TO REMAIN THE SAME

\*\*THERE IS A LSUCC REVIEW AFTER THE LIFE SAFETY CODE REVIEW

2 This review applies to new work indicated in the drawings and does not apply to existing non-conforming conditions.

3 FIRE PROTECTION SYSTEMS:

4 LAC 55:V:303.D Provide listed portable fire extinguishers in accordance with NFPA 10. (Refer to Appendix E for distribution information.)

Classification:  
- Class A fires: fires in ordinary combustible materials, such as wood, cloth, paper, rubber and many plastics. Travel distance to a fire extinguisher shall not exceed 75 feet.  
- Class B fires: fires in flammable liquids, combustible liquids, petroleum greases, tars, oils, oil-based paints, solvents, lacquers, alcohols and flammable gases. Travel distance to a fire extinguisher shall not exceed 30 feet for Class B fires (liquids). (May be increased to 50 feet for Light (low) Hazard fires with 10-B extinguisher, for Ordinary (moderate) Hazard fires with 20-B extinguisher, and for Extra (high) Hazard fires with 80-B extinguisher). See Table 10:6.3.1.1.  
- Class C fires: fires that involve energized electrical equipment. Travel distance to a fire extinguisher shall not exceed 75 feet.  
- Class D fires: fires in combustible metals. Travel distance to a fire extinguisher shall not exceed 75 feet.  
- Class K fires: fires in cooking appliances that involve combustible cooking media (vegetable or animal oils and fats). Travel distance to a fire extinguisher shall not exceed 30 feet for Class K fires (cooking appliances). See NFPA 10:6.6.

5 EGRESS DOORS:

6 101:24.2.4.4 Every closet door latch shall be such that it can be opened from the inside.

7 101:24.2.4.5 Bathroom door locks shall permit unlocking from outside in an emergency.

8 INTERIOR INSULATION and FINISHES:

8.1 101:30.3.3 and IBC 803 Interior walls and ceiling finishes shall be Class B: flame spread of 0-75 and a smoke development rating of 0-450.

9 GENERAL COMMENTS:

10 101:4.6.10.1 Buildings or portions of buildings shall be permitted to be occupied during construction, repair, alterations, or additions only if all means of egress and all fire protection features are in place and continuously maintained for the portion(s) occupied.

11 NOTE: THE FOLLOWING IS A REVIEW FOR COMPLIANCE WITH THE REQUIREMENTS OF THE LOUISIANA STATE UNIFORM CONSTRUCTION CODE (LSUCC). THIS PORTION OF THE REVIEW IS PERFORMED AT THE REQUEST OF, AND ON BEHALF OF THE JURISDICTION IN WHICH THIS PROPOSED PROJECT IS LOCATED. This office will not be responsible for inspections to certify compliance with applicable requirements. Contact the local Building Official or a Louisiana State Uniform Construction Code Council certified third-party provider to arrange for inspections.

Codes Referenced:

2021 International Building Code (IBC) not including Chapters 1, 11, 27, and 29 with Louisiana Amendments;

2021 International Existing Building Code (IEBC) not including Chapter 1;

2021 International Mechanical Code (IMC);

2021 International Plumbing Code (IPC) with Louisiana Amendments;

2021 International Fuel Gas Code (IFGC);

2020 National Electric Code (NEC)

- Proposed Occupancy/Use Group Classification:

The occupancy is RESIDENTIAL Group R-2 per IBC Section 310.

- Construction Type/Building Limitations:

The construction type is indicated to be Type V-B per IBC Section 602.

13 The following design loads and other information pertinent to the structural design required by IBC Sections 1603.1.1 through 1603.1.8 shall be indicated on the construction documents, per IBC 1603.1.1.

\*\*\*NONE APPLICABLE

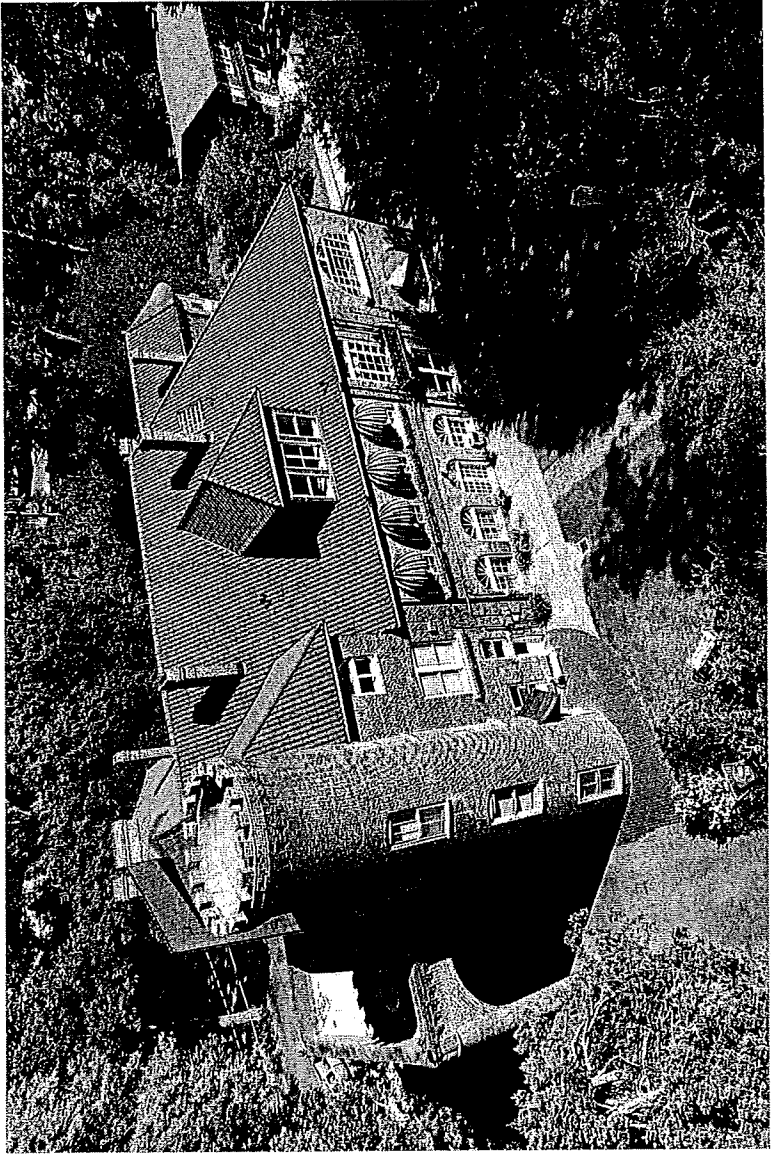
14 MECHANICAL SYSTEMS:

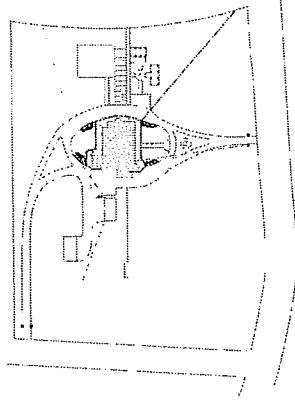
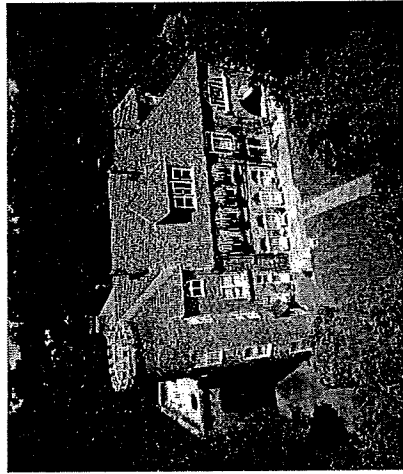
- 14.1 The minimum ventilation rate of outdoor air shall be determined in accordance with IMC Section 403.3.
  - 14.2 Local exhaust systems shall be provided in kitchens, bathrooms and toilet rooms and shall have the capacity to exhaust the minimum airflow rate determined in accordance with Table 403.3.2.3.
- 15 Review for compliance with the requirements of the International Plumbing Code, 2021 edition, with Louisiana Amendments is performed at the request of the jurisdiction in which this proposed project is located as follows:
- 15.1 Plumbing shall comply with the requirements of R.S. 40:1730.26 and R.S. 40:1730.28 in accordance with the 2021 International Plumbing Code with Louisiana Amendments.

16 FUEL GAS:

17 ELECTRICAL SYSTEMS:

- 17.1 NEC:334.12 Types NM and NMC cables shall not be permitted to be exposed in dropped or suspended ceilings.
- 17.2 NEC 210.8(A) Dwelling Units. Provide GFCI protection for personnel at ALL 125-volt through 240-volt receptacles installed in the locations specified in 210.8(A)(1) through (A)(11) and supplied by single-phase branch circuits rated 150 volts or less to ground as follows:
  - Bathrooms
  - Garages and accessory buildings
  - Outdoors
  - Crawl spaces at or below grade
  - Basements
  - Kitchens where receptacles are installed to serve the countertop surfaces
  - Sinks where receptacles are installed within 6 ft of the outside edge of the sink
  - Boathouses
  - Bathtubs or shower stalls where receptacles are installed within 6 ft of the outside edge of the bathtub or shower stall
  - Laundry areas
  - Outlets supplying dishwashers





**NOTE: TO ALL SUB-CONTRACTORS**  
 ANY MATERIALS OR LABOR INVOLVED IN THE DESCRIPTION OF A PARTICULAR SUB-CONTRACTOR WILL NOT BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

**BUILDER INFORMATION:**  
**ARCO**  
 ARCHITECTURAL  
 4001 B. B. ROBERTS AVE.  
 MONROE, LA 70502  
 PHONE: 337.335.1941  
 FAX: 337.335.7251

**GENERAL CONTRACTOR:**  
**LA 811**  
 1133 SOUTH GRAND ST., MONROE, LA 71202  
 PHONE: 337.335.1941  
 FAX: 337.335.7251

**CONTRACTOR'S NOTE:**  
 BEFORE CONSTRUCTION, THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE, AND FEDERAL AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE, AND FEDERAL AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE, AND FEDERAL AUTHORITIES.

REHABILITATION OF:  
**LAYTON CASTLE**  
 1133 SOUTH GRAND ST., MONROE, LOUISIANA 71202

DRAWING LIST

DATE	SHEET	DESCRIPTION	SCALE	CURRENT REVISIONS	COMMENTS
1	CS	COVER SHEET	AS SHOWN		
2	301	UTILITY PLAN	AS SHOWN		
3	302	FOUNDATION PLAN	AS SHOWN		
4	303	APARTMENT 1 FLOOR PLANS	1/8"=1'-0"		
5	304	APARTMENT 2 FLOOR PLANS	1/8"=1'-0"		
6	305	APARTMENT 3 FLOOR PLANS	1/8"=1'-0"		
7	306	APARTMENT 4 FLOOR PLANS	1/8"=1'-0"		
8	307	APARTMENT 5 FLOOR PLANS	1/8"=1'-0"		
9	308	APARTMENT 6 FLOOR PLANS	1/8"=1'-0"		
10	309	EXISTING ELEVATIONS CONT.	1/8"=1'-0"		

**GENERAL PROJECT NOTES AND SCOPE OF WORK: THIS PROJECT IS PRIMARILY COSMETIC**

1. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS WITH ACTUAL CONDITIONS, AND SHALL VERIFY THE ACCURACY OF ALL DIMENSIONS AND CONDITIONS WITH ACTUAL CONDITIONS.

2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS WITH ACTUAL CONDITIONS, AND SHALL VERIFY THE ACCURACY OF ALL DIMENSIONS AND CONDITIONS WITH ACTUAL CONDITIONS.

3. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS WITH ACTUAL CONDITIONS, AND SHALL VERIFY THE ACCURACY OF ALL DIMENSIONS AND CONDITIONS WITH ACTUAL CONDITIONS.

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10. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS WITH ACTUAL CONDITIONS, AND SHALL VERIFY THE ACCURACY OF ALL DIMENSIONS AND CONDITIONS WITH ACTUAL CONDITIONS.

**STANDARD ABBREVIATIONS**

D.C. GENERAL CONTRACTOR  
 D.S. DESIGNER  
 E.C. ELECTRICAL CONTRACTOR  
 H.C. MECHANICAL CONTRACTOR  
 P.C. PLUMBING CONTRACTOR  
 S.C. STRUCTURAL CONTRACTOR  
 T.C. TYPICAL CONTRACTOR  
 U.C. UTILITIES CONTRACTOR  
 V.C. VENTILATION CONTRACTOR  
 W.C. WOOD CONTRACTOR  
 X.C. OTHER CONTRACTOR

AC ACCESSORY  
 AD ADJUSTABLE  
 AL ALUMINUM  
 AN ANGLE  
 AP APPLICABLE  
 AR ARCHITECTURAL  
 AS AS SHOWN  
 AT ATTACHED  
 AU AUTOMATIC  
 AV AVERAGE  
 AW AWAY FROM  
 AX AXIS  
 B.B. BUILT UP  
 B.C. BRICK  
 B.D. BRICK DRAIN  
 B.F. BRICK FACE  
 B.M. BRICK MASONRY  
 B.P. BRICK PATTERN  
 B.S. BRICK SURFACE  
 B.T. BRICK TYPICAL  
 B.U. BRICK UP  
 C.C. CONCRETE  
 C.F. CONCRETE FINISH  
 C.G. CONCRETE GRADE  
 C.H. CONCRETE HOLLOW  
 C.I. CONCRETE IN PLACE  
 C.L. CONCRETE LAYER  
 C.M. CONCRETE MASONRY  
 C.P. CONCRETE PATTERN  
 C.R. CONCRETE REINFORCED  
 C.S. CONCRETE SURFACE  
 C.T. CONCRETE TYPICAL  
 C.U. CONCRETE UP  
 C.V. CONCRETE VENTILATION  
 C.W. CONCRETE WOOD  
 C.X. CONCRETE OTHER

D.C. DIMENSIONAL  
 D.E. DIMENSIONAL ELECTRICAL  
 D.F. DIMENSIONAL FINISH  
 D.G. DIMENSIONAL GENERAL  
 D.H. DIMENSIONAL HOLLOW  
 D.I. DIMENSIONAL IN PLACE  
 D.L. DIMENSIONAL LAYER  
 D.M. DIMENSIONAL MASONRY  
 D.P. DIMENSIONAL PATTERN  
 D.R. DIMENSIONAL REINFORCED  
 D.S. DIMENSIONAL SURFACE  
 D.T. DIMENSIONAL TYPICAL  
 D.U. DIMENSIONAL UP  
 D.V. DIMENSIONAL VENTILATION  
 D.W. DIMENSIONAL WOOD  
 D.X. DIMENSIONAL OTHER

F.C. FINISH  
 F.D. FINISH DRAIN  
 F.F. FINISH FACE  
 F.M. FINISH MASONRY  
 F.P. FINISH PATTERN  
 F.S. FINISH SURFACE  
 F.T. FINISH TYPICAL  
 F.U. FINISH UP  
 F.V. FINISH VENTILATION  
 F.W. FINISH WOOD  
 F.X. FINISH OTHER

G.C. GENERAL CONTRACTOR  
 G.S. GENERAL CONTRACTOR SURFACE  
 G.T. GENERAL CONTRACTOR TYPICAL  
 G.U. GENERAL CONTRACTOR UP  
 G.V. GENERAL CONTRACTOR VENTILATION  
 G.W. GENERAL CONTRACTOR WOOD  
 G.X. GENERAL CONTRACTOR OTHER

H.C. HOLLOW CONTRACTOR  
 H.S. HOLLOW CONTRACTOR SURFACE  
 H.T. HOLLOW CONTRACTOR TYPICAL  
 H.U. HOLLOW CONTRACTOR UP  
 H.V. HOLLOW CONTRACTOR VENTILATION  
 H.W. HOLLOW CONTRACTOR WOOD  
 H.X. HOLLOW CONTRACTOR OTHER

I.C. IN PLACE CONTRACTOR  
 I.S. IN PLACE CONTRACTOR SURFACE  
 I.T. IN PLACE CONTRACTOR TYPICAL  
 I.U. IN PLACE CONTRACTOR UP  
 I.V. IN PLACE CONTRACTOR VENTILATION  
 I.W. IN PLACE CONTRACTOR WOOD  
 I.X. IN PLACE CONTRACTOR OTHER

J.C. JOINT CONTRACTOR  
 J.S. JOINT CONTRACTOR SURFACE  
 J.T. JOINT CONTRACTOR TYPICAL  
 J.U. JOINT CONTRACTOR UP  
 J.V. JOINT CONTRACTOR VENTILATION  
 J.W. JOINT CONTRACTOR WOOD  
 J.X. JOINT CONTRACTOR OTHER

K.C. KITCHEN CONTRACTOR  
 K.S. KITCHEN CONTRACTOR SURFACE  
 K.T. KITCHEN CONTRACTOR TYPICAL  
 K.U. KITCHEN CONTRACTOR UP  
 K.V. KITCHEN CONTRACTOR VENTILATION  
 K.W. KITCHEN CONTRACTOR WOOD  
 K.X. KITCHEN CONTRACTOR OTHER

L.C. LUMBER CONTRACTOR  
 L.S. LUMBER CONTRACTOR SURFACE  
 L.T. LUMBER CONTRACTOR TYPICAL  
 L.U. LUMBER CONTRACTOR UP  
 L.V. LUMBER CONTRACTOR VENTILATION  
 L.W. LUMBER CONTRACTOR WOOD  
 L.X. LUMBER CONTRACTOR OTHER

M.C. MECHANICAL CONTRACTOR  
 M.S. MECHANICAL CONTRACTOR SURFACE  
 M.T. MECHANICAL CONTRACTOR TYPICAL  
 M.U. MECHANICAL CONTRACTOR UP  
 M.V. MECHANICAL CONTRACTOR VENTILATION  
 M.W. MECHANICAL CONTRACTOR WOOD  
 M.X. MECHANICAL CONTRACTOR OTHER

N.C. NAIL CONTRACTOR  
 N.S. NAIL CONTRACTOR SURFACE  
 N.T. NAIL CONTRACTOR TYPICAL  
 N.U. NAIL CONTRACTOR UP  
 N.V. NAIL CONTRACTOR VENTILATION  
 N.W. NAIL CONTRACTOR WOOD  
 N.X. NAIL CONTRACTOR OTHER

O.C. OTHER CONTRACTOR  
 O.S. OTHER CONTRACTOR SURFACE  
 O.T. OTHER CONTRACTOR TYPICAL  
 O.U. OTHER CONTRACTOR UP  
 O.V. OTHER CONTRACTOR VENTILATION  
 O.W. OTHER CONTRACTOR WOOD  
 O.X. OTHER CONTRACTOR OTHER

P.C. PLUMBING CONTRACTOR  
 P.S. PLUMBING CONTRACTOR SURFACE  
 P.T. PLUMBING CONTRACTOR TYPICAL  
 P.U. PLUMBING CONTRACTOR UP  
 P.V. PLUMBING CONTRACTOR VENTILATION  
 P.W. PLUMBING CONTRACTOR WOOD  
 P.X. PLUMBING CONTRACTOR OTHER

Q.C. QUARTER CONTRACTOR  
 Q.S. QUARTER CONTRACTOR SURFACE  
 Q.T. QUARTER CONTRACTOR TYPICAL  
 Q.U. QUARTER CONTRACTOR UP  
 Q.V. QUARTER CONTRACTOR VENTILATION  
 Q.W. QUARTER CONTRACTOR WOOD  
 Q.X. QUARTER CONTRACTOR OTHER

R.C. REINFORCED CONTRACTOR  
 R.S. REINFORCED CONTRACTOR SURFACE  
 R.T. REINFORCED CONTRACTOR TYPICAL  
 R.U. REINFORCED CONTRACTOR UP  
 R.V. REINFORCED CONTRACTOR VENTILATION  
 R.W. REINFORCED CONTRACTOR WOOD  
 R.X. REINFORCED CONTRACTOR OTHER

S.C. STRUCTURAL CONTRACTOR  
 S.S. STRUCTURAL CONTRACTOR SURFACE  
 S.T. STRUCTURAL CONTRACTOR TYPICAL  
 S.U. STRUCTURAL CONTRACTOR UP  
 S.V. STRUCTURAL CONTRACTOR VENTILATION  
 S.W. STRUCTURAL CONTRACTOR WOOD  
 S.X. STRUCTURAL CONTRACTOR OTHER

T.C. TYPICAL CONTRACTOR  
 T.S. TYPICAL CONTRACTOR SURFACE  
 T.T. TYPICAL CONTRACTOR TYPICAL  
 T.U. TYPICAL CONTRACTOR UP  
 T.V. TYPICAL CONTRACTOR VENTILATION  
 T.W. TYPICAL CONTRACTOR WOOD  
 T.X. TYPICAL CONTRACTOR OTHER

U.C. UTILITIES CONTRACTOR  
 U.S. UTILITIES CONTRACTOR SURFACE  
 U.T. UTILITIES CONTRACTOR TYPICAL  
 U.U. UTILITIES CONTRACTOR UP  
 U.V. UTILITIES CONTRACTOR VENTILATION  
 U.W. UTILITIES CONTRACTOR WOOD  
 U.X. UTILITIES CONTRACTOR OTHER

V.C. VENTILATION CONTRACTOR  
 V.S. VENTILATION CONTRACTOR SURFACE  
 V.T. VENTILATION CONTRACTOR TYPICAL  
 V.U. VENTILATION CONTRACTOR UP  
 V.V. VENTILATION CONTRACTOR VENTILATION  
 V.W. VENTILATION CONTRACTOR WOOD  
 V.X. VENTILATION CONTRACTOR OTHER

W.C. WOOD CONTRACTOR  
 W.S. WOOD CONTRACTOR SURFACE  
 W.T. WOOD CONTRACTOR TYPICAL  
 W.U. WOOD CONTRACTOR UP  
 W.V. WOOD CONTRACTOR VENTILATION  
 W.W. WOOD CONTRACTOR WOOD  
 W.X. WOOD CONTRACTOR OTHER

X.C. OTHER CONTRACTOR  
 X.S. OTHER CONTRACTOR SURFACE  
 X.T. OTHER CONTRACTOR TYPICAL  
 X.U. OTHER CONTRACTOR UP  
 X.V. OTHER CONTRACTOR VENTILATION  
 X.W. OTHER CONTRACTOR WOOD  
 X.X. OTHER CONTRACTOR OTHER

**BUILDING SQ. FT. AREA BREAKDOWN:**

TOTAL HEATED / UNHEATED ROOF  
 TOTAL AREA OF PARTITIONS TO BE REFINISHED • 11,748 SQ. FT.  
 • 1,144 SQ. FT.

**BRIEF DESCRIPTION OF LAYTON CASTLE**

LAYTON CASTLE IS A HISTORIC RESIDENCE LOCATED IN THE ASTOR-RIVERSIDE CULTURAL DISTRICT OF MONROE, LOUISIANA. THE CASTLE WAS BUILT BY GENERAL LAYTON IN THE EARLY 1900S. THE CASTLE IS A TWO-STOREY BRICK BUILDING WITH A GABLE ROOF AND A CENTRAL TOWER. THE CASTLE IS A HISTORIC RESIDENCE AND IS A PART OF THE ASTOR-RIVERSIDE CULTURAL DISTRICT. THE CASTLE IS A HISTORIC RESIDENCE AND IS A PART OF THE ASTOR-RIVERSIDE CULTURAL DISTRICT.

Issue for Construction  
 11/13/2023  
 1133 SOUTH GRAND ST., MONROE, LOUISIANA 71202

**C. EUGENIE BROWN**  
 ARCHITECT  
 1133 SOUTH GRAND ST., MONROE, LA 71202  
 PHONE: 337.335.1941  
 FAX: 337.335.7251

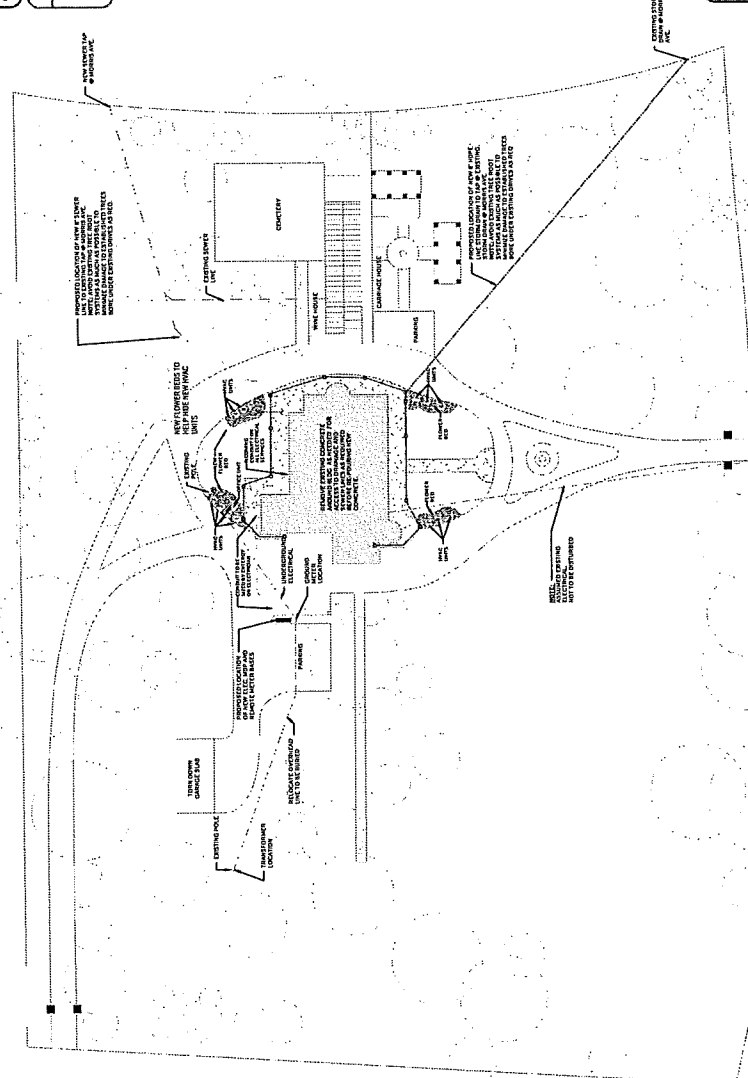
COVER SHEET

**NOTE: TO ALL SUB-CONTRACTORS**  
REVIEW ALL NOTES AND SPECIFICATIONS CAREFULLY. THE RESPONSIBILITY OF A PARTICULAR SUB-CONTRACTOR WILL NOT BE THE RESPONSIBILITY OF THE EXTERNAL CONTRACTOR.

**BUILDER INFORMATION:**



AKCO BUILDERS, LLC  
401 TRIUNFO ST. E.  
SUITE 200  
PHOENIX, AZ 85018  
FAX: 1(602) 997-0211



Name of Contractor: **AKCO BUILDERS, LLC**

REPRESENTATION OF:  
**LANTON CASTLE**

1332 SOUTH GRAND ST., AMERILE, LOUISIANA, 71002

**C. EUGENE BROWN ARCHITECT**

1332 SOUTH GRAND ST., AMERILE, LOUISIANA, 71002

25-2018  
1/15/2018

S. HALL  
A. STOKES

**AKCO BUILDERS, LLC**

SITE UTILITY PLAN


SOUTH GRAND STREET

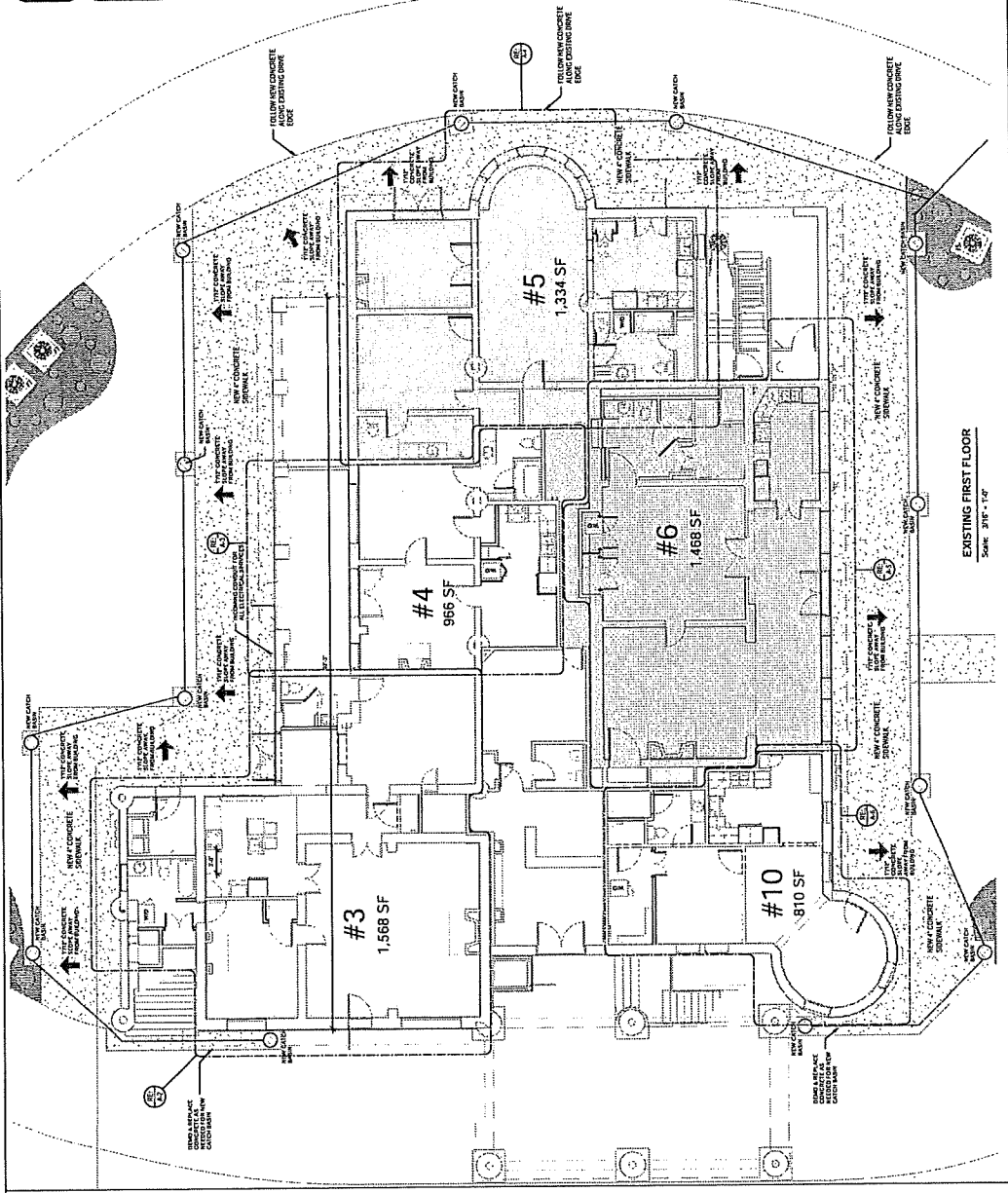
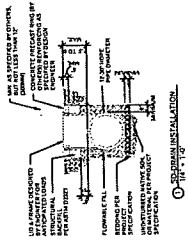
FRONT GATE

TEXAS AVENUE



**NOTE: TO ALL SUB-CONTRACTORS:**  
 REVIEW DRAWINGS CAREFULLY AND VERIFY ALL CONDITIONS AND MATERIALS WITH THE DESCRIPTION OF A PARTICULAR SUB-CONTRACTOR WILL NOT BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

**BUILDER INFORMATION:**  
  
 ARCO  
 1000 BROADWAY, SUITE 100  
 WEST BIRMINGHAM, AL 35211  
 TEL: 205-937-7200  
 FAX: 205-937-7201



Name for Construction: **7/17/2008 RUCB08-01**  
 REHABILITATION OF:  
**LAYTON CASTLE**  
 1332 SOUTH GRAND ST., JARRIGE LUGGERS PARK, MOBILE, AL 36688

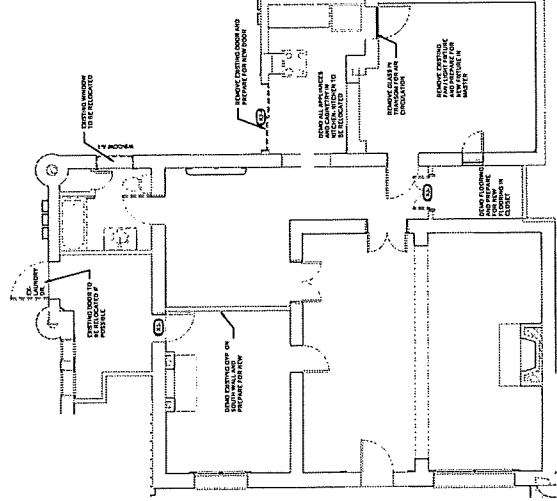
**C. EUGENE BROWN ARCHITECT**  
 1000 BROADWAY, SUITE 100  
 WEST BIRMINGHAM, AL 35211  
 TEL: 205-937-7200  
 FAX: 205-937-7201

PROJECT: **ENTIRE FIRST FLOOR OVERVIEW**

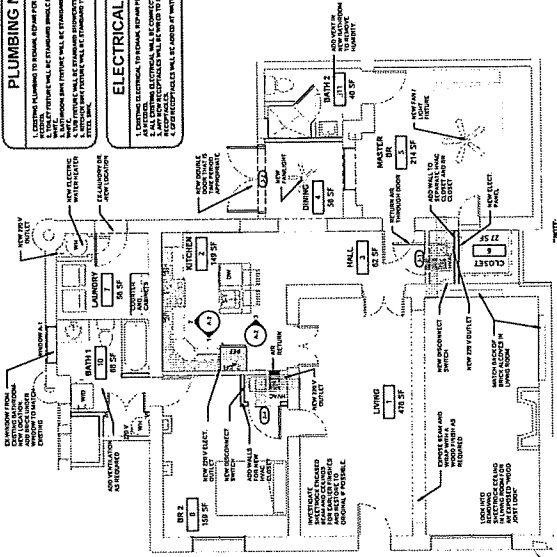


DATE: 7/17/2008	SCALE: 3/16" = 1'-0"
PROJECT: ENTIRE FIRST FLOOR OVERVIEW	DATE: 7/17/2008
PROJECT: ENTIRE FIRST FLOOR OVERVIEW	DATE: 7/17/2008

ENTIRE FIRST FLOOR OVERVIEW



APARTMENT 3 - EXISTING & DEMO  
Scale: 1/8" = 1'-0"



APARTMENT 3 - NEW  
Scale: 1/8" = 1'-0"

**PLUMBING NOTES:**

1. REFER TO GENERAL CONDITIONS FOR STANDARD REQUIREMENTS ONLY.  
 2. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE PLUMBING CODE AND ALL APPLICABLE REGULATIONS.  
 3. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITION OF THE INTERNATIONAL PLUMBING SYMBOLS AND NOTATION.

**ELECTRICAL NOTES:**

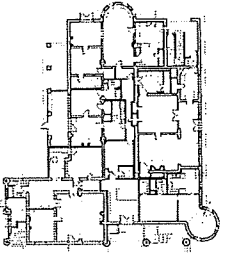
1. ALL ELECTRICAL WORK SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL APPLICABLE REGULATIONS.  
 2. ALL ELECTRICAL WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL ELECTRICAL CODE (NEC) SYMBOLS AND NOTATION.

**NOTE: TO ALL SUB-CONTRACTORS**  
 THE SUB-CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSURANCE. THE SUB-CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.

**BUILDER INFORMATION:**  
 ARCO  
 1000 WEST 10TH STREET  
 DENVER, CO 80202  
 (303) 733-8800

**SCOPE OF WORK:**

- DEMOLITION OF EXISTING INTERIOR PARTITION WALLS TO OPEN UP THE LIVING AND DINING AREAS.
- DEMOLITION OF EXISTING INTERIOR DOOR FRAME AND REINSTALLATION OF NEW DOOR.
- DEMOLITION OF EXISTING INTERIOR WALL BETWEEN LIVING AND BEDROOM.
- DEMOLITION OF EXISTING INTERIOR WALL BETWEEN BATH AND HALLWAY.
- DEMOLITION OF EXISTING INTERIOR WALL BETWEEN MASTER BEDROOM AND HALLWAY.
- DEMOLITION OF EXISTING INTERIOR WALL BETWEEN KITCHEN AND HALLWAY.
- DEMOLITION OF EXISTING INTERIOR WALL BETWEEN KITCHEN AND BATH.
- DEMOLITION OF EXISTING INTERIOR WALL BETWEEN KITCHEN AND MASTER BEDROOM.
- DEMOLITION OF EXISTING INTERIOR WALL BETWEEN KITCHEN AND HALLWAY.
- DEMOLITION OF EXISTING INTERIOR WALL BETWEEN KITCHEN AND HALLWAY.
- DEMOLITION OF EXISTING INTERIOR WALL BETWEEN KITCHEN AND HALLWAY.
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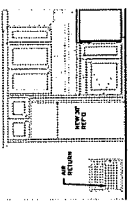
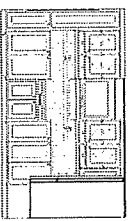


**APT. 3 ROOM FINISH SCHEDULE**

NO.	DESCRIPTION	FINISH
1	WALLS	PAINT TO MATCH EXISTING
2	CEILING	PAINT TO MATCH EXISTING
3	FLOOR	POLISHED CONCRETE
4	DOORS	NEW WOOD DOOR
5	WINDOWS	NEW WOOD WINDOW
6	BASEMENTS	NEW WOOD
7	TRIM	NEW WOOD
8	TOILETS	NEW CERAMIC TILE
9	BATHS	NEW CERAMIC TILE
10	KITCHENS	NEW CERAMIC TILE
11	MASTERS	NEW CERAMIC TILE
12	HALLS	NEW CERAMIC TILE
13	CLOSET	NEW CERAMIC TILE
14	STAIRS	NEW CERAMIC TILE
15	PORETTA	NEW CERAMIC TILE
16	TV ROOM	NEW CERAMIC TILE
17	EXTERIOR	NEW PAINT
18	EXTERIOR	NEW PAINT
19	EXTERIOR	NEW PAINT
20	EXTERIOR	NEW PAINT
21	EXTERIOR	NEW PAINT
22	EXTERIOR	NEW PAINT
23	EXTERIOR	NEW PAINT
24	EXTERIOR	NEW PAINT
25	EXTERIOR	NEW PAINT
26	EXTERIOR	NEW PAINT
27	EXTERIOR	NEW PAINT
28	EXTERIOR	NEW PAINT
29	EXTERIOR	NEW PAINT
30	EXTERIOR	NEW PAINT

**APT. 3 DOOR HARDWARE TYPE**

NO.	DESCRIPTION	FINISH
1	DOOR	NEW WOOD
2	DOOR	NEW WOOD
3	DOOR	NEW WOOD
4	DOOR	NEW WOOD
5	DOOR	NEW WOOD
6	DOOR	NEW WOOD
7	DOOR	NEW WOOD
8	DOOR	NEW WOOD
9	DOOR	NEW WOOD
10	DOOR	NEW WOOD
11	DOOR	NEW WOOD
12	DOOR	NEW WOOD
13	DOOR	NEW WOOD
14	DOOR	NEW WOOD
15	DOOR	NEW WOOD
16	DOOR	NEW WOOD
17	DOOR	NEW WOOD
18	DOOR	NEW WOOD
19	DOOR	NEW WOOD
20	DOOR	NEW WOOD
21	DOOR	NEW WOOD
22	DOOR	NEW WOOD
23	DOOR	NEW WOOD
24	DOOR	NEW WOOD
25	DOOR	NEW WOOD
26	DOOR	NEW WOOD
27	DOOR	NEW WOOD
28	DOOR	NEW WOOD
29	DOOR	NEW WOOD
30	DOOR	NEW WOOD



**APT. 3 DOOR SCHEDULE**

NO.	DESCRIPTION	FINISH	SCALE
1	DOOR	NEW WOOD	1/2" = 1'-0"
2	DOOR	NEW WOOD	1/2" = 1'-0"
3	DOOR	NEW WOOD	1/2" = 1'-0"
4	DOOR	NEW WOOD	1/2" = 1'-0"
5	DOOR	NEW WOOD	1/2" = 1'-0"
6	DOOR	NEW WOOD	1/2" = 1'-0"
7	DOOR	NEW WOOD	1/2" = 1'-0"
8	DOOR	NEW WOOD	1/2" = 1'-0"
9	DOOR	NEW WOOD	1/2" = 1'-0"
10	DOOR	NEW WOOD	1/2" = 1'-0"
11	DOOR	NEW WOOD	1/2" = 1'-0"
12	DOOR	NEW WOOD	1/2" = 1'-0"
13	DOOR	NEW WOOD	1/2" = 1'-0"
14	DOOR	NEW WOOD	1/2" = 1'-0"
15	DOOR	NEW WOOD	1/2" = 1'-0"
16	DOOR	NEW WOOD	1/2" = 1'-0"
17	DOOR	NEW WOOD	1/2" = 1'-0"
18	DOOR	NEW WOOD	1/2" = 1'-0"
19	DOOR	NEW WOOD	1/2" = 1'-0"
20	DOOR	NEW WOOD	1/2" = 1'-0"
21	DOOR	NEW WOOD	1/2" = 1'-0"
22	DOOR	NEW WOOD	1/2" = 1'-0"
23	DOOR	NEW WOOD	1/2" = 1'-0"
24	DOOR	NEW WOOD	1/2" = 1'-0"
25	DOOR	NEW WOOD	1/2" = 1'-0"
26	DOOR	NEW WOOD	1/2" = 1'-0"
27	DOOR	NEW WOOD	1/2" = 1'-0"
28	DOOR	NEW WOOD	1/2" = 1'-0"
29	DOOR	NEW WOOD	1/2" = 1'-0"
30	DOOR	NEW WOOD	1/2" = 1'-0"

State of Construction  
**REINFORCEMENT**  
**LAYTON CASTLE**  
 1525 WEST 15TH AVENUE, DENVER, CO 80202  
 (303) 733-8800

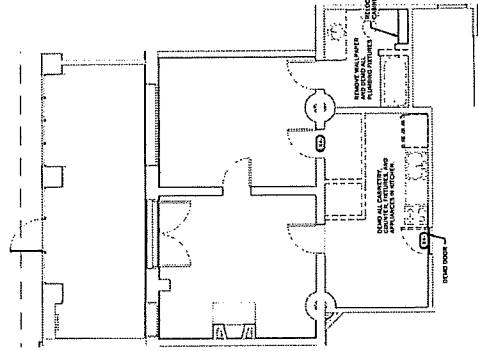
**C. EUGENE BROWN ARCHITECT**  
 1525 WEST 15TH AVENUE, DENVER, CO 80202  
 (303) 733-8800

**A-2 or A-B**

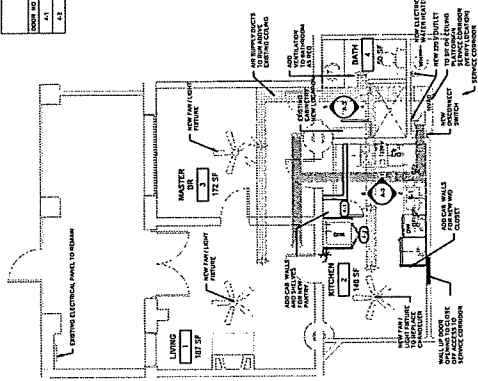
APARTMENT 3 - FLOOR PLANS

APT. 4 DOOR SCHEDULE									
DOOR NO.	LOCATION	WIDTH	HEIGHT	FRAME MATERIAL	FINISH TYPE	COMMENTS			
4-1	WOOD CABINET ENTRY DOOR	2'-0"	7'-0"	WOOD					
4-2	WOOD ENTRY DOOR	2'-4"	7'-0"	WOOD					

APT. 4 DOOR HARDWARE TYPE		
HARDWARE TYPE	DESCRIPTION	COMMENTS
TYPE 1	EXTINGUISHER SET	
TYPE 2	WOOD CABINET ENTRY DOOR	
TYPE 3	WOOD ENTRY DOOR	



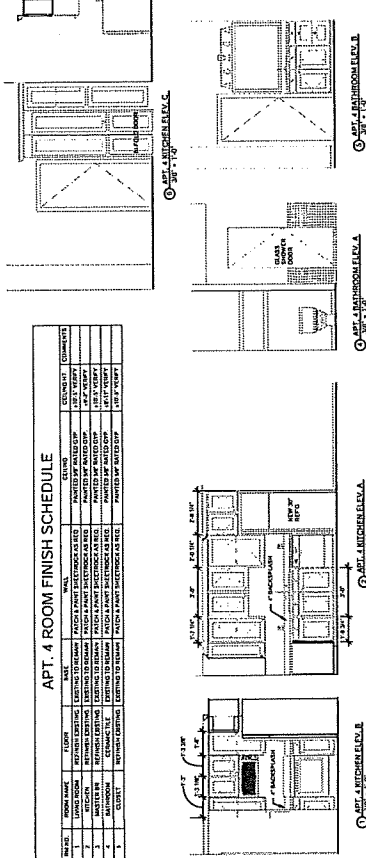
APARTMENT 4 - EXISTING & DEMO  
Scale: 3/8" = 1'-0"



APARTMENT 4 - NEW  
Scale: 3/8" = 1'-0"

NOTE:  
ADD SOUND INSULATION IN ALL REVISIONS OF ACoustICAL BATT INSULATION.  
ALL WATER LINES TO HAVE 1/2" CHLOR-PNEUMATIC PROTECTIVE COATING.

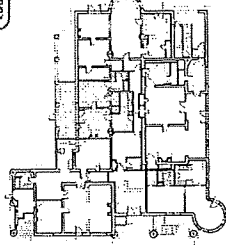
APT. 4 ROOM FINISH SCHEDULE					
ROOM/AREA	FLOOR	WALL	CEILING	EXTERIOR	COMMENTS
1	WOOD PARQUET	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	1/2" GYP BOARD
2	WOOD PARQUET	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	1/2" GYP BOARD
3	WOOD PARQUET	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	1/2" GYP BOARD
4	WOOD PARQUET	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	1/2" GYP BOARD
5	WOOD PARQUET	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	PAINTED 1/2" GYP BOARD	1/2" GYP BOARD



APT. 4 ELEVATION A  
Scale: 3/8" = 1'-0"

APT. 4 ELEVATION B  
Scale: 3/8" = 1'-0"

APT. 4 ELEVATION C  
Scale: 3/8" = 1'-0"



KEY PLAN  
Scale: 1" = 20'-0"

**NOTE: TO ALL SUB-CONTRACTORS**  
REVIEW ENTIRE SET OF DRAWINGS AND SPECIFICATIONS. THE RESPONSIBILITY OF A PARTICULAR SUB-CONTRACTOR WILL NOT BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

**BUILDER INFORMATION:**



ARCO BUILDERS, INC.  
400 WEST 10TH ST.  
PHOENIX, ARIZONA 85001  
PHONE: 352-3431  
FAX: 352-392121

**SCOPE OF WORK:**

1. PROVIDE ALL MATERIALS AND LABOR FOR THE CONSTRUCTION OF THE APARTMENT AS SHOWN ON THESE DRAWINGS, AND FOR THE PROTECTION OF THE SAME.  
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.  
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.  
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.  
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.  
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.  
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.  
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.  
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.  
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.

**PLUMBING NOTES:**

1. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE PLUMBING CODE AND ALL APPLICABLE REGULATIONS.  
2. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE PLUMBING CODE AND ALL APPLICABLE REGULATIONS.  
3. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE PLUMBING CODE AND ALL APPLICABLE REGULATIONS.  
4. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE PLUMBING CODE AND ALL APPLICABLE REGULATIONS.

**ELECTRICAL NOTES:**

1. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE ELECTRICAL CODE AND ALL APPLICABLE REGULATIONS.  
2. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE ELECTRICAL CODE AND ALL APPLICABLE REGULATIONS.  
3. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE ELECTRICAL CODE AND ALL APPLICABLE REGULATIONS.  
4. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE ELECTRICAL CODE AND ALL APPLICABLE REGULATIONS.

REVISIONS BY: 1/10/2008  
LAYTON CASTLE  
1155 SOUTH GRAND ST., PHOENIX, ARIZONA 85001  
PHONE: 352-3431  
FAX: 352-392121

C. EUGENE BROWN  
ARCHITECT  
1155 SOUTH GRAND ST., PHOENIX, ARIZONA 85001  
PHONE: 352-3431  
FAX: 352-392121

APARTMENT 4 - FLOOR PLANS  
SHEET NO. 1 OF 1  
DATE: 1/10/2008

**NOTE: TO ALL SUB-CONTRACTORS**  
 THE **ENTIRE SET** OF ALL TRADE DRAWINGS MUST  
 BE REVIEWED BY ALL TRADE CONTRACTORS. ANY  
 MATERIALS OR LABORS INVOLVED IN THE DESCRIPTION  
 OF A PARTICULAR SUB-CONTRACTOR **WILL NOT** BE THE  
 RESPONSIBILITY OF THE GENERAL CONTRACTOR.

**BUILDER INFORMATION:**  
 ARCO  
 INDUSTRIAL, INC.  
 1000 N. WILSON ST., STE. 1  
 WILSON, TEXAS 75157  
 FAX: 318-397-5271

**PLUMBING NOTES:**  
 1. EXISTING PLUMBING TO REMAIN. REMOVE AND REINSTALL EXISTING PLUMBING AS NECESSARY.  
 2. ALL NEW PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE  
 INTERNATIONAL PLUMBING CODE, THE NATIONAL PLUMBING CODE, AND THE TEXAS PLUMBING CODE.  
 3. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE  
 INTERNATIONAL PLUMBING CODE, THE NATIONAL PLUMBING CODE, AND THE TEXAS PLUMBING CODE.

**ELECTRICAL NOTES:**  
 1. EXISTING ELECTRICAL TO REMAIN. REMOVE AND REINSTALL EXISTING ELECTRICAL AS NECESSARY.  
 2. ALL NEW ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE  
 NATIONAL ELECTRICAL CODE, THE NATIONAL ELECTRICAL CODE, AND THE TEXAS ELECTRICAL CODE.  
 3. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE  
 NATIONAL ELECTRICAL CODE, THE NATIONAL ELECTRICAL CODE, AND THE TEXAS ELECTRICAL CODE.

**SCOPE OF WORK:**  
 1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL  
 BUILDING CODE, THE NATIONAL BUILDING CODE, AND THE TEXAS BUILDING CODE.  
 2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL  
 BUILDING CODE, THE NATIONAL BUILDING CODE, AND THE TEXAS BUILDING CODE.  
 3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL  
 BUILDING CODE, THE NATIONAL BUILDING CODE, AND THE TEXAS BUILDING CODE.  
 4. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL  
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 5. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL  
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 6. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL  
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 BUILDING CODE, THE NATIONAL BUILDING CODE, AND THE TEXAS BUILDING CODE.  
 10. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL  
 BUILDING CODE, THE NATIONAL BUILDING CODE, AND THE TEXAS BUILDING CODE.

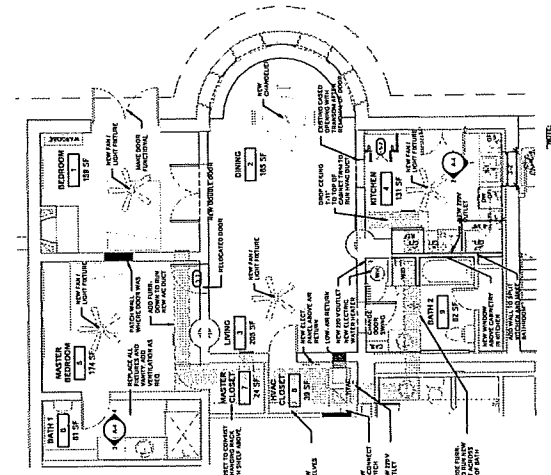
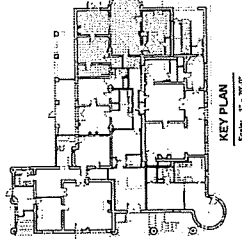
**APT. 5 DOOR SCHEDULE**

DOOR NO.	DESCRIPTION	FRAME MATERIAL	FINISH TYPE	COMMENTS
101-1	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS
101-2	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS
101-3	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS
101-4	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS
101-5	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS
101-6	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS
101-7	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS
101-8	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS
101-9	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS
101-10	WOOD DOOR	WOOD	WOOD	WOOD AND HALLS

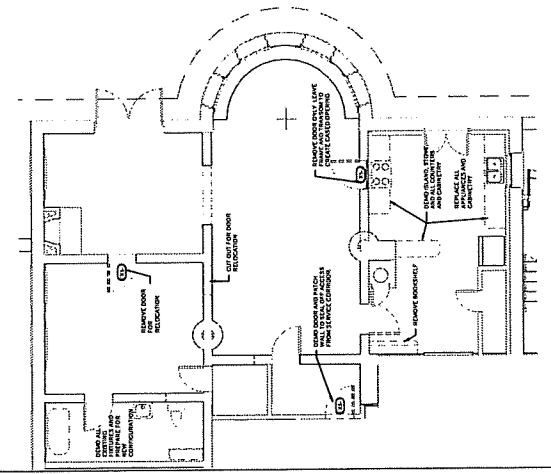
Drawn for Construction:  
**LATION CASTLE**  
 1105 SOUTH GARDNER AVENUE, SUITE 1100  
 DALLAS, TEXAS 75215

**C. ENGINE BROWN**  
 ARCHITECT  
 1000 N. WILSON ST., STE. 1  
 WILSON, TEXAS 75157  
 FAX: 318-397-5271

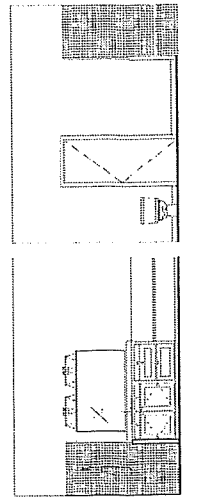
APARTMENT 5 FLOOR PLANS  
 SHEET 1 OF 2



**APARTMENT 5 - NEW**  
 Scale: 1/4" = 1'-0"



**APARTMENT 5 - EXISTING & DEMO**  
 Scale: 1/4" = 1'-0"



**APART. 5 DOOR SCHEDULE**

**APART. 5 DOOR SCHEDULE**

**APART. 5 DOOR SCHEDULE**

**APT. 5 DOOR HARDWARE TYPE**

HARDWARE TYPE	DESCRIPTION
TYPE 1	BRASS DOOR KNOB
TYPE 2	BRASS DOOR KNOB
TYPE 3	BRASS DOOR KNOB
TYPE 4	BRASS DOOR KNOB
TYPE 5	BRASS DOOR KNOB

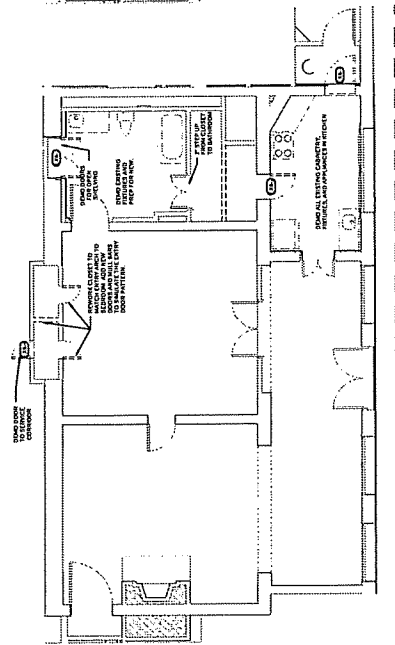
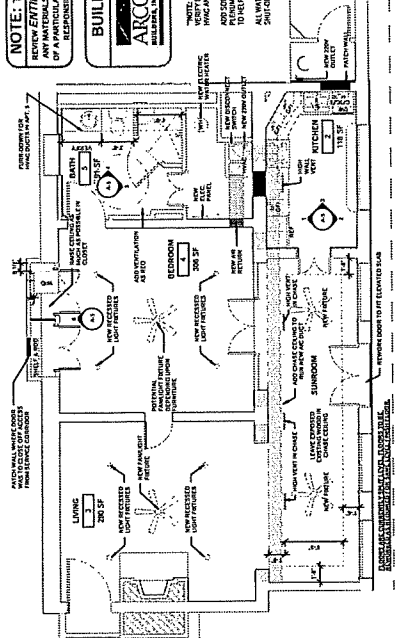
**APT. 5 ROOM FINISH SCHEDULE**

ROOM NO.	ROOM NAME	FLOOR	WALL	CEILING	EXTERIOR	COMMENTS
1	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD
2	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD
3	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD
4	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD
5	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD
6	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD
7	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD
8	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD
9	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD
10	MASTER BEDROOM	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD	PAINTED W/ PLYWOOD

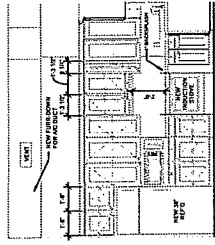
**NOTE: TO ALL SUB-CONTRACTORS**  
 REVIEW THIS SET OF DRAWINGS AND THE DESCRIPTION OF A PARTICULAR SUB-CONTRACTOR WILL NOT BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

**BUILDER INFORMATION:**  
 ARCO BUILDERS, INC.  
 1000 BURGESS, N.E.  
 WEST HAVEN, CT 06791  
 (203) 397-2211  
 (203) 397-2211

**GENERAL NOTES:**  
 1. VERIFY LOCATION OF NEW AND EXISTING UTILITIES PRIOR TO CONSTRUCTION.  
 2. ALL WORK SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES AND REGULATIONS.  
 3. ALL WORK SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE CITY OF WEST HAVEN.



**APARTMENT 6 - EXISTING & DEMO**  
 Scale: 1/4" = 1'-0"



APT. 6 DOOR ELEV. A

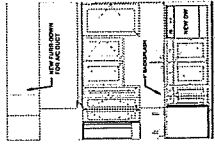
**APT. 6 ROOM FINISH SCHEDULE**

NO.	DESCRIPTION	FINISH	COMMENTS
1	FLOOR	PAINT	PAINTED BY OTHERS
2	WALLS	PAINT	PAINTED BY OTHERS
3	CEILING	PAINT	PAINTED BY OTHERS
4	DOORS	PAINT	PAINTED BY OTHERS
5	WINDOWS	PAINT	PAINTED BY OTHERS

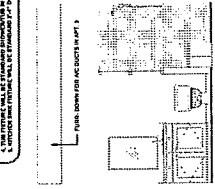
**APT. 6 DOOR SCHEDULE**

NO.	DESCRIPTION	WIDTH	HEIGHT	FINISH	HARDWARE TYPE	COMMENTS
1	FRONT DOOR	3'-0"	6'-8"	WOOD	TYPE 1	NEW DOOR
2	REAR DOOR	3'-0"	6'-8"	WOOD	TYPE 1	NEW DOOR
3	STAIR DOOR	3'-0"	6'-8"	WOOD	TYPE 1	NEW DOOR

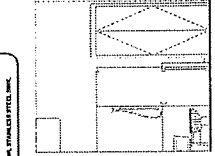
**PLUMBING NOTES:**  
 1. EXISTING PLUMBING TO REMAIN FOR REPAIRS AND RELOCATION.  
 2. ALL NEW PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE CODES AND REGULATIONS.  
 3. ALL WORK SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE CITY OF WEST HAVEN.



APT. 6 KITCHEN ELEV. C



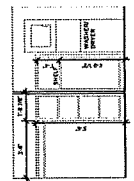
APT. 6 BATHROOM ELEV. A



APT. 6 BEDROOM ELEV. A

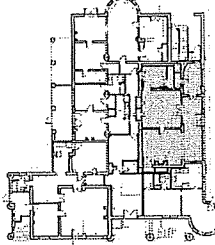
**APARTMENT 6 - NEW**  
 Scale: 3/8" = 1'-0"

**ELECTRICAL NOTES:**  
 1. EXISTING ELECTRICAL SYSTEM SHALL BE REMOVED AND REINSTALLED AS SHOWN ON THESE DRAWINGS.  
 2. ALL NEW ELECTRICAL WORK SHALL BE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE CODES AND REGULATIONS.  
 3. ALL WORK SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE CITY OF WEST HAVEN.



APT. 6 SWITCH ELEV. A

**SCOPE OF WORK:**  
 1. DEMOLITION OF EXISTING INTERIOR WALLS AND PARTITION WALLS.  
 2. CONSTRUCTION OF NEW INTERIOR WALLS AND PARTITION WALLS.  
 3. INSTALLATION OF NEW DOORS AND WINDOWS.  
 4. INSTALLATION OF NEW ELECTRICAL SYSTEM.  
 5. INSTALLATION OF NEW PLUMBING SYSTEM.  
 6. FINISH WORK INCLUDING PAINTING AND CARPETING.



**KEY PLAN**  
 Scale: 1" = 20'-0"

**Drawn by:** Construction  
**REVISIONS:**  
 1/23/2018 R01  
 1/23/2018 R02  
 1/23/2018 R03

**PROJECT:** LAYTON CASTLE  
 1100 SOUTH GARDEN ST., WEST HAVEN, CT 06791

**ARCHITECT:** C. EUGENE BROWN ARCHITECT  
 1100 SOUTH GARDEN ST., WEST HAVEN, CT 06791

**DATE:** 1/23/2018

**PROJECT NO.:** 18-001

**SCALE:** 3/8" = 1'-0"

**PROJECT LOCATION:** WEST HAVEN, CT

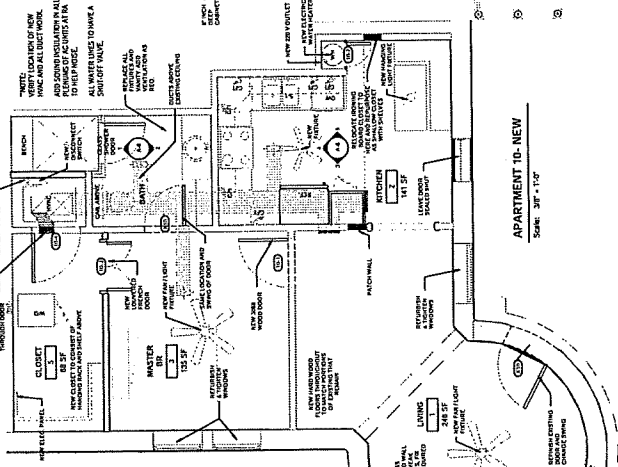
**PROJECT TYPE:** REDEMPTION

**PLUMBING NOTES:**

1. ALL PLUMBING TO BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES PLUMBING CODE.
2. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES PLUMBING CODE.
3. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES PLUMBING CODE.
4. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES PLUMBING CODE.
5. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES PLUMBING CODE.

**ELECTRICAL NOTES:**

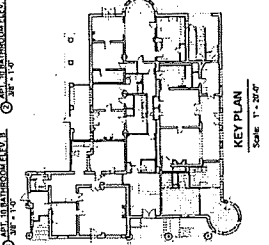
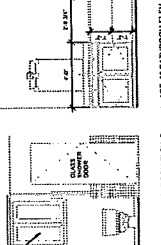
1. ALL ELECTRICAL TO BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES ELECTRICAL CODE.
2. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES ELECTRICAL CODE.
3. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES ELECTRICAL CODE.
4. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES ELECTRICAL CODE.
5. ALL ELECTRICAL SHALL BE INSTALLED IN ACCORDANCE WITH THE CITY OF LOS ANGELES ELECTRICAL CODE.



APARTMENT 10- EXISTING & DEMO  
Scale: 3/8" = 1'-0"

**NOTE: TO ALL SUB-CONTRACTORS**  
BEFORE BEGINNING WORK, THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF LOS ANGELES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.

**BUILDER INFORMATION:**  
ARCO BUILDERS, INC.  
1100 WEST 10TH STREET  
LOS ANGELES, CA 90006  
TEL: (213) 475-1000



KEY PLAN  
Scale: 1" = 20'-0"

**SCOPE OF WORK:**

THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF LOS ANGELES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.

**APT. 10 ROOM FINISH SCHEDULE**

NO.	ROOM NAME	FINISH	WALL	FLOOR	CEILING	COMMENTS
1	LIVING	PAINT	PAINT	PAINT	PAINT	PAINT
2	KITCHEN	PAINT	PAINT	PAINT	PAINT	PAINT
3	BATH	PAINT	PAINT	PAINT	PAINT	PAINT
4	BR	PAINT	PAINT	PAINT	PAINT	PAINT
5	CL	PAINT	PAINT	PAINT	PAINT	PAINT

**APT. 10 DOOR HARDWARE TYPE**

NO.	ROOM NAME	TYPE	COMMENTS
1	ENTRANCE	TYPE 1	TYPE 1
2	CL	TYPE 2	TYPE 2
3	CL	TYPE 3	TYPE 3

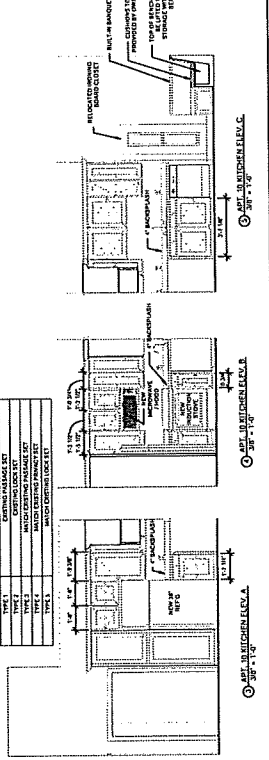
**APT. 10 DOOR SCHEDULE**

NO.	ROOM NAME	TYPE	FINISH	COMMENTS
1	ENTRANCE	TYPE 1	WOOD	TYPE 1
2	CL	TYPE 2	WOOD	TYPE 2
3	CL	TYPE 3	WOOD	TYPE 3
4	CL	TYPE 4	WOOD	TYPE 4
5	CL	TYPE 5	WOOD	TYPE 5
6	CL	TYPE 6	WOOD	TYPE 6
7	CL	TYPE 7	WOOD	TYPE 7
8	CL	TYPE 8	WOOD	TYPE 8
9	CL	TYPE 9	WOOD	TYPE 9
10	CL	TYPE 10	WOOD	TYPE 10

Drawn by: **CONTRACTOR**  
REPRESENTATION OF:  
**LAYTON CASTLE**  
1100 WEST 10TH STREET  
LOS ANGELES, CA 90006  
TEL: (213) 475-1000

**C. EUGENE BROWN ARCHITECT**  
1100 WEST 10TH STREET  
LOS ANGELES, CA 90006  
TEL: (213) 475-1000

PROJECT: **APARTMENT 10- FLOOR PLANS**  
DATE: **11/15/2000**




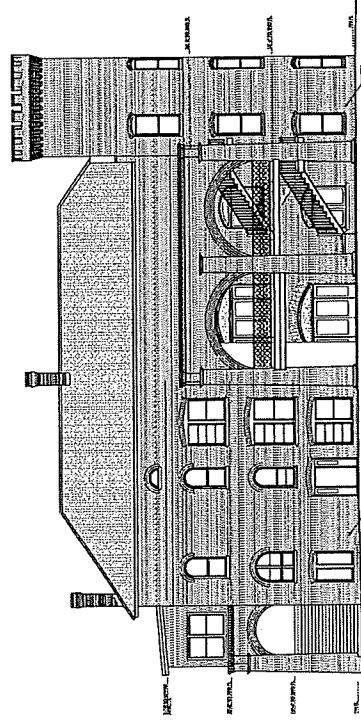
APT. 10- WINDOW SCHEDULE  
Scale: 3/8" = 1'-0"

APT. 10- WINDOW SCHEDULE  
Scale: 3/8" = 1'-0"

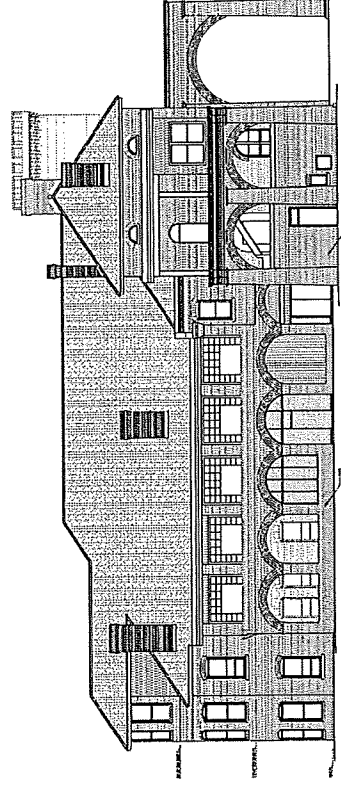
APT. 10- WINDOW SCHEDULE  
Scale: 3/8" = 1'-0"

**NOTE: TO ALL SUB-CONTRACTORS**  
REVIEW DRAWINGS CAREFULLY AND VERIFY ALL DIMENSIONS AND CONDITIONS  
OF A PARTICULAR SUB-CONTRACTOR WILL NOT BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

**BUILDER INFORMATION:**  
**ARCO**  
CONSTRUCTION, INC.  
1132 SOUTH GARDEN ST., SUITE 100  
WILMINGTON, DE 19801  
TEL: 302-439-1100  
FAX: 302-439-1201




LEFT SIDE ELEVATION  
NOT TO SCALE



REAR ELEVATION  
NOT TO SCALE

Issue for Construction 7/27/2009 PROJECT #18

REINSTITUTION OF  
**LAYTON CASTLE**  
1132 SOUTH GARDEN ST., WILMINGTON, DELAWARE, 19801  
TEL: 302-439-1100 FAX: 302-439-1201

**C. EUGENE BROWN**  
ARCHITECT  
1132 SOUTH GARDEN ST., SUITE 100  
WILMINGTON, DE 19801  
TEL: 302-439-1100 FAX: 302-439-1201

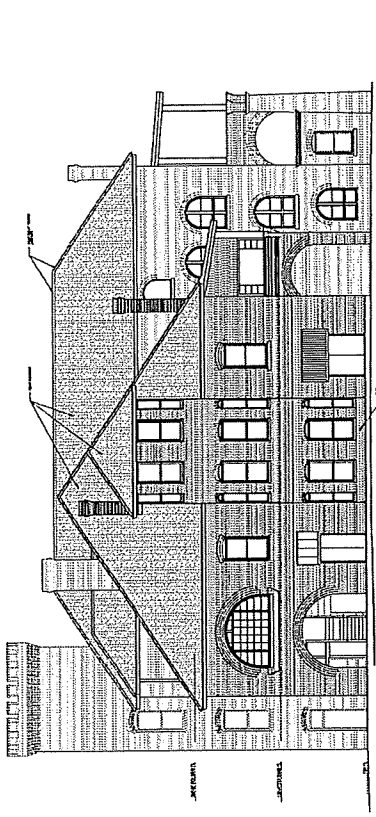
DATE	28-09	SCALE	1/8" = 1'-0"	DATE	11-09	SCALE	1/8" = 1'-0"
PROJECT	18-0000	DATE	7-20-09	DATE	11-09	SCALE	1/8" = 1'-0"
EXISTING ELEVATIONS							

**NOTE: TO ALL SUB-CONTRACTORS**  
 REVIEW THESE ELEVATIONS CAREFULLY. THE RESPONSIBILITY OF A PARTICULAR SUB-CONTRACTOR WILL NOT BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

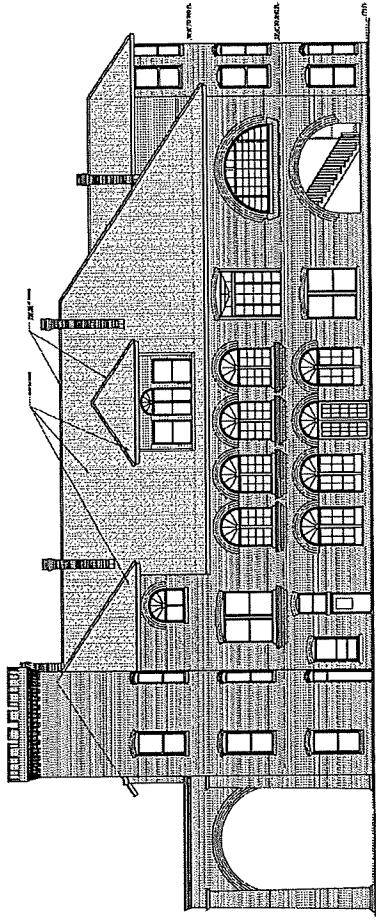
**BUILDER INFORMATION:**



ARCO  
 1000 WEST WASHINGTON ST.  
 WEST MONROE, LA 70091  
 TEL: 504-835-1111  
 FAX: 504-835-1221



RIGHT SIDE ELEVATION  
 1/8" = 1'-0"



FRONT ELEVATION  
 1/8" = 1'-0"

Drawn by: **Construction** 7/18/2009 **SCALE: AS SHOWN**  
 REPRESENTATION OF:  
**LAYTON CASTLE**  
 1123 SOUTH GRAND ST., MONROE, LOUISIANA 70002

**C. EUGENE BROWN**  
 ARCHITECT  
 1000 WEST WASHINGTON ST.  
 WEST MONROE, LA 70091  
 TEL: 504-835-1111  
 FAX: 504-835-1221



**A-8**  
 or  
**A-8**  
 1/8" = 1'-0"  
 S. HALL  
 D.E.L.

EXISTING ELEVATIONS CONT.



Tax Year 2022  
(Certified)

9/21/2023 4:45:58 PM

**Property Owner**

Name: LAYTON PROPERTIES, LLC

**Property Information**

Physical Address: 1133 GRAND ST S

Mailing Address: 1133 S GRAND  
MONROE, LA 71202

Subdivision: LAYTONS HOME PLACE ADDN  
Block / Lot: N/A / N/A

Type: (C) Comm. Impr.

S-T-R: 60-18-04

Tax Dist: (30) CITY OF MONROE

Size (Acres): 5.293

Millage Rate: 105.80

Restoration Tax

Homestead Pct: 0.00

Abatement: No

Special Assessment

Freeze: No

Extended Legal: LOT IN LAYTONS HOME PLACE ADDNFR TG ON E SIDE SO GRAND ST.BETWEEN SO LINE TEXAS & NOLINE MORRIS DR., DEPTH 418.98 FTON SO SIDE TEXAS AVE & 400 FTON NO LINE MORRIS DR.-1133 SOUTH GRAND ST-LAYTON PLACE APTS.-

**Assessment Summary:**

Description	Acres	Land Value	Bldg Value	Total Value	Land Assessed	Bldg Assessed	Total Assessed	Percent
APARTMENT		0	48,805	48,805	\$0	\$4,881	\$4,881	10%
S								
COMMERCIA	5.030	50,300	0	50,300	\$5,030	\$0	\$5,030	10%
L SUB. LOT								
(REC PLAT)								
APARTMENT	0	67,398	67,398	67,398	\$0	\$6,740	\$6,740	10%
S								
<b>Totals:</b>		50,300	116,203	166,503	\$5,030	\$11,621	\$16,651	

**Not a Legal Document.**

Subject to terms and conditions.  
[www.actDataScout.com](http://www.actDataScout.com)

**Ouachita Parish Report**  
 Tax Year 2022  
 (Certified)

9/21/2023 4:45:58 PM

**Special Assessments:**

Assessment	Millage	Parish or City	Total Tax	Homestead Credit	Tax Amount
Assessment District	1.83	P	\$30.47	\$0.00	\$30.47
City School Bonds	7.25	P	\$120.72	\$0.00	\$120.72
City School Maintenance	27.51	P	\$458.07	\$0.00	\$458.07
Coolley Hospital	1.42	P	\$23.65	\$0.00	\$23.65
Correctional Center	9.20	P	\$153.19	\$0.00	\$153.19
Detention Home	2.90	P	\$48.29	\$0.00	\$48.29
General Fund - Inside	2.07	P	\$34.47	\$0.00	\$34.47
Health Unit	0.75	P	\$12.49	\$0.00	\$12.49
Law Enforcement	12.11	P	\$201.64	\$0.00	\$201.64
Levee District	4.71	P	\$78.43	\$0.00	\$78.43
Library Maintenance	7.64	P	\$127.21	\$0.00	\$127.21
Monroe City Maintenance	27.02	C	\$449.91	\$0.00	\$449.91
Mosquito Abatement District	1.39	P	\$23.15	\$0.00	\$23.15
<b>Totals:</b>			<b>\$1,761.69</b>	<b>\$0.00</b>	<b>\$1,761.69</b>

**Homestead Credit: 0.00 Status: (AC) Active Note: Due to rounding errors, please contact the Tax Collector for the exact taxes owed.**

**Conveyance Book/Page:**

1108/927 1108/929 1159/918 1157/325 2158/6

**Details for Commercial Card 1:**

**Business Name(s):** LAYTON CASTLE  
 LAYTON PLACE APARTMENTS

**Number of Units:**

Site Work:	N/A	Total Floor Area:	19954
Foundation:	N/A	Floor Cover:	N/A
Floor Struct:	N/A	Ceilings:	N/A
Struct. Frame:	N/A	Interior Finish:	N/A
Exterior Walls:	N/A	Insulation:	N/A
Ext. Wall Load:	N/A	Appliances:	N/A
Roof Struct.:	N/A	Plumbing:	N/A
Roof Cover:	N/A	Electric:	N/A
		Misc:	

**Not a Legal Document.**

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[www.actDataScout.com](http://www.actDataScout.com)

**Building: 1**

Age/YC	Condition	Effective Age	Stories	Grade
	N/A			
<b>Avg. Floor Area:</b>				
<b>Avg. Perimeter:</b>				
<b>No. Floors:</b>				
<b>Avg. Floor Hgt:</b>				
<b>Common Wall:</b>				
Total Floor Area: 19954				
Total Height:				
Unit Multiplier:				
<b>Occupancy</b>				
Primary	N/A	Heating/Cooling	Sprinkler	
Secondary	N/A	N/A	N/A	
		N/A	N/A	

**Details for Commercial Card 2:**

**Business Name(s):**  
**Number of Units:**  
Site Work: N/A  
Foundation: N/A  
Floor Struct: N/A  
Struct. Frame: N/A  
Exterior Walls: N/A  
Ext. Wall Load: N/A  
Roof Struct.: N/A  
Roof Cover: N/A

**Total Floor Area:** 2560  
Floor Cover: N/A  
Ceilings: N/A  
Interior Finish: N/A  
Insulation: N/A  
Appliances: N/A  
Plumbing: N/A  
Electric: N/A  
Misc:

**Building: 1**

Age/YC	Condition	Effective Age	Stories	Grade
	N/A			
<b>Avg. Floor Area:</b>				
<b>Avg. Perimeter:</b>				
<b>No. Floors:</b>				
<b>Avg. Floor Hgt:</b>				
<b>Common Wall:</b>				
Total Floor Area: 2560				
Total Height:				
Unit Multiplier:				
<b>Occupancy</b>				
Primary	N/A	Heating/Cooling	Sprinkler	
Secondary	N/A	N/A	N/A	
		N/A	N/A	

**Not a Legal Document.**

Subject to terms and conditions.  
[www.actDataScout.com](http://www.actDataScout.com)

ACCOUNT NO. 201297  
YEAR 2022

RE

EXM VALUE Description	0 EXM TAX Rate	Taxes Due
Assessment Dist	1.83	114.12
City School Bon	7.25	452.10
City School Mai	27.51	1715.50
Cooley Hospital	1.42	88.54
Correctional Ce	9.20	573.70
Detention Home	2.90	180.84
General Fund -	2.07	129.08
Health Unit (0.	0.75	46.77
Law Enforcement	12.11	755.16
Levee District	4.71	293.71
Library Mainten	7.64	476.41
Monroe City Mai	27.02	1684.94
Mosquito Abaten	1.39	86.67
pay this amount ----->		6597.54

**TAXES ARE DUE DECEMBER 31st**

LAYTON PROPERTIES, LLC  
1133 S GRAND  
MONROE LA 71202

1% Per Month Interest applies after December 31st.  
Additional collection fees will be applied beginning February 1st

Parcel	Property Desc	Assessed Val	H	Taxes Due
--> 54357 Ward:				
LOT 4 SQ E UNIT 2 JAMAR HEIGHTS ADDN	Situs: 802 ADCOCK CIR	3,240	N	342.79
RESIDENTIAL SUBDIVISION LOT		14,192	N	1,501.48
SINGLE FAMILY RESIDENCE		17,432		1,844.27
--> 54101 Ward:				
LOT IN LAYTON'S HOME PLACE ADDN FRGTG ON E SIDE SO GRAND ST. BETWEEN SO LINE TEXAS & N	Situs: 1133 S GRAND ST			
O LINE MORRIS DR., DEPTH 418.98 FT ON SO SIDE TEXAS AVE & 400 FT ON NO LINE MORRIS D				
R. -1133 SOUTH GRAND ST. -LAYTON PLACE APTS. -		4,881	N	516.41
MULTI-FAMILY (APARTMENTS)		5,030	N	532.17
COMMERCIAL SUBDIVISION LOT		6,740	N	713.09
MULTI-FAMILY (APARTMENTS)		16,651		1,761.67
--> 52172 Ward:				
LOT 5 SQ B PARK AVENUE ADDN	Situs: 2126 PARK AVE	3,240	N	342.79
RESIDENTIAL SUBDIVISION LOT		12,508	N	1,323.34
SINGLE FAMILY RESIDENCE		15,748		1,666.13
--> 58053 Ward:				
LOT 3 SQ E RESUB OAK PARK ADDN	Situs: 2126 MAXWOOD DR	3,500	N	370.31
RESIDENTIAL SUBDIVISION LOT		9,028	N	955.16
SINGLE FAMILY RESIDENCE		12,528		1,325.47
Owner Totals ----->		62,359		6597.54

SCANNED  
11/21/22

TAXES DUE PLUS 1% INTEREST/FEEES  
PER MONTH IF PAID AFTER 12/31/2022  
  
ADDITIONAL COLLECTION FEES FOR  
DELINQUENT NOTICES WILL BE ADDED  
BEGINNING 2/1/2023

CALL 318-329-1280 FOR CORRECT  
AMOUNTS DUE IF PAYMENT WILL  
BE RECEIVED AFTER 12/31/2022

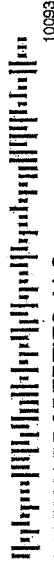
**PAY ONLINE AT  
WWW.OPSO.NET**

QUESTIONS CONCERNING PAYMENT OF TAXES - PHONE 318-329-1280  
QUESTIONS CONCERNING HOW TAXES ARE CALCULATED - PHONE 318-327-1300  
CUSTOMER RECEIPT - KEEP FOR YOUR RECORDS - TAX YEAR 2022

OUACHITA PARISH TAX COLLECTOR  
300 ST JOHN STREET, ROOM 102  
MONROE, LA 71201



076687



LAYTON PROPERTIES, LLC  
1133 S GRAND ST  
MONROE LA 71202-2009

MAKE CHECKS PAYABLE TO:  
OUACHITA PARISH TAX COLLECTOR

PO BOX 660587  
DALLAS, TX 75266-0587

PLEASE SEND PAYMENT WITH THIS STUB IN PROVIDED ENVELOPE FOR PROPER CREDIT

KEEP

SEND

ACCOUNT NO.  
YEAR

201297  
2022

7330452022000000000201297000006597540

PAY THIS AMOUNT ⇨ \$ 6597.54  
BY DECEMBER 31st



ENGINEERING  
DEPARTMENT

September 29, 2023

Layton Castle  
Attn: Ms. Pam Dupuy

RE: District Verification -- 1133 South Grand Street, Monroe, LA

Dear Ms. Dupuy,

This letter is to inform you that the property located at 1133 South Grand Street, Monroe, LA 71202, is located within the Henry Bry Historic District. The property was placed on the Louisiana National Register of Historic Places on July 7, 1978.

If there are any further comments, questions or concerns relative to this information, please feel free to contact this office at 318-329-2101, at your earliest convenience.

With Kindest Regards,

A handwritten signature in cursive script that reads "Alyeasha C. Adams".

**Alyeasha C. Adams**

P & Z SENIOR PLANNER

Engineering Department

tel: 318-329-2101

cell: 318-337-9961

[Alyeasha.adams@ci.monroe.la.us](mailto:Alyeasha.adams@ci.monroe.la.us)

[www.monroela.us](http://www.monroela.us)



CITY OF MONROE

UNITED STATES DEPARTMENT OF THE INTERIOR  
NATIONAL PARK SERVICE**NATIONAL REGISTER OF HISTORIC PLACES  
INVENTORY -- NOMINATION FORM**

PH 0667552

FOR NPS USE ONLY

APR 24 1978

RECEIVED

DATE ENTERED

JUDICIAL SHEET

SEE INSTRUCTIONS IN HOW TO COMPLETE NATIONAL REGISTER FORMS  
TYPE ALL ENTRIES -- COMPLETE APPLICABLE SECTIONS**1 NAME**

HISTORIC

Mulberry Grove

AND/OR COMMON

Layton Castle

★ ★

**LOCATION**

STREET &amp; NUMBER

1133 South Grand Street

CITY, TOWN

Monroe

VICINITY OF

CODE

22

COUNTY

Ouachita Parish

CODE

073

NOT FOR PUBLICATION  
CONGRESSIONAL DISTRICT  
5th**CLASSIFICATION**

CATEGORY

\_\_\_ DISTRICT

 BUILDING(S)

\_\_\_ STRUCTURE

\_\_\_ SITE

\_\_\_ OBJECT

OWNERSHIP

\_\_\_ PUBLIC

 PRIVATE

\_\_\_ BOTH

PUBLIC ACQUISITION

\_\_\_ IN PROCESS

\_\_\_ BEING CONSIDERED

STATUS

 OCCUPIED

\_\_\_ UNOCCUPIED

\_\_\_ WORK IN PROGRESS

ACCESSIBLE

 YES; RESTRICTED

\_\_\_ YES; UNRESTRICTED

\_\_\_ NO

PRESENT USE

\_\_\_ AGRICULTURE

\_\_\_ MUSEUM

\_\_\_ COMMERCIAL

\_\_\_ PARK

\_\_\_ EDUCATIONAL

 PRIVATE RESIDENCE

\_\_\_ ENTERTAINMENT

\_\_\_ RELIGIOUS

\_\_\_ GOVERNMENT

\_\_\_ SCIENTIFIC

\_\_\_ INDUSTRIAL

\_\_\_ TRANSPORTATION

\_\_\_ OTHER:

**OWNER OF PROPERTY**NAME Robert Layton Estate - Mrs. Robert Layton, Mr. Robert Layton, Jr., and  
Mrs. Carol Layton Parsons

STREET &amp; NUMBER

1133 South Grand Street

CITY, TOWN

Monroe

VICINITY OF

Louisiana

STATE

**LOCATION OF LEGAL DESCRIPTION**

COURTHOUSE,

REGISTRY OF DEEDS, ETC. City of Monroe Courthouse

STREET &amp; NUMBER

300 St. John Street

CITY, TOWN

Monroe

STATE

Louisiana 71201

**6 REPRESENTATION IN EXISTING SURVEYS**

TITLE

District North of Red River, Louisiana

DATE

1821 (Sutton), 1854 (Boyd)

DEPOSITORY FOR

SURVEY RECORDS State Land Office

CITY, TOWN

Capitol Station, Baton Rouge

STATE

Louisiana

FEDERAL

 STATE

COUNTY

LOCAL

## 7 DESCRIPTION

CONDITION		CHECK ONE		CHECK ONE	
<input type="checkbox"/> EXCELLENT	<input type="checkbox"/> DETERIORATED	<input type="checkbox"/> UNALTERED	<input checked="" type="checkbox"/> ORIGINAL SITE	<input type="checkbox"/> MOVED	<input type="checkbox"/> DATE _____
<input checked="" type="checkbox"/> GOOD	<input type="checkbox"/> RUINS	<input checked="" type="checkbox"/> ALTERED			
<input type="checkbox"/> FAIR	<input type="checkbox"/> UNEXPOSED				

### DESCRIBE THE PRESENT AND ORIGINAL (IF KNOWN) PHYSICAL APPEARANCE

Layton Castle is set on seven acres of flatland which fronts the Ouachita River. Although the house was once a part of a large plantation, suburban development has engulfed all but the present acreage. All of the out buildings and workers' quarters have been lost except for a small brick wine house with an attached garage, and a family cemetery.

Despite the loss of acreage, the house still retains its historic setting because large live oak trees effectively screen it from surrounding intrusions. Also, seven acres provides a broad enough spread of land that the house and the intrusions cannot be seen in the same view.

The "castle" itself has approximately 60 rooms, with the major living spaces located on the second floor. It began in 1814 as a broad two story raised cottage with a hip roof. In about 1850, an addition was built to the northeast side which was enlarged in the late 19th century. This created a square, three story tower with a mansard roof which was connected to the old raised cottage by galleries. In 1912 a massive rebuilding and remodeling program took place in which the present house was largely created. A gracious, 15 feet wide hall was built behind the raised cottage. This connected a new large dining room and kitchen at one end of the house with a new living room at the other end. A third story was created over the northern end of the house which became part of a large open space where balls were often given. New front and rear galleries were built and a two story carriage port was added at the main entrance on the north facade. A large columnar porch of similar design was built on the east facade.

Much of the house is supported by round brick columns with arches running between. Floors are supported by heavy wood joists which run between one row of arches and the next. The only bearing walls are in the mid and late 19th century portion of the house. The old raised cottage has been restructured with brick arches and columns. Probably only a few of the old walls remain in the second story. In the circa 1912 remodeling, the entire house was reroofed with a pair of massive hip roofs which were covered with red tile. Some of the lites were made of glass to provide for skylights.

The exterior of the house was designed to convey the idea of a castle. This is achieved through the use of tall round turrets at either end of the building which create strong asymmetrical massing. This feeling is also achieved by the extensive use of corbel tables. But the exterior also has something of the character of an industrial building. Much of this is due to the plain brick walls and the use of warehouse-type windows with brick segmental arches and plate glass sashes. A most unusual feature is the two story carriage port with its round brick columns and 15 feet arches. There is no record of any architect involved in the circa 1912 remodeling. Family tradition has it that the work was designed by the builder in conjunction with the owner. Perhaps this is why the exterior resembles a castellated warehouse.

The interiors are large, but sparsely decorated. The only noteworthy features are a pair of oak Queen Ann Revival mantles in the living room.

The boundaries of the nominated area were chosen to encompass the house and the surrounding seven acres, which is all that remains intact of the original plantation.

UNITED STATES DEPARTMENT OF THE INTERIOR  
NATIONAL PARK SERVICE

## NATIONAL REGISTER OF HISTORIC PLACES INVENTORY -- NOMINATION FORM



CONTINUATION SHEET

ITEM NUMBER 7

PAGE 1

Since the circa 1912 remodeling, there have been three principal alterations to the house. These are: 1) The ground floor and the mid and late 19th century portion of the house have been converted into apartments. But this does not significantly impact on the major interior spaces -- the living room, the hall or the dining room. 2) At one time there was a staircase leading from the carriage port up to the living room. This has been removed, but it had only a minor impact on the living room. In any case, the interiors are not a major source of significance. 3) The galleries have been glazed in and incorporated into the rooms in the southern end of the house. But the impact this had on the exterior walls was minimal. Prior to the glass, the galleries had mounted screens. They were never open.



## 8 SIGNIFICANCE

PERIOD	AREAS OF SIGNIFICANCE -- CHECK AND JUSTIFY BELOW	
<input type="checkbox"/> PREHISTORIC	<input type="checkbox"/> ARCHEOLOGY-PREHISTORIC	<input type="checkbox"/> LANDSCAPE ARCHITECTURE
<input type="checkbox"/> 1400-1499	<input type="checkbox"/> ARCHEOLOGY-HISTORIC	<input type="checkbox"/> LAW
<input type="checkbox"/> 1500-1599	<input type="checkbox"/> CONSERVATION	<input type="checkbox"/> LITERATURE
<input type="checkbox"/> 1600-1699	<input type="checkbox"/> ECONOMICS	<input type="checkbox"/> MILITARY
<input type="checkbox"/> 1700-1799	<input type="checkbox"/> EDUCATION	<input type="checkbox"/> MUSIC
<input checked="" type="checkbox"/> 1800-1899	<input type="checkbox"/> ENGINEERING	<input type="checkbox"/> PHILOSOPHY
<input checked="" type="checkbox"/> 1900-	<input type="checkbox"/> COMMERCIAL	<input type="checkbox"/> POLITICS/GOVERNMENT
	<input type="checkbox"/> COMMUNICATIONS	<input type="checkbox"/> OTHER (SPECIFY)
	<input type="checkbox"/> INVENTION	

SPECIFIC DATES 1814, 1912

BUILDER/ARCHITECT Eugenia Stubbs Layton Wright,  
Ca. 1912

### STATEMENT OF SIGNIFICANCE

Layton Castle, with approximately 60 rooms, is probably the largest residence ever built in Monroe. Its owner and its builder used simple industrial architecture to create an elaborate castellated mansion -- a local landmark and architectural folly that is probably unique to the state.

Layton Castle enjoys a lesser degree of significance as the home of Henry Bry, a native of Geneva, Switzerland who immigrated to the Ouachita region in 1804. Bry, by the time of Louisiana statehood in 1812, had successfully served as parish judge, legislator in the House of Representatives, as a member of the convention to write Louisiana's first constitution, and as advisor to territorial governor W. C. C. Claiborne on the affairs of the Ouachita District. Bry purchased approximately 500 acres in 1814 and built Mulberry Grove Plantation, which became known as Layton Castle after the circa 1912 remodeling.

PROPERTY ADDRESS & CITY STATE ZIP

APPROX DATE ACQUISITION & BY WHOM

DATE

DATE OF SURVEY

BY WHOM

BY WHOM

## 9 MAJOR BIBLIOGRAPHICAL REFERENCES

North Louisiana Historical Association Journal, Spring, 1972, Vol.3, No.3, P.81-86,

"Judge Henry Bry: Genevan on the Ouachita" by Marshall Scott Legen.

Journal of the Reverend Timothy Flint, "From the Red River to the Ouachita in Louisiana," 1835.

De Bow's Commercial Review, III March, 1847, 225-30, "The Louisiana Region," Henry Bry.

Official Letter Books of W.C.C. Claiborne, 1801-16, 6 volumes.

Documents in Courthouse - Monroe, Conveyance Book D, Page 243.

## 10 GEOGRAPHICAL DATA

ACREAGE OF NOMINATED PROPERTY 7 acres  
UTM REFERENCES

A 1 5 5 8 3 3 6 0 3 5 9 5 0 7 0  
ZONE EASTING NORTHING

B                                
D                                
ZONE EASTING NORTHING

### VERBAL BOUNDARY DESCRIPTION

The property is bounded on the west by Grand Street, on the north by Texas Street, and on the south by Morris Drive. The eastern boundary runs parallel to Jackson Street 80 feet to the east.

LIST ALL STATES AND COUNTIES FOR PROPERTIES OVERLAPPING STATE OR COUNTY BOUNDARIES

STATE CODE COUNTY CODE

STATE CODE COUNTY CODE

## 11 FORM PREPARED BY

NAME/TITLE

Carol Layton Parsons

Revised by Jonathan Fricker

ORGANIZATION

DATE

2/22/78

STREET & NUMBER

818 Waverly Road

TELEPHONE

CITY OR TOWN

Bryn Mawr

STATE

Pennsylvania 19010

## 12 STATE HISTORIC PRESERVATION OFFICER CERTIFICATION

THE EVALUATED SIGNIFICANCE OF THIS PROPERTY WITHIN THE STATE IS:

NATIONAL   

STATE X

LOCAL   

As the designated State Historic Preservation Officer for the National Historic Preservation Act of 1966 (Public Law 89-665), I hereby nominate this property for inclusion in the National Register and certify that it has been evaluated according to the criteria and procedures set forth by the National Park Service.

STATE HISTORIC PRESERVATION OFFICER SIGNATURE

*Donald James*

TITLE State Historic Preservation Officer

DATE

4/18/78

FOR NPS USE ONLY

I HEREBY CERTIFY THAT THIS PROPERTY IS INCLUDED IN THE NATIONAL REGISTER

DIRECTOR, OFFICE OF ARCHAEOLOGY AND HISTORIC PRESERVATION

*John A. Adams*

ATTEST

MEMBER OF THE NATIONAL REGISTER

*William C. ...*




DATE

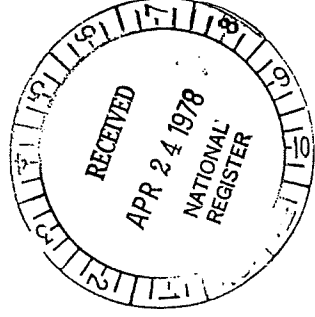
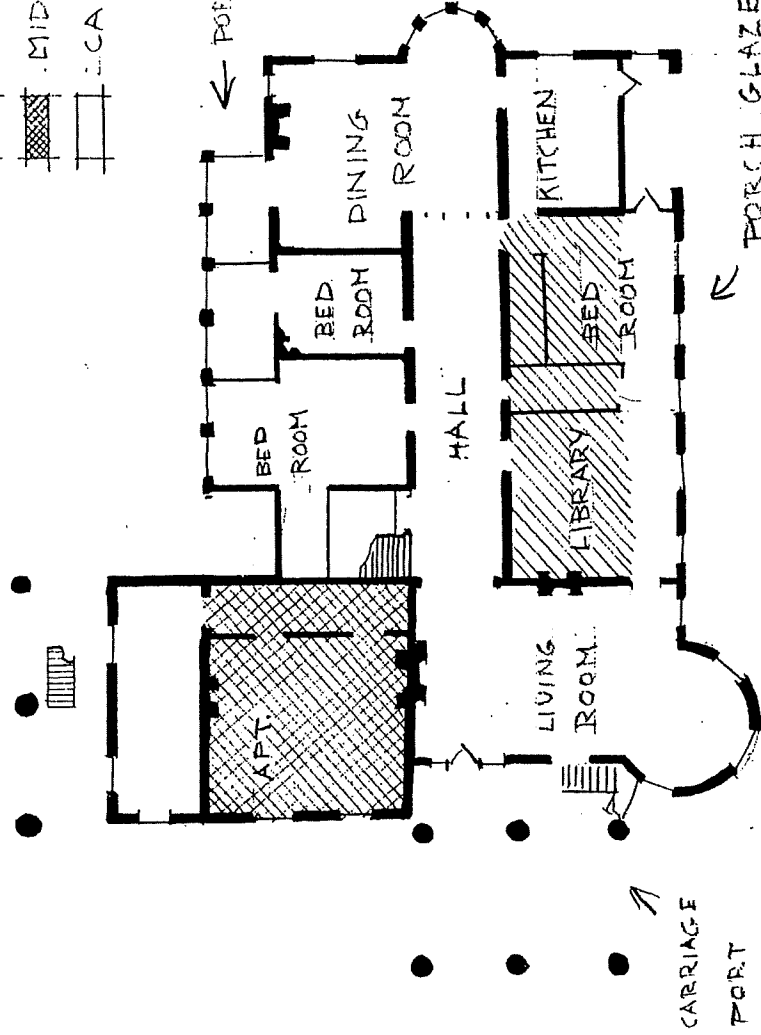
7-2-78

DATE

7-5-78

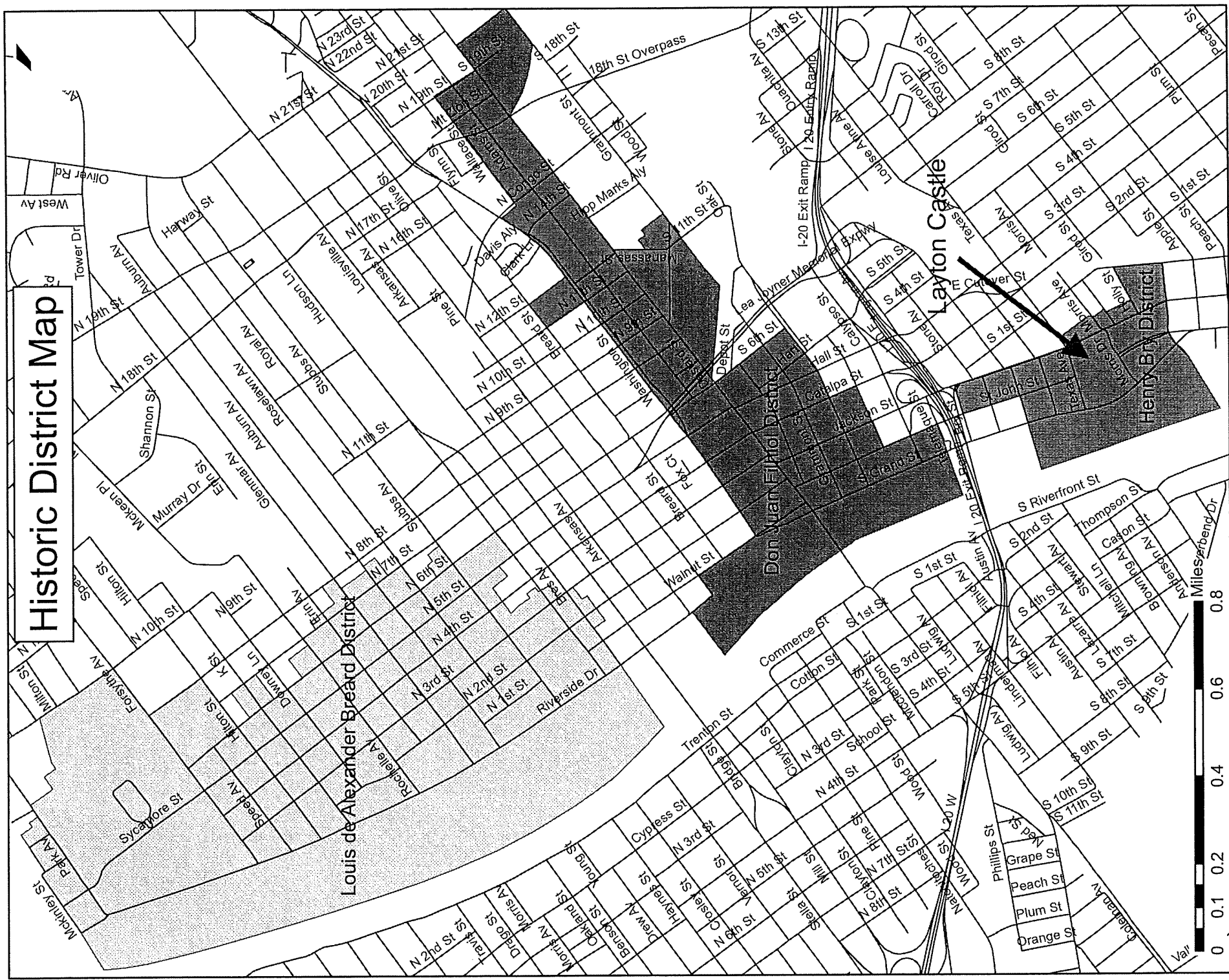
NORTH

 CA 1814  
 MID & LATE 19th CENTURY  
 CA 1912



LAYTON CASTLE  
 MAIN FLOOR

# Historic District Map





LOUISIANA.  
Custom-Fit Opportunity.

APPLICATION NO. \_\_\_\_\_

# Restoration Tax Abatement Program Minimum Rehabilitation Certification Statement

I certify that the minimum rehabilitation cost incurred to the owner-occupied residence project will be equal to or greater than 25 percent of the assessed valuation of the improvements located on the property prior to the commencement of the expansion, restoration, improvement, or development.

9/26/23

\_\_\_\_\_  
Date

Layton Properties/Pam Dupuy

\_\_\_\_\_  
Business/Homeowner Name

\_\_\_\_\_  
Business/Homeowner Signature



**LOUISIANA.**  
Custom-Fit Opportunity.

APPLICATION NO. \_\_\_\_\_

# Restoration Tax Abatement Program 24-Month Completion Period Certification Statement

I certify that the owner-occupied residence project will be completed within a 24-month period.

9/26/23

\_\_\_\_\_  
Date

Layton Properties/Pam Dupuy

\_\_\_\_\_  
Business/Homeowner Name

\_\_\_\_\_  
Business/Homeowner Signature

RESOLUTION  
NO. \_\_\_\_\_

STATE OF LOUISIANA

CITY OF MONROE

The following Resolution was offered by Mr. /Ms. \_\_\_\_\_ who moved for its adoption and was seconded by Mr. /Ms. \_\_\_\_\_.

**A RESOLUTION ENDORSING GEORGIA TUCKER, LLC'S RENEWAL APPLICATION FOR PARTICIPATION IN THE BENEFITS OF THE LOUISIANA RESTORATION TAX ABATEMENT PROGRAM FOR PROJECT #20170018-RTA AND FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, City of Monroe, through the Monroe City Council, supports and encourages the restoration, development, improvement or expansion of existing structures in downtown, historic, and economic development districts and the continued vital use of such structures;

**WHEREAS**, Article VII, Section 21(H) of the Louisiana Constitution provides for the Restoration Tax Abatement Program ("RTAP") to encourage commercial property owners and homeowners to restore, develop, improve, or expand existing structures in downtown development districts, historic districts, and economic development districts, and authorizes the State Board of Commerce and Industry, with the prior approval of the Governor and the local governing authority, to enter into contracts granting certain property owners the right to pay ad valorem taxes based upon the assessed valuation of the property prior to the commencement of the expansion, restoration, improvement or development, for a period of five years, which may, in certain circumstances, be extended for an additional five years;

**WHEREAS**, La. RS. 47:4311, *et seq.* and Louisiana Administrative Code, Title 13, Chapter 9, provide the procedures and conditions for the implementation of the RTAP in accordance with Article VII, Section 21(H);

**WHEREAS**, the City of Monroe endorsed and approved Georgia Tucker, LLC's participation in RTAP for Project No. 20170018-RTA by Resolution No. 7102 for an initial period of five years;

**WHEREAS**, Georgia Tucker, LLC seeks to renew its participation in RTAP for Project No. 20170018-RTA for an additional five (5) year period in accordance with § 921 of the Administrative Code;

**WHEREAS**, the City of Monroe endorses and approves Georgia Tucker, LLC's renewal application for Project No. 20170018-RTA under the RTAP; and

**WHEREAS**, the City of Monroe certifies that the project is located in the City of Monroe's Louis de Alexander Breard Historic District and is an approved commercial use (Elderly Hosing, Assisted Living) within a high-density residential district;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Monroe, in legal and regular session convened, that **GEORGIA TUCKER, LLC** is endorsed to renew its participation in the Louisiana Restoration Tax Abatement Program for Project No. 20170018-RTA; and

**BE IT FURTHER RESOLVED** that all resolutions or parts thereof in conflict herewith are hereby repealed;

**BE IT FURTHER RESOLVED** that if any provision or item of this resolution of the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this resolution which can be given effect without the invalid provisions, items or applications and to this end the provisions of this resolution are hereby declared severable.

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 the \_\_\_\_\_ day of December 2023.

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CITY CLERK**



# Restoration Tax Abatement Program Renewal Application - (Const 7 21)

Project ID: 20170018-RTA

Date Received: 9/28/2023

## PROJECT INFORMATION

Company: Georgia Tucker, LLC  
Project Name: Georgia Tucker Project  
Project Location: 405 Stubbs Avenue , Monroe, LA, 71201  
Parish: Ouachita  
City Limits?: --

## CONFIRMATION OF AFFIDAVIT OF FINAL COST

Residential:  Yes  No  
Owner-Occupied:  Yes  No  
Rented or Leased:  Yes  No  
Legal Description of Property: N/A

## ACTUAL INVESTMENTS

Total Investment Costs: \$5,100,000.00

## ACTUAL JOBS

Existing: 0  
Construction: 0  
New: 25  
Total Actual Jobs: 25

## ACTUAL PAYROLL

Existing: \$300,000.00  
Construction: \$0.00  
New: \$0.00  
Total Actual Payroll: \$300,000.00

Actual Gross Square Footage After 24286

Project:

**PROJECT DESCRIPTION**

Did the actual results differ from the original Project Description on the application?  Yes  No  
If yes, explain the difference:

N/A

**FEES**

Assessed Fee: \$250.00  
Amount Due: \$0.00

**ATTACHMENTS**

Document Type	Document Name	Date
---------------	---------------	------

**PAYMENTS**

Fee Type	Amount Paid	Date Received	Confirmation #	Transaction Type
RNW	\$250.00	9/28/2023	ONNQ24YLPT	ach

**PROJECT CONTACTS**

Contact First Name	Contact Last Name	Email Address	Company Name	Mailing Address	Phone Number	Contact Type
Matt	Sanderson	matt@apdental.com	Georgia Tucker LLC	3301 Sterlington Road , Monroe, LA, 71203	(318) 372-5454	Business
William Todd	Little	Todd@littleandassoc.net	Little & Associates, LLC	P.O. Box 4058 , Monroe, LA, 71211	(318) 361-9600	Consultant
Paul	Coburn	pauljrc@yahoo.com	Georgia Tucker, LLC	1900 N. 18th Street, Suite 801 , Monroe, LA, 71201	(318) 366-4747	Business Signatory
Jimmy	Sanderlin	jsanderlin101@gmail.com	Georgia Tucker LLC	1900 North 18th Ste 801 1901 North 18th Street Suite 801, Monroe, LA, 71201	(318) 366-9555	Business
Laura	McGuffee	lmcguffee@tpsmanagement.net	TPS Management	101 N 2ND ST SUITE 208, WEST MONROE, LA, 71291	(318) 307-5882	Consultant

**CONTRACT SIGNATORY**

The contract signatory will be used when signing contracts. The contracts will be signed online and will take place after the board approves a form.

Title: Member

First Name: Paul B

Last Name: Coburn

Email Address: Pauljrc@yahoo.com

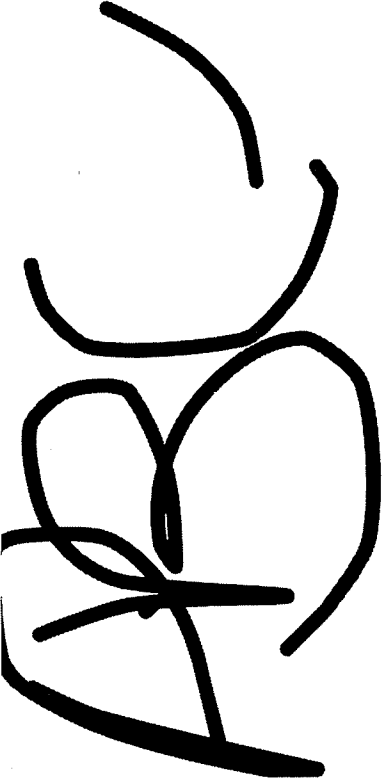
**CERTIFICATION STATEMENT**

I hereby certify that this project meets all Constitutional, statutory and regulatory provisions applicable to this program. I hereby certify that the information provided in this document and additional materials is true and correct and that I am aware that my submission of any false information or omission of any pertinent information resulting in the false representation of a material fact may subject me to civil and/or criminal penalties for filing false public records (R.S. 14:133) and/or forfeiture of any tax benefits approved under this program. I understand that the application and information submitted shall not be returnable to the applicant.

**FORM SIGNATURE**

I, Paul Coburn Jr.

, approve the above information.

A large, bold, handwritten signature in black ink that reads "ABC". The letters are thick and stylized, with the 'A' and 'B' overlapping significantly.A single, thick, vertical black line drawn in the right margin of the signature box.