

RAPIDES PARISH POLICE JURY

REGULAR SESSION
JULY 11, 2005

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, July 11, 2005, at three (3:00) o'clock p.m. (Central Standard Time).

There were present: Honorable Ezra L. Reed, President; Jerry P. Wood Sr., Vice President; and Police Jurors Richard "Butch" Lindsay, Steve P. Bordelon, Theodore Fountaine Jr., Donald H. Wilmore, Joe Fuller, and Richard W. Billings.

Police Juror Scott Perry Jr. was absent.

Also present were Mr. Tim Ware, Treasurer; Mr. Eric S. Duck, Public Works Director; Ms. Donna Andries, Sales and Use Tax Administrator; Ms. Kay Smith, OEWD Director, Ms. Elaine Morace, WIA Operations Director; Chief David Peart, Fire District No. 2; Mr. Robert Barr, Courthouse Building Superintendent; Mr. Thomas O. Wells, Legal Counsel; Ms. Linda Sanders, Civil Service Director; and Ms. Angie Richmond, Secretary.

The invocation was given by Mr. Richard Billings.

The Pledge of Allegiance was led by Mr. Theodore Fountaine.

The Police Jury of the Parish of Rapides, State of Louisiana, was duly convened as the governing authority of said Parish by Hon. Ezra L. Reed, President, who welcomed all present and then stated that the Police Jury was ready for the transaction of business.

On motion by Mr. Joe Fuller, seconded by Mr. Richard Billings, to adopt the minutes of the Rapides Parish Police Jury held in Regular Session on June 13, 2005, as published in the Official Journal. On vote the motion carried.

On motion by Mr. Joe Fuller, seconded by Mr. Richard Billings, that approved bills be paid. On vote the motion carried.

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

Mr. Bordelon laid over the appointment to the Ruby-Wise Recreation District to fill the vacancy in an unexpired term created by the death of the late Eddie Cannon, term will expire on February 18, 2006.

Mr. Wilmore laid over the appointment to the Ward 7 Recreation District for a five year term to fill the expired term of Mr. Edward Thomas, term expired on April 13, 2003.

On motion by Mr. Theodore Fountaine, seconded by Mr. Joe Fuller, to appoint Capt. Jamar Gailes to the Wards 1 & 8 Recreation District for a five year term, term will expire on July 11, 2010. On vote the motion carried.

Mr. Billings laid over the appointment to the AICUZ Appeal Board for a three year term to fill the expired term of Mr. Phil M. Sleet, nominee of the Mayor of Alexandria, term expired on April 14, 2005, until a nomination is received from Mayor Randolph.

On motion by Mr. Don Wilmore, seconded by Mr. Jerry Wood, to reappoint Mr. Chuck Saucier to the AICUZ Board of Adjustments and Appeals, nominee of the Chamber of Commerce, for a three year term, term will expire on July 24, 2008. On vote the motion carried.

On motion by Mr. Don Wilmore, seconded by Mr. Butch Lindsay and Mr. Richard Billings, to acknowledge the election of Mr. Jesse Smith as employee representative on the Fire District No. 2 Civil Service Board, term will expire on July 29, 2008. On vote the motion carried.

REGULAR SESSION
JULY 11, 2005

On motion by Mr. Don Wilmore, seconded by Mr. Joe Fuller and Mr. Richard Billings, to reappoint Mr. Thomas J. Batts to the Ward 7 Recreation District for a five year term, term will expire on August 9, 2010. On vote the motion carried.

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

Library Board for a five year term to fill the expiring term of Mr. Joe Floyd, representing District I, term will expire on September 1, 2005;

Mosquito Abatement District No. 1 for a three year term to fill the expiring term of Mr. William R. Morris, representing Agricultural Interests, term will expire on September 9, 2005;

Mosquito Abatement District No. 1 for a three year term to fill the expiring term of Ms. Margie Harris, representing Public Education, term will expire on September 9, 2005;

Mosquito Abatement District No. 1 for a three year term to fill the expiring term of Dr. Daniel Ballard, representing Program Management, term will expire on September 9, 2005;

England Authority for a four year term to fill the expiring term of Mr. Charles E. Waites, term will expire on September 10, 2005;

Esler Industrial Development Area Advisory Board for a five year term to fill the expiring term of Mr. Willie W. Curry, representing District D, term will expire on September 11, 2005; and

Library Board for a five year term to fill the expiring term of Mrs. Dorothy W. Silas, representing District D, term will expire on September 12, 2005.

On motion by Mr. Joe Fuller, seconded by Mr. Richard Billings, to waive the thirty day announcement rule and reappoint Ms. Margie Harris to the Mosquito Abatement District No. 1 for a three year term, representing Public Education, term will expire on September 9, 2008. On vote the motion carried.

Mr. Reed and Mr. Wilmore presented a plaque to Mr. Terry Bounds in appreciation of his service as Interim WIA Operations Director.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to accept the resignation of Ms. Debra Hunter, nominee of Louisiana College, from the Civil Service Board and lay over an appointment to fill the vacancy in the unexpired term, term will expire on November 8, 2007. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to receive the required report from Acadian Ambulance under the Contract for May 2005:

Response Zone	Number Responses	Required %	Compliance %
Alexandria - 8 minute	413	80%	91.28%
Pineville - 8 minute	101	80%	93.07%
Rapides - 12 minute	169	80%	96.45%
Rapides - 20 minute	163	80%	91.41%

On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, 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, 2005, 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. Steve Bordelon, seconded by Mr. Don Wilmore, to grant the 2% annual longevity pay increase mandated by the State for eligible Rapides Parish Fire Protection District No. 4 employees, effective August 1, 2005, to be paid out of Fire Protection District No. 4 Funds. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to grant the 2% annual longevity pay increase mandated by the State for eligible Rapides Parish Fire Protection District No. 7 employees, effective August 1, 2005, to be paid out of Fire Protection District No. 7 Funds. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to grant the 2% annual longevity pay increase mandated by the State for Firefighter/Operator Glenn F. Bell, effective July 7, 2006, to be paid out of Fire Protection District No. 3 Funds. On vote the motion carried.

REGULAR SESSION
JULY 11, 2005

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to grant the 2% annual longevity pay increase mandated by the State for Firefighter/Operator Kenneth M. Brewer, effective May 9, 2006, to be paid out of Fire Protection District No. 3 Funds. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to grant the 2% annual longevity pay increase mandated by the State for Firefighter/Operator Samuel J. Allen, effective September 24, 2006, to be paid out of Fire Protection District No. 3 Funds. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to grant the 2% annual longevity pay increase mandated by the State for Firefighter/Operator Don D. Dupree, effective April 1, 2006, to be paid out of Fire Protection District No. 3 Funds. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to appoint Ms. Kay Smith as OEWD Director at a salary of \$55,000/year effective July 15, 2005, and to set the salary of the WIA Operations Director at \$52,000/year effective July 15, 2005. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize the WIA Operations Director to hire a full-time temporary clerical person to assist with services in the Technology Center and One Stop at the pay rate of \$6.15/hour. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize the Courthouse & Jail Building Superintendent to hire a full-time temporary employee at the pay rate of \$10.00/hour, the temporary employment be no longer than a maximum of a six month period. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to grant a 3% cost of living increase to the employees of Fire Protection District No. 4, which increases the base from \$1500 per month to \$1575/month, effective August 1, 2005, as requested by the Holiday Village Volunteer Fire Association. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to approve an agreement with Tommy Russell Enterprises for loading and hauling pit run in Wards 9, 10 and 11, as recommended by the Public Works Director, Treasurer and Purchasing Agent. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to accept for Parish maintenance an extension of Longleaf Road, approximately 1800 feet in length. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize the President to sign a modification to the Yellow Checker of Cenla Inc. contract and to authorize the Treasurer to amend the budget as necessary. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize the President to sign an updated Master Memorandum of Understanding between the Chief Elected Official, the WIB Chairman and local Workforce Area 61 One Stop Partners. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to approve the reimbursement of a training expense for an OEWD employee successfully completing a course at LSUA that enhances her employment skills at OEWD. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize the President to sign a contract for extension of services agreement between the Rapides Parish Police Jury and LSUA utilizing Rapides Finance Authority funds and to authorize the Treasurer to amend the budget as necessary. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to accept the Secretary's Report. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to accept the report of the Library Director on the Hineston Library Branch. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize to enter into a cooperative endeavor with the LSU AgCenter to Support and Administer Louisiana Cooperative Units Off Campus for a five

REGULAR SESSION
JULY 11, 2005

year period effective July 1, 2005 and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to request the Louisiana Division of Administration to extend the sewer collection and treatment for the Kelleyland, Walnut Grove and Airbase Road area, Phase II, LCDBG Project, for one year beginning July 26, 2005, as recommended by the Consultant Administrator. On vote the motion carried.

On motion by Mr. Joe Fuller, seconded by Mr. Richard Billings, the following resolution was presented and on vote unanimously adopted:

RESOLUTION

BE IT RESOLVED that the Rapides Parish Police Jury does hereby commend our Louisiana Legislative Delegation for supporting and obtaining funds for Huey P. Long Hospital and Central State Hospital in Pineville.

THUS PASSED AND APPROVED on this 11th day of July, 2005.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize to enter into a financing agreement with Red River Bank for the Lease-Purchase of Six (6) Carrier Heating and Cooling Systems for the Rapides Parish One-Stop Building (Remove and Replace) to be purchased from Air Conditioning Appliance Corporation in the amount of \$35,507 with terms and conditions to be five annual payments at an interest rate of 4.5%, as recommended by the Treasurer and Purchasing Agent, to be paid from Coliseum Office Complex Sinking Fund:

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 11th day of July, 2005.

On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to request an Attorney General opinion as to the legality of charging municipalities, sheriffs and school boards the emergency telephone service charges (911). On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize the President to sign the Act of Donation of first responder equipment from the Rapides Parish Office of Homeland Security and Emergency Preparedness to Fire Protection District No. 2 under the FY'03 Homeland Security Grant, as recommended by the Director of the Communications District. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize to advertise for bids for construction of the elevated water storage tank for the Union Tank Car Company, LCDBG Economic Development Grant, as recommended by the Consultant Engineer, and ratify advertisement. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to enter into a grant agreement with the Louisiana Department of Social Services, Office of Community Services, for the Louisiana Emergency Shelter Grants Program for the Homeless, Program Year XIX (FFY 2005), for \$32,800 grant funding and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, the following resolution was presented, to adopt a procurement policy for the FY 2006-07 LCDBG Public Facilities Grant project, and on vote unanimously adopted:

RESOLUTION

A RESOLUTION TO ADOPT A PROCUREMENT PROCEDURE FOR THE FY 2006-07 LCDBG PUBLIC FACILITIES GRANT.

WHEREAS, the Rapides Parish Police Jury has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant (LCDBG) Program, administered by the Division of Administration, to submit an Application for a FY 2006-07 Public Facilities project; 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 policy entitled "Procurement Procedures", as on file in the Police Jury Office, is hereby adopted.

BE IT FURTHER RESOLVED that the Rapides Parish Police Jury hereby authorizes the advertisement for Engineering qualification statements and proposals from Consultants for an Application for FY 2006-07 LCDBG Public Facilities Project.

THUS PASSED AND APPROVED on this 11th day of July, 2005.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, the following resolution was presented, to adopt a citizen participation plan for the FY 2006-07 LCDBG Public Facilities Grant project, and on vote unanimously adopted:

Resolution

REGULAR SESSION
JULY 11, 2005

A RESOLUTION TO ADOPT A CITIZEN PARTICIPATION PLAN FOR THE FY 2006-07
LCDBG PUBLIC FACILITIES GRANT.

CITIZEN PARTICIPATION PLAN

WHEREAS, the Rapides Parish Police Jury is required by the Division of Administration to establish procedures to inform its citizens of the LCDBG program, to receive housing and community development needs and to receive comments relative to changes in the grant's budget;

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 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

REGULAR SESSION
JULY 11, 2005

1) The public hearing to address LCDBG application submittal will be held approximately 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's 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:

Rapides Parish Police Jury
P. O. Box 1150
Alexandria, LA 71309-1150

The notice will also state that accommodations will be made for disabled and non-English speaking individuals provided a day 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:"

Rapides Parish Police Jury
P. O. Box 1150
Alexandria, LA 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 5 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 5 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 5 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 a 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 Rapides Parish Police Jury, Monday thru Friday, 8:30 a.m. to 4:30 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 Secretary of the complaint. The initial complaint may be expressed orally or by written correspondence.
- 2) The Secretary will notify the President or designated representative of the complaint within 5 working days.
- 3) The President or designated representative will investigate the complaint and will report the findings to the Secretary within 5 working days.
- 4) The Secretary will notify the complainant of the findings of the President or designated representative in writing or by telephone within 5 working days.
- 5) If the complainant is aggrieved by the decision, he must forward the complaint in writing (if previously submitted orally) to the 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 5 working days of receipt of the written complaint.
- 6) The reviewing council committee will have 5 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 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 council meeting agenda. The 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 5 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 5 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 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 the Rapides Parish Police Jury in regular session convened on this 11th day of July, 2005.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, the following Selection Criterias for Engineers and Administrative Consultants for FY 2006-07 LCDBG Public Facilities Grant were presented and on vote unanimously adopted:

ADMINISTRATIVE CONSULTANT SELECTION CRITERIA

All responses to the proposal will be evaluated according to the following criteria and corresponding point system. The proposal will be evaluated on the basis of written materials. Sufficient information must be included in the proposal to assure that the correct number of points is assigned. Incomplete or incorrect information may result in a lower score.

1. Required Price Consideration (10 pts.)

The lowest priced proposal will receive the maximum points for price. Other, more expensive proposals will receive reduced amounts of points awarded for price based on the following formula with rounding to the nearest tenth.

$$\frac{\text{Lowest Proposal}}{\text{More expensive proposal}} \times \text{Total Possible Pts.} = \text{Pts. Allocated to expensive proposal}$$

2. Educational background of project manager who will be assigned to project; the highest level attained will receive the assigned number of points shown for that level (10 pts.)

High School diploma	2 pts.
College Degree	10 pts.
Masters or Ph.D	10 pts.

3. Firms experience in administering LCDBG projects during the last four calendar years; identify by type and name of locality receiving grant (25 pts.)

Administering no LCDBG projects	0 pts.
Administering 1-15 LCDBG projects	10 pts.
Administering more than 15 LCDBG projects	25 pts.

4. Attributes of the firm Length of time the firm has been in administration business (15 pts.)

less than five years	0 pts.
5 to 10 years	10 pts.
over 10 years	15 pts.

Understanding of the project applied for (15 pts.)

Full understanding	15 pts.
Acceptable understanding	5 pts.
Unacceptable understanding	0 pts.

Satisfactory previous experience with the community (25 pts.)

Very satisfactory	25 pts.
Satisfactory	10 pts.
Unsatisfactory	0 pts.

TOTAL PTS. REQUIRED AND OPTIONAL CONSIDERATION 100 PTS.

REGULAR SESSION
JULY 11, 2005

Respondents will be evaluated on the basis of the written materials submitted and according to the following factors:

1. Experience of the firm with this type of construction project under the LCDBG program during the past six calendar years (20 pts.)

No previous experience	0 pts.
Under contract with 1-10 grantees	10 pts.
Under contract with more Than 10 grantees	20 pts.

2. Proximity of firm to local governing body (5 pts)

Less that 60 miles away	5 pts.
More that 60 miles away	0 pts.

3. Attributes of the firm

Length of time the firm has been in business (15 pts.)

Less that 5 years	5 pts.
5 to 10 years	10 pts.
Over 10 years	15 pts.

Understanding of the project applied for (35 pts.):

Full understanding	35 pts.
Satisfactory	20 pts.
Unsatisfactory	0 pts.

Satisfactory previous experience with government body (25 pts.):

Very Satisfactory	25 pts.
Satisfactory	10 pts.
Unsatisfactory	0 pts.

In the event of a tie, the firm which has the most knowledge of the specific problem associated with the proposed project will be chosen, such knowledge must have been obtained by previous experience with the local governing body regarding the affected infrastructure.

The selection of finalist to be interviewed, if any is required, will be based on an evaluation of the written responses. The award will be made to the most qualified offerer whose qualification statement if deemed most advantageous to the community, all factors considered. Unsuccessful offerers will be notified as soon as possible.

THUS PASSED AND APPROVED on this 11th day of July, 2005.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize to advertise for qualification statements for professional engineering and administrative services for the FY 2006-07 LCDBG Public Facilities Grant. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to appoint a five member selection review committee for engineers and consultant for the FY 2006-07 LCDBG Public Facilities Grant, to be composed of the Police Jury President, Treasurer, Public Works Director, Police Juror of the District in which the CDBG Project is located and the Grants Committee Chairman. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to assist the Coliseum with hauling dirt for the Louisiana Black Rodeo on July 30, 2005. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, for the District Attorney to proceed with the condemnation process for:

dilapidated, abandoned house located on Wells Road, Lot 4 of subdivision of Albert-Beasley Tract, Section 39, T5N-R1W, Rapides Parish, Ward 10, District A (March 20, 2000)

dilapidated, abandoned house located on Wells Road, Lot 3 of subdivision of Albert-Beasley Tract, Section 39, T5N-R1W, Rapides Parish, Ward 10, District A (March 20, 2000).

On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize to advertise for bids to demolish various condemned properties. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to amend the Road and Bridge Fund Budget to move \$217,000 from contingency to resealing and \$10,000 to equipment rental line items. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to grant a waiver of insurance on the sewer effluent permit application of Mr. James Russell for property located at 2016 Dixie Street, Alexandria, as approved by the Public Works Director. On vote the motion carried.

REGULAR SESSION
JULY 11, 2005

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize to enter into a cooperative endeavor with the Town of Ball to apply the Police Jury's \$600,000 STAG grant to the Town of Ball's capital outlay project to extend the sewerage from the intersection at Wall Lane on LA 623 to US 165 contingent to meeting the limitations of the STAG grant, and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to increase the feeding and maintaining prisoners line item in the General Fund by \$30,000 for the purchase of jumpsuits, blankets and mattresses in the Jail. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to enter into an engineering agreement with Pan American Engineers for engineering services to design and construct the Rehabilitate Storm Drainage at Esler Airport Project and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to advertise and receive bids on July 22, 2005 at Esler Field for the Rehabilitation of Storm Drainage at Esler Commerce Park and Airport, as recommended by the Consultant Engineer. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, that the public review period having been held, and no objections have been received by July 5, 2005, to adopt the ordinance authorizing advertisement and sale of the structure and property located at 1200 Texas Avenue, Alexandria, of June 13, 2005, the former Health Unit and Regional Lab, as advertised:

ORDINANCE

AN ORDINANCE AUTHORIZING ADVERTISEMENT AND SALE OF THE STRUCTURE AND PROPERTY LOCATED AT 1200 TEXAS AVENUE, ALEXANDRIA

WHEREAS, the Rapides Parish Police Jury has ownership of a 20,371 Square Foot single story masonry building on a certain piece, parcel or tract of land being, lying and situated in the City of Alexandria, Rapides Parish, Louisiana, located at 1200 Texas Avenue, being to commence at a point common to the Western Right of Way Line of Texas Avenue and Southern Right of Way Line of Rosalino Street, proceed from said point along the Western Right of Way Line, South 18 Degrees 50 Minutes 42 Seconds East a distance of 412.52 feet to a one-half (1/2") iron rod lying at the Northeast (NE) Corner of Lot 11, Giamanco Heights Subdivision, proceed South 71 Degrees 09 Minutes 18 Seconds West a distance of 292.66 feet to a one-half inch (1/2") iron rod, thence proceed North 18 Degrees 50 Minutes 08 Seconds West a distance of 172.50 feet to a three-quarters inch (3/4") iron pipe, thence proceed North 18 Degrees 48 Minutes 46 Seconds West a distance of 240.02 feet to a one-half inch (1/2") iron rod lying on the Southern Right of Way Line of Rosalino Street, thence proceed along the South Right of Way Line of Rosalino Street North 71 Degrees 09 Minutes 18 Seconds East a distance of 292.50 feet back to the point of beginning, said closed traverse containing 2.771 acres more or less and more particularly shown on a plat of survey by Frank L. Willis, registered professional land surveyor dated May 23, 2005; and

WHEREAS, this property is no longer needed for public purposes, and it has become desirable to sell this property; and

WHEREAS, under the authority of R.S. 33:4712, the Rapides Parish Police Jury does hereby fix the amount of this property to be sold at not less than four hundred thirty-seven thousand (\$437,000.00) dollars as recommended by the Appraiser authorized by this Police Jury on June 13, 2005, and the terms of this sale are to be cash, to the highest bidder;

WHEREAS, the Rapides Parish Police Jury had adopted on June 13, 2005, a Notice of Intent to Sell said property, which has been published three times in fifteen days, namely, June 21, 2005, June 28, 2005, and June 30, 2005, for public review and comment with a deadline for receipt of any opposition by July 5, 2005;

WHEREAS, no opposition has been received by the Rapides Parish Police Jury before or after July 5, 2005, nor to date;

NOW, THEREFORE, BE IT ORDAINED by the Rapides Parish Police Jury, in regular session convened, to offer for sale by public bid the building and property at 1200 Texas Avenue, situated in the City of Alexandria, Rapides Parish, Louisiana in Section 33, Township Four North, Range One West (T4N-R1W), Rapides Parish, Louisiana; and,

BE IT FURTHER ORDAINED that the Notice of Intent to Sell the structure and property located at 1200 Texas Avenue, Alexandria, of June 13, 2005, is hereby affirmed; and,

BE IT FURTHER ORDAINED said property will be offered for sale by public bid, to be sold on September 12, 2005; and,

REGULAR SESSION
JULY 11, 2005

BE IT FURTHER ORDAINED that this ordinance shall become effective July 21, 2005.

THUS DONE, PASSED AND APPROVED on this 11th day of July, 2005.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to accept on behalf of Fire Protection District No. 14 from the Flatwoods Volunteer Fire Department the donation of the 0.87 acre of land and the building thereon for Station No. 1, 2051 LA 8, Flatwoods, as requested by the Flatwoods Volunteer Fire Department Board of Directors. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to accept on behalf of Fire Protection District No. 14 from the Flatwoods Volunteer Fire Department the donation of the 0.31 acre of land and the building thereon for Station No. 2, 255 Mora Road, Mora, as requested by the Flatwoods Volunteer Fire Department Board of Directors. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to accept on behalf of Fire Protection District No. 14 from the Flatwoods Volunteer Fire Department the donation of the 1.18 acres of land and the building thereon for Station No. 3, 1082 Highway 8, Lena, as requested by the Flatwoods Volunteer Fire Department Board of Directors. On vote the motion carried.

After unanimous vote the following items were placed on the agenda:

The next agenda item was to receive an update on the Lena Water CDBG Grant, which was declared in default by the Police Jury on April 11, 2005, and subsequently granted a thirty day extension on June 13, 2005, with reservation of liquidated damages, deferred from the Finance Committee Meeting of July 5, 2005.

Mr. Jeff Martin, of Willis Engineering, gave an update on the Lena Water CDBG Project. He pointed out it was now twenty-eight days of the thirty day extension and the project was not yet complete. The best determination was that the project was substantially complete, but the contractor was having a problem with the pressure test, which may be a result of the boring or the ninety-degree bend pipes. The Contractor was on-site last week working on the project. His recommendation was the thirty day extension was at an end in two days.

On motion by Mr. Joe Fuller, seconded by Mr. Don Wilmore, to accept the recommendation of the Consultant Engineer on the Lena Water CDBG, the Contractor has only two more days to complete the project. On vote the motion carried.

On motion by Mr. Don Wilmore, seconded by Mr. Joe Fuller, to accept the proposal to provide V & V Properties, LLC a 25 foot by 25 foot servitude for the purpose of locating a sewer pump station at the end of Antoinette Street in Bellino Gardens Subdivision. V & V has agreed to provide a 15-foot wide drainage servitude across their property adjacent to Bellino Gardens, which had been laid over from the Police Jury meeting of June 13, 2005. On vote the motion carried.

Mr. Eric Duck, Public Works Director, gave an update on the Federal/State Bridge Replacement Program rights of way. On the Texada Road Bridge, he offered to bring the right of way documents and check to Mr. Kilpatrick to complete the acquisition this week; however, he has not yet completed the right of way acquisition with Ms. Long. Mr. Fuller asked Mr. Duck to complete the required rights of way, seeking expropriation if necessary.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to request Union Pacific Railroad to keep open Railroad Crossing ID No. 427-871R because the crossing is used by the Police Jury, Cleco Power and Exxon Company. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to receive the report of the Parish Inspector recommending an abandoned, burnt house located at 2810 Woodlawn Drive, Ward 1, District D, Rapides Parish, be condemned and demolished or removed, due to being in dangerous condition which endangers the public health or welfare, and it be referred to Legal Counsel for proper action. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize the Public Works Director to proceed with the curator procedure on cutting the grass at the abandoned lot located at 2717 Woodlawn Drive, Ward 1. On vote the motion carried.

REGULAR SESSION
JULY 11, 2005

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize to hire five additional entry level firefighters for Fire District No. 2, to be paid out of Fire District No. 2 Funds. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize to enter into a sixty month lease for a rubber tired roller for use by the Parish Highway Department, as recommended by the Public Works Director, to be paid out of the Road & Bridge Fund 03 3100 4500 Equipment Rental. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize to declare Asset No. 6510 (1953 International Fire Truck) as surplus property, no longer needed for public use, and authorize to advertise for bids to sell, as recommended by the Flatwoods Volunteer Fire Department Board of Directors. On vote the motion carried.

On motion by Mr. Richard Billings, seconded by Mr. Joe Fuller, to add the Bill Gunter Road to Contract 1928 for the soil-cement stabilization of approximately 0.8 mile, to be paid out of Road District No. 3A Funds, and add the Brady Road, Ward 2, for 2" of overlay to be paid out of Road District 2C Funds. On vote the motion carried.

After unanimous vote the following items were placed on the agenda:

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to approve application for Bush Foundation grant for family literacy. On vote the motion carried.

On motion by Mr. Steve Bordelon, seconded by Mr. Don Wilmore, to authorize the President to sign a contract between the Rapides Parish Police Jury and the Department of Public Safety and Corrections/Office of Youth Development to allow the Ninth Judicial District Court to continue to participate in the Title IV-E Federal Foster Care Reimbursement Program, CFDA Number 93.658, for the period of July 1, 2005 through June 30, 2006. On vote the motion carried.

The President asked if there was any public comment on any agenda item.

Mr. Tim Danforth, resident of 1903 Shirley Street, Alexandria, voiced his objections to development and construction on LA 1 North because of the noise, dust, and future drainage problems in the residential area. Mr. Tom Wells, Legal Counsel, explained the Rapides Parish Police Jury does not and did not have the power to zone as is done within municipalities for residential, commercial etc. Mr. Fuller asked Mr. Wells to write Mr. Danforth a letter to that effect so that Mr. Danforth could pursue civil legal action.

There being no further business, the meeting was declared adjourned at 3:25 p.m.

Angie Richmond, Secretary
Rapides Parish Police Jury

Ezra L. Reed, President
Rapides Parish Police Jury