



# DESOTO PARISH POLICE JURY

March 18, 2024 at 5:05 PM

Regular Meeting

Police Jury Meeting Room, 101 Franklin Street, Mansfield, LA 71052

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## AGENDA

- A. CALL TO ORDER**
- B. INVOCATION**
- C. PLEDGE OF ALLEGIANCE**
- D. PRESENTATION OF ACHIEVEMENTS AND SERVICE AWARDS**
- E. ANNOUNCEMENTS**
- F. CALL FOR ADDITIONS AND DELETIONS TO THE AGENDA**
- G. GUEST AND PUBLIC COMMENTS**
  - 1. Veneeth Iyengar - Broadband
- H. PRESIDENT'S REPORT**
- I. COUNSEL'S REPORT**
- J. ADMINISTRATOR'S REPORT**
  - 2. Michael Norton, Parish Administrator's, written report
- K. LOBBYIST'S REPORT**
  - 3. Chance McNeely, Delta Resource Group, written report
- L. TREASURER'S FINANCIAL REPORT**
  - 4. Accept the Financial Statements as of February 29, 2024 and Year to date Budget to actual report
- M. APPROVAL OF MINUTES**
  - 5. February 20, 2024 Regular Meeting, March 4, 2024 Administrative, Budget and Finance, Solid Waste, Personnel and Road Committee Meetings
- N. OLD BUSINESS**
  - 6. Motion to defer the decision on insurance to June 2024 Regular Meeting

**O. NEW BUSINESS****P. RESOLUTIONS**

- [7.](#) Recommends authorizing the President to sign a Resolution to declare certain moveable property surplus and schedule a sale of surplus as per State Law
- [8.](#) Recommends authorizing the President to sign a Resolution approving the issuance, sale and delivery of a Taxable Excess Revenue Bond of Waterworks District No. 1 of the Parish of DeSoto, State of Louisiana, in the amount not to exceed \$500,000; and providing for other matters relating thereto

**Q. ORDINANCES****R. ADMINISTRATIVE ITEMS**

9. Recommends selling the property located at the Sheriff's Training Facility, 120 Sprocket Lane, to Sheriff at Market value and all proceeds be dedicated to the Jail Fund.
- [10.](#) Recommends approving the updated Rules and Bylaws
- [11.](#) Recommends approving the recommendation by the DeSoto Parish Planning Commission suggesting implementing a moratorium for a period of one (1) year on subdivided land if the lots are one acre or larger and do not have frontage to an existing parish or state maintained roadway, unless they meet all the DeSoto Parish Subdivision Regulations requirements
12. Recommends approving the recommendation by the DeSoto Parish Planning Commission suggesting implementing a moratorium for a period of six (6) months on all future subdivisions, to disallow the selling of any lots by the developer utilizing the statement, "clear title is not available on any lot until all improvements and installations have been made", as a stated condition in Part III Section D-3 in the DeSoto Parish Subdivision Regulations. The developer will be allowed to sell lots if one of the three remaining conditions listed in Part III Section D-1, D-2 and D-4 are met.
13. Recommends appointing Ashley Hadwin or Betty Carter to the Planning Commission serving a six (6) year term

**S. BUDGET AND FINANCE ITEMS**

- [14.](#) Recommends authorizing the President to sign a Cooperative Endeavor Agreement with the Town of Logansport and amend the budget in the amount of \$5,000 for help with the River City Festival
- [15.](#) Recommends authorizing the President to sign a Cooperative Endeavor Agreement with Fire District #1 and amend the budget in the amount of \$2,500 for help with the 4th of July Fire Works Display
- [16.](#) Recommends awarding low bid to JPS Motors for vehicle purchases

**T. PERSONNEL ITEMS**

- [17.](#) Recommends approving the Job Description and position for Engineering Technician

**U. ROAD ITEMS**

- [18.](#) Recommends approving the E-911 naming of Chiasson Pvt Drive off of Depot Road and Florida Pvt Dr. off of Cowboy Lane in Keachi

**V. SOLID WASTE ITEMS**

- [19.](#) Recommends awarding high bid to WC Robbins, LLC dba DeSoto Iron & Metal for scrap metal
- [20.](#) Recommends awarding low bid for two (2) roll off trucks at the landfill

**W. ADJOURN**

**MEMORANDUM**

TO: DeSoto Parish Police Jury  
FROM: The Delta Resource Group  
RE: March Update  
DATE: March 18, 2024

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This memo has been prepared to provide an update on legislative and other governmental matters to the DeSoto Parish Police Jury.

**Legislative Session**

The Louisiana legislature convened on Monday, March 11, 2024. They must adjourn by June 3, 2024. There is a growing consensus that the legislature will adjourn early and go into a special session to make changes to the state constitution. This means that bills will be moving more quickly than usual in order to meet the early adjournment goal.

Bills of interest for DPPJ:

HB 89 - Rep. Larry Bagley - Provides relative to the number of employees in the registrar of voters office in certain parishes.

HB 223 - Rep. Tammy Phelps - Authorizes certain local government code enforcement officials to take certain actions with respect to inspections.

HB 241 - Rep. Rodney Schamerhorn - (Constitutional Amendment) Requires voter approval of compensation increases for certain local officials.

HB 259 - Rep. Beau Beaulieu - Reduces the severance tax rate for oil over a certain period of time and specifies the severance tax rate for oil produced from certain wells.

HB 273 - Rep. Rodney Schamerhorn - (Constitutional Amendment) Provides for term limits for certain parish and municipal officials.

HB 413 - Rep. Beau Beaulieu - Reduces severance tax rates on oil and gas produced from inactive wells and orphan wells.

HB 446 - Rep. Stephanie Hilferty - Provides relative to notifications of public meetings and duties of public bodies and the commissioner of administration relative thereto.

HB 617 - Rep. Daryl Deshotel - Provides relative to broadband.



HB 680 - Rep. Josh Carlson - Provides for an alternate official journal of the state and alternate official journals of political subdivisions.

HB 688 - Rep. Ed Larvadain - Provides relative to training requirements for local government officials.

HB 700 - Rep. Daryl Deshotel - Provides relative to broadband.

SB 64 - Senator Mike Reese - Provides for changes to the Water Sector Program.

SB 73 - Senator Glen Womack - Creates and provides for the Community Sewerage System Infrastructure Sustainability Act.

### Severance Tax

Both the House and Senate Clerks have ruled that the severance tax reallocation bills from last year cannot be re-filed this year, as this is not a fiscal session. However, it is possible this issue could be addressed in the upcoming special session on the constitution.

TDRG is currently looking at alternative ways to dedicate some portion of the severance tax this session that would pass the “non-fiscal” rulings of the clerks this session.

### Capital Outlay

Administrator Michael Norton attended a meeting with TDRG and the Governor’s staff in Baton Rouge relative to the DPPJ’s capital outlay request. This was a good opportunity for the Governor’s staff to be briefed on the severance tax issue, and for us to make the correlation known between our capital outlay request and the severance tax issue. The TDRG team met with the Division of Administration and had the same conversation.



**FEBRUARY 29, 2024**

**FINANCIAL  
REPORTS**

**Period Ending: February 29, 2024**

**Presented: March 18, 2024**

**DRAFT**  
1843

**Revenues, Expenditures, Transfers and Obligations for Period Ending February 29, 2024**

Fund	Budgeted Reserves & Transfers In	Actual Revenues	Actual Expenditures	Transfers to Other Funds	Obligations (Contracts & O/S Pos)	Year-to-Date Excess (Deficiency)	4-month Expense Contingency Reserves	Beginning Fund Balance	Operating Fund Balance
General	736	4,759,826	(1,367,968)	(715,000)	(17,795)	2,659,800	(2,735,935)	17,592,841	14,856,906
Road		6,731,015	(2,252,018)	-	(1,047,457)	3,431,540	(4,504,037)	15,999,475	11,495,438
Witness & Juror		21,922	(4,215)		-	17,707	-	935,983	935,983
Jail		241,072	(141,568)		-	99,504	(283,137)	3,186,812	2,903,676
Correctional Facility Const. Fund					-	-	-	2,945,434	2,945,434
Solid Waste		6,505,230	(1,898,255)		(1,068,973)	3,538,003	(3,796,509)	23,525,524	19,729,015
Criminal Court		114,939	(111,138)	-	-	3,801	-	26,595	26,595
Office of Community Services	120,000	296,778	(223,708)	-	-	193,070	-	207,992	207,992
Airport		38,816	(83,556)	-	(16,936)	(61,676)	(167,113)	4,223,779	4,056,666
American Rescue Plan		-				-			
Rental Assistance		173,619	(166,375)	-	-	7,244	-	20,673	20,673
Eastside		-	(178)	-	-	(178)	-		
Animal Services & Mosquito Control	595,000	1,683	(103,182)	-	-	493,501	-	512,833	512,833
Sinking Fund		8,336	-			8,336	-	2,471,787	2,471,787
<b>Totals:</b>	<b>715,736</b>	<b>18,893,238</b>	<b>(6,352,161)</b>	<b>(715,000)</b>	<b>(2,151,162)</b>	<b>10,390,651</b>	<b>(11,486,731)</b>	<b>71,649,729</b>	<b>60,162,998</b>

<b>Sales Tax Transfers</b>	<b>Sales Tax Collections</b>	<b>Transfers to Road, Solid Waste, Jail, &amp; Desoto Parish Library</b>
Sales Tax* (Transfer Account)	20,471	20,471

**DeSoto Parish Police Jury**  
**GENERAL FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Taxes:				
Ad valorem taxes	4,049,196.79	4,161,862.00	112,665.21	97.29 %
Severance	51,775.02	750,000.00	698,224.98	6.90 %
Tourism	1,648.08	-	(1,648.08)	- %
Licenses and Permits	127,695.13	302,100.00	174,404.87	42.27 %
Intergovernmental Revenue:				
Federal Grants	22,274.82	120,000.00	97,725.18	18.56 %
State Funds:				
Salary Reimbursement JP/Constables	4,200.00	17,280.00	13,080.00	24.31 %
State Grant (Louisiana)	-	189,866.00	189,866.00	- %
State Revenue Sharing	-	30,300.00	30,300.00	- %
State Video Poker Revenue	40,086.35	230,000.00	189,913.65	17.43 %
State Sports Wagering Revenue	4,258.10	40,000.00	35,741.90	10.65 %
La 2% Fire Insurance Rebate Fund	-	173,907.00	173,907.00	- %
Fees & Charges for Services	17,857.84	201,000.00	183,142.16	8.88 %
Investment earnings	67,407.79	247,500.00	180,092.21	27.24 %
Gain/Loss on Sale of Investments	(1,540.78)	140,000.00	141,540.78	(1.10)%
Other Revenues (Royalties)	374,967.05	2,297,273.00	1,922,305.95	16.32 %
Transfers In	736.48	-	(736.48)	- %
Total Revenues	<u>4,760,562.67</u>	<u>8,901,088.00</u>	<u>4,140,525.33</u>	<u>53.48 %</u>
<b>EXPENDITURES</b>				
Current:				
Salaries Police Jurors	36,000.00	216,000.00	180,000.00	16.67 %
Social Security	2,576.82	16,524.00	13,947.18	15.59 %
Retirement	30.97	1,440.00	1,409.03	2.15 %
Group Insurance	19,637.99	113,588.00	93,950.01	17.29 %
Group Insurance - Retirees	473.40	-	(473.40)	- %
Mileage Reimbursement	369.33	6,400.00	6,030.67	5.77 %
Official Publications	1,216.52	6,800.00	5,583.48	17.89 %
Dues-PJ Association, CDC, Etc.	22,883.00	26,000.00	3,117.00	88.01 %
Investment Fees-US Bank	3,472.86	14,000.00	10,527.14	24.81 %
Telephone	710.57	2,600.00	1,889.43	27.33 %
Technology Expense/Copier, Lease, Etc.	-	1,000.00	1,000.00	- %
Materials & Supplies	147.62	500.00	352.38	29.52 %
Small Equipment Purchases	90.96	500.00	409.04	18.19 %
Travel & Convention	5,736.59	20,000.00	14,263.41	28.68 %
Total Legislative	<u>93,346.63</u>	<u>425,352.00</u>	<u>332,005.37</u>	<u>21.95 %</u>
Salaries Court	24,401.10	145,339.00	120,937.90	16.79 %
Salaries District Attorney and Assistants	13,529.18	81,175.00	67,645.82	16.67 %
Salaries DA Secretary & Assistants	66,750.56	405,287.00	338,536.44	16.47 %
Salaries Coroners	18,264.61	114,000.00	95,735.39	16.02 %
Salaries JPs & Constables	16,621.02	103,600.00	86,968.98	16.05 %

**DeSoto Parish Police Jury**  
**GENERAL FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

Social Security-Court	1,774.35	11,118.00	9,343.65	15.96 %
Social Security- DA Staff	4,916.47	31,000.00	26,083.53	15.86 %
Social Security Coroner	1,347.68	8,721.00	7,373.32	15.45 %
Social Security JPs & Constables	1,272.27	7,925.00	6,652.73	16.05 %
Retirement Court	1,830.08	10,900.00	9,069.92	16.79 %
Retirement - DA's Office	6,506.82	40,000.00	33,493.18	16.27 %
Group Insurance Court	5,213.89	31,350.00	26,136.11	16.63 %
Group Insurance-DA's Office	36,305.44	203,700.00	167,394.56	17.82 %
Unemployment Expense	-	500.00	500.00	- %
Out of Parish Court Etc.	325.00	1,300.00	975.00	25.00 %
Professional Fees Court	-	14,000.00	14,000.00	- %
Professional Fees-DA	-	3,500.00	3,500.00	- %
Professional Services Coroner	100.00	47,000.00	46,900.00	0.21 %
Dues, Advertising & Subscriptions DA	110.00	-	(110.00)	- %
Utilities DA	2,994.39	21,000.00	18,005.61	14.26 %
Telephone Court	1,326.34	8,500.00	7,173.66	15.60 %
Telephone DA	1,164.52	7,000.00	5,835.48	16.64 %
Telephone Coroner	1,704.08	10,500.00	8,795.92	16.23 %
Fleet Lease Expense	1,313.73	9,500.00	8,186.27	13.83 %
Maintenance of Property & Equipment	-	200.00	200.00	- %
Maint of Prop & Equip-Coroner	-	500.00	500.00	- %
Insurance, Work Comp & Surety Bonds	151.48	1,200.00	1,048.52	12.62 %
Technology Expense/Copier Lease-Court	6,507.73	70,000.00	63,492.27	9.30 %
Technology Expense/Copier Lease, Etc. - DA	7,281.01	52,000.00	44,718.99	14.00 %
Technology Expense/Copier Lease, Etc. - Coroner	263.05	2,000.00	1,736.95	13.15 %
Fuel Expense-Coroner	924.59	5,300.00	4,375.41	17.45 %
Office Expense Court	4,396.45	18,000.00	13,603.55	24.42 %
Office Expense DA	5,717.19	30,000.00	24,282.81	19.06 %
Office Expense Coroner	496.60	2,000.00	1,503.40	24.83 %
Materials & Supplies CORONER	-	5,500.00	5,500.00	- %
Small Equipment Purchases - Court	23,240.23	8,000.00	(15,240.23)	290.50 %
Small Equipment Purchases - DA	168.93	5,000.00	4,831.07	3.38 %
Small Equipment Purchases-Coroner	-	3,000.00	3,000.00	- %
Travel DA	183.25	4,000.00	3,816.75	4.58 %
Travel Coroner	41.53	5,000.00	4,958.47	0.83 %
Travel JOP	-	3,000.00	3,000.00	- %
Courthouse Security	34,392.67	180,000.00	145,607.33	19.11 %
Total Judicial	<u>291,546.24</u>	<u>1,711,615.00</u>	<u>1,420,068.76</u>	<u>17.03 %</u>
Salaries Registrar of Voters	7,277.56	43,664.00	36,386.44	16.67 %
Social Security Registrar of Voters	243.48	1,460.00	1,216.52	16.68 %
Retirement Registrar of Voters	737.08	4,366.00	3,628.92	16.88 %
Insurance-Registrar of Voters	193.84	2,920.00	2,726.16	6.64 %
Dues Reg of Voters	1,150.00	650.00	(500.00)	176.92 %

**DeSoto Parish Police Jury**  
**GENERAL FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

Election Expense	18,498.42	50,000.00	31,501.58	37.00 %
Telephone Reg of Voters	800.96	5,300.00	4,499.04	15.11 %
Insurance - Workers Comp.	3.10	20.00	16.90	15.50 %
Office Expense Reg of Voters	1,416.72	16,500.00	15,083.28	8.59 %
Small Equipment Purchase	-	3,000.00	3,000.00	- %
Travel & Convention Reg of Voters	3,423.26	7,000.00	3,576.74	48.90 %
Total Elections	<u>33,744.42</u>	<u>134,880.00</u>	<u>101,135.58</u>	<u>25.02 %</u>
Salaries Finance & Administrative	219,504.81	1,302,344.00	1,082,839.19	16.85 %
Overtime	1,275.30	10,500.00	9,224.70	12.15 %
Social Security Finance & Admin	16,256.57	100,432.00	84,175.43	16.19 %
Retirement Finance & Administrative	15,949.29	98,463.00	82,513.71	16.20 %
Group Insurance	35,706.62	256,934.00	221,227.38	13.90 %
Group Insurance - Retirees	1,662.88	13,000.00	11,337.12	12.79 %
Legend	6,731.45	36,844.00	30,112.55	18.27 %
State Pension Plan	173,525.52	136,780.00	(36,745.52)	126.86 %
Unemployment Expense	-	500.00	500.00	- %
Professional Fees	18,654.51	350,000.00	331,345.49	5.33 %
Computer System Operations	-	10,000.00	10,000.00	- %
Dues, Subscriptions & Advertisement	1,070.00	9,800.00	8,730.00	10.92 %
Telephone	2,696.30	13,500.00	10,803.70	19.97 %
Fleet Lease Expense	4,975.88	27,000.00	22,024.12	18.43 %
Maintenance of Property & Equipment	7.00	2,500.00	2,493.00	0.28 %
Insurance, Work. Comp & Surety Bond	2,787.12	5,000.00	2,212.88	55.74 %
Technology Expense/Copier, Lease, Etc.	17,585.96	80,000.00	62,414.04	21.98 %
Medical-Physicals	-	500.00	500.00	- %
Office Expense	11,716.50	30,000.00	18,283.50	39.06 %
Misc. Bank/Credit Card Fees	102.10	500.00	397.90	20.42 %
Small Equipment Purchases	-	30,000.00	30,000.00	- %
Travel & Convention Expense	4,200.06	16,000.00	11,799.94	26.25 %
Video Poker-City of Mansfield	3,563.08	20,000.00	16,436.92	17.82 %
Adjudicated Property Expenses	-	5,800.00	5,800.00	- %
Bad Debt Expense-Ad Valorem	-	2,000.00	2,000.00	- %
Total Finance and Government	<u>537,970.95</u>	<u>2,558,397.00</u>	<u>2,020,426.05</u>	<u>21.03 %</u>
Salaries Maintenance	44,030.50	298,351.00	254,320.50	14.76 %
Overtime	1,510.07	10,000.00	8,489.93	15.10 %
Social Security Maintenance	3,254.41	23,589.00	20,334.59	13.80 %
Retirement Maintenance	3,350.22	23,126.00	19,775.78	14.49 %
Group Insurance Maintenance	11,377.76	78,656.00	67,278.24	14.47 %
Legend	1,251.12	7,500.00	6,248.88	16.68 %
Professional Fees-General	-	10,000.00	10,000.00	- %
Utilities Courthouse	23,655.70	150,000.00	126,344.30	15.77 %
Telephone-Maint	594.20	4,500.00	3,905.80	13.20 %
Fleet Lease Expense	5,284.03	31,000.00	25,715.97	17.05 %
Maintenance of Property & Equipment	-	6,500.00	6,500.00	- %
Insurance, Work Comp & Surety Bonds	180,381.64	165,000.00	(15,381.64)	109.32 %

**DeSoto Parish Police Jury**  
**GENERAL FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

Technology Expense/Copier, Lease, Etc.	1,693.41	7,000.00	5,306.59	24.19 %
Building Maintenance	29,236.89	270,000.00	240,763.11	10.83 %
Fuel Expense	956.85	15,000.00	14,043.15	6.38 %
Office Expense	729.99	5,500.00	4,770.01	13.27 %
Small Equipment Purchases	-	5,000.00	5,000.00	- %
Travel & Convention Expense	445.00	3,000.00	2,555.00	14.83 %
Other Charges (Inmate Crew)	18,725.48	80,000.00	61,274.52	23.41 %
Total Other General Government	<u>326,477.27</u>	<u>1,193,722.00</u>	<u>867,244.73</u>	<u>27.35 %</u>
DPS - Office of Motor Vehicles	3,857.73	14,000.00	10,142.27	27.56 %
Fire Protection-Insurance Rebate	-	173,907.00	173,907.00	- %
Total Public Safety	<u>3,857.73</u>	<u>187,907.00</u>	<u>184,049.27</u>	<u>2.05 %</u>
Salaries-Park Attendants	5,217.92	29,900.00	24,682.08	17.45 %
Social Security-Park Attendants	399.18	2,287.00	1,887.82	17.45 %
Insurance-Worker's Compensation, Etc.	84.40	700.00	615.60	12.06 %
Alumni Park Expenses	2,222.84	14,000.00	11,777.16	15.88 %
Sports Complex Expenses	2,464.43	32,000.00	29,535.57	7.70 %
Garrett Park Expenses	987.77	10,000.00	9,012.23	9.88 %
Total Culture and Recreation	<u>11,376.54</u>	<u>88,887.00</u>	<u>77,510.46</u>	<u>12.80 %</u>
Grants-COA & Section 8	-	120,000.00	120,000.00	- %
Veterans Service Office	1,270.00	7,000.00	5,730.00	18.14 %
Health Unit Allocation	4,059.63	35,000.00	30,940.37	11.60 %
Special Programs	2,660.58	60,000.00	57,339.42	4.43 %
Holly Community Service Center	4,305.18	7,500.00	3,194.82	57.40 %
Keatchie-Longstreet Service Center	300.68	7,000.00	6,699.32	4.30 %
South DeSoto Activities Corporation	192.89	2,000.00	1,807.11	9.64 %
Stonewall Service Center	26.52	500.00	473.48	5.30 %
Total Health & Welfare	<u>12,815.48</u>	<u>239,000.00</u>	<u>226,184.52</u>	<u>5.36 %</u>
Professional Fees Industrial Park	-	12,000.00	12,000.00	- %
Utilities-Ext. Service & Ind Park	9,989.89	45,000.00	35,010.11	22.20 %
Telephone-Extension Service	363.74	2,400.00	2,036.26	15.16 %
Maintenance-Industrial Park	-	6,000.00	6,000.00	- %
Insurance	7,318.00	7,500.00	182.00	97.57 %
Technology Expense/Copier, Lease, Etc.	819.25	4,500.00	3,680.75	18.21 %
Maintenance of Buildings and Grounds - 4H Dave Means	519.83	50,000.00	49,480.17	1.04 %
Office Expense Agricultural	25.30	1,500.00	1,474.70	1.69 %
Grants-Non Governmental	13,500.00	147,300.00	133,800.00	9.16 %
Grants-Governmental	-	139,866.00	139,866.00	- %
Salary-Ag Agent & Asst	8,625.00	34,500.00	25,875.00	25.00 %
Total Community Development	<u>41,161.01</u>	<u>450,566.00</u>	<u>409,404.99</u>	<u>9.14 %</u>
Capital Outlay	15,671.25	1,382,000.00	1,366,328.75	1.13 %
Total Capital Outlays	<u>15,671.25</u>	<u>1,382,000.00</u>	<u>1,366,328.75</u>	<u>1.13 %</u>
Transfers Out	715,000.00	3,745,000.00	3,030,000.00	19.09 %
Total Transfers Out	<u>715,000.00</u>	<u>3,745,000.00</u>	<u>3,030,000.00</u>	<u>19.09 %</u>

**DeSoto Parish Police Jury  
GENERAL FUND  
Budget Comparison Cash Basis  
For the 2 Months ended February 29, 2024**

Total expenditures	2,082,967.52	12,117,326.00	10,034,358.48	17.19 %
Net change in fund balances	2,677,595.15			
Fund balances--beginning	14,933,041.51			
Fund balances--ending	17,610,636.66			



**DeSoto Parish Police Jury**  
**ROAD FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Taxes:				
Ad valorem taxes	5,404,875.01	5,555,261.00	150,385.99	97.29 %
Severance	51,775.01	720,000.00	668,224.99	7.19 %
Sales	1,160,991.75	8,370,000.00	7,209,008.25	13.87 %
Licenses and Permits	17,510.00	240,000.00	222,490.00	7.30 %
Intergovernmental Revenue:				
Federal Grants	-	2,000,000.00	2,000,000.00	- %
State Funds:				
Parish Road Fund	38,632.92	400,000.00	361,367.08	9.66 %
State Grant (Louisiana)	-	2,000,000.00	2,000,000.00	- %
State Revenue Sharing	-	36,000.00	36,000.00	- %
Investment earnings	44,730.65	178,000.00	133,269.35	25.13 %
Fines	12,000.00	160,000.00	148,000.00	7.50 %
Road Damages, Miscellaneous	500.00	300,000.00	299,500.00	0.17 %
Transfers In	-	1,000,000.00	1,000,000.00	- %
Total Revenues	<u>6,731,015.34</u>	<u>20,959,261.00</u>	<u>14,228,245.66</u>	<u>32.11 %</u>
<b>EXPENDITURES</b>				
Current:				
Salaries Road	456,355.47	2,942,030.00	2,485,674.53	15.51 %
Overtime	13,861.81	180,000.00	166,138.19	7.70 %
Social Security Roads	33,883.58	238,835.00	204,951.42	14.19 %
Retirement Roads	34,228.81	234,152.00	199,923.19	14.62 %
Group Insurance Roads	117,451.29	763,656.00	646,204.71	15.38 %
Group Insurance - Retirees	7,486.46	45,000.00	37,513.54	16.64 %
Legend	11,541.46	65,000.00	53,458.54	17.76 %
State Pension Plans	231,622.18	182,575.00	(49,047.18)	126.86 %
Unemployment Expense	-	1,000.00	1,000.00	- %
Contract Labor	98,249.91	1,063,000.00	964,750.09	9.24 %
Professional Engineering Fees	6,468.53	125,000.00	118,531.47	5.17 %
Professional Fees (Audit/Soil Testing/Attorneys)	-	20,000.00	20,000.00	- %
Dues	-	27,000.00	27,000.00	- %
Utilities	6,772.99	40,000.00	33,227.01	16.93 %
Telephone	1,936.16	15,000.00	13,063.84	12.91 %
Rental-Wrecker & Equipment	336.00	15,000.00	14,664.00	2.24 %
Fleet Lease Expense	40,782.72	220,000.00	179,217.28	18.54 %
Maintenance of Property & Equipment	78,465.52	634,000.00	555,534.48	12.38 %
Insurance-Fleet & Workman's Comp	315,964.93	325,000.00	9,035.07	97.22 %
Technology Expense/Copier, Lease, etc.	5,088.13	50,000.00	44,911.87	10.18 %
Uniforms	376.00	26,000.00	25,624.00	1.45 %
Maintenance of Buildings & Grounds	5,993.85	50,000.00	44,006.15	11.99 %
Medical - Physicals & Drug Testing	945.00	6,000.00	5,055.00	15.75 %
Gas & Oil	77	600,000.00	522,693.59	12.88 %

**DeSoto Parish Police Jury**  
**ROAD FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

Office Expense	2,138.49	10,000.00	7,861.51	21.38 %
Misc. Fees, Penalties, Etc.	-	500.00	500.00	- %
Materials & Supplies	7,356.87	45,000.00	37,643.13	16.35 %
Small Equipment Purchase	-	15,000.00	15,000.00	- %
Office Equipment	-	3,000.00	3,000.00	- %
Travel & Convention	1,161.40	6,000.00	4,838.60	19.36 %
Road and Bridge Materials	227,839.32	3,200,000.00	2,972,160.68	7.12 %
Handicap Driveways	-	32,000.00	32,000.00	- %
Other Charges-Signs, ROW, DPSO, etc.	32,045.67	150,000.00	117,954.33	21.36 %
Total Public Works	<u>1,815,658.96</u>	<u>11,329,748.00</u>	<u>9,514,089.04</u>	<u>16.03 %</u>
Capital Outlay	385,725.64	13,517,000.00	13,131,274.36	2.85 %
Capital Outlay-PTF	50,633.79	690,000.00	639,366.21	7.34 %
Total Capital Outlays	<u>436,359.43</u>	<u>14,207,000.00</u>	<u>13,770,640.57</u>	<u>3.07 %</u>
Total expenditures	2,252,018.39	25,536,748.00	23,284,729.61	8.82 %
Net change in fund balances	4,478,996.95			
Fund balances--beginning	12,567,935.71			
Fund balances--ending	17,046,932.66			

**DeSoto Parish Police Jury**  
**SALES TAX FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Taxes:				
Sales	18,056.84	17,000,000.00	16,981,943.16	0.11 %
Investment earnings	2,414.42	10,000.00	7,585.58	24.14 %
Total Revenues	<u>20,471.26</u>	<u>17,010,000.00</u>	<u>16,989,528.74</u>	<u>0.12 %</u>
<b>EXPENDITURES</b>				
Current:				
Sales Tax Administration Fee	-	100,000.00	100,000.00	- %
Sales Tax Commission Fee	20,471.26	170,000.00	149,528.74	12.04 %
Total Administrative	<u>20,471.26</u>	<u>270,000.00</u>	<u>249,528.74</u>	<u>7.58 %</u>
Transfer to Road Fund	-	8,370,000.00	8,370,000.00	- %
Transfer to Library	-	4,185,000.00	4,185,000.00	- %
Transfer to Solid Waste	-	2,511,000.00	2,511,000.00	- %
Transfer to Jail Fund	-	1,674,000.00	1,674,000.00	- %
Total Transfers Out	<u>-</u>	<u>16,740,000.00</u>	<u>16,740,000.00</u>	<u>- %</u>
Total expenditures	20,471.26	17,010,000.00	16,989,528.74	0.12 %

**DeSoto Parish Police Jury**  
**WITNESS & JUROR FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Fines & Forfeitures	19,532.00	120,000.00	100,468.00	16.28 %
Investment earnings	2,389.93	10,000.00	7,610.07	23.90 %
Total Revenues	<u>21,921.93</u>	<u>130,000.00</u>	<u>108,078.07</u>	<u>16.86 %</u>
<b>EXPENDITURES</b>				
<b>Current:</b>				
Judicial Administrator Reimbursement	-	44,000.00	44,000.00	- %
Official Fees	-	200.00	200.00	- %
Off Duty Officers Witness Fees	320.00	1,500.00	1,180.00	21.33 %
Jurors & Witnesses Payments	3,841.85	22,000.00	18,158.15	17.46 %
Jurors & Witnesses Expenses	53.30	35,000.00	34,946.70	0.15 %
Total Judicial	<u>4,215.15</u>	<u>102,700.00</u>	<u>98,484.85</u>	<u>4.10 %</u>
Total expenditures	4,215.15	102,700.00	98,484.85	4.10 %
Net change in fund balances	17,706.78			
Fund balances--beginning	918,276.57			
Fund balances--ending	935,983.35			

**DeSoto Parish Police Jury**  
**JAIL FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Taxes:				
Sales	232,198.35	1,674,000.00	1,441,801.65	13.87 %
Investment earnings	8,874.03	40,000.00	31,125.97	22.19 %
Total Revenues	<u>241,072.38</u>	<u>1,714,000.00</u>	<u>1,472,927.62</u>	<u>14.06 %</u>
<b>EXPENDITURES</b>				
Current:				
Professional Fees	-	1,500.00	1,500.00	- %
Professional Fee-Jail Physician	-	25,000.00	25,000.00	- %
Professional Fees - Medical Expenses	4,376.85	65,000.00	60,623.15	6.73 %
Utilities-Jail	32,586.26	175,000.00	142,413.74	18.62 %
Insurance-General	45,822.20	79,000.00	33,177.80	58.00 %
Technology Expense/Copier, Lease, Etc.	278.13	300.00	21.87	92.71 %
Maintenance-Jail	23,459.06	170,000.00	146,540.94	13.80 %
Clothing & Supplies	7,739.21	52,500.00	44,760.79	14.74 %
Medicine (Drugs)	1,906.38	25,000.00	23,093.62	7.63 %
Small Equipment Purchases	-	10,000.00	10,000.00	- %
Feeding Prisoners	23,087.00	125,000.00	101,913.00	18.47 %
Transportation of Prisoners	1,157.25	12,000.00	10,842.75	9.64 %
Sheriff-Court Attendance	1,156.00	12,000.00	10,844.00	9.63 %
Total Public Safety	<u>141,568.34</u>	<u>752,300.00</u>	<u>610,731.66</u>	<u>18.82 %</u>
Capital Outlay	-	260,000.00	260,000.00	- %
Total Capital Outlays	<u>-</u>	<u>260,000.00</u>	<u>260,000.00</u>	<u>- %</u>
Transfer Out	-	1,000,000.00	1,000,000.00	- %
Total Transfers Out	<u>-</u>	<u>1,000,000.00</u>	<u>1,000,000.00</u>	<u>- %</u>
Total expenditures	<u>141,568.34</u>	<u>2,012,300.00</u>	<u>1,870,731.66</u>	<u>7.04 %</u>
Net change in fund balances	99,504.04			
Fund balances--beginning	3,087,308.42			
Fund balances--ending	3,186,812.46			



**DeSoto Parish Police Jury**  
**SOLID WASTE FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Taxes:				
Ad valorem taxes	4,646,765.46	4,776,058.00	129,292.54	97.29 %
Sales	348,297.52	2,511,000.00	2,162,702.48	13.87 %
Licenses and Permits	1,500.00	4,000.00	2,500.00	37.50 %
Intergovernmental Revenue:				
State Funds:				
Fees & Charges for Services	1,442,890.18	8,261,000.00	6,818,109.82	17.47 %
Investment earnings	50,068.16	180,000.00	129,931.84	27.82 %
Contributions	-	1,000.00	1,000.00	- %
Miscellaneous Revenues	15,709.00	142,500.00	126,791.00	11.02 %
Total Revenues	<u>6,505,230.32</u>	<u>15,875,558.00</u>	<u>9,370,327.68</u>	<u>40.98 %</u>
<b>EXPENDITURES</b>				
Current:				
Salaries Mundy Landfill	127,196.04	839,863.00	712,666.96	15.14 %
Overtime- Landfill	11,645.38	120,000.00	108,354.62	9.70 %
Social Security Solid Waste	11,316.32	73,430.00	62,113.68	15.41 %
Retirement Solid Waste	11,054.84	71,990.00	60,935.16	15.36 %
Group Insurance Solid Waste	36,526.79	228,112.00	191,585.21	16.01 %
Group Insurance-Retiree	1,787.54	7,000.00	5,212.46	25.54 %
Legend	3,611.65	25,000.00	21,388.35	14.45 %
State Pension Plans	199,133.91	156,966.00	(42,167.91)	126.86 %
Unemployment Expense	-	1,500.00	1,500.00	- %
Contract Labor	5,347.65	40,000.00	34,652.35	13.37 %
Contract Labor - Water Treatment Services	157,537.92	600,000.00	442,462.08	26.26 %
Official Fees	-	158,000.00	158,000.00	- %
Professional Fees	49,702.63	700,000.00	650,297.37	7.10 %
Landfill Marketing Fees	172,705.96	360,000.00	187,294.04	47.97 %
Dues, Subscriptions, & Advertisement	-	5,000.00	5,000.00	- %
Utilities	16,847.44	48,000.00	31,152.56	35.10 %
Telephone	1,293.94	5,500.00	4,206.06	23.53 %
Rental-Equipment	171,435.37	1,100,000.00	928,564.63	15.59 %
Fleet Lease Expense	7,576.56	48,000.00	40,423.44	15.78 %
Maintenance-Equipment	39,600.59	600,000.00	560,399.41	6.60 %
Insurance-Fleet & Workman's Comp	174,003.55	185,000.00	10,996.45	94.06 %
Technology Expense/Copier Lease, etc.	3,449.90	54,000.00	50,550.10	6.39 %
Uniforms	28.48	12,000.00	11,971.52	0.24 %
Maintenance-Buildings & Grounds	23,226.39	350,000.00	326,773.61	6.64 %
Medical -Physicals	535.00	2,000.00	1,465.00	26.75 %
Material, Supplies, Gas & Oil	51,569.25	345,000.00	293,430.75	14.95 %
Office Expense	3,368.52	15,000.00	11,631.48	22.46 %
Misc. Fees, Penalties, Etc.		500.00	500.00	- %

**DeSoto Parish Police Jury**  
**SOLID WASTE FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

Food, Clothing & Supplies	7,738.93	40,000.00	32,261.07	19.35 %
Small Equipment Purchases	-	20,000.00	20,000.00	- %
Office Equipment	-	5,000.00	5,000.00	- %
Travel & Convention	376.53	10,000.00	9,623.47	3.77 %
Other Costs-Recycling, Signs	-	6,500.00	6,500.00	- %
Keep DeSoto Beautiful	150.00	70,000.00	69,850.00	0.21 %
DPSO Crew	15,835.12	208,000.00	192,164.88	7.61 %
Total Sanitation	1,304,602.20	6,511,361.00	5,206,758.80	20.04 %
Salaries	180,118.73	1,079,098.00	898,979.27	16.69 %
Salaries Compactor Operations	400.08	-	(400.08)	- %
Overtime Compactor Operations	4,067.44	37,000.00	32,932.56	10.99 %
Social Security Compactor Sites	12,527.12	85,381.00	72,853.88	14.67 %
Retirement Compactor Sites	3,960.53	24,236.00	20,275.47	16.34 %
Group Insurance Compactor Sites	9,553.72	60,544.00	50,990.28	15.78 %
Legend	1,040.00	6,000.00	4,960.00	17.33 %
Utilities	9,821.38	43,000.00	33,178.62	22.84 %
Telephone	2,972.16	22,000.00	19,027.84	13.51 %
Rental-Equipment	2,543.00	32,000.00	29,457.00	7.95 %
Fleet Lease Expense	1,363.89	9,400.00	8,036.11	14.51 %
Rental - Land & Buildings	9,225.00	33,000.00	23,775.00	27.95 %
Maintenance- Equipment	70,021.09	200,000.00	129,978.91	35.01 %
Insurance - Fleet & Workman's Co	2,185.18	18,000.00	15,814.82	12.14 %
Technology Expense/Copier, Lease, etc.	274.52	3,500.00	3,225.48	7.84 %
Uniforms	336.86	4,500.00	4,163.14	7.49 %
Maintenance-Building & Grounds	11,548.78	20,000.00	8,451.22	57.74 %
Medical - Physicals	-	2,000.00	2,000.00	- %
Material, Supplies, Gas & Oil	23,510.48	200,000.00	176,489.52	11.76 %
Smal Equipment Purchases	-	6,000.00	6,000.00	- %
Compactor Site Travel	434.92	4,000.00	3,565.08	10.87 %
DPSO Crew	15,835.12	61,500.00	45,664.88	25.75 %
Total Sanitation (Compactor Sites)	361,740.00	1,951,159.00	1,589,419.00	18.54 %
Capital Outlay	231,912.41	12,976,000.00	12,744,087.59	1.79 %
Total Capital Outlays	231,912.41	12,976,000.00	12,744,087.59	1.79 %
Transfers Out	-	1,000,000.00	1,000,000.00	- %
Total Transfers Out	-	1,000,000.00	1,000,000.00	- %
Total expenditures	1,898,254.61	22,438,520.00	20,540,265.39	8.46 %
Net change in fund balances	4,606,975.71			
Fund balances--beginning	19,987,521.24			
Fund balances--ending	24,594,496.95			



**DeSoto Parish Police Jury**  
**CRIMINAL COURT FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Fines & Forfeitures	114,181.54	584,000.00	469,818.46	19.55 %
Investment earnings	757.42	10,000.00	9,242.58	7.57 %
Transfers In	-	30,000.00	30,000.00	- %
Total Revenues	<u>114,938.96</u>	<u>624,000.00</u>	<u>509,061.04</u>	<u>18.42 %</u>
<b>EXPENDITURES</b>				
Current:				
Salaries Court	36,113.91	160,445.00	124,331.09	22.51 %
Juvenile Probation Officer/Judicial Administrator	-	71,474.00	71,474.00	- %
Social Security-Court	2,577.63	12,274.00	9,696.37	21.00 %
Retirement-Court	2,526.77	12,033.00	9,506.23	21.00 %
Group Insurance-Court	12,487.57	70,299.00	57,811.43	17.76 %
Group Insurance-Court-Retirees	820.00	4,428.00	3,608.00	18.52 %
T.A.P. Reimbursement	42,689.23	315,000.00	272,310.77	13.55 %
Professional Fees	12,458.00	22,000.00	9,542.00	56.63 %
Insurance - General, Worker's Compensation, Etc.	38.03	200.00	161.97	19.02 %
Office Expense	394.93	5,000.00	4,605.07	7.90 %
Clerk of Court Fees	1,031.47	6,500.00	5,468.53	15.87 %
Total Judicial	<u>111,137.54</u>	<u>679,653.00</u>	<u>568,515.46</u>	<u>16.35 %</u>
Total expenditures	111,137.54	679,653.00	568,515.46	16.35 %
Net change in fund balances	3,801.42			
Fund balances--beginning	22,793.19			
Fund balances--ending	26,594.61			

**DeSoto Parish Police Jury**  
**OFFICE OF COMMUNITY SERVICES FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Intergovernmental Revenue:				
Federal Grants	296,127.02	1,245,610.00	949,482.98	23.77 %
Contributions	651.36	3,400.00	2,748.64	19.16 %
Transfers In	120,000.00	120,000.00		100.00 %
Total Revenues	<u>416,778.38</u>	<u>1,369,010.00</u>	<u>952,231.62</u>	<u>30.44 %</u>
<b>EXPENDITURES</b>				
Current:				
Salaries HUD	-	118,153.00	118,153.00	- %
Social Security - HUD	-	9,039.00	9,039.00	- %
Retirement - HUD	-	6,501.00	6,501.00	- %
Group Insurance	-	25,781.00	25,781.00	- %
Legend - HUD	-	975.00	975.00	- %
HUD Expenses	4,382.96	35,000.00	30,617.04	12.52 %
Total Health & Welfare	<u>4,382.96</u>	<u>195,449.00</u>	<u>191,066.04</u>	<u>2.24 %</u>
Salaries CAA	42,580.04	163,800.00	121,219.96	26.00 %
Overtime	872.83	6,700.00	5,827.17	13.03 %
Social Security CAA	3,038.97	13,042.00	10,003.03	23.30 %
Retirement CAA	2,727.05	12,787.00	10,059.95	21.33 %
Group Insurance CAA	15,905.82	54,123.00	38,217.18	29.39 %
Group Insurance-Retirees	656.00	4,000.00	3,344.00	16.40 %
Legend	1,014.03	3,923.00	2,908.97	25.85 %
Insurance, Work Comp & Surety Bonds	10,175.94	15,000.00	4,824.06	67.84 %
Miscellaneous Expenses	10,386.61	45,000.00	34,613.39	23.08 %
Small Equipment Purchases	-	5,000.00	5,000.00	- %
LIHEAP-Indirect	1,989.15	20,000.00	18,010.85	9.95 %
FEMA-Emergency Assistance Program	5,796.66	8,500.00	2,703.34	68.20 %
CSBG Grant	4,063.50	7,000.00	2,936.50	58.05 %
CSBG-Indirect	1,655.70	16,000.00	14,344.30	10.35 %
Total Community Development	<u>100,862.30</u>	<u>374,875.00</u>	<u>274,012.70</u>	<u>26.91 %</u>
Salaries DHHS	47,041.29	308,135.00	261,093.71	15.27 %
Social Security DHHS	3,472.38	23,572.00	20,099.62	14.73 %
Retirement DHHS	3,756.14	23,110.00	19,353.86	16.25 %
Group Insurance DHHS	6,954.78	16,292.00	9,337.22	42.69 %
Group Insurance-Retirees DHHS	123.00	500.00	377.00	24.60 %
Legend - DHHS	1,264.11	7,685.00	6,420.89	16.45 %
Insurance, Work Comp & Surety Bonds DHHS	476.95	3,500.00	3,023.05	13.63 %
DHHS Weatherization Expense	36,042.56	282,000.00	245,957.44	12.78 %
DHHS Indirect Expense	1,120.65	13,000.00	11,879.35	8.62 %
DHHS Weatherization	<u>100,251.86</u>	<u>677,794.00</u>	<u>577,542.14</u>	<u>14.79 %</u>
Salaries DOE	9,253.30	77,033.00	67,779.70	12.01 %
Social Security DOE	683.26	5,893.00	5,209.74	11.59 %
Retirement DOE		5,777.00	5,038.89	12.78 %

**DeSoto Parish Police Jury**  
**OFFICE OF COMMUNITY SERVICES FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

Group Insurance DOE	1,497.88	4,073.00	2,575.12	36.78 %
Group Insurance-Retirees DOE	41.00	200.00	159.00	20.50 %
Legend - DOE	269.16	1,921.00	1,651.84	14.01 %
Insurance, Work Comp & Surety Bonds DOE	88.69	500.00	411.31	17.74 %
DOE Weatherization Expense	5,182.07	85,000.00	79,817.93	6.10 %
DOE Indirect Expense	432.95	6,500.00	6,067.05	6.66 %
DOE Weatherization	18,186.42	186,897.00	168,710.58	9.73 %
Salaries DHHS Supplement	-	200.00	200.00	- %
Social Security DHHS Supplement	-	30.00	30.00	- %
Retirement DHHS Supplement	-	30.00	30.00	- %
Group Insurance DHHS Supplement	-	100.00	100.00	- %
Legend - DHHS Supplement	-	30.00	30.00	- %
Insurance, Work Comp & Surety Bonds DHHS Supplement	-	100.00	100.00	- %
DHHS Supplemental Weatherization Expense	24.78	3,800.00	3,775.22	0.65 %
DHHS Supplement Weatherization	24.78	4,290.00	4,265.22	0.58 %
Capital Outlay	-	27,000.00	27,000.00	- %
Total Capital Outlays	-	27,000.00	27,000.00	- %
Total expenditures	223,708.32	1,466,305.00	1,242,596.68	15.26 %
Net change in fund balances	193,070.06			
Fund balances--beginning	14,921.89			
Fund balances--ending	207,991.95			

**DeSoto Parish Police Jury**  
**AIRPORT FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Intergovernmental Revenue:				
State Funds:				
State Grant (Louisiana)	5,681.50	260,257.00	254,575.50	2.18 %
State Grant	-	8,000.00	8,000.00	- %
Fuel Sales & Hangar Lease	20,829.60	127,500.00	106,670.40	16.34 %
Investment earnings	8,730.54	31,000.00	22,269.46	28.16 %
Gain/Loss on Sale of Investments	(4,069.47)	80,000.00	84,069.47	(5.09)%
Other Revenues (Royalties)	7,643.72	116,425.00	108,781.28	6.57 %
Total Revenues	<u>38,815.89</u>	<u>623,182.00</u>	<u>584,366.11</u>	<u>6.23 %</u>
<b>EXPENDITURES</b>				
Salaries	21,275.13	148,039.00	126,763.87	14.37 %
Overtime	185.89	3,700.00	3,514.11	5.02 %
Social Security	1,524.38	11,608.00	10,083.62	13.13 %
Retirement	1,621.88	11,380.00	9,758.12	14.25 %
Group Insurance	8,186.17	43,171.00	34,984.83	18.96 %
Legend	571.40	3,900.00	3,328.60	14.65 %
Official Fees	-	150.00	150.00	- %
Investment Fees-US Bank	2,414.21	10,000.00	7,585.79	24.14 %
Professional Fees	-	3,500.00	3,500.00	- %
Dues, Subscriptions & Advertisement	-	1,000.00	1,000.00	- %
Utilities	6,205.88	30,000.00	23,794.12	20.69 %
Telephone	880.02	6,000.00	5,119.98	14.67 %
Fleet Lease Expense	3,003.49	18,600.00	15,596.51	16.15 %
Maintenance of Equipment	2,379.31	20,000.00	17,620.69	11.90 %
Insurance-Gen, Workers Comp, Etc.	16,925.52	20,000.00	3,074.48	84.63 %
Technology Expense, Copier, Lease, etc.	1,965.56	20,000.00	18,034.44	9.83 %
Maintenance of Buildings & Grounds	10,867.23	40,000.00	29,132.77	27.17 %
Aviation & Jet Fuel	-	95,000.00	95,000.00	- %
Fuel - Gasoline & Diesel	437.84	4,000.00	3,562.16	10.95 %
Office Expense	411.32	4,500.00	4,088.68	9.14 %
Materials and Supplies	328.00	7,700.00	7,372.00	4.26 %
Fly-In and Balloon Festival Expenses	-	82,000.00	82,000.00	- %
Small Equipment Purchases	-	3,000.00	3,000.00	- %
Office Equipment	-	3,000.00	3,000.00	- %
Travel & Convention Expense	-	3,500.00	3,500.00	- %
Other Charges	4,373.26	20,100.00	15,726.74	21.76 %
Total Transportation	<u>83,556.49</u>	<u>613,848.00</u>	<u>530,291.51</u>	<u>13.61 %</u>
Capital Outlay	8,094.15	295,257.00	287,162.85	2.74 %
Total Capital Outlays	<u>8,094.15</u>	<u>295,257.00</u>	<u>287,162.85</u>	<u>2.74 %</u>
Total expenditures	91,650.64	909,105.00	817,454.36	10.08 %
Net change in fund balances	(52,834.75)			

**DeSoto Parish Police Jury**  
**AIRPORT FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

Fund balances--beginning	4,285,455.66
Fund balances--ending	4,232,620.91

**DeSoto Parish Police Jury**  
**RENTAL ASSISTANCE FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Intergovernmental Revenue:				
Federal Grants	171,424.00	1,001,969.00	830,545.00	17.11 %
Investment earnings	255.01	500.00	244.99	51.00 %
Section 8 Fraud Payments	1,940.00	8,648.00	6,708.00	22.43 %
Total Revenues	<u>173,619.01</u>	<u>1,011,117.00</u>	<u>837,497.99</u>	<u>17.17 %</u>
<b>EXPENDITURES</b>				
Current:				
Professional Fees	24,132.00	142,836.00	118,704.00	16.89 %
Miscellaneous Expense	-	500.00	500.00	- %
Port-Out Admin Fee Exp	-	614.00	614.00	- %
Port-Out HAP Expense	-	12,036.00	12,036.00	- %
Port-Out UAP Exp	-	516.00	516.00	- %
HAP - Portability In Payments	332.00	3,000.00	2,668.00	11.07 %
HAP Payments	140,215.00	832,000.00	691,785.00	16.85 %
UAP Payments	1,696.00	18,000.00	16,304.00	9.42 %
Total Health & Welfare	<u>166,375.00</u>	<u>1,009,502.00</u>	<u>843,127.00</u>	<u>16.48 %</u>
Total expenditures	166,375.00	1,009,502.00	843,127.00	16.48 %
Net change in fund balances	7,244.01			
Fund balances--beginning	13,429.39			
Fund balances--ending	20,673.40			

**DeSoto Parish Police Jury  
EASTSIDE SEWER FUND  
Budget Comparison Cash Basis  
For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Intergovernmental Revenue:				
EXPENDITURES				
Current:				
Professional Fees	-	35,950.00	35,950.00	- %
Utilities	177.89	1,874.00	1,696.11	9.49 %
Total Public Works	<u>177.89</u>	<u>37,824.00</u>	<u>37,646.11</u>	<u>0.47 %</u>
Total expenditures	177.89	37,824.00	37,646.11	0.47 %
Net change in fund balances	(177.89)			
Fund balances--beginning	(89,918.57)			
Fund balances--ending	(90,096.46)			

**DeSoto Parish Police Jury**  
**ANIMAL SERVICES FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Fees & Charges for Services	1,220.00	7,000.00	5,780.00	17.43 %
Contributions	463.00	20,000.00	19,537.00	2.32 %
Fines	-	1,500.00	1,500.00	- %
Transfers In	595,000.00	595,000.00		100.00 %
Total Revenues	<u>596,683.00</u>	<u>623,500.00</u>	<u>26,817.00</u>	<u>95.70 %</u>
<b>EXPENDITURES</b>				
Salaries	50,179.93	312,494.00	262,314.07	16.06 %
Overtime	1,023.13	3,200.00	2,176.87	31.97 %
Social Security	3,714.37	24,151.00	20,436.63	15.38 %
Retirement	3,840.25	23,437.00	19,596.75	16.39 %
Group Insurance	9,308.72	61,271.00	51,962.28	15.19 %
Legend	550.00	2,600.00	2,050.00	21.15 %
Professional Fees	(1,882.33)	8,800.00	10,682.33	(21.39)%
Dues, Subscriptions, Advertisement	-	400.00	400.00	- %
Utilities	3,630.79	29,500.00	25,869.21	12.31 %
Telephone	496.20	2,300.00	1,803.80	21.57 %
Equipment Lease & Rental	363.00	4,400.00	4,037.00	8.25 %
Fleet Lease Expense	3,006.89	20,000.00	16,993.11	15.03 %
Maintenace - Equipment	-	4,500.00	4,500.00	- %
Insurance - General, Worker's Comp	11,041.67	12,500.00	1,458.33	88.33 %
Technology Expense/Copier, Lease, etc.	1,948.31	7,000.00	5,051.69	27.83 %
Uniforms	517.04	4,000.00	3,482.96	12.93 %
Maintenance of Building & Grounds	1,088.28	10,000.00	8,911.72	10.88 %
Medical - Physicals	-	500.00	500.00	- %
Fuel Expense	679.40	3,500.00	2,820.60	19.41 %
Office Expense	1,396.99	2,000.00	603.01	69.85 %
Misc. Fees, Penalties, Etc.	-	100.00	100.00	- %
Food, Clothing, Supplies & Drugs	12,279.01	40,000.00	27,720.99	30.70 %
Small Equipment Purchases	-	1,500.00	1,500.00	- %
Travel & Convention	-	4,500.00	4,500.00	- %
Total Public Safety	<u>103,181.65</u>	<u>582,653.00</u>	<u>479,471.35</u>	<u>17.71 %</u>
Capital Outlay	-	89,250.00	89,250.00	- %
Total Capital Outlays	<u>-</u>	<u>89,250.00</u>	<u>89,250.00</u>	<u>- %</u>
Total expenditures	103,181.65	671,903.00	568,721.35	15.36 %
Net change in fund balances	493,501.35			



**DeSoto Parish Police Jury  
ANIMAL SERVICES FUND  
Budget Comparison Cash Basis  
For the 2 Months ended February 29, 2024**

Fund balances--beginning	19,331.26
Fund balances--ending	512,832.61

**DeSoto Parish Police Jury**  
**SINKING FUND**  
**Budget Comparison Cash Basis**  
**For the 2 Months ended February 29, 2024**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
<b>REVENUES</b>				
Transfers In	-	3,000,000.00	3,000,000.00	%
Interest	<u>8,336.33</u>	<u>15,000.00</u>	<u>6,663.67</u>	<u>55.58 %</u>
Total Revenues	<u>8,336.33</u>	<u>3,015,000.00</u>	<u>3,006,663.67</u>	<u>0.28 %</u>
<b>EXPENDITURES</b>				
<b>Current:</b>				
Net change in fund balances	8,336.33			
Fund balances--beginning	2,463,450.60			
Fund balances--ending	2,471,786.93			



**DESOTO PARISH POLICE JURY**  
**February 20, 2024 at 5:05 PM**  
**Regular Meeting**

**Police Jury Meeting Room, 101 Franklin Street, Mansfield, LA 71052**

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## **MINUTES**

### **A. CALL TO ORDER**

PRESENT

District 1A Jimmy Holmes  
District 1B Bubba Clark  
District 1C Keith Parker  
District 2 Robert Latham  
District 3 Greg Baker  
District 4A Richard Fuller  
District 4B Jeri Burrell  
District 4C Ernel Jones  
District 4D Trina Boyd-Simpson  
District 5 Nick Rains  
District 6 Rodriguez Ross

### **B. INVOCATION**

Done in previous meeting

### **C. PLEDGE OF ALLEGIANCE**

Done in previous meeting

### **D. ANNOUNCEMENTS**

None

### **E. CALL FOR ADDITIONS AND DELETIONS TO THE AGENDA**

Motion to defer item 13 to the Committee Meeting in March

Motion made by District 6 Ross.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

### **F. GUEST AND PUBLIC COMMENTS**

None

**G. PRESIDENT'S REPORT**

None

**H. COUNSEL'S REPORT**

None

**I. ADMINISTRATOR'S REPORT**

1. Michael Norton, Parish Administrator's written report

Michael Norton, Parish Administrator's presented his written report and answered questions posed by individual jurors.

**J. LOBBYIST'S REPORT**

2. Mr. McNeely with the Delta Resource Group written report

Mr. McNeely with the Delta Resource Group presented his written report and answered questions posed by individual jurors.

**K. TREASURER'S FINANCIAL REPORT**

3. Accept the Financial Statements as of January 31, 2024 and Year to Date Budget to actual report

Ms. Garcia, Parish Treasurer, presented the draft January 31, 2024 Financials and reported no funds deficit

Motion made by District 3 Baker, Seconded by District 4C Jones.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**L. APPROVAL OF MINUTES**

4. Approve the January 18, 2024 Regular Meeting, February 5, 2024 Administrative, Budget and Finance, Road, Solid Waste, Policy and Procedures, Insurance, Buildings and Properties, and Special Meeting

Motion made by District 4A Fuller, Seconded by District 4D Boyd-Simpson.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**M. OLD BUSINESS**

- 5. Appoint Gabriel Whitaker to the Waterworks District No. 1 Board of Commissions

Motion made by District 4A Fuller, Seconded by District 5 Rains.  
 Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

- 6. Appoint Ashley Hadwin to the Planning Commission serving a six (6) year term.

Motion made by District 4B Burrell, Seconded by District 4A Fuller.  
 Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 6 Ross  
 Voting Nay: District 2 Latham, District 5 Rains

**N. NEW BUSINESS**

- 7. Executive Session in compliance with La. R. S. 42:17; (2) Strategy sessions or negotiations with respect to collective bargaining, prospective litigation after formal written demand, or litigation when an open meeting would have a detrimental effect on the bargaining or litigating position of the public body.

**NOTICE OF EXECUTIVE SESSION**

The DeSoto Parish Police Jury is providing notice pursuant to Louisiana Revised Statute 42:17 that it will be convening for an executive session as authorized by Louisiana Revised Statute 42:17 (A)(2) and that it intends to enter into the session for the purposes of discussing the lawsuit filed by David B. Means, et al against the DeSoto Parish Police Jury in the United States District Court Western District Of Louisiana, Shreveport Division, Civil Action No. 5:23-CV-00669. The discussions in this executive session will be limited to matters exempt from the open meeting requirements set forth in Louisiana Law. NO final or binding action will be taken during this executive session.

Motion made by District 4C Jones, Seconded by District 1C Parker.  
 Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**O. RESOLUTIONS**

- 8. Adopt a Resolution appointing Treasurer for a two (2) Year term

Motion made by District 4C Jones, Seconded by District 4A Fuller.  
 Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones,

District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

- 9. Recommends authorizing the President to sign a Resolution and agreement with NORWELA Council - Boy Scouts of America

Motion made by District 1A Holmes, Seconded by District 5 Rains.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

- 10. Recommends authorizing the President to sign a Resolution for various legal documents including but not limited to leases, agreements and contracts approved by the Police Jury

Motion made by District 3 Baker, Seconded by District 4D Boyd-Simpson.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

- 11. Recommends authorizing the President to sign a Resolution to call for an election allowing the Jury to implement a re-dedication of the Sales Tax (10% of the 1% tax levy)

Motion made by District 1A Holmes, Seconded by District 3 Baker.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross  
Voting Nay: District 4B Burrell, District 4C Jones  
Voting Abstaining: District 4A Fuller

- 12. Recommends authorizing the President to sign a Resolution to allow the President or the Administrator to sign leases, agreements, change orders and contracts for items that are already approved in the budget

Motion made by District 3 Baker, Seconded by District 1B Clark.  
Voting Yea: District 1A Holmes, District 1B Clark, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross  
Voting Nay: District 1C Parker

**P. ORDINANCES**

**Q. ADMINISTRATIVE ITEMS**

- 13. Recommends authorizing the Administrator to sign a letter of support for DESRI in participation of a PILOT program

Deferred

14. Recommends authorizing the President to sign a Cooperative Endeavor Agreement with DeSoto Habilitation Service, Inc. and amend the budget in the amount of \$33,300

Motion made by District 4C Jones, Seconded by District 4B Burrell.

Voting Yea: District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 5 Rains, District 6 Ross

Voting Nay: District 1A Holmes

Voting Abstaining: District 4D Boyd-Simpson

15. Recommends authorizing the President to sign a Cooperative Endeavor Agreement with the Krewe of Aquarius

Motion made by District 4D Boyd-Simpson, Seconded by District 1B Clark.

Voting Yea: District 1B Clark, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

Voting Nay: District 1A Holmes, District 1C Parker

16. Authorize the President to discuss with the State Legislatures to sponsor term limits for the DeSoto Parish Police Jury

Motion made by District 2 Latham, Seconded by District 5 Rains.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 5 Rains

Voting Nay: District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 6 Ross

17. Recommends authorizing the President to sign the Intergovernmental Agreement between DeSoto Parish and Red River Parish concerning the replacement of the Westdale Plantation Bridge.

Motion made by District 1C Parker, Seconded by District 1A Holmes.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

18. Recommends authorizing the President to sign a Cooperative Endeavor Agreement with DeSoto Athletics Little League for improvements at the Grand Cane Ball Park and amend the budget in the amount of \$55,000 to install lights for batting cages and BBQ Shed

Motion made by District 4D Boyd-Simpson, Seconded by District 2 Latham.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2

Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross  
Voting Nay: District 4C Jones

- 19. Recommends authorizing the President to sign a Cooperative Endeavor Agreement with the Mansfield Civic Group, LLC and amend the budget in the amount of \$10,000 to help with the Juneteenth Celebration

Motion made by District 4A Fuller, Seconded by District 4B Burrell.  
Voting Yea: District 1B Clark, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 6 Ross  
Voting Nay: District 1A Holmes, District 1C Parker, District 2 Latham, District 5 Rains

**R. BUDGET AND FINANCE ITEMS**

- 20. Recommends to go out for more bids for Hog Eradication and try to get local vendors

Motion made by District 1C Parker, Seconded by District 1B Clark.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**S. BUILDINGS AND PROPERTIES & PARKS AND RECREATIONAL ITEMS**

- 21. Recommends amending the budget not exceed \$175,000 to construct a parking lot at the 4H Building to accommodate large animal trailers for 4H competitions coming from Economic Development.

Motion made by District 1A Holmes, Seconded by District 2 Latham.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross  
Voting Nay: District 4B Burrell, District 4C Jones

- 22. Recommends opening the ball park from 7 am to dark and amend the budget for cameras

Motion made by District 4A Fuller, Seconded by District 4B Burrell.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**T. INSURANCE ITEMS**



- 23. Recommends authorizing the Police Jury to allow an optional supplemental portable guaranteed issued whole life insurance policy for all Police Jury employees, spouses, children and grandchildren at no cost to the Police Jury and authorize the President to sign any necessary agreements that has been reviewed by counsel for payroll deduction as payment for the policy.

Motion made by District 1A Holmes, Seconded by District 5 Rains.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**U. PERSONNEL ITEMS**

- 24. Recommends authorizing adding General Office Clerk Position at the Airport and Maintenance (converting from part time to full time already approved in 2024 Budget)

Motion made by District 4A Fuller, Seconded by District 4C Jones.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

- 25. Recommends authorizing changing the Job description for the Assistant Solid Waste Superintendent - Landfill Operations to "Possess a Level 1, Class B Solid Waste Operator's Certification and must be able to get a Class A Solid Waste Operator's Certificate within 9 months

Motion made by District 2 Latham, Seconded by District 3 Baker.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**V. POLICY AND PROCEDURES ITEMS**

- 26. Recommends adopting Policy 511 - Sexual Abuse, Molestation and Misconduct Prevention Policy

Motion made by District 4D Boyd-Simpson, Seconded by District 1B Clark.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

- 27. Recommends adopting Policy 607- Inclement Weather Policy

Motion made by District 4C Jones, Seconded by District 5 Rains.  
Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones,

District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

28. Recommends updating the Employee Handbook definition of a family member to include legal guardian, grandchildren and grandparents

Motion made by District 4A Fuller, Seconded by District 4D Boyd-Simpson.

Voting Yea: District 1A Holmes, District 1B Clark, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

Voting Nay: District 1C Parker

29. Recommends updating the \$30,000 threshold to \$60,000 to the Purchasing Policy and Procedures for materials and Supplies as per State Law that became effective 8/2022

Motion made by District 3 Baker, Seconded by District 1C Parker.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

## W. ROAD ITEMS

30. Recommends authorizing the President to sign the Annual DOTD Uniform Relocation Assistance and Real Property Acquisition Act Assurance Letter

Motion made by District 3 Baker, Seconded by District 4C Jones.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

31. Recommends installing three (3) speed bumps on Evans Loop off of Hwy 509 in Carmel

Motion made by District 6 Ross, Seconded by District 4C Jones.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

Voting Nay: District 3 Baker

32. Recommends changing all Private Road Signs to the color blue.

Motion made by District 1C Parker, Seconded by District 6 Ross.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

- 33. Recommends adding two (2) speed bumps on Red Bluff Road on East End

Motion made by District 4A Fuller, Seconded by District 4B Burrell.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D

Boyd-Simpson, District 5 Rains, District 6 Ross

Voting Nay: District 3 Baker

**X. SOLID WASTE ITEMS**

- 34. Recommends authorizing the President to sign the Short Form Agreement Between Owner and Engineer for Professional Services with Forte and Tablada, Inc. for the US 84 Safety Turn Lane at the Mundy Landfill

Motion made by District 6 Ross, Seconded by District 1C Parker.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

- 35. Recommends authorizing the Administrator to sign the Scope of Work and Cost Estimate with Providence for conducting quarterly surface emission monitoring for 2024 at the Mundy Landfill in the amount of \$9,600

Motion made by District 4C Jones, Seconded by District 4B Burrell.

Voting Yea: District 1A Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**Y. ADJOURN**

Motion made by District 4C Jones, Seconded by District 4B Burrell.



# DESOTO PARISH POLICE JURY

March 04, 2024 at 5:00 PM

Administrative Committee Meeting

Police Jury Meeting Room, 101 Franklin Street, Mansfield, LA 71052

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## MINUTES

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### A. CALL TO ORDER

PRESENT

District 1A, Chairman Jimmy Holmes

District 1B Bubba Clark

District 1C Keith Parker

District 2 Robert Latham

District 3 Greg Baker

District 4A Richard Fuller

District 4B Jeri Burrell

District 4C Ernel Jones

District 4D Trina Boyd-Simpson

District 5 Nick Rains

District 6 Rodriguez Ross

### B. INVOCATION

Given by District 6 Ross.

### C. PLEDGE OF ALLEGIANCE

### D. PRESIDENT'S REPORT

None

### E. LEGAL COUNSEL'S REPORT

None

### F. CALL FOR ADDITIONS AND DELETIONS

1. Discuss and appoint Ashley Hadwin or Betty Carter to Planning Commission serving a six (6) year term

2. Approve the recommendation by the DeSoto Parish Planning Commission suggesting implementing a moratorium for a period of one (1) year on subdivided land if the lots are

one acre or larger and do not have frontage to an existing parish or state maintained roadway, unless they meet all the DeSoto Parish Subdivision Regulations requirements

3. Approve the recommendation by the DeSoto Parish Planning Commission suggesting implementing a moratorium for a period of six (6) months on all future subdivisions, to disallow the selling of any lots by the developer utilizing the statement, "clear title is not available on any lot until all improvements and installations have been made", as a stated condition in Part III Section D-3 in the DeSoto Parish Subdivision Regulations. The developer will be allowed to sell lots if one of the three remaining conditions listed in Part III Section D-1, D-2 and D-4 are met

Motion made by District 4C Jones, Seconded by District 4D Boyd-Simpson.  
Voting Yea: District 1A, Chairman Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**G. GUEST AND PUBLIC COMMENTS**

- 1. Richard Jefferson - Medicaid  
Absent

**H. ADMINISTRATIVE ITEMS**

- 2. Authorize the President to sign a Resolution to declare certain moveable property surplus and schedule a sale of surplus as per State Law

Motion made by District 3 Baker, Seconded by District 1C Parker.  
Voting Yea: District 1A, Chairman Holmes, District 2 Latham, District 3 Baker, District 4A Fuller, District 4C Jones, District 5 Rains, District 6 Ross

- 3. Adopt Ordinance 1 of 2024 Authorizing an Ad Valorem Exemption for First Responders

Motion made by District 2 Latham, Seconded by District 3 Baker.  
Voting Yea: District 1B Clark, District 2 Latham  
Voting Nay: District 1A, Chairman Holmes, District 1C Parker, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

- 4. Discuss and take action on selling the property at the Sheriff's Training Facility to the Sheriff's Office located at 120 Sprocket Lane

Alternate motion that we sell the property located at the Sheriff's Training Facility, 120 Sprocket Lane, to Sheriff at Market value and all proceeds be dedicated to the Jail Fund.

Motion made by District 1C Parker.

Voting Yea: District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 5 Rains, District 6 Ross

Voting Nay: District 1A, Chairman Holmes, District 1B Clark, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson

5. Authorize the President to sign a Resolution approving the issuance, sale and delivery of a Taxable Excess Revenue Bond of Waterworks District No. 1 of the Parish of DeSoto, State of Louisiana, in the amount not to exceed \$500,000; and providing for other matters relating thereto

Motion made by District 3 Baker, Seconded by District 4D Boyd-Simpson.

Voting Yea: District 1A, Chairman Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

6. Approve the updated Rules and By Laws

Defer approval of the updated Rules and By Laws to April Committee Meeting

Motion made by District 4B Burrell, Seconded by District 4A Fuller.

Voting Yea: District 1C Parker, District 4A Fuller, District 4B Burrell, District 4D Boyd-Simpson

Voting Nay: District 1A, Chairman Holmes, District 1B Clark, District 2 Latham, District 3 Baker, District 4C Jones, District 5 Rains, District 6 Ross

Approve the updated Rules and Bylaws

Motion made by District 3 Baker, Seconded by District 1A, Chairman Holmes.

Voting Yea: District 1A, Chairman Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

Voting Nay: District 4B Burrell

7. Discuss and Appoint Ashley Hadwin or Betty Carter to the Planning Commission serving a six (6) year term

Motion made by District 4C Jones, Seconded by District 5 Rains.

Voting Yea: District 1A, Chairman Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

8. Approve the Recommendation by the DeSoto Parish Planning Commission suggesting implementing a moratorium for a period of one (1) year on subdivided land if the lots are one acre or larger and do not have frontage to an

existing parish or state maintained roadway, unless they meet all the DeSoto Parish Subdivision Regulations requirements.

Motion made by District 6 Ross, Seconded by District 4D Boyd-Simpson.  
Voting Yea: District 1A, Chairman Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

9. Approve the recommendation by the DeSoto Parish Planning Commission suggesting implementing a moratorium for a period of six (6) months on all future subdivisions, to disallow the selling of any lots by the developer utilizing the statement, "clear title is not available on any lot until all improvements and installations have been made", as stated condition in Part III Section D-3 in the DeSoto Parish Subdivision Regulations. The developer will be allowed to sell lots if one of the three remaining conditions listed in Part III Section D-1, D-2 and D-4 are met.

Motion made by District 6 Ross, Seconded by District 4D Boyd-Simpson.  
Voting Yea: District 1A, Chairman Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross

**I. ADJOURN**

Motion made by District 1C Parker, Seconded by District 6 Ross.  
Voting Yea: District 1A, Chairman Holmes, District 1B Clark, District 1C Parker, District 2 Latham, District 3 Baker, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Rains, District 6 Ross



# DESOTO PARISH POLICE JURY

March 04, 2024 at 5:01 PM

## Budget and Finance Committee Meeting

Police Jury Meeting Room, 101 Franklin Street, Mansfield, LA 71052

# MINUTES

### A. CALL TO ORDER

PRESENT

District 3, Chairman Greg Baker

District 4D Trina Boyd-Simpson

District 4A Richard Fuller

District 4C Ernel Jones

District 2 Robert Latham

### B. CALL FOR ADDITIONS AND DELETIONS

None

### C. GUEST AND PUBLIC COMMENTS

None

### D. BUDGET AND FINANCE ITEMS

1. Authorize the President to sign a Cooperative Endeavor Agreement with The Town of Logansport and amend the budget in the amount of \$5,000 for help with the River City Festival

Motion made by District 4A Fuller, Seconded by District 4C Jones.

Voting Yea: District 3, Chairman Baker, District 4D Boyd-Simpson, District 4A Fuller, District 4C Jones, District 2 Latham

2. Authorize the President to sign a Cooperative Endeavor Agreement with Fire District #1 and amend the budget in the amount of \$2,500 for help with the 4th of July Fire Works Display

Motion made by District 4A Fuller, Seconded by District 4C Jones.

Voting Yea: District 3, Chairman Baker, District 4D Boyd-Simpson, District 4A Fuller, District 4C Jones, District 2 Latham

3. Award low bid for vehicles



**E. ADJOURN**



# DESOTO PARISH POLICE JURY

March 04, 2024 at 5:03 PM

Solid Waste Committee

Police Jury Meeting Room, 101 Franklin Street, Mansfield, LA 71052

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## MINUTES

### A. CALL TO ORDER

PRESENT

District 3, Chairman Greg Baker

District 4C Ernel Jones

District 4A Richard Fuller

District 1A Jimmy Holmes

District 1C Keith Parker

### B. CALL FOR ADDITIONS AND DELETIONS

None

### C. GUEST AND PUBLIC COMMENTS

None

### D. SOLID WASTE ITEMS

1. Award high bid for scrap metal

Motion made by District 1C Parker, Seconded by District 4C Jones.

Voting Yea: District 3, Chairman Baker, District 1A Holmes, District 1C Parker

Voting Nay: District 4C Jones, District 4A Fuller

2. Discuss and take action for the purchase in the Town of Stonewall for the purpose of constructing a new compactor site

Alternate motion to defer to the May Committee Meeting

Motion made by District 1A Holmes, Seconded by District 1C Parker.

Voting Yea: District 4C Jones, District 1A Holmes, District 1C Parker

Voting Nay: District 3, Chairman Baker, District 4A Fuller

3. Award low bid for two (2) roll off trucks at the Landfill

Motion made by District 1C Parker, Seconded by District 1A Holmes.  
Voting Yea: District 3, Chairman Baker, District 4C Jones, District 4A Fuller,  
District 1A Holmes, District 1C Parker

**E. ADJOURN**



# DESOTO PARISH POLICE JURY

March 04, 2024 at 5:04 PM

## Personnel Committee Meeting

Police Jury Meeting Room, 101 Franklin Street,  
101 Franklin Street, Mansfield, LA 71052

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# MINUTES

### A. CALL TO ORDER

PRESENT

District 4B, Chairwoman Jeri Burrell

District 4D Trina Boyd-Simpson

District 1B Bubba Clark

District 1A Jimmy Holmes

District 1C Keith Parker

### B. CALL FOR ADDITIONS AND DELETIONS

None

### C. GUEST AND PUBLIC COMMENTS

### D. PERSONNEL ITEMS

1. Approve the Job Description and position for Engineering Technician (Construction Supervisor)

Motion made by District 4D Boyd-Simpson, Seconded by District 1C Parker.

Voting Yea: District 4B, Chairwoman Burrell, District 4D Boyd-Simpson, District 1B Clark, District 1A Holmes, District 1C Parker

### E. ADJOURN

Motion made by District 1C Parker, Seconded by District 4D Boyd-Simpson.

Voting Yea: District 4B, Chairwoman Burrell, District 4D Boyd-Simpson, District 1B Clark, District 1A Holmes, District 1C Parker



# DESOTO PARISH POLICE JURY

March 04, 2024 at 5:05 PM

Road Committee Meeting

Police Jury Meeting Room, 101 Franklin Street, Mansfield, LA 71052

## MINUTES

### A. CALL TO ORDER

PRESENT

District 4C, Chairman Ernel Jones

District 1A Jimmy Holmes

District 5 Nick Rains

District 1C Keith Parker

District 4A Richard Fuller

### B. CALL FOR ADDITIONS AND DELETIONS

### C. GUEST AND PUBLIC COMMENTS

None

### D. ROAD ITEMS

1. Approve the E911 naming of Chiasson Pvt Dr off of Depot Road in Keachi and Florida Pvt Dr. off of Cowboy Lane in Keachi

Motion made by District 1A Holmes, Seconded by District 4A Fuller.

Voting Yea: District 4C, Chairman Jones, District 1A Holmes, District 5 Rains, District 1C Parker, District 4A Fuller

### E. ADJOURN

Motion made by District 1A Holmes, Seconded by District 4A Fuller.

Voting Yea: District 4C, Chairman Jones, District 1A Holmes, District 5 Rains, District 1C Parker, District 4A Fuller

**Road Department**

Fixed Asset No.	Fleet ID#	Name #	Serial No.
223	4	150	76Y00806
230	20	303	P00110x020016
496	28	336	T0310GX896849
605	137	T1	14199
926	153	T2	14350
45	15	T-26	1M2P264CXWMO24822
927	164	T3	14268
928	175	T4	1W9BP14207P458003
1159	221	T81	1FVHC5DV1CDBL5831
1344	235	T94	1FD8W3GT0FED09414

**Office of Community Services**

Fixed Asset No.	Fleet ID#	Name #	Serial No.
none	96	OCS2	1FTYR10012PA96023
none	65	OCS67	1FTYR18052P832733
1394	256	OCS1	1FMCU0F74GUC51205

**Solid Waste**

Fixed Asset No.	Fleet ID#	Name #	Serial No.
1166	101	SW02	14012
1169	100	SW01	14863
103	108	SW10	DW670BX518054
1532	none	none	30792
1294	none	none	39260
943	138	T10	46921
1347	125	SW27	3C6TR5HT6FG593843 314620406

**Animal Control**

Fixed Asset No.	Fleet ID#	Name #	Serial No.
none	none	none	none
none	none	none	none

**Main Office**

Fixed Asset No.	Fleet ID#	Name #	Serial No.
none	none	none	none
none	none	none	none
none	none	none	OHTYA41452
none	none	none	CN-ODC327-71618-613-AGMW
none	none	none	TST163080486
none	none	none	E-E011-04-4416(A)
none	none	none	CN-OR684K-70820
none	none	none	HSTNS-3175
none	none	none	1GK3J02
none	none	none	1GK4J02
none	none	none	SY0381000182

none	none	none	107228420
none	none	none	5CD451345J
none	none	none	ZA082927K
none	none	none	107390569
none	none	none	107237061
none	none	none	CNU8321BTO
none	none	none	C4DL4G1
none	none	none	CNF62510XY

Description

1982 Caterpillar Cat Loader  
1998 John Deere Track Hoe (Excavator)  
2001 John Deere Backhoe/Loader Model 310G  
Dura Patcher 2006 Model 125 DJT  
Dura Patcher 2007 Model 125 DJT  
1998 Mack Model RD690S Truck  
Dura Patcher 2007 Model 125 DJT  
2007 Langston T7500 Patcher  
2012 Freightliner MM1120645  
2015 Ford Model F350

Description

2002 Ford Ranger  
2002 Ford Ranger  
2016 Ford Escape (totaled)

Description

2010 Al-Jon ADV599 Landfill Compactor  
2011 Al-Jon Landfill Compactor 500C1  
2005 John Deere 670 Motorgrader  
2019 Kubota ZD1211-60 Zero Turn Mower  
Kubota 20326P-60 Zero Turn Lawnmower  
2006 Rosco Broom Sweeper Mdl RB-48  
2015 Ram Dodge 2500  
ExMark LZE691KA524 Zero Turn Mower

Description

2 Foggers - Mosquito Control  
Approximately 20- 55 gallon drums of mosquito spray

Description

Office Chairs and Furniture	
Wooden Chairs in Jury Meeting Room	
PANASONIC LAPTOP	CF-52
Dell 14' Monitor	14' MONITOR WD-04
VIEWSONIC MONITOR	VS15453
CISCO 48-PORT SWITCH (OLD BLUEBIRD DR SITE)	CATALYST 3560-G POE-48
DELL DISK SAN (OLD BLUEBIRD DR SITE)	POWERSHIELD 3220I
HP PROLIANT SERVER (OLD BLUEBIRD DR SITE)	DL120 G6
DELL SERVER (OLD BLUEBIRD DR SITE)	R620 - HOST MACHINE 1
DELL SERVER (OLD BLUEBIRD DR SITE)	R620 - HOST MACHINE 2
PANASONIC LAPTOP	WL-5100AGN



ULTRA LAPTOP  
HP LAPTOP  
TOSHIBA LAPTOP  
ULTRA LAPTOP  
ULTRA LAPTOP  
HP LAPTOP  
DELL LAPTOP  
HP PAVILLION LAPTOP

SYX-MS-163K  
15-1023WM  
L675D-S7049  
SYX-MS-163K  
SYX-MS-163K  
HP550  
PP04X  
DV1000

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_:

**RESOLUTION**

A resolution approving the issuance, sale and delivery of a Taxable Excess Revenue Bond of Waterworks District No. 1 of the Parish of DeSoto, State of Louisiana, in an amount not to exceed \$500,000; and providing for other matters relating thereto.

WHEREAS, the Board of Waterworks Commissioners of Waterworks District No. 1 of the Parish of DeSoto, State of Louisiana, acting as the governing authority of Waterworks District No. 1 of the Parish of DeSoto, State of Louisiana (the "Issuer"), by resolution adopted on February 26, 2024, has authorized the issuance of a not exceeding \$500,000 Taxable Excess Revenue Bond (the "Bond") for the purpose of (i) paying a portion of the costs of constructing and acquiring improvements, extensions, renovations and replacements to the waterworks system of the Issuer (the "System"), including equipment, fixtures and accessories therefor, both personal and real, a work of public improvement for the Issuer, and (ii) paying the costs of issuance of the Bond, pursuant to R.S. 39:526 and the other applicable provisions of Part II of Chapter 4 of Subtitle II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, said Bond to be secured by the income and revenues derived or to be derived from the operation of the System; and

WHEREAS, it is now the desire of the Police Jury of the Parish of DeSoto, State of Louisiana, to approve the issuance of the Bond;

NOW, THEREFORE, BE IT RESOLVED by the Police Jury of the Parish of DeSoto, State of Louisiana, acting as the governing authority of the Parish of DeSoto, State of Louisiana, that:

SECTION 1. In compliance with the provisions of Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, and in accordance with the request of the Board of Waterworks Commissioners of the Issuer, this Police Jury hereby approves the issuance, sale and delivery of a not exceeding \$500,000 Taxable Excess Revenue Bond of Waterworks District No. 1 of the Parish of DeSoto, State of Louisiana, said Bond to be issued under the authority, for the purposes and to be payable from the sources stated in the preamble hereto. The Bond shall mature not later than 10 years from the date thereof and be non-interest bearing. The principal of the Bond shall be subject to complete forgiveness.

SECTION 2. Neither the Parish nor this Police Jury shall be liable in any manner for the payment of the Bond.

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

YEAS:

NAYS:

ABSENT:

And the resolution was declared adopted on this, the 18th day of March, 2024.

\_\_\_\_\_  
/s/ Jodi Zeigler  
Secretary

\_\_\_\_\_  
/s/ Ernel Jones  
President

STATE OF LOUISIANA

PARISH OF DESOTO

I, the undersigned Secretary of the Police Jury of the Parish of DeSoto, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of DeSoto, State of Louisiana, do hereby certify that the foregoing pages constitute a true and correct copy of a resolution adopted by the Governing Authority on March 18, 2023, approving the issuance, sale and delivery of a Taxable Excess Revenue Bond of Waterworks District No. 1 of the Parish of DeSoto, State of Louisiana, and providing for other matters relating thereto.

IN FAITH WHEREOF, witness my official signature on this, the 18th day of March, 2024.

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Secretary

# RULES AND BY-LAWS OF THE DESOTO PARISH POLICE JURY OF DESOTO PARISH LOUISIANA

## ARTICLE I

### Powers and Duties of the President

- RULE 1: The President shall take the Chair on the first and **third** Monday of each month at 5 :00 p.m., unless otherwise provided by the DeSoto Parish Police Jury (hereinafter sometimes referred to as "Police Jury"). In case the President is absent or unable to preside, the Vice President shall call the DeSoto Parish Police Jury to order and preside during the absence or inability of the President. The President shall call the DeSoto Parish Police Jury to order, direct a call of the roll, and, except in the absence of a quorum, proceed to conduct business in a manner prescribed by these rules. A special meeting may be called by the President upon twenty-four hours' notice, but not on weekends or holidays, except in extreme emergencies.
- RULE 2: The President shall possess the following powers and perform the following duties:
- A. He shall preserve order and decorum.
  - B. He shall decide all questions of order subject to appeal to the DeSoto Parish Police Jury.
  - C. In the Vice President's absence, he may substitute any member of the DeSoto Parish Police Jury to perform the duties of the Vice President.
  - D. When the DeSoto Parish Police Jury convenes a Committee of the Whole, he shall preside therein or name a Chairman from the body to preside therein.
  - E. He shall be an ex officio member of all committees and shall have the right of notice of all meetings thereof. In the President's absence, the Vice President shall serve as an ex officio member.

- F. He shall assign all members of the DeSoto Parish Police Jury to their respective committees and chairmanships.
- G. He shall represent the DeSoto Parish Police Jury in all public functions, ceremonies, and events, or assign this responsibility to another member.
- H. He shall be authorized to assign DeSoto Parish Police Jury members to represent t h e DeSoto Parish Police Jury on all boards and commissions with ratification by the DeSoto Parish Police Jury.

RULE 3: All of the above duties and responsibilities of the President apply to the Vice President in the absence or at the direction of the President, including the right of notice to all meetings.

## ARTICLE II

### Order of Business

RULE 1: Except as otherwise authorized by a majority vote of the members of the DeSoto Parish Police Jury, the business of each DeSoto Parish Police Jury Regular Meeting is hereby established as follows:

- A. Roll Call
- B. Invocation
- C. Pledge of Allegiance
- D. Announcements
- E. Call for Additions and Deletions
- F. Public Comments/ Public Hearings
- G. President's Report
- H. Counsel's Report
- I. Administrator's Report
- J. Lobbyist's Report
- K. Treasurer's Financial Report
- L. Approval of the minutes of any preceding meeting and correction of any errors
- M. Old Business
- N. New Business
- O. Resolutions
- P. Ordinances
- Q. Committee Reports – Approval of Committee Minutes
- R. Adjourn

RULE 2: A special meeting called by the President or a majority of the members of the Desoto Parish Police Jury shall be conducted in accordance with Louisiana law.

RULE 3: Any matter which has been disapproved by a vote of the DeSoto Parish Police Jury shall not be reconsidered by the Police Jury for a period of three (3) months, unless the entire membership of the Police Jury, by a two-thirds vote approves the reconsideration of the matter.

### ARTICLE III

#### Rights and Duties of Members of the DeSoto Parish Police Jury

RULE 1: Petitions, memorials, and any other papers addressed to the DeSoto Parish Police Jury shall be presented by the President, Administrator, or by any member.

RULE 2: All resolutions, ordinances and agenda items shall be submitted to the Secretary by 12:00 p.m. on the Monday preceding Committee Meetings and the Wednesday preceding the Regular Meetings of the DeSoto Parish Police Jury. **The Secretary will send out the packets for the Committee Meetings no later than the Wednesday proceeding the Committee Meeting and no later than Thursday preceding the Regular Meetings.** The Secretary shall make copies or a synopsis of all such resolutions, ordinances and agenda items and make them available to all members prior to the commencement of such meeting. All resolutions, ordinances and agenda items presented to the DeSoto Parish Police Jury shall be reviewed and approved as to legal form and content by the DeSoto Parish Police Jury's legal counsel. All resolutions, ordinances and agenda items presented to the Secretary in contravention of the time limitations imposed herein shall not be considered by the DeSoto Parish Police Jury, unless the agenda of a Committee Meeting or Regular Meeting is enlarged in accordance with the applicable provisions of Louisiana law. The President shall review Committee Meeting and Regular Meeting agendas prior to transmittal to members of the Police Jurors. In the event an item is placed on an agenda which, by its very nature is considered confidential, including potential economic development projects, personnel matters, criminal investigations, litigation and other matters subject to the attorney-client privilege, the President may remove the item from the agenda, subject to consultation with the respective Committee Chairman.

- RULE 3: Voting shall be recorded electronically or by roll call on resolutions, ordinances and agenda items upon a motion of **a Police Juror and second by a different Police Juror**, and the ayes and nays shall be recorded in the minutes of the DeSoto Parish Police Jury by the individual vote of each of the Police Jurors. Not less than a majority of the membership of the DeSoto Parish Police Jury shall constitute a quorum to transact business, but if a quorum is lost during a meeting, a smaller number may recess from time to time and compel the attendance of absent Police Jurors in the manner and subject to the penalties proscribed by the DeSoto Parish Police Jury Rules. To fill any vacancy or vacancies by appointment, and solely for the purpose of filling any vacancy or vacancies by appointment, a majority of the entire membership of the DeSoto Parish Police Jury shall constitute a majority of the remaining Police Jurors. For the purpose(s) of this Rule 3, a vacancy shall mean the death, resignation, removal or forfeiture of office of any Police Juror.
- RULE 4: Any member may be recused from voting on any matter in accordance with the applicable provisions of Louisiana law.
- RULE 5: A full roll call vote shall be taken on any question whenever requested by a member. The election of officers shall be by roll call voice vote. No member shall speak during the call of the roll, except to request to be excused from voting. Any member desiring to leave the meeting of the DeSoto Parish Police Jury shall notify the President.
- RULE 6: All roll call votes shall begin with the member making the motion and proceeding clockwise or counterclockwise, as determined by the President or Committee Chairman.

## **ARTICLE IV**

### Order and Decorum

- RULE 1: No member desiring to engage in debate, to give a notice, to make a motion or report, or to present a petition or other paper, shall proceed until the member has addressed the President or the Committee Chairman and has been recognized by the President or Committee Chairman, as the case may be.
- RULE 2: No member shall speak or carry on any private discourse until a motion is made and properly seconded.



- RULE 3: While the President is putting a question before the Police Jury or while the roll is being called, no member shall speak or leave his place.
- RULE 4: When a motion to adjourn is carried, the members shall keep their seats until the President declares the DeSoto Parish Police Jury adjourned.
- RULE 5: No member shall speak more than once on the same question before all members of the DeSoto Parish Police Jury desiring to speak have been heard. Members wishing to speak shall raise their hand to be placed in order of debate, and shall engage in debate when called upon by the President or Chairman of a particular Committee. Members of the DeSoto Parish Police Jury shall not speak on a question for a period in excess of three (3) minutes, except by a majority vote of the Police Jury to authorize additional time. No member shall speak more than two times at the same meeting on the same question. Such limitations described herein, may be changed upon a majority vote of the DeSoto Parish Police Jury.
- RULE 6: If any member transgresses these rules, the President or Chairman of a particular Committee shall call the member to order, in which case the member called to order shall immediately cease such transgression. In the event the member continues to contravene these rules, the President or Chairman shall call the member out of order. In cases when a member, after being called out of order by the President or Chairman, continues to disrupt the decorum of the meeting, the member may be instructed to leave the meeting on order of the President or Chairman. In the event such member refuses to leave the meeting, the President or Chairman may request the DeSoto Parish Sheriff or his designated representative to remove the member from the meeting.

## **ARTICLE V**

### Rights and Duties of the Desoto Parish Police Jury

- RULE 1: In the absence of a quorum during a meeting of the DeSoto Parish Police Jury, the members present may take such measures as they deem necessary to secure the presence of a quorum and may request the Sheriff of DeSoto Parish to compel the attendance of any absent member and may impose such censure or pecuniary penalty, not exceeding \$10.00, as provided in La. R.S. 33:1227- 1235), on a member who, on being called for that purpose shall render no sufficient reason for his or her absence.

- RULE 2: When the DeSoto Parish Police Jury shall be equally divided on any question, including the President's vote, the question shall be deemed lost.
- RULE 3: Regular Meetings of the DeSoto Parish Police Jury and Committees Meetings shall be open to the public, except when the DeSoto Parish Police Jury or its Committee(s) shall meet in executive session in accordance with Louisiana law, at which time all persons not invited by the DeSoto Parish Police Jury to remain shall be excluded.
- RULE 4: Annually in January, the DeSoto Parish Police Jury shall give written public notice of its meetings by resolution showing the dates, times and places of the meetings.
- RULE 5: Election of all officers shall be by roll call voice vote. The passage of all other questions shall be by voice, hand or electronic vote, and shall be by a majority of the members constituting a quorum, unless a larger percentage is required by Louisiana law.
- RULE 6: The Parish Administrator shall be appointed by the DeSoto Parish Police Jury and shall serve at its pleasure. The Administrator shall be appointed solely on the basis of executive, administrative and other qualifications determined by the DeSoto Parish Police Jury. The Parish Administrator's compensation shall be fixed by the DeSoto Parish Police Jury.
- RULE 7: The DeSoto Parish Police Jury shall appoint a Secretary of the DeSoto Parish Police Jury who shall serve at the pleasure of the DeSoto Parish Police Jury. The Secretary shall give notice of the DeSoto Parish Police Jury meetings to its members and the public, keep the journal of its proceedings, and perform such other duties as are assigned to the position by the DeSoto Parish Police Jury. The DeSoto Parish Police Jury shall fix the salary of the Secretary.
- RULE 8: The DeSoto Parish Police Jury shall appoint a Treasurer of the DeSoto Parish Police Jury who shall serve at the pleasure of the DeSoto Parish Police Jury in accordance with the provisions of La. R.S. 33:1651, *et seq.* The Treasurer shall receive the money of the parish, disburse parish funds pursuant to state and federal law, take receipts, keep regular accounts of all receipts, expenditures and debts due to or from the parish, and direct prosecutions ordered by the Police Jury for all debts due the parish.

RULE 9 At the first regular meeting of a newly elected DeSoto Parish Police Jury and annually thereafter, a President and Vice President shall be elected by the DeSoto Parish Police Jury from among its members. The President shall preside at meetings of the DeSoto Parish Police Jury, and in the absence or disqualification of the President, the Vice President shall preside. In the absence or disqualification of both the President and the Vice President, the DeSoto Parish Police Jury shall designate one of its other members as its temporary presiding officer.

The President, Vice President, and temporary presiding officer shall be voting members of the DeSoto Parish Police Jury.

RULE 10: The DeSoto Parish Police Jury shall be predominantly guided in parliamentary matters by these Rules and secondarily by Robert's Rule of Order. In case of conflict, these rules shall take precedence over Robert's Rules of Order.

## ARTICLE VI

### Ordinances and Resolutions

RULE 1: All ordinances and resolutions shall be introduced in writing and in the form required for adoption and, except for codifications, the annual budget shall be confined to one subject, expressed clearly in the title.

RULE 2: All proposed ordinances and resolutions shall be read by title when introduced and considered for adoption at the meeting in which they are introduced, unless otherwise provided under the applicable provisions of Louisiana law.

RULE 3: With the final approval of ordinances and resolutions by the DeSoto Parish Police Jury, such enacted ordinances and resolutions shall be published in full in the official journal by the Secretary of the DeSoto Parish Police Jury within five (5) days thereafter, provided, however, that ordinances and resolutions adopting or amending the annual budget shall be published in accordance with the applicable provisions of Louisiana law.

Except as otherwise provided under Louisiana law, every enacted ordinance, unless it shall specify another date, shall become effective immediately upon publication by the DeSoto Parish Police Jury, and a proof of publication shall be required from the official journal; provided that no such ordinance may be used to levy taxes or special assessments; grant or extend a franchise; incur debt, adopt or amend an official map, platting or subdivision controls or zoning regulations; or propose amendments to these Rules

RULE 4: The President of the DeSoto Parish Police Jury is hereby vested with the authority to declare a local disaster or emergency. In addition, the President of the DeSoto Parish Police Jury shall possess such other powers conferred by the Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S.29:721, *et seq.*

## **ARTICLE VII**

### Motions and Their Precedence

RULE 1: Every motion, resolution and ordinance shall be read by title or definition by the President or the Secretary before debate or putting the motion or resolution to the question.

RULE 2: After a motion is stated by the President, the DeSoto Parish Police Jury may act upon it, but it may be withdrawn by the maker and the second at any time before it is amended or voted upon.

RULE 3: A motion to adjourn or to take a recess shall always be in order, except when the President is putting a question to the DeSoto Parish Police Jury, while a member has the floor, after the previous question has been ordered, or while the Secretary is calling the roll.

RULE 4: An amended motion cannot be further amended.

## **ARTICLE VIII**

### The Previous Question

RULE 1: The "previous question" shall be as follows: "Shall the main question now be put", and until it is decided, it shall preclude all amendments or debate. When, on taking the previous question, the DeSoto Parish Police Jury shall decide that the main question shall not now be put, the main question shall be considered as still remaining under debate. The main question shall be on the passage of the ordinance, resolution or other matter under consideration, but when the amendments are pending, the question shall first be taken upon such amendments in their order.

## ARTICLE IX

### General Provisions

RULE 1: The DeSoto Parish Police Jury shall meet **on the first and third** Monday of each month at 5:00 p.m. in the DeSoto Parish Police Jury Meeting Room at the Police Jury Building, 101 Franklin Street, Mansfield, Louisiana, unless a holiday, and then on the business day following, and on such other days as the DeSoto Parish Police Jury may determine.

Special meetings may be called by the President or a majority of all members with twenty-four (24) hours previous notice, but not on weekends or holidays, except in extreme emergencies.

RULE 2: The DeSoto Parish Police Jury shall determine what communications, petitions, resolutions, or other matters incorporated into the official proceedings or minutes.

RULE 3: Any of these Rules may be changed by a two-thirds vote of a majority of all members, provided previous notice has been given at the prior regular meeting.

RULE 4: All previous acts, rules, resolutions, or parts thereof pertaining to by-laws inconsistent with these rules are hereby rescinded and repealed.

RULE 5: These rules will become effective immediately upon adoption.

## ARTICLE X

### Committee Meetings

RULE 1: Committee Meetings will be held in the Police Jury Building, 101 Franklin Street, Mansfield, Louisiana, at 5:00 p.m. **on the first Monday of each month,** unless a holiday, and then on the business day following, or on such other day scheduled by the DeSoto Parish Police Jury. Committee Members of a Police Jury are required to request the Chairman of the Committee to place a particular item on the Committee Meeting Agenda. Upon approval of the Committee Meeting Agenda, the Chairman shall transmit the Agenda to the Secretary. In the event a member of Police Jury is unable to contact the Chairman of the Committee, he or she should contact the Secretary.

- RULE 2: Committee Meetings shall be chaired by the Chairman of the Committee. Proposals submitted to a Committee, may by a majority vote of those members present, be forwarded to the DeSoto Parish Police Jury Regular Meeting Agenda on the preceding Wednesday by recommendation for approval or, in instances where additional information or further deliberation is required, by a motion to delay such action. Actions approved or delayed by a Committee may specify referral to a future DeSoto Parish Police Jury Regular Meeting Agenda. Actions forwarded to a DeSoto Parish Police Jury Regular Meeting Agenda will be placed under the appropriate Agenda Heading, i.e., Unfinished Business, New Business, Ordinances, Resolutions and other matters. Administration responses to requests for additional information made during a Committee Meeting will be placed on the Regular Agenda of the DeSoto Parish Police Jury under the heading of Administrative Report.
- RULE 3: The Secretary shall record the actions taken in Committee Meetings. In addition, the Secretary shall prepare the Committee Meeting Minutes and attach such Minutes in final form to the Regular Meeting Agenda.
- RULE 4: Committee Meeting Agenda files will be established by the Secretary. Agenda items for each Committee Meeting should be developed from this file. It will also be the responsibility of the Secretary to insure that items referred from the DeSoto Parish Police Jury for Committee Meeting action are included on the subsequent agendas. Moreover, the Secretary will be responsible for inclusion of follow-up actions to be placed on subsequent agendas.
- RULE 5: Any matter which has been disapproved by a vote of the Committee Members shall not be reconsidered by the Committee for a period of three (3) months, unless the entire membership of the Police Jury, by a two-thirds vote approves the reconsideration of the matter.

## ARTICLE XI

### Order of Business (Committee Meetings)

Except as otherwise authorized by a majority vote of the members of the Committee, the business of each DeSoto Parish Police Jury Regular Meeting is hereby established as follows:

- A. Call to Order
- B. Invocation
- C. Pledge of Allegiance
- D. Call for Additions and Deletions
- E. Guest and Public Comments
- F. Business Item(s)
- G. Adjourn

## ARTICLE XII

### Procedures Governing Speakers

- RULE 1: At the beginning of each meeting, the President shall announce that individuals who desire to make a public comment concerning an agenda item are requested to complete a public comment card, to include the name, address and telephone number of the individual, the subject matter of the comment, and if the individual is speaking in support or against an agenda item.
- RULE 2: The President shall group all requests to speak according to the subject matter. Prior to taking any action on an agenda item, the President will call upon the individual(s) who made a request to speak on a particular agenda item.
- RULE 3: Discussion shall be limited to three (3) minutes per individual, or a total of fifteen (15) minutes for all the proponents, and fifteen (15) minutes for all the opponents of a particular agenda item, unless the Police Jury, by majority vote, extends the time period for an individual to speak.
- RULE 4: The number of individuals speaking as proponents of a particular agenda item shall be limited to five (5), and the number of individuals speaking as opponents of a particular agenda item shall be limited to five (5), unless the Police Jury, by majority vote, elects to waive this requirement.

RULE 5: Members of the Police Jury cannot ask any questions during public comments or public hearings until both sides, proponents and opponents, have completed their comments.

RULE 6: Subject to the provisions of Article IV, Rule (5) hereof, neither the Police Jury nor its staff shall be required to respond to questions posed by individual members of the general public during the public comment period or public hearings, unless the name of the individual member of the public has been placed on the agenda of a Committee Meeting or the Police Jury. Notwithstanding the foregoing, the Police Jury, by majority vote, may elect to waive this requirement, in its sole discretion.

Zoning Hearings:

RULE 7: The procedures stipulated in Rules 1-6 above shall also apply to Zoning Hearings.

Special Presentations:

RULE 8: The time limit for Special Presentations shall be at the discretion of the President.



DESOTO PARISH

SUBDIVISIONS REGULATIONS

REVISED  
BY THE  
DESOTO PARISH POLICE JURY

APRIL 12, 2004

## CHECK LIST FOR SUBDIVISION REGULATIONS

- A. Determine if regulations apply Part I
- B. Preliminary Plat  
Due in planning commission's office fifteen (15) days prior to submission:
1. Letters of agreement from all utilities Part III, Sect. B, No. 1
  2. List of adjacent property owners Part III, Sect. B, No. 3
  3. Flood plan information and flood plain manager's signature Part III, Sect. B, No. 4
  4. Designation of roads (public or private) Part III, Sect. B, No. 7
  5. Type construction of roads Part V, Sect. A
  6. Testing of proposed road bed Part III, Sect. B, No. 8
  7. All subdivision covenants and/or homeowner's association agreements complete Part III, Sect. B, No. 9
  8. Present to E-911 for signature of manager Part III, Sect. B, No. 6
  9. Present to health unit for signature of manager Part III, Sect. B, No. 5
  10. Present to planning commission Part III, Sect. B, No. 11
- C. Final Plat  
Due in planning commission's office fifteen (15) days prior to submission:
1. Original and six (6) copies Part III, Sect. C, No. 2
  2. Street profiles Part III, Sect. C, No. 2
  3. Flood zone
  4. Signatures necessary:
    - a. Owner/developer
    - b. E-911 manager
    - c. Flood plain manager
    - d. Parish Engineer
  5. Name and address of surveyor/engineer Part IV, Sect. B, No. 3
  6. Signature of planning commission chairman or secretary Part III, Sect. C, No. 6
  7. Record with clerk of court Part III, Sect. C, No. 7
  8. Provide copies to:
    - a. Planning commission
    - b. Health department
    - c. Tax assessor's office
    - d. Clerk of court
    - e. Developer (2)

NOTE: NO LOT CAN BE SOLD UNTIL THIS PROCEDURE IS COMPLETE AND THE FINAL PLAT HAS BEEN APPROVED AND SIGNED BY THE DESOTO PARISH PLANNING COMMISSION. ANY LOT SOLD BEFORE FINAL APPROVAL WILL ACCURE A \$50.00 PER LOT PER MONTH PENALTY UNTIL APPROVAL IS ACCOMPLISHED.

## SUBDIVISION REGULATIONS

### INTRODUCTION

It is the intent of these regulations to create a climate conducive to the orderly and progressive growth of DeSoto Parish, a climate of mutual and reasonable understanding with prompt and just consideration of the various interest involved in subdivision work.

Community interests require the regulation and control of development in such a way that will promote and protect the good health, safety, morals, and general welfare of the people of DeSoto Parish, Louisiana.

The commission wishes to encourage and to help expedite orderly development within our boundaries.

### PART I: PURPOSE AND AUTHORITY

Subdivision of the land sooner or later becomes a public responsibility, in that roads and streets must be maintained and various public services customary to urban areas must be provided. It is, therefore, in the interest of the public, the developer, and the future owners that subdivisions be conceived, designed and developed in accordance with sound rule and proper minimum standards.

The following subdivision regulations, guiding the planning commission, are designed to promote health, safety, convenience, and general welfare of the inhabitants.

These subdivision regulations are adopted under the authority granted by the provisions Act 139 of 1956, LA. R.S. 33:101 through 33:119 as amended.

The law prohibits the subdivision of land into more than (2) lots unless an accurate plat of such subdivision shall have been approved by the planning commission and shall have been certified and recorded in the office of the clerk of court of DeSoto Parish.

These regulations shall not apply to:

- a. Land in subdivisions previously legally recorded, except in the case of resubdivision.
- b. Small parcels of land sold to or exchanged between adjoining property owners where such sale or exchange does not create additional lots.
- c. Partition of land when all the resulting lots are one (1) acre or larger in the area, and no street or road construction or major street rights-of-way is involved.

NOTE: This maintains the integrity of the parish roads and the appearance of the parish; plus it provides enough area for rights-of-way and utilities.

## PART II: JURISDICTION

These regulations shall govern subdivision of land within the unincorporated portions of DeSoto Parish, Louisiana.

No public money shall be expended for any purpose within a subdivision until said subdivision has met all requirements of this ordinance.

## PART III: PROCEDURE

### A. Preliminary approval

1. The developer or his agent is encouraged to discuss the project with the commission prior to submitting the preliminary plat.

### B. Preliminary plat

1. The preliminary plat must be in the planning commission's office fifteen (15) days prior to the meeting at which it will be submitted.
2. It shall be the responsibility of the developer to secure utility service agreements from either public or private utilities. The service agreement should indicate that the utility has the capacity to serve the subdivision and that it intends to provide service. This document must accompany the preliminary plat.
3. It shall be the responsibility of the developer or his agent to furnish the commission with the names and addresses of all adjacent property owners when submitting a preliminary plat.
4. It shall be the responsibility of the developer or his agent to furnish a copy of the plat to the Desoto Parish Police Jury for their review and the signature of the flood plain manager. Base flood elevation data shall be designated on the plat for any area affected. This review is to assure that no new construction locates in the one-hundred-year flood plain that does not follow the flood insurance ordinance mandated by the National Flood Insurance Program.
5. It shall be the responsibility of the developer or his agent to furnish the health unit a copy of the plat for the supervisor's signature indicating acceptance of the sewage proposal.
6. It shall be the responsibility of the developer or his agent to furnish the E-911 office with a copy of the plat for the administrator to sign showing that the subdivision street names do not duplicate any presently in the parish.
7. The subdivider shall indicate on the preliminary plat the type of street /road construction proposed. Private roads in subdivisions must meet the standards of public roads before the plat will be accepted by the planning commission.
8. Prior to any street / road construction, the developer will have an independent testing lab take samples at equally spaced intervals along the proposed roadbed. Once this information is obtained a licensed engineer in the State of Louisiana will design a road that will meet or exceed the minimum requirements of this ordinance. (See note in Part V)
9. Subdivision covenants must accompany the preliminary plat of the subdivision.
10. It must be stated on the plat that the upkeep of all private roads as well as public areas in the subdivision will be maintained by a homeowner's association. These association documents must accompany the plat.



11. Within forty-five (45) days after submission of the preliminary plat, the planning commission will review and indicate approval, disapproval or tentative approval with conditions. If a plat is disapproved reasons will be stated in writing.
12. One (1) copy of the preliminary plat will be retained in the planning commission file; one (1) copy shall be returned to the subdivider with all signatures and any notations at the time of approval or disapproval and the specific changes, if any, required; and one (1) copy shall be transmitted to the parish health unit.
13. The approval of the preliminary plat shall lapse unless a final plat based thereon is submitted within twelve (12) months from the date of such preliminary plat approval unless an extension of time is applied for by the subdivider and granted by the planning commission.
14. The approval of the preliminary plat by the planning commission will not constitute acceptance of the final plat.

C. Final plat

1. At least fifteen (15) days prior to the planning commission meeting at which it is to be considered, the subdivider shall submit the permanent or original drawing and six (6) copies together with a street profile and/or other plans, which may be required by the planning commission.
2. The final plat shall conform substantially to the preliminary plat as approved; and if desired by the subdivider, it may constitute only that portion of the approved preliminary plat which he proposes to record at the time provided, however, that such portion must conform to all requirements of these regulations.
3. Federal Emergency Management Agency (FEMA) flood information, as obtained from the most current FEMA flood plain map, shall be designated on each plat submitted for approval. Base flood elevation data for the entire area, if affected, or for each lot so affected, shall be designated on the plat.
4. The planning commission shall approve or disapprove the final plat within sixty (60) days after the submission. Failure of the planning commission to act on this final plat within sixty (60) days shall be deemed approval of the plat. If the plat is disapproved, the grounds for disapproval shall be stated upon the records of the planning commission in writing.
5. Certification of the approval of the plat is to be signed by the secretary or chairman of the planning commission.
6. When the plat has been approved by the planning commission, two (2) copies will be returned to the subdividers with the approval of the planning commission certified thereon for filing with the clerk of DeSoto Parish court as the official plat of record which must be filed within ninety (90) days, otherwise such approval shall be voided. The original tracing containing all required certifications will be returned to the subdivider for his records and one (1) copy will be retained in the records of the planning commission. One (1) copy will go to the parish health department and one (1) copy shall go to the tax assessor's office for his file.

D. Final Approval

Upon inspection and approval by the planning commission, the developer may record the approved plat with the DeSoto Parish clerk of court and sell lots provided one of the following conditions has been met:

1. All required improvements have been constructed in a satisfactory manner and approved by the planning commission.
2. The police jury has accepted a 100% performance bond in an amount equal to the estimated cost of the required improvements for roads, drainage, and sewage, whereby all improvements and installations may be made without cost to the public in the event of default of the subdivider.
3. It is written on the plat that clear title is not available on any lot until all improvements and installations have been made.
4. After approval and signing the final plat the planning commission will notify the police jury by letter of said approval and acceptance of roads. The police jury makes final decision on acceptance.

#### PART IV. PLAT PREREQUISITES

This part lists the data required for each plat.

##### A. Preliminary Plat

1. Name of proposed subdivision
2. Name, address, and telephone number of owner or owners
3. Name and telephone number of developer
4. Name of designer of plat
5. Date, approximate north point and graphic scale
6. Location by section, township and range, city limits or parish
7. Proposed street names and lot numbers
8. Alignment (s) with existing street (s) rights-of-way, easements and servitudes which join or cross the proposed subdivision
9. Description of proposed improvements, i.e. materials, typical street cross-section, etc.
10. Final alignment of street and sewage facilities
11. Area of land subject to 100 ears flood plain must be shown by shading

##### B. Final approval Plat

1. The plat shall be a metes and bounds description of the boundary survey with interior lots containing block dimensions, prepared by a land surveyor, registered in the State of Louisiana with sufficient information for recordation and preparation of acts of sale.
2. Certification of the plat showing the applicant is the landowner and dedicates streets, rights-of-ways and any site for public use.
3. Certification on the plat by surveyor or engineer to accuracy of survey, plat, and placement of monuments.
4. Certification of approval to be signed by the secretary or chairman of the planning commission, after above certification has been executed.
5. All lots shall be numbered consecutively in a subdivision and no number repeated.

#### PART V. MINIMUM STANDARD OF DESIGN FOR STREETS AND/OR ROADS

(See attached street typical section.)

##### A. Streets

1. Rights-of-ways

- A. All streets shall have rights-of-ways a minimum of sixty (60) feet in width. The entire area indicated for roadway use shall be cleaned and grubbed and all stumps, knots, brush and other unsatisfactory materials shall be removed.
- B. In cases where conditions make a street of the required minimum width impractical, the planning commission can modify the above requirements. In heavy traffic areas, street width should provide for movement of vehicles into and out of off-street parking area without interference with traffic.
- C. Cul-de-sac: All cul-de-sacs shall have on the closed end a turn-around of at least eighty (80) feet and a rights-of-way diameter of at least one hundred (100) feet. The planning commission may approve an alternate design.

2. Construction

A. Sub-Grade

- 1. The sub-grade of all roads with integral curbs and gutters will be graded to a width of thirty (30) feet and compacted to a 95% standard proctor.
- 2. The sub-grade of all new roads with open ditches will be graded to a width of twenty-eight (28) feet.

B. Road Base Construction

- 1. The base course of all new roads with integral curbs and gutters will be compacted to a finished depth of eight (8) inches and a finished width of twenty-eight (28) feet.
- 2. The base course of new roads in the parish with open ditches will be a finished width of twenty-two (22) feet.

C. Surface Treatments

There are several different types of surface treatments that are recognized as being acceptable to the parish.

- 1. Concrete streets with integral curbs and gutters will consist of a minimum of twenty (20) foot wide road surface six (6) inches thick. The total finished width including the curbs is twenty-six (26) feet from the backside of curb to the backside of curb.
- 2. Hot mix asphalt streets with concrete curbs and gutters will consist of a minimum of twenty (20) foot wide road surface three (3) inches thick. The total finished width including the curbs is twenty-six (26) feet from the backside of curb to the backside of curb. The hot mix asphalt meet the specifications required by the Louisiana Department of Transportation and Development standards at the time of application.
- 3. Hot mix asphalt streets with open ditches will consist of a twenty (20) foot wide hot mix asphalt road surface two (2) inches thick. The total finished width will be twenty-two (22) feet which will include one (1) foot shoulder on both sides. The shoulders should be feathered in with the asphalt and topped with gravel and other erosion control materials, if necessary to control erosion. The hot mix asphalt must meet the standards of the Louisiana Department of Transportation and development.



- ~~4. Any deviations of the prescribed road construction must be approved on an individual basis by the DeSoto Parish Police Jury and the DeSoto Parish administrator. Deleted 2-13-2012 Regular Meeting.~~

Note: Soil cement may be used in lieu of sand-clay gravel as a base course. Where used, this type of base stabilization shall be done according to DeSoto Parish Police Jury road specifications with inspection and supervision of it provided by laboratory technicians and/or an engineer suitable to the police jury. Soil tests must be run to determine percentages and type of cement content to be used, and results must be furnished to the parish administrator and approved before construction begins. A police jury representative will then make a site inspection and determine if a maximum of five (5) additional tests are necessary.

5. If the developer requests the subdivision streets be accepted by the police jury prior to the completion of the subdivision the developer will make a maintenance bond of twenty (20) percent of the total cost of the street for a maximum period of two years. If the police jury determines that the probability for damage of the street is negligible prior to the two (2) years the bond will be released. If the original developer subsequently sells the subdivision to another developer to complete, a like bond will be required from the subsequent developer for protection of the streets. The subsequent developer will then be held responsible for maintaining the streets in an acceptable manner.
6. Streets that are not accepted prior to completion of the subdivision will be inspected by a representative of the police jury to determine they are up to standards before being accepted into the parish road system.

### 3. Culverts

- A. All culverts must meet police jury standards established with the road superintendent and/or the parish administrator.

### 4. Entrances

- A. Entrances to a subdivision off a main road must be a minimum of thirty (30) feet in width with six (6) foot wings on each side. The entrance must be covered to a depth of a minimum of eight (8) inches of soil cement and three (3) inches of asphalt for a distance of forty (40) feet to accommodate all turning vehicles.

### 5. Lots

- A. Lot sizes shall be subject to rules and regulations of the health department which at this time is 22,500 sq. ft. or approximately .51 acres with a minimum of 125 ft. road frontage. The only exception to this is that 15% of the lots in a subdivision can be less than 125 ft. road frontage.
- B. Adequate easements will be provided for all utilities.
- C. All sidelines of lot lines shall be at right-angles to straight street lines, unless a variation will give a better street and lot plan.
- D. Lots at major street intersections will be designed to provide adequate sight flare.

### 6. Building Set Back Lines



- A. The minimum depth of building set back lines shall be thirty (30) feet from backside of rights-of-ways in the front, and in the case of corner lots fifteen (15) feet from the backside of the rights-of-way on the side street.
- B. In the case of electric transmission lines where easement widths are not definitely established, there shall be a minimum building setback line from the center of the transmission lines as follows:

Voltage of Line	Minimum Building Setback
46 KV	37 ½ feet
69 KV	50 feet
161 KV	75 feet

7. Drainage

- A. Wherever any stream or improved surface drainage course is located in an area that is being subdivided, the subdivider shall dedicate an adequate rights-of-way along each side of the stream for the purpose of widening, deepening, sloping, improving or protecting the stream or for drainage maintenance.

8. Sewage

- A. All construction and maintenance of the sewage system(s) shall meet the standard of the health department.

PART VI: Definition

Certain words and terms are defined as follows:

1. Words used in the present tense include the future; words in the singular include the plural; and words in the plural number include the singular; and word "shall" is mandatory.
2. The term "commission" means the Planning Commission of DeSoto Parish, Louisiana.
3. Governing body means the Police Jury of the Parish.

Other words used in the regulations are defined as follows:

1. Building line: a line between which line and any street line of a lot, tract or parcel of land, no building or part of a building may be erected or altered.
2. Building line setback: the distance between the building line and the street in a lot, tract or parcel of land.
3. Corner lot: a lot which abuts two (2) or more streets at their intersection, or upon a curved street, provided that the tow (2) sides of the lot intersect to form an interior angle of not more than one hundred and thirty-five (135) degrees.
4. Easement: agreement by the property owners for use by the public, a corporation, or persons of a strip of land foe specific purposes.
5. Engineering authority: The Planning Commission
6. Frontage: the distance for which property abuts one side of a street, road, highway, or other public way measured along the dividing line between the public way and private property.
7. Lot depth: the distance between front and rear lot lines. If these lines are not parallel, the mean dimension shall be deemed to be the lot depth.
8. Lot, interior: a lot, which is not a corner lot.
9. Lot line, rear: line opposite and generally parallel to the front lot line. The rear lot line of a triangular or irregularly shaped lot shall for the purpose of this regulation be a line not less than ten (10) feet long lying wholly within the lot, parallel to and the greatest distance from the front lot line.
10. Lot line, front, and the line separating the lot from the street or road. The front lot line of a corner lot shall be the line of least dimension.
11. Lot line, side; any lot lines not a front or rear lot line.
12. Lot of record: a parcel of land, the dimensions of which are shown on a map on file with the Clerk of Court of DeSoto Parish, Louisiana. All lots of record shall front on and have ingress and egress by means of a public street or road.
13. Lot width: the width of the lot measured at right angles to the mean depth of said lot.

14. Major Road Plan: shall mean any plan for major street or thoroughfares adopted by the Planning Commission based on their best judgment of conditions.
15. Street: a public thoroughfare, including pavement, twenty-eight (28) feet or more wide. Where title of land extends to the center of a street, easement or right-of-way shall be considered as the sideline of a street. The term street shall include avenue, drive, circle, lane, place, roads, as they are generally understood.
16. Street right-of-way: that area dedicated to public use between front property lines.
17. Structure: anything constructed or erected, the use of which requires more or less permanent or semi-permanent location on the ground. (This includes gasoline pumps, signs, trailers, vending machines, etc.)
18. Subdivision: the division of lot, tract, or parcel of land into two (2) or more lots or other division of land for the purpose of sale for building development whether immediate or future of the purposes other than agricultural. It includes re-subdivision and, when contents, relates to the process of subdividing or land subdivided.

#### PART VII: ADMINISTRATIVE

- A. These subdivision regulations shall be administered by the DeSoto Parish Planning Commission.
- B. Enforcement and Penalties: The enforcement of these regulations and penalties for the State law in the authority granted by provides unapproved recordation or transfer of land public acts of the State of Louisiana.

C. Penalties:

The owner, or agent of the owner, of any land located within a subdivision that sells, agrees to sell or negotiates to sell shall pay a penalty of five hundred dollars (\$500.00) for each lot or parcel negotiated which the DeSoto Planning Commission has not previously approved.

D. Variances:

When the Commission finds that hardship may result from strict compliance with the regulations it may vary the regulations so that substantial justice may be done and the public interest served.

E. APPEALS:

The disapproval of a subdivision plan or plat may be appealed by the subdivider by writing a letter to the police jury and planning commission. Upon receipt of the letter, the planning commission shall give a copy of the proceedings in the matter to the police jury. The police jury may over-rule the commission by a majority vote of its entire membership. Upon such over-rule the police jury shall notify the planning commission in writing directing the planning commission to approve the plat and grant all privileges relevant to it.

F. AMENDMENTS:

A person may request amendments to these subdivision regulations, in writing connected with or affected by the application of these regulations. The request shall state the name, address, and interest of the person seeking the amendment. The request shall show the need for, as well as the nature and purpose of a proposed amendment.

If the planning commission decides a real need exists for the proposed amendment and it is in the best interest of DeSoto Parish, and upon approval of the DeSoto Parish Police Jury, the amendment may be incorporated into the DeSoto Parish regulations.

PART VIII: VALIDITY, EFFECTIVE DATE, REPEALING CLAUSE, AND INTERPRETATION

A. If any section, clause, paragraph, provision, or portion of these regulations shall be held invalid or unconstitutional by any court or competent jurisdiction, such holding shall not affect any other section, clause, paragraph, provision or portion of these regulations.

B. Effective Date: Immediately upon adoption.

C. Repealing Clause

Upon the adoption of these regulations, all previous subdivision regulations for DeSoto Parish adopted by the police jury are hereby repealed, except as to such sections expressly retained herein. All former ordinance or parts of ordinances adopted by the DeSoto Parish Police Jury in conflict with or inconsistent with the provisions of this ordinance are hereby repealed.

D. Interpretation

In interpreting and applying the provisions of these regulations, they shall be held to be the minimum requirements for the promotion of the public health, safety and general welfare. Whenever the provisions of these regulations require higher standards than are required in any other applicable statute, ordinance or regulations, the provisions of these regulations shall govern. Whenever other applicable statutes, ordinances or regulations require higher standards than the provisions by these regulations, such other applicable statutes, ordinances, or regulations shall govern.





# DeSoto Parish Planning Commission

101 Franklin Street, Mansfield, Louisiana 71052

PHONE: (318) 872-0738 FAX: (318) 872-5343

www.desotoppj.com

**Phillip Clark**  
Chairman

**Dan Dobson**  
Vice-President

## MEMBERS

**Phillip Clark**  
Grand Cane, LA 71032

**Dan Dobson**  
Grand Cane, LA 71032

**Randy Rodgers**  
Stonewall, LA 71078

**Brian Davlin**  
Stonewall, LA 71078

**Dwain Spillman**  
Grand Cane, LA 71032

**James Martin**  
Stonewall, LA 71078

**Roger Tharpe**  
Frierson, LA 71027

**Katy Evans**  
Stonewall, LA 71078

February 20, 2024

Re: Subdivision Regulations

Su: Moratorium Requests

Police Jurors,

The Planning Commission has requested your approval and issuance of the moratoriums listed below. The language in the current subdivision regulations could be interpreted independently of its intended meaning, and potentially leave the Police Jury liable for unintentional maintenance responsibilities. The attachment to this letter is the way the current regulations are written.

1. The recommendation by the Desoto Parish Planning Commission suggests implementing a moratorium for a period of One (1) year on subdividing land if the lots are one acre or larger and do not have frontage to an existing parish or state maintained roadway, unless they meet all the Desoto Parish Subdivision Regulations requirements.
2. The recommendation by the Desoto Parish Planning Commission suggests implementing a moratorium for a period of 6 (six) months on all future subdivisions, to disallow the selling of any lots by the developer utilizing the statement, "clear title is not available on any lot until all improvements and installations have been made", as a stated condition in Part III Section D-3 in the DeSoto Parish Subdivision Regulations. The developer will be allowed to sell lots if one of the three remaining conditions listed in Part III Section D-1, D-2, and D-4 are met.

Thank you,

Phillip Clark, Chairman  
DeSoto Parish Planning Commission

PC/bm

*The DeSoto Parish Police Jury is an equal opportunity provider and employer.*





**River City Fest Inc.**

P.O. Box 893  
Logansport, La. 71049  
(318) 286-3751  
[kathiwells@yahoo.com](mailto:kathiwells@yahoo.com)

**January 10, 2024**

**Tax ID# 45-4938840**

To Whom It May Concern,

Each year, the River City Fest Committee strives very hard to raise funds for its Spring Festival which is held on the beautiful Logansport Riverfront. The 41st Annual River City Fest dates are slated for May 9-11, 2024, beginning with a Carnival, an inflatables Kid Zone, Food, Arts & Craft Vendors, an Arm Wrestling Tournament, Cornhole Tournament, Treasure Hunt, Car Show, Fireworks, Pageant, Petting Zoo, Balloon Release, Boat Parade, and Live entertainment provided by some of the best in the business. Headlining this year's Fest on Saturday May 11th will be Nashville recording artist "Wyatt Putman". Opening for Wyatt will be, Louisiana's very own "The Adam Leger Band and also East Texas Native" Jacob Wheeler",

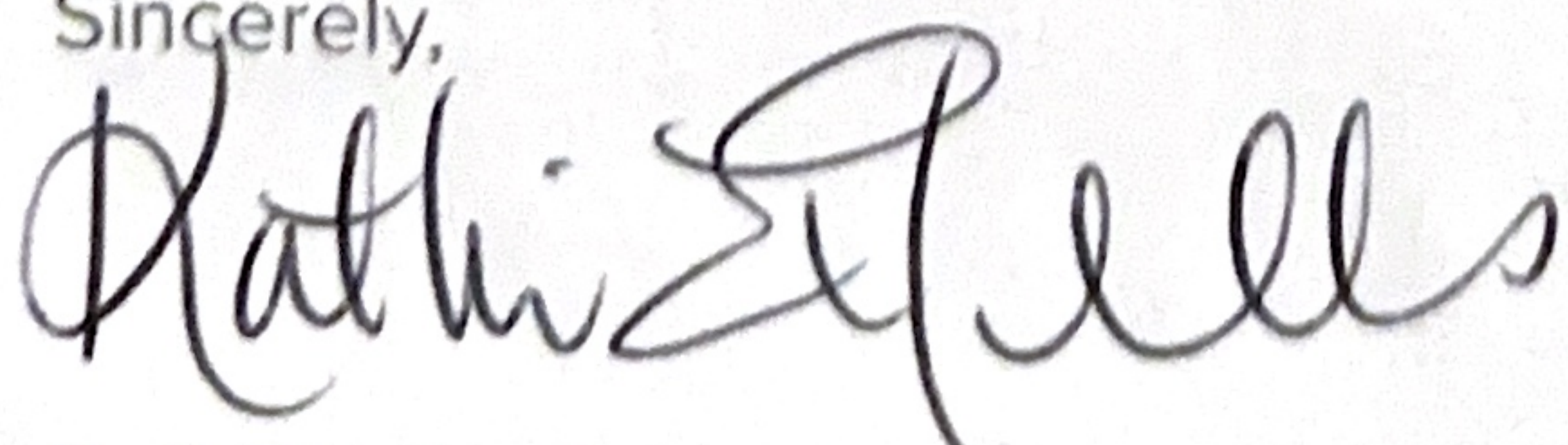
Each year we try to add new events and attractions. This year we are trying to bring back some of the old events from the Pioneer Trade Days and have had a Mechanical Bull bought and donated to our organization in which we can provide the local children and adults with their very own "Bucking Rodeo".

We have 3 full days of family fun planned for our community and surrounding communities. As you know, for this to take place and be successful we are asking for your help. Each business, group or organization that contributes will have their names or logo printed on the back of our Festival Tshirts, Stage Banner, and will also be recognized as through our radio, tv, social media and newspaper advertisements, any and all contributions are greatly appreciated.

The River City Fest has been a very successful event that has been a part of Logansport, La and DeSoto Parish for 41 years, it not only promotes Tourism and Economic Growth for our town, but also for DeSoto Parish and surrounding towns, parishes and counties.

On behalf of the River City Fest Committee, I would like to personally thank you for considering this contribution proposal of \$5000.00. For Questions or more information, please feel free to contact me at (318) 286-3751 or (318) 510-9888.

Sincerely,



Kathi Wells, Festival Chairman



## COOPERATIVE ENDEAVOR AGREEMENT

**THIS COOPERATIVE ENDEAVOR AGREEMENT**, is made and effective as of this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between:

**THE DESOTO PARISH POLICE JURY**, a political subdivision of the State of Louisiana, whose mailing address is 101 Franklin Street, Mansfield, LA 71052, represented herein by its president, Rodriguez Ross, (hereinafter referred to as "Police Jury), and

**TOWN OF LOGANSPORT**, a political subdivision of the State of Louisiana, whose mailing address is P.O. Box 400, Logansport, Louisiana 71049, represented herein by its Mayor, Judge Cordray, (hereinafter referred to as the "Town").

### WITNESSETH

**WHEREAS**, the Town has requested assistance from the Police Jury for expenses related to the River City Festival; and

**WHEREAS**, the Police Jury approved the request from the Town; and

**WHEREAS**, the Police Jury and the Town desire to enter into a Cooperative Endeavor Agreement (the "Agreement") for the purpose of facilitating the aforementioned project; and

**WHEREAS**, the execution and delivery of this Agreement has been duly and validly authorized by the parties hereto; and

**WHEREAS**, Article VII, Section 14(C) of the Louisiana Constitution of 1974 provides that the state and its political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual.

**NOW, THEREFORE**, the Police Jury and the Town each agree to perform their respective obligations under this Agreement in accordance with the conditions, covenants and procedures set forth herein as follows:

### ARTICLE I REPRESENTATIONS OF THE POLICE JURY

SECTION 1.01 Police Jury Authority. The Police Jury has all requisite power pursuant to Article VII, Section 14(C) of the Louisiana Constitution of 1974 and La. R.S. 33:1236 *et seq.* to enter into this Agreement and perform its obligations hereunder, and there are no contracts or obligations in conflict therewith.

SECTION 1.02 No Indebtedness. The essence of the undertakings of the Police Jury hereunder are not intended to create any indebtedness on the part of the Police Jury, but only the cooperative use of its funds and resources to facilitate the River City Fest.

SECTION 1.03 Term and Effective Date. The Term of this Agreement shall commence and become effective upon the execution hereof and terminate after the completion of the respective obligations of the parties.

**ARTICLE II**  
**COOPERATIVE ENDEAVOR OBLIGATIONS**

SECTION 2.01 Relating to Article VII, Section 14 of the Louisiana Constitution. In entering into this Agreement, it is not the intent of the Police Jury and the Town to enter into a gratuitous transfer of public funds and/or resources because such parties expect the Police Jury and the Town to pay for expenses related to the River City Fest for the promotion of tourism in Logansport and DeSoto Parish. Accordingly, each party will receive something of value in return for the performance of their obligations hereunder, which is:

(a) In the case of the Police Jury, the promotion of tourism and economic development activities in DeSoto Parish; and

(b) In the case of the Town, the promotion of tourism and economic development activities in the Town of Logansport.

Additionally, the Police Jury and the Town will have reciprocal obligations further described herein.

The Police Jury and the Town further find and determine that (a) both the Police Jury and the Town have the legal authority to enter into this Agreement; (b) the promotion of tourism in Logansport and DeSoto Parish potentially results in increased tax revenues for the Police Jury and the Town constituting a public purpose; and (c) there is a reasonable expectation on the part of the Police Jury and the Town of receiving at least equivalent value in exchange for the expenditure of public funds and/or resources by the Police Jury.

**ARTICLE III**  
**POLICE JURY OBLIGATIONS**

SECTION 3.01 Police Jury Obligations.

(a) The Police Jury shall appropriate and agrees to provide Five Thousand Dollars (\$5,000.00) to the Town to assist with expenses related to the River City Fest slated for May 9-11, 2024.

**ARTICLE IV**  
**TOWN OBLIGATIONS**

SECTION 4.01 Town Obligations.

(a) The Town will pay invoices required to facilitate the River City Fest, including equipment, stage banners, advertisement fees, etc.

(b) The Town will disburse the funds no later than December 31, 2024, or return unused funds to the Police Jury.



(c) The Town shall provide documentary evidence the funds received from the Police Jury have been expended in accordance with this Agreement. Documentary evidence includes contracts, invoices, cancelled checks, and other written documentation of expenditures.

## **ARTICLE V** **MISCELLANEOUS**

SECTION 5.01 Liberal Construction. This Agreement shall be construed liberally to secure the beneficial intents and purposes hereof and shall be construed liberally as necessary to protect and further the interests of the parties hereto.

SECTION 5.02 Notices. All reports, statements or notices required or advisable to be given hereunder shall be deemed to be given if sent to the parties hereto at the following addresses:

### **POLICE JURY**

Police Jury  
c/o Michael Norton  
Parish Administrator  
101 Franklin Street,  
Mansfield, Louisiana 71052

### **TOWN OF LOGANSFORT**

Mayor Judge Cordray  
P.O. Box 400  
Logansport, Louisiana 71049

Any notice required or permitted to be given under or in connection with this Agreement shall be made in writing and shall be delivered by United States Certified Mail Return Receipt requested, by private or commercial carrier, express mail, such as Federal Express, facsimile or electronic transmission confirmed by mailed written confirmation, or personally delivered to an officer of the receiving party.

SECTION 5.03 Severability. To the fullest extent possible, each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be prohibited or invalid under said law, such provision shall be ineffective to the extent of such prohibition or invalidity without invalidating the remainder of such provision or the remaining provisions of this Agreement.

SECTION 5.04 No Personal Liability. No covenant or agreement contained in this Agreement shall be deemed to be the covenant or agreement of any official, trustee, officer, agent or employee, in his or her individual capacity, and neither the officers thereof nor any official executing this Agreement shall be liable personally with respect hereto or be subject to any personal liability or accountability by reason of the execution and delivery of this Agreement.

SECTION 5.05 Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or extent of any provision in this Agreement.

SECTION 5.06 Counterparts. This Agreement may be executed in several counterparts, each which shall be an original and all of which when taken together shall be deemed one and the same Agreement.

SECTION 5.07 Governing Law. This Agreement shall be constructed in accordance with and governed by the laws of the State of Louisiana.

SECTION 5.08 Amendment and/or Modification. Neither this Agreement nor any term, provision or exhibit hereof, may be changed, waived, discharged, amended or modified orally, or in any manner other than by an instrument in writing signed by the parties hereto.

SECTION 5.09 Rescission or Amendment. In no event shall any rescission or amendment to this Agreement be effective without the prior written consent of the affected parties hereto.

SECTION 5.10 Third Party Beneficiary. It is the explicit intention of the parties hereto that no person or entity other than the parties hereto, except governmental authorities to the extent required by law, is or shall be entitled to bring any action to enforce any provision of this Agreement against either parties hereto, and that the covenants, undertakings and agreements set forth in this Agreement shall be solely for the benefit of, and shall be enforceable only by, the parties hereto or their respective successors and assigns as permitted hereunder.

SECTION 5.11 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors, representatives and permitted assigns.

SECTION 15.12 Indemnification: Hold Harmless and Insurance. The *Contracting Party* shall indemnify and save harmless the *Police Jury* against any and all claims, losses, liabilities, demands, suits, causes of action, damages, and judgments of sums of money to any party accruing against the *Police Jury* growing out of, resulting from, or by reason of any act or omission of the *Contracting Party*, its agents, servants, volunteers, independent contractors, or employees while engaged in, about, or in connection with the discharge or performance of the terms of this Agreement. Such indemnification shall include the *Police Jury's* fees and costs of litigation, including, but not limited to, reasonable attorney's fees. The *Contracting Party* shall provide and bear the expense of all personal and professional insurance related to its duties arising under this Agreement.

SECTION 5.13 Reimbursement of Funds. *Contracting Party* agrees and acknowledges the funds appropriated by the *Police Jury* pursuant to Section 3.01 are public funds. As such, the appropriated funds shall be used exclusively for the programs and activities referenced in the Agreement. *Contracting Party* agrees to reimburse the *Police Jury* all or a portion of the appropriated funds, in the event the *Police Jury* determines, in its sole discretion, the appropriated funds were not expended for the purposes authorized hereunder.

SECTION 5.14 Assignment. The parties may not assign their rights, duties, or obligations under this Agreement to any other person or entity without the prior written consent of the other party.

SECTION 5.15 Entire Agreement and Amendment. This Agreement contains the entire agreement of the parties with respect to the matters contained herein and supersedes all previous

agreements or understandings regarding the same, whether written or oral. This Agreement may be modified, changed, or altered only by an Agreement in writing signed by both parties.

**IN WITNESS WHEREOF** the parties hereto have made and executed this Cooperative Endeavor Agreement as of the date and year first written above.

**WITNESSES:**

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

**DESOTO PARISH POLICE JURY**

BY: \_\_\_\_\_

Name: Rodriguez Ross

Title: President

**WITNESSES:**

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

**TOWN OF LOGANSPOUR**

BY: \_\_\_\_\_

Name: Judge Cordray

Title: Mayor

**COOPERATIVE ENDEAVOR AGREEMENT**

**THIS COOPERATIVE ENDEAVOR AGREEMENT** (“Agreement”) is made and effective as of this day of \_\_\_\_\_, 2024, by and between:

**THE DESOTO PARISH POLICE JURY**, a political subdivision of the State of Louisiana, whose mailing address is 101 Franklin Street, Mansfield, LA 71052, represented herein by its duly authorized president, Rodriguez Ross, (hereinafter referred to as "*Police Jury*"), and

**DESOTO DISTRICT NO. 1 FIREFIGHTER ASSOCIATION**, (TIN: XX-XXX0667), a private, non-profit corporation organized in accordance with Louisiana Revised Statutes, its permanent mailing address being 300 Marshall Road, Logansport, LA 71049, represented herein by its duly authorized President, Teresa Stephens, (hereinafter referred to as "*Contracting Party*").

**WITNESSETH**

**WHEREAS**, the *Police Jury* has the authority to enter into this Agreement as evidenced by its governmental purpose under the provisions of La. R.S. 33:1236; and

**WHEREAS**, the *Contracting Party* sponsors the fireworks display for the annual Ricky Warren Memorial Fireworks Show held at the Logansport River Park; and

**WHEREAS**, the *Police Jury* desires to cooperate with the *Contracting Party* to sponsor events that promote tourism in Logansport and DeSoto Parish; and

**WHEREAS**, Article VII, Section 14(C) of the Louisiana Constitution of 1974 provides that the state and its political subdivisions or political corporations may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual; and

**WHEREAS**, the transfer or expenditures of public funds or property is not a gratuitous donation;

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants herein contained, the parties hereto agree as follows:

**ARTICLE I**  
**REPRESENTATIONS OF THE POLICE JURY**

SECTION 1.01 Police Jury Authority. The Police Jury has all requisite power pursuant to Article VII, Section 14(C) of the Louisiana Constitution of 1974 and La. R.S. 33:1236 *et seq.* to enter into this Agreement and perform its obligations hereunder, and there are no contracts or obligations in conflict therewith.

SECTION 1.02 No Indebtedness. The essence of the undertakings of the Police Jury described hereunder is for the Police Jury to work cooperatively with the *Contracting Party* in performing its obligations and to do so to the best of its ability but not to represent that is creating any indebtedness on

the part of the Police Jury, but rather only to cooperate in the use of its current resources and performance of its obligations toward the primary and any related activities described herein.

SECTION 1.03 Term and Effective Date. The Term of this Agreement shall commence and become effective upon the execution hereof and terminate after the completion of the respective obligations of the parties.

## **ARTICLE II** **COOPERATIVE ENDEAVOR OBLIGATIONS**

SECTION 2.01 Article VII, Section 14 of the Louisiana Constitution of 1974. In entering into this Agreement, it is not the intent of the *Police Jury* and *Contracting Party* to enter into a gratuitous transfer of public funds because such parties expect the expenditure of funds by the *Police Jury* will support the *Contracting Party* within the meaning of La. R.S. 33:1236, *et seq*, and they will each receive something of value in return for the performance of their obligations hereunder, which is:

- (a) In the case of the *Police Jury*, to provide financial support to sponsor events that promote tourism in Logansport and DeSoto Parish.
- (b) In the case of the *Contracting Party*, providing a community event that attracts residents and visitors to Logansport and DeSoto Parish and promotes tourism.

Additionally, the *Police Jury* and the *Contracting Party* will have reciprocal obligations further described herein.

The *Police Jury* and the *Contracting Party* further find and determine that:

- a) both the *Police Jury* and the *Contracting Party* have the legal authority to enter into this Agreement;
- b) the project creates a public benefit; and
- c) there is a reasonable expectation on the part of the *Police Jury* and the *Contracting Party* of receiving at least equivalent value in exchange for the expenditure of public funds by the *Police Jury*.

## **ARTICLE III** **POLICE JURY OBLIGATIONS**

SECTION 3.01

- a) The *Police Jury* shall provide funding in the amount of Two Thousand Five Hundred Dollars (\$2,500.00) to the *Contracting Party* to pay costs associated with the sponsorship of the Ricky Warren Memorial Fireworks Show to promote tourism in Logansport and DeSoto Parish.

## **ARTICLE IV** **DELIVERABLES**

SECTION 4.01 *Contracting Party* Obligations.

- a) The *Contracting Party* will use funds provided by the *Police Jury* to pay costs associated with the sponsorship of the Ricky Warren Memorial Fireworks Show that promotes tourism for Logansport and DeSoto Parish.
- b) The *Contracting Party* shall provide the *Police Jury* with a written report, invoices and other written documentation requested by the *Police Jury* delineating the manner in which the appropriated funds were expended; and
- c) The *Contracting Party* shall be audited in accordance with R.S. 24:513 and provide a copy of the audit to the *Police Jury*.

## ARTICLE V

### MISCELLANEOUS

SECTION 5.01 Liberal Construction. This Agreement shall be construed liberally to secure the beneficial intents and purposes hereof and in particular shall be construed liberally as necessary to protect and further the interests of the parties hereto.

SECTION 5.02 Notices. All reports, statements or notices required or advisable to be given hereunder shall be deemed to be given if sent to the parties hereto at the addresses as follows:

#### POLICE JURY

DeSoto Parish Police Jury  
c/o Michael Norton  
Parish Administrator  
101 Franklin Street,  
Mansfield, Louisiana 71052

#### CONTRACTING PARTY

DeSoto Fire District No. 1 Association  
Teresa Stephens, President  
300 Marshall Road  
Logansport, LA 71049

Any notice required or permitted to be given under or in connection with this Agreement shall be in writing and shall be either hand-delivered; by United States Certified Mail, Return Receipt requested; by private or commercial carrier or express mail, such as Federal Express; by facsimile transmission confirmed by mailed written confirmation; or personally delivered to an officer of the receiving party. All such communications shall be mailed, sent or delivered to the address or number set forth above, or as to each party at such other addresses or numbers as shall be designated by such party in a written notice to the other party.

SECTION 5.03 Severability. To the fullest extent possible, each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be prohibited or invalid under such law, such provision shall be ineffective to the extent

of such prohibition or invalidity without invalidating the remainder of such provision or the remaining provisions of this Agreement.

SECTION 5.04 No Personal Liability. No covenant or agreement contained in this Agreement shall be deemed to be the covenant or agreement of any official, trustee, officer, agent or employee of the *Police Jury* or *Contracting Party*, in his or her individual capacity, and neither the officers thereof nor any official executing this Agreement shall be liable personally with respect hereto or be subject to any personal liability or accountability by reason of the execution and delivery of this Agreement.

SECTION 5.05 Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or extent of any of the provisions of this Agreement.

SECTION 5.06 Counterparts. This Agreement may be executed in several counterparts, each which shall be an original and all of which when taken together shall be deemed one and the same Agreement.

SECTION 5.07 Governing Law. This Agreement shall be constructed in accordance with and governed by the laws of the State of Louisiana.

SECTION 5.08 Amendment and/or Modification. Neither this Agreement nor any term, provision or exhibit hereof may be changed, waived, discharged, amended, or modified orally, or in any manner other than by an instrument in writing signed by the parties hereto.

SECTION 5.09 Rescission or Amendment. In no event shall any rescission or amendment to this Agreement be effective without the prior written consent of the affected parties hereto.

SECTION 5.10 Third Party Beneficiary. It is the explicit intention of the parties hereto that no person or entity other than the parties hereto, except governmental authorities to the extent required by law, is or shall be entitled to bring any action to enforce any provision of this Agreement against either parties hereto, and that the covenants, undertakings and agreements set forth in this Agreement shall be solely for the benefit of, and shall be enforceable only, by the parties hereto or their respective successors and assigns as permitted hereunder.

SECTION 5.11 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors, representatives, and permitted assigns.

SECTION 15.12 Indemnification: Hold Harmless and Insurance. The *Contracting Party* shall indemnify and save harmless the *Police Jury* against any and all claims, losses, liabilities, demands, suits, causes of action, damages, and judgments of sums of money to any party accruing against the *Police Jury* growing out of, resulting from, or by reason of any act or omission of the *Contracting Party*, its agents, servants, volunteers, independent contractors, or employees while engaged in, about, or in connection with the discharge or performance of the terms of this Agreement. Such indemnification shall include the *Police Jury's* fees and costs of litigation, including, but not limited to, reasonable attorney's fees. The *Contracting Party* shall provide and bear the expense of all personal and professional insurance related to its duties arising under this Agreement.

SECTION 5.13 Reimbursement of Funds. *Contracting Party* agrees and acknowledges the funds appropriated by the *Police Jury* pursuant to Section 3.01 are public funds. As such, the appropriated funds shall be used exclusively for the programs and activities referenced in the Agreement. *Contracting Party* agrees to reimburse the *Police Jury* all or a portion of the appropriated funds, in the event the *Police*

*Jury* determines, in its sole discretion, the appropriated funds were not expended for the purposes authorized hereunder.

SECTION 5.14 Assignment. The parties may not assign their rights, duties, or obligations under this Agreement to any other person or entity without the prior written consent of the other party.

SECTION 5.15 Entire Agreement and Amendment. This Agreement contains the entire agreement of the parties with respect to the matters contained herein and supersedes all previous agreements or understandings regarding the same, whether written or oral. This Agreement may be modified, changed, or altered only by an Agreement in writing signed by both parties.

**IN WITNESS WHEREOF** the parties hereto have made and executed this Cooperative Endeavor Agreement as of the date and year first written above.

**WITNESSES:**

**DESOTO PARISH POLICE JURY**

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

BY: \_\_\_\_\_  
Name: Rodriguez Ross  
Title: President

**WITNESSES:**

**DESOTO FIRE DISTRICT NO. 1 ASSOCIATION**

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

BY: \_\_\_\_\_  
Name: Teressa Stephens  
Title: President



**DeSoto Parish Police Jury**

**February 15, 2024**

**Vehicle Specifications**

**18 New Vehicles, all standard Equipment with the following additions:**

**ADMINISTRATION-ENGINEERING**

**(1) One New, 2024 FORD F-150 or Equal**

- Crew Cab
- 4WD
- Gas Engine
- Spray in Bedliner
- Cover for Bed
- Oxford white

**ADMINISTRATION-MAINTENANCE**

**(1) One New, 2024 FORD F-150 or Equal**

- Regular Cab
- Gas Engine
- Spray in Bedliner
- Oxford white

**ANIMAL SERVICES**

**(1) One New, 2024 FORD F-250 XL or Equal**

- Crew Cab
- Gas Engine
- Custom 8 ft Frame (see attached Picture)
- Tow Package
- Oxford white

**(1) One New, 2024 FORD Transit F-250 Cargo Van or Equal**

- 4WD
- Oxford white
- Gas Engine
- Base w/60/40 pass-side cargo D
- Pewter w/vinyl front bucket seats
- See attached picture.

**AIRPORT**

**(1) One New, Mid-Size SUV**

- 4x2
- Gas Engine
- Oxford White

**DESOTO PARISH CORONER**

**(1) One New, FORD Expedition Max XL or Equal**

- 4WD
- Gas Engine
- 4-Door
- Ebony
- Cloth Front bucket seats

**OFFICE OF COMMUNITY SERVICE**

**(1) One New, Sedan 4 Door or Small SUV**

- 4X2
- Gas Engine
- Oxford White

**ROAD DEPARTMENT**

**(1) One New, 2024 FORD F-250 or Equal**

- Crew Cab
- Gas Engine
- 4WD
- 9 ft Service Bed with minimum 20-inch Compartments
- Oxford white
- Tow package

**(4) Four New, 2024 FORD F-250 or Equal**

- Crew Cab
- Gas Engine
- 4WD
- Spray in Bedliner
- Oxford white
- Tow package

**(4) Four New, 2024 FORD F-350 or Equal**

- Crew Cab
- Gas Engine
- 4WD
- 9 ft Service Bed with minimum 20-inch Compartments
- Oxford white
- Tow package

**SOLID WASTE**

**(2) Two New, 2024 FORD F-150 or Equal**

- Crew Cab
- Gas Engine
- 4WD
- Spray in bedliner
- Oxford white
- Tow package

**\*Please provide information regarding standard warranty with Bid Submittal Form.**

	Department	Type	4x2	4WD	Tow Pack	Service Bed	Spray Liner	Becc Cove
1	DeSoto Parish Coroner	1 Full Size SUV-Ford Expedition Max XL or Equal		√				
2	Admin-Engineering	1 Base Model 1/2 Ton Crew Cab F-150 (White) or Equal		√			√	√
3	Admin-Maintenance	1 Base Model 1/2 Ton Reg Cab F-150 or Equal	√				√	
4	Airport	1 Mid-Size SUV (white)	√					
5	Animal Services	1 F-250 Crew Cab-Custom Bed or Equal		√	√			
6	Animal Services	1 F-250 Cargo Van or Equal		√				
7	Office of Community Services	1 Sedan 4 Door or SUV	√					
	Road Department	1 F-250 Crew Cab (white) or Equal		√	√	√		
9	Road Department	1 F-250 Crew Cab (white) or Equal		√	√		√	
10	Road Department	1 F-250 Crew Cab (white) or Equal		√	√		√	
11	Road Department	1 F-250 Crew Cab (white) or Equal		√	√		√	
12	Road Department	1 F-250 Crew Cab (white) or Equal		√	√		√	
13	Road Department	1 F-350 Crew Cab (white) or Equal		√	√	√		
14	Road Department	1 F-350 Crew Cab (white) or Equal		√	√	√		
15	Road Department	1 F-350 Crew Cab (white) or Equal		√	√	√		
16	Road Department	1 F-350 Crew Cab (white) or Equal		√	√	√		
17	Solid Waste Department	1 F-150 Crew Cab (white) or Equal		√	√		√	
18	Solid Waste Department	1-F-150 Crew Cab (white) or Equal		√	√		√	

It is the intent of the DeSoto Parish Police Jury to secure pricing for Current Model or Newer Vehicles for use by all the departments of the Desoto Parish Police Jury. The successful bidder must supply the vehicles at the prices as bid, for the current or newer model year.

All vehicles shall be new, un-used, bid prices shall be for a complete unit ready for use. Each unit shall be equipped with the manufacturer’s equipment and accessories with are included as “standard” in the advertised and published literature for the unit.

All bid prices shall include any and all freight charges. All vehicles are to be shipped F.O.B. freight pre-paid to the DeSoto Parish Police Jury Road Department located at 424 Liberty Lane, Grand Cane, Louisiana 71032.

BID SUBMITTAL FORM

Opening Date: March 1, 2024  
Friday, ~~February 2, 2024~~

Opening Time: 2:00 p.m.

Location: DeSoto Parish Police Jury Meeting Room

101 Franklin Street

Mansfield, Louisiana 71052

Purchase of (18) NEW VEHICLES

ADMISITRATION-ENGINEERING

Make: 24 FORD Model: F-150 CC

Unit Bid Price: \$ 54300

Estimated Delivery TBD

ADMISITRATION-MAINTENANCE

Make: 24 Ford Model: F-150 Reg Cab

Unit Bid Price: \$ 38365

Estimated Delivery TBD

ANIMAL SERVICES

Make: 24 Ford Model: F-250

Unit Bid Price: \$ 56070

Estimated Delivery TBD

Make: 24 Ford Model: Transit

Unit Bid Price: \$ 41,900

Estimated Delivery TBD

AIRPORT

Make: 24 Ford Model: Edge  
Unit Bid Price: \$ 35000<sup>00</sup>  
Estimated Delivery TBD

DESOTO PARISH CORONER

Make: 24 Ford Model: Expedition Max  
Unit Bid Price: \$ 55000  
Estimated Delivery TBD

OFFICE OF COMMUNITY SERVICE

Make: 24 Ford Model: EScape FWD  
Unit Bid Price: \$ 26,990  
Estimated Delivery TBD

ROAD DEPARTMENT

Make: 24 Ford Model: F-250  
Unit Bid Price: \$ 56070 + \$11,740 = \$67,810 + service bed  
Estimated Delivery TBD

Make: 24 Ford Model: F-250  
Unit Bid Price: \$ 56070 X (4) = \$ 224,280<sup>00</sup>  
Estimated Delivery TBD

Make: 24 Ford Model: F-350  
Unit Bid Price: \$ 52,255 X (4) = \$ 209,020  
Estimated Delivery TBD

+ \$11,740 service bed (x4)  
Total w/ service Bed \$255,980

**SOLID WASTE**

Make: 24 Ford Model: F-150

Unit Bid Price: \$ 54300

Estimated Delivery TBD

Make: 24 Ford Model: F-150

Unit Bid Price: \$ 54300

Estimated Delivery TBD

GRAND TOTAL (18 Vehicles) \$ 964,295

**Bid Submitted by:**

Vendor: JPS Ford

Address: 224 Gaff Farms Rd Arcadia CA 71001

Email: cblackford@jpsmotors.net

Telephone: 318-263-2084 / 817-876-9009

By: [Signature]

Signature

Title: CEO

Date: 2-27-24



\* Copy \*

# Dealers

Truck Equipment Co., LLC.  
2460 Midway Ave., Shreveport, La. 71108  
Phone: (318) 635-7567 Fax: (318) 525-0903  
[www.dealerstruck.com](http://www.dealerstruck.com)

## Equipment Quotation

From: STEPHEN KNEIP

Date: 2/16/2024

Attn: JPS MOTORS

### Knapheide (696-2-M)

Description	Price ✓
<ul style="list-style-type: none"> <li>• <b>96" LONG STANDARD SERVICE BODY</b> <ul style="list-style-type: none"> <li>- 78" wide body, 49" wide floor</li> <li>- Compartments are 40" high x 14.5" deep</li> <li>- 600 series: 2 vertical and 1 horizontal compartments on each side</li> <li>- Standard shelving package</li> <li>- Slam-lock tailgate</li> <li>- Rotary style paddle latches</li> <li>- Surface mounted LED S/T/T, back up and marker lights</li> <li>- Service body to be painted white inside and out</li> <li>- Bed, bumper and lights installed</li> <li>- BED REMOVAL</li> </ul> </li> </ul>	\$10,360.00
<p><b>Options: (Only options marked with X are included in total price)</b></p> <ul style="list-style-type: none"> <li>• Install 7-way plug and HD hitch</li> <li>• Install factory backup camera</li> <li>• Connect factory upfitter switches</li> <li>• Factory installed masterlocking system</li> </ul>	\$ 525.00_X \$ 165.00_X \$ 165.00_X \$ 525.00_X

Model: Sub-total: \$11,740.00

VIN: Delivery: N/C

Comments: Total: \$11,740.00

Signature: \_\_\_\_\_ Dealer Code: \_\_\_\_\_

\*\*\*We must have signed quote before order to be processed!

ANIMAL SERVICES





License No. N -2022-00312  
DPS Code: NAJD

2022-2024

Not Transferable  
Valid Only at Address Below

# Louisiana Motor Vehicle Commission

This Certifies that

JPS Motors, L.L.C.  
DBA JPS Ford  
224 Gap Farms Road  
Arcadia, LA 71001

Jason P. Bullock, Dealer-Operator

is duly licensed as a

New Motor Vehicle Dealer

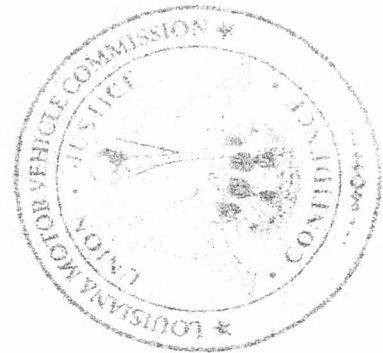
of the following make or makes

Ford Light Duty Trucks, Ford Medium Duty Trucks, Ford Passenger Cars  
Next-Generation Ford EV

For the period ending July 31, 2024,

unless license is sooner revoked.

In Witness whereof, **LOUISIANA MOTOR VEHICLE COMMISSION**, under and by virtue of the authority vested in it by the laws of the State of Louisiana, has caused this license to be issued with its seal imprinted hereon.



**LOUISIANA MOTOR VEHICLE COMMISSION**

Dated May 18, 2023

Signed, Sealed and Attested

Executive Director

(To be prominently displayed in place of business)



**Scope: DeSoto Parish Police Jury**

**Job Title: Engineering Technician (Construction Supervisor)**

**Category: Engineering Department**

**Salary: \$70,125 - \$105,427**

**Description:**

This position is in the Engineering Department and reports directly to the Parish Engineer. The incumbent will serve as the Lead Engineering Technician for projects assigned. The Incumbent shall be self-motivated and able to perform duties with or without direct supervision. The incumbent is responsible for the execution of quality assurance and design on multiple construction projects which includes resolving highly complex construction problems in various areas, i.e. (asphaltic concrete, Portland cement concrete pavements and bridges, soil mechanics and earthwork construction, traffic control and utility relocation).

**Duties and Responsibilities:**

- Serve as the Parish Engineer's Representation on construction project assigned.
- Will be required to supervise and train subordinate technicians and will be responsible for verifying the accuracy of their work product.
- Will be required to interact with a variety of stake holders and must project the best image possible for the department.
- Shall be knowledgeable enough to interpret and report unforeseen conditions as they may arise.
- Monitor construction signage for compliance with the MUTCD.
- Inspect contractor construction procedures to ensure compliance with the project specifications and quality assurance requirements.
- Collect required samples and test materials that are to be included in the project. Performs soil density test, or directs contracted testing labs to perform such test
- Takes all pertinent measurements including, but not limited to, length, width and depth verification. Calculate and enter quantities for project records.
- Compiles and summarizes monthly contractor payment for review.
- Gathers field information for alterations or changes to the project.
- Prepares or reviews daily work reports and associated pay items
- Obtain additional training as needed or required.
- Assist in design processes and surveying projects.
- Coordinates with other departmental sections.
- Perform such duties as are required for the efficient operation of the Parish.

**Qualifications:**

- Required to have at least two full certifications as issued By LADOTD for Embankment, Concrete pavement, Structures, Asphaltic pavement, Asphalt Plant.
- Bachelor's degree in Construction, Engineering or related field and five years' work experience or equivalent combination of training, supervision and work experience required.
- High level of computer proficiency including email, internet, Excel, and database applications.
- Strong interpersonal, and both written and verbal communication skills.

**Physical Demands:**

- Must be able to perform the essential functions of the project as defined in the duties and responsibilities.

- While performing the duties of this job, the employee will work in inclement weather, be required to stand, reach, stoop and kneel and to lift and or move up to 50 pounds.

**Engineering Technician (Construction Supervisor)**

	<b>Payroll Expense Per Year:</b>	<b>70,125</b>	<b>105,427</b>
<b>Payroll Taxes:</b>			
Social Security and Medicare Taxes		5,365	8,065
Worker's Compensation		91	137
Parochial Retirement Match		5,259	7,907
Legend Match (voluntary)		3,506	5,271
	<b>Payroll &amp; Payroll Taxes</b>	<b>84,346</b>	<b>126,808</b>

**Payroll, Payroll Taxes & Insurance:**

<b>Employee Only</b>	<b>94,842</b>	<b>137,304</b>
<b>Employee &amp; Dependent</b>	<b>103,576</b>	<b>146,038</b>
<b>Employee &amp; Spouse</b>	<b>106,024</b>	<b>148,486</b>
<b>Family</b>	<b>113,380</b>	<b>155,842</b>



337

FLORIDA PVT DR

265

271

COWBOY LN







148

119

DEPOT RD

213

209

CHIASSON PVT DR

9834

152

HWY 5

Page 106



2024 Scrap Metal for Solid Waste

Company Name	Price per Ton	Pick Up
AH Rental (Blake Bedsole)	\$50.89	vendor p/u
WC Robbins, LLC DBA DeSoto Iron & Metal	\$57.71	vendor p/u

\*\*\* Recommends awarding to WC Robbins LLC DBA DeSoto Iron & Metal

DeSoto Parish Police Jury  
**INVITATION FOR PROPOSALS**

The DeSoto Parish Police Jury is requesting written quotes for the scrap metal and handling fees to remove scrap metal at the Mundy Sanitary Landfill located at 2712 US-84, Mansfield, LA 71052, in accordance with the terms and conditions of this invitation. The DeSoto Parish Police Jury desires to participate in a FIXED FEE for scrap metal during the duration of the service agreement.

Bidders should respond with their per ton FIXED FEE to be subtracted from the going market price for Scrap Metal based upon the American Metal Market (AMM). The fixed fee price submitted shall reflect any and all costs and/or fees for the vendor to supply containers, weigh the full load, haul the containers, and any other administrative cost/fees needed to fulfill service agreement. All pricing and quotes must be submitted on a gross ton basis. The quotes will be reviewed, accepted, and awarded according to the DeSoto Parish Police Jury procedures.

Sealed proposals will be accepted until **Monday, February 26, 2024, at 2:00 p.m.** at the DeSoto Parish Police Jury Purchasing Department, 101 Franklin Street, Mansfield, LA 71052. At that time, proposals will be opened and read aloud. As this is a sealed invitation to bid, NO FAXED OR E-MAIL BIDS will be allowed or accepted.

Sealed Proposal documents may also be submitted to Bidepress.com. If you have any questions regarding the electronic bidding process, please contact express at 1-888-352-BIDX (2439).

The DeSoto Parish Police Jury reserves the right to reject or accept any bids and/or waive any informalities in any bid and to accept other than the highest bid should it be determined to be in the best interest of the Parish.

**INSTRUCTION TO BIDDERS**

- The intent of this request is that the bidder shall furnish all labor, materials, tools, equipment, and transportation necessary for the proper execution of this service agreement.
- The bidder is responsible for compliance with all Federal, State, and local laws, ordinances and licenses required.



- The proposals must be submitted on the blank form provided.
- The form and any other document required to be submitted as the Bid shall be enclosed in a sealed envelope. Place in the lower left-hand corner of the envelope **SCRAP METAL QUOTE**.
- Proposal documents may be obtained from DPPJ Purchasing Department or Bidexpress.com.
- Bidder is responsible for the timely delivery at the location designated for receipt of Bids. Bids received after the deadline will not be considered.

#### **GENERAL SPECIFICATIONS:**

- Bidder must immediately upon pickup of a container weigh the truck at the Mundy Sanitary Landfill scale and/or the scale agreed upon by both parties.
- The awarded vendor will then PAY the Parish the difference between the AMM price on the day of the pick-up minus the per ton fixed fee submitted, multiplied by the actual tonnage of scrap metal picked up from the Mundy Sanitary Landfill. Payment shall be made on a monthly basis via check made payable to “DeSoto Parish Police Jury” and will be accompanied by a ticket showing at a minimum, the actual pick-up date, the truck weight (empty), the truck weight (full), the gross scrap metal tons, the AMM price on the day of pickup, the vendors fee, and the net payment to the Parish. A statement must be accompanied by the AMM price sheet and the weight ticket from the certified scale.

The awarded vendor must supply the Parish with the AMM price sheet for each day that a collection is made.

The Vendor also agrees to supply the Parish with a container in good condition. These containers must be maintained in good condition throughout the service/contract period and will be switched upon demand with no additional charge for trucking and/or dumpsters.

#### **ADMINISTRATIVE REQUIREMENTS**

- Bid prices shall remain in effect for thirty (30) days.
- Liability insurance to be included with the bid per Parish requirements. Failure to do so will result in forfeit of bid.
- Bidders must submit with their bid package the “AMM Scrap Iron and Steel Prices” for the day prior to the bid due date.
- Any questions concerning this bid must be submitted in writing to Jennifer Woods, Page 109 Sing Agent at [jwoods@desotoppj.com](mailto:jwoods@desotoppj.com)

- Deadline for questions is February 19, 2024, at 2:00 p.m. and answers will be done by an addendum, no later than February 21, 2024.

### **CONTRACT TIME LIMIT**

The contract will run for one (1) full year from the date of the award. The Parish reserves the right to extend the contract for up to one year, upon mutual written agreement. The Parish further reserves the right to cancel the contract after giving 30 days written notice to do so.

### **AWARD AND/OR REJECTION OF BIDS**

The Parish will evaluate each bid to determine if the bidder has demonstrated experience for performing the required services, if they are properly licensed and permitted, if they have the proper equipment in both sufficiency and rating to perform the work.

Contract will be awarded to the responsible bidder submitting a valid and complete bid. The bidder to whom the award is made will be notified as soon as possible.

The Parish reserves the right to reject any and all Bids.

Additionally, the right is reserved to reject any Bid where an investigation of the available evidence or information does not satisfy the Parish that the Bidder is qualified to properly carry out the terms of the Contract.

### **PICK-UP SCHEDULE**

The Mundy Sanitary Landfill is open from 7:00 a.m. to 4:30 p.m. Monday through Friday and 7:00 a.m. to 12:00 p.m. on Saturday. Generally, the Parish will call the hauler at least twenty-four (24) hours in advance for the need for pickup service for the scrap metal. Service must be completed within 24 hours of request, which includes Saturdays.

The hauler will pay all costs associated with any damage to the facility due to negligence during any pick-up service.

### **INSURANCE REQUIREMENTS**

Must provide certificate of insurance with DeSoto Parish Police Jury, 101 Franklin Street, Mansfield La. 71052, listed as certificate holder and additional insured with the following minimum requirements:

- General Liability should be a minimum of \$1,000,000- work must be performed by the company owner only.
- Workers' Compensation should be a minimum of \$1,000,000. No other employees are allowed to perform work on premises without Workers Compensation Insurance.
- Sub-Contractors will have to follow same guidelines for insurance as the contractor.

**SCRAP METAL BID SHEET**

**1. Scrap Metal – Picked up at the Mundy Sanitary  
Landfill**

Per gross ton fixed fee \$ 50.89

This bid includes Addendums: \_\_\_\_\_

The undersigned bidder understands the conditions and provisions of the bid and bid specifications, the bidder agrees to such terms, provisions, and conditions.

COMPANY NAME:

AH Rental

BY:

TITLE: Blake Bedside

NAME (AUTHORIZED CORPORATE OFFICER)

SIGNATURE:

[Signature]

DATE: 2-26-24

ADDRESS:

PO Box 302

Grand Cone LA 71032

PHONE NUMBER: 318-294-5511

FAX: \_\_\_\_\_

EMAIL: Blakeb.2003@yahoo.com

This document, in order to be considered valid, must be signed by a principal, officer or owner of the bidding firm. Such signature will attest to the fact that all terms, conditions, and specifications have been read, understood, and accepted by the bidder.

SCRAP METAL BID SHEET

1. Scrap Metal – Picked up at the Mundy Sanitary Landfill

Per gross ton fixed fee \$ 57.71

This bid includes Addendums: \_\_\_\_\_

The undersigned bidder understands the conditions and provisions of the bid and bid specifications, the bidder agrees to such terms, provisions, and conditions.

COMPANY NAME: WC Robbins, LLC DBA DeSoto Iron & Metal

BY: WC Robbins TITLE: owner/officer

NAME (AUTHORIZED CORPORATE OFFICER)

SIGNATURE:  DATE: 2/26/24

ADDRESS: 165 Radio Station Rd, Mansfield, LA 71052

PHONE NUMBER: 318-349-7845/318-510-0672 FAX: N/A

EMAIL: desotoironmetal@gmail.com

This document, in order to be considered valid, must be signed by a principal, officer or owner of the bidding firm. Such signature will attest to the fact that all terms, conditions, and specifications have been read, understood, and accepted by the bidder.



# Shreddable Steel

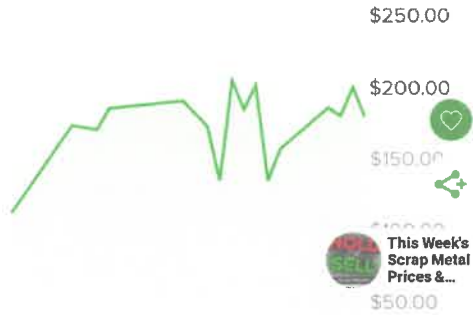
Last updated: 1 day ago

Submit price

Find Scrap yard

**\$167.71/ton** 

(60.58%) 30-Day Change



**TRADE BRILLIANTLY**  



COMMON POLICY DECLARATIONS

THIS POLICY IS ISSUED BY THE COMPANY NAMED BELOW

COMPANY NAME: Covington Specialty Insurance Company (A New Hampshire Stock Company)

BRANCH ADDRESS: 945 East Paces Ferry Road, Suite 1800, Atlanta, GA 30326-1160

POLICY NO.: VBA922894 00 PRIOR POLICY: VBA865507 00

NAMED INSURED: WC ROBBINS LLC

MAILING ADDRESS: 558 TURNER ROBBINS MANSFIELD, LA 71052

POLICY PERIOD: From 06/12/2023 to 06/12/2024 12:01 A.M. Standard Time at your Mailing Address above.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

Table with 2 main columns: COVERAGE PARTS and PREMIUM. Rows include Commercial Property (\$1,645.00), Commercial General Liability (\$1,739.00), Liquor Liability (Not Covered), Commercial Inland Marine (Not Covered), Commercial Professional Liability (Not Covered), Annual Minimum and Deposit Premium (\$3,384.00), SL taxes and fees (POLICY FEE \$300.00, POLICY TAX \$173.82), Terrorism Premium (\$--Excluded--), Other (Other charges (SL taxes, fees) \$473.82), and TOTAL POLICY PREMIUM (\$3,857.82).

FORMS AND ENDORSEMENTS APPLICABLE TO ALL COVERAGE PARTS: SEE SCHEDULE OF FORMS AND ENDORSEMENTS - GBA900002

THESE DECLARATIONS TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE PART DECLARATIONS, COVERAGE FORM(S) AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE CONTRACT OF INSURANCE.

AGENCY NAME / ADDRESS: CRC INSURANCE SERVICES INC 330792 CRC - SHREVEPORT, LA 8824 YOUREE DRIVE SHREVEPORT, LA 71115

Countersigned: 6/15/2023 Date

By: [Signature] Authorized Representative

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## General Info

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Digital ID required

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### Deadline

02/26/2024 02:00 PM CST

### Number

2024 Invitation for Proposal

### Location(s)

De Soto Parish, Louisiana

### Description

#### Allows zero unit prices and labor

Yes

#### Allows negative unit prices and labor

Yes

## Public Documents

---

**Name**

**Date Created**

---

## Bids

---

0 Total Bids

## Plan Holders

---

**User Name**

**Email**

**Business Name**

**Address**

**Phone**

**Receives Notifications**

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**2024 Bid Tabulations for Two Rolloff Trucks for SW**

Company Name	Year	Model	Unit Price	Delivery	Total
Lonestar Truck Group	2025 Freightliner	114SD Severe-Duty Truck	\$252,751.00	7/31/2024	\$505,502.00

Bid Opening February 16, 2024

**BID SUBMITTAL FORM**

Opening Date: Friday, February 16, 2024

Opening Time: 2:00 p.m.

Location: DeSoto Parish Police Jury Meeting Room  
101 Franklin Street  
Mansfield, Louisiana 71052

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**Purchase of (2) Two New Heavy-Duty Roll Off Trucks**

Manufacturer: 2025 Freightliner Model: 114SD Severe-Duty Truck

Unit Bid Price: \$ 252.751

Total Bid Price for two (2) Units: \$ 505.502

Delivery terms: Approximate Delivery - July 31, 2024

**Bid Submitted by:**

Vendor: Lonestar Truck Group | Shreveport

Address: 7300 Greenwood Road | Shreveport, LA 71119

Telephone: (318) 840-6969 (Cell) or (318) 938-9955 (Office)

Email: Dan.McGrath@TNTXTruck.com

By: Daniel McGrath

  
Signature

Title: Sales Representative

Date: February 16, 2024