

RAPIDES PARISH POLICE JURY

REGULAR SESSION

JUNE 8, 2009

The Police Jury of the Parish of Rapides, State of Louisiana, met in Regular Session at its regular meeting place, the Police Jury Room of the Parish Courthouse, 701 Murray Street, Alexandria, Louisiana, on Monday, June 8, 2009, at three (3:00) o'clock p.m. (Central Standard Time).

There were present: Honorable Theodore Fountaine Jr., President; Joe Bishop, Vice President, and Police Jurors John "Buck" Lincecum, Jamie L. Floyd, Richard Gerald Vanderlick, Oliver "Ollie" Overton Jr., Steve Coco, Richard W. Billings, and Scott Perry Jr.

Also present were Mr. Tim Ware, Treasurer; Ms. Donna Andries, Sales and Use Tax Director; Mr. Pete Bruce, Public Works Director; Mr. Jason Parks, OEWD Director; Mr. Shannon Trapp, Courthouse and Jail Building Superintendent; Chief David Peart, Fire District No. 2; Ms. Sonya Wiley-Gremillion, OHSEP Director; Mr. Thomas O. Wells, Legal Counsel, and Ms. Angie Richmond, Secretary.

The invocation was given by Mr. Scott Perry Jr.

The Pledge of Allegiance was led by Mr. Ollie Overton.

The Police Jury of the Parish of Rapides, State of Louisiana, was duly convened as the governing authority of said Parish by Hon. Theodore Fountaine Jr., President, who welcomed all present and then stated that the Police Jury was ready for the first item of business.

On motion by Mr. Buck Lincecum, seconded by Mr. Richard Vanderlick, to adopt the minutes of the Rapides Parish Police Jury held in Regular Session on May 11, 2009 and in Special Session on May 4, 2009, as published in the Official Journal. On vote the motion carried.

On motion by Mr. Ollie Overton, seconded by Mr. Jamie Floyd, that approved bills be paid. On vote the motion carried.

On motion by Mr. Richard Billings, seconded by Mr. Ollie Overton, to accept the Treasurer's Report. On vote the motion carried.

Mr. Scott Perry laid over the appointment to the AICUZ Appeal Board for a three year term to fill the expired term of Mr. Tom Brooks, nominee of the Mayor of Alexandria, term expired on December 12, 2008.

Mr. Joe Bishop laid over the appointment to the Coliseum Authority to fill the vacancy in an unexpired term created by the resignation of Mr. Peter Van Dyke, representing District B, term will expire on July 16, 2011.

On motion by Mr. Ollie Overton, seconded by Mr. Jamie Floyd, to reappoint Mr. Basile Smith to the Alexandria Port Commission, representing the Rapides Parish Police Jury, for six year term, term will expire on July 1, 2015. On vote the motion carried.

On motion by Mr. Ollie Overton, seconded by Mr. Richard Billings, to reappoint Mr. Darren K. Sigur to the Coliseum Authority, representing District F, for a five year term, term will expire on July 16, 2014. On vote the motion carried.

On motion by Mr. Richard Vanderlick, seconded by Mr. Scott Perry, to appoint Ms. Linda McMahon to fill a vacancy in an unexpired term on the Library Board of Control, representing District F, term will expire on September 12, 2011. On vote the motion carried.

Mr. Steve Coco laid over the appointment to the Coliseum Authority, representing District G, to fill a vacancy in an unexpired term created by the resignation of Mr. Bart Schmolke, and lay over thirty days an appointment to fill the vacancy in the unexpired term, term will expire on December 13, 2012.

The following appointments were announced to be made at the next meeting to:

Fire District No. 2 Civil Service Board, representing the Rapides Parish Police Jury, for a three year term to fill the expiring term of Mr. Peter DeKeyzer, term will expire on July 29, 2009;

England Authority for a four year term to fill the expiring term of Mr. Dennis W. Frazier, term expires on August 13, 2009; and

Board on the Code of Ethics for one year term to fill the expiring term of Mr. Harold "Happy" Elliott, term will expire on August 14, 2009.

On motion by Mr. Richard Billings, seconded by Mr. Richard Vanderlick, to waive the thirty day announcement rule and reappoint Mr. Harold "Happy" Elliott to the Board on the Code of Ethics for one year term, term will expire on August 14, 2010.

Amendment by Mr. Scott Perry, seconded by Mr. Ollie Overton, to waive the thirty day announcement rule and reappoint Mr. Dennis W. Frazier to the England Authority for a four year term, term will expire on August 14, 2013.

On vote the motion as amended carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to waive the thirty day announcement rule and appoint Mr. Kevin Johnson to fill the vacancy in an unexpired term on Sewerage District No. 1 created by the death of the late Mr. Ubie Johnson, term will expire on October 12, 2010. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to accept the Secretary's Report. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to accept the report of the Rapides Area Planning Commission on building code permits. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to award Bid No. 2101 Miscellaneous Office Supplies (Annual Bid) for the inventory room to the sole bidder Price Office Supply & Equipment Inc. for all items bid, contract to begin June 1, 2009 and end on May 31, 2010, as recommended by the Purchasing Agent. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to delete from the County Agent's Office Asset/Inventory Program the following equipment as it is no longer suitable to public use:

Asset	Description	Disposal
4527	Livestock Trailer	scrap

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to reimburse Mr. Russell Turnage for his expenses to Natchitoches, Louisiana, on May 26, 2009 to attend the Twin Valley Resource and Conservation Executive Council meeting, to be paid from General Fund. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to delete from the Highway Department the following equipment as it was stolen in a burglary at the Esler Field Barn on March 31, 2009 (Police Report filed):

Asset	Description	Disposal
8336	044 Stihl Chainsaw SN 144330813	Stolen

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to authorize the President to establish a special committee to look into a beaver bounty program and how it can be financed. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, the following ordinance was presented, to lower the speed limit in the three curves on the Libuse Cut-Off Road, Ward 10, District C, from 35 mph to 30 mph and authorize the Parish Highway Department to erect speed limit signs, and on vote unanimously adopted:

ORDINANCE

AN ORDINANCE TO AMEND AND REENACT SECTION 18-4.2 (F) SPEED LIMITS SO AS TO ESTABLISH A 30 MPH SPEED LIMIT ON PORTIONS OF LIBUSE CUTOFF ROAD

WHEREAS, the Rapides Parish Police Jury desires to establish reduced speed limits within the curves of Libuse Cutoff Road, Ward 10; and,

THEREFORE, BE IT ORDAINED by the Rapides Parish Police Jury in Regular Session convened on this 8th day of June, 2009, that Section 18-4.2 (f) of the Rapides Parish Code of

Ordinances is hereby amended and reenacted to include a 30 mph speed limit on portions of the Libuse Cutoff Road, as follows:

Chapter 18. MOTOR VEHICLES AND TRAFFIC

Section 18-4.2. Speed limits designated on certain streets:

(f) Thirty miles per hour. It shall be unlawful for any person to drive or operate a vehicle upon the following parish roads in Rapides Parish in excess of thirty (30) miles per hour.

...

portions of the Libuse Cutoff Road, Ward 10, being within a curve beginning at a point 0.5 mile of its intersection with LA 28 East and ending at a point 0.7 mile of its intersection with LA 28 East, and being within a double curve beginning at a point 1.1 miles of its intersection with LA 28 East and ending at a point 1.5 miles of its intersection with LA 28 East

...

(l). Whoever violates the provisions of this section shall be punished by a fine not to exceed one hundred dollars (\$100.00), or imprisoned in the Rapides Parish Jail for a period not to exceed thirty (30) days, or both.

BE IT FURTHER ORDAINED that this ordinance is to be effective immediately.

BE IT FURTHER ORDAINED in all other respects Section 18-4.2 of the Rapides Parish Code of Ordinances shall remain unchanged.

BE IT FURTHER ORDAINED that the Parish Highway Department is hereby authorized to erect speed limit signs.

THUS DONE AND SIGNED on this 8th day of June, 2009.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to grant the 2% annual longevity pay increase mandated by the State for eligible Rapides Parish Fire Protection District No. 2 employees, effective August 1, 2009, to be paid out of Fire Protection District No. 2 Funds, as recommended by the Fire Chief. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to grant a pay increase of \$51.00 per month to be added to current base pay and to pro-rate throughout the ranks, effective July 16, 2009, in order to be in compliance with the new minimum wage increase, to be paid out of Fire District No. 2 Funds as budgeted, as recommended by Fire Chief. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, that all newly hired employees are to receive orientation from their Department Head and Ms. Linda Sanders, Civil Service Director. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to authorize the President to sign a contract agreement with the Rapides Parish School Board as per approved Request for Proposal to provide In-School and Out-of-School Youth Services and authorize the Treasurer to amend the budget as needed. Monies for program to be funded out of regular WIA Youth Fund. Amount of contract initiates \$92,687.55 for dates of service to begin July 1, 2009 to June 30, 2010. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to authorize the President to sign a contract agreement with the Central Louisiana Area Health Education Center (LAHEC) as per approved Request for Proposal to provide Summer Youth Employment Services and authorize the Treasurer to amend the budget as needed. Monies for project to be funded out of the American Recovery and Reinvestment Act (ARRA) Stimulus allocation. Amount of contract initiates \$8,520.50 for dates of service to begin June 15, 2009 to July 27, 2009. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to accept the resignation of Mr. Pete Bruce, Public Works Director/Parish Engineer, effective June 15, 2009. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to authorize advertisement to fill the anticipated vacancy in the position of Public Works Director/Parish Engineer and authorize the President to set up a search committee. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to authorize a joint application to the Economic Development Administration with the Chamber of Commerce and the City of Alexandria for the infrastructure improvements for the

Industrial Park Campus, US Highway 71 South, in the amount of \$2,071,250. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to waive the insurance requirements for the sewer effluent discharge permit at 1523 Edwards Road, Pineville, for Ms. Doyleen Lavespere, as requested by the Rapides Area Planning Commission and approved by the Public Works Director. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to adopt a resolution to authorize the President to execute an agreement with the Louisiana Department of Transportation and Development for the purchase and installation of a L-862 rotating beacon belt drive system to serve the Esler Regional Airport, State Project No. 977-99-0122, in the reimbursement amount of \$39,000 as recommended by Esler Airport Manager:

RESOLUTION

WHEREAS, Act 451 of the 1989 Regular Session of the Louisiana Legislature authorized the financing of certain improvements from funds appropriated from the Transportation Trust Fund; and

WHEREAS, the Police Jury of Rapides Parish is requesting funding assistance from the LA DOTD for the purchase and installation of a L-862 rotating beacon belt drive system to serve the Esler Regional Airport; and

WHEREAS, the LA DOTD is agreeable to the implementation of this project and desires to cooperate with the Police Jury of Rapides Parish according to the terms and conditions identified in the attached Agreement; and

WHEREAS, the LA DOTD will reimburse the sponsor funds not to exceed \$39,000.00 to rehabilitate and relocate the airport rotating beacon support structure and L-862 airport rotating beacon for Esler Regional Airport.

NOW THEREFORE, BE IT RESOLVED by the Police Jury of Rapides Parish that it does hereby authorize the President to execute an Agreement for improvements to the Esler Regional Airport identified as State Project No. 977-99-0122, more fully identified in the Agreement attached hereto.

This resolution shall be in full force and effect from and after its adoption.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Theodore Fountaine Jr., Joe Bishop, John "Buck" Lincecum, Jamie L. Floyd, Richard Gerald Vanderlick, Oliver "Ollie" Overton Jr., Steve Coco, Richard W. Billings, and Scott Perry Jr.

NAYS: None

ABSENT: None

And the resolution was declared adopted on this the 8th day of June, 2009.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, the following resolution was presented, to adopt a resolution for the State of Louisiana Community Development (LCDBG) Ike-Gustav Disaster Recovery Program administered by the Division of Administration providing for Financial Management; Requisition of Funds Procedure; an Equal Opportunity Officer; a Section 504 Coordinator; a Residential Anti-Displacement Plan, Officer and Certifications; a Labor Compliance Officer; a Section 3 of the Housing and Urban Development Act Plan; and a Fair Housing Coordinator, as recommended by the Administrative Consultant, and on vote unanimously adopted:

RESOLUTION

WHEREAS, the Rapides Parish Police Jury has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant (LCDBG) Ike-Gustav Disaster Program administered by the Division of Administration; and,

WHEREAS, it is necessary under the program regulations to authorize certain actions and individuals to perform certain designated functions by the State.

NOW, THEREFORE, BE IT RESOLVED that the Rapides Parish Police Jury, as legal recipient of the LCDBG funds, does hereby authorize the following actions:

SECTION 1.

FINANCIAL MANAGEMENT

WHEREAS, it is necessary under the Financial Management regulations of the LCDBG program to authorize certain individuals to sign for draw downs for request for payments and to authorize one certain individual to certify the correctness of each signature; and,

WHEREAS, it is further necessary under the Financial Management regulations of the LCDBG program to designate an official depository to hold LCDBG funds;

NOW, THEREFORE, BE IT RESOLVED by the Rapides Parish Police Jury as legal authorized recipient of the LCDBG funds, in regular session convened, that Mr. Tim Ware, Mr. Bruce Kelly, Ms. Paula Bounds and Ms. Angie Richmond are hereby authorized to sign "Authorized Signature Card for Request for Payment", and

BE IT FURTHER RESOLVED that Mr. Theodore Fontaine Jr., President, shall certify to the correctness of the signatures; and,

BE IT FURTHER RESOLVED that the Chase Bank is hereby designated as the official depository for direct deposit of grant funds for the LCDBG project.

BE IT FURTHER RESOLVED, that Mr. Theodore Fontaine Jr., President, is hereby authorized to sign the Designation of Depository Cards.

THUS PASSED AND APPROVED on this 8th day of June, 2009.

SECTION II.

REQUISITION OF FUNDS

WHEREAS, the State requires adequate financial management control over LCDBG funds. The establishment of a Requisition of Funds policy is a vital tool to such control.

NOW, THEREFORE BE IT RESOLVED by the Rapides Parish Police Jury that all invoices for work performed or materials used in relation to the LCDBG Program, prior to payment, must have attached a signed pre-printed project requisition form. The form and invoice shall be approved in the following order:

- (1) Approval by Project Administrator for budget control.
- (2) Approval by Treasurer.
- (3) Approval by Chief Executive Officer (President).

BE IT FURTHER RESOLVED, that Mr. Theodore Fontaine Jr. and Mr. Tim Ware are hereby authorized to sign checks written on the LCDBG account.

THUS PASSED AND APPROVED on this 8th day of June, 2009.

SECTION III.

EQUAL OPPORTUNITY

WHEREAS, Equal Opportunity regulations of the LCDBG program require the appointment by the recipient of an Equal Opportunity Officer (EEO Officer) to have the responsibility for maintaining all pertinent EEO files, submitting on a timely basis all reports, answer all related correspondence and monitor all EEO areas;

NOW, THEREFORE BE IT RESOLVED by the Rapides Parish Police Jury that Mr. Jason Parks is hereby appointed as EEO Officer for the life of the LCDBG Program and as such is charged to faithfully execute all duties and responsibilities herein described.

THUS PASSED AND APPROVED on this 8th day of June, 2009.

SECTION IV.

504 COORDINATOR

WHEREAS, the State requires Grantees to designate a responsible person to coordinate the Parish's efforts to comply with Section 504 of the Rehabilitation Act of 1973, as amended;

NOW, THEREFORE BE IT RESOLVED, that Mr. Jason Parks is appointed as the Section 504 Compliance Officer.

BE IT FURTHER RESOLVED that the President is authorized to sign the Section 504 Assurance that all activities of this grant will be operated in compliance with requirements of Section 504 of the Rehabilitation Act of 1973, as amended.

THUS PASSED AND APPROVED on this 8th day of June, 2009.

SECTION V.

RESIDENTIAL ANTIDISPLACEMENT

WHEREAS, the Rapides Parish Police Jury has received approval of a Louisiana Community Development Black Grant Program for the Ike-Gustav Disaster Recovery Program; and,

WHEREAS, the LCDBG Program requires that all grant recipients adopt by resolution a Residential Antidisplacement and Relocation Assistance Plan;

NOW, THEREFORE BE IT RESOLVED that the Rapides Parish Police Jury adopts the Residential Antidisplacement and Relocation Assistance Plan:

RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION
ASSISTANCE PLAN UNDER SECTION 104(d) OF THE HOUSING
AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED

The Rapides Parish Police Jury will replace all occupied and vacant occupiable low/moderate income dwelling units demolished or converted to a use other than as low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended as described in 24 CFR 570.606(b)(1). The Police Jury's Antidisplacement Officer is Mr. Jason Parks who can be reached at (318) 448-1591.

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the Police Jury will notify the public and submit to the Division of Administration the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units; and
6. The basis for concluding that each replacement dwelling unit will remain in a low/moderate-income unit for at least ten years from the date of initial occupancy.

The Rapides Parish Police Jury will provide relocation assistance, as described in 570.606(b)(2), to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the Act, the Rapides Parish Police Jury will take the following steps to minimize the displacement of persons from their homes:

1. All public facilities projects (water, sewer, gas, etc.) will be designed so that there will be no displacement of any residences or businesses;
2. No homes will be demolished that can be rehabilitated; and
3. There will be no displacement of any residential or business occupants on LCDBG projects.

BE IT FURTHER RESOLVED that the President and the Secretary are hereby authorized to sign the Residential Antidisplacement and Relocation Assistance Certification.

THUS PASSED AND APPROVED on this 8th day of June, 2009.

SECTION VI.

LABOR COMPLIANCE

WHEREAS, the Davis Bacon Act covers contracts that are directed funded by Community Development Block Grant Funds; and

WHEREAS, the Davis Bacon Act requires that workers receive no less than the prevailing wages being paid for similar work in a given location; and

WHEREAS, each local government receiving Community Development Block Grant Funds is responsible for ensuring compliance with Labor Standards under the Davis-Bacon Act; and

WHEREAS, the local government shall designate a Labor Compliance Officer who is delegated the tasks associated with compliance with Labor Standards.

NOW, THEREFORE, BE IT RESOLVED by the Rapides Parish Police Jury that Mr. Kendall Magee, of Frye and Magee Associates, is hereby designated as the Labor Compliance Officer.

THUS PASSED AND APPROVED on this 8th day of June, 2009.

SECTION VII

SECTION 3

WHEREAS, the Rapides Parish Police Jury has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant (CDBG) Disaster Recovery Program administered by the Division of Administration; and

WHEREAS, the State requires Grantees to the greatest extent feasible to provide opportunities for training and employment to lower income residents of the project area and contracts for work in connection with the project area be awarded to eligible business concerns which are located in, or

owned in substantial part by, persons residing in the area of the project in compliance with Section 3 of the Housing and Urban Development Act of 1968;

NOW, THEREFORE, BE IT RESOLVED that the Rapides Parish Police Jury hereby adopts a "Section 3 Plan" and supersedes any previously adopted plan.

Rapides Parish Police Jury
EQUAL OPPORTUNITY
SECTION 3 PLAN

The Rapides Parish Police Jury agrees to implement the following specific affirmative action steps directed at increasing the utilization of lower income residents and businesses within Rapides Parish.

- A. To ascertain from the locality's LCDBG program official the exact boundaries of the Section 3 covered project area and where advantageous, seek the assistance of local officials in preparing and implementing the affirmative action plan.
- B. To attempt to recruit from within the Parish the necessary number of lower income residents through: local advertising media, signs placed at the proposed site for the project, and community organizations and public or private institutions operating within or serving the project area such as Service Employment and Redevelopment (SER), Opportunities Industrialization Center (OIC), Urban League, Concentrated Employment Program, Hometown Plan, or the U.S. Employment Service.
- C. To maintain a list of all lower income residents who have applied either on their own or on referral from any source, and to employ such persons, if otherwise eligible and if a vacancy exists.
- D. * To insert this Section 3 Plan in all bid documents, and to require all bidders on subcontracts to submit a Section 3 Plan including utilization goals and the specific steps planned to accomplish these goals.
- E. * To ensure that subcontracts, which are typically let on a negotiated rather than a bid basis, in areas other than Section 3 covered project areas, are also let on a negotiated basis whenever feasible, if let in a Section 3 covered project area.
- F. To formally contact unions, subcontractors, and trade associations to secure their cooperation for this program.
- G. To ensure that all appropriate project area business concerns are notified of pending subcontractual opportunities.
- H. To maintain records, including copies of correspondence, memoranda, etc., which document that all of the above affirmative action steps have been taken.
- I. To appoint or recruit an executive official of the company or agency as Equal Opportunity Officer to coordinate the implementation of this Section 3 Plan.
- J. To list on Table A information related to subcontracts to be awarded.
- K. To list on Table B all projected workforce needs for all phases of this project by occupation, trade, skill level, and number of positions.

* Loans, grants, contracts, and subsidies for less than \$100,000 will be exempt.

SECTION VIII
FAIR HOUSING

WHEREAS the Rapides Parish Police Jury has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant (CDBG) Disaster Recovery Program administered by the Division of Administration; and,

WHEREAS, the State requires Grantees to take actions to affirmatively further fair housing in compliance with Title VIII of the Civil Rights Act of 1968, as amended and Executive Order 11063, as amended; and,

NOW THEREFORE BE IT RESOLVED, that Mr. Jason Parks is appointed as Fair Housing Coordinator.

THUS PASSED AND APPROVED on this 8th day of June, 2009.

The foregoing resolutions were passed and adopted by the Rapides Parish Police Jury, State of Louisiana, on this 8th day of June, 2009, by the following votes:

Yeas: Theodore Fountaine Jr., Joe Bishop, John "Buck" Lincecum, Jamie L. Floyd, Richard Gerald Vanderlick, Oliver "Ollie" Overton Jr., Steve Coco, Richard W. Billings, and Scott Perry Jr.

Nays: none

Absent: none

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to ratify authorization for submission of a grant application to the 2009-2010 Capital Outlay Program for Cotile, Indian Creek and Kincaid Outflow Gate Repair/Replacement, Project ID No. 537875, in the amount of \$120,200 with a local match of \$40,000 and request our Louisiana Legislative Delegation for their endorsement and support. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, the following resolution was presented, to adopt a Citizen Participation Plan for a public facilities grant to be submitted under the Louisiana Community Development Block Grant 2010-2011 Regular Program, and on vote unanimously adopted:

CITIZEN PARTICIPATION PLAN
RESOLUTION
BY
RAPIDES PARISH POLICE JURY

WHEREAS, the Rapides Parish Police Jury has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant (CDBG) FY 2010-2011 Regular Program administered by the Division of Administration; and,

WHEREAS, the State requires Grantees to establish procedures to ensure adequate citizen participation with the program;

NOW THEREFORE BE IT RESOLVED, that the Rapides Parish Police Jury hereby adopts the Citizen Participation Plan.

CITIZEN PARTICIPATION PLAN

The Rapides Parish Police Jury has adopted the following Citizen Participation Plan to meet the citizen participation requirements of Section 508 of the Housing and Community Development Act of 1974, as amended. The Rapides Parish Police Jury is committed through adoption of this plan to full and total involvement of all residents of the community in the composition, implementation and assessment of its Louisiana Community Development Block Grant (LCDBG) Program. Attempts will be made to reach all citizens, with particular emphasis on participation by persons of low and moderate income, residents of slum and blighted areas and of areas in which funds are proposed to be used. A copy of this plan will be made available to the public upon request.

As part of the citizen participation requirements and to maximize citizen interaction, the Rapides Parish Police Jury shall:

- 1) Provide citizens with reasonable and timely access to local meetings, information and records relating to the State's proposed method of distribution, as required by the Parish Secretary, and relating to the actual use of funds under Title I of the Housing and Community Development Act of 1974, as amended;
- 2) Provide for public hearings to obtain views and respond to proposals and questions at all stages of the community development program. These hearings will consist of the development of needs and proposed activities and review of program performance. These hearings will be held after adequate notice, a minimum of five calendar days, at times and locations convenient to potential or actual beneficiaries with accommodations for persons with disabilities;
- 3) Provide for and encourage citizen participation with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used;
- 4) Provide for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals;
- 5) Where applicable, identify how the needs of non-English speaking residents will be met in the case of public hearings; and
- 6) Provide for a formal written procedure which will accommodate a timely written response, within fifteen days where practicable, to written complaints and grievances.

Written minutes of the hearings and an attendance roster will be maintained by the Rapides Parish Police Jury.

PUBLIC HEARINGS

Notices informing citizens of any public hearings will appear in the official journal of the Rapides Parish Police Jury a minimum of five calendar days prior to the hearing. In addition, notices will also be posted at the Rapides Parish Courthouse and the hearing will be publicized through local community organizations, i.e., churches, clubs, etc., and/or dissemination of leaflets in the target area. Hearings will be held at times and locations convenient to potential or actual beneficiaries with accommodations for individuals with disabilities and non-English speaking persons. Whenever possible these hearings will be held within or near the target areas, at times affording participation by the most affected residents.

I. APPLICATION:

First Notice/Public Hearing

- 1) The public hearing to address LCDBG application submittal will be held approximately five (5) calendar days prior to the deadline for submission of the application for the current funding cycle. The Citizen Participation Plan will be available at the hearing. The public notice for this hearing will state that the following will be discussed:
 - a) The amount of funds available for proposed community development;
 - b) The range of activities that may be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income;
 - c) The plans of the Rapides Parish Police Jury for minimizing displacement of persons as a result of activities assisted with such funds and the benefits to be provided by the Rapides Parish Police Jury to persons actually displaced as a result of such activities; and
 - d) The Rapides Parish Police Jury prior performance of LCDBG programs funded by the State of Louisiana.

In addition, the notice shall state that all citizens, particularly low and moderate income residents of slum and blighted areas, are encouraged to submit their views and proposals regarding community development and housing needs. Those citizens unable to attend this hearing may submit their views and proposals to:

Mr. Theodore Fountaine Jr., President
Rapides Parish Police Jury
P.O. Box 1150
Alexandria, Louisiana 71309-1150

The notice will also state that accommodations will be made for disabled and non-English speaking individuals provided one day's notice is received by the Rapides Parish Police Jury.

Second Notice

- 1) Seven calendar days, at a minimum, prior to the deadline for submittal of the application, a second notice shall appear in the official journal informing the citizens of the following:
 - a) Proposed submittal date of the application;
 - b) Proposed objectives;
 - c) Proposed activities;
 - d) Location of proposed activities;
 - e) Dollar amount of proposed activities; and
 - f) Location and hours available for application review.

In addition, the notice shall state "all citizens, particularly those affected by the proposed project, are encouraged to review the proposed application and submit any written comments on the application to:"

Mr. Theodore Fontaine Jr., President
Rapides Parish Police Jury
P.O. Box 1150
Alexandria, Louisiana 71309-1150

Negative comments received will be forwarded immediately to the State Division of Administration or the application will be withdrawn if necessary.

II. AMENDMENTS

Program amendments, which substantially alter the LCDBG project from that approved in the original application, shall not be submitted to the State without holding one public hearing in accordance with the procedures outlined within this Citizen Participation Plan. Minutes of the hearing will be submitted with the request for the amendment. All interested citizens, particularly the low and moderate income, elderly, handicapped, and residents of the project area, shall be made aware and have the opportunity to comment on proposed amendments and/or submit alternative measures.

III. GRANTEE PERFORMANCE

The Rapides Parish Police Jury will hold one performance hearing to solicit the public's opinion of the effectiveness of the LCDBG Program. The manner of notification will be the same as previously described for all public hearings. Notification will be made in the official journal approximately five calendar days prior to the anticipated submittal of close-out documents to the State, and will indicate the date, time, and place of the performance hearing, and invite comments and opinions on the LCDBG activities implemented under the Rapides Parish Police Jury's LCDBG Program being closed out. The notice will also state that accommodations will be made for disabled and non-English speaking persons provided a five day notice is received by the Rapides Parish Police Jury.

This notice shall invite all interested parties, particularly those low to moderate income residents in the target area to attend.

The hearing will be held no sooner than five calendar days from the publication date of said notice.

CONSIDERATION OF OBJECTION TO APPLICATION

Persons wishing to object to approval of an application by the State may make such objection known to:

Office of Community Development
Division of Administration
Post Office Box 94095
Baton Rouge, Louisiana 70804-9095

The State will consider objections made only on the following grounds:

- 1) The application description of needs and objectives is plainly inconsistent with available facts and data;
- 2) The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant; and
- 3) The application does not comply with the requirements set forth in the Final Statement or other applicable laws.

Such objections should include both an identification of the requirements not met and, in the case of objections relative to (1) above, the complainant must supply the data upon which he/she relied upon to support his/her objection.

BILINGUAL

Whenever a significant number of persons and/or residents of blighted neighborhoods communicate with a primary language other than English attend public hearings, the Rapides Parish Police Jury will provide an interpreter for dissemination of information to them providing the Rapides Parish Police Jury is given sufficient notification of five day(s).

TECHNICAL ASSISTANCE

Technical assistance may be provided directly by the Rapides Parish Police Jury to any citizen, particularly to low and moderate income persons, residents of blighted neighborhoods and minorities, who request assistance in the development of proposals and statement of views concerning the LCDBG Program. The local officials, administrator and engineer will conduct informational meetings with the residents of the low to moderate income areas if a written request is received by the Rapides Parish Police Jury with at least one week notification. The persons who conduct the technical assistance meetings will disseminate information on the program and answer all pertinent questions.

TIMELY ACCESS AND ADEQUATE INFORMATION

The Rapides Parish Police Jury shall provide timely disclosure of records, information and documents related to the LCDBG program activities. Documents will be made available for copying upon request at the President's Office, Monday thru Friday, 8:30 a.m. to 4:00 p.m. Such documents may include the following:

- 1) All meetings and promotional materials.
- 2) Records of hearings and meetings.
- 3) All key documents, including prior applications, letters, grant agreements, citizen participation plans and proposed applications.
- 4) Copies of the regulations (final statements) concerning the program.
- 5) Documents regarding other important requirements, such as Procurement Procedures, Fair Housing, Equal Employment Opportunity, Uniform Act, Labor Provisions and Environmental Procedures.

CITIZEN COMPLAINT PROCEDURE

SECTION 1

It is the policy of the Rapides Parish Police Jury to review all complaints received by the Rapides Parish Police Jury.

SECTION 2

The following procedures will be followed on all complaints received by the Rapides Parish Police Jury:

- 1) The complainant shall notify the Parish Secretary of the complaint. The initial complaint may be expressed orally or by written correspondence.
- 2) The Parish Secretary will notify the President or designated representative of the complaint within five working days.
- 3) The President or designated representative will investigate the complaint and will report the findings to the Parish Secretary within five working days.
- 4) The Parish Secretary will notify the complainant of the findings of the President or designated representative in writing or by telephone within five working days.
- 5) If the complainant is aggrieved by the decision, he must forward the complaint in writing (if previously submitted orally) to the Parish Secretary who will forward the complaint and all actions taken by the President or designated representative to the appropriate police jury committee for their review. This will be accomplished within five working days of receipt of the written complaint.
- 6) The reviewing committee will have five working days to review the complaint and forward their decision to the complainant in writing.
- 7) If the complainant is aggrieved with the decision of the Committee, he must notify the Parish Secretary in writing that he desires to be afforded a hearing by the Rapides Parish Police Jury. The complainant will be placed on the next regularly scheduled Police Jury meeting agenda. The Parish Secretary will notify the complainant in writing of the date of the hearing.
- 8) The complainant must bring all relevant data, witnesses, etc., to the hearing. The Rapides Parish Police Jury, at the hearing, will review the complaint and forward

within five days a certified copy of the minutes of the meeting at which the hearing was conducted and a decision was rendered to the complainant. If a decision is not reached at the hearing, the Rapides Parish Police Jury will inform complainant of an appropriate date to expect a response. Within five working days of reaching a decision, the complainant will be notified in writing of the decision.

Complaints concerning the general administration of the LCDBG Program may be submitted in writing directly to the:

Division of Administration
Office of Community Development
Post Office Box 94095
Baton Rouge, Louisiana 70804-9095

SECTION 3

All citizen complaints relative to Fair Housing/Equal Opportunity violations alleging discrimination shall be forwarded for disposition to the:

Louisiana Department of Justice
Public Protection Division
Post Office Box 94095
Baton Rouge, Louisiana 70804-9095

The complainant will be notified in writing within 10 days that, due to the nature of the complaint, it has been forwarded to the Louisiana Department of Justice.

or

Complainant may contact the Louisiana Department of Justice Division directly at the Toll Free Telephone number 1-800-273-5718 or 504-342-7900.

SECTION 4

The Parish Secretary will maintain a file for the purpose of keeping reports of complaints.

SECTION 5

This policy does not invalidate nor supersede the personnel or other policies of the Rapides Parish Police Jury which are currently adopted, but is intended to serve as a guide for complaints.

SECTION 6

This policy may be amended by a majority vote at any of the Rapides Parish Police Jury's regularly scheduled meetings.

ADOPTION

This Citizen Participation Plan is hereby adopted by Rapides Parish Police Jury in regular session on this eighth (8th) day of June, 2009.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, the following resolution was presented, to adopt a Procurement Procedures Policy for a public facilities grant to be submitted under the Louisiana Community Development Block Grant 2010-2011 Regular Program, and on vote unanimously adopted:

PROCUREMENT POLICY
RESOLUTION
BY
RAPIDES PARISH POLICE JURY

WHEREAS, the Rapides Parish Police Jury has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant (CDBG) FY 2010-2011 Regular Program administered by the Division of Administration; and,

WHEREAS, the State requires the establishment of uniform procedures in compliance with OMB Circular A-102:

NOW, THEREFORE, BE IT RESOLVED by the Rapides Parish Police Jury that the attached policy entitled "Procurement Procedures of the Rapides Parish Police Jury Relative to the CDBG Program" is hereby adopted:

Rapides Parish Police Jury
PROCUREMENT PROCEDURES
RELATIVE TO THE LCDBG PROGRAM

These procedures are intended to serve as guidelines for the procurement of supplies, equipment, construction services and professional services for the LCDBG Program. These guidelines meet the standards established in OMB Circular A-102, Attachment O and State requirements.

CODE OF CONDUCT

No employee, officer or agent of the Rapides Parish Police Jury shall participate in the selection or in the award or administration of a contract supported by LCDBG funds if a conflict of interest, real or apparent, would be involved. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the above, has a financial or other interest in the firm selected for award.

No officer, employee or agent of the Rapides Parish Police Jury shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to subagreements, except where financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

Any alleged violations of these standards of conduct shall be referred to the Rapides Parish District Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including, but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

PROCUREMENT PROCEDURES

The director or supervisor of each department or agency of the Rapides Parish Police Jury responsible for procurement of services, supplies, equipment or construction obtained with LCDBG funds shall review all proposed procurement actions to avoid the purchase of unnecessary or duplicative items. Such reviews shall consider consolidation or breaking out to obtain a more economical purchase. When determined appropriate by the Director or Supervisor, an analysis to determine which approach would be the most economical shall be undertaken.

The Rapides Parish Police Jury shall take affirmative steps to assure that small and minority firms and women-owned business enterprises are solicited whenever they are potential qualified sources. The Rapides Parish Police Jury shall also consider the feasibility of dividing total requirements into small tasks or quantities so as to permit maximum participation by small and minority firms and women's business enterprises. Where permitted by regulations, delivery schedules will be developed which will include participation by such businesses.

The Rapides Parish Police Jury shall assist the prime contractor whenever possible by providing copies of lists which identify qualified small and minority firms, women's business enterprises and labor surplus area firms.

SELECTION PROCEDURES

All procurements carried out with LCDBG funds, where the Rapides Parish Police Jury is a direct party, shall be carried out in a manner that provides maximum free and open competition. Procurement procedures will not restrict or eliminate competition. The Rapides Parish Police Jury shall not place unreasonable requirements on firms in order for them to qualify to do business. Nor will the Rapides Parish Police Jury encourage or participate in noncompetitive practices among firms. The Rapides Parish Police Jury is alert to organizational conflicts which would jeopardize the negotiation process and limit competition. The Rapides Parish Police Jury will not require unnecessary experience or bonding requirements.

Pursuant to State law, all solicitations of offers shall incorporate a clear accurate description of the technical requirements for the material, service or product to be procured. In competitive procurements, these descriptions shall not contain features which unduly limit competition. The description may include a statement of the qualitative nature of the material, product or service and the minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications shall be avoided whenever possible. A "brand name or equal" description may be used to define the performance or other salient requirements of a procurement. The specific features of the named brand which must be met by offerers shall be clearly stated.

All solicitations of offers shall clearly set forth all requirements which offerers must fulfill and all other factors to be used in evaluating bids, proposals or statements of qualifications.

Contracts shall be awarded only to responsible contractors/firms that possess the potential ability to perform successfully under the terms and conditions of the proposed procurement.

Consideration shall be given to such factors as the contractor's/firm's capacity, integrity, compliance with public policy, record of past performance and financial and technical resources.

METHODS OF PROCUREMENT

Direct procurement by the Rapides Parish Police Jury shall be made by using one of the following methods depending on the type of service to be provided.

Small Purchase Procedures. Relatively simple, informal procurement procedures will be used where the purchase of materials, supplies, equipment and/or other property will not cost in the aggregate more than \$15,000 and for construction with a cost of less than \$100,000, except where further limited by State Law or LCDBG policy. The small purchase procedure can also be utilized to procure administrative consulting and other professional services costing less than \$100,000; the only exception to professional services is for architectural/engineering services which must be procured through competitive negotiation. The procurement officer must obtain a minimum of three oral or written price or rate quotations from qualified sources. Documentation on all quotations received (whether written or oral) shall be made a part of the file.

Competitive Sealed Bids/Formal Advertising. Under this procedure bids are publicly advertised in accordance with the State's Bid Law. A firm fixed price contract (either lump sum or unit price) shall be awarded to the responsible bidder whose bid is lowest in price and which conforms to all the material terms and conditions of the Advertisement for Bids.

Competitive sealed bids can be used ONLY when the following criteria area are met: 1) there are complete, adequate, realistic specifications or purchase descriptions; 2) there are two or more responsible bidders who are willing and able to compete effectively; 3) the procurement can be made on a firm fixed-price contract and selection of the successful bidder can appropriately be made principally on the basis of price.

When formal advertising is used the following conditions shall be met:

1. The Advertisement for Bid shall be publicly advertised in accord with State Law.
2. The Advertisement for Bids, including the specifications and pertinent attachments, shall clearly define the items or services needed in order for the bidders to properly respond to the Advertisement.
3. All bids shall be opened publicly at the time and place specified in the Advertisement for Bids.
4. A firm fixed-price contract award shall be made by written notice to the lowest responsible bidder whose bid conforms to the Advertisement for Bids. Where specified in the bid documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts shall only be used to determine low bid when prior experience indicates that such discounts are generally taken.
5. Notwithstanding the above, any or all bids may be rejected when there are sound documented business reasons in the best interest of the LCDBG Program.

Competitive Negotiation; Requests for Proposals/Qualification Statements. The method may be used when formal advertising is not appropriate. Architectural and engineering services must be procured via requests for qualification statements; administrative consulting services must be procured via requests for proposals. Other professional services may also be procured by requests for proposals. The following procedures will be used for competitive negotiations:

1. Request for proposals or qualification statements must be advertised in a newspaper in the nearest metropolitan area in accordance with the rules of the State's LCDBG Program. All submittals will be honored and entered into the competition.
2. The package for proposals or qualification statements shall identify all significant evaluation factors or selection criteria, including the corresponding point system which will be used to rate the proposals/qualification statements.
3. The selecting official (or committee, if one is designated) shall review all Proposals and Statements received and make a technical evaluation of each. This shall also include a written statement that identifies the basis upon which the selection was made.

4. Contract award will be made to the responsible offerer whose submission is deemed most appropriate to the Rapides Parish Police Jury with consideration for price, qualifications and other factors set by the local governing body. Unsuccessful offerers shall be notified in writing within ten (10) working days of contract award. Documentation of notification shall be maintained in the contract selection file for the individual project.
5. Following the review of the qualification statements received, the most qualified competitor will be selected to enter into contract negotiation. This shall always include negotiation of price to ensure cost reasonableness. At the conclusion of successful negotiation, the competitor shall be invited to enter into a contract.

Noncompetitive Negotiation/Sole Source. Noncompetitive negotiation shall be used when small purchase, formal advertising, or competitive negotiation procedures are not feasible. Noncompetitive negotiations will involve solicitations of a proposal from only one source. This can also occur if solicitations under the competitive negotiation procedures result in only one proposal or qualification statement. Noncompetitive negotiation shall only be used when written authorization has been obtained from the State's Office of Community Development, with the one exception noted. In order to qualify for this type of procurement, one of the following circumstances must apply:

1. The item or service is available only from a single source.
2. It is determined that a public urgency or emergency exists and the urgency will not permit the delay beyond the time needed to employ one of the other three (3) methods of procurement.
3. After solicitation of a number of sources, competition is determined to be inadequate.

The one exception to this method is that the noncompetitive negotiation method may be used, without written authorization from the State when an areawide planning agency or regional planning and development district is utilized for administrative consulting services.

CONTRACT PRICING

Cost plus percentage of cost and percentage of construction cost methods of contracting MUST NOT be used. The Rapides Parish Police Jury shall perform cost or pricing analysis in connection with EVERY procurement action including contract modifications. Costs or prices based on estimated costs for LCDBG projects shall be allowed only to the extent that the costs incurred or the cost estimates included in negotiated prices are consistent with federal cost principals. Cost reimbursement, fixed price, per diem contracts, or a combination thereof may be utilized as appropriate.

A cost reimbursement type contract is most appropriate when the scope and extent of the work to be performed are not clearly defined. A cost reimbursement contract MUST clearly establish a cost ceiling which may not be exceeded without formally amending the contract, and must identify a fixed dollar profit which may not be increased unless there is a contract amendment which increases the scope of work.

A fixed price contract is appropriate when the scope of work is very well defined and product oriented. A fixed price contract MUST establish a guaranteed price which may not increase unless there is a contract amendment that increases the scope of the work.

A per diem contract expected to exceed \$10,000 will not be considered unless the Rapides Parish Police Jury has determined that a cost reimbursable or fixed price contract is not appropriate. Cost and profit included in the per diem rate MUST be specifically negotiated and shown separately in the proposal. The contract must clearly establish a ceiling price which may not be exceeded without formally amending the contract.

The Rapides Parish Police Jury may use a multiplier type of compensation under either the cost reimbursement or fixed price contract. The multiplier and the portions of the multiplier applicable to overhead and profit must be specifically negotiated and separately identified in the contract.

PROCUREMENT RECORDS

The Rapides Parish Police Jury shall maintain records sufficient to detail the history of the procurement. The records shall include the following contract provisions and conditions:

1) Contracts other than small purchase shall contain provisions which allow for administrative, contractual or legal remedies if contractors violate or breach contract terms, and provide for sanctions and penalties as appropriate.

2) All contracts in excess of \$10,000 shall provide for termination for cause and for convenience by the Rapides Parish Police Jury including the manner in which it will be done and the basis for settlement.

3) All construction contracts and subcontracts in excess of \$10,000 shall include provisions which require compliance with Executive Order 11246, Equal Opportunity, as amended by Executive Order 11375, and as supplemented in DOL regulations (41 CFR Part 60).

4) All contracts and subcontracts for construction repair shall include a provision for compliance with the Copeland "Anti-Kick-Back" Act (18 USC 874) as supplemented by DOL regulations (29 CFR Part 3).

5) All contracts or subcontracts in excess of \$2,000 for construction or repair shall include a provision for compliance with the Davis-Bacon Act (40 USC 276a to a-7) as supplemented by DOL regulations (29 CFR Part 5).

6) All construction or repair contracts or subcontracts in excess of \$2,000, and in excess of \$2,500 for other contracts, which involve the employment of mechanics or laborers, shall include a provision for compliance with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 USC 327-330) as supplemented by DOL regulations (29 CFR Part 5).

7) Each contract shall include a notice of State requirements and regulations pertaining to reporting and patent rights under any contract involving respect to any discovery or invention which arises or is developed in the course of or under such contract, and of the State requirements pertaining to copyrights and rights in data.

8) All negotiated contracts shall include a provision that makes it possible for the State, HUD, the Comptroller General of the United States, or any of their duly authorized representatives, to have access to any books, documents, papers or records of the contractor/firm which are directly pertinent to the contract, for the purpose of making audit examination excerpts and transcriptions. Further, the contract must include a provision that all required records will be maintained by the contractor/firm for a period of four years after the Rapides Parish Police Jury formally closes out each LCDBG program.

9) All contracts, subcontracts and subgrants in amounts in excess of \$100,000 shall contain a provision which requires compliance with the requirements of Section 306 of the Clean Air Act (42 USC 1857h), Section 508 of the Clean Water Act (33 USC 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15).

10) Contracts shall recognize 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 (P.L. 94-163).

11) The Rapides Parish Police Jury will be permitted to require changes, remedies, changed conditions, access and record retention, and suspension of work clauses approved by the State.

CONTRACT ADMINISTRATION

The Rapides Parish Police Jury shall maintain contract administration systems which ensure that contractors/firms perform in accordance with the terms, conditions and specifications of their contracts or purchase orders. The accepted performance of contractors/firms will be a factor in subsequent contract negotiations and award. Remedial action by the Rapides Parish Police Jury through legal processes shall be considered in instances of identified significant non-performance.

THUS PASSED AND APPROVED on this 8th day of June, 2009.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to delete from the Courthouse Asset/Inventory Program the following equipment as it has been scrapped and no longer suitable for public use:

Asset	Description	Disposal
9537	Step Witch	scrap
6552	Floor Machine	scrap

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to amend that certain motion of the Rapides Parish Police Jury of April 22, 2009

authorizing a contract with the Louisiana Office of Mental Health so as to correct the contract amount from \$852,543.00 to \$961,560.00, to read as follows:

to enter into a contract with the Louisiana Office of Mental Health with the Police Jury as applicant for the Ninth Judicial District Court to provide mental health services for juveniles that have made contact with FINS, for the period of July 1, 2009 through June 30, 2012 with a maximum contract amount of \$961,560.00, at no cost to the Police Jury but the Police Jury to be paid an 8% administrative fee, as recommended by Judge Patricia Koch, and authorize the President to sign same
On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to delete from Ninth Judicial District Court Hearing Office Asset/Inventory Program the following equipment as it is scrap and no longer suitable for public use:

ASSET DESCRIPTION	DISPOSAL
9709 Laptop	Broke/Scrap

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to delete from the Judges CDR Grant Asset/Inventory the following equipment as it is no longer suitable for public use:

Asset Description	Disposal
9246 Laptop, Dell	scrap/broke

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to name the Secretary as the Records Management Officer Liaison to act as liaison between the Division of Archives, Records Management and History, and the Rapides Parish Police Jury for the period of July 1, 2009 and ending June 30, 2010. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, the following ordinance was presented and on vote unanimously adopted:

ORDINANCE

WHEREAS, the hearing having been held on the structure being considered for condemnation and it is the opinion of the Rapides Parish Police Jury that the facts justify the condemnation of the property of Terry W. Brown located at 59 Cotile Drive, Lot 50, Point Cotile Subdivision, Section 42, T4N-R4W, Ward 7, District E, Rapides Parish;

THEREFORE, BE IT ORDAINED that the Rapides Parish Police Jury does hereby enter an order condemning the following property:

burnt mobile home located at 59 Cotile Drive, Lot 50, Point Cotile Subdivision, Section 42, T4N-R4W, Ward 7, District E, Rapides Parish;

and order it be demolished or removed in accordance with the Rapides Parish Code of Ordinances Chapter 8-1/4 Condemnation of Buildings.

THUS PASSED AND APPROVED on this 8th day of June, 2009.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to extend the Adjudicated Property Purchase by Gilchrist Properties on the below listed properties until June of 2010:

4127 Elaine Street
4116 Elaine Street
4114 Elaine Street

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to adopt modified adjudicated property documents concerning the sale of adjudicated properties and the donation of adjudicated properties, as approved by Mr. Robert L. Bussey, Assistant District Attorney, and on file in the Police Jury Office. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to declare Asset No. 9663 (Lot 12, Square 1, Sunnyside Addition) known as 104 Effie Street, Pineville, Louisiana (adjudicated property that the Parish took possession of under the prior procedures) as surplus property; authorize to obtain an appraisal; and authorize a Notice of Intent to Sell, any associated expenses to be paid from the General Fund. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to authorize a Notice of Intent to Sell the adjudicated property of Lot 12 of Square 10 of West Alexandria Addition (vacant lot at the corner of Monroe and 13th Streets), which the Parish took possession under Order of 9th JDC on 10/26/1998, and authorize an appraisal, any associated expenses to be paid from the General Fund. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to authorize to enter into an intergovernmental agreement with the Town of Woodworth for the Parish Highway Department to use manpower and equipment for hand cleaning of various public drainage ditches within corporate limits for up to a period of twenty-four hours, as requested by the Woodworth Town Council, and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to authorize to enter into an intergovernmental agreement with the Town of Woodworth for the Parish Highway Department to use manpower, dump trucks and gradeall for up to twenty-four hours of cleaning various public drainage ditches within corporate limits, as requested by the Woodworth Town Council, and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to receive the required report from Acadian Ambulance under the Contract for April 2009:

Response Zone	Number Responses	Required %	Compliance %
Alexandria - 8 minute	412	80%	88.35%
Pineville - 8 minute	106	80%	81.13%
Rapides - 12 minute	165	80%	93.33%
Rapides - 20 minute	148	80%	83.11%

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to delete from the Fire District No. 3 Asset/Inventory the following equipment as it is scrap and no longer suitable for public use:

ASSET	DESCRIPTION	DISPOSAL
5361	Air Compressor/System	scrap
6368	John Deere Tractor	scrap

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to delete from Fire District No. 8 Asset/Inventory Program the following equipment as it is no longer suitable for public use:

Asset	Description	Disposal
5243	Pump, Honda	scrap
5394	Air Pressure Pack	scrap
5395	Pressure Pack	scrap

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to delete from Fire District No. 2 Asset/Inventory Program the following equipment as it is no longer suitable to public use:

Asset	Description	Disposal
6779	Refrigerator	scrap

On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to enter into a financing agreement with Red River Bank for the lease-purchase of a 2009 Ford F-350 (purchased under the City of Alexandria Bid No. 1700) in the amount of \$37,304 to be purchased from Hixson Autoplex with terms and conditions to be seven annual payments at an interest rate of 4.5%, as recommended by the Ruby-Kolin Volunteer Fire Association Board of Directors, Treasurer and Purchasing Agent, to be paid from Fire District No. 7 Funds as budgeted:

EXHIBIT E
 FORM OF AUTHORIZING RESOLUTION

Whereas, Rapides Parish Police Jury (the "Purchaser"), a body politic and corporate duly organized and existing as a political subdivision of the State of Louisiana (the "State"), is authorized by the laws of the State to purchase and acquire movable property for the benefit of the Purchaser and its citizens and to enter into contracts with respect thereto; and

Whereas, the Purchaser desires to purchase and acquire certain equipment constituting movable property necessary for the Purchaser to perform essential governmental functions; and

Whereas, in order to acquire such equipment, the Purchaser proposes to enter into that certain Equipment Installment Purchase Agreement (the "Agreement") with Red River Bank (the "Bank"), the form of which has been presented to the governing body of the Purchaser at this meeting; and

Whereas, the governing body of the Purchaser deems it beneficial to the Purchaser and for the efficient and effect administration thereof to enter into the Agreement for the financing of the purchase and acquisition of the equipment therein described on the terms and conditions therein provided;

NOW, THEREFORE, BE IT RESOLVED:

Section 1. Approval of Documents.

The form, terms and provisions of the Agreement are hereby approved in substantially the form presented at this meeting, with such insertions, omissions and changes as shall be approved by

the counsel of the Purchaser or other members of the governing body of the Purchaser executing the same, the execution of such documents being conclusive evidence of such approval; and the President of the Purchaser is hereby authorized and directed to execute, and the Treasurer of the Purchasers is hereby authorized and directed to attest and countersign, the Agreement and any related exhibits attached thereto, and the Treasurer of the Purchaser is hereby authorized to affix the seal of the Purchaser to such documents.

Section 2. Other Actions Authorized.

The officers and employees of the Purchaser shall take all action necessary or reasonably required by the parties to the Agreement to carry out, give effect to and consummate the transactions contemplated thereby and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreement.

Section 3. No General Liability.

Nothing contained in this Resolution, the Agreement nor any other instrument shall be construed with respect to the Purchaser as incurring a pecuniary liability or charge upon the general credit of the Purchaser or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreement or any other instrument or document executed in connection therewith impose any pecuniary liability upon the Purchaser or any charge upon its general credit or against its taxing power, except to the extent that the Installment Payments payable under the Agreement are special limited obligations of the Purchaser as provided in the Agreement.

Section 4. Severability.

If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 5. Repealer.

All bylaws, orders and resolutions or parts thereof, inconsistent herewith, are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed as reviving any bylaw, order, resolution or ordinance of part thereof.

Section 6. Effective Date.

This Resolution shall be effectively immediately upon its approval and adoption.

Section 7. Section 265(b)(3) Designation.

Purchaser hereby designates the Agreement as a "qualified tax-exempt obligation" for the purposes and within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended. Purchaser further represents that Purchaser reasonably anticipates that Purchaser and other entities issuing obligations on behalf of Purchaser will not issue tax-exempt obligations (including the Agreement) that exceed the aggregate principal amount of \$10,000,000 during the calendar year in which the Agreement is executed and delivered.

Adopted and Approved this 8th day of June, 2009.

On vote the motion carried.

On motion by Mr. Richard Billings, seconded by Mr. Buck Lincecum, that the following items be added to the agenda.

A roll call vote was called and was as follows:

YES	NO
Theodore Fountaine	
Joe Bishop	
Buck Lincecum	
Jamie Floyd	
Richard Vanderlick	
Ollie Overton	
Steve Coco	
Richard Billings	
Scott Perry	

On roll call vote the motion carried 9-0.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, following resolution was presented and on vote unanimously adopted:

RESOLUTION

A RESOLUTION TO CALL AN ELECTION TO FILL THE VACANCY IN THE UNEXPIRED TERM IN CONSTABLE, WARD 4, FIRST COURT, AS A RESULT OF THE DEATH OF MR. JAMES A. CARROLL ON TUESDAY, JUNE 2, 2009, TO BE ON THE OCTOBER 17, 2009, AND NOVEMBER 14, 2009 BALLOTING

WHEREAS, a vacancy exists in the Office of Constable, Ward 4, First Court, Rapides Parish, Louisiana, as a result of the death of Mr. James A. Carroll on Tuesday, June 2, 2009; and,

WHEREAS, Mr. Carroll was re-elected for a six year term beginning January 1, 2009; and,

WHEREAS, more than one year remains to be served in the term which will expire on December 31, 2014 (LARS 13:2583{B}); and,

NOW, THEREFORE, by virtue of the authority contained in LARS 18:602(E)(2), BE IT RESOLVED by the Rapides Parish Police Jury that a Special Election is hereby called to fill the vacancy for the Office of Constable, Ward 4, First Court, Rapides Parish, Louisiana; the primary election shall be on Saturday, October 17, 2009, and the general election shall be on Saturday, November 14, 2009; and the qualifying period for candidates shall begin on August 12, 2009, and shall end on August 14, 2009, at 5:00 p.m. by the authority contained in LARS 18:467; and,

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Secretary of State in Baton Rouge, Louisiana, the Clerk of Court and Ex-Officio Parish Custodian of Voting Machines in and for the Parish of Rapides, the Commissioner of Elections and Registrar of Voters in and for Rapides Parish, as notification of the special election herein called in order that each may prepare for said election and perform his respective functions as required by law.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Theodore Fountaine Jr., Joe Bishop, John "Buck" Lincecum, Jamie L. Floyd, Richard Gerald Vanderlick, Oliver "Ollie" Overton Jr., Steve Coco, Richard W. Billings, and Scott Perry Jr.

NAYS: None

ABSENT: None

And the resolution was declared adopted on this the 8th day of June, 2009.

On motion by Mr. Richard Billings, seconded by Mr. Richard Vanderlick, the following Resolution was presented and on vote unanimously adopted:

RESOLUTION

A RESOLUTION TO APPOINT MR. OLIVER D. CHAMBERLAIN TO FILL THE VACANCY IN CONSTABLE, WARD 4, FIRST COURT, CREATED BY THE DEATH OF MR. JAMES A. CARROLL ON TUESDAY, JUNE 2, 2009

WHEREAS, a vacancy exists in the Office of Constable, Ward 4, First Court, Rapides Parish, Louisiana, as a result of the death of Mr. James A. Carroll on Tuesday, June 2, 2009; and,

WHEREAS, Mr. Carroll was elected for a six year term beginning January 1, 2009; and,

WHEREAS, the vacancy thus created must be filled by the members of the Rapides Parish Police Jury until such time as an election may be held;

NOW, THEREFORE, by virtue of the authority contained in R.S. 18:602(A), BE IT RESOLVED by the Rapides Parish Police Jury that Mr. Oliver D. Chamberlain, an individual of good moral character, able to read and write the English language, possesses a high school diploma or its equivalency as determined by BESE, and an elector and resident of Ward 4 (LARS 13:2583) is hereby appointed to fill the vacancy of the office of Constable, Ward 4, First Court, Rapides Parish, Louisiana, until a successor is elected and takes office; and,

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Secretary of State in Baton Rouge, Louisiana, and the Clerk of Court for and in the Parish of Rapides, in order that the commission may be issued.

THUS DONE AND SIGNED on this 8th day of June, 2009.

The next agenda item was to receive an update on legal action taken against owner of overgrown lot with two abandoned vehicles on Caroline Drive. Mr. Tom Wells, Legal Counsel, explained the Parish Highway Department has taken action as provided in the ordinance and a criminal complaint has been filed with the Sheriff. If the Sheriff fails to act, the Police Jury could direct the District Attorney to take civil action.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to amend that certain motion of the Rapides Parish Police Jury of April 13, 2009 authorizing to advertise for bids to repair the roof at the Parish Highway Department so as to advertise for bids to replace the roof at the Parish Highway Department. On vote the motion carried.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, the following resolution was presented and on vote unanimously adopted:

RESOLUTION

WHEREAS, Mr. Melvin Haymon, has been a member of the Vernon Parish Police Jury for fourteen years; and

WHEREAS, Mr. Melvin Haymon, has held various committee chairmanships, and has also served as President and Vice-President of the Vernon Parish Police Jury; and

WHEREAS, Mr. Melvin Haymon is currently serving as Executive Board Member of the 8th Police Jury Region of the Police Jury Association of Louisiana.

NOW, THEREFORE BE IT RESOLVED, that the Rapides Parish Police Jury does hereby go on record to endorse and support Mr. Melvin Haymon, in his candidacy as 3rd Vice-President of the Police Jury Association of Louisiana.

BE IT FURTHER RESOLVED, that this resolution be forwarded to all Police Juries in the State of Louisiana, requesting their support for Mr. Melvin Haymon in his candidacy for 3rd Vice-President of the Police Jury Association of Louisiana.

PASSED AND APPROVED on this 8th day of June, 2009.

The next agenda item was to grant a cost of living pay increase to Rapides Parish Police Jury civil service employees and Department Heads in the amount of 5% or \$125.00 per month, whichever is greater, effective July 1, 2009, to be paid from the respective funds as budgeted.

Motion by Mr. Richard Billings, seconded by Mr. Jamie Floyd, to grant a cost of living pay increase to Rapides Parish Police Jury civil service employees and Department Heads in the amount of 2.5% or \$125.00 per month, whichever is greater, effective July 1, 2009, to be paid from the respective funds as budgeted.

On substitute motion by Mr. Ollie Overton, seconded by Mr. Jamie Floyd, that all Police Jury civil service employees, including Department Heads, receive a pay increase of \$125 per month, all employees.

A roll call vote was called on the substitute motion and was as follows:

YES	NO
Joe Bishop	Theodore Fountaine
Buck Lincecum	Richard Vanderlick
Jamie Floyd	
Ollie Overton	
Steve Coco	
Richard Billings	
Scott Perry	

On roll call vote the motion carried 7-2.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to grant a cost of living pay increase to the Juvenile Probation Department in the amount of 5% effective July 1, 2009 as requested by Judge Koch, to be paid from General Fund. On vote the motion carried.

Motion by Mr. Joe Bishop, seconded by Mr. Richard Billings, to name the "Alexandria Daily Town Talk" as the Official Journal for one year period ending June 30, 2010, and the "Alexandria News Weekly" as the Associate Official Journal.

On substitute motion by Mr. Joe Bishop, seconded by Mr. Buck Lincecum, that the "Alexandria Daily Town Talk" be the only Official Journal for the Rapides Parish Police Jury for one year period ending June 30, 2010.

A roll call vote was called on the substitute motion and was as follows:

YES	NO
Joe Bishop	Theodore Fountaine
Buck Lincecum	Ollie Overton
Jamie Floyd	Scott Perry
Richard Vanderlick	
Ollie Overton	
Steve Coco	
Richard Billings	

On roll call vote the motion carried 6-3.

On motion by Mr. Richard Billings, seconded by Mr. Buck Lincecum, that the following item be added to the agenda.

A roll call vote was called and was as follows:

YES	NO
Theodore Fountaine	
Joe Bishop	
Buck Lincecum	

Jamie Floyd
Richard Vanderlick
Ollie Overton
Steve Coco
Richard Billings
Scott Perry

On roll call vote the motion carried 9-0.

On motion by Mr. Buck Lincecum, seconded by Mr. Ollie Overton and Mr. Richard Vanderlick, to hire Mr. Cecil Raggio as Interim Public Works Director at a rate of \$35.00 per hour beginning June 16, 2009, to be paid from the Road & Bridge Fund, this item added to the agenda after posted because of imminent vacancy. On vote the motion carried.

On motion by Mr. Richard Billings, seconded by Mr. Jamie Floyd, to reconsider agenda item No. 57 (relative to the pay increase of Juvenile Probation Department).

A roll call vote was called and was as follows:

YES	NO
Theodore Fountaine	Ollie Overton
Joe Bishop	Scott Perry
Buck Lincecum	
Jamie Floyd	
Richard Vanderlick	
Steve Coco	
Richard Billings	

On roll call vote the motion carried 7-2.

On motion by Mr. Jamie Floyd, seconded by Mr. Richard Billings, to grant a cost of living pay increase to the Juvenile Probation Department in the amount of \$125 per month effective July 1, 2009, to be paid from General Fund.

Substitute motion by Mr. Scott Perry to research before taking action.

Substitute motion died for lack of a second.

A roll call vote was called and was as follows:

YES	NO
Theodore Fountaine	Scott Perry
Joe Bishop	
Buck Lincecum	
Jamie Floyd	
Richard Vanderlick	
Ollie Overton	
Steve Coco	
Richard Billings	

On roll call vote the motion carried 8-1.

The President asked if there was any Public Comment on any Agenda Item, to which there was no response.

Motion by Mr. Buck Lincecum, seconded by Mr. Richard Vanderlick, to reconsider agenda item No. 59 (Interim Public Works Director).

A roll call vote was called and was as follows:

YES	NO
Joe Bishop	Theodore Fountaine
Buck Lincecum	Steve Coco
Jamie Floyd	Richard Billings
Richard Vanderlick	Scott Perry
Ollie Overton	

On roll call vote the motion failed to carry 5-4.

On motion by Mr. Richard Billings, seconded by Mr. Ollie Overton, that there being no further business, the meeting be declared adjourned. On vote the motion carried at 3:40 p.m.