



DESOTO PARISH POLICE JURY

December 18, 2023 at 5:05 PM

Regular Meeting

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

AGENDA

A. CALL TO ORDER

B. INVOCATION

C. PLEDGE OF ALLEGIANCE

D. PRESENTATION OF ACHIEVEMENTS AND SERVICE AWARDS

A. Steve Brown - Retirement

B. Phillip Daniels, Administrator of E911, Serving as Vice President of NENA 911 since April

E. ANNOUNCEMENTS

1. Announcement of Public Meeting

Notice is hereby given that at its meeting to be held on Tuesday, January 16, 2024 at 5:00 p.m. at its regular meeting place, the Police Jury Meeting Room of the Police Jury Annex, 101 Franklin Street, Mansfield Louisiana, the Police Jury of the Parish of DeSoto, State of Louisiana, plans to consider adopting a resolution ordering and calling an election to be held in the Parish of DeSoto, State of Louisiana to authorize the renewal of an ad valorem tax therein.

F. CALL FOR ADDITIONS AND DELETIONS TO THE AGENDA

G. GUEST AND PUBLIC COMMENTS

H. PRESIDENT'S REPORT

I. COUNSEL'S REPORT

J. ADMINISTRATOR'S REPORT

2. Michael Norton, Parish Administrator

K. LOBBYIST'S REPORT

3. Chance McNeely with Delta Resource Group

L. TREASURER'S FINANCIAL REPORT

4. Accept the Financial Statements as of November 30, 2023 and Year to Date Budget to actual report

M. APPROVAL OF MINUTES

5. Approve the November 20, 2023 Regular Meeting, November 27, 2023 Budget and Finance Committee Meeting, November 28, 2023 Budget and Finance Committee Meeting, December 4, 2023 Administrative, Budget and Finance, Buildings and Properties, Personnel, Policy and Procedures, Solid Waste, Insurance, Road and Special Meeting

N. OLD BUSINESS

6. Authorize the President to sign a Resolution requesting the designation of certain census tract Block Groups enumerated below as Enterprise Zones, for participation in the Enterprise Zone Program Administered by the Louisiana Department of Economic Development and sign the Enterprise Zone Program Approval Letter

O. NEW BUSINESS

7. Authorize the President to sign the Indemnification with Louisiana Midstream Gas Services LLC for access to their pipeline on the north side of Mundy Landfill to perform erosion control.
8. Authorize reimbursing the property owner at 355 Fire Tower Road for cutting and removal of a tree in the Road Right of Way which fell during a storm

P. RESOLUTIONS

9. Approve a Resolution adopting an Operating Budget of Revenue and Expenditure for the Fiscal Year Beginning January 1, 2024 and Ending December 31, 2024.
10. Recommends authorizing the President to sign a Resolution appointing Michael Rister as a director to the board of the Louisiana Local Government Environmental Facilities and Community Development Authority for a two year term

Q. ORDINANCES

R. ADMINISTRATIVE ITEMS

11. Recommends approving the 2024 Holiday Schedule
12. Recommends approving the 2024 Meeting Schedule
13. Recommends approving the 2024 Liquor License Renewals
14. Recommends approving the 2024 DeSoto Parish Tourism Commission Budget

S. BUDGET AND FINANCE ITEMS

- [15.](#) Recommends selecting Thomas, Cunningham, Broadway and Todtenbier, CPA's for the 2023-2025 audits

T. BUILDINGS AND PROPERTIES & PARKS AND RECREATIONAL ITEMS

- [16.](#) Recommends authorizing the President to sign a 3 year renewal service agreement with Johnson Controls for HVAC and Controls at the Courthouse with recommended changes per legal counsel

U. INSURANCE ITEMS

- [17.](#) Recommends approving the Property and Casualty and Workers Compensation Insurance for 2024

V. PERSONNEL ITEMS

- [18.](#) Recommends approving the Compensation Study
- [19.](#) Recommends approving the new step increase schedule

W. ROAD ITEMS

- [20.](#) Recommends authorizing the President to sign the Change Order No. 1 to include asphalt resurfacing on Cody Lane
- [21.](#) Recommends authorizing the President to sign Change Order No. 3 for sheet pile headwall on Mounce Road (2016 FEMA)
- [22.](#) Recommends authorizing the Parish Administrator to sign the agreement between owner and engineer for professional service on Brazzel Road.
- [23.](#) Recommends authorizing compensation to Pat Loftus for fence replacement on Powell Road as per the servitude agreement

X. SOLID WASTE ITEMS

24. Recommends accepting the price increase for Municipal Solid Waste from Bossier per the recommendation of Live Oak from \$23.00 per ton to \$28.00 per ton for 2024, \$30.50 per ton for 2025, and \$33.00 per ton for 2026.

Y. ADJOURN

MEMORANDUM

TO: DeSoto Parish Police Jury

FROM: The Delta Resource Group

RE: December Update

DATE: December 18, 2023

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

Gubernatorial Cabinet Appointments:

- LSP Superintendent Colonel Robert Hodges:
 - Robert Hodges currently holds the position of Region 2 Patrol Major. Major Hodges is a 28-year veteran with Louisiana State Police. He began his career in 1995 as a Patrol Trooper in Troop B (Kenner) and has held various assignments throughout his LSP career in Patrol and Investigations. Major Hodges, a native of New Orleans, graduated from Brother Martin High School and earned a Bachelor of Arts degree in Criminal Justice from Louisiana State University. He previously served as an Intelligence Officer in the Louisiana Army National Guard Reserve.
- Fire Marshal Bryan Adams:
 - Bryan Adams' career in fire and emergency management service spans over 40 years. He has also served in a variety of roles in state and local government with experience in risk management, budget management, human resources and information technology. Bryan is currently a commission member of the Louisiana Fire & Emergency Training Academy and has been a huge part of the transition of that program to the Office of State Fire Marshal. Bryan was appointed as the recovery officer for several Hurricanes that impacted Jefferson Parish and Louisiana including Hurricane Katrina, Rita, Gustav, Ike and most recently Hurricane Ida. He also served as the logistics coordinator for the BP oil Spill in Grand Isle and the 2016 Baton Rouge Flood. Bryan resides in Westwego, Louisiana.
- Adjutant General Thomas Friloux:
 - General Friloux grew up in the Lafayette area and has been a member of the Guard since 1988. In over 35 years of service as a Louisiana Guardsman, he has risen through the ranks from a private to a one-star general and currently serves as the Louisiana National Guard's Director of the Joint Staff. General Friloux has mobilized for war three times in his career and deployed to Iraq twice for combat tours. He was twice awarded the Bronze Star and is a recipient of the Purple Heart.
- Richard Nelson-Secretary of the Louisiana Department of Revenue:
 - Richard grew up in Mandeville, Louisiana. He earned a degree in Biological Engineering from LSU before attending LSU Law School. After graduating from law school, he was selected for the Foreign Service of the U.S. Department of

State and moved to Washington. He served all over the world for seven years as a State Department Officer and diplomat, protecting American embassies overseas from terrorism and espionage. Just months before their next overseas assignment, Richard had the opportunity to move his family home to Mandeville. He was elected to the Louisiana House of Representatives in 2019 where he focused on improving Louisiana's tax competitiveness and elementary school literacy. Richard is an engineer, attorney, and runs his own consulting firm. He and his family attend Christ Episcopal Church in Covington. Richard is committed to improving the opportunity for his three sons, Michael, 9, Arthur, 7, and Jack, 4, and for all the citizens of this great state.

- Colonel Charlton Meginley-Secretary of the Louisiana Department of Veterans Affairs:
 - Colonel Meginley served over 20 years on active duty as a Judge Advocate for the Air Force, retiring as an Appellate Military Judge on the Air Force Court of Criminal Appeals. He currently serves as the General Counsel for the Department of State, Office of R. Kyle Ardoin, Colonel Meginley is originally from Alexandria, and received an undergraduate degree from the University of Louisiana Monroe and his law degree from the Louisiana State University Law Center.
- Ernest Legier, Jr.–Secretary of the Louisiana Department of Alcohol and Tobacco:
 - Ernest Legier, Jr. is an experienced attorney and executive with thirty years of experience leading projects and organizations. He has worked for Louisiana Alcohol and Tobacco Control for the last eight years, including serving as Commissioner the last three years. He is currently serving as president of the National Conference of State Liquor Administrators (NCSLA). An honorably discharged veteran of the Louisiana National Guard, he earned a B.A. in Political Science from the University of New Orleans (1992), a J.D. from Loyola University New Orleans (1995), and an MBA from the University of New Orleans in 2020. Mr. Legier is active in his community and serves on the board for several organizations. He has been married for 30 years to the Honorable Kelly M. Legier and has 3 adult sons, Trey, Jonathan and Nicholas.
- Previously mentioned appointments:
 - DOA Commissioner: Taylor Barras - former Speaker of the House from Iberia Parish. Banker by trade.
 - DOA Deputy Commissioner: Patrick Goldsmith - former long-time staff directory for the House Appropriations Committee.
 - DEQ Secretary: Aurelia Skipwith Giacometto - Former USFWS official under the Trump Administration. First African American female to serve as DEQ Secretary.

Gubernatorial Inauguration

- The Governor's inauguration will take place on January 8, 2024.

State Legislature Updates:

- 2024 Organizational Session
 - To convene at 10:00 a.m. on Monday, January 8, 2024.
 - Final adjournment no later than Wednesday, January 10, 2024.
 - Senate President and House Speaker will be determined.
 - Committee assignments and chairmanships will follow.
- 2024 First Special Session
 - The Louisiana Legislature is expected to meet in mid January to deliberate over its congressional maps, including the creation of a second minority district.
- 2024 Regular Legislative Session
 - To convene at noon on Monday, March 11, 2024.
 - Final adjournment no later than 6:00 p.m. on Monday June 3, 2024.
 - Non-fiscal session with no limitations on number of bills filed per member.

State Budget Updates

- DOA Commissioner Jay Dardenne and Governor Edwards are highlighting the state's budget stability as they exit.
- A surplus is again projected for the current and forthcoming fiscal years. The Revenue Estimating Conference met December 14.
- The .45 cent sales tax is slated to fall off the books in FY 25 unless the legislature renews it. This tax equates to somewhere between \$500M to \$1B to the state general fund.
 - The general fund is also where the severance tax goes.
 - The general fund also determines how much money can be bonded or otherwise allocated to capital outlay.

The seal of Desoto Parish, Louisiana, is a circular emblem. It features a central shield with a yellow background. On the shield, there is a black silhouette of a windmill on the left, a large green tree in the center, and a black silhouette of a building or structure on the right. The shield is set against a light blue background. The words "DESOTO PARISH" are written in a semi-circle at the top, and "POLICE JURY" is written in a semi-circle at the bottom. The year "1843" is inscribed at the bottom center of the seal. Two fleur-de-lis symbols are positioned on either side of the shield.

NOVEMBER 2023 FINANCIAL REPORTS

Period Ending: November 30, 2023

Presented: December 18, 2023

Revenues, Expenditures, Transfers and Obligations for Period Ending November 30, 2023

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	215,203	8,360,834	(6,061,838)	(662,000)	(17,795)	1,834,404	(2,204,305)	15,074,271	12,869,966
Road	1,917,110	15,152,919	(12,863,565)	-	(1,547,846)	2,658,619	(4,677,660)	12,350,919	7,673,259
Witness & Juror		126,018	(59,363)	(76,040)	-	(9,385)	-	834,806	834,806
Jail	-	1,616,670	(622,804)			993,866	(226,474)	3,040,944	2,814,470
Correctional Facility Const Fund		476,402	(78,623)			397,779	-	2,945,434	2,945,434
Solid Waste		13,718,441	(7,851,881)	(1,225,000)	(1,058,383)	3,583,177	(2,855,229)	18,338,333	15,483,104
Criminal Court	118,040	632,791	(691,750)	-	-	59,081	-	71,279	71,279
Office of Community Services	120,000	831,129	(1,138,997)	-	-	(187,868)	-	54,184	54,184
Airport		456,654	(520,091)	-	(5,438)	(68,875)	(189,124)	4,277,743	4,088,619
American Rescue Plan	-	2,123,267		(2,132,313)		(9,046)	-	734	
Rental Assistance	-	932,457	(939,744)	-	-	(7,287)	-	14,824	14,824
Eastside		-	(1,658)	-	-	(1,658)	-		
Animal Services & Mosquito Control	500,000	26,982	(469,889)	-	-	57,093	-	96,169	96,169
Sinking Fund	1,225,000	9,143	-			1,234,143	-	2,459,143	2,459,143
Totals:	4,095,353	44,463,707	(31,300,203)	(4,095,353)	(2,629,462)	10,534,042	(10,152,792)	59,558,784	49,405,991

Sales Tax Transfers	Sales Tax Collections	Transfers to Road, Solid Waste, Jail, & DeSoto Parish Library
Sales Tax* (Transfer Account)	12,117,360	12,117,360

DeSoto Parish Police Jury
GENERAL FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Taxes:				
Ad valorem taxes	3,202,173.52	3,253,697.00	51,523.48	98.42 %
Severance	794,330.69	650,000.00	(144,330.69)	122.20 %
Tourism	101,969.22	185,000.00	83,030.78	55.12 %
Licenses and Permits	303,475.25	284,000.00	(19,475.25)	106.86 %
Intergovernmental Revenue:				
Federal Grants	63,213.40	211,000.00	147,786.60	29.96 %
State Funds:				
Salary Reimbursement JP/Constables	15,912.00	14,400.00	(1,512.00)	110.50 %
State Grant (Louisiana)	16,125.00	100,000.00	83,875.00	16.13 %
State Revenue Sharing	18,148.00	27,000.00	8,852.00	67.21 %
State Video Poker Revenue	219,423.10	210,000.00	(9,423.10)	104.49 %
State Sports Wagering Revenue	35,364.79	-	(35,364.79)	- %
La 2% Fire Insurance Rebate Fund	173,907.71	202,548.00	28,640.29	85.86 %
Fees & Charges for Services	169,363.92	214,000.00	44,636.08	79.14 %
Investment earnings	233,346.88	25,500.00	(207,846.88)	915.09 %
Gain/Loss on Sale of Investments	178,278.38	-	(178,278.38)	- %
Other Revenues (Royalties)	2,835,802.25	1,219,600.00	(1,616,202.25)	232.52 %
Transfers In	215,203.00	-	(215,203.00)	- %
Total Revenues	<u>8,576,037.11</u>	<u>6,596,745.00</u>	<u>(1,979,292.11)</u>	<u>130.00 %</u>
EXPENDITURES				
Current:				
Salaries Police Jurors	198,006.75	216,000.00	17,993.25	91.67 %
Social Security	13,892.44	16,524.00	2,631.56	84.07 %
Retirement	1,320.00	1,440.00	120.00	91.67 %
Group Insurance	81,993.76	89,950.00	7,956.24	91.15 %
Mileage Reimbursement	5,878.98	5,000.00	(878.98)	117.58 %
Official Publications	4,819.55	6,800.00	1,980.45	70.88 %
Dues-PJ Association, CDC, Etc.	37,602.00	38,000.00	398.00	98.95 %
Investment Fees-US Bank	13,701.57	-	(13,701.57)	- %
Telephone	2,273.98	2,500.00	226.02	90.96 %
Technology Expense/Copier, Lease, Etc.	-	1,000.00	1,000.00	- %
Materials & Supplies	583.28	1,500.00	916.72	38.89 %
Small Equipment Purchases	-	500.00	500.00	- %
Travel & Convention	12,656.91	20,000.00	7,343.09	63.28 %
Total Legislative	<u>372,729.22</u>	<u>399,214.00</u>	<u>26,484.78</u>	<u>93.37 %</u>
Salaries Court	129,347.79	141,819.00	12,471.21	91.21 %
Salaries District Attorney and Assistants	74,410.49	81,175.00	6,764.51	91.67 %
Salaries DA Secretary & Assistants	362,109.91	403,863.00	41,753.09	89.66 %
Salaries Coroners	105,857.62	121,800.00	15,942.38	86.91 %
Salaries JPs & Constables	94,962.76	100,800.00	5,837.24	94.21 %
Social Security-Court	9,276.02	10,849.00	1,472.97	86.42 %

DeSoto Parish Police Jury
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Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

Social Security- DA Staff	26,827.36	37,105.00	10,277.64	72.30 %
Social Security Coroner	7,851.15	9,567.00	1,715.85	82.06 %
Social Security JPs & Constables	7,264.65	7,711.00	446.35	94.21 %
Retirement Court	9,701.12	11,160.00	1,458.88	86.93 %
Retirement - DA's Office	34,491.72	36,378.00	1,886.28	94.81 %
Group Insurance Court	22,646.97	31,226.00	8,579.03	72.53 %
Group Insurance-DA's Office	147,048.82	156,032.00	8,983.18	94.24 %
Unemployment Expense	-	2,000.00	2,000.00	- %
Out of Parish Court Etc.	1,050.00	1,000.00	(50.00)	105.00 %
Professional Fees Court	12,768.38	10,000.00	(2,768.38)	127.68 %
Professional Fees-DA	64,458.72	3,500.00	(60,958.72)	1841.68 %
Professional Services Coroner	43,921.00	47,000.00	3,079.00	93.45 %
Utilities DA	15,103.32	21,000.00	5,896.68	71.92 %
Telephone Court	7,191.83	8,500.00	1,308.17	84.61 %
Telephone DA	5,893.50	7,500.00	1,606.50	78.58 %
Telephone Coroner	8,860.04	9,500.00	639.96	93.26 %
Fleet Lease Expense	7,527.86	15,491.00	7,963.14	48.60 %
Maintenance of Property & Equipment	143.55	200.00	56.45	71.78 %
Maint of Prop & Equip-Coroner	20.00	500.00	480.00	4.00 %
Insurance, Work Comp & Surety Bonds	1,009.59	1,500.00	490.41	67.31 %
Technology Expense/Copier Lease-Court	65,215.05	82,000.00	16,784.95	79.53 %
Technology Expense/Copier Lease, Etc. - DA	46,300.58	53,000.00	6,699.42	87.36 %
Technology Expense/Copier Lease, Etc. - Coroner	1,795.16	1,000.00	(795.16)	179.52 %
Fuel Expense-Coroner	4,772.37	5,000.00	227.63	95.45 %
Office Expense Court	15,089.26	18,000.00	2,910.74	83.83 %
Office Expense DA	27,184.57	30,000.00	2,815.43	90.62 %
Office Expense Coroner	1,211.75	3,000.00	1,788.25	40.39 %
Materials & Supplies CORONER	5,484.81	3,000.00	(2,484.81)	182.83 %
Small Equipment Purchases - Court	6,209.99	8,000.00	1,790.01	77.62 %
Small Equipment Purchases - DA	1,412.41	5,000.00	3,587.59	28.25 %
Small Equipment Purchases-Coroner	6,663.70	15,160.00	8,496.30	43.96 %
Travel DA	7,790.43	3,800.00	(3,990.43)	205.01 %
Travel Coroner	4,406.79	3,000.00	(1,406.79)	146.89 %
Travel JOP	590.91	3,000.00	2,409.09	19.70 %
Courthouse Security	187,987.95	200,000.00	12,012.05	93.99 %
Total Judicial	<u>1,581,959.91</u>	<u>1,710,136.00</u>	<u>128,176.09</u>	<u>92.50 %</u>
Salaries Registrar of Voters	35,770.69	42,393.00	6,622.31	84.38 %
Social Security Registrar of Voters	1,063.74	1,418.00	354.26	75.02 %
Retirement Registrar of Voters	3,935.80	4,391.00	455.20	89.63 %
Insurance-Registrar of Voters	2,685.44	2,936.00	250.56	91.47 %
Dues Reg of Voters	650.00	375.00	(275.00)	173.33 %
Election Expense	70,778.87	35,000.00	(35,778.87)	202.23 %
Telephone Reg of Voters	4,585.01	5,300.00	714.99	86.51 %

DeSoto Parish Police Jury
GENERAL FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

Insurance - Workers Comp.	16.20	160.00	143.80	10.13 %
Office Expense Reg of Voters	15,348.31	15,000.00	(348.31)	102.32 %
Small Equipment Purchase	-	3,000.00	3,000.00	- %
Travel & Convention Reg of Voters	6,101.29	8,000.00	1,898.71	76.27 %
Total Elections	<u>140,935.35</u>	<u>117,973.00</u>	<u>(22,962.35)</u>	<u>119.46 %</u>
Salaries Finance & Administrative	1,025,737.83	1,139,090.00	113,352.17	90.05 %
Overtime	8,919.00	10,000.00	1,081.00	89.19 %
Social Security Finance & Admin	75,910.56	87,905.00	11,994.44	86.36 %
Retirement Finance & Administrative	77,707.86	86,181.00	8,473.14	90.17 %
Group Insurance	160,576.81	175,992.00	15,415.19	91.24 %
Group Insurance - Retirees	11,830.44	9,000.00	(2,830.44)	131.45 %
Legend	32,915.05	36,844.00	3,928.95	89.34 %
State Pension Plan	136,780.51	123,367.00	(13,413.51)	110.87 %
Unemployment Expense	-	500.00	500.00	- %
Professional Fees	287,135.33	359,000.00	71,864.67	79.98 %
Computer System Operations	-	12,000.00	12,000.00	- %
Dues, Subscriptions & Advertisement	4,049.77	6,800.00	2,750.23	59.56 %
Telephone	12,318.21	13,500.00	1,181.79	91.25 %
Fleet Lease Expense	22,797.77	22,474.00	(323.77)	101.44 %
Maintenance of Property & Equipment	1,816.37	500.00	(1,316.37)	363.27 %
Insurance, Work. Comp & Surety Bond	3,846.34	7,000.00	3,153.66	54.95 %
Technology Expense/Copier, Lease, Etc.	76,752.34	85,000.00	8,247.66	90.30 %
Medical-Physicals	205.51	1,000.00	794.49	20.55 %
Office Expense	25,720.14	45,000.00	19,279.86	57.16 %
Misc. Bank/Credit Card Fees	377.18	500.00	122.82	75.44 %
Small Equipment Purchases	28,036.70	10,000.00	(18,036.70)	280.37 %
Travel & Convention Expense	13,973.58	12,000.00	(1,973.58)	116.45 %
Video Poker-City of Mansfield	17,614.32	22,000.00	4,385.68	80.07 %
Adjudicated Property Expenses	5,849.50	10,000.00	4,150.50	58.50 %
Total Finance and Government	<u>2,030,871.12</u>	<u>2,275,653.00</u>	<u>244,781.88</u>	<u>89.24 %</u>
Salaries Maintenance	228,642.20	266,185.00	37,542.80	85.90 %
Overtime	14,517.50	7,500.00	(7,017.50)	193.57 %
Social Security Maintenance	16,926.17	20,936.00	4,009.83	80.85 %
Retirement Maintenance	18,571.21	20,526.00	1,954.79	90.48 %
Group Insurance Maintenance	48,115.70	67,860.00	19,744.30	70.90 %
Legend	6,749.14	7,148.00	398.86	94.42 %
Unemployment Expense	-	500.00	500.00	- %
Professional Fees-General	(105.00)	40,000.00	40,105.00	(0.26)%
Utilities Courthouse	123,781.86	170,000.00	46,218.14	72.81 %
Telephone-Maint	4,049.11	4,500.00	450.89	89.98 %
Fleet Lease Expense	39,279.19	28,500.00	(10,779.19)	137.82 %
Maintenance of Property & Equipment	5,613.96	6,000.00	386.04	93.57 %
Insurance, Work Comp & Surety Bonds	159,473.16	215,500.00	56,026.84	74.00 %
Technology Expense/Copier, Lease, Etc.	11,636.70	11,000.00	(636.70)	105.79 %
Building Maintenance	244,290.96	270,000.00	25,709.04	90.48 %

DeSoto Parish Police Jury
GENERAL FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

Fuel Expense	6,327.54	7,000.00	672.46	90.39 %
Office Expense	4,430.95	4,000.00	(430.95)	110.77 %
Small Equipment Purchases	4,129.98	4,500.00	370.02	91.78 %
Travel & Convention Expense	70.00	3,000.00	2,930.00	2.33 %
Other Charges (Inmate Crew)	61,014.54	75,000.00	13,985.46	81.35 %
Total Other General Government	997,514.87	1,229,655.00	232,140.13	81.12 %
DPS - Office of Motor Vehicles	10,974.79	15,000.00	4,025.21	73.17 %
Fire Protection-Insurance Rebate	173,907.71	202,548.00	28,640.29	85.86 %
Total Public Safety	184,882.50	217,548.00	32,665.50	84.98 %
Salaries-Park Attendants	26,977.70	29,958.00	2,980.30	90.05 %
Social Security-Park Attendants	2,063.79	2,292.00	228.21	90.04 %
Insurance-Worker's Compensation, Etc.	574.88	744.00	169.12	77.27 %
Alumni Park Expenses	9,553.31	15,000.00	5,446.69	63.69 %
Sports Complex Expenses	28,954.11	25,000.00	(3,954.11)	115.82 %
Garrett Park Expenses	8,745.45	4,500.00	(4,245.45)	194.34 %
Total Culture and Recreation	76,869.24	77,494.00	624.76	99.19 %
Grants-COA & Section 8	67,420.00	211,000.00	143,580.00	31.95 %
Veterans Service Office	6,347.00	7,548.00	1,201.00	84.09 %
Health Unit Allocation	31,735.71	24,000.00	(7,735.71)	132.23 %
Special Programs	26,957.22	60,000.00	33,042.78	44.93 %
Holly Community Service Center	6,751.29	4,500.00	(2,251.29)	150.03 %
Keatchie-Longstreet Service Center	6,609.95	2,500.00	(4,109.95)	264.40 %
South DeSoto Activities Corporation	1,653.95	1,000.00	(653.95)	165.40 %
Stonewall Service Center	255.61	1,250.00	994.39	20.45 %
Total Health & Welfare	147,730.73	311,798.00	164,067.27	47.38 %
Professional Fees Industrial Park	4,800.00	7,350.00	2,550.00	65.31 %
Utilities-Ext. Service & Ind Park	38,341.39	52,700.00	14,358.61	72.75 %
Telephone-Extension Service	2,000.57	2,182.00	181.43	91.69 %
Maintenance-Industrial Park	8,705.60	1,000.00	(7,705.60)	870.56 %
Insurance	7,431.97	15,000.00	7,568.03	49.55 %
Technology Expense/Copier, Lease, Etc.	3,780.78	3,500.00	(280.78)	108.02 %
Maintenance of Buildings and Grounds - 4H Dave Means	68,465.83	28,000.00	(40,465.83)	244.52 %
Office Expense Agricultural	661.71	1,500.00	838.29	44.11 %
Grants-Non Governmental	102,154.00	102,154.00		100.00 %
Grants-Governmental	29,174.24	35,049.00	5,874.76	83.24 %
Salary-Ag Agent & Asst	25,875.00	34,500.00	8,625.00	75.00 %
Motel Tax - Tourism Commission	89,770.02	164,000.00	74,229.98	54.74 %
Total Community Development	381,161.11	446,935.00	65,773.89	85.28 %
Capital Outlay	147,183.88	692,888.00	545,704.12	21.24 %
Total Capital Outlays	147,183.88	692,888.00	545,704.12	21.24 %
Transfers Out	662,000.00	542,000.00	(120,000.00)	122.14 %
Total Transfers Out	662,000.00	542,000.00	(120,000.00)	122.14 %
Total expenditures	6,723,837.93	8,021,294.00	1,297,456.07	83.82 %

DeSoto Parish Police Jury
GENERAL FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

Net change in fund balances	1,852,199.18
Fund balances--beginning	13,239,867.02
Fund balances--ending	15,092,066.20

DeSoto Parish Police Jury
ROAD FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Taxes:				
Ad valorem taxes	4,274,261.74	4,343,040.00	68,778.26	98.42 %
Severance	794,330.67	750,000.00	(44,330.67)	105.91 %
Sales	7,867,475.32	6,365,200.00	(1,502,275.32)	123.60 %
Licenses and Permits	205,577.00	130,000.00	(75,577.00)	158.14 %
Intergovernmental Revenue:				
Federal Grants	906,460.10	3,445,450.00	2,538,989.90	26.31 %
State Funds:				
Parish Road Fund	464,047.02	375,000.00	(89,047.02)	123.75 %
State Grant (Louisiana)	-	400,000.00	400,000.00	- %
State Revenue Sharing	24,235.00	36,000.00	11,765.00	67.32 %
Investment earnings	162,312.19	6,000.00	(156,312.19)	2705.20 %
Fines	151,321.17	130,000.00	(21,321.17)	116.40 %
Road Damages, Miscellaneous	302,899.27	1,617,500.00	1,314,600.73	18.73 %
Transfers In	1,917,109.93	1,000,000.00	(917,109.93)	191.71 %
Total Revenues	<u>17,070,029.41</u>	<u>18,598,190.00</u>	<u>1,528,160.59</u>	<u>91.78 %</u>
EXPENDITURES				
Current:				
Salaries Road	2,186,673.46	2,796,349.00	609,675.54	78.20 %
Overtime	212,501.97	162,000.00	(50,501.97)	131.17 %
Social Security Roads	171,970.14	226,313.00	54,342.86	75.99 %
Retirement Roads	175,860.17	221,876.00	46,015.83	79.26 %
Group Insurance Roads	501,129.24	658,777.00	157,647.76	76.07 %
Group Insurance - Retirees	41,854.03	53,600.00	11,745.97	78.09 %
Legend	59,415.86	64,919.00	5,503.14	91.52 %
State Pension Plans	182,574.87	164,671.00	(17,903.87)	110.87 %
Unemployment Expense	-	1,000.00	1,000.00	- %
Contract Labor	912,797.71	965,000.00	52,202.29	94.59 %
Professional Engineering Fees	24,197.70	150,000.00	125,802.30	16.13 %
Professional Fees (Audit/Soil Testing/Attorneys)	14,566.00	30,000.00	15,434.00	48.55 %
Dues	26,919.00	27,000.00	81.00	99.70 %
Utilities	24,208.42	43,000.00	18,791.58	56.30 %
Telephone	11,405.98	13,500.00	2,094.02	84.49 %
Rental-Wrecker & Equipment	2,016.00	20,000.00	17,984.00	10.08 %
Fleet Lease Expense	175,829.95	199,767.00	23,937.05	88.02 %
Maintenance of Property & Equipment	521,298.36	500,000.00	(21,298.36)	104.26 %
Insurance-Fleet & Workman's Comp	291,539.88	350,000.00	58,460.12	83.30 %
Technology Expense/Copier, Lease, etc.	46,130.32	50,000.00	3,869.68	92.26 %
Uniforms	22,773.54	25,000.00	2,226.46	91.09 %
Maintenance of Buildings & Grounds	33,083.17	35,000.00	1,916.83	94.52 %
Medical - Physicals & Drug Testing	4,154.63	5,000.00	845.37	83.09 %
Gas & Oil	428	600,000.00	171,054.13	71.49 %

DeSoto Parish Police Jury
ROAD FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

Office Expense	9,719.92	7,500.00	(2,219.92)	129.60 %
Misc. Fees, Penalties, Etc.	186.11	2,000.00	1,813.89	9.31 %
Materials & Supplies	41,978.34	15,000.00	(26,978.34)	279.86 %
Small Equipment Purchase	12,183.67	160,000.00	147,816.33	7.61 %
Office Equipment	557.53	5,000.00	4,442.47	11.15 %
Travel & Convention	3,209.58	6,000.00	2,790.42	53.49 %
Road and Bridge Materials	3,216,870.88	2,665,000.00	(551,870.88)	120.71 %
PTF Priority Road Projects	579,986.06	489,609.00	(90,377.06)	118.46 %
Handicap Driveways	15,475.44	55,000.00	39,524.56	28.14 %
Other Charges-Signs, ROW, DPSO, etc.	124,103.53	180,000.00	55,896.47	68.95 %
Total Public Works	10,076,117.33	10,947,881.00	871,763.67	92.04 %
Capital Outlay	1,798,427.76	10,050,307.00	8,251,879.24	17.89 %
Capital Outlay-PTF	989,020.05	898,708.00	(90,312.05)	110.05 %
Total Capital Outlays	2,787,447.81	10,949,015.00	8,161,567.19	25.46 %
Total expenditures	12,863,565.14	21,896,896.00	9,033,330.86	58.75 %
Net change in fund balances	4,206,464.27			
Fund balances--beginning	9,692,300.11			
Fund balances--ending	13,898,764.38			

DeSoto Parish Police Jury
SALES TAX FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Taxes:				
Sales	12,107,586.90	13,000,000.00	892,413.10	93.14 %
Investment earnings	9,772.67	400.00	(9,372.67)	2443.17 %
Total Revenues	<u>12,117,359.57</u>	<u>13,000,400.00</u>	<u>883,040.43</u>	<u>93.21 %</u>
EXPENDITURES				
Current:				
Sales Tax Administration Fee	75,000.00	100,000.00	25,000.00	75.00 %
Sales Tax Commission Fee	128,642.05	170,000.00	41,357.95	75.67 %
Total Administrative	<u>203,642.05</u>	<u>270,000.00</u>	<u>66,357.95</u>	<u>75.42 %</u>
Transfer to Road Fund	5,956,858.76	6,365,200.00	408,341.24	93.58 %
Transfer to Library	2,978,429.38	3,182,600.00	204,170.62	93.58 %
Transfer to Solid Waste	1,787,057.62	1,909,560.00	122,502.38	93.58 %
Transfer to Jail Fund	1,191,371.76	1,273,040.00	81,668.24	93.58 %
Total Transfers Out	<u>11,913,717.52</u>	<u>12,730,400.00</u>	<u>816,682.48</u>	<u>93.58 %</u>
Total expenditures	<u>12,117,359.57</u>	<u>13,000,400.00</u>	<u>883,040.43</u>	<u>93.21 %</u>

DeSoto Parish Police Jury
WITNESS & JUROR FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Fines & Forfeitures	114,973.52	43,000.00	(71,973.52)	267.38 %
Investment earnings	11,044.04	1,400.00	(9,644.04)	788.86 %
Total Revenues	<u>126,017.56</u>	<u>44,400.00</u>	<u>(81,617.56)</u>	<u>283.82 %</u>
EXPENDITURES				
Current:				
Judicial Administrator Reimbursement	-	44,000.00	44,000.00	- %
Official Fees	44.00	200.00	156.00	22.00 %
Off Duty Officers Witness Fees	1,250.00	3,550.00	2,300.00	35.21 %
Jurors & Witnesses Payments	35,778.58	20,000.00	(15,778.58)	178.89 %
Jurors & Witnesses Expenses	22,290.45	250,000.00	227,709.55	8.92 %
Total Judicial	<u>59,363.03</u>	<u>317,750.00</u>	<u>258,386.97</u>	<u>18.68 %</u>
Transfers Out	-	76,040.00	76,040.00	- %
Total Transfers Out	<u>-</u>	<u>76,040.00</u>	<u>76,040.00</u>	<u>- %</u>
Total expenditures	59,363.03	393,790.00	334,426.97	15.07 %
Net change in fund balances	66,654.53			
Fund balances--beginning	844,191.58			
Fund balances--ending	910,846.11			

DeSoto Parish Police Jury
JAIL FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Taxes:				
Sales	1,573,495.07	1,273,040.00	(300,455.07)	123.60 %
Investment earnings	43,175.04	6,000.00	(37,175.04)	719.58 %
Total Revenues	<u>1,616,670.11</u>	<u>1,279,040.00</u>	<u>(337,630.11)</u>	<u>126.40 %</u>
EXPENDITURES				
Current:				
Professional Fees	(657.84)	3,000.00	3,657.84	(21.93)%
Professional Fee-Jail Physician	13,200.00	30,000.00	16,800.00	44.00 %
Professional Fees - Medical Expenses	61,272.50	50,000.00	(11,272.50)	122.55 %
Utilities-Jail	142,294.86	216,500.00	74,205.14	65.73 %
Insurance-General	78,895.10	96,000.00	17,104.90	82.18 %
Technology Expense/Copier, Lease, Etc.	248.40	5,000.00	4,751.60	4.97 %
Maintenance-Jail	146,138.69	150,000.00	3,861.31	97.43 %
Clothing & Supplies	44,693.46	40,000.00	(4,693.46)	111.73 %
Medicine (Drugs)	21,677.79	55,000.00	33,322.21	39.41 %
Small Equipment Purchases	-	15,000.00	15,000.00	- %
Feeding Prisoners	79,552.00	175,000.00	95,448.00	45.46 %
Transportation of Prisoners	8,183.79	9,500.00	1,316.21	86.15 %
Sheriff-Court Attendance	7,548.00	9,500.00	1,952.00	79.45 %
Total Public Safety	<u>603,046.75</u>	<u>854,500.00</u>	<u>251,453.25</u>	<u>70.57 %</u>
Capital Outlay	19,757.20	279,000.00	259,242.80	7.08 %
Total Capital Outlays	<u>19,757.20</u>	<u>279,000.00</u>	<u>259,242.80</u>	<u>7.08 %</u>
Total expenditures	622,803.95	1,133,500.00	510,696.05	54.95 %
Net change in fund balances	993,866.16			
Fund balances--beginning	2,047,077.87			
Fund balances--ending	3,040,944.03			

DeSoto Parish Police Jury
CORRECTIONAL FACILITY CONSTRUCTION FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Sheriff's Reimbursement	476,401.64	10,000,000.00	9,523,598.36	4.76 %
Proceeds from Issuance of Long Term Debt	-	11,000,000.00	11,000,000.00	%
Interest Earnings	-	55,000.00	55,000.00	%
Total Revenues	476,401.64	21,055,000.00	20,578,598.36	2.26 %
EXPENDITURES				
Current:				
Capital Outlay	(967.84)	17,347,000.00	17,347,967.84	(0.01)%
Capital Outlay - Professional Fees	79,590.37	703,100.00	623,509.63	11.32 %
Total Capital Outlays	78,622.53	18,050,100.00	17,971,477.47	0.44 %
Total expenditures	78,622.53	18,050,100.00	17,971,477.47	0.44 %
Net change in fund balances	397,779.11			
Fund balances--beginning	2,547,654.91			
Fund balances--ending	2,945,434.02			

DeSoto Parish Police Jury
SOLID WASTE FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Taxes:				
Ad valorem taxes	3,674,733.92	3,733,867.00	59,133.08	98.42 %
Sales	2,360,242.58	1,909,560.00	(450,682.58)	123.60 %
Licenses and Permits	3,308.00	10,000.00	6,692.00	33.08 %
Intergovernmental Revenue:				
State Funds:				
Fees & Charges for Services	7,494,231.43	7,863,100.00	368,868.57	95.31 %
Investment earnings	173,395.10	8,000.00	(165,395.10)	2167.44 %
Contributions	2,000.00	3,000.00	1,000.00	66.67 %
Miscellaneous Revenues	10,530.22	161,000.00	150,469.78	6.54 %
Total Revenues	<u>13,718,441.25</u>	<u>13,688,527.00</u>	<u>(29,914.25)</u>	<u>100.22 %</u>
EXPENDITURES				
Current:				
Salaries Mundy Landfill	678,649.25	889,122.00	210,472.75	76.33 %
Overtime- Landfill	109,157.48	135,000.00	25,842.52	80.86 %
Social Security Solid Waste	60,427.86	82,705.00	22,277.14	73.06 %
Retirement Solid Waste	60,534.75	81,084.00	20,549.25	74.66 %
Group Insurance Solid Waste	154,131.61	221,861.00	67,729.39	69.47 %
Group Insurance-Retiree	6,134.76	6,448.00	313.24	95.14 %
Legend	21,770.14	24,583.00	2,812.86	88.56 %
State Pension Plans	156,966.18	141,573.00	(15,393.18)	110.87 %
Unemployment Expense	-	1,500.00	1,500.00	- %
Contract Labor	27,724.33	200,000.00	172,275.67	13.86 %
Contract Labor - Water Treatment Services	430,238.43	600,000.00	169,761.57	71.71 %
Official Fees	19,625.88	160,000.00	140,374.12	12.27 %
Professional Fees	399,852.15	582,500.00	182,647.85	68.64 %
Landfill Marketing Fees	868,722.13	1,900,000.00	1,031,277.87	45.72 %
Dues, Subscriptions, & Advertisement	2,027.38	2,000.00	(27.38)	101.37 %
Utilities	43,290.19	46,000.00	2,709.81	94.11 %
Telephone	4,941.03	7,000.00	2,058.97	70.59 %
Rental-Equipment	740,629.06	1,000,099.00	259,469.94	74.06 %
Fleet Lease Expense	37,811.87	57,804.00	19,992.13	65.41 %
Maintenance-Equipment	473,726.91	650,000.00	176,273.09	72.88 %
Insurance-Fleet & Workman's Comp	179,732.41	154,628.00	(25,104.41)	116.24 %
Technology Expense/Copier Lease, etc.	47,117.75	40,000.00	(7,117.75)	117.79 %
Uniforms	8,676.10	10,000.00	1,323.90	86.76 %
Maintenance-Buildings & Grounds	243,829.10	285,000.00	41,170.90	85.55 %
Medical -Physicals	1,447.68	1,500.00	52.32	96.51 %
Material, Supplies, Gas & Oil	249,395.73	350,000.00	100,604.27	71.26 %
Office Expense	(7,806.11)	10,000.00	17,806.11	(78.06)%
Misc. Fees, Penalties, Etc.		5,000.00	4,942.00	1.16 %

DeSoto Parish Police Jury
SOLID WASTE FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

Food, Clothing & Supplies	32,080.39	25,000.00	(7,080.39)	128.32 %
Small Equipment Purchases	2,228.64	20,000.00	17,771.36	11.14 %
Office Equipment	-	8,000.00	8,000.00	- %
Travel & Convention	10,508.81	9,000.00	(1,508.81)	116.76 %
Other Costs-Recycling, Signs	4,385.46	10,000.00	5,614.54	43.85 %
Keep DeSoto Beautiful	44,943.60	45,000.00	56.40	99.87 %
DPSO Crew	43,703.84	104,000.00	60,296.16	42.02 %
Total Sanitation	5,156,662.79	7,866,407.00	2,709,744.21	65.55 %
Salaries	891,210.92	881,603.00	(9,607.92)	101.09 %
Overtime Compactor Operations	37,022.50	72,000.00	34,977.50	51.42 %
Social Security Compactor Sites	66,525.54	68,590.00	2,064.46	96.99 %
Retirement Compactor Sites	21,608.10	67,245.00	45,636.90	32.13 %
Group Insurance Compactor Sites	42,949.67	67,863.00	24,913.33	63.29 %
Legend	5,873.54	5,759.00	(114.54)	101.99 %
Utilities	39,070.50	44,000.00	4,929.50	88.80 %
Telephone	19,057.08	22,500.00	3,442.92	84.70 %
Rental-Equipment	26,323.72	27,888.00	1,564.28	94.39 %
Fleet Lease Expense	8,377.96	10,000.00	1,622.04	83.78 %
Rental - Land & Buildings	32,172.33	31,000.00	(1,172.33)	103.78 %
Maintenance- Equipment	185,193.80	172,260.00	(12,933.80)	107.51 %
Insurance - Fleet & Workman's Co	17,130.95	53,124.00	35,993.05	32.25 %
Technology Expense/Copier, Lease, etc.	2,862.32	2,000.00	(862.32)	143.12 %
Uniforms	4,616.77	4,000.00	(616.77)	115.42 %
Maintenance-Building & Grounds	13,902.76	15,000.00	1,097.24	92.69 %
Medical - Physicals	1,503.95	1,500.00	(3.95)	100.26 %
Material, Supplies, Gas & Oil	155,511.91	200,000.00	44,488.09	77.76 %
Smal Equipment Purchases	146,839.94	83,500.00	(63,339.94)	175.86 %
Compactor Site Travel	4,681.70	1,000.00	(3,681.70)	468.17 %
DPSO Crew	43,703.84	61,000.00	17,296.16	71.65 %
Total Sanitation (Compactor Sites)	1,766,139.80	1,891,832.00	125,692.20	93.36 %
Capital Outlay	929,078.24	3,096,000.00	2,166,921.76	30.01 %
Total Capital Outlays	929,078.24	3,096,000.00	2,166,921.76	30.01 %
Transfers Out	1,225,000.00	1,225,000.00		100.00 %
Total Transfers Out	1,225,000.00	1,225,000.00		100.00 %
Total expenditures	9,076,880.83	14,079,239.00	5,002,358.17	64.47 %
Net change in fund balances	4,641,560.42			
Fund balances--beginning	14,755,156.36			
Fund balances--ending	19,396,716.78			

**DeSoto Parish Police Jury
CRIMINAL COURT FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Fines & Forfeitures	623,144.34	245,164.00	(377,980.34)	254.17 %
Investment earnings	9,646.78	600.00	(9,046.78)	1607.80 %
Transfers In	42,000.00	118,040.00	76,040.00	35.58 %
Total Revenues	<u>674,791.12</u>	<u>363,804.00</u>	<u>(310,987.12)</u>	<u>185.48 %</u>
EXPENDITURES				
Current:				
Salaries Court	142,791.44	157,946.00	15,154.56	90.41 %
Juvenile Probation Officer/Judicial Administrator	(9,074.04)	71,474.00	80,548.04	(12.70)%
Reimbursement to 42nd Judicial District Attorney	83,188.77	76,040.00	(7,148.77)	109.40 %
Social Security-Court	9,824.45	12,083.00	2,258.55	81.31 %
Retirement-Court	10,709.27	11,846.00	1,136.73	90.40 %
Group Insurance-Court	50,128.32	66,819.00	16,690.68	75.02 %
Group Insurance-Court-Retirees	4,026.50	4,526.00	499.50	88.96 %
T.A.P. Reimbursement	256,918.23	-	(256,918.23)	- %
Professional Fees	52,506.45	22,000.00	(30,506.45)	238.67 %
Jurors & Witnesses Expenses	79,531.36	-	(79,531.36)	- %
Insurance - General, Worker's Compensation, Etc.	178.86	250.00	71.14	71.54 %
Office Expense	4,250.41	3,200.00	(1,050.41)	132.83 %
Clerk of Court Fees	6,769.90	8,800.00	2,030.10	76.93 %
Total Judicial	<u>691,749.92</u>	<u>434,984.00</u>	<u>(256,765.92)</u>	<u>159.03 %</u>
Total expenditures	691,749.92	434,984.00	(256,765.92)	159.03 %
Net change in fund balances	(16,958.80)			
Fund balances--beginning	12,198.06			
Fund balances--ending	(4,760.74)			

DeSoto Parish Police Jury
OFFICE OF COMMUNITY SERVICES FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Intergovernmental Revenue:				
Federal Grants	828,514.25	1,228,504.00	399,989.75	67.44 %
Contributions	2,614.72	700.00	(1,914.72)	373.53 %
Transfers In	120,000.00	-	(120,000.00)	- %
Total Revenues	<u>951,128.97</u>	<u>1,229,204.00</u>	<u>278,075.03</u>	<u>77.38 %</u>
EXPENDITURES				
Current:				
HUD Expenses	27,164.59	30,000.00	2,835.41	90.55 %
Total Health & Welfare	<u>27,164.59</u>	<u>30,000.00</u>	<u>2,835.41</u>	<u>90.55 %</u>
Salaries CAA	257,952.40	255,990.00	(1,962.40)	100.77 %
Temp Agency Expense	-	16,876.00	16,876.00	- %
Overtime	5,475.46	4,500.00	(975.46)	121.68 %
Social Security CAA	18,766.05	20,090.00	1,323.95	93.41 %
Retirement CAA	17,812.03	20,229.00	2,416.97	88.05 %
Group Insurance CAA	58,395.47	51,463.00	(6,932.47)	113.47 %
Group Insurance-Retirees	3,678.07	3,500.00	(178.07)	105.09 %
Legend	6,516.68	5,196.00	(1,320.68)	125.42 %
Insurance, Work Comp & Surety Bonds	14,832.24	11,476.00	(3,356.24)	129.25 %
Miscellaneous Expenses	30,807.40	20,000.00	(10,807.40)	154.04 %
Small Equipment Purchases	2,901.77	5,000.00	2,098.23	58.04 %
LIHEAP-Indirect	31,388.24	30,000.00	(1,388.24)	104.63 %
FEMA-Emergency Assistance Program	6,382.79	7,000.00	617.21	91.18 %
LIH Water Assistance Program - INDIRECT	1,776.71	3,000.00	1,223.29	59.22 %
CSBG Grant	5,300.07	30,000.00	24,699.93	17.67 %
CSBG-Indirect	13,155.34	18,000.00	4,844.66	73.09 %
Total Community Development	<u>475,140.72</u>	<u>502,320.00</u>	<u>27,179.28</u>	<u>94.59 %</u>
Salaries DHHS	191,442.01	276,000.00	84,557.99	69.36 %
Social Security DHHS	14,383.87	21,000.00	6,616.13	68.49 %
Retirement DHHS	15,285.25	20,000.00	4,714.75	76.43 %
Group Insurance DHHS	14,843.80	35,000.00	20,156.20	42.41 %
Group Insurance-Retirees DHHS	401.54	300.00	(101.54)	133.85 %
Legend - DHHS	5,390.61	5,700.00	309.39	94.57 %
Insurance, Work Comp & Surety Bonds DHHS	2,095.26	2,000.00	(95.26)	104.76 %
DHHS Weatherization Expense	246,330.37	291,400.00	45,069.63	84.53 %
DHHS Indirect Expense	10,365.96	14,300.00	3,934.04	72.49 %
DHHS Weatherization	<u>500,538.67</u>	<u>665,700.00</u>	<u>165,161.33</u>	<u>75.19 %</u>
Salaries DOE	36,454.18	36,000.00	(454.18)	101.26 %
Social Security DOE	2,740.83	2,700.00	(40.83)	101.51 %
Retirement DOE	2,866.47	2,700.00	(166.47)	106.17 %
Group Insurance DOE	2,866.11	4,600.00	1,733.89	62.31 %
Group Insurance-Retirees DOE	143.99	100.00	(43.99)	143.99 %

DeSoto Parish Police Jury
OFFICE OF COMMUNITY SERVICES FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

Legend - DOE	990.97	750.00	(240.97)	132.13 %
Insurance, Work Comp & Surety Bonds DOE	399.78	324.00	(75.78)	123.39 %
DOE Weatherization Expense	83,079.54	104,101.00	21,021.46	79.81 %
DOE Indirect Expense	4,894.81	3,500.00	(1,394.81)	139.85 %
DOE Weatherization	134,436.68	154,775.00	20,338.32	86.86 %
Salaries DHHS Supplement	27.99	1,500.00	1,472.01	1.87 %
Social Security DHHS Supplement	2.03	120.00	117.97	1.69 %
Retirement DHHS Supplement	2.24	120.00	117.76	1.87 %
Group Insurance DHHS Supplement	6.02	200.00	193.98	3.01 %
Legend - DHHS Supplement	0.70	30.00	29.30	2.33 %
Insurance, Work Comp & Surety Bonds DHHS Supplement	0.44	200.00	199.56	0.22 %
DHHS Supplemental Weatherization Expense	1,676.51	4,800.00	3,123.49	34.93 %
DHHS Supplement Weatherization	1,715.93	6,970.00	5,254.07	24.62 %
Total expenditures	1,138,996.59	1,359,765.00	220,768.41	83.76 %
Net change in fund balances	(187,867.62)			
Fund balances--beginning	242,051.73			
Fund balances--ending	54,184.11			

DeSoto Parish Police Jury
AIRPORT FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Intergovernmental Revenue:				
State Funds:				
State Grant (Louisiana)	14,670.50	700,000.00	685,329.50	2.10 %
State Grant	8,899.57	7,000.00	(1,899.57)	127.14 %
Fuel Sales & Hangar Lease	135,465.03	157,500.00	22,034.97	86.01 %
Investment earnings	41,348.73	1,000.00	(40,348.73)	4134.87 %
Gain/Loss on Sale of Investments	131,012.66	-	(131,012.66)	- %
Contributions	3,850.00	3,000.00	(850.00)	128.33 %
Other Revenues (Royalties)	121,407.30	77,425.00	(43,982.30)	156.81 %
Total Revenues	<u>456,653.79</u>	<u>945,925.00</u>	<u>489,271.21</u>	<u>48.28 %</u>
EXPENDITURES				
Salaries	117,021.00	130,861.00	13,840.00	89.42 %
Overtime	3,046.73	3,700.00	653.27	82.34 %
Social Security	8,609.71	10,294.00	1,684.29	83.64 %
Retirement	9,005.39	10,092.00	1,086.61	89.23 %
Group Insurance	30,270.70	31,659.00	1,388.30	95.61 %
Legend	3,234.89	2,374.00	(860.89)	136.26 %
Official Fees	-	150.00	150.00	- %
Investment Fees-US Bank	9,529.03	-	(9,529.03)	- %
Professional Fees	715.00	5,000.00	4,285.00	14.30 %
Dues, Subscriptions & Advertisement	424.00	1,000.00	576.00	42.40 %
Utilities	25,295.92	36,000.00	10,704.08	70.27 %
Telephone	5,259.29	6,000.00	740.71	87.65 %
Fleet Lease Expense	15,651.86	19,600.00	3,948.14	79.86 %
Rental - Equipment, Misc.	2,850.00	11,400.00	8,550.00	25.00 %
Maintenance of Equipment	12,496.25	28,000.00	15,503.75	44.63 %
Insurance-Gen, Workers Comp, Etc.	17,835.09	23,580.00	5,744.91	75.64 %
Technology Expense, Copier, Lease, etc.	15,324.56	16,000.00	675.44	95.78 %
Maintenance of Buildings & Grounds	36,849.11	40,000.00	3,150.89	92.12 %
Aviation & Jet Fuel	91,597.34	130,000.00	38,402.66	70.46 %
Fuel - Gasoline & Diesel	2,867.24	4,000.00	1,132.76	71.68 %
Office Expense	4,063.51	2,500.00	(1,563.51)	162.54 %
Materials and Supplies	6,215.59	4,700.00	(1,515.59)	132.25 %
Fly-In and Balloon Festival Expenses	68,033.29	82,000.00	13,966.71	82.97 %
Small Equipment Purchases	987.45	4,000.00	3,012.55	24.69 %
Office Equipment	-	3,000.00	3,000.00	- %
Travel & Convention Expense	971.03	3,500.00	2,528.97	27.74 %
Other Charges	13,376.25	20,100.00	6,723.75	66.55 %
Total Transportation	<u>501,530.23</u>	<u>629,510.00</u>	<u>127,979.77</u>	<u>79.67 %</u>
Capital Outlay	18,560.60	700,000.00	681,439.40	2.65 %
Total Capital Outlays	<u>18,560.60</u>	<u>700,000.00</u>	<u>681,439.40</u>	<u>2.65 %</u>

DeSoto Parish Police Jury
AIRPORT FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

Total expenditures	520,090.83	1,329,510.00	809,419.17	39.12 %
Net change in fund balances	(63,437.04)			
Fund balances--beginning	4,346,617.37			
Fund balances--ending	4,283,180.33			

DeSoto Parish Police Jury
ARPA GRANT FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Intergovernmental Revenue:				
Federal Grants	2,099,409.23	-	(2,099,409.23)	%
Investment earnings	23,857.29	3,000.00	(20,857.29)	795.24 %
Total Revenues	2,123,266.52	3,000.00	(2,120,266.52)	70775.55 %
EXPENDITURES				
Current:				
Transfer to Other Funds for Revenue Loss	-	100,000.00	100,000.00	- %
Transfer to Other Funds for Revenue Loss	2,132,312.93	1,000,000.00	(1,132,312.93)	213.23 %
Total Health & Welfare	2,132,312.93	1,100,000.00	(1,032,312.93)	193.85 %
Total expenditures	2,132,312.93	1,100,000.00	(1,032,312.93)	193.85 %
Net change in fund balances	(9,046.41)			
Fund balances--beginning	9,780.32			
Fund balances--ending	733.91			

DeSoto Parish Police Jury
RENTAL ASSISTANCE FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Intergovernmental Revenue:				
Federal Grants	921,133.00	1,053,000.00	131,867.00	87.48 %
Investment earnings	3,207.10	300.00	(2,907.10)	1069.03 %
Section 8 Fraud Payments	8,117.00	5,000.00	(3,117.00)	162.34 %
Total Revenues	<u>932,457.10</u>	<u>1,058,300.00</u>	<u>125,842.90</u>	<u>88.11 %</u>
EXPENDITURES				
Current:				
Professional Fees	139,422.00	144,000.00	4,578.00	96.82 %
Miscellaneous Fees	232.56	-	(232.56)	- %
Port-Out Admin Fee Exp	664.43	540.00	(124.43)	123.04 %
Port-Out HAP Expense	13,020.00	10,000.00	(3,020.00)	130.20 %
Port-Out UAP Exp	544.00	-	(544.00)	- %
HAP - Portability Payments	4,850.00	-	(4,850.00)	- %
HAP Payments	763,965.16	867,000.00	103,034.84	88.12 %
UAP Payments	17,046.00	18,000.00	954.00	94.70 %
Total Health & Welfare	<u>939,744.15</u>	<u>1,039,540.00</u>	<u>99,795.85</u>	<u>90.40 %</u>
Total expenditures	939,744.15	1,039,540.00	99,795.85	90.40 %
Net change in fund balances	(7,287.05)			
Fund balances--beginning	22,111.51			
Fund balances--ending	14,824.46			

**DeSoto Parish Police Jury
EASTSIDE SEWER FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023**

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Intergovernmental Revenue:				
EXPENDITURES				
Current:				
Professional Fees	-	38,115.00	38,115.00	- %
Utilities	1,658.48	2,100.00	441.52	78.98 %
Total Public Works	<u>1,658.48</u>	<u>40,215.00</u>	<u>38,556.52</u>	<u>4.12 %</u>
Total expenditures	1,658.48	40,215.00	38,556.52	4.12 %
Net change in fund balances	(1,658.48)			
Fund balances--beginning	(91,874.59)			
Fund balances--ending	(93,533.07)			

DeSoto Parish Police Jury
ANIMAL SERVICES FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Fees & Charges for Services	5,847.88	12,000.00	6,152.12	48.73 %
Contributions	20,544.51	20,000.00	(544.51)	102.72 %
Fines	590.00	2,500.00	1,910.00	23.60 %
Transfers In	500,000.00	500,000.00		100.00 %
Total Revenues	<u>526,982.39</u>	<u>534,500.00</u>	<u>7,517.61</u>	<u>98.59 %</u>
EXPENDITURES				
Salaries	238,263.70	278,879.00	40,615.30	85.44 %
Temp Agency Expense	-	2,000.00	2,000.00	- %
Overtime	2,968.78	5,000.00	2,031.22	59.38 %
Social Security	17,625.07	21,716.00	4,090.93	81.16 %
Retirement	18,059.04	21,290.00	3,230.96	84.82 %
Group Insurance	35,372.89	30,237.00	(5,135.89)	116.99 %
Legend	2,275.00	2,600.00	325.00	87.50 %
Unemployment Expense	-	1,000.00	1,000.00	- %
Professional Fees	8,544.52	25,000.00	16,455.48	34.18 %
Professional Fees - Bissell Grant	-	2,158.00	2,158.00	- %
Dues, Subscriptions, Advertisement	-	900.00	900.00	- %
Utilities	22,262.48	30,000.00	7,737.52	74.21 %
Telephone	2,237.11	5,500.00	3,262.89	40.67 %
Equipment Lease & Rental	3,648.00	5,500.00	1,852.00	66.33 %
Fleet Lease Expense	16,481.99	20,000.00	3,518.01	82.41 %
Maintenace - Equipment	5,241.37	5,750.00	508.63	91.15 %
Insurance - General, Worker's Comp	12,123.78	12,000.00	(123.78)	101.03 %
Technology Expense/Copier, Lease, etc.	9,933.49	12,000.00	2,066.51	82.78 %
Uniforms	2,769.10	4,500.00	1,730.90	61.54 %
Maintenance of Building & Grounds	14,912.96	22,000.00	7,087.04	67.79 %
Medical - Physicals	246.18	1,500.00	1,253.82	16.41 %
Fuel Expense	3,302.44	3,600.00	297.56	91.73 %
Office Expense	1,869.86	3,750.00	1,880.14	49.86 %
Misc. Fees, Penalties, Etc.	80.74	1,000.00	919.26	8.07 %
Food, Clothing, Supplies & Drugs	43,920.24	35,000.00	(8,920.24)	125.49 %
Small Equipment Purchases	3,200.09	4,000.00	799.91	80.00 %
Travel & Convention	4,550.36	4,000.00	(550.36)	113.76 %
Total Public Safety	<u>469,889.19</u>	<u>560,880.00</u>	<u>90,990.81</u>	<u>83.78 %</u>
Total expenditures	469,889.19	560,880.00	90,990.81	83.78 %

**DeSoto Parish Police Jury
ANIMAL SERVICES FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023**

Net change in fund balances	57,093.20
Fund balances--beginning	39,076.03
Fund balances--ending	96,169.23

DeSoto Parish Police Jury
SINKING FUND
Budget Comparison Cash Basis
For the 11 Months ended November 30, 2023

	Actual	Annual Budget	(Over)Under Budget	% of Actual to Budget
REVENUES				
Transfer In (Solid Waste Tipping Fees)	1,225,000.00	1,225,000.00		100.00 %
Interest	9,142.89	6,125.00	(3,017.89)	149.27 %
Total Revenues	<u>1,234,142.89</u>	<u>1,231,125.00</u>	<u>(3,017.89)</u>	<u>100.25 %</u>
EXPENDITURES				
Current:				
Interest Payment	-	1,225,000.00	1,225,000.00	- %
Total Capital Outlays	<u> </u>	<u>1,225,000.00</u>	<u>1,225,000.00</u>	<u>- %</u>
Total expenditures	-	1,225,000.00	1,225,000.00	- %
Net change in fund balances	1,234,142.89			
Fund balances--beginning	1,225,000.00			
Fund balances--ending	2,459,142.89			



DESOTO PARISH POLICE JURY
November 20, 2023 at 5:00 PM
Regular Meeting

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

MINUTES

A. CALL TO ORDER

PRESENT

District 1A Jimmy Holmes
District 1C Keith Parker
District 2 Kyle Kennington
District 3 Greg Baker
District 4A Richard Fuller
District 4B Jeri Burrell
District 4C Ernel Jones
District 4D Trina Boyd-Simpson
District 5 Reggie Roe
District 6 Rodriguez Ross

ABSENT

District 1B B. D. Mitchell

B. INVOCATION

Given by District 4D Boyd-Simpson.

C. PLEDGE OF ALLEGIANCE

Led by District 6 Ross.

D. PRESENTATION OF ACHIEVEMENTS AND SERVICE AWARDS

None

E. ANNOUNCEMENTS

The 4H is having their Christmas Party on December 8, 2023

F. CALL FOR ADDITIONS AND DELETIONS TO THE AGENDA

Approval the final quantity adjustment change Order No. 3 for Powell Road with a reduction in cost of \$4,156.66

Motion made by District 5 Roe, Seconded by District 3 Baker.

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

Authorize the President to sign the updated Indemnification with Nabors Property north of the Landfill in conjunction with construction of the Bio-Methane Gas Processing

Motion made by District 5 Roe, Seconded by District 3 Baker.

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

Authorize the Road Department to replace a culvert on Hwy 175

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

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

G. GUEST AND PUBLIC COMMENTS

None

H. PRESIDENT'S REPORT

None

I. COUNSEL'S REPORT

None

J. ADMINISTRATOR'S REPORT

- 1. Michael Norton, Parish Administrator

Mr. Norton presented his report and answered questions posed by individual Jurors

K. LOBBYIST'S REPORT

- 2. Chance McNeely with the Delta Resource Group

Mr. McNeely presented his report and answered questions posed by individual Jurors

L. TREASURER'S FINANCIAL REPORT

3. Accept the Financial Statements as of October 31, 2023 and Year to Date Budget to actual report

Ms. Garcia, Parish Treasurer, presented the Financial Report ending October 31, 2023 and reported two (2) deficits.

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

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

M. APPROVAL OF MINUTES

4. Motion to approve October 16, 2023 Regular Meeting, October 19, 2023 Budget and Finance Committee Meeting, November 2, 2023, Budget and Finance Committee Meeting, November 6, 2023 Administrative, Budget and Finance, Insurance, Solid Waste, Road, Airport and Special Meeting, November 9, 2023 Budget and Finance and Insurance Committee Meeting.

Motion made by District 5 Roe, Seconded by District 4D Boyd-Simpson.

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

N. OLD BUSINESS

5. Appoint James Martin to the DeSoto Parish Planning Commission for a 6 year term.

Motion made by District 2 Kennington, Seconded by District 3 Baker.

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

6. Award low bid for the David Means 4H Building Roof Replacement

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

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

- 7. Authorize the President to sign the updated Indemnification with Nabors Property North of the Landfill in conjunction with construction of the Bio-Methane Gas Processing

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

O. NEW BUSINESS

- 8. Authorize the President to sign an agreement with Capital Area Finance Authority and the Certificate of DeSoto Parish Evidencing Public Approval of Bonds pursuant to section 147(f) of the Internal Revenue Code of 1986, as amended

Item deleted from agenda

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

- 9. Authorize the President and Council to sign Lease Agreement 2024 Caterpillar Track Hoe with changes made per legal council (Already approved in budget)

Authorize the President and Counsel to sign the Lease Agreement for a 2024 Caterpillar Bulldozer with changes made per legal counsel

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

- 10. Accept the recommendation of the Parish Administrator and Human Resource Director for the Solid Waster Superintendent Position.

Item deleted from agenda

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

11. Authorize the E-911 naming of Bossier Estates Private Drive in Logansport

Motion made by District 6 Ross, Seconded by District 5 Roe.

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

12. Approve the final quantity adjustment change Order No. 3 for Powell Road with a reduction in cost of \$4,156.66

Motion made by District 2 Kennington, Seconded by District 5 Roe.

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

13. Authorize the Road Department to replace a culvert on Hwy 175

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

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

P. RESOLUTIONS

14. Recommends authorizing the President to sign a Resolution for the assignment of State Agency Lease No. 20218 from SMEP all of their rights, titles and interest in said lease unto GEP Haynesville II, LLC

Motion made by District 2 Kennington, Seconded by District 1A Holmes.

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

15. Recommends authorizing the President to sign the State Project No. H015175 Obstruction Removal Runway 36 Approach Phase III (Construction) C. E. "Rusty" Williams Airport Agreement and Resolution

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

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

Q. ORDINANCES

R. ADMINISTRATIVE ITEMS

- 16. Recommends accepting the resignation of Latarsha Shelton and appointing Bruce Carol to the EMS Board for the remaining term expiring in July of 2024

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

- 17. Recommends accepting the resignation of Michael Rister from the Waterworks District No. 1 Board

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

- 18. Recommends rescinding the authorization for Jurors and employees hunting on any Jury property.

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

- 19. Recommends accepting the resignation of Michael Rister and appoint Tim McQueary to the Fire District 9 Board of Commissioners serving the remaining term expiring in 2024 and re-appoint Ross Tilsbury and John Prince to the Fire District 9 Board of Commissioners for a two year term.

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

- 20. Recommends re-appointing Shirley Payne and Mary Thompson to the DeSoto Parish Tourism Commission serving a 3 year term.

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

- 21. Recommends re-appointing Michelle Abington Cooper, Margaret Dickerson and Leon Hunt to the DeSoto Parish Library Board of Control for a 5 year term.

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

22. Recommends amending the 2023 Holiday Schedule for the Christmas Holiday to change Friday and Monday (December 22-25) to Monday and Tuesday (December 25-26)

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

S. BUDGET AND FINANCE ITEMS

23. Recommends amending the budget to transfer \$120,000 from the General Fund to the Office Of Community Service Fund.

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

T. INSURANCE ITEMS

24. Recommends staying with United Health Care as is effective January 1, 2024 and later in the year look into changing to self insured

Alternate motion to move forward with the self insured plan with Blue Cross Blue Shield at the 20% increase and freeze the employees premium rates where they currently are and to create a separate bank account for the self insured fund.

Motion made by District 4B Burrell, Seconded by District 6 Ross.
Voting Yea: 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 Kennington,
District 3 Baker, District 5 Roe - Motion failed

Alternate Motion to defer back to the Insurance Committee.

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

U. ROAD ITEMS

- 25. Recommends authorizing the President to sign Change Order No. 2 for Road Drainage Improvements on Charlie Jones, Daw, Mounce and Nash Road - 2016 FEMA

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

- 26. Recommends amending the Cooperative Endeavor Agreement with The Town of Logansport and amend the Road Budget in the amount of \$29,000 for overlaying the remainder part of Lovell Lane.

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

V. ADJOURN

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



DESOTO PARISH POLICE JURY
November 28, 2023 at 5:00 PM
Budget and Finance Committee Meeting

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

MINUTES

OFFICERS

Greg Baker, Chairman, Kyle Kennington, Trina Boyd-Simpson, Richard Fuller and B. D. Mitchell

A. CALL TO ORDER

PRESENT

District 3, Chairman Greg Baker
District 2 Kyle Kennington
District 4D Trina Boyd-Simpson
District 4A Richard Fuller

ABSENT

District 1B B. D. Mitchell

B. CALL FOR ADDITIONS AND DELETIONS

None

C. GUEST AND PUBLIC COMMENTS

None

D. BUDGET AND FINANCE ITEMS

1. Approve the 2024 General Fund Budget

Motion to move Two Million to the sinking fund

Motion made by District 2 Kennington, Seconded by District 4A Fuller.

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

Motion to adopt the 2024 General Fund Budget as amended

Motion made by District 2 Kennington, Seconded by District 4A Fuller.

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

E. ADJOURN

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



DESOTO PARISH POLICE JURY
November 27, 2023 at 5:00 PM
Budget and Finance Committee Meeting

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

MINUTES

OFFICERS

Greg Baker, Chairman, Kyle Kennington, Trina Boyd-Simpson, Richard Fuller and B. D. Mitchell

A. CALL TO ORDER

PRESENT

District 3, Chairman Greg Baker
District 2 Kyle Kennington
District 4D Trina Boyd-Simpson
District 4A Richard Fuller

ABSENT

District 1B B. D. Mitchell

B. CALL FOR ADDITIONS AND DELETIONS

None

C. GUEST AND PUBLIC COMMENTS

None

D. BUDGET AND FINANCE ITEMS

1. Adopt the 2024 Road Budget

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

Voting Yea: District 3, Chairman Baker, District 4D Boyd-Simpson, District 4A Fuller

Voting Nay: District 2 Kennington

E. ADJOURN

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



DESOTO PARISH POLICE JURY

December 04, 2023 at 5:03 PM

Personnel Committee Meeting

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

MINUTES

Jeri Burrell, Chairwoman, Keith Parker, Ernel Jones, Kyle Kennington, and Trina Boyd-Simpson

A. CALL TO ORDER

PRESENT

District 4B, Chairwoman Jeri Burrell

District 1C Keith Parker

District 2 Kyle Kennington

District 4C Ernel Jones

District 4D Trina Boyd-Simpson

B. CALL FOR ADDITIONS AND DELETIONS

Delete Item 3

Motion made by District 2 Kennington, Seconded by District 4C Jones.

Voting Yea: District 4B, Chairwoman Burrell, District 1C Parker, District 2 Kennington, District 4C Jones, District 4D Boyd-Simpson

C. GUEST AND PUBLIC COMMENTS

None

D. PERSONNEL ITEMS

1. Approve the Compensation Study

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

Voting Yea: District 4B, Chairwoman Burrell, District 1C Parker, District 2 Kennington, District 4C Jones, District 4D Boyd-Simpson

2. Approve the new step increase schedule

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

Voting Yea: District 4B, Chairwoman Burrell, District 1C Parker, District 4C

Jones, District 4D Boyd-Simpson
Voting Nay: District 2 Kennington

3. Conduct Interviews for Solid Waste Superintendent

1. Bridget Tillman-Jackson

2. Stanley Woodley

3. Josh Bidleman

Item deleted

E. ADJOURN

Motion made by District 1C Parker, Seconded by District 2 Kennington.



DESOTO PARISH POLICE JURY
December 04, 2023 at 5:01 PM
Budget and Finance Committee Meeting

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

MINUTES

Greg Baker, Chairman, Kyle Kennington, Trina Boyd-Simpson, Richard Fuller and B. D. Mitchell

A. CALL TO ORDER

PRESENT

District 3, Chairman Greg Baker
District 2 Kyle Kennington
District 4D Trina Boyd-Simpson
District 4A Richard Fuller

ABSENT

District 1B B. D. Mitchell

B. CALL FOR ADDITIONS AND DELETIONS

None

C. GUEST AND PUBLIC COMMENTS

None

D. BUDGET AND FINANCE ITEMS

1. Select Thomas, Cunningham, Broadway and Todtenbier, CPA's for the 2023-2025 audits.

Motion made by District 4A Fuller, Seconded by District 2 Kennington.

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

E. ADJOURN

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



DESOTO PARISH POLICE JURY
December 04, 2023 at 5:04 PM
Policy and Procedures Committee Meeting

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

MINUTES

Kyle Kennington, Chairman, Jimmy Holmes, Jeri Burrell, Trina Boyd-Simpson and Greg Baker

A. CALL TO ORDER

PRESENT

District 2, Chairman Kyle Kennington

District 1A Jimmy Holmes

District 4B Jeri Burrell

District 4D Trina Boyd-Simpson

District 3 Greg Baker

B. CALL FOR ADDITIONS AND DELETIONS

None

C. GUEST AND PUBLIC COMMENTS

None

D. POLICY AND PROCEDURES ITEMS

1. Discuss and take action on eliminating Jury Committees

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

Voting Yea: District 4B Burrell

Voting Nay: District 2, Chairman Kennington, District 1A Holmes, District 4D Boyd-Simpson, District 3 Baker

2. Amend the Rules and By-Laws of the DeSoto Parish Police Jury of DeSoto Parish Louisiana Article III Rule 2 removing, "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." (Per Article IX Rule 3:Any of these rules may be changed by 2/3 votes of all members)

Motion made by District 4B Burrell, Seconded by District 4D Boyd-Simpson.
Voting Yea: District 4B Burrell
Voting Nay: District 2, Chairman Kennington, District 1A Holmes, District 4D
Boyd-Simpson, District 3 Baker

E. ADJOURN

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



DESOTO PARISH POLICE JURY

December 04, 2023 at 5:02 PM

Buildings and Properties & Parks and Recreational
Committee

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

MINUTES

B. D. Mitchell, Chairman, Ernel Jones, Richard Fuller, Kyle Kennington and Keith Parker

A. CALL TO ORDER

PRESENT

District 4C Ernel Jones

District 4A Richard Fuller

District 2 Kyle Kennington

District 1C Keith Parker

ABSENT

District 1B, Chairman B. D. Mitchell

B. CALL FOR ADDITIONS AND DELETIONS

None

C. GUEST AND PUBLIC COMMENTS

None

D. BUILDINGS AND PROPERTIES ITEMS

1. Authorize the President to sign a 3 year renewal service agreement with Johnson Controls for HVAC and Controls at the Courthouse with recommended changes per legal counsel

Motion made by District 1C Parker, Seconded by District 2 Kennington.

Voting Yea: District 4C Jones, District 4A Fuller, District 2 Kennington, District 1C Parker

E. PARKS AND RECREATIONAL ITEMS

F. ADJOURN

Motion made by District 2 Kennington, Seconded by District 4A Fuller.



DESOTO PARISH POLICE JURY

December 04, 2023 at 5:05 PM

Solid Waste Committee

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

MINUTES

Greg Baker, Chairman, B. D. Mitchell, Ernel Jones, Jimmy Holmes, and Richard Fuller

A. CALL TO ORDER

PRESENT

District 3, Chairman Greg Baker

District 4C Ernel Jones

District 1A Jimmy Holmes

District 4A Richard Fuller

ABSENT

District 1B B. D. Mitchell

B. CALL FOR ADDITIONS AND DELETIONS

None

C. GUEST AND PUBLIC COMMENTS

None

D. SOLID WASTE ITEMS

1. Accept the price increase for Municipal Solid Waste from Bossier per the recommendation of Live Oak from \$23.00 per ton to \$28.00 per ton for 2024, \$30.50 per ton for 2025, and \$33.00 per ton for 2026.

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

Voting Yea: District 3, Chairman Baker, District 4C Jones, District 4A Fuller

Voting Nay: District 1A Holmes

E. ADJOURN

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



DESOTO PARISH POLICE JURY

December 04, 2023 at 5:00 PM

Administrative Committee Meeting

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

MINUTES

A. CALL TO ORDER

PRESENT

District 1A, Chairman Jimmy Holmes

District 1C Keith Parker

District 2 Kyle Kennington

District 3 Greg Baker

District 4A Richard Fuller

District 4B Jeri Burrell

District 4C Ernel Jones

District 4D Trina Boyd-Simpson

District 5 Reggie Roe

District 6 Rodriguez Ross

ABSENT

District 1B B. D. Mitchell

B. INVOCATION

Given by District 6 Ross.

C. PLEDGE OF ALLEGIANCE

Led by District 6 Ross.

D. PRESIDENT'S REPORT

None

E. LEGAL COUNSEL'S REPORT

None

F. CALL FOR ADDITIONS AND DELETIONS

Accept the Special Event Permit application for Headcheck Stables located at 269 Ware Road on December 23, 2023

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

G. GUEST AND PUBLIC COMMENTS

Larry Russo - discussed Item 7

Dudley Glenn - discussed Item 7

Dwight Gatlin - discussed funds for a Christmas Celebration

H. ADMINISTRATIVE ITEMS

- 1. Approve the 2024 Holiday Schedule

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

- 2. Approve the 2024 Meeting Schedule

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

- 3. Authorize the President to sign a Resolution requesting the designation of certain census tract Block Groups enumerated below as Enterprise Zones, for participation in the Enterprise Zone Program Administered by the Louisiana Department of Economic Development and sign the Enterprise Zone Program Approval Letter.

Deferred to the Regular Meeting

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

- 4. Authorize the President to sign a Resolution appointing Michael Rister as a director to the board of the Louisiana Local Government Environmental Facilities and Community Development Authority for a two year term.

Motion made by District 6 Ross, Seconded by District 5 Roe.

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

- 5. Approve the 2024 Liquor License Renewals

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

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

Voting Abstaining: District 2 Kennington, District 4A Fuller

- 6. Approve the 2024 DeSoto Parish Tourism Commission Budget

Motion made by District 2 Kennington, Seconded by District 6 Ross.

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

Voting Abstaining: District 4B Burrell

- 7. Authorize changing the signs from Garland Scout Ranch to Kinsey Scout Reservation

Motion made by District 2 Kennington, Seconded by District 6 Ross.

Voting Yea: District 3 Baker

Voting Nay: District 1A, Chairman Holmes, District 1C Parker, District 2 Kennington, District 4A Fuller, District 4B Burrell, District 4C Jones, District 4D Boyd-Simpson, District 5 Roe

Voting Abstaining: District 6 Ross

- 8. Authorize the President to sign the Resolution and Agreement for Legal and Consulting Services with Oats & Marino for Westdale Plantation Road and Bridge Project.

Motion made by District 5 Roe, Seconded by District 6 Ross.

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

- 9. Accept the Special Event Permit application for Headcheck Stables located at 269 Ware Road on December 23, 2023

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

I. ADJOURN

Motion made by District 2 Kennington, Seconded by District 1A, Chairman Holmes.



DESOTO PARISH POLICE JURY

December 04, 2023 at 5:30 PM
Special Meeting

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

MINUTES

Rodriguez Ross, President • Greg Baker, Vice President
Michael Norton, Administrator • Jodi Zeigler, Secretary • Lilliana Garcia, Treasurer

A. CALL TO ORDER

PRESENT

District 1A Jimmy Holmes
District 1C Keith Parker
District 2 Kyle Kennington
District 3 Greg Baker
District 4A Richard Fuller
District 4B Jeri Burrell
District 4C Ernel Jones
District 4D Trina Boyd-Simpson
District 5 Reggie Roe
District 6 Rodriguez Ross

ABSENT

District 1B B. D. Mitchell

B. INVOCATION

Done in previous meeting

C. PLEDGE OF ALLEGIANCE

Done in previous meeting

D. GUEST AND PUBLIC COMMENTS

None

E. ADDITIONS AND DELETIONS

1. Amend the 2024 General Budget in the amount of \$33,000 for the Multicultural Center.

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

2. Authorize the President to sign a Cooperative Endeavor Agreement and amend the 2023 General Budget in the amount of \$4,000 for St. Peters Church of God in Christ for assistance to the 2023 Christmas Drive

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

3. Amend the proposed 2024 General Budget in the amount of \$10,000 for the Stonewall Parade

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

F. NEW BUSINESS

4. Recommends renewing United Health Care Insurance with HPL Benefits and absorb the cost increase until March 31, 2024

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

5. Amend the 2024 Proposed General Budget in the amount of \$33,000 for the Multicultural Center

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

6. Amend the proposed 2024 General Budget in the amount of \$10,000 for the Parade in Stonewall.

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

- 7. Approve the Proposed 2024 Operating and Capital Budget as amended

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

- 8. Authorize the President to sign the Resolution and Agreement for Legal and Consulting Services with Oats & Marino for Westdale Plantation Road and Bridge Project.

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

- 9. Authorize the President to sign a Cooperative Endeavor Agreement and amend the 2023 General Budget in the amount of \$4,000 for St. Peters Church of God in Christ for assistance to the 2023 Christmas Drive

Motion made by District 4A Fuller, Seconded by District 4B Burrell.
Voting Yea: 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 1A Holmes, District 5 Roe
Voting Abstaining: District 2 Kennington

- 10. Accept the recommendation of the Parish Administrator and Human Resource Director for the Solid Waste Superintendent.

Deferred to the January 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 4C Jones, District 4D Boyd-Simpson, District 5 Roe, District 6 Ross
Voting Nay: District 1A Holmes, District 2 Kennington, District 3 Baker

G. ADJOURN



DESOTO PARISH POLICE JURY

December 04, 2023 at 5:06 PM

Insurance Committee

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

MINUTES

Keith Parker, Chairman, B. D. Mitchell, Trina Boyd-Simpson, Jimmy Holmes and Richard Fuller

A. CALL TO ORDER

PRESENT

District 1C, Chairman Keith Parker

District 1A Jimmy Holmes

District 4A Richard Fuller

District 4D Trina Boyd-Simpson

ABSENT

District 1B B. D. Mitchell

B. CALL FOR ADDITIONS AND DELETIONS

None

C. GUEST AND PUBLIC COMMENTS

None

D. INSURANCE ITEMS

1. Approve the Property and Casualty and Workers Compensation Insurance for 2024

Motion made by District 1A Holmes, Seconded by District 4D Boyd-Simpson.

Voting Yea: District 1C, Chairman Parker, District 1A Holmes, District 4A Fuller, District 4D Boyd-Simpson

2. Renew United Health Care Insurance with HPL Benefits and absorb the cost increase until March 31, 2024

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

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

Voting Nay: District 1A Holmes

E. ADJOURN

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



DESOTO PARISH POLICE JURY

December 04, 2023 at 5:10 PM

Road Committee Meeting

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

MINUTES

Reggie Roe, Chairman, Jimmy Holmes, Jeri Burrell, Ernel Jones, Keith Parker

A. CALL TO ORDER

PRESENT

District 5, Chairman Reggie Roe

District 1A Jimmy Holmes

District 4B Jeri Burrell

District 4C Ernel Jones

District 1C Keith Parker

B. CALL FOR ADDITIONS AND DELETIONS

None

C. GUEST AND PUBLIC COMMENTS

None

D. ROAD ITEMS

1. Authorize the President to sign the Change Order No. 1 to include asphalt resurfacing on Cody Lane.

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

Voting Yea: District 5, Chairman Roe, District 1A Holmes, District 4B Burrell, District 4C Jones, District 1C Parker

2. Authorize the President to sign Change Order No. 3 for sheet pile headwall on Mounce Road (2016 FEMA)

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

Voting Yea: District 5, Chairman Roe, District 1A Holmes, District 4B Burrell, District 4C Jones, District 1C Parker

3. Authorize the Parish Administrator to sign the agreement between owner and engineer for professional service on Brazzel Road (Preliminary Design, Final Design and Construction layout)

Motion made by District 1C Parker, Seconded by District 4B Burrell.
Voting Yea: District 5, Chairman Roe, District 1A Holmes, District 4B Burrell,
District 4C Jones, District 1C Parker

4. Authorize compensating Pat Loftus for fence replacement on Powell Road as per the servitude agreement

Motion made by District 1A Holmes, Seconded by District 1C Parker.
Voting Yea: District 5, Chairman Roe, District 1A Holmes, District 4B Burrell,
District 4C Jones, District 1C Parker

E. ADJOURN

Motion made by District 1C Parker, Seconded by District 4B Burrell.

DeSoto Parish
Rural Parish - District #7
Louisiana Enterprise Zones
2010

Place	D	CT	BG	Action
Parish.....		9501	3
Parish.....		9502	2
Parish.....		9502	4
Parish.....		9503	2
Parish.....		9504	2
Parish.....		9504	3
Parish.....		9505	2
Parish.....		9505	3
Parish.....		9506	2
Parish.....		9506	3
Parish.....		9507	1

Economic Development Zone (EDZ)

.....None.....

2010 Zones	11
†Act 571 of 2013 75,000 or less	Not declared
EDZ	0
Total Zones.....	11

*Indicates the new EZ after the swap.

November 15, 2023

via e-mail

Mr. Ernel Jones
Desoto Parish Government
101 Franklin Street
Mansfield, LA 71052

RE: Updated listing of designated Enterprise Zones

Dear Mr. Jones,

The U.S. Census Bureau recently released the 2020 Census apportionment results. Therefore, an update to the list of eligible tracts in your jurisdiction for the Enterprise Zone Incentive Program, administered by the Louisiana Department of Economic Development (“LED”), is required.

In accordance with La. R.S. 51:1784, LED uses federal census data in qualifying the bottom forty percent of block groups in the state as Enterprise Zones, based upon per capita income, unemployment and percentage of residents receiving public assistance.

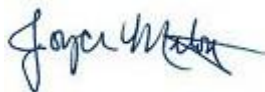
Please find attached your current approved listings and an updated proposed listing for your jurisdiction.

In accordance with La. R.S. 51:1785, LED shall designate qualified block groups as Enterprise Zones only after receiving notice that the governing authority agrees to participate in the program.

LED therefore requests that you respond by January 10, 2024, stating whether you approve of the updated zones. There is no specific form required for a response, however, a sample letter and resolution are attached for your convenience.

Unless timely advised to the contrary, the updated Enterprise Zones will be deemed approved by LED and submitted to the Board of Commerce and Industry for their consideration at a future public meeting.

If you have any questions or comments, please contact me at joyce.metoyer@la.gov or 225.342.0485.



Joyce Metoyer
Program Administrator, Enterprise Zone Program
Louisiana Economic Development

LOUISIANA ENTERPRISE ZONE INCENTIVE

September 2023

What is the Enterprise Zone Incentive?

The Enterprise Zone, or EZ program is a jobs incentive program that provides Louisiana income and franchise tax credits to a new or existing business located in Louisiana creating permanent net new full-time jobs, and hiring at least 50% of those net new jobs from one of four targeted groups. The intent of the program is to stimulate employment for residents in depressed areas of the state that are designated as enterprise zones by providing tax incentives to a business hiring from these areas. The benefit provides the following state incentives:

- Either a one-time \$3,500 or \$1,000 tax credit for each net new job created.
- A rebate of state sales and use taxes paid on qualifying materials, machinery, furniture, and/or equipment purchased or a 1.5% refundable investment tax credit on the total capital investment, excluding tax exempted items. The rebate shall not exceed \$100,000 per net new job.

What kinds of businesses qualify for the Enterprise Zone Incentive?

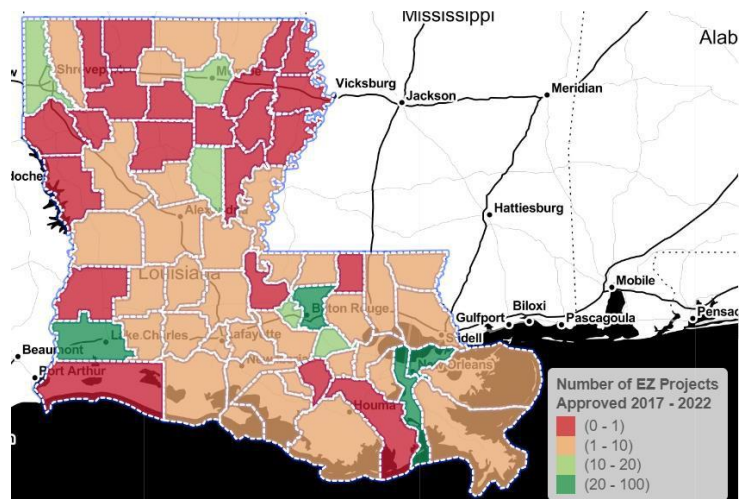
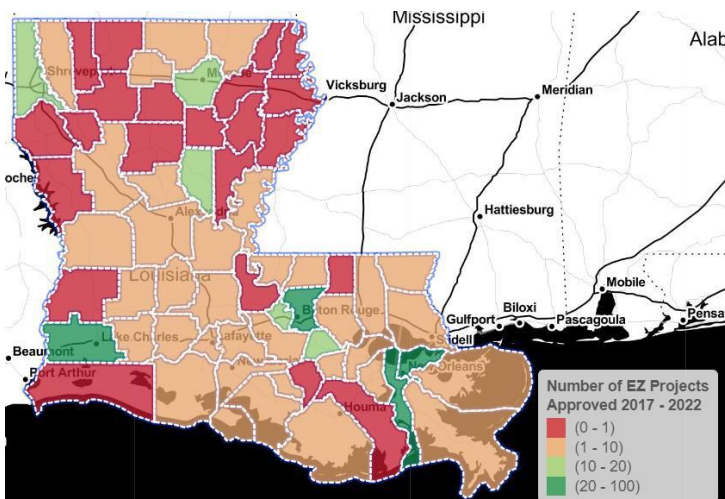
There are many types of businesses that can qualify for Enterprise Zone, including manufacturing, businesses services, healthcare, and distribution centers to name a few. The amount of existing employees is a determining factor in qualifying for EZ, as well as location. However, the following employers or persons shall not be eligible to participate in the program:

- Employers engaged in the gaming industry or residential developments
- Churches
- Retail employers assigned NAICS Code Sections 44 and 45
- Employers assigned NAICS Code Sections, 721, 722 and 5613

How has the Enterprise Zone Incentive performed?

From 2017-2022, there have been:

- 334 EZ Contracts approved in 42 parishes
- 14,321 direct jobs estimated to be or have been created
- \$12 Billion of new capital investment



FAQs

Why am I being reached out to about the Enterprise Zone Incentive?

- LED updates the census tracts that qualify as Enterprise Zones every 10 years, using updated federal census data. As a part of this update, local governments are invited to approve the Enterprise Zones in their jurisdiction.

How will approving the Enterprise Zones help my Parish?

- Approving the Enterprise Zones will incentivize companies to hire the citizens of your Parish, specifically those that live in an Enterprise Zone. Additionally, companies are incentivized to locate within your Enterprise Zones.

If our local government approves these Enterprise Zones, are we giving up any local tax revenue?

- Not with this vote. As a part of the Enterprise Zone incentive, companies are able to request that non-dedicated local sales taxes paid on qualifying expenses be rebated. However, the rebate of local sales taxes must be voted on by the local governing authorities for each project/contract. That is not within the parameters of the vote to approve updated Enterprise Zones.

Have local sales taxes been rebated for the Enterprise Zone Incentive before?

- Yes, but very few projects request it. Of the 344 Enterprise Zone projects that have appeared before the State Board of Commerce and Industry from January 2017 to July 2023, only 10 have requested local sales taxes be rebated. This was after acquiring the approval to rebate those local sales taxes from the local governing bodies.

RESOLUTION

REQUESTING THE DESIGNATION OF CERTAIN CENSUS TRACT BLOCK GROUPS ENUMERATED BELOW AS ENTERPRISE ZONES, FOR PARTICIPATION IN THE ENTERPRISE ZONE PROGRAM ADMINISTERED BY THE LOUISIANA DEPARTMENT OF ECONOMIC DEVELOPMENT

WHEREAS, LA R.S. 51:1784, pertaining to the Enterprise Zone Program, includes a provision that data from the most recent federal decennial census shall be applied in determining areas qualified for designation as enterprise zones; and

WHEREAS, the Louisiana Department of Economic Development designates the below enumerated tracts as Enterprise Zone eligible based upon the 2020 federal decennial census; and

WHEREAS, LA R.S.51:1785, pertaining to the Enterprise Zone Program, includes a provision that the Louisiana Department of Economic Development shall only designate eligible block groups as Enterprise Zone if the local governing authority agree to participate in the Enterprise Zone program;

NOW, THEREFORE, BE IT RESOLVED by [Local governing authority], that:

Section 1. [Local governing authority] wishes to participate in the Enterprise Zone Program:

Section 2. [Local governing authority] agrees to assist the Department in evaluating progress made in any Enterprise Zone within its jurisdiction.

Section 3. [Local governing authority] wishes to designate the following as Enterprise Zones:

Census Tract	Block Group	Census Tract	Block Group	Census Tract	Block Group

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

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

Enterprise Zone Program Approval Letter

Date:

Local Governing Authority
Address

RE: Updated listing of designated Enterprise Zones

Please accept this letter as _____ 's
Local Governing Authority

participation interest in the Louisiana Enterprise Zone Act pursuant to Louisiana
R.S. 51:1781-1791.

In accordance with the requirements of Louisiana Enterprise Zone Program,
_____ agrees:
Local Governing Authority

1. To participate in the Enterprise Zone Program.
2. To assist the Department in evaluating progress made in any Enterprise Zone within its jurisdiction.

Sincerely,
Local Governing Authority

Name

Title

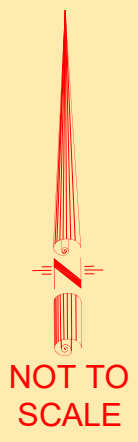
**DeSoto Parish
Rural Parish - District #7
Louisiana Enterprise Zones
2020**

Place	Census Tract	Block Group
DeSoto Parish	9501.01	2
DeSoto Parish	9502	2
DeSoto Parish	9503	2
DeSoto Parish	9504	1
DeSoto Parish	9504	2
DeSoto Parish	9504	3
DeSoto Parish	9505	2
DeSoto Parish	9505	3
DeSoto Parish	9506	1
DeSoto Parish	9506	2
DeSoto Parish	9506	3
DeSoto Parish	9507	1

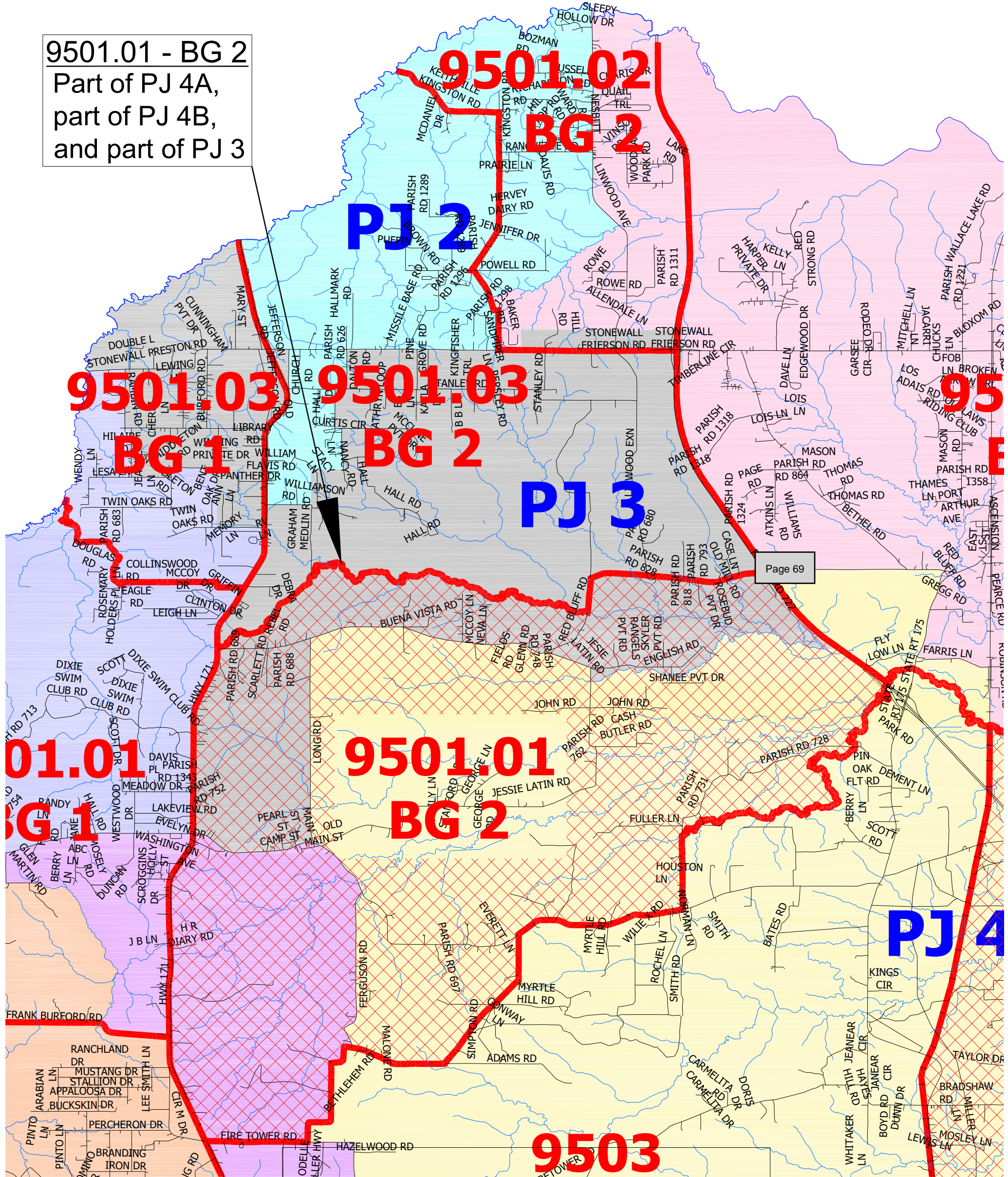
Total Zones 12

Legend

	PJ 1A
	PJ 1B
	PJ 1C
	Streets
	River
	Railroad
	PJ 2
	PJ 3
	PJ 4A
	PJ 4B
	PJ 4C
	PJ 4D
	PJ 5
	PJ 6
	9506 Census Tract Number
	BG 1 Census Block Number
	Census Tract and Block Boundary
	LA Enterprise Zone



9501.01 - BG 2
Part of PJ 4A,
part of PJ 4B,
and part of PJ 3

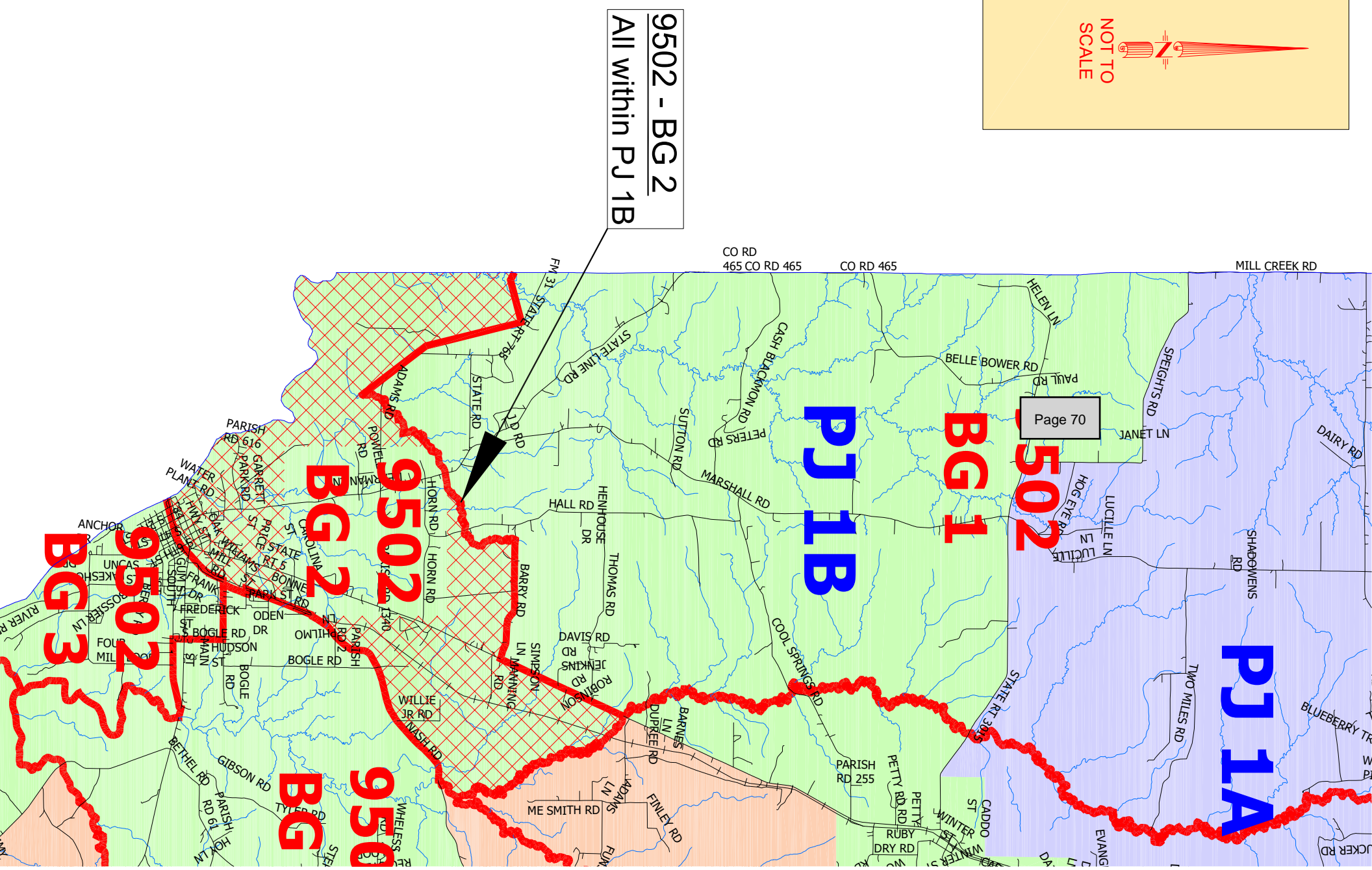


Legend

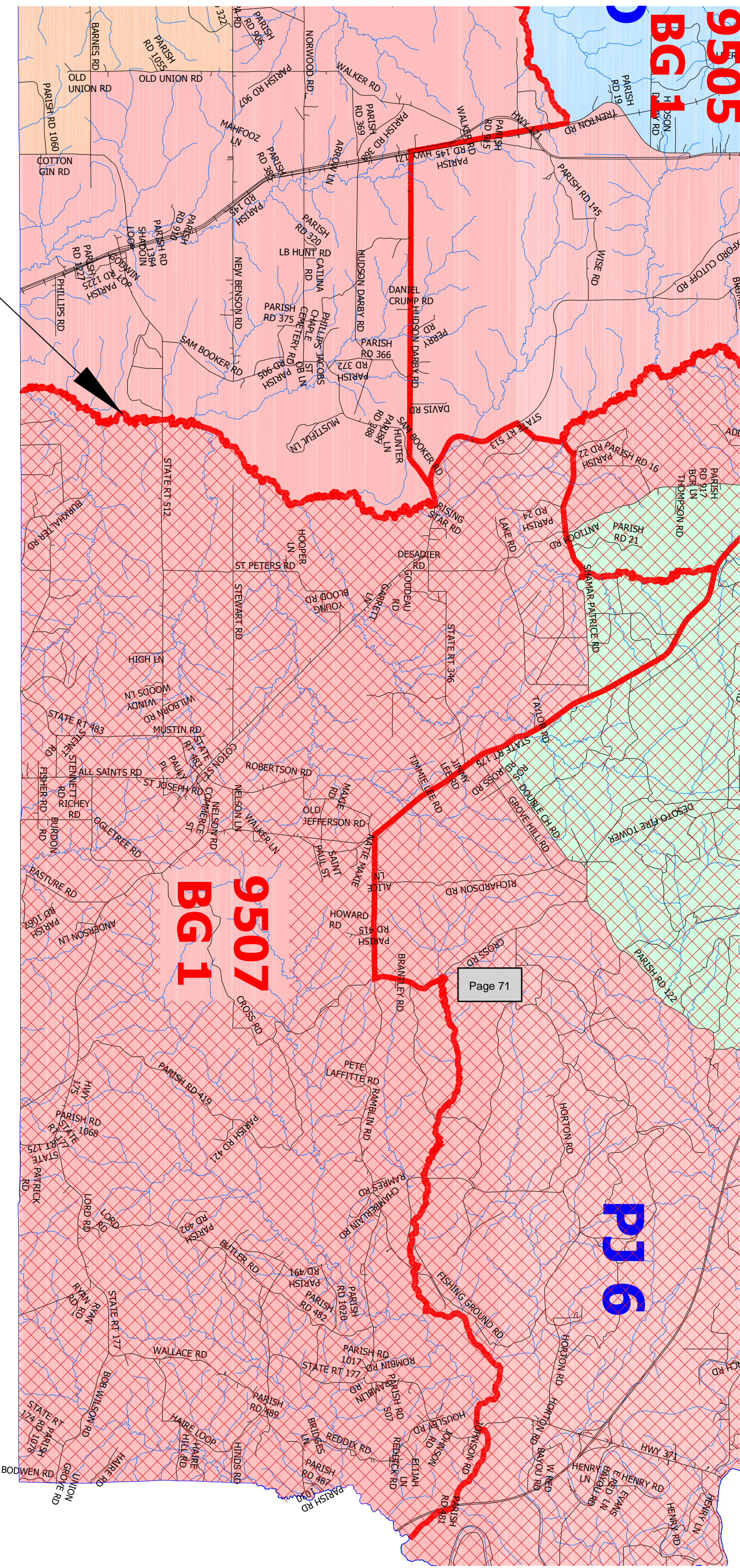
- Streets
- River
- Railroad
- 9506 Census Tract Number
- BG 1** Census Block Number & Block Boundary
- LA Enterprise Zone

	PJ 1A
	PJ 1B
	PJ 1C
	PJ 2
	PJ 3
	PJ 4A
	PJ 4B
	PJ 4C
	PJ 4D
	PJ 5
	PJ 6

NOT TO SCALE
























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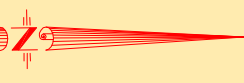
Page 71

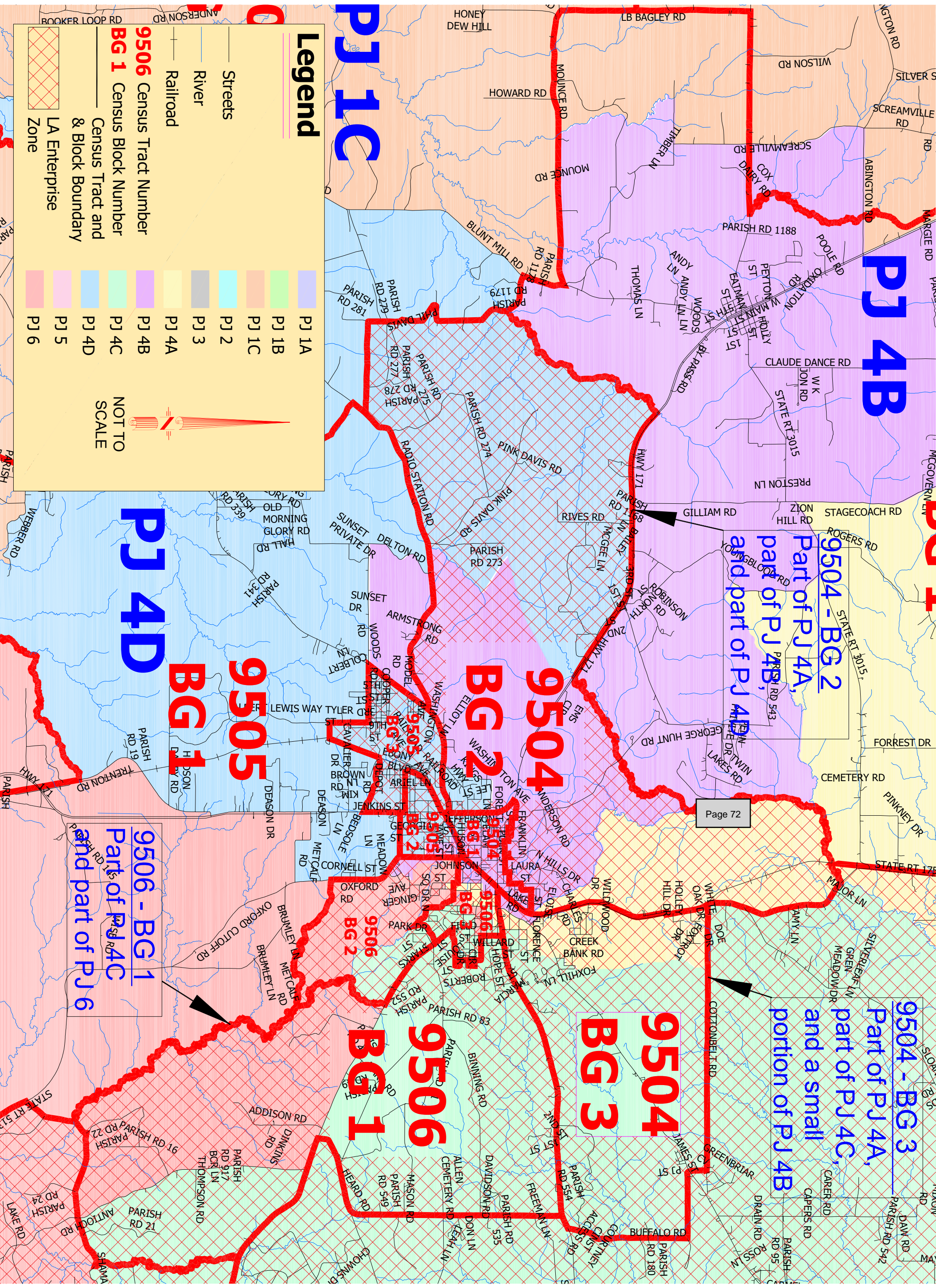
9507 - BG 1
Part of PJ 6 and
a small portion
of PJ 4C

Legend

	LA Enterprise Zone		PJ 1A
			PJ 1B
			PJ 1C
			PJ 2
			PJ 3
			PJ 4A
			PJ 4B
			PJ 4C
			PJ 4D
			PJ 5
			PJ 6

 9506 Census Tract Number
 BG 1 Census Block Number
 Census Tract and Block Boundary
 Streets
 River
 Railroad


NOT TO SCALE



PJ 4B

9504 - BG 2

Part of PJ 4A,

part of PJ 4B,

and part of PJ 4C

Page 72

9504 - BG 3

Part of PJ 4A,

part of PJ 4C,

and a small

portion of PJ 4B

**9504
BG 3**

**9506
BG 1**

**9506
BG 2**

**9505
BG 1**

PJ 4D

9506 - BG 1

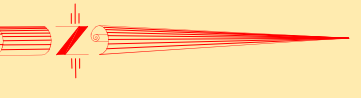
Part of PJ 4C
and part of PJ 6

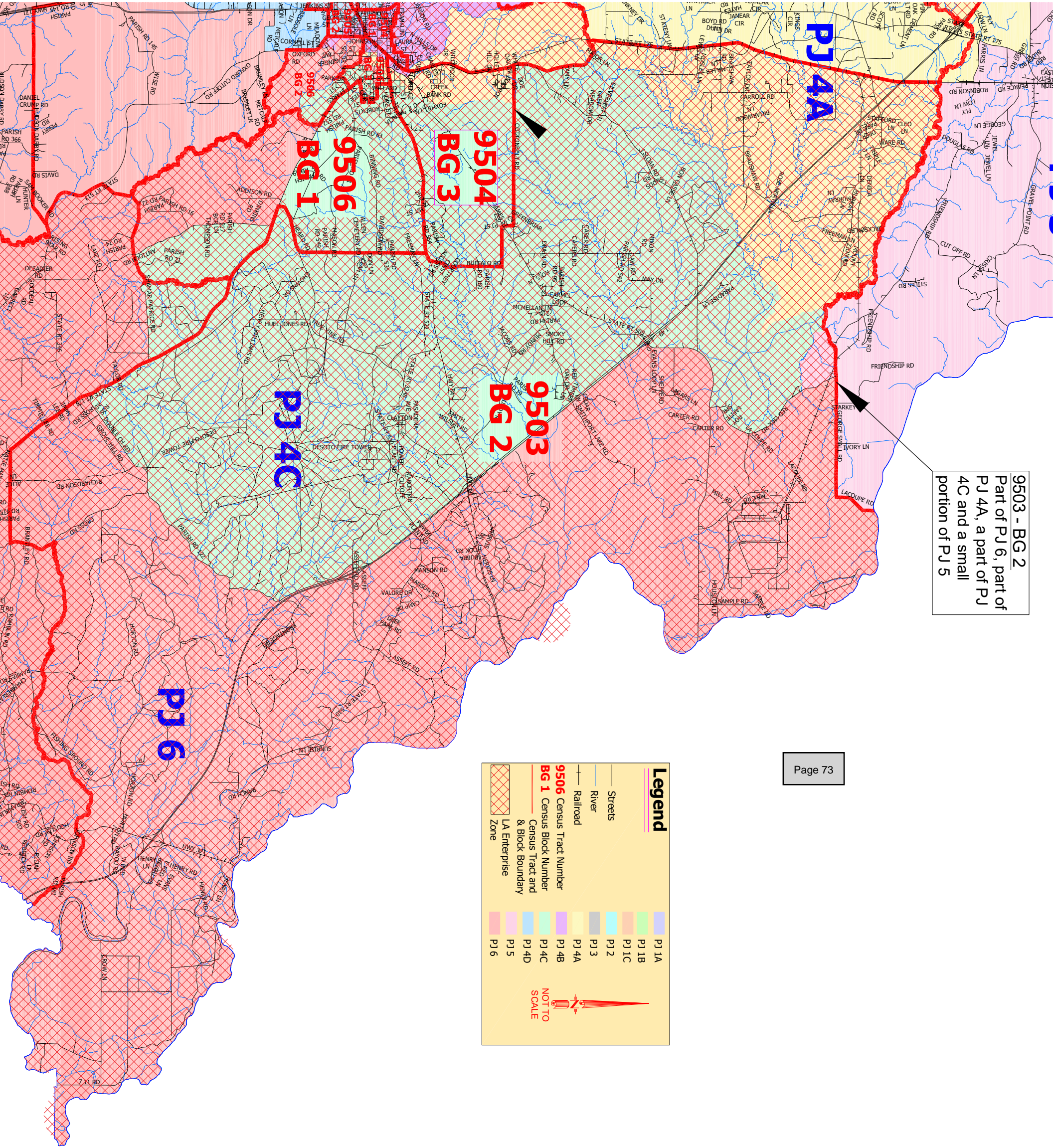
Legend

- Streets
- River
- Railroad
- 9506 Census Tract Number
- BG 1 Census Block Number
- Census Tract and Block Boundary
- LA Enterprise Zone

[Purple Box]	PJ 1A
[Light Green Box]	PJ 1B
[Light Blue Box]	PJ 1C
[Light Yellow Box]	PJ 3
[Light Cyan Box]	PJ 2
[Light Orange Box]	PJ 3
[Light Green Box]	PJ 4A
[Light Yellow Box]	PJ 4B
[Light Cyan Box]	PJ 4C
[Light Blue Box]	PJ 4D
[Light Pink Box]	PJ 5
[Light Orange Box]	PJ 6

NOT TO SCALE





9503 - BG 2
 Part of PJ 6, part of PJ 4A, a part of PJ 4C and a small portion of PJ 5

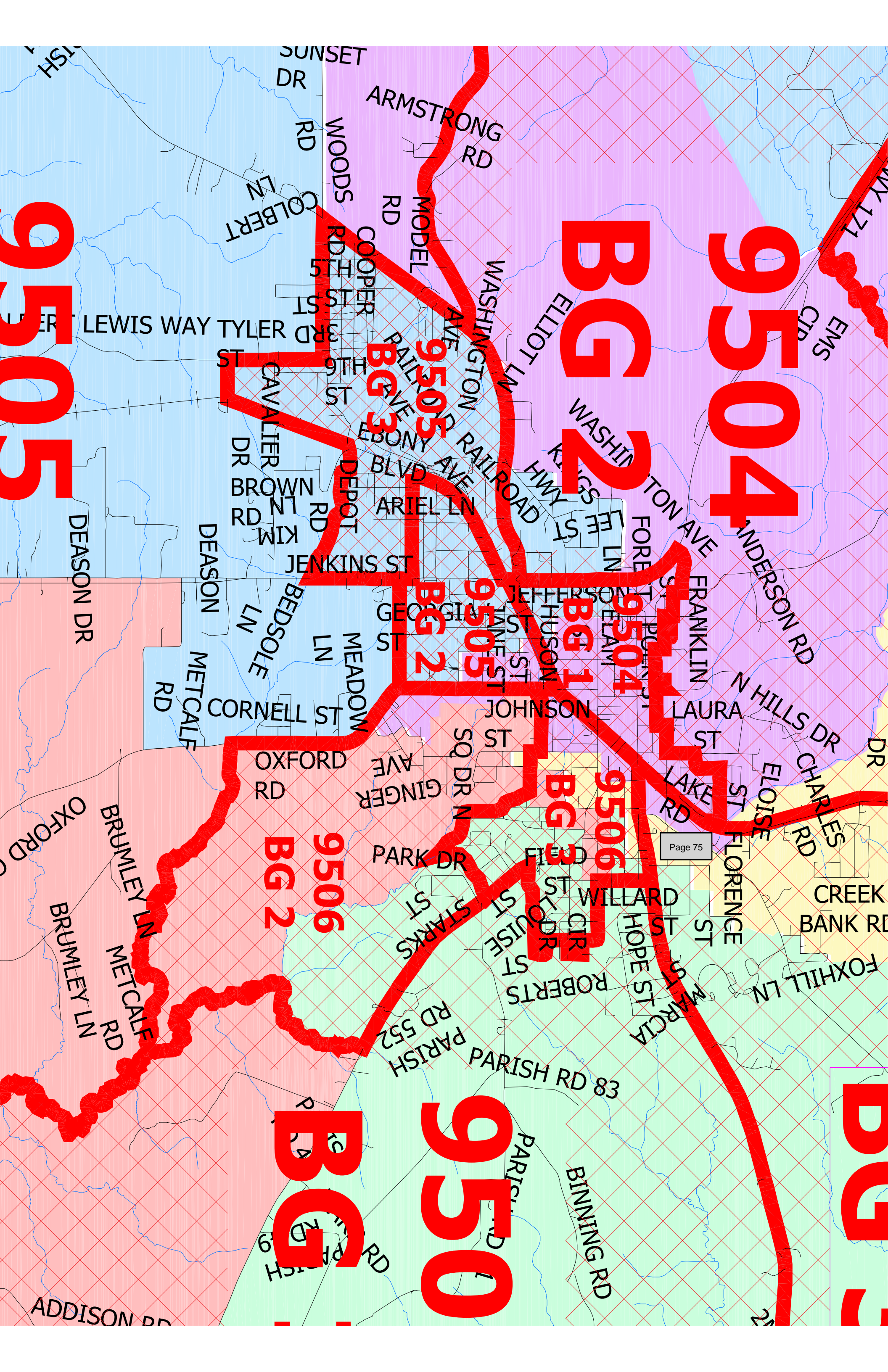
Legend

	PJ 1A
	PJ 1B
	PJ 1C
	PJ 2
	PJ 3
	PJ 4A
	PJ 4B
	PJ 4C
	PJ 4D
	PJ 5
	PJ 6

	Streets
	River
	Railroad

	9506 Census Tract Number
	BG 1 Census Block Number
	Census Tract and Block Boundary
	LA Enterprise Zone

NOT TO SCALE



95004

BG 2

95005

BG 3

BG 2

BG 1

BG 3

95006

95007

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Indemnification Agreement

The Desoto Parish Police Jury (“DPPJ”) and LOUISIANA MIDSTREAM GAS SERVICES, L.L.C. enter into this Indemnification Agreement in favor of the DPPJ for its grant of access to LOUISIANA MIDSTREAM GAS SERVICES, L.L.C. to Mundy Landfill located at 2712 US-84, Mansfield, La. 71052. Access is granted for the period from 12/19/2023 through 12/22/2023.

LOUISIANA MIDSTREAM GAS SERVICES, L.L.C. agrees to indemnify the DPPJ for any and all damages it causes, all claims, demands, expenses and liability arising from property damage or personal injury, damage or loss out of any act or omission of any LOUISIANA MIDSTREAM GAS SERVICES, L.L.C employees, agents or representatives which may occur or stem from or arise out of the granting of the access including, but not limited to, court costs, attorney’s fees and judicial interest. Williams Pipeline represents that it has taken the appropriate steps to legally enter into this agreement as evidenced by attached Exhibit 1 and that Staci Donaldson has the authority to execute this agreement on its behalf.



LOUISIANA MIDSTREAM GAS SERVICES, L.L.C.
By: Staci Donaldson
its: Sr. Land Representative
and POA Land | West | Central

DPPJ by and through its President



Witness
Print Name: Rebecca LaCroux

Witness
Print Name:



Witness
Print Name: TERRY M HOBCK

Witness
Print Name:

SPECIAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS that **LOUISIANA MIDSTREAM GAS SERVICES, L.L.C.**, a Oklahoma limited liability company (“Company”) does hereby constitute and appoint Staci Donaldson as agent and attorney-in-fact (“Attorney-in-Fact”) for and on behalf of the Company and for the sole and exclusive benefit of the Company and not on behalf of any other person, corporation, or association, in whole or in part, to enter into, execute, deliver, and file and accept instruments, documents, or applications (collectively “Documents”) that pertain to real property rights or interests necessary to effectuate the land acquisition and lease activities and purposes of the Company including, but not limited to, Documents that:

- settle land-related claims by or against **Company**;
- enter into, modify, or relinquish easements, rights-of-way, leases, franchises, licenses, permits, or other interests in land;
- allow encroachments onto easements and rights-of-way;
- subordinate easements, rights-of way, or mortgage rights;
- relate to the installation, modification, or relocation of facilities;
- provide for the purchase or sale of, or option to purchase or sell, real property or facilities;
- provide for the rental, lease, or occupancy of real property; and
- acquire utility services

containing such terms and conditions as said Attorney-in-Fact shall deem proper and advisable, giving and granting unto said Attorney-in-Fact full and complete power and authority to do and perform any and all acts and things as may be necessary and proper. Any amounts to be paid under the Documents will be approved and paid in accordance with the Williams Delegation of Authority Policy.

Each and every act, matter, and thing which shall be given, made, and done by the said Attorney-in-Fact in connection with the exercise of any or all of the aforesaid powers shall be as good, valid, and effectual to all intents and purposes as if the same had been given, made, and done by Company.

This appointment of authority shall continue in full force and effect from December 8, 2022, until revoked by an instrument in writing; until the Attorney-in-Fact is no longer employed by the Company or by any other The Williams Companies, Inc. entity; or until December 31, 2024. The execution of this appointment shall terminate and void any and all previously granted powers of attorney granted to the Attorney-in-Fact for this Company. The Company may have multiple Representatives at any given time acting as attorneys-in-fact with authority to execute Documents concerning the same items listed herein. A “Representative” shall be any employee or agent of Company acting under an existing power of attorney with the authority to execute the Documents listed herein. The powers of authority conferred to Attorney-in-Fact do not include the power to revoke any Document executed on behalf of Company by a Representative without the Representative’s authorization.

A Resolution Adopting an Operating Budget of
Revenues and Expenditures for the Fiscal Year
Beginning January 1, 2024, and Ending December 31, 2024

BE IT RESOLVED BY THE POLICE JURY OF DESOTO PARISH, convened in special session, that:

SECTION 1: The attached detailed estimate of Revenues for the fiscal year beginning January 1, 2024, and ending December 31, 2024, be and the same is hereby adopted to serve as an Operating Budget of Revenues for the Jury, during the same period.

SECTION 2: The attached estimates of Expenditures by departments for the fiscal year beginning January 1, 2024, and ending December 31, 2024, be and the same is hereby adopted to serve as a budget of Expenditures for the Jury during the said period, allowing the Parish Treasurer to disburse funds as budgeted.

SECTION 3: The adoption of this Budget and of Expenditures be and the same is hereby declared to operate as appropriation of the amount therein set forth within the terms of the budget classifications.

SECTION 4: Amounts are available for expenditures only to the extent included within the 2024 budget.

SECTION 5: The Parish Administrator may authorize transfers between line items of expenditures within a program (function) or department, provided that such transfers shall not exceed 10% of the total departmental/ program budget. All other budget adjustments must be approved by the jury as a whole.

MOTION TO ADOPT the above Resolution was made by _____, seconded by _____. Motion carried.

WHEREUPON the Resolution was declared duly adopted on this 18th day of December 2023.

AYES: NAYS: ABSENT: ABSTAIN:

RODRIGUEZ ROSS, PRESIDENT
DESOTO PARISH POLICE JURY'

JODI ZEIGLER, SECRETARY
DESOTO PARISH POLICE JURY

CERTIFIED

I, Jodi Zeigler, hereby certify in my capacity as the Secretary of the DeSoto Parish Police Jury that the above and foregoing is a true and correct copy of the Resolution passed by the DeSoto Parish Police Jury at a special meeting held on the 18th day of December 2023, a quorum being present

Jodi Zeigler, Secretary

The following resolution was offered by _____ and seconded by _____:

RESOLUTION

A RESOLUTION INDICATING THE INTENTION OF THE DESOTO PARISH POLICE JURY, STATE OF LOUISIANA, TO APPROVE THE TWO (2) YEAR APPOINTMENT OF MICHAEL RISTER AS A DIRECTOR TO THE BOARD OF THE LOUISIANA LOCAL GOVERNMENT ENVIRONMENTAL FACILITIES AND COMMUNITY DEVELOPMENT AUTHORITY (THE "AUTHORITY") AS PROVIDED BY CHAPTER 10-D OF TITLE 33 OF THE LOUISIANA REVISED STATUTES OF 1950, AS AMENDED.

WHEREAS, Chapter 10-D of Title 33 of the Louisiana Revised Statutes of 1950, as amended, comprised of R.S. 33:4548.1 through 4548.16 is known as the Louisiana Local Government Environmental Facilities and Community Development Authority Act (the "Act"); and

WHEREAS, the Act creates the Louisiana Local Government Environmental Facilities and Community Development Authority (the "Authority") for the purpose of assisting political subdivisions, as defined in the Act, and other designated entities in acquiring, financing and constructing certain facilities, including environmental, public infrastructure, community and economic development purposes and to otherwise establish programs to aid in the financing of local government and economic development projects; and

WHEREAS, the DeSoto Parish Police Jury, State of Louisiana, previously passed a resolution to become a participating political subdivision of the Authority in accordance with the Act; and

NOW THEREFORE, BE IT RESOLVED by the governing authority of the DeSoto Parish Police Jury, State of Louisiana, acting in such capacity:

Section 1. Approve the appointment of Michael Rister to serve as a Director of the Authority for a term of two (2) years from the date hereof.

Section 2. This resolution shall take effect immediately and a certified copy hereof shall be forwarded to the offices of the Authority.

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

YEAS:

NAYS:

ABSTAIN:

ABSENT:

And the resolution was declared adopted on this 18th day of December, 2023.

ATTEST: Rodriguez Ross
Title: DeSoto Parish Police Jury President

Name: Jodi Zeigler
Title: Secretary

CERTIFICATE

I, the undersigned, hereby certify that the foregoing is a true and correct copy of a Resolution adopted on December 18, 2023 by the governing authority of DeSoto Parish Police Jury, State of Louisiana, at a meeting thereof regularly convened and after proper notice thereof having been given, and I further certified that the same remains in full force and effect.

THUS DONE AND SIGNED, THIS 18th DAY OF DECEMBER, 2023.

Title: Secretary

APPOINTMENT OF DIRECTOR

I, Rodriguez Ross, do hereby appoint Michael Rister, as a member of the Board of Directors of the Louisiana Local Government Environmental Facilities and Community Development Authority representing the DeSoto Parish Police Jury.

Name: Rodriguez Ross
Title: DeSoto Parish Police Jury President

Date: December 18, 2023

DeSoto Parish Police Jury

2024 Holiday Schedule

New Year's Day	Jan 1	Monday
Martin Luther King Day	Jan 15	Monday
President's Day	Feb 19	Monday
Good Friday	Mar 29	Friday
Memorial Day	May 27	Monday
Juneteenth	June 19	Wednesday
Independence Day	July 4	Thursday
Labor Day	Sept 2	Monday
Veterans Day	Nov. 11	Monday
Thanksgiving	Nov 28-29	Thursday-Friday
Christmas	Dec 24-25	Tuesday-Wednesday

Parish Secretary: _____

Parish Administrator: _____

The DeSoto Parish Police Jury will hold Regular Police Jury Meetings at 5:00 pm in the Police Jury Meeting Room, Police Jury Building, Mansfield, Louisiana on the following dates:

January 2, 2024 – Committee
January 16, 2024 – Regular
February 5, 2024 – Committee
February 20, 2024 – Regular
March 4, 2024 – Committee
March 18, 2024 – Regular
April 1, 2024 – Committee
April 15, 2024 – Regular
May 6, 2024 – Committee
May 20, 2024 – Regular
June 3, 2024 – Committee
June 17, 2024 – Regular
July 1, 2024 – Committee
July 15, 2024 – Regular
August 5, 2024 – Committee
August 19, 2024 – Regular
September 3, 2024 – Committee
September 16, 2024 – Regular
October 7, 2024 – Committee
October 21, 2024 – Regular
November 4, 2024 – Committee
November 18, 2024 – Regular
December 2, 2024 – Committee
December 16, 2024 – Regular

/s/Rodriguez Ross, President
DeSoto Parish Police Jury

/s/Jodi Zeigler, Secretary
DeSoto Parish Police Jury



DeSoto Parish Tourism Commission
115 N. Washington Ave.
Mansfield, LA 71052
318-872-1177
desototourism@gmail.com

November 15, 2023

DeSoto Parish Police Jury
101 Franklin St
Mansfield, LA 71052

Dear Police Jury Members:

Attached is the 2024 DeSoto Parish Tourism Commission budget. Once again, we look forward to another great year working together to make DeSoto Parish an even better place to live, work, play, and retire.

Sincerely,

Charlotte Miller, Executive Director

**DeSoto Parish Tourist Bureau
2024 Proposed Budget
11/14/2023**

Income

Enterprise Funds-State of LA	\$74,158.00
Hotel/Motel Occupancy Tax	\$216,000.00
Interest Income	\$2,000.00
Rebate on 2023-2024 CMP Grant for Marketing	\$10,000.00
LA Tourism Revival Funds (Remaining Balance)	\$265,032.89
Total Income	\$567,190.89

Expenses

Advertising/Marketing/Grants	\$237,101.77
LA Tourism Revival Funds	
Contingency Funds	\$63,674.00
Development of Tourism Plan	
Product Development	\$114,691.56
Signage/Interpretation (Kevin Martin quote)**	\$0.00
Dues & Subscriptions	\$7,600.00
Hospitality	\$700.00
Insurance Expenses	\$800.00
Contents Liability (The Hartford)	\$1,100.00
Non-Profit Liability (Cunningham)	\$3,500.00
LWCC Community Financial)	\$417.00
Janitorial	\$1,800.00
Medical Insurance	\$10,200.00
Office Supplies/Computer Service	\$6,000.00
Payroll Expenses	
Iris Harper-Marketing & Communications	\$18,000.00
Charlotte Miller-Director	\$40,000.00
Heather Gannon - Administrative Assistant	\$17,000.00
Payroll Liabilities (Federal/State)	\$10,000.00
Postage/Shipping	\$200.00
Professional Services (Financial)	\$6,000.00
Professional Services (Tax Attorney)	\$0.00
Professional Services (Haynie Group)	\$4,000.00
Rent (DeSoto Parish Chamber of Commerce)	\$15,000.00
Office Supplies/Computer Service	\$406.56
Travel Expenses	\$9,000.00
Total Expenses	\$567,190.89

**This amount will come out of product development budget

**DeSoto Parish Tourist Bureau
Advertising Budget
as of 11/14/2023 for 2024**

LOCAL/NATIONAL/REGIONAL ADV

Mansfield Enterprise - Various Ads \$300.00

LOT/LTPA COOPERATIVE/SPECIAL PUBLICATIONS

AAA Southern Traveler -April-June 2024 1/3 page \$2,470.59

64 Parishes - April - June 2024 full page \$2,107.06

American Road - April - June 2024 1/2 page \$2,470.59

2024 Louisiana Sunshine Guide - Jan-June 2024 1/2 page \$4,821.18

Country Roads \$2,882.35

Louisiana Life - Jan/Feb 2024 \$1500 Mar/April \$1500 \$3,000.00

Louisiana Distribution Program \$650.00

Louisiana Travel Revival Funds Expenses

SPECIAL EVENTS & PROMOTION

MLFishing & Bass Master Elite - \$27,000.00

Festivals/Events \$25,000.00

Radio Ads \$5,000.00

Newspaper Ads \$2,000.00

Poster Design & Printing

INTERNET PROGRAMS/WEBSITE ADVERTISING

Facebook Event Ads \$1,000.00

Graham Group - Programmatic - 12 Months \$12,000.00

Graham Group - SEM Marketing - 12 Months \$16,000.00

Graham Group - Social Media Advertising \$3,000.00

Graham Group - NMLWidget \$500.00

Graham Group - Website Redesigned \$7,500.00

Graham Group - Website Hosting/Security \$14,500.00

SUPPORT MATERIALS

Graham Group - Branding/Ad Mgnt/Ad Design \$4,000.00

Parish Tourism Directional Signs \$2,500.00

Maps \$0.00

Photography \$2,500.00

Video Production - Patrick Denis \$4,200.00

Parish Video - Product Development \$2,000.00

Brochure Distribution \$1,200.00

TRAVEL EXPENSES-HOSPITALITY/TRAVEL WRITERS

Hospitality- Travel Writers, Group Planners \$2,500.00

Travel/Seminars/Conferences/Meetings	\$4,000.00
Contingency Budget	\$33,000.00
No Man's Land Production	\$1,000.00
KTBS	\$48,000.00
Total Advertising	\$237,101.77

DeSoto Parish Tourism Commission
115 N. Washington Ave.
Mansfield, LA 71052
November 14, 2023, 2:00 pm
AGENDA

- I) Roll Call Margaret Dickerson
- II) Prayer – Pledge
- III) Approval of November 2023 Agenda (vote)
- IV) Public Comment Period (3 minutes, must pertain to Agenda)
- V) Approval of October 2023 Minutes (vote)
- VI) Approval of October Financials (vote)
(Review budget to actual comparisons)
- VII) Old Business
- VIII) New Business
 - a. Public Notice/Official Journal/Meeting schedule (vote)
 - b. DPPJ Budget Letter (vote)
 - c. DPTC Executive Committee (vote)
 - d. Approve Amended 2023 Budget (vote)
 - e. Approve 2024 Budget (vote)
 - f. Approve KTBS Proposal (vote)
 - g. Discuss KSLA Proposal
 - h. CD Purchases (vote)
 - i. Lease Renewal on Chamber Building
- IX) Director’s Report- September/October (vote) Charlotte Miller
 - a. Occupancy Report for September 2023
 - b. Upcoming events and meetings
- X) New meeting date: January 16, 2024, at 2:00 pm.
- XI) Adjournment (vote)

**DeSoto Director's Report
Oct/Nov 2023**

Logansport Light Festival/Tour of Bethlehem

Tour of Bethlehem was cancelled by Logansport Chamber of Commerce due to a lack of interest among churches and a dwindling number of volunteers. Logansport Light Festival will open November 18th with a parade, Santa, food trucks and vendors on the Logansport Riverfront. The Spirit of Christmas segment by KTBS will air Tuesday November 14th.

Livestock Sale at Fair

Heather and I worked on the Livestock Sale Committee at the Louisiana State Fair on November 1st with Deborah Dees and her staff. DeSoto raised over \$38,000 to support young people in agriculture throughout the state. Mansfield and Stanley welders presented two great projects for the welding division and received top awards. Four young people represented DeSoto in the livestock sale.

HTOL Media Event at American Rose Center

Heather and I attended the HTOL Media Day at the American Rose Center in Greenwood on Nov 2nd. We set up a Christmas themed table with our brochures and some giveaway items and I spoke about the events planned in the parish for the Christmas season. I also had a chance to meet with Rosie James, salesperson for KRMD and we discussed marketing the Bryan Martin concert on radio.

Bryan Martin Concert in Logansport

The Bryan Martin Homecoming Show will be held Saturday, November 25th on the Logansport Riverfront. Tickets are available on Eventbrite.com and are limited to 1,000 tickets. Deadline for advanced tickets is November 22nd. \$10 adults, \$5 for ages 11 and under, \$25 cooler passes. On November 25th \$15 ages 12 and up, \$10 – 11 and under. Cooler passes at gate \$35.

HGCA Car Show in Grand Cane

The Car Show in Grand Cane had the largest number of entrants to date – 95 entries that Saturday. The weather was beautiful, and the food trucks showed up. The HGCA fall market on Nov 11th was cancelled due to weather.

NTA Convention

The National Travel Association Convention will be held Nov 13th -15th at Shreveport Convention Center. I will be helping Serena Grey (Minden CVB) set up the HTOL table on Sunday, Nov 12th and will be working it all day Monday, Nov 13th (9:30-5:30).

Minutes/Financials

Please see October 2023 Minutes and October 2023 Financials.

LA Ethics

Please complete the online ethics training (due by December 31.) Instructions: **Go to ethics.la.gov and click on Training, Online Training, and Ethics Training.** Enter your **email** and your **password**. **Please have this completed by December 1, 2023.**

Occupancy, Facebook, Website, and SEM Stats

See packet

Upcoming Events

Veterans of the Civil War – MSHS	(Mansfield)	November 11, 2023
An Evening With Caden Wilson – Village Theater	(Grand Cane)	November 11, 2023
Logansport Festival of Lights Premiere Night	(Logansport)	November 18, 2023
Clay Eaves at the Village Theater	(Grand Cane)	November 18, 2023
Logansport Christmas Festival	(Logansport)	November 19, – January 6, 2024
Bryan Martin Homecoming & Thanksgiving Show	(Logansport)	November 25, 2023
Breakfast with Santa at the Clista Calhoun Center	(Mansfield)	December 2, 2023
Tour of Homes, Christmas Parade & Market	(Grand Cane)	December 2, 2023
An Evening with Kent Gill – Village Theater	(Grand Cane)	December 2, 2023
Dashing Through the Snow – Back Alley Theater	(Mansfield)	December 8, - December 17, 2023
Mansfield Christmas Parade	(Mansfield)	December 9, 2023

Sounds of the Season – Village Theater	(Grand Cane)	December 9, 2023
Logansport Holiday Stroll (Downtown)	(Logansport)	December 14, 2023
Community Choirs/Community Singalong	(Logansport)	December 14, 2023
Christmas on the Homefront – SHS	(Mansfield)	December 16, 2023
Jennifer McMullen: Music & Memories at The Village Theater	(Grand Cane)	December 16, 2023

Board Packet Attachments

November 2023 Agenda	Oct/Nov 2023 Director’s Report	Facebook and Website Stats
October 2023 Minutes	October 2023 Financials	

Next Meeting

The next regularly scheduled meeting will be Tuesday, January 16th, 2023 at 2:00 pm.

T | C | B | T
THOMAS, CUNNINGHAM, BROADWAY & TODTENBIER
Certified Public Accountants

Eddie G. Johnson, CPA – A Professional Corporation (1927-1996)

Mark D. Thomas, CPA – A Professional Corporation
Roger M. Cunningham, CPA – LLC
Jessica H. Broadway, CPA – A Professional Corporation
Ryan E. Todtenbier, CPA – A Professional Corporation

321 Bienville Street
Natchitoches, Louisiana 71457
(318) 352-3652
Fax (318) 352-4447
www.tcbtcpa.com

November 7, 2023

Lilliana Garcia, Treasurer
DeSoto Parish Police Jury
101 Franklin Street
Mansfield, LA 71052

As certified public accountants licensed to practice in Louisiana, we would be pleased to serve as auditors for the DeSoto Parish Police Jury as of and for the years ended December 31, 2023, December 31, 2024 and December 31, 2025. This engagement letter sets forth the terms and conditions of such an engagement.

Note: All references to the Single Audit Act Amendments of 1996 and provisions of the Uniform Guidance are only applicable if we are performing a Single Audit for your organization.

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including disclosures, which collectively comprise the basic financial statements, of the DeSoto Parish Police Jury as of and for the years ended December 31, 2023, December 31, 2024 and December 31, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the DeSoto Parish Police Jury's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the DeSoto Parish Police Jury's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI, if applicable, is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Budgetary Comparison Schedule(s)
- Schedule of Employer's Share of Net Pension Liability
- Schedule of Employer Contributions
- Schedule of Changes in Net OPEB Liability and Related Ratios

We have also been engaged to report on supplementary information other than RSI that accompanies the DeSoto Parish Police Jury's financial statements, if applicable. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records

used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it, if applicable, in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

1. Schedule of Compensation, Benefits and Other Payments to Agency Head
2. Justice System Funding Schedule(s)
3. Schedule of Expenditures of Federal Awards
4. Non-Major Fund(s) Combining Balance Sheet and Combining Statement of Revenues, Expenditures and Changes in Fund Balance

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also includes reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS), the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste and abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that comes to our attention, and will also notify the Legislative Auditor in writing. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required by *Government Auditing Standards*, the Louisiana Governmental Audit Guide, and for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

We have identified the following significant risk(s) of material misstatements as part of our audit planning:

- Management Override of Controls
- Segregation of Duties
- Revenue Recognition

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the DeSoto Parish Police Jury's compliance with provisions of applicable laws regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the DeSoto Parish Police Jury's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the DeSoto Parish Police Jury's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will provide the following nonaudit services in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

1. Provide basic accounting assistance limited to services such as:
 - a) Preparation of trial balance, draft financial statements, draft schedule of expenditures of federal awards (if applicable), and draft notes to the financial statements based on management's chart of accounts, draft justice system funding schedule(s);
 - b) Preparation of adjusting, correcting, and closing entries;
 - c) Updating depreciation/amortization schedules for which management has determined the method and rate of depreciation/amortization and salvage value of the asset.
2. Provide appraisal or valuation services, if applicable, limited to services such as:
 - a) Reviewing the work of the entity or a specialist employed by the entity where the entity or specialist provides the primary evidence for the balances recorded in the financial statements or other information that was reviewed;
 - b) Valuing an entity's pension, other post-employment benefits, or similar liabilities.

You agree to assume all management responsibilities for the nonaudit services listed above and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with these nonaudit services and that you have reviewed and approved these nonaudit services prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are responsible for making drafts of financial statements, the schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan, if applicable.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance, (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Engagement Administration, Fees and Other

We understand your employees will prepare all cash accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after the receipt of the auditors' reports or nine months after the end of the audit period.

We will provide fifteen copies of our reports to the DeSoto Parish Police Jury; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Thomas, Cunningham, Broadway, & Todtenbier, CPA's and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the LA Legislative Auditor or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit (to resolve audit findings, or to carry out oversight responsibilities), any successor auditor, and/or any organization authorized by the Louisiana State Board of Certified Public Accountants to perform audit documentation reviews as part of a quality assurance program. We will follow the Legislative Auditor's policy regarding confidentiality of audit/engagement documentation found at Section 350.02 of the Louisiana Governmental Audit Guide when giving access to audit documentation to any parties other than those previously named individuals and organizations. If requested, access to such audit documentation will be provided under the supervision of Thomas, Cunningham, Broadway, & Todtenbier, CPA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to other, including other governmental agencies.

Should we become aware of any illegal acts, we shall make our audit documentation available to the local district attorney or any other state or federal enforcement or regulatory agency without liability. The audit documentation shall be retained by Thomas, Cunningham, Broadway, & Todtenbier, CPA's for a minimum of five years after the issuance of the report. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Subsequent to the issuance of the report, should it be necessary to alter or reissue the report and/or any management letter, Thomas, Cunningham, Broadway, & Todtenbier, CPA's shall distribute such reissued report and/or management letter in the same manner as the original report and management letter. We expect to begin our audit on approximately March 1 and to issue our reports no later than June 30 of each ensuing year.

Jessica Broadway is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for this audit will be our regular per diem rates. As this is an initial engagement for us, we are unable to accurately estimate the time involved and our total fee. However we anticipate our fee be within the range of \$45,000 - \$50,000, which is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue written reports upon completion of our financial and Single Audit. Our reports will be addressed to management and the governing body of the DeSoto Parish Police Jury. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or an add emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the DeSoto Parish Police Jury, and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return the agreement to us.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2020 peer review report is available upon request.

Respectfully,

Engagement Approved:

Thomas, Cunningham
Broadway + Todtenbier, CPA's

Thomas, Cunningham, Broadway, & Todtenbier, CPA's DeSoto Parish Police Jury

By _____

Title _____

Date _____

Customer
DESOTO PARISH POLICE JURY

Local Johnson Controls Office
3691 OLD SHED RD
BOSSIER CITY, LA 71111-2818

Agreement Start Date:
01/01/2024

Proposal Date
09/19/2023

Estimate No:
1-1NMWI444



Partnering with you to deliver value-driven solutions

Every day, we transform the environments where people live, work, learn and play. From optimizing building performance to improving safety and enhancing comfort, we are here to power your mission.

A Planned Service Agreement with Johnson Controls provides you with a customized service strategy designed around the needs of your facility. Our approach features a combination of scheduled, predictive and preventative maintenance services that focus on your goals.

As your building technology services partner, Johnson Controls delivers an unmatched service experience delivered by factory-trained, highly skilled technicians who optimize operations of the buildings we work with, creating productive and safe environments for the people within.

By integrating our service expertise with innovative processes and technologies, our value-driven planned service solutions deliver sustainable results, minimize equipment downtime and maximize occupant comfort.

With more than a century of healthy buildings expertise, Johnson Controls leverages technologies to successfully deliver smart solutions to facilities worldwide.



Johnson Controls was recognized by Frost & Sullivan as the 2020 North American Company of the Year for innovation in the Smart connected Chillers market

Executive summary

Planned service proposal for DESOTO PARISH POLICE JURY

Dear Kevin VanZant,

We value and appreciate your interest in Johnson Controls as a service provider for your building systems and are pleased to provide a value-driven maintenance solution for your facility. The enclosed proposal outlines the Planned Service Agreement we have developed on your facility.

Details are included in the Planned Service Agreement summary (Schedule A), but highlights are as follows:

- In this proposal we are offering a service agreement for 3 Years starting 01/01/2024 and ending 12/31/2026.
- The agreement price for first year is \$38,246.00; see Schedule A, Supplemental Price and Payment Terms, for pricing in subsequent years.
- The equipment options and number of visits being provided for each piece of equipment are described in Schedule A, Equipment list.

As a manufacturer of both mechanical and controls systems, Johnson Controls has the expertise and resources to provide proper maintenance and repair services for your facility.

Again, thank you for your interest in Johnson Controls and we look forward to becoming your building technology services partner.

Please contact me if you have any questions.

Sincerely,

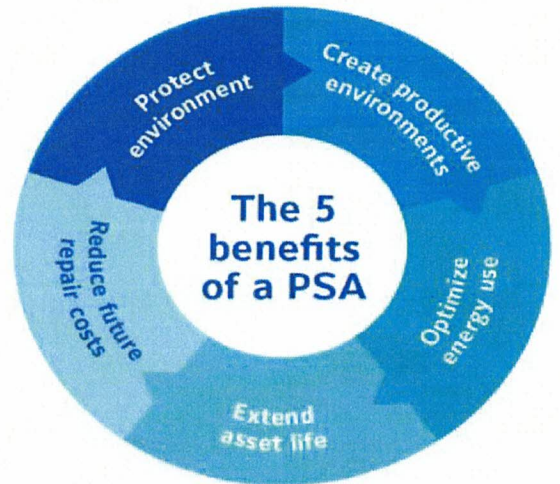
Jerry Carter
Account Representative
(318) 458-8474

The power behind **your mission**

Benefits of planned service

A Planned Service Agreement with Johnson Controls will allow you to optimize your building's facility performance, providing dependability, sustainability and energy efficiency. You'll get a value-driven solution that fits your specific goals, delivered with the attention of a local service company backed by the resources of a global organization.

With this Planned Service Agreement, Johnson Controls can help you achieve the following five objectives:



1. **Identify energy savings Opportunities**

Since HVAC equipment accounts for a major portion of a building's energy usage, keeping your system performing at optimum levels may lead to a significant reduction in energy costs.

2. **Reduce future repair costs**

Routine maintenance may maximize the life of your equipment and may reduce equipment breakdowns.

3. **Extend asset life**

Through proactive, factory-recommended maintenance, the life of your HVAC assets may be extended, maximizing the return on your investment.

4. **Ensure productive environments**

Whether creating a comfortable place where employees can be productive or controlling a space to meet specialized needs, maintenance can help you achieve an optimal environment for the work that is being accomplished

5. **Promote environmental health and safety**

When proper indoor conditions and plant requirements are maintained, business outcomes may be improved by minimizing sick leave, reducing accidents, minimizing greenhouse gas emissions and managing refrigerant requirements.

All of the services we perform on your equipment are aligned with "The 5 Values of Planned Maintenance" and our technicians understand how the work they perform can help you accomplish your business objectives.

Our partnership

Personalized account management

A Planned Service Agreement also provides you with the support of an entire team that knows your site and can closely work with you on budget planning and asset management. Your local Johnson Controls account management team can help guide planned replacement, energy retrofits and other building improvement projects. You'll have peace of mind that an entire team of skilled professionals will be looking out for what is best for your facility and budget.

A culture of safety

Johnson Controls technicians take safety seriously and personally, and integrate it into everything they do. All of our technicians participate in regular and thorough safety training. Because of their personal commitment, we are a leader in the HVAC service industry for workplace safety performance. This means that you do not have to worry about us when we are on your site.

Commitment to customer satisfaction

Throughout the term of your Planned Service Agreement, we will periodically survey you and use your feedback to continue to make improvements to our service processes and products. Our goal is to deliver the most consistent and complete service experience possible. To meet this goal, we've developed and implemented standards and procedures to ensure you receive the ultimate service experience – every time.

Energy & sustainability

A more sustainable world one building at a time – Johnson Controls is a company that started more than 125 years ago with a product that reduced energy use in buildings. We've been saving energy for customers ever since. Today, Johnson Controls is a global leader in creating smart environments where people live, work and play, helping to create a more comfortable, safe and sustainable world.

The value of integrity

Johnson Controls has a long, proud history of integrity. We do what we say we will do and stand behind our commitments. Our good reputation builds trust and loyalty. In recognition for our commitment to ethics across our global operations, we are honored to be named one of the World's Most Ethical Companies by Ethisphere Institute, a leading think tank dedicated to business ethics and corporate social responsibility. In addition, Corporate Responsibility Magazine recognizes Johnson Controls as one of the top companies in its annual "100 Best Corporate Citizens" list.

Service delivery

As part of the delivery of this Planned Service Agreement, Johnson Controls will dedicate a local customer service agent responsible for having a clear understanding of the agreement scope, and your facility procedures and protocols.

A high-level overview around our service delivery process is outlined below including scheduling, emergency service, on-site paperwork, communication and performing repairs outside of the agreement scope.

Scheduling

Preventative maintenance service will be scheduled using our automated service management system. In advance of the scheduled service visit, our technician is sent a notice of service to a smartphone. Once the technician acknowledges the request, your customer service agent will call or e-mail your on-site contact to let you know the start date and type of service scheduled.

The technician checks in, wears personal protective equipment, performs the task(s) as assigned, checks out with you and asks for a screen capture signature on the smartphone device. A work order is then e-mailed, faxed or printed for your records.

Emergency services

Emergency service can be provided 7 days a week, 24 hours a day, 365 days a year. During normal business hours, emergency service will be coordinated by the customer service agent. After hours, weekends and holidays, the emergency service number transfers to the Johnson Controls after-hours call center and on-call technicians are dispatched as needed.

Johnson Controls is committed to dispatching a technician within hours of receiving your call through the service line. A work order is e-mailed, faxed or printed for your records. Depending on the terms of your agreement, you may incur charges for after hour services.

Communication

A detailed communication plan will be provided to you so you know how often we will provide information to you regarding your Planned Service Agreement. The communication plan will also provide you with your main contacts at Johnson Controls.

Approval process for non-covered items

Johnson Controls will adhere to your procurement process. No work will be performed outside of the agreement scope without prior approval. Johnson Controls will work with you closely to ensure your procurement process is followed before any non-covered item work is started.

Summary of services and options

Comprehensive and operational inspections

During comprehensive and operational inspections, Johnson Controls will perform routine checks of the equipment for common issues caused by normal wear and tear on the equipment. Additional tests can be run to confirm the equipment's performance.

Routine maintenance, such as lubrication, cleaning and tightening connections, can be performed depending on the type of equipment being serviced. Routine maintenance is one of the keys to the five values of maintenance – it can help identify energy saving opportunities, reduce future repair costs, extend asset life, ensure productive environments, and promote health and safety.

Boiler Tube Brushing

Boiler heat transfer surfaces must be kept clean to provide for safe and economical boiler operation. During boiler operation deposits such as soot and scale can accumulate on boiler tubes, causing a loss in efficiency due to reduced heat transfer. This includes capacity reduction and high draft losses. Corrosive elements are often present in the scale, increasing the probability of tube failure. Extreme cases of boiler tube blockage can also create a safety or fire hazard. Johnson Controls technicians will brush the tubes, cleaning these surfaces. This improves heat transfer, optimizes efficiency, and reduces potential corrosion and safety issues. This service does not include chemical treatment required to control or eliminate biohazards such as Legionella unless chemical water treatment services have been added as a separate option.

Connected Services

Connected Services provides your local technician a 24/7 line of sight into your chiller via smartphone, PC or tablet. Using YORK® and Metasys® technology, we securely connect your chiller to our Remote Operations Center, which monitors critical alarms and alerts your local branch if there's an issue. Trend data is safely stored and securely accessed by your local technician to analyze tough issues or deteriorating conditions. This enhancement gives your local Johnson Controls service team access to the information they need to diagnose problems and provide you with information about the health of your chiller.

Evaporator Coil Cleaning

Dirty evaporator coils impair heat transfer from the circulated air to the cooling medium. This reduces the efficiency of the unit. Extremely dirty coils may impede the airflow across the coil and out into the building, which can cause occupant discomfort and complaints. Johnson Controls technicians will clean these coils, improving efficiency and occupant comfort.

Filter Replacement

Clean air filters help maintain proper airflow throughout your building. Decreased airflow can impair the performance of the cooling coil and may lead to occupant discomfort and inefficient operation of the HVAC system. Johnson Controls will replace the filters on a regular basis to maintain airflow and maximize air quality.

Operational Visit/Controls System Verification

Based on our expertise and factory recommendations, we will execute routine preventative maintenance and calibrations on the equipment controller for your mechanical equipment. The inspection includes the following tasks:

- Visual inspection of the control panel.
- Review of alarms, points which are offline, out of service and overridden points.

- Local backup of controller program.

Advantages: Provides proactive identification of problems, which helps maintain productive environments, identify energy efficiency opportunities, reduce future repairs and extend the life of your equipment.

Operational Visit/Supervisory Controls System Verification

Based on our expertise and factory recommendations, we will execute routine preventative maintenance on the supervisory controllers and servers in your Metasys system. The inspection includes the following tasks:

- Visual inspection of the control panel and cleaning as needed.
- Review of alarms, points which are offline, out of service and overridden points.
- Local backups of controllers, objects, and server repositories.
- Review security database and ensure default passwords are changed.

Advantages: Provides proactive identification of problems, which helps maintain productive environments, identify energy efficiency opportunities, reduce future repairs and extend the life of your equipment.

Vibration Analysis – Fan & Pump

Johnson Controls technicians will collect vibration data at various measurement points on the machine. This data is used to assess the condition of bearings, sheaves, belts and rotors. It also detects the presences of imbalance or misalignment. Repairs are followed up with another vibration analysis to ensure root problems have been identified and resolved.

Customer Portal / Service Information Access

The Johnson Controls customer portal is the online gateway to easily access various elements of your service information. This real-time, self-service mechanism is just one more way for you to stay in touch with our service within your facilities. Using the internet, you can view service call history by location, monitor agreements, as well as view asset and invoice information.

Summary

Thank you for considering Johnson Controls as your building technology services partner. The following agreement document includes all the details surrounding your Planned Service Agreement.

With planned service from Johnson Controls, you'll get a value-driven solution that can help optimize your building controls and equipment performance, providing dependability, sustainability and energy efficiency. You'll get a solution that fits your specific goals, delivered with the attention of a local service company backed by the resources of a global organization.

The power behind your mission

Planned Service Agreement

Customer Name : DESOTO PARISH POLICE JURY
Address: 101 FRANKLIN ST MANSFIELD,LA 71052-2046
Proposal Date: 09/19/2023
Estimate #: 1-1NMWI444

Scope of Service

Johnson Controls, Inc. ("JCI") and the Customer (collectively the "Parties") agree Preventative Maintenance Services, as defined in Schedule A ("Services"), will be provided by JCI at the Customer's facility. This Planned Service Agreement, the Equipment List, Supplemental Price and Payment Terms, Terms and Conditions, and Schedules attached hereto and incorporated by this reference as if set forth fully herein (collectively the "Agreement"), cover the rights and obligations of both the Customer and JCI.

Extended Service Options for Premium Coverage

If Premium Coverage is selected, on-site repair services to the equipment will be provided as specified in this Agreement for the equipment listed in the attached Equipment List.

Equipment List

Only the equipment listed in the Equipment List will be covered as part of this Agreement. Any changes to the Equipment List must be agreed upon in writing by both Parties.

Term / Automatic Renewal

This Agreement takes effect on 01/01/2024 and will continue until 12/31/2026 ("Original Term"). The Agreement will automatically renew and extend for successive terms equal to the Original Term unless the Customer or JCI gives the other written notice it does not want to renew prior to the end of the then-current term (each a "Renewal Term"). The notice must be delivered at least (90) days prior to the end of the Original Term or of any Renewal Term. The Original Term and any Renewal Term may be referred to herein as the "Term". Renewal price adjustments are discussed in the Terms and Conditions.

Refrigerant Charges

Refrigerant is not included under this Agreement and will be billed separately to the Customer by JCI.

Price and Payment Terms

The total Contract Price for JCI's Services during the first year of the Original Term is \$38,246.00. This amount will be paid to JCI in advance in Monthly installments. Pricing for each subsequent year of a multiyear Original Term is set forth in the Supplemental Price and Payment Terms. Unless otherwise agreed to by the parties, All payments will be due upon receipt. Renewal price adjustments are set forth in the Terms and Conditions.

Invoices will be sent to the following location: DESOTO PARISH POLICE JURY
101 FRANKLIN ST
MANSFIELD, LA 71052-2046

To ensure that JCI is compliant with your company's billing requirements, please provide the following information:

PO is required to facilitate billing:

- No: This signed contract satisfies requirement
- YES: Please reference this PO number :

AR Invoices are accepted via e-mail:

- YES: E-mail address to be used :
- No: Please submit invoices via mail
- No: Please submit via :

This proposal is valid for thirty days from the proposal date.

JOHNSON CONTROLS Inc.

JCI Manager:

Customer Manager:

JCI Manager Signature:

Customer Manager Signature:

Title:

Date:

Title:

Date:

JCI Branch: JOHNSON CONTROLS SHREVEPORT LA CB - 0N79

Address: 3691 OLD SHED RD

BOSSIER CITY, LA 71111-2818

Branch Phone: (866) 300-7547

Branch Email:

Schedule A - Equipment List

DESOTO PARISH COURTHOUSE	101 TEXAS ST MANSFIELD, LA 71052-2445
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**Product: Controls (Controller/End Devices), Supervisory/Server/UI, Johnson Controls
 0-25000 points**

Quantity: 1
 Coverage Level: Basic

Services Provided
 4 Operational

<u>Customer Tag</u>	<u>Manufacturer</u>	<u>Model #</u>	<u>Serial #</u>
ADS-01	JCI_YORK		1-1A9N8YMI

Product: Air Handling Unit (AHU), Mixed Air, <15 HP

Quantity: 9
 Coverage Level: Basic

Services Provided
 1 Belt Change
 1 Standard Pleated Filter Change
 1 Evaporator Coil Cleaning
 1 Comprehensive

<u>Customer Tag</u>	<u>Manufacturer</u>	<u>Model #</u>	<u>Serial #</u>
AHU 1-1 MECH - 1st Floor Courthouse	JCI_YORK	FIELD UPDATE NEEDED	1-S7A0PS7/FIELD UPDATE NEEDED
AHU 1-2 MECH 110 - 1st Floor Courthouse	JCI_YORK	FIELD UPDATE NEEDED	1-S7A0PT3/FIELD UPDATE NEEDED
AHU 2-1 MECH 217 - 2nd Floor Courthouse	JCI_YORK	FIELD UPDATE NEEDED	1-S7A0PTP/FIELD UPDATE NEEDED
AHU 2-2 ATTIC - 2nd Floor Courthouse	JCI_YORK	FIELD UPDATE NEEDED	1-S7A8CJH/FIELD UPDATE NEEDED
AHU A1-1 MECH 112 - 1st Floor Annex	JCI_YORK	FIELD UPDATE NEEDED	1-S7A8CM1/FIELD UPDATE NEEDED
AHU A1-2 MECH 127 - 1st Floor Annex	JCI_YORK	FIELD UPDATE NEEDED	1-S7A8CUZ/FIELD UPDATE NEEDED
AHU A2-1 MECH 220 - 2nd Floor Annex	JCI_YORK	FIELD UPDATE NEEDED	1-S7A953P/FIELD UPDATE NEEDED
AHU A2-2 MECH 228 - 2nd Floor Annex	JCI_YORK	FIELD UPDATE NEEDED	1-S7A954B/FIELD UPDATE NEEDED
AHU-Ground Floor Annex	JCI_YORK	FIELD UPDATE NEEDED	1-S7A954X/FIELD UPDATE NEEDED

Product: Boiler, Gas-Fired, Water Tube, <50HP

Quantity: 1
 Coverage Level: Basic

Services Provided
 3 Operational
 1 Fireside Cleaning (gaskets not included)
 1 Comprehensive

<u>Customer Tag</u>	<u>Manufacturer</u>	<u>Model #</u>	<u>Serial #</u>
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Boiler

JCI_YORK

1-RS703YA

Product: Chiller, Air Cooled, Scroll, 61-100 Tons

Quantity: 2

Coverage Level: Basic

Anticipated Connected Date: 01/01/2024

Services Provided

- 3 Operational (Connected)
- 1 Connected Service Technology and Support (Required for Connected Services)
- 1 Condenser Coil Cleaning (with louvers)
- 1 Comprehensive (Connected)

Customer Tag

CHILLER #1
CHILLER #2

Manufacturer

Trane
Trane

Model #

CGAM080A2E12AXD
CGAM080A2E12AXD

Serial #

U11L26568
U11L26569

Product: Pump, Chilled Water, 11-50 HP

Quantity: 2

Coverage Level: Basic

Services Provided

- 3 Operational
- 1 Comprehensive
- 1 Vibration Analysis

Customer Tag

CHW Pump #1

Manufacturer

Write-In

Model #

FIELD UPDATE
REQUIRED

Serial #

1-1A9N8XXC/FIELD
UPDATE REQUIRED

CHW Pump #2

Write-In

FIELD UPDATE
REQUIRED

1-1A9N8Y9X/FIELD UPDATE
REQUIRED

Product: Controls (Controller/End Devices), Central Cooling Plant, Johnson Controls, 0-50 points

Quantity: 1

Coverage Level: Basic

Services Provided

- 4 Operational

Customer Tag

CHWS Controls

Manufacturer

JCI_YORK

Model #

Serial #

1-1A9NCL6M

Product: Controls (Controller/End Devices), Air Handling Unit (AHU), Johnson Controls, 21-60 points

Quantity: 4

Coverage Level: Basic

Services Provided

- 4 Operational

<u>Customer Tag</u>	<u>Manufacturer</u>	<u>Model #</u>	<u>Serial #</u>
Controls on 4 AHUs in Annex	JCI_YORK		1-1A9NCL91

Product: Controls (Controller/End Devices), Air Handling Unit (AHU), Johnson Controls, 21-60 points

Quantity: 5	Services Provided
Coverage Level: Basic	

<u>Customer Tag</u>	<u>Manufacturer</u>	<u>Model #</u>	<u>Serial #</u>
Controls on 5 AHUs in Courthouse	JCI_YORK		1-1A9NF826

Product: Pump, Hot Water, 0-10 HP

Quantity: 2	Services Provided	
Coverage Level: Basic		3 Operational
		1 Comprehensive
	1 Vibration Analysis	

<u>Customer Tag</u>	<u>Manufacturer</u>	<u>Model #</u>	<u>Serial #</u>
HW Pump #1	Carrier	CARRIER	
HW Pump #2	JCI_YORK		1-RS703ZE

Product: Controls (Controller/End Devices), Central Heating Plant, Johnson Controls, 0-50 points

Quantity: 1	Services Provided
Coverage Level: Basic	

<u>Customer Tag</u>	<u>Manufacturer</u>	<u>Model #</u>	<u>Serial #</u>
HWS Controls	JCI_YORK		1-1A9NCLA8

Product: Controls (Controller/End Devices), Supervisory/Server/UI, Johnson Controls, 0-25000 points

Quantity: 1	Services Provided
Coverage Level: Basic	

<u>Customer Tag</u>	<u>Manufacturer</u>	<u>Model #</u>	<u>Serial #</u>
NAE-01	JCI_YORK		1-1A9NE1NV

Product: Controls (Controller/End Devices), Variable Air Volume (VAV), Johnson Controls, 0-25 points

Quantity: 68

Coverage Level: Basic

Services Provided

4 Operational

Customer Tag

VAV Controls (68 Total)

Manufacturer

JCI_YORK

Model #

Serial #

1-1A9NE274

Equipment tasking

Air Handling Unit (AHU), Mixed Air, <15 HP

Belt Change	<ul style="list-style-type: none">All work must be performed in accordance with Johnson Controls safety policiesCheck with appropriate customer representative for operational deficienciesPerform belt change proceduresRemove and dispose any debris from any maintenance activityDocument tasks performed during visit and report any observations to appropriate customer representative
Standard Pleated Filter Change	<ul style="list-style-type: none">All work must be performed in accordance with Johnson Controls safety policiesCheck with appropriate customer representative for operational deficienciesTurn equipment offRemove dirty filtersInstall new filtersTurn equipment onDispose of dirty filter appropriatelyDocument tasks performed during visit and report any observations to appropriate customer representative
Comprehensive	<ul style="list-style-type: none">All work must be performed in accordance with Johnson Controls safety policiesCheck with appropriate customer representative for operational deficienciesVisually inspect damper(s)Check condition of pulleys and beltsCheck for proper fan operationCheck condition of coilsCheck condition of filtersRecord temperatures and pressures (if applicable)Check for unusual noise and vibrationCheck for deterioration of gaskets and sealsCheck overall condition of unitVisually inspect for fluid leaks of coils and connecting pipingCheck starter/contactorsCheck and tighten electrical connectionsCheck damper operation and lubricate as requiredVisually check control valve(s)Lubricate blower and motor bearingsClean condensate pan and clear drain lineCheck condition of blower assemblyRemove and dispose any debris from any maintenance activityDocument tasks performed during visit and report any observations to appropriate customer representative
Evaporator Coil Cleaning	<ul style="list-style-type: none">All work must be performed in accordance with Johnson Controls safety policiesCheck with appropriate customer representative for operational deficienciesClean condensate drain (if necessary)Spray coil(s) with chemical solutionRinse coil(s) thoroughly with waterRemove and dispose any debris from any maintenance activityDocument tasks performed during visit and report any observations to appropriate customer representative

Boiler, Gas-Fired, Water Tube, <50HP

Operational

All work must be performed in accordance with Johnson Controls safety policies
Check with appropriate customer representative for operational deficiencies
Blow down boiler
Check for proper operation of low and high gas pressure cut-out switches
Check factory supplied gas piping and components for leakage
Check burner for proper sequence of operation
Check flame quality
Visually inspect combustion chamber, draft diverter and flue for accumulation of soot
Check boiler relief valves for leakage
Verify proper operation of low water cut-out control
Check combustion blower motor operation
Check hot water/steam temperature and pressure
Check proper operation of make-up water valve
Check overall condition of unit
Document tasks performed during visit and report any observations to appropriate customer representative

Comprehensive

All work must be performed in accordance with Johnson Controls safety policies
Check with appropriate customer representative for operational deficiencies
Inspect burner contactors for wear
Check and tighten electrical connections
Check for proper gas supply pressure
Check and clean pilot assembly
Clean combustion fan wheel
Visually inspect combustion chamber, draft diverter and flue for accumulation of soot - clean as needed
Check burner for proper sequence of operation
Check operating controls
Check all safety controls
Lift relief valve to ensure proper operation
Check boiler relief valves for leakage
Check combustion blower motor operation and lubricate as needed
Check factory supplied gas piping and components for leakage
Drain boiler, open hand hole covers and clean as needed (if applicable)
Disassemble and clean low water cut-out
Fill boiler and check for proper operation of make-up water valve
Verify proper operation of low water cut-out control
Check overall condition of unit
Record and log all operating parameters (including pressures and temperatures)
Remove and dispose any debris from any maintenance activity
Document tasks performed during visit and report any observations to appropriate customer representative

Fireside Cleaning
(gaskets not included)

All work must be performed in accordance with Johnson Controls safety policies
Check with appropriate customer representative for operational deficiencies
Remove access panels
Brush fireside surfaces
Reinstall access panels
Remove and dispose any debris from any maintenance activity
Document tasks performed during visit and report any observations to appropriate customer representative

Chiller, Air Cooled, Scroll, 61-100 Tons

Connected Service

All work must be performed in accordance with Johnson Controls safety policies

Technology and Support
(Required for
Connected Services)

- Check with appropriate customer representative for operational deficiencies
- Utilizing the secure data connection, perform continuous analysis of critical equipment functions and generate on-demand health reports
- Provide 24x7 real-time access to equipment operating information and trend data, enabling our technicians to diagnose and anticipate problems
- Remove and dispose any debris from any maintenance activity
- Document tasks performed during visit and report any observations to appropriate customer representative

Condenser Coil
Cleaning (with louvers)

- All work must be performed in accordance with Johnson Controls safety policies
- Check with appropriate customer representative for operational deficiencies
- Spray coil(s) with chemical solution
- Rinse coil(s) thoroughly with water
- Remove and dispose any debris from any maintenance activity
- Document tasks performed during visit and report any observations to appropriate customer representative

Operational
(Connected)

- All work must be performed in accordance with Johnson Controls safety policies
- Prior to on-site visit, use Connected Services to review control panel for proper operation and recorded fault histories
- Prior to on-site visit, use Connected Services to check for proper crank case heater operation (if applicable)
- Prior to on-site visit, use Connected Services to record and log all operating parameters
- Prior to on-site visit, generate and review appropriate chiller reports from the Connected Services dashboard
- Check with appropriate customer representative for operational deficiencies
- Check for proper chilled water flow
- Check system pressures and temperatures
- Check refrigerant charge (sight glass)
- Check for proper capacity control operation
- Check for visual signs of refrigerant/oil leak(s)
- Check for unusual noise and vibration
- Check for proper condenser fan operation
- For YK, YMC2, YZ, YD, YVAA, YMAA, and YS - Review the Proactive Parts Replacement Tool for components that may be in need of or recommended for proactive replacement.
- Check overall condition of unit
- Record and log all operating parameters
- Document tasks performed during visit and report any observations to appropriate customer representative
- Present and review Connected Services dashboard reports and Connected Services operating data with appropriate customer representative

Comprehensive
(Connected)

- All work must be performed in accordance with Johnson Controls safety policies
- Prior to on-site visit, use Connected Services to review control panel for proper operation and recorded fault histories
- Prior to on-site visit, use Connected Services to check for proper crank case heater operation (if applicable)
- Prior to on-site visit, use Connected Services to record and log all operating parameters
- Prior to on-site visit, generate and review appropriate chiller reports from the Connected Services dashboard
- Check with appropriate customer representative for operational deficiencies
- Update Connected Chiller Panel firmware to current version
- Check for visual signs of refrigerant/oil leak(s)
- Conduct refrigerant leak check
- Perform lock-out and tag-out procedure

- Inspect condenser fan and compressor contactors for wear
- Check and tighten electrical connections
- Perform preventative procedures to flow proving devices
- Check for unusual noise and vibration
- For YK, YMC2, YZ, YD, YVAA, YMAA, and YS - Review the Proactive Parts Replacement Tool for components that may be in need of or recommended for proactive replacement.
- Check overall condition of unit
- Check superheat and subcooling temperatures (if applicable)
- Record and log all operating parameters
- Remove and dispose any debris from any maintenance activity
- Document tasks performed during visit and report any observations to appropriate customer representative
- Present and review Connected Services dashboard reports and Connected Services operating data with appropriate customer representative

Controls (Controller/End Devices), Air Handling Unit (AHU), Johnson Controls, 21-60 points

Operational

- All work must be performed in accordance with Johnson Controls safety policies
- Check with appropriate customer representative for operational deficiencies
- Verify unit is controlling to set points by checking sequences of operations and PID loops
- Identify and notify customer of abnormal point communications
- Identify and notify customer of current overrides (e.g. out of service) and negative impacts
- Identify and notify customer of all current alarms and negative impacts
- Check overall condition of panel and perform visual inspection of unit and surrounding area
- Document tasks performed during visit and report any observations to appropriate customer representative

Controls (Controller/End Devices), Central Cooling Plant, Johnson Controls, 0-50 points

Operational

- All work must be performed in accordance with Johnson Controls safety policies
- Check with appropriate customer representative for operational deficiencies
- Verify unit is controlling to set points by checking sequences of operations and PID loops
- Identify and notify customer of abnormal point communications
- Identify and notify customer of current overrides (e.g. out of service) and negative impacts
- Identify and notify customer of all current alarms and negative impacts
- Check overall condition of panel and perform visual inspection of unit and surrounding area
- Document tasks performed during visit and report any observations to appropriate customer representative

Controls (Controller/End Devices), Central Heating Plant, Johnson Controls, 0-50 points

Operational

- All work must be performed in accordance with Johnson Controls safety policies
- Check with appropriate customer representative for operational deficiencies
- Verify unit is controlling to set points by checking sequences of operations and PID loops

- Identify and notify customer of abnormal point communications
- Identify and notify customer of current overrides (e.g. out of service) and negative impacts
- Identify and notify customer of all current alarms and negative impacts
- Check overall condition of panel and perform visual inspection of unit and surrounding area
- Document tasks performed during visit and report any observations to appropriate customer representative

Controls (Controller/End Devices), Supervisory/Server/UI, Johnson Controls, 0-25000 points

Operational

- All work must be performed in accordance with Johnson Controls safety policies
- Check with appropriate customer representative for operational deficiencies
- Use compressed air to remove dust from computer case openings and verify operation of CPU and case fans
- Execute Performance Verification to identify abnormal supervisory device communications.
- Execute Performance Verification to identify abnormal diagnostic results (e.g. unbound references, object count).
- Back up all supervisory controllers and OWS/server devices
- Archive object database for Metasys system
- Ensure security database is consistent across devices and that default passwords have been changed
- Back up all server repository databases (e.g. trends, alarms, etc.)
- Document tasks performed during visit and report any observations to appropriate customer representative

Controls (Controller/End Devices), Variable Air Volume (VAV), Johnson Controls, 0-25 points

Operational

- All work must be performed in accordance with Johnson Controls safety policies
- Check with appropriate customer representative for operational deficiencies
- Run VAV box flow test
- Verify unit is controlling to set points by checking sequences of operations and PID loops
- Identify and notify customer of abnormal point communications
- Identify and notify customer of current overrides (e.g. out of service) and negative impacts
- Identify and notify customer of all current alarms and negative impacts
- Document tasks performed during visit and report any observations to appropriate customer representative

Pump, Chilled Water, 11-50 HP

Vibration Analysis

- All work must be performed in accordance with Johnson Controls safety policies
- Check with appropriate customer representative for operational deficiencies
- Record equipment specific information for reference
- Install pads and labels (if applicable)
- Install sensors in proper location.
- Start equipment and run at normal operating conditions.
- Record readings and remove sensors.
- Submit readings for report generation and deliver to customer with recommendations.
- Document tasks performed during visit and report any observations to

appropriate customer representative

Comprehensive

All work must be performed in accordance with Johnson Controls safety policies
Check with appropriate customer representative for operational deficiencies
Check for leaks
Check coupling
Lubricate pump and motor bearing(s) per manufacturer's recommendation
Record and log all operating parameters
Check for unusual noise and vibration
Check overall condition of unit
Document tasks performed during visit and report any observations to appropriate customer representative

Operational

All work must be performed in accordance with Johnson Controls safety policies
Check with appropriate customer representative for operational deficiencies
Check for leaks
Check pressures
Visually inspect coupling
Check for unusual noise and vibration
Check overall condition of unit
Document tasks performed during visit and report any observations to appropriate customer representative

Pump, Hot Water, 0-10 HP

Vibration Analysis

All work must be performed in accordance with Johnson Controls safety policies
Check with appropriate customer representative for operational deficiencies
Record equipment specific information for reference
Install pads and labels (if applicable)
Install sensors in proper location.
Start equipment and run at normal operating conditions.
Record readings and remove sensors.
Submit readings for report generation and deliver to customer with recommendations.
Document tasks performed during visit and report any observations to appropriate customer representative

Comprehensive

All work must be performed in accordance with Johnson Controls safety policies
Check with appropriate customer representative for operational deficiencies
Check for leaks
Check coupling
Lubricate pump and motor bearing(s) per manufacturer's recommendation
Record and log all operating parameters
Check for unusual noise and vibration
Check overall condition of unit
Document tasks performed during visit and report any observations to appropriate customer representative

Operational

All work must be performed in accordance with Johnson Controls safety policies
Check with appropriate customer representative for operational deficiencies
Check for leaks
Check pressures
Visually inspect coupling
Check for unusual noise and vibration
Check overall condition of unit
Document tasks performed during visit and report any observations to appropriate customer representative

Supplemental Price & Payment Terms (Applies to Multi-Year Contracts Only)

Year	Total Annual Dollar Amount	Payment Frequency
Year1	\$38,246.00	Monthly
Year2	\$40,923.00	Monthly
Year3	\$43,788.00	Monthly

Special Additions and Exceptions

With signed agreement, DeSoto Parish will receive a 10% discount on labor and 3rd party materials for work performed outside the scope of this agreement.

the ROC are responsible for damages. Customer is responsible for any and all costs and expenses arising from Customer's failure to provide timely updates for any of the contact information submitted to the ROC.

5. CUSTOMER SERVICE INFORMATION PORTAL. Customer may be able to utilize JCI's Customer Service Information Portal during the term of the Agreement, pursuant to the then applicable Terms of Use Agreement.

B. OUT OF SCOPE SERVICES

If, during any Service Visit, JCI detects a defect in any of Customer's equipment that is not Covered Equipment under this Agreement (an "Out of Scope Defect"), JCI may (but shall have no obligation to) notify Customer of such Out of Scope Defect. If Customer elects for JCI to repair such Out of Scope Defect, or if JCI otherwise performs any Services or provides any materials, parts, or equipment outside the scope of the Services (collectively, "Out of Scope Services"), Customer shall direct JCI to perform such Out of Scope Services in writing, and Customer shall pay for such Out of Scope Services at JCI's standard fees or hourly rates. If, after receiving notice of an Out of Scope Defect, Customer elects not to engage JCI to repair such Out of Scope Defect, Customer shall defend and indemnify JCI from and against any and all losses, damages, claims, costs and expenses arising directly or indirectly out of such Out of Scope Defect. Any Out of Scope Services performed by JCI at the direction of Customer pursuant to this Section shall be subject to the Customer Terms in effect as of the Effective Date (the "Customer Terms"), which Customer Terms are incorporated into this Agreement by this reference. A copy of the Customer Terms currently in effect is found at www.johnsoncontrols.com/customerterms.

C. EXCLUSIONS

JCI's Services and warranty obligations expressly exclude:

(a) the repair or replacement of ductwork, casings, cabinets, structural supports, tower fill/slats/basin, hydronic and pneumatic piping, and vessels, gaskets, and piping not normally replaced or maintained on a scheduled basis, and removal of oil from pneumatic piping;

(b) disposal of hazardous wastes (except as otherwise expressly provided herein);

(c) disinfecting of chiller condenser water systems and other components for biohazards, such as but not limited to, Legionella unless explicitly set forth in the scope of services between the parties. Unless explicitly provide for within the scope of services, this is Out of Scope Services and the Customer's exclusive responsibility to make arrangements for such services with a provider other than JCI. Mentions of chiller tube cleaning, condenser cleaning, cooling tower cleaning or boiler tube cleaning in any scope of services, only involve work to remove normal buildup of debris and scale using tube brush cleaning, pressure washing or acid flushing. Reference to such cleaning does not include chemical cleaning, disinfection or chemical water treatment required to eliminate, control or disinfect against biohazards such as but not limited to Legionella;

(d) refrigerant; supplies, accessories, or any items normally consumed during the use of Covered Equipment, such as ribbons, bulbs and paper;

(e) the furnishing of materials and supplies for painting or refinishing equipment;

(f) the repair or replacement of wire in conduit, buried cable/transmission lines, or the like, if not normally replaced or maintained on a scheduled basis;

(g) replacement of obsolete parts; and

(h) damages of any kind, including but not limited to personal injury, death, property damage, and the costs of repairs or service resulting from:

- abuse, misuse, alterations, adjustments, attachments, combinations, modifications, or repairs to Covered Equipment not performed, provided, or approved in writing by JCI;
- equipment not covered by this Agreement or attachments made to Covered Equipment;
- acts or omissions of the Customer, including but not limited to the failure of the Customer to fulfill the Customer Obligations and Commitments to JCI as described in Section F of this Agreement, operator error, Customer's failure to conduct preventive maintenance, issues resulting from Customer's previous denial of JCI access to the Covered Equipment, and Customer's failure to keep the site clean and free of dust, sand, or other particles or debris, unless such conditions are previously expressly acknowledged by JCI in writing;
- use of the Covered Equipment in a manner or environment, or for any purpose, for which it was not designed by the manufacturer;
- site-related and environmental conditions, including but not limited to power failures and fluctuations in electrical current (or "power surges") and biohazards such as but not limited to Legionella associated with condenser water, cooling tower systems and subcomponent systems;
- the effects of erosion, corrosion, acid cleaning, or damage from unexpected or especially severe freezing weather;
- issues or failures not specifically covered by this Agreement; or
- occurrences beyond JCI's reasonable control and without JCI's fault or negligence.

D. PAYMENT TERMS; PRICE ADJUSTMENTS

Unless otherwise agreed by the parties in writing, fees for Services to be performed shall be paid annually in advance. Fees and other amounts due hereunder are due upon receipt of the invoice, which shall be paid by Customer via electronic delivery via EFT/ACH. Such payment is a condition precedent to JCI's obligation to perform Services under the Agreement. Any invoice disputes must be identified in writing by Customer within 21 days of the date of invoice. Payments of any disputed amounts are due and payable upon resolution. Customer acknowledges and agrees that timely payments of the full amounts listed on invoices is an essential term of this Agreement and that failure by Customer to make payment in full when due is a material breach of this Agreement. Customer further acknowledges that if there is any amount outstanding on an invoice, it is material to company and will give JCI, without prejudice to any other right or remedy, the right to, without notice: (i) suspend,

discontinue or terminate performing any services and/or withhold further deliveries of equipment and other materials, terminate or suspend any unpaid software licenses, and/or suspend JCI's obligations under or terminate this Agreement; and (ii) charge Customer interest on the amounts unpaid at a rate equal to the lesser of one and one half (1.5) percent per month or the maximum rate permitted under applicable law, until payment is made in full. JCI's election to continue providing future services does not, in any way diminish JCI's right to terminate or suspend services or exercise any or all rights or remedies under this Agreement. JCI shall not be liable for any damages, claims, expenses, or liabilities arising from or relating to suspension of services for non-payment. In the event that there are exigent circumstances requiring services or the JCI otherwise performs services at the premises following suspension, those services shall be governed by the terms of this Agreement unless a separate contract is executed. If Customer disputes any late payment notice or JCI's efforts to collect payment. Customer shall immediately notify JCI in writing and explain the basis of the dispute. Customer will pay all of JCI's reasonable collection costs (including legal fees and expenses). In the event of Customer's default, the balance of any outstanding amounts will be immediately due and payable.

JCI may increase prices upon notice to the Customer to reflect increases in material and labor costs. All stated prices are exclusive of and Customer agrees to pay any taxes, fees, duties, tariffs, false alarm assessments, installation or alarm permits and levies or other similar charges imposed and/or enacted by a government, however designated or imposed, including but not limited to value-added and withholding taxes that are levied or based upon the amounts paid under this Agreement. If this Agreement is renewed, JCI will provide Customer with notice of any adjustments in the Contract Price applicable to any Renewal Term. Unless Customer terminates this Agreement in writing at least ninety (90) days prior to the end of the then-current Term, the adjusted Contract Price shall be the price for the Renewal Term. Prices for products covered by this Agreement may be adjusted by Company, upon notice to Customer at any time prior to shipment and regardless of Customer's acceptance of the Company's proposal or quotation, to reflect any increase in Company's cost of raw materials (e.g., steel, aluminum) inability to secure Products, changes or increases in law, labor, taxes, duties, tariffs or quotas, acts of government, any similar charges, or to cover any extra, unforeseen and unusual cost elements.

E. WARRANTIES

JCI warrants its Services will be provided in a good and workmanlike manner for 90 days from the date of Services. If JCI receives written notice of a breach of this warranty prior to the end of this warranty period, JCI will re-perform any non-conforming Services at no additional charge within a commercially reasonable time of the notification.

JCI warrants that equipment manufactured or labeled by Johnson Controls, Inc. shall be free from defects in material and workmanship arising from normal usage for a period of 90 days. No warranty is provided for third-party products and equipment installed or furnished by JCI. Such products and equipment are provided with the third party manufacturer's warranty to the extent available, and JCI will transfer the benefits, together with all limitations, of that manufacturer's warranty to Customer. All transportation charges incurred in connection with the warranty for equipment and/or materials not covered under this Agreement shall be borne by Customer. Except as provided herein, if JCI receives written notice of a breach of this warranty prior to the end of this warranty period, JCI will repair or replace (at JCI's option) the defective equipment.

These warranties do not extend to any Services or equipment that have been misused, altered, or repaired by Customer or third parties without the supervision of and prior written approval of JCI, or if JCI serial numbers or warranty decals have been removed or altered. All replaced parts or equipment shall become JCI's property. This warranty is not assignable. Warranty service will be provided during normal business hours, excluding holidays. The remedies set forth herein shall be Customer's sole and exclusive remedy with regards to any warranty claim under this Agreement. Any lawsuit based upon the warranty must be brought no later than one (1) year after the expiration of the applicable warranty period. This limitation is in lieu of any other applicable statute of limitations. **CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT THESE WARRANTIES ARE JCI'S SOLE WARRANTIES AND TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.** JCI makes no and specifically disclaims all representations or warranties that the services, products, software or third party product or software will be secure from cyber threats, hacking or other similar malicious activity, or will detect the presence of, or eliminate, prevent, treat, or mitigate the spread, transmission, or outbreak of any pathogen, disease, virus or other contagion, including but not limited to COVID 19.

F. CUSTOMER OBLIGATIONS AND COMMITMENTS TO JCI

1. Customer warrants it has given JCI all information concerning the condition of the Covered Equipment. The Customer agrees and warrants that, during the Term of this Agreement, Customer will:

- (1) operate the Covered Equipment according to the manufacturer's and/or JCI's recommendations;
- (2) keep accurate and current work logs and information about the Covered Equipment as recommended by the manufacturer and/or JCI;
- (3) provide an adequate environment for Covered Equipment as recommended by the manufacturer and/or JCI, including, but not limited to adequate space, electrical power, water supply, air conditioning, and humidity control;
- (4) notify JCI immediately of any Covered Equipment malfunction, breakdown, or other condition affecting the operation of the Covered Equipment;
- (5) provide JCI with safe access to its Premises and Covered Equipment at all reasonable and necessary times for the performance of the Services;
- (6) allow JCI to start and stop, periodically turn off, or otherwise change or temporarily suspend equipment operations so that JCI can perform the Services required under this Agreement;
- (7) as applicable, provide proper condenser, cooling tower and boiler water treatment for the proper functioning of Covered Equipment and protect against any environmental issues and instances of biohazards such as but not limited to Legionella;
- (8) carefully and properly set and test the intrusion alarm system each night or at such other time as Customer shall close the Premises;
- (9) obtain all necessary licenses and permits required for and pay all taxes associated with the Services;
- (10) notify JCI immediately of any claimed inadequacy in, or failure of, the Covered Equipment or other condition affecting the operation of the Covered Equipment;
- (11) furnish any necessary 110 volt A/C power and electrical outlets at its expense;
- (12) properly maintain, repair, service, and assure the proper operation of any other property, system, equipment, or device of Customer or others to which the Covered Equipment may be attached or connected in accordance with manufacturer recommendations, insurance

carrier requirements, or the requirements of any fire rating bureau, agency, or other authorities having jurisdiction thereof;

(13) not tamper with, alter, adjust, disturb, injure, remove, or otherwise interfere with any Covered Equipment (including any related software) and not permit the same to be done;

(14) refrain from causing false alarms, and reimburse JCI for any fine, penalty, or fee paid by or assessed against JCI by any governmental or municipal agency as a result thereof;

(15) be solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network") and shall supply JCI secure Network access for providing its services. Products networked, connected to the internet, or otherwise connected to computers or other devices must be appropriately protected by Customer and/or end user against unauthorized access; and

(16) take appropriate measures, including performing back-ups, to protect information, including without limit data, software, or files (collectively "Data") prior to receiving the service or products.

2. Customer acknowledges and understands that unless water treatment for biohazards (such as Legionella) is explicitly included in the services JCI is providing, it is Customer's responsibility to provide such treatment. Customer also acknowledges that its failure to meet the above obligations will relieve JCI of any responsibility for any Covered Equipment breakdown, or any necessary repair or replacement of any Covered Equipment. If Customer breaches any of these obligations, JCI shall have the right, upon written notice to Customer, to suspend its Services until Customer cures such breach. In addition, Customer shall be responsible for paying or reimbursing JCI for any costs associated with corrective work required as a result of Customer's breach of these obligations.

G. INSURANCE

Customer is responsible for obtaining all insurance coverage that Customer believes is necessary to protect Customer, Customer's property, and persons in or on the Premises, including coverage for personal injury and property damage. THE PAYMENTS CUSTOMER MAKES UNDER THIS AGREEMENT ARE NOT RELATED TO THE VALUE OF THE PREMISES, CUSTOMER'S PROPERTY OR POSSESSIONS, OR THE PERSONS OCCUPYING OR AT ANY TIME PRESENT IN OR ON THE PREMISES, BUT RATHER ARE BASED ON THE COST OF THE SYSTEM AND THE SERVICES, AND TAKE INTO CONSIDERATION THE PROTECTION AFFORDED TO JCI UNDER THIS AGREEMENT. Customer hereby releases JCI from any liability for any event or condition customarily covered by commercial liability insurance. Customer understands that neither the Services nor the Covered Equipment are designed to reduce, but not eliminate, certain risks. JCI does not guaranty that neither the Services nor Covered Equipment will prevent personal injury, unauthorized entrances or fire and smoke damage to the Premises. Customer further agrees that Customer has read and understands the terms and conditions of this Agreement.

H. INDEMNITY

JCI and Customer shall each indemnify the other party and its officers, agents, directors, and employees, from any and all damages, losses, costs and expenses (including reasonable attorneys' fees) arising out of third party claims, demands, or suits for bodily injury (including death) or damage to tangible property to the extent arising out of the negligence or intentional misconduct of the indemnifying party or its employees or agents. Customer expressly agrees that JCI shall be responsible for injury, damage, or loss only to the extent caused directly by JCI's negligence or intentional misconduct. The obligations of JCI and Customer under this section are further subject to sections I and K below.

I. LIMITATION OF LIABILITY

TO THE MAXIMUM EXTENT PERMITTED BY LAW, IN NO EVENT SHALL JCI AND ITS AFFILIATES AND THEIR RESPECTIVE PERSONNEL, SUPPLIERS AND VENDORS ("JCI PARTIES") BE LIABLE TO YOU OR ANY THIRD PARTY UNDER ANY CAUSE OF ACTION OR THEORY OF LIABILITY EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, FOR ANY: (1) SPECIAL, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR INDIRECT DAMAGES; (2) LOST PROFITS, REVENUES, DATA, CUSTOMER OPPORTUNITIES, BUSINESS, ANTICIPATED SAVINGS, OR GOODWILL; (3) BUSINESS INTERRUPTION; OR (4) DATA LOSS OR OTHER LOSSES ARISING FROM VIRUSES, RANSOMWARE, CYBER ATTACKS OR FAILURES OR INTERRUPTIONS TO NETWORK SYSTEMS. IN ANY CASE, THE ENTIRE AGGREGATE LIABILITY OF THE JCI PARTIES UNDER THIS AGREEMENT FOR ALL DAMAGES, LOSSES, AND CAUSES OF ACTION, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE SHALL BE LIMITED TO \$250,000. CUSTOMER UNDERSTANDS THAT JCI IS NOT AN INSURER REGARDING THE WORK OR THE SERVICES. JCI SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE OR LOSS THAT MAY RESULT FROM FIRE SAFETY OR SECURITY EQUIPMENT THAT FAILS TO PERFORM PROPERLY OR FAILS TO PREVENT A CASUALTY OR LOSS.

J. FORCE MAJEURE

JCI shall not be liable, nor in breach or default of its obligations under this Agreement, for delays, interruption, failure to render services, or any other failure by JCI to perform an obligation under this Agreement, where such delay, interruption or failure is caused, in whole or in part, directly or indirectly, by a Force Majeure Event. A "Force Majeure Event" is a condition or event that is beyond the reasonable control of JCI, whether foreseeable or unforeseeable, including, without limitation, acts of God, severe weather (including but not limited to hurricanes, tornados, severe snowstorms or severe rainstorms), wildfires, floods, earthquakes, seismic disturbances, or other natural disasters, acts or omissions of any governmental authority (including change of any applicable law or regulation), epidemics, pandemics, disease, viruses, quarantines, or other public health risks and/or responses thereto, condemnation, strikes, lock-outs, labor disputes, an increase of 5% or more in tariffs or other excise taxes for materials to be used on the project, fires, explosions or other casualties, thefts, vandalism, civil disturbances, insurrection, mob violence, riots, war or other armed conflict (or the serious threat of same), acts of terrorism, electrical power outages, interruptions or degradations in telecommunications, computer, network, or electronic communications systems, data breach, cyber-attacks, ransomware, unavailability or shortage of parts, materials, supplies, or transportation, or any other cause or casualty beyond the reasonable control of JCI. If JCI's performance of the work is delayed, impacted, or prevented by a Force Majeure Event or its continued effects, JCI shall be excused from performance under the Agreement. Without limiting the generality of the foregoing, if JCI is delayed in achieving one or more of the scheduled milestones set forth in the Agreement due to a Force Majeure Event, JCI will be entitled to extend the relevant completion date by the amount of time that JCI was delayed as a result of the Force Majeure Event, plus such additional time as may be reasonably necessary to overcome the effect of the delay. To the extent that the Force Majeure Event directly or indirectly increases JCI's cost to perform the services, Customer is obligated to reimburse JCI for such increased costs, including, without limitation, costs incurred by JCI for additional labor, inventory storage, expedited shipping fees, trailer and equipment rental fees, subcontractor fees or other costs and expenses incurred by JCI in connection with the Force Majeure Event.

Customer. Except as set forth herein, JCI will not disclose to any third party any individual Customer data acquired through performance of the Services without Customer's consent. Customer agrees that JCI and its subsidiaries, affiliates and approved third party contractors and developers may collect and use Customer data for any reason, as long as any external use of the data is on a de-identified basis that does not personally identify Customer or any individual. Customer hereby grants JCI a perpetual, worldwide, irrevocable, royalty free license to use, modify, manipulate, sublicense, and create derivative works from such data. JCI shall retain all rights to any intellectual property, data, materials and products created as a result of its performance of Services.

O. JCI'S INTELLECTUAL PROPERTY

JCI shall retain all right, title and interest in any (a) work provided to Customer, including without limitation, all software source and object code, documentation, technical information or data, specifications and designs and any changes, improvements or modifications thereto ("Deliverables"), and (b) Know-How (defined below) employed by JCI in the creation of the Deliverables or performance of the Services, whether known to JCI prior to, or developed or discovered or acquired in connection with, the performance of its obligations under this agreement. Ownership of all Deliverables and Know-How shall vest solely in JCI and no Deliverables shall be deemed "works made for hire." Without limiting the generality of the foregoing, ownership of all source files used in the course of performing the Services shall remain the exclusive property of JCI. For purposes of this Agreement, "Know-How" means any know-how, processes, techniques, concepts, methodologies, tools, analytical approaches, database models and designs, discoveries, and ideas furnished, produced by, developed, or used by JCI in the creation or provision of the Deliverables or in the performance of the Services, and any changes, improvements, or modifications thereto or derivatives thereof.

P. DIGITAL ENABLED SERVICES

If JCI provides Digital Enabled Services under this Agreement, these Digital Enabled Services require the installation and deployment of site assessment tools and the collection, transfer and ingestion of building, equipment, system time series, and other data to JCI's cloud-hosted software applications. **Customer consents to the installation and deployment of site assessment tools and the collection, transfer and ingestion and use of such data by JCI to enable JCI to provide, maintain, protect and improve the Digital Enabled Services and JCI's products and services. Customer acknowledges that, while Digital Enabled Services generally improve equipment performance and services, Digital Enabled Services do not prevent all potential malfunction, insure against all loss, or guarantee a certain level of performance and that JCI shall not be liable for any injury, loss or damage caused by any act of omission of JCI related to or arising from the monitoring of the equipment under the Digital Enabled Services.** Certain equipment sold hereunder includes by default JCI's Connected Equipment Services. **Digital Enabled Services may be on by default and the remote connection will continue to connect to Customer's Equipment through the full equipment lifecycle, unless Customer specifically requests in writing that JCI disable the remote connection or JCI discontinues or removes such remote connection.** If Customer's equipment includes Digital Enabled Services, JCI will provide a cellular modem or other gateway device ("Gateway Device") owned by JCI or Customer will supply a network connection suitable to establish a remote connection with Customer's applicable equipment to permit JCI to perform Digital Enabled Services. For certain subscriptions, Customer will be able to access equipment information from a mobile or smart device using Digital Enabled Service's mobile or web application. Any Gateway Devices provided hereunder shall remain JCI's property, and JCI may upon reasonable notice access and remove such Gateway Device and discontinue services in accordance with the Software Terms. If Customer does not permit JCI to connect via a connection validated by JCI for the equipment or the connection is disconnected by Customer, and a service representative must therefore be dispatched to the Customer site, then the Customer shall pay JCI at JCI's then-current standard applicable contract regular time and/or overtime rate for services performed by the service representative.

Q. JCI DIGITAL SOLUTIONS

JCI Digital Solutions. Use, implementation, and deployment of the software and hosted software products ("Software") offered under these terms shall be subject to, and governed by, JCI's standard terms for such Software and Software related professional services in effect from time to time at <https://www.johnsoncontrols.com/techterms> (collectively, the "Software Terms"). Applicable Software Terms are incorporated herein by this reference. Other than the right to use the Software as set forth in the Software Terms, JCI and its licensors reserve all right, title, and interest (including all intellectual property rights) in and to the Software and improvements to the Software. The Software that is licensed hereunder is licensed subject to the Software Terms and not sold. If there is a conflict between the other terms herein and the Software Terms, the Software Terms shall take precedence and govern with respect to rights and responsibilities relating to the Software, its implementation and deployment and any improvements thereto. Notwithstanding any other provisions of this Agreement, unless otherwise set forth in the applicable order, quote, proposal or purchase documentation, the following terms apply to Software that is provided to Customer on a subscription basis (i.e., a time limited license or use right), (each a "Software Subscription"):

Each Software Subscription provided hereunder will commence on the date the initial credentials for the Software are made available (the "Subscription Start Date") and will continue in effect until the expiration of the subscription term noted in the applicable order, quote, proposal or purchase documentation. At the expiration of the Software Subscription, such Software Subscription will automatically renew for consecutive one (1) year terms (each a "Renewal Subscription Term"), unless either party provides the other party with a notice of non-renewal at least ninety (90) days prior to the expiration of the then-current term. To the extent permitted by applicable law, Software Subscriptions purchases are non-cancelable and the sums paid nonrefundable. Fees for Software Subscriptions shall be paid annually in advance, invoiced on the Subscription Start Date and each subsequent anniversary thereof. Customer shall pay all invoiced amounts within thirty calendar days after the date of invoice. Payments not made within such time period shall be subject to late charges as set forth in the Software Terms. Unless otherwise agreed by the parties in writing, the subscription fee for each Renewal Subscription Term will be priced at Johnson Controls' then-applicable list price for that Software offering. Any use of Software that exceeds the scope, metrics or volume set forth in this Agreement and applicable SOW will be subject to additional fees based on the date such excess use began.

R. Privacy.

1. **JCI as Processor:** Where JCI factually acts as Processor of Personal Data on behalf of Customer (as such terms are defined in the DPA) the terms at www.johnsoncontrols.com/dpa ("DPA") shall apply.
2. **JCI as Controller:** JCI will collect, process and transfer certain personal data of Customer and its personnel related to the business relationship between it and Customer (for example names, email addresses, telephone numbers) as controller and in accordance with JCI's Privacy



Notice at <https://www.johnsoncontrols.com/privacy>. Customer acknowledges JCI's Privacy Notice and strictly to the extent consent is mandatorily required under applicable law, Customer consents to such collection, processing and transfer. To the extent consent to such collection, processing and transfer by JCI is mandatorily required from Customer's personnel under applicable law, Customer warrants and represents that it has obtained such consent

5. MISCELLANEOUS PROVISIONS

1. All notices required to be given hereunder shall be in writing and shall be considered properly given if: (a) delivered in person, (b) sent via the United States Postal Service, postage prepaid, registered or certified with return receipt requested, (c) sent by overnight delivery service (e.g., FedEx, UPS), or (d) sent by facsimile, email or other electronic means and confirmed by facsimile, return email or telephone.
2. This Agreement may not be assigned by Customer without JCI's prior written consent. JCI shall have the right to assign this Agreement to any other person, firm, or corporation without Customer's consent. JCI shall also have the right, in its sole discretion, to subcontract any portion of the Services. This Agreement inures to the benefit of and is applicable to any assignees or subcontractors of JCI, and is binding upon Customer with respect to said assignees or subcontractors with the same force and effect as it binds Customer to JCI.
3. This Agreement shall be subject to and governed by the laws of the State where the Services are performed.
4. If any provision of this Agreement is found to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.
5. This Agreement is the entire contract between JCI and Customer and supersedes any prior oral understandings, written agreements, proposals, or other communications between the parties.
6. Customer acknowledges and agrees that any purchase order issued by Customer in connection with this Agreement is intended only to establish payment authority for Customer's internal accounting purposes and shall not be considered to be a counteroffer, amendment, modification, or other revision to the terms of this Agreement. No term or condition included or referenced in Customer's purchase order will have any force or effect and these terms and conditions shall control. Customer's acceptance of any Services shall constitute an acceptance of these terms and conditions. Any proposal for additional or different terms, whether in Customer's purchase order or any other document, unless expressly accepted in writing by JCI, is hereby objected to and rejected.
7. JCI expressly disclaims any requirement, understanding or agreement, express or implied, included directly or incorporated by reference, in any Customer purchase order, solicitation, notice or otherwise, that any of JCI's personnel be vaccinated against Covid-19 under any federal, state/provincial or local law, regulation or order applicable to government contracts or subcontracts, including, without limitation, Presidential Executive Order 14042 ("Ensuring Adequate COVID Safety Protocols for Federal Contractors") and Federal Acquisition Regulation (FAR) 52.223-99 ("Ensuring Adequate COVID Safety Protocols for Federal Contractors"). Any such requirement shall only apply to JCI's personnel if and only to the extent contained in a written agreement physically signed by an authorized officer of JCI.
8. If there are any changes to Customer's facilities or operations, or to applicable regulations, laws, codes, taxes, or utility charges, that materially affect JCI's performance of the Services or its pricing thereof, JCI shall have the right to an equitable and appropriate adjustment to the scope, pricing, and other affected terms of this Agreement.
9. No claim or cause of action, whether known or unknown, shall be brought against JCI more than one year after the claim first arose. Except as provided for herein, JCI's claims must also be brought within one year. Claims for unpaid contract amounts are not subject to the one-year limitation.

ADDENDUM TO PSA TERMS AND CONDITIONS FOR MONITORING OF INTRUSION, FIRE AND OTHER SAFETY SYSTEMS

If Remote Monitoring Services explicitly includes remote fire alarm monitoring, security alarm monitoring or video monitoring in the scope of work or customer charges, the Agreement is hereby modified and amended to include the terms and provisions of this Addendum to the PSA for Monitoring of Intrusion, Fire and Safety Systems (the "Addendum"). Capitalized terms that are not defined herein, shall have the meaning given to them in the Agreement. In the event of a conflict between the terms and conditions of this Addendum and those appearing in the Agreement, the terms and conditions of this Addendum shall prevail.

1. **Remote Monitoring of Alarm Signals.** If JCI receives an emergency alarm signal at JCI's ROC, JCI shall endeavor to notify the appropriate police or fire department, or other emergency response agency having jurisdiction and JCI shall endeavor to notify Customer or its designated representative by email unless instructed to do otherwise by Customer in writing and/or based on standard operating procedures for the ROC. JCI, upon receipt of a non-emergency signal from the Premises, shall endeavor to notify Customer's representative pursuant to Customer's written instructions, defaulting to email or text notification. Customer acknowledges that if the signals transmitted from the Premises will be monitored in a monitoring facility not operated by JCI, the personnel in such monitoring facilities are not the agents of JCI, nor does JCI assume any responsibility for the manner in which such signals are monitored or the response to such signal.
2. **Remote Monitoring Services Pricing.** Remote Monitoring Services shall be provided by JCI if the Agreement includes a charge for such Service. If such Service is purchased, JCI will monitor the number of alarms for the Premises and the initial charge is based on the pricing agreed to by the parties, subject to the terms and conditions of this Addendum. If the number of alarms produced at the Premises goes beyond the contracted number of alarms in a month, Customer will be billed an overage fee.
3. **Communications Media.** Customer acknowledges that monitoring of Covered Equipment requires transmission of signals over standard telephone lines and/or the Internet and that these modes of transmission may be interrupted, circumvented, or compromised, in which case no

signal can be transmitted from the Premises to the monitoring facility. Customer understands that to allow the monitoring facility to be aware of such a condition, additional or alternative protection can be installed, such as line security devices, at Customer's cost and expense and for transmission via telephone line only. Customer acknowledges it is aware that line security devices are available and, unless expressly identified in Schedule A - Equipment List, has declined to purchase such devices. Customer further acknowledges that such additional protection is not available for Internet transmission under this Agreement.

4. False/Unnecessary Alarms; Service Calls. At JCI's option, an additional fee may be charged for any false alarm or unnecessary Service Visit caused or necessitated by Customer. In addition, Customer shall be fully responsible and liable for fines, penalties, assessments, taxes, fees or charges imposed by a governmental body, telephone, communication, or signal transmission company as the result of any false alarm and shall reimburse JCI for any costs incurred by JCI in connection therewith. Customer shall operate the system carefully so as to avoid causing false alarms. False alarms can be caused by severe weather or other forces beyond the control of JCI. If an undue number of false alarms are received by JCI, in addition to any other available remedies available to JCI, JCI may terminate this Agreement and discontinue any Service(s) and seek to recover damages. If an agent is dispatched, by a governmental authority or otherwise, to respond to a false alarm, where the Customer, or any other party has intentionally, accidentally or negligently activated the alarm signal, Customer shall be responsible for and pay any and all fees and/or fines assessed with respect to the false alarms and pay to JCI the additional charges and costs incurred by it from a false alarm. If the Customer's system has a local audible device, Customer authorizes JCI to enter the Premises to turn off the audible device if JCI is requested or ordered to do so by governmental authorities, neighbors or anyone else and Customer will pay JCI its standard service call charge for each such visit. Police agencies require repair of systems which cause false dispatches. Customer shall maintain the equipment necessary for JCI to supply the Services and Customer shall pay all costs for such maintenance. At least monthly, Customer will test the system's protective devices and send test signals to the ROC for all monitoring equipment in accordance with instructions from JCI or the ROC. Customer agrees to test the monitoring systems, including testing any ultrasonic, microwave, infrared, capacitance or other electronic equipment prior to the end of each month and will immediately report to JCI if the equipment fails to respond to the test. Customer shall make any necessary repairs as soon after receipt of notice as is reasonably practical. Customer shall at all times be solely responsible for maintaining any sprinkler system in good working order and provide adequate heat to the Premises.

5. Remote Monitoring of Video Monitoring Services. During the Term, JCI's sole and only obligation arising from the inclusion of Video Monitoring Services in any Service offering shall be to monitor the digital signals actually received by JCI at its ROC from means of the Video System and upon receipt of a digital signal indicating that an alarm condition exists, to endeavor, as permitted by law, to notify the police or other municipal authority deemed appropriate in JCI's absolute discretion and to such persons Customer has designated in writing to JCI to receive notification of such alarm condition as set forth herein. No alarm installation, repair, maintenance or guard responses will be provided under this Video Monitoring Services option. JCI may, without prior notice to Customer, in response to applicable law or insurance requirements, revise, replace, discontinue and/or rescind its response policies and procedures.

a. Inception and conclusion of service. Video Monitoring shall be provided by JCI if this Agreement includes a charge for Video Monitoring Services. If such Video Monitoring Service is purchased, Video Monitoring Services will begin when the Video System is installed and operational, and when the necessary communications connection is completed. No obligation for the provision of this Video Monitoring Service will commence until these requirements are met.

b. Customer Equipment. Customer shall obtain, at its own cost and expense: (a) the equipment necessary to connect to JCI's ROC; and (b) whatever permission, permits or licenses that may be necessary from all persons, governmental authorities, utility, and any other related service providers in connection with the Services. The video system to be used by the Customer is intended to produce and transmit video images (the "Video System Images") of the Premises to the ROC (the "Video System"). JCI makes no promise, warranty or representation that the video system will operate as intended. Customer further agrees that, notwithstanding any role or participation by JCI in Video System and Video System Images, JCI shall have no responsibility or obligation with regard to Customer, the Video System or any other Customer equipment.

c. System Location. The Video System related cameras shall be located and positioned by Customer along with attendant burglary digital alarm signal(s). Customer shall ensure that the Video System related cameras will be positioned and located such that it will only produce or capture Video System Images of areas of the Premises. Customer will provide adequate illumination under all operating conditions for the proper viewing of the cameras. Customer acknowledges and agrees that JCI has exercised no control over, or participated in locating or positioning the Video System related camera including, but not limited to selecting what areas, locations, things or persons that the Video System Images may depict or capture.

d. Images. Customer shall be solely responsible for the Video System Images produced or captured by the Video System and Customer shall defend, indemnify and hold harmless JCI and its officers, agents, directors, and employees, from any and all damages, losses, costs and expenses (including reasonable attorneys' fees) arising out of third party claims, demands, or suits in connection with the use, operation, location and position of the Video System, and the Video System Images resulting there from, including, but not limited to, any claims of any person depicted in a Video System image, including but not limited to, any claim by such person that his or her privacy has been invaded or intruded upon or his or her likeness has been misappropriated. Any duty to obtain the consent or permission of any person depicted in a Video System Image to have his or her likeness to be depicted, received, transmitted or otherwise used, and the duty to determine and comply with any and all applicable laws, regulations, standards and other obligations that govern the legal, proper and ethical use of video capturing devices, such as the Video System, including, but not limited to, notification that the Video System is in use at the Premises, shall be the sole responsibility of the Customer. JCI agrees to make Video System Images available to Customer and upon their respective request. JCI makes no promise, warranty or representation as to the length of time that it retains Video Images, or the quality thereof.

e. Video System Signals. When a signal from the Video System is received, JCI reserves the right to verify all alarm signals before notifying emergency personnel, and may choose not to notify emergency personnel if it has reason to believe, in its sole discretion, that an emergency condition does not exist. JCI will first attempt to verify the nature of the emergency by using visual verification and/or the two-way voice system (if applicable) of the Video System included in Customer's system. If JCI determines that an emergency condition exists, JCI will endeavor to notify the proper police or emergency contact on notification call list provided in writing by Customer to JCI,

or its designee. When a non-emergency signal is received, JCI will attempt to contact the first available Customer representative on the notification call list but will not notify emergency authorities, this notification will be in the form of email or text and follow ROC processes. If the customer requires phone calls to the call list for any emergency or non-emergency situation, the customer will need to make this request in writing. Customer authorizes and directs JCI, as its agent, to use its full discretion in causing the arrest or detention of any person or persons on or around the premises who are not authorized by Customer. **JCI WILL NOT ARREST OR DETAIN ANY PERSON.**

f. Recordings. Customer consents to the tape recording of all telephonic communications between the Premises and JCI. JCI will have no liability arising from recording (or failure to record) or publication of any two-way voice communications, other video recordings or their quality. JCI shall have no liability in connection with Video System or the Video System Images, including, but not limited to, any failure, omission, negligence or other act by JCI, or any of its officers, employees, representatives, agents, contractors, or any other third party in connection with the receipt (or failure of receipt), transmission, reading, interpreting, or response to any Video Image.

6. Risk of Loss is Customer's. JCI does not represent or warrant that the Services will prevent any loss by burglary, holdup, fire or otherwise, or that the Services will in all cases provide the protection for which it is installed or intended, or that the Services will be uninterrupted or error-free. Customer assumes all risk of loss or damage to the Premises being monitored and to its contents, whether belonging to Customer or others; and has not relied on any representations and warranties of JCI, express or implied, except as specifically set forth in this Agreement. Further, expressly excluded from this Agreement are the warranties of merchantability or fitness or suitability for a particular purpose.

7. JCI'S RECEIPT OF ALARM SIGNALS, ELECTRONIC DATA, VOICE DATA OR IMAGES (COLLECTIVELY, "ALARM SIGNALS") FROM THE EQUIPMENT OR SYSTEM INSTALLED IN THE PREMISES IS DEPENDENT UPON PROPER TRANSMISSION OF SUCH ALARM SIGNALS. JCI'S ROC CANNOT RECEIVE ALARM SIGNALS WHEN THE CUSTOMER'S TELCO SERVICE OR OTHER TRANSMISSION MODE IS NOT OPERATING OR HAS BEEN CUT, INTERFERED WITH, OR IS OTHERWISE DAMAGED, OR IF THE ALARM SYSTEM IS UNABLE TO ACQUIRE, TRANSMIT OR MAINTAIN AN ALARM SIGNAL OVER CUSTOMER'S TELCO SERVICE OR TRANSMISSION MODE FOR ANY REASON INCLUDING BUT NOT LIMITED TO NETWORK OUTAGE OR OTHER NETWORK PROBLEMS SUCH AS CONGESTION OR DOWNTIME, ROUTING PROBLEMS, OR INSTABILITY OF SIGNAL QUALITY. CUSTOMER UNDERSTANDS THAT SIGNAL TRANSMISSION FAILURE MAY OCCUR OVER CERTAIN TYPES OF TELCO SERVICES SUCH AS SOME TYPES OF DSL, ADSL, VOIP, DIGITAL PHONE, INTERNET PROTOCOL BASED PHONE OR OTHER INTERNET INTERFACE-TYPE SERVICE OR RADIO SERVICE, INCLUDING CELLULAR, WIRELESS OR PRIVATE RADIO, OR CUSTOMER'S PROPRIETARY TELCOMMUNICATION NETWORK, INTRANET OR IP-PBX, OR OTHER THIRD-PARTY EQUIPMENT OR VOICE/DATA TRANSMISSION NETWORKS OR SYSTEMS OWNED, MAINTAINED OR SERVICED BY CUSTOMER OR THIRD PARTIES, IF: (1) THERE IS A LOSS OF NORMAL ELECTRIC POWER TO THE MONITORED PREMISES OCCURS (THE BATTERY BACK-UP FOR JCI'S ALARM PANEL DOES NOT POWER CUSTOMER'S COMMUNICATION FACILITIES OR TELCO SERVICE); OR (2) ELECTRONIC COMPONENTS SUCH AS MODEMS MALFUNCTION OR FAIL. CUSTOMER UNDERSTANDS THAT JCI WILL ONLY REVIEW THE INITIAL COMPATIBILITY OF THE ALARM SYSTEM WITH CUSTOMER'S TELCO SERVICE AT THE TIME OF INITIAL INSTALLATION OF THE ALARM SYSTEM AND THAT CHANGES IN THE TELCO SERVICE'S DATA FORMAT AFTER JCI'S INITIAL REVIEW OF COMPATIBILITY COULD MAKE THE TELCO SERVICE UNABLE TO TRANSMIT ALARM SIGNALS TO JCI'S ROC. IF JCI DETERMINES IN ITS SOLE DISCRETION THAT CUSTOMER'S TELCO SERVICE IS COMPATIBLE, JCI WILL PERMIT CUSTOMER TO USE ITS TELCO SERVICE AS THE PRIMARY METHOD OF TRANSMITTING ALARM SIGNALS, ALTHOUGH CUSTOMER UNDERSTANDS THAT JCI RECOMMENDS THAT CUSTOMER ALSO USE AN ADDITIONAL BACK-UP METHOD OF COMMUNICATION TO CONNECT CUSTOMER'S ALARM SYSTEM TO JCI'S ROC REGARDLESS OF THE TYPE OF TELCO SERVICE USED. CUSTOMER ALSO UNDERSTANDS THAT IF JCI DETERMINES IN ITS SOLE DISCRETION THAT CUSTOMER'S TELCO SERVICE IS, OR LATER BECOMES, NON-COMPATIBLE, OR IF CUSTOMER CHANGES TO ANOTHER TELCO SERVICE THAT IS NOT COMPATIBLE, THEN JCI WILL REQUIRE THAT CUSTOMER USE AN ALTERNATE METHOD OF COMMUNICATION ACCEPTABLE TO JCI AS THE PRIMARY METHOD TO CONNECT CUSTOMER'S ALARM SYSTEM TO JCI'S ROC. JCI WILL NOT PROVIDE FIRE OR SMOKE ALARM MONITORING FOR CUSTOMER BY MEANS OTHER THAN AN APPROVED TELCO SERVICE AND CUSTOMER UNDERSTANDS THAT IT IS SOLELY RESPONSIBLE FOR ASSURING THAT IT USES APPROVED TELCO SERVICE FOR ANY SUCH MONITORING AND THAT IT COMPLIES WITH NATIONAL FIRE ALARM STANDARDS AND LOCAL FIRE CODES. CUSTOMER ALSO UNDERSTANDS THAT IF CUSTOMER'S ALARM SYSTEM HAS A LINE CUT FEATURE, IT MAY NOT BE ABLE TO DETECT ALARM SIGNALS IF THE TELCO SERVICE IS INTERRUPTED, AND THAT JCI MAY NOT BE ABLE TO DOWNLOAD SYSTEM CHANGES REMOTELY OR PROVIDE CERTAIN AUXILIARY MONITORING SERVICES THROUGH A NON-APPROVED TELCO SERVICE. CUSTOMER ACKNOWLEDGES THAT ANY DECISION TO USE A NON-APPROVED TELCO SERVICE AS THE METHOD FOR TRANSMITTING ALARM SIGNALS IS BASED ON CUSTOMER'S OWN INDEPENDENT BUSINESS JUDGMENT AND THAT ANY SUCH DECISION IS MADE WITHOUT ANY ASSISTANCE, INVOLVEMENT, INPUT, RECOMMENDATION, OR ENDORSEMENT ON THE PART OF JCI. CUSTOMER ASSUMES SOLE AND COMPLETE RESPONSIBILITY FOR ESTABLISHING AND MAINTAINING ACCESS TO AND USE OF THE NON-APPROVED TELCO SERVICE FOR CONNECTION TO THE ALARM MONITORING EQUIPMENT. CUSTOMER FURTHER UNDERSTANDS THAT THE ALARM SYSTEM MAY BE UNABLE TO SEIZE THE TELCO SERVICE TO TRANSMIT AN ALARM SIGNAL IF ANOTHER CONNECTION HAS DISABLED, IS INTERFERING WITH, OR BLOCKING THE CONNECTION.

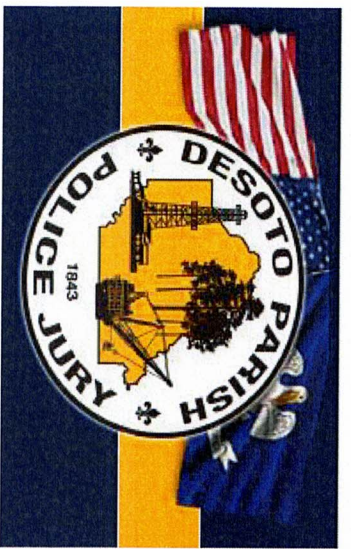
CUSTOMER ACCEPTANCE

In accepting this Agreement, Customer agrees to the terms and conditions contained herein including those on the following page(s) of this Agreement and any attachments or orders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that Customer may issue. Any changes requested by Customer after the execution of this Agreement shall be paid for by the Customer and such changes shall be authorized in writing. **ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS CONTAINED IN THIS AGREEMENT.**

Pricing is based upon the following billing and payment terms: Invoices will be delivered via email, payment due date of NET 30, and invoices are to be paid via ACH bank transfer. Johnson Controls ACH/EFT bank transfer details will be forth coming upon contractual agreement.

This offer shall be void if not accepted in writing within thirty (30) days from the date first set forth above.

[END OF DOCUMENT]



DESOTO PARISH HVAC & CONTROLS
Service Delivery Plan
January 1, 2024 - December 31, 2026

Customer Tag	Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Boiler	Comprehensive & Fireside Cleaning												
	Operational Inspection		X			X			X			X	
	Comprehensive Inspection											X	
HW Pump #1	Operational Inspection		X			X			X			X	
	Vibration Analysis								X				
	Comprehensive Inspection											X	
HW Pump #2	Operational Inspection		X			X			X			X	
	Vibration Analysis								X				
	Comprehensive & Condenser Coil Cleaning			X						X			X
CHILLER #1	Operational Inspection						X			X			X
	Comprehensive & Condenser Coil Cleaning			X									
	Operational Inspection						X			X			X
CHILLER #2	Operational Inspection						X			X			X
	Comprehensive Inspection			X									
	Operational Inspection						X			X			X
CHW Pump #1	Vibration Analysis						X						
	Comprehensive Inspection			X									
	Operational Inspection						X			X			X
CHW Pump #2	Operational Inspection						X			X			X
	Vibration Analysis						X						

Customer Tag	Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
AHU 1-1 MECH 1st Floor Courthouse	Comprehensive Inspection, Belt Change, Evaporator Coil Cleaning & Filter Change			X									
AHU 1-2 MECH 110 1st Floor Courthouse	Comprehensive Inspection, Belt Change, Evaporator Coil Cleaning & Filter Change			X									
AHU 2-1 MECH 217 2nd Floor Courthouse	Comprehensive Inspection, Belt Change, Evaporator Coil Cleaning & Filter Change			X									
AHU 2-2 ATTIC 2nd Floor Courthouse	Comprehensive Inspection, Belt Change, Evaporator Coil Cleaning & Filter Change			X									
AHU A1-1 MECH 112 1st Floor Annex	Comprehensive Inspection, Belt Change, Evaporator Coil Cleaning & Filter Change									X			
AHU A1-2 MECH 127 1st Floor Annex	Comprehensive Inspection, Belt Change, Evaporator Coil Cleaning & Filter Change									X			
AHU A2-1 MECH 220 2nd Floor Annex	Comprehensive Inspection, Belt Change, Evaporator Coil Cleaning & Filter Change									X			
AHU A2-2 MECH 228 2nd Floor Annex	Comprehensive Inspection, Belt Change, Evaporator Coil Cleaning & Filter Change									X			
AHU-Ground Floor Annex	Comprehensive Inspection, Belt Change, Evaporator Coil Cleaning & Filter Change									X			
Metasys ADS Server	Operational Inspection		X		X			X			X		
Metasys Controls Central Plant CHW Controls	Operational Inspection		X		X			X			X		
Controls on 4 AHUs in Annex	Operational Inspection		X		X			X			X		
Controls on 5 AHUs in Courthouse	Comprehensive		X										
Operational Inspection					X						X		
Metasys Controls Heating Plant	Operational Inspection		X		X			X			X		
Metasys NAE-01	Operational Inspection		X		X			X			X		
Metasys/VAV Controls (68 Total)	Operational Inspection		X		X			X			X		

**DeSoto Parish Police Jury
2024-25 Guard Premium Summary**

COVERAGE Effective 1/1/24-25	2022-23 EXPIRING	2023-24 PROPOSED	PROPOSED CARRIER	EXPIRING LIMITS	PROPOSED LIMITS	EXPIRING DEDUCTIBLE	PROPOSED DEDUCTIBLE	
General Liability (Occurrence) Products - Completed Operations Aggregate Personal and Advertising Injury Bodily Injury & Property Damage Sexual Abuse & Molestation Employee Benefits Liability Terrorism	\$188,706 Included Included Included Included Included Rejected	\$215,022 Included Included Included Included Included Rejected	AmGuard (A:15) AmGuard (A:15) AmGuard (A:15) AmGuard (A:15) AmGuard (A:15) AmGuard (A:15)	\$1,000,000 / 3000000 \$3,000,000 \$1,000,000 \$1,000,000 \$250,000 \$1,000,000	\$1,000,000 / 3000000 \$3,000,000 \$1,000,000 \$1,000,000 \$100,000 \$1,000,000	Each Occurrence / Aggregate Each Occurrence / Aggregate Personal & Adv. Injury Bodily Injury Each Occurrence / Aggregate Each Occurrence / Aggregate	\$5,000 \$5,000 \$5,000 \$5,000 \$1,000 \$1,000	\$5,000 \$5,000 \$5,000 \$5,000 \$1,000 \$1,000
Automobile * Uninsured / Underinsured Motorist Medical Payment <i>Exposure Basis</i> Physical Damage Hired & Non-Owned Physical Damage	\$152,702 Included Included Included Included	\$118,210 Included Not Covered \$73,767 Included	AmGuard (A:15) AmGuard (A:15) AmGuard (A:15) AmGuard (A:15) AmGuard (A:15)	\$1,000,000 \$100,000 Not Covered 95 Units / 19 Trailers 114 Units - ACFY \$50,000	\$1,000,000 \$100,000 Not Covered 95 Units / 22 Trailers 110 Units - ACFY \$50,000	Liability Limit Uninsured Motorist Medical Payments Comp/Call Comp/Call	\$5,000 \$1,000 \$1,000 \$1,000	\$0 \$1,000 \$1,000
Law Enforcement Liability (Occurrence)	\$1,355	\$1,138	AmGuard (A:15)	\$1,000,000	\$1,000,000	Each Occurrence / Aggregate	\$5,000	\$5,000
Public Officials Liability (Claims-Made)	\$8,903	\$12,848	AmGuard (A:15)	\$1,000,000	\$1,000,000	Each Occurrence	\$5,000	\$5,000
Employment Practices Liability	\$20,292	\$23,433	AmGuard (A:15)	\$1,000,000	\$1,000,000	Each Occurrence/Aggregate	\$15,000	\$15,000
Retro Date (Full Prior Acts)	Included	Included	AmGuard (A:15)	\$50,000 / 100,000	\$10,000/50,000	Annual Aggregate Occurrence/Aggregate	\$15,000	\$15,000
Non-Monetary	Included	Included	AmGuard (A:15)	Included	Included		\$15,000	\$15,000
Back Wages	Included	Rejected						
Terrorism	Rejected	Rejected						
Employee Banker Bond & Faithful Performance	\$639	\$872	AmGuard (A:15)	\$200,000	\$250,000	Includes Faithful Performance	\$2,500	\$2,500
Money & Securities	Included	Included		\$50,000	\$50,000		\$2,500	\$2,500
Depositors Forgery	Included	Included		\$50,000	\$50,000		\$2,500	\$2,500
Computer Fraud	Included	Included		\$50,000	\$50,000		\$2,500	\$2,500
Funds Transfer Fraud	Included	Included		\$50,000	\$50,000		\$2,500	\$2,500
Property (Including Boiler & Machinery) *	\$95,161	\$132,188	AmGuard (A:15)	\$24,088,667	\$39,244,581	Blanket, Replacement Cost, 90% Co-Insurance	\$5,000	\$5,000
Locations with Functional Replacement Cost	Included	Included	AmGuard (A:15)	\$9,104,825	\$9,104,825		\$5,000	\$5,000
Wind / Hail	Included	Included	AmGuard (A:15)	Included	Included		1% / No Minimum	1% / \$5,000 Minimum
Boiler & Machinery (Based on property values)	Included	Included	AmGuard (A:15)	Included	Included		\$5,000	\$5,000
Coinsurance Percentage	Included	Included	AmGuard (A:15)	90%	90%			
Flood and Earthquake	Included	Included	AmGuard (A:15)	No Coverage	No Coverage			
Inland Marine / Equipment*	\$41,860	\$52,920	Berkley Fire & Marine	\$10,859,860	\$12,235,701		\$5,000	\$5,000
Contractor's Equipment	Included	Not Covered	Berkley Fire & Marine	\$250,000	Not Covered		\$1,000	None
EDP Equipment	Included	Included	Berkley Fire & Marine	\$100,000	\$100,000	Per Item / Per Occurrence	\$5,000	\$5,000
Leased or Rented Equipment	Included	Not Covered		\$1,000,000	Not Covered	Only applied to EDP, Fine Arts and Contractors Equipment	\$25,000	None
Flood and Earthquake	Rejected	Rejected						
Excess Liability	\$35,845	\$49,299	AmGuard (A:15)	\$1,000,000	\$1,000,000	Each Occurrence / Aggregate	\$10,000	\$10,000
Terrorism	Rejected	Rejected	AmGuard (A:15)					
Policy & Engineering Fee	\$24,500	\$23,000						
LA Assessment	\$2,369.51	\$2,314.62						
Sub-Total Premium	\$572,333	\$705,012						
CYBER LIABILITY	\$8,555	\$8,711	Cowbell	\$500,000	\$500,000	Privacy, Network Security or Media Wrongful Acts	\$25,000	\$25,000
Retro Date: Full Prior Acts	Included	Included	Cowbell	\$100,000	\$500,000	Cyber Extortion / Ransomware	\$25,000	\$25,000
(Adding MFA before 1/1/23 restores limit to \$500,000)	Included	Included	Cowbell	\$250,000	\$250,000	Cyber Deception / Social Engineering	\$25,000	\$25,000
Carrier Fee, Broker Fee, Taxes	\$1,096	\$1,104	Cowbell	\$250,000	\$250,000	Telephone Hacking / Funds Transfer Fraud	\$25,000	\$25,000
Total Premium	\$581,984	\$714,827				See Proposal for other underlying limits	\$25,000	\$25,000
								\$132,843

Terrorism can be added for an additional premium of \$11,896

IMPORTANT: This summary sheet is for informational purposes only and does not supersede the proposal or policy.



Insurance Proposal for:

DESOTO PARISH POLICE JURY, LA

Effective Date: January 1, 2024

Expiration Date: January 1, 2025

IMPORTANT NOTICE TO AGENTS:

Refer to the "Proposal Terms & Conditions" page of this proposal for subjectivities applicable to this proposal.

Proposed coverages are provided by the insurance company's forms and subject to the terms, conditions and limitations of the policy(ies) in current use by the Company. The policies themselves must be read for specific details. No warranty is made or implied regarding compliance with any bid specifications, unless such provisions are a part of the proposal.

This proposal is valid for thirty (30) days from the date of proposal or the inception date, whichever is later. This proposal is subject to modification or withdrawal by the Company if, before the proposed inception date, any new, corrected or updated information becomes known which could change the underwriting evaluation of the proposed Insured, and the Company, in its sole discretion, determines that the terms of this proposal are no longer appropriate.

PROPOSAL OUTLINE

Proposed Insured: **Desoto Parish Police Jury, LA**

Effective Date: **1/1/2024**

Expiration Date: **1/1/2025**

Coverage	Insurance Company	Limits	Deductible/Retention	Coverage Premium	Terrorism Premium
General Liability	AmGuard Insurance	1,000,000	5,000	215,022	6,451
Aggregate Limit		3,000,000			
Auto Liability	AmGuard Insurance	1,000,000	0	118,210	N/A
Auto PD	AmGuard Insurance	5,873,053	See Detail *	73,767	N/A
Property	AmGuard Insurance	39,244,581	Various	132,188	3,966
Inland Marine	AmGuard Insurance	See Detail *	See Detail *	0	0
Crime	AmGuard Insurance	See Detail *	See Detail *	872	N/A
Public Officials	AmGuard Insurance	1,000,000	5,000	12,848	N/A
EPL	AmGuard Insurance	1,000,000	15,000	23,433	N/A
Aggregate Limit **	AmGuard Insurance	1,000,000			
Police Professional	AmGuard Insurance	1,000,000	5,000	1,138	N/A
Aggregate Limit		1,000,000			
Umbrella	AmGuard Insurance	1,000,000	10,000	49,299	1,479
Aggregate Limit		1,000,000			
TOTAL PREMIUM				626,777	11,896

AmGuard Insurance and NorGuard Insurance are members of the Berkshire Hathaway GUARD Insurance Companies are rated **A+ X** by **A.M. Best**.

Policy Number: TBD

* Refer to specific coverage sections for individual coverage deductibles / retentions.

** Public Officials and EPL offered under one Policy and subject to Policy Aggregate Limit

Coverage Premium	\$626,777
Terrorism Premium	\$11,896
TOTAL PREMIUM	\$638,673

Additional Fees & Tax	
Broker Fee	\$23,000
Carrier Policy Fee	\$0
Engineering Fee	\$0
LA Assess - INCL TRIA	\$2,314.62
LA Assess - EXCL TRIA	\$2,247.20

TOTAL PREMIUM & FEES (Inc Terrorism) **Accepted** (Check applicable)

\$663,987.62

TOTAL PREMIUM & FEES (Excluding Terrorism)

\$652,024.20

The Policy Premium is due within 15 days of binding.

Agent / Producer Signature _____

Date _____

Commercial General Liability (Occurrence Form)

OPTION 1

Coverage	Limit
Bodily Injury and Property Damage Liability (Coverage A)	\$1,000,000
Personal and Advertising Injury Liability (Coverage B)	\$1,000,000
Medical Payments (Coverage C) - Aggregate Limit	Excluded
Damage To Premises Rented To You	\$1,000,000
General Aggregate	\$3,000,000
Products - Completed Operations	\$3,000,000

Coverage A Sublimits	Sublimit	Limit Type
Abuse or Molestation	100,000	Annual Aggregate
Failure To Supply	Excluded	Annual Aggregate
Limited Pollution	250,000	Annual Aggregate
Sewer Backup	Excluded	Annual Aggregate

Deductible \$5,000
 Deductible Type: Per Occurrence

Employee Benefits Liability	Each Employee	\$1,000,000
	Aggregate	\$1,000,000
	Deductible	\$1,000
	Deductible Type	Per Employee

<u>Additional Exposures or Operations</u>	<u>Coverage</u>	<u>Limit</u>
Additional Insureds (Broadened Definition of Who Is An Insured)	Included	Included
Independent Contractors	Included	Included
Special Events with completed supplement on file with the company	Included	Included
Airport, Aviation or Related Activities	Excluded	Excluded
Auditorium, Civic Center, Convention Center	Included	Included
Garbage Collection, Recycling	Included	Included
Jails, Detention Facilities	Included	Included
Landfill, Dump, Refuse Site, Incinerator	Included	Included
Law Enforcement Activities	Excluded	Excluded
Library, Museum	Included	Included
Parks, Playgrounds	Included	Included
Pier, Marina, Dock	Included	Included
Streets, Roads, Bridges	Included	Included

Additional Comments

ISO Communicable Disease Exclusion (CG 21 32 05 09) applies

Jail / Detention - Public Premises included. Injury to Inmates excluded.

Commercial General Liability (Occurrence Form)

Coverage Agreement

This policy is designed to cover the premises and operations of the named insured. It covers amounts any insured is legally required to pay as damages for covered injury or damage that results from Bodily Injury, Property Damage, Personal and Advertising Injury, Products and Completed Operations and Damage To Premises Rented To You.

Who Is Protected

The public entity, its employees (including employees of the entity's boards or commissions), elected or appointed officials, board and commission members and authorized volunteers.

Additional Features

Additional Insureds by Written Contract

Automatic coverage for Additional Insureds with Written Contract

"Pay on Behalf" Form

Broad Form Named Insured

Chartered Aircraft (not for charge)

Contractual Liability

Defense Costs in Addition to Limits of Insurance

Duty to defend claims and suits even if allegations are groundless, false or fraudulent

Extended Property Damage

Host Liquor Liability

Independent Contractors Liability

Non-Auditable Policy

Premises / Operations

Products / Completed Operations

Punitive damages covered up to full policy limits, if allowed by law

Watercraft Coverage (up to 75 feet long)

Worldwide Territory

Commercial Automobile

Liability - OPTION 1

Coverage	Symbol(s)	Units	Limit	Deductible
Liability Coverage (Includes Hired and Non-Owned)	1	117	\$1,000,000	0
Number of Autos, excluding Trailers & Mobile Equip		95		
Number of Trailers #		22		
Number of Mobile Equipment #		0		

State Additional Coverages	State	Symbol(s)	Units	Limit
LA				
Uninsured/Underinsured Motorists BI	LA	2	95	\$100,000
Medical Payments	LA	None	None	NA

Physical Damage - OPTION 1

Coverage	Symbol	Units	Limit	Deductible
Comprehensive Coverage	7	110	\$5,873,053 as per schedule	
Collision Coverage	7	110	\$5,873,053 as per schedule	

Special Deductible Application:

As noted on the quoted auto schedule attached to this proposal.

Hired Auto Physical Damage \$50,000 \$1,000/\$1,000

Rental Reimbursement \$30 per day

Coverage Agreement

This policy is designed to cover amounts any insured is legally required to pay as damages for covered bodily injury and property damage that results from the ownership, maintenance, use, loading or unloading of a covered auto and is caused by an accident.

All Mobile Equipment licensed for use on Public Roads must be listed on the Auto Schedule. Coverage also applies for physical damage to covered autos, if shown.

Who Is Protected

The public entity and any permitted user, including its employees (including employees of the entity's boards or commissions), elected or appointed officials, board and commission members and authorized volunteers (for use of a covered auto).

Additional Features

LIABILITY:

Broadened Definition of Who Is An Insured

Fellow Employee Coverage

PHYSICAL DAMAGE:

Common Deductible provision

Coverage for Audio, Visual or Electronic equipment

Glass Breakage

Loss Payable Clause (blanket)

Personal Effects

Rental Reimbursement

Supplementary Payments

Transportation Expense

Commercial Automobile

FLEET AUTOMATIC & REPORTING REQUIREMENTS

FLEET AUTOMATIC

Coverage is automatically provided for ANY AUTO the entity owns or acquires during the Policy Period, subject to the "FLEET AUTOMATIC CONDITIONS" and "REPORTING CONDITION" outlined below for Commercial Automobile Liability and Commercial Automobile Physical Damage.

1 Commercial Automobile Liability

FLEET AUTOMATIC CONDITIONS:

Any Auto(s) which meet conditions a., b. or c. outlined below will not be eligible for "Fleet Automatic" and will be added by endorsement.

- a. Any vehicle meeting the Insurance Services Office (ISO) definition of "Antique Auto", or
- b. The addition of more than five (5) additional autos to the Auto Schedule at any one time.
- c. All vehicles with a lienholder.

2 Commercial Automobile Physical Damage

FLEET AUTOMATIC CONDITIONS:

Any Auto(s) which meet conditions a., b., c. or d. outlined below will not be eligible for "Fleet Automatic" and will be added by endorsement.

- a. Any vehicle with an original cost new greater than \$250,000, or
- b. Any vehicle meeting the Insurance Services Office (ISO) definition of "Antique Auto", or
- c. The addition of more than five (5) additional autos to the Auto Schedule at any one time.
- d. The acquired auto(s) are not additional new model year auto(s) or the auto(s) do not replace an auto previously owned by the Insured which had Automobile Physical Damage coverage.

REPORTING CONDITION - Auto Liability and Auto Physical Damage

In order to insure accurate record keeping and claims verification, the Insured must continue to submit all change requests to their Agent within 30 days of the change and the Agent must continue to forward these requests immediately to American Public Risk.

Commercial Property - Public Entity Enhancements

Enhancement	Limit
Arson Reward	\$10,000
Building Ordinance or Law	
Loss to Undamaged Portion of Building	Building Limit
Demolition Cost Coverage	\$100,000
Increased Cost of Construction	\$100,000
Commandeered Property	\$100,000
Common Deductible Provision	Included
Communications Equipment	\$50,000
Crime Reward	
Per Person	\$1,000
Maximum	\$5,000
Extra Expense & Business Income	\$500,000
Fine Arts - Market Value	\$50,000
Fire Department Service Charge	\$5,000
Fire Equipment Recharge	Included
Foundations	Included
Glass	Included
Grounds Maintenance Equipment	\$50,000
Lock Replacement	\$500
Newly Acquired or Constructed Property	
Building	\$2,000,000
Personal Property	\$1,000,000
Off Premises Utility Failure	\$50,000
Outdoor Property	
Any one Tree, Shrub or Plant	\$1,000
Total Limit	\$50,000
Personal Effects and Property of Others	
Any one Employee or Volunteer	\$1,500
Any One Occurrence	\$50,000
Pollutant Clean Up and Removal	\$100,000
Premises Boundary Increased Limit	1,000 Feet
Property in Transit	\$50,000
Property Off-Premises	\$50,000
Spoilage	\$10,000

Commercial Crime

OPTION 1

Coverage	Limit	Deductible
Employee Theft - Per Loss Coverage	250,000	2,500
Employee Theft - Per Loss Coverage - Add Faithful Performance of Duty	250,000	2,500
Forgery or Alteration	50,000	2,500
Inside the Premises - Theft of Money And Securities	50,000	2,500
Inside The Premises - Robbery Or Safe Burglary Of Other Property	50,000	2,500
Outside The Premises	50,000	2,500
Computer And Funds Transfer Fraud	50,000	2,500

Public Officials Liability
INCLUDING Employment Practices Liability
Claims-Made Form

OPTION 1

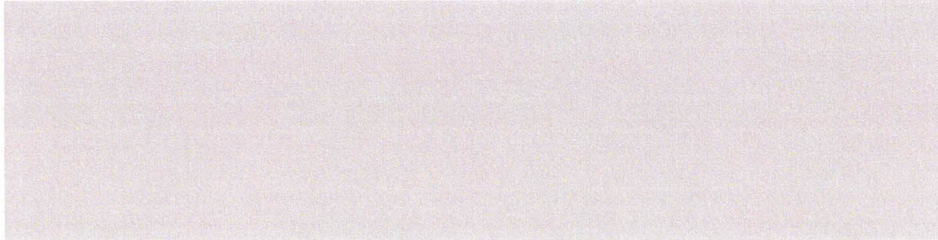
Coverage	Limits	Deductibles
Public Officials Liability - Each Claim	\$1,000,000	\$5,000
Employment Practices and Third Party Liability - Each Claim	\$1,000,000	\$15,000
Policy Aggregate	\$1,000,000	
Retention (Includes Defense Costs)	Each Wrongful Act	
Retroactive Date: Full Prior Acts		

Defense Costs **Outside Limits**

Additional Coverages

Back Pay / Front Pay	Included
HR Helpline Service	Included
Loss of Earnings	\$500 Per Day
Crisis Management Coverage	25,000
Non-Monetary Relief - Defense Only	10,000/50,000
Punitive Damages	Included
Third Party Wrongful Acts	Included

Note:



Additional Insureds: None

Public Officials Liability and Employment Practices Liability
***INCLUDING* Employment Practices Liability**

Features & Benefits

Coverage Agreement

This policy is designed to provide claims-made coverage for monetary damages due to actual or alleged wrongful employment acts and actual or alleged wrongful acts of entity officials and employees in their capacities as representatives of the public entity. This includes coverage for:

Breach of duty

Broad definition of Employment Practices Wrongful Act

Civil rights violations

Constitutional violations

Employment Practices:

Back Wages and Front Wages

Broad definition of Employment Practices Wrongful Act

Demotions, reassignments or disciplinary actions of employees

Discrimination, harassment or humiliation of employees

Libel, malicious prosecution or abuse of process related to employees

Mental Anguish and Emotional Distress

Refusal to employ or promote an employee

Termination or constructive discharge

Third Party Liability

Neglect

Permits and licenses

Zoning & land use

Who Is Protected

The public entity, its employees (including employees of the entity's boards or commissions), elected or appointed officials, board and commission members, authorized volunteers.

Additional Features

Broad definition of Insured

"Pay on Behalf" Form

Non-cancellable mid-term by carrier, except for non-payment of premium

Worldwide coverage

**Police Professional Liability
Occurrence**

OPTION 1

Coverage	Limits	Deductible
Each Occurrence	\$1,000,000	\$5,000
Policy Aggregate	\$1,000,000	
Retention - (Includes Defense Costs)	Each Wrongful Act	
Retroactive Date: N/A to Occurrence		
Defense Costs	Outside Limits	
Punitive Damages	Excluded	
Additional Coverages		
Line of Duty Death Coverage	Excluded	

Note: Parish Animal Control & Parish Clerical Staff ONLY

Additional Insureds: None

Police Professional Liability Occurrence

Features & Benefits

Coverage Agreement

This policy is designed to provide coverage (claims-made or occurrence) for monetary damages due to actual or alleged wrongful acts in the entity's law enforcement activities and procedures such as:

- Civil rights violations*
- Coverage for Intentional Acts*
- Enforcement of laws and statutes*
- Excessive force*
- Failure to protect*
- Moonlighting (approved by law enforcement department)*
- Mutual aid agreements*
- Protection of people and property*
- Operations of jails and holding cells*
- Use and maintenance of law enforcement buildings*

Who Is Protected

The public entity, its employees (including employees of the entity's boards or commissions), elected or appointed officials, board and commission members for vicarious liability arising from law enforcement activities of the Insured.

Additional Features

- Broad definition of Insured*
- "Pay on Behalf" Form*
- Non-cancellable mid-term by carrier, except for non-payment of premium*
- Worldwide coverage*

Umbrella Liability

Coverage	Limit
Each Occurrence Limit	\$1,000,000
General Aggregate Limit	\$1,000,000
Self Insured Retention (Applicable to Coverage B)	\$10,000

Aggregate Limit Applies Per Each Underlying Coverage Not Included

Underlying Coverages	Coverage
General Liability	Included
Automobile Liability	Included
Public Officials Liability	Included
Employment Practices Liability	Included
Police Professional Liability	Included
Employers Liability (Workers Compensation - Minimum Limits of \$1,000,000 W/"A" rated carrier)	Excluded

Underlying Coverages:

Auto Liability

 Combined Single Limit \$1,000,000

General Liability

 Each Occurrence Limit \$1,000,000
 Personal and Advertising Injury Limit \$1,000,000
 General Aggregate Limit \$3,000,000
 Products Completed Operations Aggregate Limit \$3,000,000

Public Officials Liability (POL)

 Each Claim Limit \$1,000,000
 Policy Aggregate Limit \$1,000,000

Employment Practices Liability

 Each Claim Limit \$1,000,000
 Policy Aggregate Limit Incl in POL

Police Professional Liability (Parish Animal Control & Parish Clerical Staff Only)

 Each Law Enforcement Occurrence Limit \$1,000,000
 Policy Aggregate Limit \$1,000,000

Additional Exposures or Operations *	Coverage
Abuse or Molestation	Excluded
Asbestos	Excluded
Athletic Activities	Excluded
Automobile UM/UIM or No Fault	Excluded
Communicable Diseases	Excluded
Dam or Reservoirs	Excluded
Data Related Liability - Access or Disclosure of Confidential or Personal Information or Data	Excluded
Employee Benefits Liability	Excluded
Employment Related Practices	Included
Failure to Supply (Utilities)	Excluded
Fungi or Bacteria	Excluded
Jail, Detention Center or Similar Facilities	Excluded
Law Enforcement Activities	Excluded
Lead	Excluded
Nuclear Liability	Excluded
Pollution (Absolute)	Excluded
Punitive Damages	Excluded
Silica & Silica Dust	Excluded
Trampolines	Excluded
Unmanned Aircraft	Excluded

* Including but not limited to these specifically described exposures and operations

Additional Terms or Conditions

Umbrella Coverage A = Follow form excess of the Underlying Coverages

Umbrella Coverage B = Umbrella coverage for all other exposures

IMPORTANT NOTICES:

PROPOSAL:

This proposal is based on information provided to American Public Risk, LLC by the Agent.

No warranty is made or implied with respect to the total compliance with bid specifications or applications. It is your responsibility to review the bid specifications or applications and the American Public Risk quote to determine if all coverages have been provided. Please contact us if you have any questions about the coverages offered.

This proposal highlights certain features and benefits for each coverage and policy. Final terms, conditions, and exclusions are contained in each individual coverage and/or policy.

CLAIMS MADE POLICIES:

Claims Made policies require that the producing Agent communicate with the insured potential gaps in coverage which may exist when purchasing a new policy, renewing an existing policy, or deciding to move coverage from one carrier to another carrier. These potential gaps include, but are not limited to: 1) Difference in Retroactive Dates; 2) Election or Rejection of Extended Reporting Periods and the timeframes applicable for coverage and purchase of each; 3) Exclusion of known incidents, events, claims or wrongful acts; 4) Claim trigger and reporting requirements that may differ from carrier to carrier; 5) Coverage feature differences. Please do not hesitate to contact us if you have any questions.

PROPERTY POLICIES:

Coverage for Newly Acquired or Constructed Property is subject to limitations regarding limits of insurance and reporting requirements. If the Insured has acquired or plans to acquire such Property, please contact the Underwriter immediately to determine if proper coverage is afforded.

Coverage for Vacant Property is subject to limitations regarding maximum limits of insurance available, covered causes of loss and period of vacancy. If the Insured has acquired or plans to acquire such Property, please contact the Underwriter immediately to determine coverage afforded.

MINIMUM EARNED PREMIUMS, FEES, ETC.:

Flat cancellation after Policy Inception is not available.

Policy Fees, Engineering Fees and Interlocal Fees are Non-Refundable

SPECIAL REMARKS:

American Public Risk would like to thank you for your business.

Named Insured: Desoto Parish Police Jury, LA
Policy Number: TBD
Effective Date: 1/1/2024
Insurance Company: AmGUARD Insurance Company

POLICYHOLDER DISCLOSURE - NOTICE OF TERRORISM INSURANCE COVERAGE

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, you have a right to purchase insurance coverage for losses resulting from acts of terrorism. *As defined in Section 102(1) of the Act:* The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 80% BEGINNING ON JANUARY 1, 2020, OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS THAT MAY BE COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS' LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

SELECTION OR REJECTION OF TERRORISM INSURANCE COVERAGE

I hereby elect to purchase terrorism coverage for a prospective premium of:

\$12,267

I hereby **decline to purchase** terrorism coverage for certified acts of terrorism.
I understand that I will have no coverage for losses resulting from certified acts of terrorism.

In the event you accept our binder of coverage but do not return this signed selection/rejection form, we will assume that you have accepted the terrorism coverage as defined in the Terrorism Risk Insurance Act, as amended, if your premium payment includes the prospective premium for terrorism coverage shown above. If your premium payment does not include the amount shown for terrorism coverage, we will assume that you have rejected such coverage, an exclusion will be attached to your policy, and you will have no coverage for losses resulting from certified acts of terrorism.

Policyholder/Applicant's Signature

Date

Print Name

Policyholder Disclosure - Notice of Terrorism Insurance Coverage - Page 2

PROPOSAL TERMS & CONDITIONS

Proposed Insured: **Desoto Parish Police Jury, LA**

Effective Date: **1/1/2024**

Expiration Date: **1/1/2025**

BINDING IS CONTINGENT upon receipt and favorable Underwriter review of the below listed items **PRIOR** to Requesting to Bind Insurance Coverage, unless otherwise noted.

REQUESTED		RECEIVED
X	Completed & signed PROPOSAL OUTLINE page of this Proposal	
X	Complete & signed TRIA Form of this Proposal	
X	Completed & signed UM/UIM Selection/Rejection Form (AUTO)	
X	Signed & dated APR Auto Schedule included in this proposal	
X	Signed & dated APR Property Statement of Values included in this proposal	
X	General Liability: For all organized Recreational Activities (like Little League, etc.). The Insured must confirm that they do secure parental waivers and release and/or consent forms from all participants. Participants must also acknowledge that they provide their own insurance.	
X	Sexual Abuse or Molestation (SAM): Need copy of the Insured's current SAM prevention policy . Pricing, Terms or Conditions subject to change based on the UW review. NOTE: SAM Limit offered \$100,000. APR can consider higher limits after reviewing the SAM policy. Policy was not submitted at renewal.	
X	GL: Copy of Audited Financial Report FY 2021 or 2022	
X	GL: Completed supplement for: Special Events (noted festival)	
X	PROPERTY: Building Update information (year, nature of update-HVAC, roof, electrical, plumbing, etc.) for all locations 25+ years of age	
X	PR: (1) Advise all rented/leased locations and occupancy of Tenant. (2)For owned locations being leased/rented to a Tenant: Provide evidence of a Renters Insurance Policy by securing a Certificate of Insurance which names the Insured as an Additional Insured from each Tenant.	
X	Public Officials Liability: Copy of Policy & Procedures.	
X	Employment Practices Liability: Copy of Employee Manual.	Recd 102423

IMPORTANT NOTE:

The Policy(ies) will not be released until all required applications, selection forms, documents are received.

Other:

IMPORTANT NOTE: Please review all values for all locations with your Agent in order to insure proper insurance to Value and avoid any potential coinsurance penalties. Additional factors to consider include changing property exposures, newly acquired or constructed buildings, altered operations, building upgrades or modifications, the implementation of new technology or equipment on-site, shifting market conditions and property construction trends (e.g., inflated labor and material costs).

** PRIOR to binding the insured must provide Building update information. Roof, Wiring, Plumbing and HVAC - each item needs either a Date, or state "None", if no update has been completed & "NA" if not applicable (meaning the location has no HVAC, etc.)

**** Verified by Insured's Authorized Representative**

Loc #	Bldg #	Occupancy/Description	Address	Values		Contents	Total Value	Valuation	Construction	Year Built	Building Updates - Year Last Updated				
				Building	Contents						Roof	Wiring	Plumbing	HVAC	
				\$ 36,395,033	\$ 2,849,548		\$ 39,244,581								
1	1	Generator at Highway Department	424 Liberty Lane, Grand Cane, LA 71032	62,400	0	0	62,400	RC	NC	2009	NA	NA	NA	NA	NA
1	1	Highway Department Storage Bldg - Hwy Dept	424 Liberty Lane, Grand Cane, LA 71032	1,461,859	147,784	147,784	1,609,643	ACV	NC	1973	0	0	0	0	0
1	1	6000 Gallon Fuel Tank	424 Liberty Lane, Grand Cane, LA 71032	6,240	4,160	4,160	10,400	ACV	NC	2015	OK	OK	OK	OK	OK
1	1	6000 Gallon Fuel Tank	424 Liberty Lane, Grand Cane, LA 71032	31,200	0	0	31,200	RC	NC	2011	OK	OK	OK	OK	OK
1	1	6000 Gallon Fuel Tank	424 Liberty Lane, Grand Cane, LA 71032	31,200	0	0	31,200	RC	NC	2011	OK	OK	OK	OK	OK
1	1	6000 Gallon Fuel Tank	424 Liberty Lane, Grand Cane, LA 71032	31,200	0	0	31,200	RC	NC	2011	OK	OK	OK	OK	OK
1	1	Fueling Station Canopy	424 Liberty Lane, Grand Cane, LA 71032	59,280	0	0	59,280	RC	NC	2012	OK	OK	OK	OK	OK
1	1	Asphalt Emulsion Tank	424 Liberty Lane, Grand Cane, LA 71032	23,920	0	0	23,920	ACV	NC	2015	OK	OK	OK	OK	OK
1	1	Fuel Pump #1 & Fueling System	424 Liberty Lane, Grand Cane, LA 71032	64,134	0	0	64,134	RC	NC	2015	OK	OK	OK	OK	OK
1	1	Fuel Pump #2 & Fueling System	424 Liberty Lane, Grand Cane, LA 71032	64,133	0	0	64,133	RC	NC	2015	OK	OK	OK	OK	OK
1	1	Fuel Pump #3 & Fueling System	424 Liberty Lane, Grand Cane, LA 71032	64,134	0	0	64,134	RC	NC	2012	OK	OK	OK	OK	OK
2	1	Annex Assessor/Judges/DA	208-216 Adams, Mansfield, LA 71052	2,602,080	208,000	208,000	2,810,080	FRC	JM	1991	1999	1999	1999	1999	1999
2	2	Office	206 Adams, Mansfield, LA 71052	358,722	156,000	156,000	514,722	FRC	JM	1998	1999	1999	1999	1999	1999
3	1	Courthouse	101 Texas, Mansfield, LA 71052	7,060,761	260,000	260,000	7,320,761	FRC	NC	1930	2017	1999	1999	1999	1999
4	1	Diesel Tanks 1	2712 Highway 84 East, Mansfield, LA 71052	15,600	0	0	15,600	RC	NC	2015	OK	OK	OK	OK	OK
4	2	Diesel Tanks 2	2712 Highway 84 East, Mansfield, LA 71052	15,600	0	0	15,600	RC	NC	2015	OK	OK	OK	OK	OK
4	3	Landfill Bldg	2712 Highway 84 East, Mansfield, LA 71052	674,730	52,000	52,000	726,730	RC	NC	2016	OK	OK	OK	OK	OK
4	4	Vehicle Storage Canopy	2712 Highway 84 East, Mansfield, LA 71052	299,520	0	0	299,520	RC	NC	2015	OK	OK	OK	OK	OK
5	1	Dept of Motor Vehicles	612 East Franklin Street, Mansfield, LA 71052	162,240	0	0	162,240	RC	Frame	2015	OK	OK	OK	OK	OK
6	1	Jury Office	101 Franklin Street, Mansfield, LA 71052	1,374,418	364,000	364,000	1,738,418	RC	NC	1997	2022	1985	1985	1985	1985

IMPORTANT NOTE: Please review all values for all locations with your Agent in order to insure proper insurance to Value and avoid any potential coinsurance penalties. Additional factors to consider include changing property exposures, newly acquired or constructed buildings, altered operations, building upgrades or modifications, the implementation of new technology or equipment on-site, shifting market conditions and property construction trends (e.g., inflated labor and material costs).

** PRIOR to binding the Insured must provide Building update information. Roof, Wiring, Plumbing and HVAC - each item needs either a Date, or state "None" if no update has been completed & "NA" if not applicable (meaning the location has no HVAC, etc.)

** Verified by Insured's Authorized Representative

Loc #	Bldg #	Occupancy/Description	Address	Values		Contents	Total Value	Valuation	Construction	Year Built	Building Updates - Year Last Updated		
				Building	Roof						Wiring	Plumbing	HVAC
7	1	Means Exhibit Bldg - Airport	10117 Highway 171, Grand Cane, LA 71032	3,249,536	20,800	0	3,270,336	RC	NC	1985	2009	1980	1980
		Airplane Storage 7-T Hangars	10117 Highway 171, Grand Cane, LA 71032	460,720	0	0	460,720	ACV	NC	1945	0	0	0
		Generator	10117 Highway 171, Grand Cane, LA 71032	62,400	0	0	62,400	RC	NC	2007	OK	OK	OK
		Airport Terminal Building	10117 Highway 171, Grand Cane, LA 71032	482,560	20,800	0	503,360	RC	Frame	2004	2015	2015	2015
7	5	Airport Maintenance Shop	10117 Highway 171, Grand Cane, LA 71032	161,200	0	0	161,200	RC	Frame	1945	2010	2010	2010
7	6	Airport Hangars (10 - T Hangars)	10117 Highway 171, Grand Cane, LA 71032	1,040,000	10,400	0	1,050,400	RC	NC	2011	OK	OK	OK
7	7	Airport Power Building	10117 Highway 171, Grand Cane, LA 71032	41,600	31,200	0	72,800	RC	NC	2011	OK	OK	OK
8	1	Voters/State DHHS	104 S. Crosby, Mansfield, LA 71052	728,000	52,000	0	780,000	RC	NC	2008	OK	OK	OK
9	1	Maintenance Department	302 North Washington, Mansfield, LA 71052	121,680	26,000	0	147,680	RC	NC	1997	OK	OK	OK
10	1	Office/Detention Center	201 Franklin, Mansfield, LA 71052	9,180,000	800,000	0	9,980,000	ACV	NC	1981	0	0	0
11	1	Health Unit	402 Polk Street/113 Jefferson, Mansfield, LA 71052	936,000	72,800	0	1,008,800	ACV	JM	1974	0	0	0
11	2	OCS/Council on Aging	402 Polk Street/113 Jefferson, Mansfield, LA 71052	1,298,866	156,000	0	1,454,866	ACV	JM	1974	0	0	0
12	1	Coroners Office	120 McEnery Street, Mansfield, LA 71052	223,600	20,800	0	244,400	RC	FR	2010	OK	OK	OK
13	1	Rosenwald School-Museum	459 Highway 3015, Grand Cane, LA 71032	208,000	0	0	208,000	FRC	Frame	1961	2013	2013	2013
14	1	Rosenwald School Museum	12570 Highway 5, Longstreet, LA 71050	208,000	10,400	0	218,400	FRC	Frame	1961	2013	2013	2013
15	1	ANIMAL SHELTER	404 Liberty Lane, Mansfield, LA 71052	800,800	52,000	0	852,800	RC	JM	2010	OK	OK	OK
15	2	Storage building	404 Liberty Lane, Mansfield, LA 71052	10,400	41,600	0	52,000	RC	Frame	2010	OK	OK	OK
16	1	Restrooms/Playground Equip	1216 Old Jefferson Highway, Mansfield, LA 71052	72,800	251,284	0	324,084	ACV	NC	2013	OK	OK	OK

IMPORTANT NOTE: Please review all values for all locations with your Agent in order to insure proper Insurance to Value and avoid any potential coinsurance penalties. Additional factors to consider include changing property exposures, newly acquired or constructed buildings, altered operations, building upgrades or modifications, the implementation of new technology or equipment on-site, shifting market conditions and property construction trends (e.g., inflated labor and material costs).

** PRIOR to binding the Insured must provide Building update information. Roof, Wiring, Plumbing and HVAC - each item needs either a Date, or state "None" if no update has been completed & "NA" if not applicable (meaning the location has no HVAC, etc.)

**** Verified by Insured's Authorized Representative**

Loc #	Bldg #	Occupancy/Description	Address	Values		Total Value	Valuation	Construction	Year Built	Building Updates - Year Last Updated			
				Building	Contents					Roof	Wiring	Plumbing	HVAC
				\$ 36,395,033	\$ 2,849,548	\$ 39,244,581	PROVIDE THIS INFORMATION PRIOR TO BINDING for all locations over 25 years old						
16	2	Restrooms	1216 Old Jefferson Highway, Mansfield, LA 71052	243,360	0	243,360	RC	NC	2013	OK	OK	OK	OK
1		Restrooms	1216 Old Jefferson Highway, Mansfield, LA 71052	56,160	0	56,160	RC	NC	2013	OK	OK	OK	OK
1		Coroners Office # 2 (prior Warehouse)	120 B McEnery St, Mansfield, LA 71052	150,800	0	150,800	RC	Frame	2011	OK	OK	OK	OK
4		Shop at Landfill	2712 Highway 84 East, Mansfield, LA 71052	140,400	31,200	171,600	RC	NC	2011	OK	OK	OK	OK
1		DRH Clinic - (Old Library)	808 Main Street, Logansport, LA 71049	842,400	0	842,400	RC	Frame	1983	2013	2013	2013	2013
19	1	Old Bank Building (Rented)	139 Jackson Street, Pelican, LA	187,200	0	187,200	ACV	Frame	1990	0	0	0	0
20	1	Clear Lake Boat Launch	LA-509 Mansfield, Mansfield, LA 71052	176,800	0	176,800	ACV	NC	2018	OK	OK	OK	OK
21	1	Homeless Shelter	208 Pea Street, Mansfield, LA 71052	49,712	15,600	65,312	RC	Frame	2016	OK	OK	OK	OK
22	1	Stonewall Government Plaza	1746 Hwy 171, Stonewall, LA 71078	0	26,000	26,000	RC	NC	2020	OK	OK	OK	OK
23	1	Concession Stand	211 Independent Ave, Grand Cane, LA 71032	174,668	3,120	177,788	RC	Frame	2013	OK	OK	OK	OK
23	2	Static Display	211 Independent Ave, Grand Cane, LA 71032	0	15,600	15,600	RC	Frame	2012	OK	OK	OK	OK
24	1	Street Lights (\$25,000/item)	Blanket Location, Grand Cane, LA 71032	156,000	0	156,000	ACV	NC	2010	OK	OK	OK	OK
25	1	Street Signs (25,000/item)	Blanket Location, Grand Cane, LA 71032	156,000	0	156,000	ACV	NC	2010	OK	OK	OK	OK
27	1	Traffic Signs & Lights (25,000/item)	Blanket Location, Grand Cane, LA 71032	156,000	0	156,000	ACV	NC	2010	OK	OK	OK	OK
28	1	Stadium Lights (25,000/item)	Blanket Location, Grand Cane, LA 71032	156,000	0	156,000	ACV	NC	2010	OK	OK	OK	OK
0	0	0	,, LA	0	0	0	RC	0	0	0	0	0	0

Verified by Insured's Authorized Representative

Date

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Number	Year	Make	Model	VIN	Cost New	Valuation	Comp Deduct	Coll Deduct
1	1974	Nabors	Trailer	5,536	2,495	ACV	1,000	1,000
2	1997	Parker	Trailer	132LA1624V1002077	0	ACV	No Coverage	No Coverage
3	2005	Pace	Trailer	47ZUB17225X040057	0	ACV	No Coverage	No Coverage
4	1985	Utility	Trailer	LNJR38524D10E1258	0	ACV	No Coverage	No Coverage
5	2009	Stageco	Trailer	5NYBU10169NSC2927	0	ACV	No Coverage	No Coverage
6	2009	Utility	Trailer	5NYBU12149NSC2901	0	ACV	No Coverage	No Coverage
7	1995	Trash	Trailer	TST573306	1,728	ACV	1,000	1,000
8	2000	Clement	Trailer	5C2CB39B51M002819	30,107	ACV	1,000	1,000
9	2002	MACK	600	1M2P289C32M033473	74,737	ACV	1,000	1,000
10	2002	MACK	600	1M2P264C72M033939	74,737	ACV	1,000	1,000
11	2004	FREIGHTLINER	0	1FVHBXAK94HM19157	17,595	ACV	1,000	1,000
12	2007	MACK	0	1M2AT04CX7M006256	104,584	ACV	2,500	2,500
13	2007	MACK	0	1M2AT04C77M006257	104,584	ACV	2,500	2,500
14	2000	FREIGHTLINER	0	1FV6H6AA7YHG04324	40,000	ACV	1,000	1,000
15	2006	INTERNATIONAL	0	1HTWAAAN06J292326	51,526	ACV	1,000	1,000
16	2009	CHEVROLET	0	1GBJ7E1B59F411003	66,469	ACV	1,000	1,000
17	2010	FORD	0	1FTMF1CWAKA19134	15,436	ACV	1,000	1,000
18	2010	FORD	F150	1FTMF1CW6AKA98415	15,752	ACV	1,000	1,000
19	2011	KENWORTH	0	1NKDLPX6BJ281859	118,884	ACV	2,500	2,500
20	2011	KENWORTH	0	1NKDLPX4BJ281858	118,884	ACV	2,500	2,500
21	2011	PETERBILT	389	1XPXD89X2BD122187	104,454	ACV	2,500	2,500
22	2011	PARKER	Trailer	13ZPF2622B1000036	9,990	ACV	1,000	1,000
23	2011	FORD	F650	3FRNW6FA2BV369124	67,385	ACV	1,000	1,000
24	2011	FORD	F650	3FRNW6FA98V369122	67,385	ACV	1,000	1,000
25	2012	FREIGHTLINER	M2	1FVACXBS7CDBL5712	87,490	ACV	1,000	1,000
26	2012	FREIGHTLINER	M2	1FVACXBS9CDBL5713	87,490	ACV	1,000	1,000
27	2012	FREIGHTLINER	0	1FVHC5DVXCDBL5830	100,682	ACV	2,500	2,500
28	2012	FREIGHTLINER	0	1FVHC5DV1CDBL5831	100,862	ACV	2,500	2,500
29	2012	FREIGHTLINER	0	1FVACXBS6CHBR9491	146,600	ACV	2,500	2,500
30	2012	Ford	Elkhart Coach	1FDEE3F51CDB30380	43,915	ACV	1,000	1,000
31	2013	CHEVROLET	0	1GB4CZCG7DF112047	31,247	ACV	1,000	1,000
32	2008	PITTS	ENTERPRIS	5JYLB52378P081157	0	ACV	No Coverage	No Coverage
33	2011	FORD	0	3FRNW6FZ0BV369123	67,000	ACV	1,000	1,000
34	2013	Dodge	RAM 2500	3C6TR5HT7DG576207	27,743	ACV	1,000	1,000
35	2013	INTERSTATE	Trailer	1JKDLA402DM012774	15,729	ACV	1,000	1,000
36	2013	INTERSTATE	Trailer	1JKDLA404DM012776	15,729	ACV	1,000	1,000
37	2013	INTERSTATE	Trailer	1JKDLA406DM012775	15,729	ACV	1,000	1,000
38	2013	INTERSTATE	Trailer	1JKDLA408DM012777	15,729	ACV	1,000	1,000

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Date

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Number	Year	Make	Model	VIN	Cost New	Valuation	Comp Deduct	Coll Deduct
39	2015	FORD	0	1FD8W3GT6FEA46443	39,448	ACV	1,000	1,000
40	2015	FORD	0	1FD8W3GT9FED09413	42,481	ACV	1,000	1,000
41	2015	FORD	0	1FD8W3GT0FED09414	42,481	ACV	1,000	1,000
42	2014	CRCF	TRAILER	4D6EB1014EC037548	0	ACV	No Coverage	No Coverage
43	2015	NEW DIAMOND	TRAILER	5FWUS182XFR017828	3,100	ACV	1,000	1,000
44	2016	KENWORTH	0	1NKZL40X1GJ133730	129,139	ACV	2,500	2,500
45	2016	KENWORTH	0	1NKZL40X3GJ133731	129,139	ACV	2,500	2,500
46	2016	KENWORTH	0	1NKZL40X5GJ133732	129,139	ACV	2,500	2,500
47	2016	KENWORTH	0	1NKZL40X7GJ133733	129,139	ACV	2,500	2,500
48	2016	KENWORTH	0	1NKZL40X9GJ133734	129,139	ACV	2,500	2,500
49	2016	KENWORTH	0	1NKZL40X0GJ133735	129,139	ACV	2,500	2,500
50	2016	FORD	ESCAPE	1FMCU0F74GUC51205	17,889	ACV	1,000	1,000
51	2017	CHEVROLET	0	3GCUKNEH7HG367251	29,823	ACV	1,000	1,000
52	2015	CHEVROLET	0	3CGTR5HT6FG593843	25,239	ACV	1,000	1,000
53	2018	FORD	F350	1FT8W3BT8JEB39002	45,000	ACV	1,000	1,000
54	2018	FORD	EXPEDITION	1FMJK1GTXJEA59920	37,096	ACV	1,000	1,000
55	2019	DODGE	GRAND CARAVAN	2C4RDGBGXKR520259	29,435	ACV	1,000	1,000
56	2019	DODGE	DURANGO	1C4RDHAG5KCS50186	32,385	ACV	1,000	1,000
57	2018	DODGE	0	3C7WRTCL1JG346596	53,870	ACV	1,000	1,000
58	2019	DODGE	1500 CLASSIC	1C6RR7FT6KS542886	36,856	ACV	1,000	1,000
59	2019	DODGE	1500 CLASSIC	1C6RR7FT6KS547246	36,856	ACV	1,000	1,000
60	2019	DODGE	1500 CLASSIC	1C6RR7FT9KS542882	36,856	ACV	1,000	1,000
61	2019	FORD	TRANSIT	1FTYR1ZM7KKA11590	32,917	ACV	1,000	1,000
62	2018	Dodge	RAM 2500	3C6TR5CT8JG386306	39,295	ACV	1,000	1,000
63	2018	Dodge	RAM 2500	3C6TR5CT0JG378264	39,295	ACV	1,000	1,000
64	2019	Dodge	RAM 1500	1C6RR7FT2KS542884	36,856	ACV	1,000	1,000
65	2019	MACK	GRANITE	1M2GR2GC5KM003774	169,637	ACV	2,500	2,500
66	2019	Dodge	RAM 1500	1C6RR7FT6KS541527	36,856	ACV	1,000	1,000
67	2019	Dodge	RAM 1500	1C6RR7FT0KS542883	36,856	ACV	1,000	1,000
68	2019	Dodge	RAM 1500	1C6RR7FT4KS547245	36,856	ACV	1,000	1,000
69	2019	Dodge	RAM 1500	1C6RR7FT0KS547243	36,856	ACV	1,000	1,000
70	2019	Dodge	RAM 1500	1C6RR7FT2KS547244	36,856	ACV	1,000	1,000
71	2019	Dodge	RAM 1500	1C6RR7FT7KS542881	36,856	ACV	1,000	1,000
72	2019	FORD F250	F250	1FD7X2A68KEC82320	35,485	ACV	1,000	1,000
73	2019	MACK	GRANITE	1M2GR2GC6KM003766	169,637	ACV	2,500	2,500
74	2019	FREIGHTLINER	114SD	1FVHG3DV5KHKL8876	155,629	ACV	2,500	2,500
75	2019	FREIGHTLINER	114SD	1FVHG3DV7KHKL8877	155,629	ACV	2,500	2,500
76	2019	FORD	0	1FTMFLCB9KCC65008	23,989	ACV	1,000	1,000

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Date

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Number	Year	Make	Model	VIN	Cost New	Valuation	Comp Deduct	Coll Deduct
77	2020	MACK	GRANITE	1M2GR2GC2LM016046	169,637	ACV	2,500	2,500
78	2020	Utility	SST 83x16 Utility	4S9BU1622LV491101	4,160	ACV	1,000	1,000
79	2019	Utility	Roadclipper	46UFU2220K1216704	8,410	ACV	1,000	1,000
80	2019	Ford	4x2 Supercab	1FT7X2A6XKEG50680	36,433	ACV	1,000	1,000
81	2019	Ford	0	1FT7X2A63KEG50679	36,433	ACV	1,000	1,000
82	2019	Ford	0	1FT7W2B67KEG51674	41,188	ACV	1,000	1,000
83	2019	Dodge	Ram 14000	3C7WRTBL2KG627583	43,619	ACV	1,000	1,000
84	2019	Dodge	Ram 1500 Classic	1C6RR7FT4KS542885	36,856	ACV	1,000	1,000
85	2019	Ford	F-250 XL	1FT7X2A61KEG50678	38,318	ACV	1,000	1,000
86	2019	Dodge	Ram 1500 Classic	1C6RR6FT8KS710473	34,990	ACV	1,000	1,000
87	2019	Dodge	Ram 1500 Classic	1C6RR6FTXK5710474	34,990	ACV	1,000	1,000
88	2019	Dodge	Ram 3500 Classic	3C7WRTCL0KG704756	53,925	ACV	1,000	1,000
89	2019	Dodge	Ram 3500 Classic	3C7WRTCL9KG704755	53,925	ACV	1,000	1,000
90	2019	Dodge	Ram Crew Cab	3C7WRTCL7KG704754	53,925	ACV	1,000	1,000
91	2020	Utility	Trailer	1W91T1428L1497037	9,880	ACV	1,000	1,000
92	2020	0	RAM ProMaster	3C6TRVBG0LE139042	34,612	ACV	1,000	1,000
93	2020	Ford	F150	1FTEW1E59LKD08310	70,910	ACV	1,000	1,000
94	2020	Ford	F150	1FTEW1E56LKD81988	70,910	ACV	1,000	1,000
95	2020	Dodge	Ram 2500	3C6UR5HL9LG193579	41,248	ACV	1,000	1,000
96	2008	Ford	Econoline	1FTSS34S18DB324155	30,336	ACV	1,000	1,000
97	2021	CHEVROLET	Traverse	1GNERFKW6MJ105892	34,061	ACV	1,000	1,000
98	2020	CHEVROLET	Tahoe	1GNSKCKC8LR194604	62,000	ACV	1,000	1,000
99	2021	Dodge	Ram 1500	3C6RR7KT2MG527236	45,145	ACV	1,000	1,000
100	2021	Dodge	Ram 1500	1C6RR6FT3MS500348	37,140	ACV	1,000	1,000
101	2021	Dodge	Ram 1500	3C6JR7DG5MG527275	35,630	ACV	1,000	1,000
102	2021	Dodge	Ram 1500	3C6JR7DG0MG507595	35,630	ACV	1,000	1,000
103	2020	Jeep	Grand Cherokee	1C4RJAG5MC598068	33,353	ACV	1,000	1,000
104	2021	Dodge	Ram 3500	3C63RRGL7MG528392	48,237	ACV	1,000	1,000
105	2017	CHEVROLET	Silverado 3500	1GCRCREC6HZ261761	25,000	ACV	1,000	1,000
106	2020	Ford	F450	1FD0W4GT8LEE87764	54,233	ACV	1,000	1,000
107	2023	Ford	F150	1FTFX1E5XPKD81323	37,842	ACV	1,000	1,000
108	2023	Ford	F150	1FTFX1E5XPKD81385	37,842	ACV	1,000	1,000
109	2023	Ford	F150	1FTFX1E51PKD81338	37,842	ACV	1,000	1,000
110	2023	Ram	1500	3C6UR5HJ9NG345426	37,090	ACV	1,000	1,000
111	2023	Ram	1500	3C6UR5HJ0NG345427	37,090	ACV	1,000	1,000
112	2023	Belmont	Trailer	50PAU1015NL005842	28,000	ACV	1,000	1,000
113	2023	Belmont	Trailer	50PAU1010NL005845	28,000	ACV	1,000	1,000
114	2023	Ford	F150	1FTFX1E5XPKD81404	37,842	ACV	1,000	1,000

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Number	Year	Make	Model	VIN	Cost New	Valuation	Comp Deduct	Coll Deduct
115	2023	Ram	1500	3C6UR5HJ5NG345424	37,090	ACV	1,000	1,000
116	2023	Wyatt	Trailer	1W9BU1823PL364577	4,431	ACV	1,000	1,000
117	2021	Dodge	Ram	1C6RR7KG6MS522746	29,019	ACV	1,000	1,000



Proposal for Insurance

Quote # 1
Date 10/31/2023

Named Insured & Mailing Address

Name Sesoto Parish Policy Jury
Street 101 Franklin St.
City, ST Mansfield, LA

The proposed policy period is from 11/3/2023 to 11/3/2024 at 12:01 A.M. Standard Time of your mailing address shown above.

This proposal is valid until 11/2/23 at 12:01 A.M. Standard Time of your mailing address shown above.

COVERAGE AND PREMIUM SUMMARY

Coverages	Annual Premium
Contractor's Equipment	\$52,920
TRIA IS NOT INCLUDED, NEED SELECTION FOR PRICING	
Total Proposed Premium	\$52,920 + BSB EDP Equipment
Policy Writing Minimum Premium	\$47,628

Subject-To:

1	Risk Engineering Recommendations as needed
2	
3	
4	
5	

Company: Berkley National Insurance Co.

Berkley Fire and Marine is backed by the solid financial strength of W. R. Berkley Corporation, a Fortune 500 Company and A+ (Superior) rated carrier by A.M. Best. So you can be confident in our long-term strength and stability. For more information please visit : www.wrberkley.com

This proposal is a conditional quote for coverage requested and does not constitute a binder of insurance or price guarantee. It may be revised to reflect further or additional information provided to us. Premiums are subject to adjustment after underwriting review and may be revised at the expiration per premium audit. The proposal must be accepted or rejected in its entirety, unless otherwise noticed in this proposal. We will consider all counteroffers, but will not always accept such counteroffers. Certain coverages, terms, conditions, perils or limits requested may not be included in this proposal. Conditional quotes are valid for thirty (30) days from the date of this proposal (unless otherwise indicated) or up to the proposal effective date, whichever is sooner.

Contractor's Equipment - Scheduled

Contractors Equipment AAIS Form IM 7000
 Contractors Equipment AAIS Schedule of Coverages IM 7005



Coverage and General Details

Property Covered

<input checked="" type="checkbox"/>	Scheduled Equipment (Refer to Equipment Schedule) IM 7030
<input type="checkbox"/>	Schedule On File

Scheduled Contractors Coverage

		Limit of Insurance	Significant Terms and Conditions	
	Catastrophe	\$12,235,701	Deductible (\$ or %)	\$5,000
	Income Coverage (add form 7027 and 7032)	Na	Minimum / Maximum Deductible	\$5,000
Tools Endorsement IM 7034				
<i>See also Deductible Endorsements below (if applicable)</i>				
	Your Tools: Any One Item	na	Loss Payee	Blanket
	Your Tools: Any One Occurrence	na	Valuation:	ACV
	Deductible	na	Coinsurance:	90%

Premium Determination

		Rating Base	Rate	Premium
	Scheduled Contractor's Equipment	\$12,235,701	\$0.4290	\$52,491
	Leased or Rented from Others	\$100,000	\$0.4290	\$429
	Small Tools Endorsement			\$0

Coverage Extensions

Description	Standard Limits	Increased Limits Included
Debris Removal	25% of the Loss	N/A
Additional Debris Removal Expense	\$5,000	\$10,000

Supplemental Coverages

Description	Standard Limits	Increased Limits Included
Employee Tools (any one loss)	\$10,000	
Equipment Leased and Rented from Others	\$25,000	\$100,000
Newly Purchased Equipment (\$) up to 60 Days	N/A	\$100,000
Newly Purchased Equipment (%) up to 60 days	N/A	
Pollutant Cleanup & Removal	\$25,000	
Rental Reimbursement (72 Hour Waiting Period)	\$5,000	\$5,000
Spare Parts and Fuel	\$5,000	\$5,000

Reporting Conditions (if applicable, waived if blank)

Equipment Leased and Rented from Others	
Reporting Rate (if blank waived)	\$0.43
Deposit Premium (if blank waived)	included
Minimum Premium (if blank waived)	included
Blended Scheduled Rate	\$0.43

Premium Summary

Optional Endorsements Premium (if any)	\$0
Included Coverage Premium	\$52,920
Total Annual Premium	\$52,920
TRIA Premium	Included
Minimum Premium	\$52,920

Continue to page 2 for Optional Endorsements (if any)

Optional Endorsements (Contractor's Equipment)

Form #	Description	Applies?	Details	
IM 7013/7035	Equipment Leased or Rented to Others	No	Any One Item Limit Catastrophe Limit Deductible	
IM 7016	Boom Restriction	No	Applies exclusion for booms of 25 ft. or greater length	
IM 7017	Weight of Load Exclusion	No	Applies exclusion if boom operated beyond it designed parameters	
IM 7019	Waterborne Endorsement	No	Any One Occurrence Limit Deductible	\$25,000 \$2,500
IM 7021	Split Deductible Endorsement	No	Peril(s) Deductible All other Perils Deductible	Theft \$5,000 \$1,000
IM 7022	Property Loaned to Others (Scheduled)	No	All One All Covered Property Limit Contractors and Individuals are scheduled, consult underwriter for details	\$250,000
IM 7023	Property Loaned to Others (Jobsite)	No	Any One Occurrence Limit	\$10,000
IM 7024	Trailers and Spare Parts	No	Any One Trailer Limit Any Trailer Occurrence Limit Spare Parts and Fuel Occurrence Limit Deductible	\$10,000 \$25,000 \$10,000 \$2,500
IM 7025	Additional Coverages	No	Fraud and Deceit Limit Recharging of Fire Extinguishing Equipment Limit	\$25,000 \$25,000
IM 7026	Agreed Amount Endorsement	No	Must use IM 7033 Agreed Value Schedule	
IM 7027/IM 7032	Contractors Equipment Income Coverage	No	If limit indicated applies to specifically schedule item only or all Schedule	1.All scheduled items
IM 7037	Equipment Borrowed from Others	No	Any One Item Limit Any One Occurrence Limit	\$25,000 \$50,000
IM 7039	Below the Surface of the Ground Exclusion	No	Excluded equipment or attachments while below the surface of the ground This exclusion does not apply to buckets or other attachments to an excavator, backhoe, or similar equipment used for excavations or trenching	
IM 83 00	Deductible Schedule Endorsment	No	Scheduled Equipment Employee Tools Your Tools Leased and Rented Cranes Other	

**POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM
INSURANCE COVERAGE**

Coverage for acts of terrorism, as defined in the Terrorism Risk Insurance Act, as amended, (the “Act”), is included in your policy. As defined in Section 102(1) of the Act: The term “act of terrorism” means any act that is certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Act. However, your policy may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 80% beginning on January 1, 2020 of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Act contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers’ liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

A. The portion of your annual premium that is attributable to coverage for acts of terrorism, as defined in the Act is: \$ 0 and does not include any charges for the portion of losses covered by the United States government under the Act.(Refer to the paragraph below).



Insurance Quote

Date: Oct 18, 2023

Please review the attached and below carefully as coverage described herein may be different from the original application submitted, or prior policy if applicable.

Insured: Desoto Parish Police Jury

Insured ID: 68648858

Mailing Address: 101 Franklin Street Mansfield, LA 71052

Physical Address: 101 Franklin Street, Mansfield, LA 71052

Carrier: Palomar Excess and Surplus Insurance Company / Non-Admitted AM Best Rating: A- IX

Policy Period: 1/1/2024 to 1/1/2025

Coverage: Cyber Liability

Limit: \$500,000

Deductible: \$25,000

Policy Premium:	\$8,711.00	
Fees (fully earned):	Carrier Fee	\$350.00
	Broker Fee -	\$300.00
Taxes:	\$454.01	Surplus Lines Tax
Home State:	LA	
TOTAL:	\$9,815.01	

THE PREMIUM ABOVE DOES NOT INCLUDE TERRORISM COVERAGE. IF THE INSURED ELECTS TO PURCHASE TERRORISM COVERAGE THE ADDITIONAL PREMIUM WILL BE PLUS TAX OF .

Conditions/ Subjectivities:

Terms & Conditions are per attached carrier quote

Please note:

- You are responsible for reviewing and explaining the coverage to the client, including any options, available or not from our office. The terms hereon are not fully described and no assumption should be made as to the adequacy of the coverage of the risk to the client.
- You are not an Agent of the insurer, and as such, cannot bind coverage nor make any commitments on behalf of the insurer, nor of us. This policy cannot be assigned to another without the written consent of the insurer or their Agent.
- Insurance companies will not approve binding until all subjectivities (except inspections) have been received and accepted.
- This document is a representation of the Carrier's quotation and is subject to all premiums, limits, terms, conditions and exclusions as set forth by the carrier.
- If this policy is issued on a non-admitted basis, you are responsible for completing, collecting and delivery of

required surplus lines forms, taxes and fees from the insured at time of Binding. We will remit the applicable taxes and forms to the state. If this policy is subject to the surplus lines laws in your state, you should make every effort to comply with any special provisions and regulations of your state.

- You are responsible for the issuance and review of Certificates of Insurance (COI). COIs cannot amend or alter the terms provided herein.

LOUISIANA DEPARTMENT OF INSURANCE
FORM 438
ACKNOWLEDGEMENT OF APPLICANT FOR PERSONAL LINES
INSURANCE COVERAGE IN THE SURPLUS LINES MARKET

I am applying for personal lines insurance coverage in the surplus lines market. By placing my initials on the four (4) statements below, and dating and signing this form, I hereby acknowledge the following in accordance with La. R.S. 22:438, to wit:

- _____ The insurance may be placed with an approved unauthorized insurer or
initial eligible unauthorized insurer.
- _____ In the event of insolvency of the insurer, losses shall not be paid by the
initial Louisiana Insurance Guaranty Association.
- _____ I expressly authorize the procurement of surplus lines insurance coverage.
initial
- _____ Any surplus lines coverage shall be procured through a duly licensed
initial surplus lines broker.

Signature of Applicant

Printed Name of Applicant

Date

Name of Property Casualty Producer: _____

Address: _____

City: _____ State: _____ Zip: _____

This form shall be maintained by the surplus lines broker.

NOTICE

The language and format of this Form shall not be altered.

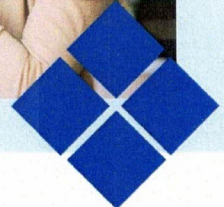
Issued: July 1, 2013

CYBER INSURANCE QUOTE PROPOSAL

PRIME 250

CYBER INSURANCE MADE EASY

Cowbell gives you peace of mind with Prime 250, a standalone cyber insurance program designed to cover today's and tomorrow's cyberthreats. Our Prime 250 cyber insurance policies are backed by top global reinsurers, and claims are handled in-house by cyber claims experts.



CYBER INSURANCE COVERAGE TAILORED TO YOUR UNIQUE NEEDS

We bring clarity of coverage to organizations like yours

- ▶ Choose limits and coverages dedicated to cyber
- ▶ Get financial protection for a variety of cyberthreats
- ▶ Customize your cyber policy to match your unique needs and identified risk exposures

COWBELL 365 BEST IN CLASS SERVICES

Our dedicated experts in cyber claims handling combined with our team of risk engineers deliver best-in-class 24x7 servicing so that your business stays safe.

ASSESS

Cowbell Factors™, our risk ratings, benchmark your business' risk profile against industry peers.

RESPOND

Cowbell's cyber claim experts are on-call 24x7 to help you recover quickly from cyber incidents.



INSURE

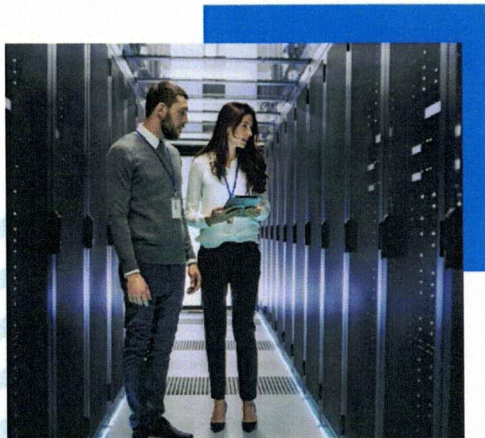
The quote is custom-built to suit your cyber risk profile and your needs.

IMPROVE

Strengthen your cyber resilience with continuous risk monitoring and advice from cyber experts.

TAKE ADVANTAGE OF OUR RISK ENGINEERING SERVICES

- ▶ Address your subjectivities swiftly to avoid delaying coverage
- ▶ Interpret and monitor your cyber risk assessment
- ▶ Get help to remediate identified security weaknesses
- ▶ Build your incident response plan



OPTIMIZE YOUR PREMIUM BY IMPROVING YOUR RISK PROFILE

- ▶ Strengthen your security practices with our risk engineering team
- ▶ Deploy a cyber awareness training program to all your employees - it's free with our partner, Wizer
- ▶ Identify security partners on the Cowbell Rx marketplace to fill gaps in your cybersecurity
- ▶ Become eligible to a 5% premium credit* when you activate a connector and get deeper risk insights



MICROSOFT
365



GOOGLE
WORKSPACE



AMAZON WEB
SERVICES



CLOUDFLARE



QUALYS

and more...

THE IMPACT OF OUR RISK ENGINEERING TEAM

300+

CALLS PER QUARTER

400+

CYBER EVENTS AVOIDED

2000+

INCIDENT RESPONSE
PLANS DOWNLOADED

Book Time With Our Risk Engineering Team

BOOK NOW

CYBER INSURANCE QUOTE - PRIME 250

De Soto Parish Police Jury

Subject to the terms and conditions contained herein, Cowbell Insurance Agency ("Cowbell") agrees to issue to the below Named Insured the following quote for insurance coverage. Upon binding of this account, we must receive a signed application from the Insured.

Quote Number	QCB-250-NGTC7JCX	Quoted On	10/18/2023
Name of Insured	De Soto Parish Police Jury		
Mailing Address	101 Franklin St , Mansfield, LA, 71052		
Email Address	lgarcia@desotoppj.com		
Industry	921140 Public Administration		
Revenue	\$37,969,764.00		
# Of Employees	250	Year Established	1843
Policy Period	From: 01/01/2024 (Effective Date) To: 01/01/2025 (Expiration Date) Both dates at 12:01 AM Insured Local Time		
Policy Term	366 days		
Policy Premium	Estimated Premium (without TRIA)	\$8,624.75	
	TRIA	\$86.25	
	Premium	\$8,711.00	
	Underwriting Fees	\$350.00	
	TOTAL AMOUNT :	\$9,061.00	
Aggregate Limit	\$500,000	Insured State	LA
Issuing Carrier	Palomar Excess and Surplus Insurance Company NAIC# 16754 (A.M. Best "A-" Rated)		
Product	Prime 250 Surplus		

Coverage under this policy is provided only for those Insuring Agreements for which a limit of liability appears on subsequent pages. **If no limit of liability is shown for an Insuring Agreement, such Insuring Agreement is not provided by this policy.** The Aggregate Limit shown above is the most the Insurer(s) will pay regardless of the number of Insured Agreements purchased.

ENDORSEMENTS - PRIME 250

COVERAGE ENDORSEMENTS	COVERAGE LIMIT	DEDUCTIBLE	WAITING PERIOD	RETRO ACTIVE PERIOD
✔ California Consumer Privacy Act	\$500,000	\$25,000	-	Full Prior Acts
✔ General Data Protection Regulation	\$500,000	\$25,000	-	Full Prior Acts
✔ Utility Fraud Attack	\$100,000	\$25,000	-	-
✔ Media Liability	\$500,000	\$25,000	-	Full Prior Acts
✔ Cryptojacking	\$100,000	\$25,000	-	-
✔ Cowbell Breach Fund Separate Limit	\$500,000	\$25,000	-	-

AMENDATORY ENDORSEMENTS

✔ BIPA Exclusion Endorsement

✔ War Exclusion Endorsement

✔ Amend Cooperation Clause

80.0%

✔ Blanket Additional Insured

✔ Extortion Threat Sublimit Endorsement

Limit: \$100,000; Deductible: \$25,000



ENDORSEMENTS & FORMS - PRIME 250

(EFFECTIVE AT INCEPTION)

TITLE	FORM #
Cowbell Cyber Risk Insurance Declarations - Prime 250	PRIME 250SL 002 09 21
Notice to Policyholders - OFAC	PN006SL 09 20
Customer Notice of Privacy Policy & Producer Compensation Practices Disclosure	PN007SL PL 0921
Cowbell Cyber Risk Insurance Policy - Prime 250	PRIME 250SL 001 10 20
Service of Process	PRIME 250SL 075 PL 09 21
California Consumer Privacy Act	PRIME 250SL 004 09 20
General Data Protection Regulation	PRIME 250SL 005 09 20
Utility Fraud Attack	PRIME 250SL 006 09 20
Media Liability	PRIME 250SL 007 09 20
Cryptojacking	PRIME 250SL 009 09 20
BIPA Exclusion Endorsement	PRIME 250SL 048 09 21
Cowbell Breach Fund Separate Limit	PRIME 250SL 014 04 23
Blanket Additional Insured	PRIME 250SL 021 09 20
Amend Cooperation Clause	PRIME 250SL 019 09 20
Extortion Threat Sublimit Endorsement	PRIME 250SL 054 02 22
WAR Exclusion Endorsement	PRIME 250SL 088 06 23
Disclosure Pursuant to Terrorism Risk Insurance Act	PRIME 250SL 028 10 20
Cap on Losses From Certified Acts of Terrorism	PRIME 250SL 029 10 20
Trade or Economic Sanctions Exclusion Endorsement	PRIME 250SL 032 09 20
CB-Compliance	CB-COMPLIANCE (09/21)
Louisiana Surplus Lines Notice	CB-LA-NOTICE (12/20)

SUBJECTIVITIES - PRIME 250

This quote proposal expires on the earlier of the following: seven (7) days after the effective date of the policy; or upon notice to you by Cowbell that the quote is expiring as of a particular date due to changes in market conditions and/or the discovery of any new information related to the quoted risk.

If the policy is issued after the effective date of coverage a no known loss letter will be required to issue.

This quote proposal for insurance coverage is issued based on the truthfulness and accuracy of the information provided to Cowbell in response to the questions on the insurance application entered into our underwriting system.

If between the date of the quote and the Effective Date of the proposed insurance contract, there is a material change in the condition of the Named Insured or if any notice of claim or circumstance giving rise to a claim is reported prior to the Effective Date of the proposed insurance contract, then the Named Insured must notify Cowbell. Whether or not this quote has already been accepted by the Named Insured, Cowbell reserves the right to rescind this quote as of its Effective Date or to modify the final terms and conditions of the quote upon review of the information. Cowbell also reserves the right to modify the final terms and conditions upon review of the information received in satisfaction of the aforementioned conditions.

This quote is also subject to the satisfaction of the following conditions:

- Please provide the intended Policyholder's contact information.
- Cowbell Renewal Application signed and dated within 60 days of the effective date.
- There are unanswered security questions present on the Cowbell Renewal Application.
- Implement MFA fully on (1) Company Email, 2) Remote Network Access, 3) Critical System Access, 4) Cloud Application Access, and 5) Admin Accounts in order to remove the Extortion Threat Sublimit Endorsement.

Please note this quote contains only a general description of coverage provided. For a detailed description of the terms, you must refer to the insurance contract itself and the endorsements listed herein.

DESCRIPTION OF COVERAGES - PRIME 250

✔ Cyber Crime Loss

Coverage for loss of money or digital currency directly resulting from any of the following covered events: (1) social engineering (2) reverse social engineering, (3) fraudulent transfer of funds. It also provides coverage for charges incurred by the insured from its telecommunications provider as a result of a telecommunications hack.

✔ Bricking Costs

Coverage for the reasonable and necessary costs, subject to the insurer's prior consent, to replace, remediate or improve the insured's computer system. Costs must be incurred as a direct result of a network security incident.

✔ Criminal Reward Costs

Coverage for amounts offered by the insured for information that leads to the arrest and conviction of any individual(s) committing or trying to commit any illegal act related to any coverage under this policy.

✔ California Consumer Privacy Act

Coverage for the amounts that the insured is legally obligated to pay in responding to a CCPA compliance audit or investigation that directly results from a privacy or a network security incident.

✔ General Data Protection Regulation

Coverage for the amounts that the insured is legally obligated to pay in responding to a GDPR compliance audit or investigation that directly results from a privacy or a network security incident.

✔ Utility Fraud Attack

Coverage for the additional amounts incurred due to the manipulation or deception, by an unauthorized third party for its use, of the insured organization's natural gas, oil, or internet.

✔ Media Liability

Liability costs coverage for intellectual property infringement, other than patent infringement, resulting from the advertising of an insured's services. This builds upon the online media liability coverage in the base form to expand to printed advertising. This includes social media.

✔ Cryptojacking

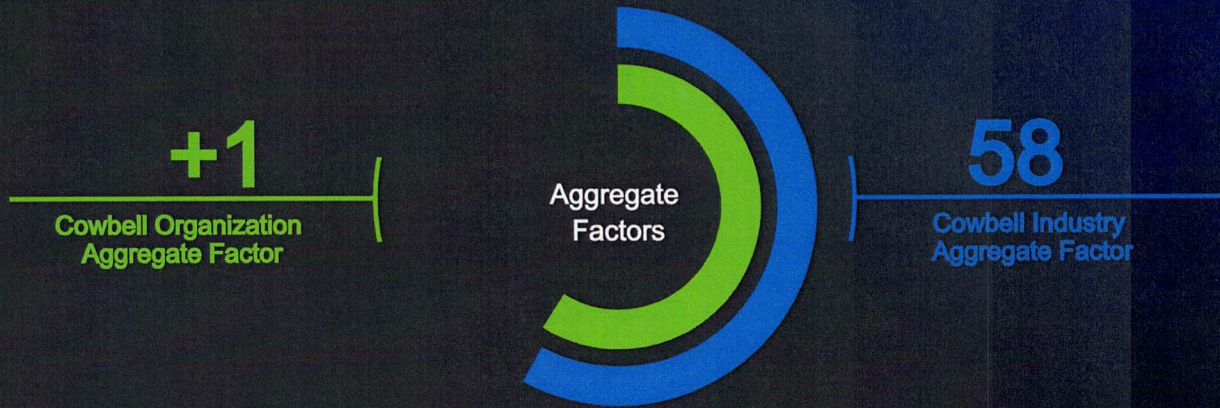
Coverage for the financial loss resulting from the unauthorized access or unauthorized use of computer systems to mine for digital currency that directly results in additional costs incurred by the insured organization for computing resources.

✔ Cowbell Breach Fund Separate Limit

Coverage for supplemental Cowbell breach fund costs in addition to the aggregate limit that includes incident response, investigation, forensics, crisis management, notification to customers, call center services, overtime salaries, post-event monitoring services such as credit monitoring; and healthcare records remediation for impacted customers.

COWBELL AGGREGATE FACTOR: BENCHMARKING RISK

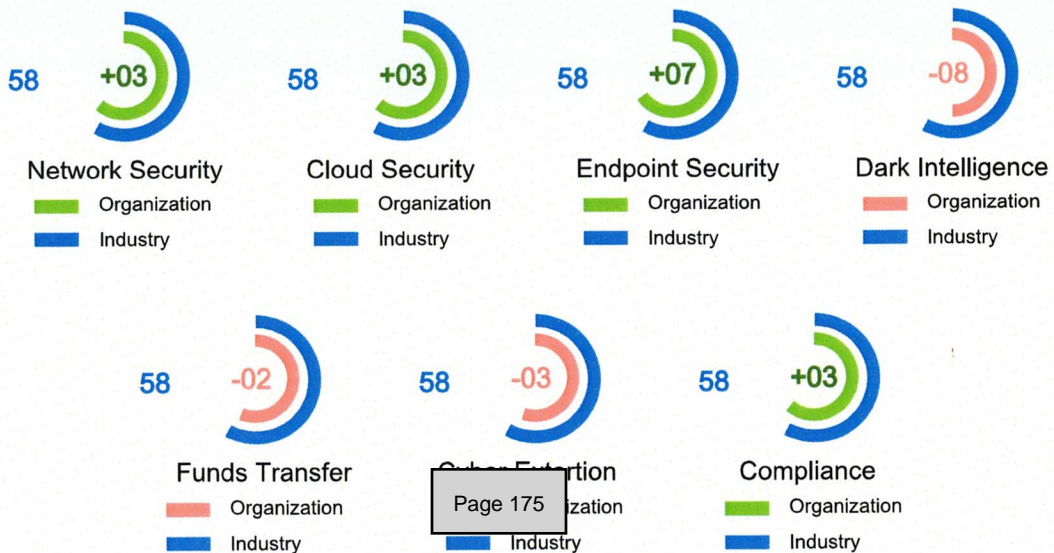
Cowbell Factors are a set of risk ratings that continuously assess your organization for cyber risks. Your company aggregate factor provides an immediate benchmark of your organization against its industry peers.



COWBELL FACTORS: CONTINUOUS RISK ASSESSMENT

Cowbell Factors are compiled using hundreds of data points from multiple sources: public databases, third-party vendors, proprietary external scanners, dark web intelligence, and compliance information. Cowbell applies artificial intelligence algorithms to model risks and generate Cowbell Factors which define an organization's risk profile.

Your Cowbell Factors





6800 Koll Center Parkway, Suite 250, Pleasanton CA 94566

SURPLUS LINES COMPLIANCE NOTICE

ISSUING CARRIER **Palomar Excess and Surplus Insurance Company**

We are pleased to enclose binding agreement for this account.

Please be advised that by binding this risk with the above referenced Surplus Lines Insurance Company, you agree that as the Surplus Lines Broker responsible for the placement of this insurance policy, it is your obligation to comply with all States Surplus Lines Laws including completion of any declarations / affidavits that must be filed as well as payment of any and all Surplus Lines taxes that must be remitted to the State(s). We will look to you for indemnification if controlling Surplus Lines Laws are violated by you as the Surplus Lines broker responsible for the placement.

You further confirm that any applicable state requirement concerning a diligent search for coverage by admitted carriers has been fulfilled in accordance with state law.

Thank you for this placement and your regulatory compliance.

NAMED INSURED: **De Soto Parish Police Jury**

BINDER NUMBER: **QCB-250-NGTC7JCX**

STATE: **LA**

SURPLUS LINES BROKER: **Joel Cavaness**

FILING STATE SURPLUS LICENSE NUMBER: **253754**

AGENCY NAME: **Risk Placement Services**

AGENCY MAILING ADDRESS: **2850 GOLF RD, 630-773-3800
MEADOWS, IL, 60008**



6800 Koll Center Parkway, Suite 250, Pleasanton CA 94566

LOUISIANA SURPLUS LINES NOTICE

This insurance policy is delivered as surplus line coverage under the Louisiana Insurance Code.

In the event of insolvency of the company issuing this contract, the policyholder or claimant is not covered by the Louisiana Insurance Guaranty Association or the Louisiana Life and Health Guaranty association, which guarantees only specific types of policies issued by insurance companies authorized to do business in Louisiana.

This surplus lines policy has been procured by the following licensed Louisiana surplus lines broker:

Signature of Licensed Louisiana Surplus Lines Broker or Authorized Representative

Printed Name of Licensed Louisiana Surplus Lines Broker

RENEWAL QUOTE

LUBA INDEMNITY INSURANCE COMPANY

P.O. Box 98082
 Baton Rouge, LA 70898-9082



For Period: January 01, 2024 to January 01, 2025

Quote Reference: 027000300792124
 Division: 00000
 Proposal Date: September 21, 2023
 Rating State: LA

Desoto Parish Police Jury
 101 Franklin Street
 Mansfield, LA 71052

Class Code	Ext	Class Description	Rate	Payroll	Manual Premium
5403		Carpentry Noc (1/01/2024 - 1/01/2025)	4.30	40,964.00	1,761
5506		Street/Road Const Paving & Drs (1/01/2024 - 1/01/2025)	4.79	1,905,029.00	91,251
6229		Irrigation/Drain Const & Drs (1/01/2024 - 1/01/2025)	3.52	476,257.00	16,764
7403		Aircraft-All Other Empl & Dr (1/01/2024 - 1/01/2025)	2.28	51,771.00	1,180
7590		Garbage Works (1/01/2024 - 1/01/2025)	3.80	1,114,000.00	42,332
7720		Police Officers & Drivers (1/01/2024 - 1/01/2025)	2.32	67,492.00	1,566
8810		Clerical (1/01/2024 - 1/01/2025)	.12	1,450,805.00	1,741
8820		Attorney Clerical & Office (1/01/2024 - 1/01/2025)	.13	693,702.00	902
8831		Hospital - Veterinary & Drs (1/01/2024 - 1/01/2025)	.76	296,012.00	2,250
8832		Physician & Clerical (1/01/2024 - 1/01/2025)	.23	65,350.00	150
9015		Bldg Mgnt/All Other Employees (1/01/2024 - 1/01/2025)	2.20	252,872.00	5,563
9102		Park Noc All Employees & Drs (1/01/2024 - 1/01/2025)	2.21	35,888.00	793
9403		Garbage/Refuse Collection & Dr (1/01/2024 - 1/01/2025)	6.74	486,343.00	32,780
9410		Municipal Employees (1/01/2024 - 1/01/2025)	1.76	145,017.00	2,552

Serviced by: LUBA Workers' Comp
 P.O. Box 98082
 Baton Rouge, LA 70898-9082
 (888) 884-5822

Agent:
 01351

Buddy Maxwell
 Risk Services of Louisiana, Inc./Shrevep
 400 Texas Street, Suite 100
 Shreveport, LA 71101
 (318) 797-2422

RENEWAL QUOTE

LUBA INDEMNITY INSURANCE COMPANY

P.O. Box 98082
 Baton Rouge, LA 70898-9082



For Period: January 01, 2024 to January 01, 2025

Quote Reference: 027000300792124
 Division: 00000
 Proposal Date: September 21, 2023
 Rating State: LA

Desoto Parish Police Jury
 101 Franklin Street
 Mansfield, LA 71052

Class Code	Ext	Class Description	Rate	Payroll	Manual Premium
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Premium Breakdown	Manual Premium	201,585.00	Experience Modifiers:		Standard Liability Limits:
	Subject Premium	201,585.00	Mod	Eff Dates	100/500/100
Experience Modifier	0.8100	163,284.00	.8100	01/01/2024	
Standard Premium		163,284.00			
Prem. Size Discount	10.14%	16,556.00-			
Normal Premium		146,728.00			
Expense Constant		200.00+			
Terrorism		354.00+			
Catastrophe		708.00+			
Estimated Premium		147,990.00			
			Balance		
			Deposit		11,738.00
			Deposit Received		<u>11,960.00</u>
			Credit		222.00CR
			Expense Constant Due		<u>200.00</u>
			Total		<u>22.00CR</u>
* Please Deduct The Credit Indicated Below From Your First Monthly Payroll Report.			Credit Balance *		\$22.00CR

MAKE CHECKS PAYABLE TO LUBA WORKERS' COMP

Serviced by: LUBA Workers' Comp
 P.O. Box 98082
 Baton Rouge, LA 70898-9082
 (888) 884-5822

Agent:
 01351

Buddy Maxwell
 Risk Services of Louisiana, Inc./Shreveport
 400 Texas Street, Suite 100
 Shreveport, LA 71101
 (318) 797-2422



DeSoto Parish Police Jury Police Jury

An Evaluation of the DeSoto Parish Police Jury Compensation Plan

November 2023

Prepared by:

SSA Consultants

9331 Bluebonnet Boulevard
Baton Rouge, LA 70810
225-769-2676
www.consultssa.com

INTRODUCTION

DeSoto Parish Police Jury issued a Request for Proposal (RFP) in 2023 for professional consulting services for an evaluation of the DeSoto Parish Police Jury Compensation Plan for its approximately 186 full-time and part-time employees. The goal of the Compensation Plan evaluation was to develop a compensation program to meet a set of specific objectives including:

- Collecting background data;
- Gathering regional benefit data for comparison;
- Performing job benchmarking and analysis;
- Designing a proposed labor grade system;
- Providing recommendations for implementation.

SSA Consultants (SSA), a Louisiana-based business management and organizational design consulting firm with experience in conducting similar scopes of work, was engaged with the approval of the Parish and consulting activities began in August 2023.

The first part of the project evaluated the current salary and benefit structure. The methodology included the following activities:

- Review of the current pay structure and the development of consistency between each of the grades/steps;
- Analysis of each job description and salary analyses for specific positions;
- Review of the current compensation and benefit package for each job classification, including retirement benefit costs; and
- Assessment of each job classification in relation to comparable classifications within the private and public sectors to determine the minimum compensation and benefit package for each job classification.

The second part of the project focused on formulating a salary and benefit structure to ensure DeSoto Parish Police Jury remains an employer of choice. Activities included:

- Identification of potential compensation issues and recommendations.
- Development of externally competitive and internally equitable salary recommendations for each position;
- Calculation of the estimated total cost for DeSoto Parish Police Jury to move employees who are below the market range to the market minimum;
- Review of benefit package offered by DeSoto Parish Police Jury compared to regional peers;
- Preparation of a report with the findings and recommendations for implementation.

This report constitutes the final deliverable of the project. The report includes SSA's findings and recommendations, along with a discussion of methodology, techniques, and data used to develop the findings and recommendations.

EVALUATION AND ASSESSMENT

To achieve the objectives established in the study, the first part of the project evaluated the current salary and benefit structure through the following activities:

- Review of the current pay structure and the development of consistency between each of the grades/steps;
- Analysis of each job description and salary analyses for specific positions;
- Review of the current compensation and benefit package for each job classification, including retirement benefit costs; and
- Assessment of each job classification in relation to comparable classifications within the private and public sectors to determine the minimum compensation and benefit package for each job classification.

Methodology

The project began with three key steps: 1) data request; 2) benefits review and analysis; and 3) job description review and comparative match. This section of the report provides a description of each step.

Data Request

To begin the project, SSA collected background data from DeSoto Parish Police Jury to understand the current compensation and benefit plan and its structure. The data request included job descriptions, current pay plan and benefit information, organization charts and the table of organization, manuals or documents describing pay policies, and contact information for key leaders and other staff vital to the accuracy of information and the success of this project.

Benefits Review and Analysis

Next, SSA reviewed the employee benefit packages DeSoto Parish Police Jury offers its employees. The benefit packages review included the typical range of benefits offered by employers, including annual leave, sick leave, health insurance, and retirement. SSA compared the benefit packages offered by DeSoto Parish Police Jury to other regional public organizations.

Job Description Review and Comparative Match

Each position was reviewed using job descriptions provided by the DeSoto Parish Police Jury.

Each job description was assessed and matched to comparable position descriptions within SSA’s database. DeSoto Parish Police Jury’s salary range for each position was then matched to the comparable regional market-based range and midpoint. This was reviewed by the DeSoto Parish Police Jury’s leadership.

Comparative Salary Range Analysis

This section of the report presents the salary range analysis which compares DeSoto Parish Police Jury’s salary range to the market-based salary ranges. **Figure 1** provides a description of the column headers for the Salary Range Analysis chart (**Figure 2**).

Figure 1. Description of Comparative Salary Range Analysis Charts

Column Name	Column Description
Department	The DeSoto Parish Police Jury department in which the job position is located.
Position	The DeSoto Parish Police Jury position title.
DeSoto Parish Police Jury Min and Max	The DeSoto Parish Police Jury minimum and maximum salary and wage.
Market Min and Max	The market-based minimum and maximum salary and wage.

Figure 2. DeSoto Parish Police Jury Comparative Salary Range Analysis

Position Title	Labor Grade Minimum	Labor Grade Maximum	Market Minimum	Market Maximum
Accounting Clerk I **	\$23,483	\$35,235	\$26,336	\$39,504
Accounts Payable Accountant *	\$39,811	\$59,717	\$41,814	\$62,722
Administrative Assistant/EEO Officer **	\$28,038	\$42,058	\$33,111	\$49,667
Airport Manager	\$48,152	\$72,259	\$52,142	\$78,212
Animal Facility Director	\$55,473	\$82,888	\$53,634	\$80,450
Assistant Road Superintendent **	\$63,419	\$95,139	\$63,998	\$95,998
Assistant Solid Waste Superintendent – Collection System	\$55,369	\$83,054	\$56,628	\$84,942
Assistant Solid Waste Superintendent – Landfill	\$53,747	\$80,641	\$55,804	\$83,706
Assistant Treasurer	\$54,184	\$81,244	\$58,307	\$87,461
Assistant Maintenance Superintendent	\$48,443	\$72,675	\$50,000	\$75,000
Case Manager *	\$23,982	\$34,570	\$27,189	\$40,783
Civil Engineer	\$81,338	\$122,006	\$82,784	\$124,177
Class A Driver	\$29,910	\$44,907	\$36,087	\$54,131
Compactor Site Operator	\$10.16	--	\$11.95	\$17.92

Position	Labor Grade Minimum	Labor Grade Maximum	Market Minimum	Market Maximum
Computer Operations Specialist	\$70,387	\$105,560	\$69,917	\$104,875
Director of Planning, Development, and Property Standards	\$66,851	\$83,699	\$66,017	\$99,025
Director of Solid Waste Special Programs & Events	\$32,843	\$45,989	\$35,161	\$52,741
Engineering Technician **	\$44,408	\$67,766	\$49,107	\$73,661
Equipment Operator **	\$21,757	\$32,656	\$24,153	\$36,229
Executive Administrative Assistant to Parish Administrator	\$53,747	\$77,126	\$52,702	\$79,054
Executive Director of Community Services	\$49,878	\$74,817	\$50,302	\$75,452
General Office Clerk – Finance **	\$21,986	\$31,699	\$25,767	\$38,651
General Office Clerk – Maintenance & Airport **	\$23,275	\$33,571	\$31,777	\$47,665
General Office Clerk – Road **	\$23,982	\$34,570	\$28,335	\$42,503
Grant Writer	\$49,750	\$74,624	\$54,830	\$82,243
Heavy Equipment Operator II – Road **	\$43,638	\$63,045	\$47,181	\$70,771
Heavy Equipment Operator II – SW **	\$43,638	\$63,045	\$49,110	\$73,664
Heavy Equipment Operator I – Road **	\$37,419	\$56,098	\$41,490	\$62,234
Heavy Equipment Operator I – Solid Waste **	\$37,419	\$56,098	\$41,490	\$62,234

Position	Labor Grade Minimum	Labor Grade Maximum	Market Minimum	Market Maximum
HR Director **	\$48,339	\$87,880	\$70,368	\$105,552
HUD Clerk *	\$11.53	\$16.62	\$14.20	\$21.30
Janitor	\$20,093	\$30,160	\$22,486	\$33,730
Kennel Supervisor (ACO) **	\$49,774	\$74,672	\$38,920	\$58,380
Kennel Technician I **	\$29,058	\$43,597	\$30,035	\$45,053
Kennel Technician II/Animal Control Officer **	\$33,862	\$50,710	\$33,915	\$50,873
Laborer	\$21,757	\$32,656	\$22,032	\$33,048
Lead Road Foreman **	\$44,096	\$66,144	\$52,377	\$78,565
LIHEAP Coordinator *	\$31,824	\$47,623	\$31,696	\$47,544
Lineman **	\$28,142	\$42,224	\$35,119	\$52,679
Maintenance Superintendent	\$70,220	\$101,088	\$70,150	\$105,226
Maintenance Technician	\$38,771	\$58,157	\$37,854	\$56,780
Manager Assistant/Superintendent	\$23,982	\$34,570	\$30,826	\$46,240
Mechanic II – SW **	\$39,125	\$58,698	\$39,170	\$58,754
Mechanic II – Road **	\$42,682	\$64,022	\$39,170	\$58,754

Position	Labor Grade Minimum	Labor Grade Maximum	Market Minimum	Market Maximum
Mechanic – SW **	\$33,238	\$49,837	\$35,674	\$53,510
Mechanic – Road **	\$33,238	\$49,837	\$35,674	\$53,510
Mosquito Control Officer	\$37,461	\$56,243	\$37,518	\$56,276
Office Assistant **	\$28,038	\$42,058	\$28,335	\$42,503
Office Supervisor	\$36,754	\$55,141	\$37,261	\$55,891
Parish Administrator	\$98,342	\$147,513	\$103,908	\$155,862
Parish Engineer	N/A	N/A	\$108,353	\$162,529
Parish Secretary	\$36,754	\$55,141	\$39,149	\$58,723
Parish Treasurer	\$83,137	\$124,696	\$91,885	\$137,827
Park Attendant	\$9.38	--	\$10.21	\$15.32
Payroll Accountant *	\$39,811	\$59,717	\$43,254	\$64,880
Permit Officer Foreman	\$40,456	\$60,694	\$49,190	\$73,784
Permit Officer	\$32,386	\$48,547	\$33,390	\$50,084
Public Works Engineer	\$61,796	\$95,513	\$68,714	\$103,070
Purchasing Agent *	\$32,698	\$55,473	\$43,894	\$64,842

Position	Labor Grade Minimum	Labor Grade Maximum	Market Minimum	Market Maximum
Road Foreman **	\$36,754	\$55,141	\$43,770	\$65,656
Road Superintendent	\$72,924	\$109,387	\$73,324	\$109,986
Scale Clerk	\$23,982	\$34,570	\$24,948	\$37,422
Section 8 Supervisor **	\$30,722	\$46,072	\$36,739	\$55,109
Shop Foreman **	\$38,501	\$57,762	\$44,516	\$66,774
Solid Waste Superintendent	\$78,041	\$112,382	\$77,815	\$116,723
Traffic Control Tech – Permit Officer	\$30,826	\$46,238	\$32,474	\$48,712
Weatherization Crew Installer **	\$31,512	\$47,278	\$33,864	\$50,796
Weatherization Crew Leader	\$42,848	\$64,272	\$43,069	\$64,603
Weatherization Energy Auditor **	\$40,456	\$60,694	\$50,072	\$75,108
Weatherization Clerk	\$27,373	\$40,622	\$27,849	\$41,773
Weatherization Coordinator	\$46,384	\$66,747	\$52,700	\$79,050

* Indicates a Position Title Change and change to Duties & Responsibilities

** Indicates a change to Duties & Responsibilities

Comparative Benefit Package Analysis

SSA reviewed DeSoto Parish Police Jury’s benefit package which includes annual leave, sick leave, health insurance, retirement, and other benefits.

Annual Leave Policy

Figure 3 depicts DeSoto Parish Police Jury’s current annual leave system which allows for the accumulation of annual leave days earned.

Figure 3. DeSoto Parish Police Jury’s Annual Leave

Years of Service	Total Annual Leave Days Earned Per Year
0 – 5 years	10 days
6 – 15 years	15 days
16 years and up	20 days

Figure 4. compares the Annual Leave accumulation of South Louisiana Parishes by Years of Service.

Figure 4. Annual Leave Comparison – DeSoto Parish Police Jury to Regional and Similar Sized Peers

Years of Service	DeSoto Parish Police Jury	Years of Service	Allen Parish	Years of Service	Caddo Parish	Years of Service	Harrison County (TX)	Years of Service	Webster Parish
0 – 5 years	10 days	1 year	5 days	0 – 1 years	9 days	0 – 9 years	10 days	0 years and up	10 days
6 – 15 years	15 days	2 – 6 years	10 days	1 – 4 years	12 days	10 years	15 days		
16 years and up	20 days	7-14 years	15 days	5 – 9 years	16.5 days	11 years	16 days		
		15 – 19 years	20 days	10 – 14 years	18 days	12 years	17 days		
		20 – 24 years	25 days	15 years and up	21 days	13 years	18 days		
		25 years and up	30 days			14 years	19 days		
						15 years and up	20 days		

Figure 4 Notes:
DeSoto Parish Police Jury’s annual leave policy is comparable to its regional peers.

Sick Leave Policy

Figure 5 compares DeSoto Parish Police Jury’s annual sick leave earned amounts with those of regional peers.

Figure 5. Sick Leave Comparison – DeSoto Parish Police Jury to Regional and Similar Sized Peers

Sick Leave Total Annual Days Earned					
Years of Service	DeSoto Parish Police Jury	Allen Parish	Caddo Parish	Harrison County (TX)	Webster Parish
Day 1 and up	12 days	13 days	12 + days	10 days	12 days

Figure 6 Notes:

- DeSoto Parish Police Jury does not have a maximum accrual limit for sick leave. Accumulated sick leave, or a portion thereof, may be converted to additional retirement benefit credit upon application for normal retirement, based on the rules and regulations determined by the retirement system to which they contribute.

DeSoto Parish Police Jury’s sick leave policy is comparable to other regional peers.

Bereavement Leave Policy

DeSoto Parish Police Jury full-time employees receive up to 3 days of paid bereavement leave that may be used in the event of a death. Part-time and temporary employees will be granted leave up to 3 days without pay. Comparable organizations offered one to five days of Emergency, Bereavement, Personal Leave, or a combination of all three.

DeSoto Parish Police Jury’s bereavement offering is comparable to its regional peer group.

Holidays

DeSoto Parish Police Jury’s holiday policy allows full-time employees, who work at least 30 hours per week, to observe 12 paid holidays per year. Any holiday that occurs on a Saturday or Sunday is observed on the closest workday.

- | | |
|-------------------------------|----------------------------|
| 1. New Year’s Day | 7. Independence Day |
| 2. Dr. Martin Luther King Day | 8. Labor Day |
| 3. President’s Day | 9. Veteran’s Day |
| 4. Good Friday | 10. Thanksgiving Day |
| 5. Memorial Day | 11. Day After Thanksgiving |
| 6. Juneteenth | 12. Christmas Eve |
| | 13. Christmas Day |

The regional peer groups offered 13 paid holidays per year. Differences were seen where some parishes did not offer Christmas Eve or Day After Thanksgiving, and some offered Columbus Day, Election Day, and Mardi Gras.

DeSoto Parish Police Jury’s holiday policy is comparable when compared to their regional peer group.

Health Insurance

Figure 6 compares DeSoto Parish Police Jury’s monthly employee contributions, annual deductible, co-insurance, and the annual out-of-pocket maximum to those of regional peers.

Figure 6. Health Insurance Comparison – DeSoto Parish Police Jury Compared to Regional and Similar Sized Peers

Health Insurance Plan					
Medical Premium	DeSoto Parish Police Jury	Allen Parish	Caddo Parish	Harrison County (TX)	Webster Parish
Monthly Employee Contributions					
Employee Only	\$192.88	See Allen Parish Note	\$229.41	\$60	\$142.03
Employee + Family	\$549.72	See Allen Parish Note	\$652.80	\$470	\$427.22
Annual Deductible (Individual/Family)					
In-Network	\$1,000/ \$3,000	See Allen Parish Note	\$1,000/\$3,000	\$1,250/ \$3,750	\$1,000 per individual
Out-of-Network	\$2,000/ \$6,000	See Allen Parish Note	\$1,000/ \$3,000	\$3,000/\$6,000	
Co-Insurance (Percentage Owed by Employee)					
In-Network	20%	See Allen Parish Note	20%	30%	20%
Out-of-Network	40%	See Allen Parish Note	40%	50%	40%
Annual Out-of-Pocket Maximum (Individual/Family)					
In-Network	\$5,250 / \$10,500	See Allen Parish Note	\$2,700 / \$5,400	\$6,350 / \$12,700	\$2,000/ \$2,000
Out-of-Network	\$10,500 / \$21,000	See Allen Parish Note	\$2,700 / \$5,400	No Max	\$4,000/ \$4,000

Figure 6 Notes:

- Allen Parish does not offer health insurance to employees. They offer a Health Savings Plan with the assumption that employees will provide their own health insurance from a provider outside of the parish.
- Caddo Parish is expecting a 5% increase in health insurance.
- APPJ no longer offers group insurance. Instead, APPJ contributes \$150/month to IRS-eligible HSA for employees

Figure 7 compares DeSoto Parish Police Jury’s co-payment amounts (for common drug benefit categories) to a group of regional peers.

Figure 7. Prescription Drug Benefit Comparison – DeSoto Parish Police Jury to Regional Peers

Prescription Drug Benefit Co-Pays Retail					
Parish	DeSoto Parish Police Jury	Allen Parish	Caddo Parish	Harrison County (TX)	Webster Parish
Status	In & Out of Network		In & Out of Network Network	In & Out of Network	In & Out of Network Network
Tier 1 – Generic	\$10	See Allen Parish Note	\$15	\$10	\$7
Tier 2 – Preferred	\$35	See Allen Parish Note	\$25	\$35	\$25
Tier 3 – Non-Preferred	\$70	See Allen Parish Note	\$55	\$50	\$45
Tier 4 – Injectables	N/A	See Allen Parish Note	N/A	\$85	\$50

DeSoto Parish Police Jury offers health insurance that is comparable to its regional peers.

Retirement

The Parish participates in the Parochial Employee’s Retirement System of Louisiana (PERS), Plan B. All eligible employees of the Parish (except those specifically excluded) must become members of the system. The system provides benefits to all parishes except Orleans, East Baton Rouge, and Lafourche. All Parish employees who are members of Plan B are eligible to retire and receive normal benefits if they have credit for at least 7 years of Plan B service and are at least 67 years of age, 10 years of service and at least 62 years of age, or at least 30 years of Plan B service and are at least 55 years of age. Normal retirement benefits are paid for the life of the retiree. Currently, each employee is required to contribute 3% tax deferred income to the retirement plan. Employees are vested with seven years of service credit; however, the member must reach one of the following ages and service dates before they are eligible for normal retirement:

- 7 years at age 67
- 10 years at age 62
- 30 years at age 55

Seven years of service are required for disability retirement. The employer contribution rate for the 2023 fiscal year is 7.5% of total member/employee earnings. Employees retirement allowance is equal to two percent of the member's final average compensation multiplied by his years of creditable service.

The Parochial Employees Retirement System offers standard retirement options for parishes located in Louisiana. The DeSoto Parish Police Jury offers Plan B, designed for those employers that remain within the Social Security system, which requires lower employee (3%) and employer (7.5%) contribution rates and the member can receive a retirement allowance equal to two percent of the member's final average compensation multiplied by his or her years of creditable service.

Other Notable Employee Benefits

DeSoto Parish Police Jury offers additional employee benefits including dental insurance, basic life insurance, and vision insurance.

Supplemental insurance is completely voluntary and not covered by DeSoto Parish Police Jury.

DeSoto Parish Police Jury offers employee benefits that are generally comparable to those of other regional peers.

Compensation Philosophy Considerations

A robust compensation plan is the cornerstone of a thriving and sustainable workforce, playing a pivotal role in employee retention. In the dynamic landscape of today's professional world, attracting and retaining top talent is a formidable challenge. Organizations that recognize the significance of a well-structured compensation plan are better positioned to cultivate a loyal and high-performing team.

A competitive compensation plan is a powerful magnet for attracting skilled individuals. In a job market where talents are sought after, offering an attractive salary and benefits package becomes a key differentiator. Prospective employees are naturally drawn to organizations that value their contributions and demonstrate this through a compelling compensation plan. This initial attraction sets the stage for a positive employer-employee relationship.

However, the impact of a robust compensation plan extends far beyond the recruitment phase. It plays a crucial role in fostering a sense of financial security and stability among employees. When individuals feel adequately rewarded for their efforts, they are more likely to remain committed to their current employer. This financial well-being translates into job satisfaction and a reduced likelihood of seeking alternative employment opportunities.

Moreover, a well-structured compensation plan reflects an organization's commitment to recognizing and rewarding performance. It serves as a tangible expression of appreciation for the hard work and dedication of employees. In turn, this recognition contributes to a positive work culture and motivates employees to consistently perform at their best. When individuals feel that their contributions are acknowledged and appropriately compensated, they are more inclined to invest in the success of the organization.

Employee retention is not solely about financial remuneration; it also involves addressing the diverse needs of individuals. A comprehensive compensation plan goes beyond a competitive salary, encompassing benefits such as health insurance, retirement plans, and professional development opportunities. These additional perks contribute to the overall well-being of employees and demonstrate a holistic approach to their needs. As a result, employees are more likely to view their current workplace as a long-term partner in their career journey.

A robust compensation plan is a linchpin in the realm of employee retention. It serves as a potent tool for attracting top talent, fostering financial stability, recognizing performance, and addressing the diverse needs of employees. Organizations that prioritize and invest in a comprehensive compensation strategy are better equipped to build a loyal, motivated, and high-performing workforce—a critical asset in the pursuit of sustained success in today's competitive business environment.

Recommendations

The following recommendations are provided to DeSoto Parish Police Jury.

Recommendation 1: Establish Salary Ranges with Current Market-Based Minimums and Maximums for All Job Positions

DeSoto Parish Police Jury should establish salary ranges, including minimums and maximums, for all positions utilizing market-based salary data. This adjustment will address the identified positions that fall below the market-based range.

Recommendation 2: Bring Incumbents into the Market Range

The Parish should bring the salaries of all incumbents who currently fall below the established minimum into the provided ranges. This adjustment will address the identified incumbents who are below the market minimum. This will also help retain current employees and ensure that new employees in those job classifications receive competitive pay.

At the request of DeSoto Parish Police Jury, SSA has estimated the total cost for bringing the identified incumbents whose current pay rate is below the market minimum up to the market minimum rate. The following shows the total annual cost estimate for bringing employees up to the market minimum. The rates have been annualized and combined to provide a total yearly cost for DeSoto Parish Police Jury.

Total Annual Cost Estimate: \$55,101.80

**Recommendation 3:
Conduct Market-Based Compensation Review Every Three to Five Years**

DeSoto Parish Police Jury should, in compliance with best practices, conduct a market-based compensation review every three to five years to ensure compensation and benefits retain internal equity and external competitiveness.

	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step
Multi-Department Positions:												
Equipment Operator	11.61	12.09	12.57	13.05	13.53	14.01	14.49	14.97	15.45	15.93	16.41	16
Heavy Equipment Operator I (Road)	19.95	20.78	21.61	22.44	23.27	24.10	24.93	25.76	26.59	27.42	28.25	29
Heavy Equipment Operator I (SW)	19.95	20.78	21.61	22.44	23.27	24.10	24.93	25.76	26.59	27.42	28.25	29
Heavy Equipment Operator II (Road)	22.68	23.63	24.58	25.53	26.48	27.43	28.38	29.33	30.28	31.23	32.18	33
Heavy Equipment Operator II (SW)	23.61	24.59	25.57	26.55	27.53	28.51	29.49	30.47	31.45	32.43	33.41	34
Class A Driver	17.35	18.07	18.79	19.51	20.23	20.95	21.67	22.39	23.11	23.83	24.55	25
Mechanic	17.15	17.86	18.57	19.28	19.99	20.70	21.41	22.12	22.83	23.54	24.25	24
Mechanic II (Diesel)	18.83	19.61	20.39	21.17	21.95	22.73	23.51	24.29	25.07	25.85	26.63	27
Road Department												
Lead Road Foreman	25.18	26.23	27.28	28.33	29.38	30.43	31.48	32.53	33.58	34.63	35.68	36
Road Foreman	21.04	21.92	22.80	23.68	24.56	25.44	26.32	27.20	28.08	28.96	29.84	30
Shop Foreman	21.40	22.29	23.18	24.07	24.96	25.85	26.74	27.63	28.52	29.41	30.30	31
Permit Officer Foreman	23.65	24.64	25.63	26.62	27.61	28.60	29.59	30.58	31.57	32.56	33.55	34
Permit Officer	16.05	16.72	17.39	18.06	18.73	19.40	20.07	20.74	21.41	22.08	22.75	23
Permit Officer/Traffic Control Tech	15.61	16.26	16.91	17.56	18.21	18.86	19.51	20.16	20.81	21.46	22.11	22
Office Supervisor	17.91	18.66	19.41	20.16	20.91	21.66	22.41	23.16	23.91	24.66	25.41	26
Manager Asst./Supt.	14.82	15.44	16.06	16.68	17.30	17.92	18.54	19.16	19.78	20.40	21.02	21
General Office Clerk - Road	13.62	14.19	14.76	15.33	15.90	16.47	17.04	17.61	18.18	18.75	19.32	19
Asphalt, Lay-Down Machine Operator	19.95	20.78	21.61	22.44	23.27	24.10	24.93	25.76	26.59	27.42	28.25	28
Solid Waste Department												
Office Supervisor	17.91	18.66	19.41	20.16	20.91	21.66	22.41	23.16	23.91	24.66	25.41	25
Director of Special Programs & Events	16.90	17.60	18.30	19.00	19.70	20.40	21.10	21.80	22.50	23.20	23.90	24
Scale Clerk	11.99	12.49	12.99	13.49	13.99	14.49	14.99	15.49	15.99	16.49	16.99	17
Laborer	10.59	11.03	11.47	11.91	12.35	12.79	13.23	13.67	14.11	14.55	14.99	15
Finance												
Accounting Clerk I	12.66	13.19	13.72	14.25	14.78	15.31	15.84	16.37	16.90	17.43	17.96	18
Accounting Clerk II (Accounts Payable)	20.10	20.94	21.78	22.62	23.46	24.30	25.14	25.98	26.82	27.66	28.50	29
Accounting Clerk II (Purchasing Agent)	21.10	21.94	22.78	23.62	24.46	25.30	26.14	26.98	27.82	28.66	29.50	30
Accounting Clerk III (Payroll)	20.80	21.67	22.54	23.41	24.28	25.15	26.02	26.89	27.76	28.63	29.50	30
General Office Clerk - Finance	12.39	12.91	13.43	13.95	14.47	14.99	15.51	16.03	16.55	17.07	17.59	18
Administration												
Exec. Admin Assistant to PA	25.34	26.40	27.46	28.52	29.58	30.64	31.70	32.76	33.82	34.88	35.94	36
Office Assistant	13.62	14.19	14.76	15.33	15.90	16.47	17.04	17.61	18.18	18.75	19.32	19
Engineering Technician	23.61	24.59	25.57	26.55	27.53	28.51	29.49	30.47	31.45	32.43	33.41	34
Grant Writer	26.36	27.46	28.56	29.66	30.76	31.86	32.96	34.06	35.16	36.26	37.36	37
Parish Secretary												
Parish Secretary	18.82	19.60	20.38	21.16	21.94	22.72	23.50	24.28	25.06	25.84	26.62	27
Maintenance												

Assistant Maintenance Superintendent	24.04	25.04	26.04	27.04	28.04	29.04	30.04	31.04	32.04	33.04	34.04	35
Maintenance Tech	18.20	18.96	19.72	20.48	21.24	22.00	22.76	23.52	24.28	25.04	25.80	26
Janitors	10.81	11.26	11.71	12.16	12.61	13.06	13.51	13.96	14.41	14.86	15.31	15
General Office Clerk - Maintenance	15.28	15.92	16.56	17.20	17.84	18.48	19.12	19.76	20.40	21.04	21.68	22
Office of Community Services												
Administrative Assistant/EEO Officer	15.92	16.58	17.24	17.90	18.56	19.22	19.88	20.54	21.20	21.86	22.52	23
Case Manager	13.07	13.62	14.17	14.72	15.27	15.82	16.37	16.92	17.47	18.02	18.57	19
Weatherization Coordinator	25.34	26.40	27.46	28.52	29.58	30.64	31.70	32.76	33.82	34.88	35.94	37
Energy Auditor	24.07	25.07	26.07	27.07	28.07	29.07	30.07	31.07	32.07	33.07	34.07	35
LH/EAP Coordinator	15.24	15.87	16.50	17.13	17.76	18.39	19.02	19.65	20.28	20.91	21.54	22
Section 8 Supervisor	17.66	18.40	19.14	19.88	20.62	21.36	22.10	22.84	23.58	24.32	25.06	25
WAP Crew Installer	16.28	16.96	17.64	18.32	19.00	19.68	20.36	21.04	21.72	22.40	23.08	23
WAP Clerk	13.39	13.95	14.51	15.07	15.63	16.19	16.75	17.31	17.87	18.43	18.99	19
WAP Crew Leader	20.71	21.57	22.43	23.29	24.15	25.01	25.87	26.73	27.59	28.45	29.31	30
Animal Services												
Kennel Tech I	14.44	15.04	15.64	16.24	16.84	17.44	18.04	18.64	19.24	19.84	20.44	21
Kennel Tech II	16.31	16.99	17.67	18.35	19.03	19.71	20.39	21.07	21.75	22.43	23.11	22
Kennel Supervisor/ACO	18.71	19.49	20.27	21.05	21.83	22.61	23.39	24.17	24.95	25.73	26.51	27
Mosquito Control officer (Part-Time)	18.04	18.79	19.54	20.29	21.04	21.79	22.54	23.29	24.04	24.79	25.54	26
Airport												
Lineman	16.88	17.58	18.28	18.98	19.68	20.38	21.08	21.78	22.48	23.18	23.88	24
General Office Clerk - Airport	15.28	15.92	16.56	17.20	17.84	18.48	19.12	19.76	20.40	21.04	21.68	22
Part-Time												
Compactor Site Operators (Part-time)	11.95											
Park Attendants (Part-time)	10.21											
HUD Clerk (Part-time)	14.20											

Change Order

No. 1

Date of Issuance: 12-6-2023 Effective Date: 12-6-2023

Project: DeSoto Parish Road & Drainage Improvements for Cody Drive, Hanna Tucker Road, Jessie Latin Road, and Kyle Porter Road	Owner: DeSoto Parish Police Jury	Owner's Contract No.: 14263-550 LA
Contract: DeSoto Parish Road & Drainage Improvements for Cody Drive, Hanna Tucker Road, Jessie Latin Road, and Kyle Porter Road		Date of Contract: 10-11-2023
Contractor: Regional Construction, LLC		Engineer's Project No.:

The Contract Documents are modified as follows upon execution of this Change Order:

The purpose of this change order is to create an item for asphalt concrete to overlay Cody Road. This change order will also create an item for the mobilization of paving equipment to the job site as well as 5 additional calendar days. Michael Rister, DPPJ Engineer, has discussed this change order with the DPPJ Road Committee and it has been referred to the full DPPJ. (see attached page)

Attachments: (List documents supporting change):

Change order items spreadsheet

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: <u>\$ 1,584,697.60</u>	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date): <u>100</u> Ready for final payment (days or date): <u>145</u>
Increase from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : <u>\$ 0.00</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : Substantial completion (days): <u>100</u> Ready for final payment (days): <u>145</u>
Contract Price prior to this Change Order: <u>\$0.00</u>	Contract Times prior to this Change Order: Substantial completion (days or date): <u>100</u> Ready for final payment (days or date): <u>145</u>
[Increase] [Decrease] of this Change Order: <u>\$ 64,295.00</u>	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): <u>5</u> Ready for final payment (days or date): <u>5</u>
Contract Price incorporating this Change Order: <u>\$ 1,648,992.60</u>	Contract Times with all approved Change Orders: Substantial completion (days or date): <u>105</u> Ready for final payment (days or date): <u>150</u>

RECOMMENDED:
By: Michael Rister
Engineer (Authorized Signature)

ACCEPTED:
By: _____
Owner (Authorized Signature)

ACCEPTED:
By: [Signature]
Contractor (Authorized Signature)

Date: 12-6-2023

Date: _____

Date: 12-6-23

Approved by Funding Agency (if applicable): _____

Date: _____

Create Item 502-01-00100 "Asphalt Concrete (Cody Road)" with a quantity of 335 tons at a unit price of \$177.00 per ton

This item is being created for the overlay of Cody Road. The original plans only required the removal and replacement of the existing cross drain structures with no improvements to the roadway. The DPPJ engineer requested that Cody Road be overlaid. The quantity of 335 tons was approximated. The new unit cost of \$177.00 per ton is the bid cost of \$170-per ton plus \$7.00 per ton due to asphalt and trucking cost increases that have occurred after bidding. This cost increase has been discussed and approved by Michael Rister, DPPJ Engineer.

Create Item 727-01-00100 "Mobilization (Cody Road)" with a quantity of 1.0 at a lump sum cost of \$5000.00

This item is being created to reimburse the contractor for the mobilization of additional equipment to Cody Road. The contractor will require several pieces of equipment to include an asphalt paver and roller. The cost of \$5000.00 was discussed and approved by Michael Rister, DPPJ Engineer.

ADDITIONAL DAYS:

5 days – Five additional days are needed since this work affects the controlling work item. The contractor will need about 5 days to prep, overlay, and clean up the jobsite from the paving operation.

DeSoto Parish Road and Drainage Improvements for Cody Road, Hanna Tucker Road, Jessie Latin Road, and Kyle Porter Road -
CHANGE ORDER 1

					TOTAL Increase/decrease			
Item No.	Description	Plan Qty	Unit	Unit Price	Change in Quantity	Cost	Revised Quantity	Unit
502-01-00100	Asphalt Concrete (Cody Road)	0	Ton	\$ 177.00	335	\$ 59,295.00	335	Ton
727-01-00100	Mobilization (Cody Road)	0	Lump Sum	\$ 5,000.00	1	\$ 5,000.00	1	Lump Sum

Total cost increase = \$ 64,295.00

Change Order

No. 3

Date of Issuance: 11-20-2023 Effective Date: 11-20-2023

Project: DeSoto Parish Road & Drainage Improvements - Charlie Jones, Daw, Mounce and Nash Roads - 2016 FEMA	Owner: DeSoto Parish Police Jury	Owner's Contract No.: 14263-550 LA
Contract: DeSoto Parish Road & Drainage Improvements - Charlie Jones, Daw, Mounce and Nash Roads - 2016 FEMA		Date of Contract: 7-25-2022
Contractor: Regional Construction, LLC		Engineer's Project No.:

The Contract Documents are modified as follows upon execution of this Change Order:

The purpose of this change order is to create a new item for a sheet pile headwall (Mounce Road). The total overrun for this change order is \$44,331.84. This cost is a repair stemming from the May 11 & 12, 2023 storm. Pictures are attached to show the damages and some of the repairs.

(see attached page)

Attachments: (List documents supporting change):

Change order item spreadsheet
Regional's item cost breakdown
Pictures

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$ <u>535,196.00</u>	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date): <u>120</u> Ready for final payment (days or date): <u>150</u>
Increase from previously approved Change Orders No. <u>0</u> to No. <u>2</u> : \$ <u>112,551.15</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>2</u> : Substantial completion (days): <u>178</u> Ready for final payment (days): <u>178</u>
Contract Price prior to this Change Order: <u>\$647,747.15</u>	Contract Times prior to this Change Order: Substantial completion (days or date): <u>298</u> Ready for final payment (days or date): <u>328</u>
[Increase] [Decrease] of this Change Order: \$ <u>44,331.84</u>	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): <u>0</u> Ready for final payment (days or date): <u>0</u>
Contract Price incorporating this Change Order: \$ <u>692,078.99</u>	Contract Times with all approved Change Orders: Substantial completion (days or date): <u>298</u> Ready for final payment (days or date): <u>328</u>

RECOMMENDED:
By: Michael Murphy
Engineer (Authorized Signature)

ACCEPTED:
By: _____
Owner (Authorized Signature)

ACCEPTED:
By: [Signature]
Contractor (Authorized Signature)

Date: 11-20-2023

Date: _____

Date: 11/20/23

Approved by Funding Agency (if applicable): _____

Date: _____

Create Item CI-000-20GEN "General (Steel Headwall on Mounce Road)" with a quantity of 1 each at a unit price of \$44,331.84.

This item is being created to compensate the contractor for constructing a steel pile headwall at the end of the tank cars on Mounce Road. The original plans had 55# riprap placed along the front slope of the roadway from the top of the roadway to the bottom of the creek channel. The ends of the tank cars are very close to the edge of the road, therefore, the slope was almost too steep to support the riprap during normal conditions, much less during an actual storm event that occurred on May 11th and 12th, 2023. The storm washed out the riprap and came very close to undermining the roadway. To install the riprap in the same manner as before would only invite the same end result on the next storm. The contractor provided a cost to restore the riprap to pre-storm conditions and the cost was \$35,162.40. Several solutions were reviewed, from extending the three tank cars, building a concrete headwall, driving piles between the tank cars, building long riprap dikes to reduce the steepness of the slopes, to welding sheet piles onto the ends of the tank cars. It was determined that welding sheet piles as headwalls was the least evasive of the solutions. The contractor provided a cost breakdown that is reasonable and based on actual hours. The cost to install the headwall was \$44,331.84.

DPPJ
 2016 FEMA
 CHANGE ORDER 3 SUMMARY SHEET

CONTRACTOR: Regional Construction, LLC

CONTRACT ITEMS										TOTAL FINAL Quantity		Job Cost		OVERRUN / UNDERRUN		COST OVERRUN / UNDERRUN	
Item No.	Description	Qty	Unit	Unit Price	Item Totals	Quantity	Quantity	Cost	Cost	Quantity	Quantity	Cost	Cost				
CI-000-20GEN	General (Steel headwall Mounce Rd)	0	LS	\$44,331.84	\$0.00	1.00	1.00	\$ 44,331.84	\$44,331.84	1.00	1.00	\$44,331.84	\$44,331.84				
TOTAL COST OF CHANGE ORDER 3 =												\$44,331.84					

**Construction Contract Change Order
BREAKDOWN (STEEL PILING HEADWALL)**

State of Louisiana
 Facility Planning & Control
 State Project No. _____
 WBS No. _____
 Project Name: _____

Breakdown No. _____
 Item No. 2
 RFI No. (or COR, CPR, etc.) _____
 Date: 11/14/2023
 DPPJ FEMA 2016

Contractor/Subcontractor | **REGIONAL CONSTRUCTION**

Direct Cost of Work :

A. Labor		Check here if explained on the Comment	Hourly Wage Rate	Hours	Total Cost
1	LABORER	<input type="checkbox"/>	\$ 18.00	88.50	\$1,593.00
2	OPERATOR	<input type="checkbox"/>	\$ 25.00	31.50	\$788.00
3	FOREMAN	<input type="checkbox"/>	\$ 40.00	31.50	\$1,260.00
4	WELDER	<input type="checkbox"/>	\$ 50.00	25.50	\$1,275.00
5	_____	<input type="checkbox"/>			\$0.00
6	_____	<input type="checkbox"/>			\$0.00
7	_____	<input type="checkbox"/>			\$0.00
			Add Labor Burden @	28.00 %	\$1,376.00

LABOR TOTAL **\$6,292.00**

B. Material			Unit Price	Unit	Units	Total Cost
1	40' STEEL SHEET PILING	<input type="checkbox"/>	\$5,500.00	EA	2.00	\$11,000.00
2	GUARD RAIL HARDWARE	<input type="checkbox"/>	\$450.00	EA	1.00	\$450.00
3	CUTTING TORCH	<input type="checkbox"/>	\$650.00	EA	1.00	\$650.00
4	MISC WELDING SUPPLIES	<input type="checkbox"/>	\$2,500.00	EA	1.00	\$2,500.00
5	TRAFFIC CONTROL	<input type="checkbox"/>	\$2,750.00	EA	1.00	\$2,750.00
6	_____	<input type="checkbox"/>		LF		\$0.00
7	_____	<input type="checkbox"/>		LF		\$0.00
8	_____	<input type="checkbox"/>		CY		\$0.00
(Copies of invoices may be required.)			Add Tax @	9.95 %	\$1,726.00	
MATERIAL TOTAL						\$19,076.00

C. Equipment			Unit Rate	Unit	Units	Total Cost
1	EXCAVATOR	<input type="checkbox"/>	\$ 220.00	hr	31.50	\$6,930.00
2	FLAT BED W/GOOSE NECK	<input type="checkbox"/>	\$ 110.00	hr	12.00	\$1,320.00
3	DUMP TRUCK	<input type="checkbox"/>	\$ 125.00	hr	20.00	\$2,500.00
4	PICK UP X 3	<input type="checkbox"/>	\$ 12.00	hr	108.00	\$1,296.00
5	WELDING MACHINE	<input type="checkbox"/>	\$ 85.00	hr	25.50	\$2,168.00
6	_____	<input type="checkbox"/>		hr		\$0.00
7	_____	<input type="checkbox"/>				\$0.00
(Copies of invoices may be required.)			Add Tax @	- %	\$0.00	
EQUIPMENT TOTAL						\$14,214.00

TOTAL DIRECT COST FOR THIS BREAKDOWN:

\$39,582.00

Overhead & Profit

12%

\$4,749.84

Grand Total

\$44,331.84







SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of December 18, 2023 (“Effective Date”) between

DeSoto Parish Police Jury (“Owner”)

and

BEAST ENGINEERING, LLC (“Engineer”).

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows:

Brazzel Road (Beginning at LA175 & ending at Park Rd. Includes turn lanes on LA175)

(“Project”).

Engineer's Services under this Agreement are generally identified as follows:

Preliminary Design, Final Design, Bidding & Negotiating, Construction, Post Construction, Construction Layout (project control), and Additional Services as requested by owner.

[Describe scope of services, or refer to an attachment. See Exhibit A, EJCDC E-500, for an example of a full scope of engineering services.]

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.
- B. Engineer shall complete its services within a reasonable time, or within the following specific time period: 90% Final Plans by December 31, 2023.
- C. If the Project includes construction-related professional services, then Engineer's time for completion of services is conditioned on the time for Owner and its contractors to complete

construction not exceeding 8 months. If the actual time to complete construction exceeds the number of months indicated, then Engineer's period of service and its total compensation shall be appropriately adjusted.

2.01 *Payment Procedures*

- A. *Invoices*: Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
 - b. By Engineer:
 - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.

- c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any

failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.

- C. This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- D. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.
- E. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.
- F. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (EJCDC C-700, 2007 Edition) unless the parties agree otherwise.
- G. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.

- I. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.
- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Basis of Payment—Lump Sum*

- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:
 - 1. A Lump Sum amount of \$210,000.00 based on the following estimated distribution of compensation:

(i) Preliminary Design Phase	\$ 40%
(ii) Final Design Phase	\$ 25%
(iii) Bidding and Negotiating Phase	\$ 5%
(iv) Construction Administration	\$ 30%

- B. The portion of the compensation amount billed monthly for Engineer's services will be based upon Engineer's estimate of the percentage of the total services actually completed during the billing period.

- 7.02 *Additional Services:* For additional services of Engineer's employees engaged directly on the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any. Engineer's standard hourly rates are attached as Appendix 1.

Additional Services: Additional services to be provided and compensated by standard hourly rates are as follows:

Environmental/Archeology	\$26,000.00 (estimated)
Additional Services	\$12,000.00 (estimated)
Material Sampling & Testing (PSI Invoice + 10%)	\$44,000.00 (estimated)
Project Control & Additional Topo As Needed	\$10,000.00 (estimated)
Property/ROW Survey	\$45,000.00 (estimated)

7.03 Resident Project Representative – Standard Hourly Rates

Compensation for Resident Project Representative Basic Services – Standard Hourly Rates Method of Payment

A. Owner shall pay Engineer for Resident Project Representative Basic Services as follows:

Resident Project Representative Services: For services of Engineer's Resident Project Representative under Paragraph A1.05.A of Exhibit A, an amount equal to the cumulative hours charged to the Project by each class of Engineer's personnel times Standard Hourly Rates for each applicable billing class for all Resident Project Representative services performed on the Project, plus related Reimbursable Expenses and Engineer's Consultant's charges, if any. The total compensation under this paragraph is estimated to be \$120,000.00 based upon full-time RPR services on an eight-hour workday, Monday through Friday, over a 8 month construction schedule.

Compensation for Reimbursable Expenses:

Reimbursable Expenses include the expenses identified in Appendix 1 and the following: transportation (including mileage).

Estimated Compensation Amounts:

Engineer's estimate of the amounts that will become payable for specified services are only estimates for planning purposes, are not binding on the parties, and are not the minimum or maximum amounts payable to Engineer under the Agreement.

When estimated compensation amounts have been stated herein and it subsequently becomes apparent to Engineer that the total compensation amount thus estimated will be exceeded, Engineer shall give Owner written notice thereof, allowing Owner to consider its options, including suspension or termination of Engineer's services for Owner's convenience. Upon notice Owner and Engineer promptly shall review the matter of services remaining to be performed and compensation for such services. Owner shall either exercise its right to suspend or terminate Engineer's services for Owner's convenience, agree to such compensation exceeding said estimated amount, or agree to a reduction in the remaining services to be rendered by Engineer, so that total compensation for such services will not exceed said estimated amount when such services are completed. If Owner decides not to suspend Engineer's services during negotiations and Engineer exceeds the estimated

amount before Owner and Engineer have agreed to an increase in the compensation due Engineer or a reduction in the remaining services, then Engineer shall be paid for all services rendered hereunder.

Attachments: Appendix 1, Engineer's Standard Hourly Rates *[Exclude Appendix 1, Engineer's Standard Hourly Rates, only if hourly rates are not to be used for either basic compensation (Paragraph 7.01) or additional services (Paragraph 7.02)]*

[Itemize any other attachments that will be part of the Agreement].

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of /which is indicated on page 1.

OWNER: DeSoto Parish Police Jury

ENGINEER: BEAST ENGINEERING, LLC

By: _____

By: 

Title: Administrator, DeSoto Parish Police Jury

Title: Principal/Owner

Date Signed: _____

Date Signed: _____

Engineer License or Firm's Certificate

Number: PE.0014539 / EF.0003609

State of: Louisiana

Address for giving notices:

Address for giving notices:

101 Franklin St.

2207 California Dr, Ste 1B

Mansfield, LA 71052

Bossier City, LA 71111



ENGINEERS JOINT CONTRACT
DOCUMENTS COMMITTEE

This is **Appendix 1, Engineer's Standard Hourly Rates**, referred to in and part of the Short Form of Agreement between Owner and Engineer for Professional Services dated May 3, 2020

Engineer's Standard Hourly Rates

B. Standard Hourly Rates:

1. Standard Hourly Rates are set forth in this Appendix 1 and include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. The Standard Hourly Rates apply only as specified in Paragraphs 7.01 and 7.02, and are subject to annual review and adjustment.

C. Schedule of Hourly Rates:

Hourly rates for services performed on or after the Effective Date are:

Principal	\$150.00/hour
Engineer Supervisor	\$135.00/hour
Senior Engineer	\$125.00/hour
Draftsman/Designer	\$ 90.00/hour
Engineer Technician Supervisor/Senior	\$ 70.00/hour
Engineer Technician	\$ 67.00/hour
Administrative Assistant	\$ 60.00/hour
Clerical	\$ 50.00/hour

Mileage \$0.57/mile

Price submitted by Pat Loftus

NEW FENCING WILL COVER APROXIMATELY 4110 Ft

Pricing from, Town & Country Stonewall, LA

56 Quikrete Concrete mix @ 5.69 per bag	\$318.64
415, 6-1/2' T-post w/clips & post \$6.69 each	\$2776.35
20 rolls OKLA Barb Wire 4 PT 12 ½ GA @ \$134.29	\$2685.80
4 – 14' Metal Gates @ 170.00 each	\$680.00
4 – 20' 3" pipe joints metal pipe for bracing (price form service Steel)	\$983.00
Removal of old fence \$1.00 per foot	\$4110.00
<hr/>	
Total	19773.79
	\$4.81 /ft

Item	Description	Unit	Quarter	QtrMinBid	QtrMaxBid	QtrAverage	L4QtrNuml	L4QtrQuantity	L4QtrTotal	L4QtrMinBid	L4QtrMaxBid	L4QtrAverage	DateAdded
705-01-00100	Barbed Wire Fence	LNFT	3\2023	12	14	13.67	13	9978	166212.8	10	105	16.66	10/5/2023 0:00

LADOTD Avg price for Bob wire fence

Price for fence on current DPJ project

LOUISIANA UNIFORM PUBLIC WORK BID FORM
UNIT PRICE FORM

TO: DeSoto Parish Police Jury
101 Franklin Street
Mansfield, LA 71052

BID FOR: Cody Drive
Hanna Tucker Road
Jessie Latin Road
Kyle Porter Road

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices. Amounts shall be stated in figures and only in figures.

DESCRIPTION: <input checked="" type="checkbox"/> Base Bid Side Drain Pipe (24" PP)				
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
701-05-01061	254	Linear Foot	\$ 80.00	\$ 20,320.00

DESCRIPTION: <input checked="" type="checkbox"/> Base Bid Side Drain Pipe (30" PP)				
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
701-05-01081	52	Linear Foot	\$ 120.00	\$ 6,240.00

* *

DESCRIPTION: <input checked="" type="checkbox"/> Base Bid <u>Barbed Wire Fence</u>				
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
705-01-00100	2,097	Linear Foot	\$ 9.00	\$ 18,873.00

DESCRIPTION: <input checked="" type="checkbox"/> Base Bid Concrete Drive (6" Thick)				
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
706-02-00200	31	Square Yard	\$ 120.00	\$ 3,720.00

DESCRIPTION: <input checked="" type="checkbox"/> Base Bid Rip Rap (55#)				
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
711-01-04020	62	Square Yard	\$ 160.00	\$ 9,920.00

DESCRIPTION: <input checked="" type="checkbox"/> Base Bid Riprap (55 Lb, 18" Thick)				
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
711-01-05000	122	Ton	\$ 125.00	\$ 15,250.00

DESCRIPTION: <input checked="" type="checkbox"/> Base Bid Riprap (3"-5" Stone)				
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
711-03-00100	121	Ton	\$ 120.00	\$ 14,520.00

DESCRIPTION: <input checked="" type="checkbox"/> Base Bid Geotextile Fabric				
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
711-04-00100	202	Square Yard	\$ 10.00	\$ 2,020.00

DESCRIPTION: <input checked="" type="checkbox"/> Base Bid Flexible Revetment				
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
712-04-00101	Lump Sum	Lump Sum	\$ 8,000.00	\$ 8,000.00

wording for "DESCRIPTION" is to be provided by the Owner. All quantities are estimated. The contractor will be paid based upon actual quantities as verified by the Owner.

Temporary Servitude Agreement

Date: 10-13-2022

By my signature shown below, I, Pat Loftus, do hereby authorize and allow the DeSoto Parish Police Jury to access the following property:

S 1/2 OF SW 1/4 Sec. 11, T15N-R14W & SE 1/4 OF SE 1/4 SEC. 10, T15N-R14W

for the purpose of (check all that apply):

PARISH WILL:

- 1) FAIR COMPENSATION FOR RELOCATION OF FENCE W/ LIKE MATERIAL & TYPE
- 2) PAVE DRIVEWAY ON POWELL ROAD & INSTALL CULVERT PER PLANS. DRIVEWAY PAVING WILL START AT EDGE OF POWELL & END @ NEW FENCE

- Drainage Improvements
- Removal of Trees
- Disposal of Excess Dirt
- Roadway/Driveway Improvements
- Other: _____

Police Jury does hereby agree to indemnify the undersigned property owner for, and hold harmless from and against all fines, suits, claims, demands, liabilities and actions (including costs and expenses of defending against such claims) resulting or alleged to result from any breach, violations or non-performance or any covenant or condition hereof or from the use or occupancy of the subject premises upon which the construction is taking place, by Police Jury or Police Jury's agents, employees, license or invitees.

This agreement shall end after the work described has been completed and the parish equipment and materials have been removed from the property.

PROPERTY OWNER:

Pat Loftus
Signature

Printed Name

10-13-2022
Date

DESOTO PARISH POLICE JURY:

Steven W. Brown
Signature

STEVEN W. BROWN
Printed Name

10-13-2022
Date