



JACKSON PARISH POLICE JURY

Jackson Parish Courthouse
500 East Court Street, Room 301
Jonesboro, Louisiana 71251-3446

Phone: (318) 259-2361

Fax: (318) 259-5660

www.jacksonparishpolicejury.org

Notice Posted: Thursday, May 28, 2020, 12:00 PM
June 1, 2020 Business Session

MEMBERS

District 1

TODD CULPEPPER
P. O. Box 323
Quitman, LA. 71268
(318) 259-4184 (Work)
(318) 243-1084

District 2

LEWIS CHATHAM
1575 Mariah Road
Chatham, LA. 71226
(318) 235-0254

District 3

AMY C. MAGEE
2332 Walker Road
Jonesboro, LA. 71251
(318) 235-0002

District 4

JOHN W MCCARTY
2766 Hwy 155
Quitman, LA 71268
(318) 259-9694

District 5

TARNESHALA COWANS
598 Beech Springs Road
Jonesboro, LA. 71251
(318) 475-0893

District 6

REGINA H. ROWE
159 Hughes Rd.
Jonesboro, LA 71251
(318) 259-7923

District 7

LYNN TREADWAY
505 Fifth Street
Jonesboro, LA 71251
(318) 259-7673
(318) 680-8510

MEETING DATE: Monday, June 01, 2020
MEETING TIME: 5:00 PM
PLACE OF MEETING: Jackson Parish Courthouse
500 E Court Street, Room 301
Jonesboro, LA 71251

AGENDA:

Call to Order

Invocation & Pledge of Allegiance

Public Comments

Action Items

1. Consider and act on adopting a resolution granting the Secretary-Treasurer the authority to request direct payments from the State of Louisiana from the allocation of funds to the State of Louisiana from the Coronavirus Relief Fund created by the CARES Act.

Committee Reports

2. Operations Committee: *Ms. Amy Magee, Chairman*
 - a. Adoption of the 2020 Asphalt Maintenance Program
 - b. Review response letter to East Hodge
 - c. Road issues on Shalimar, Poda, and Rosco Roads
3. Finance Committee: *Mr. Todd Culpepper, Chairman*
 - a. 2020 budget amendments

Continued Business (Discussion and Review)

4. Review status of Committee Assignments
5. Review Parish Board Appointments
6. Update on hospital drainage project negotiations

New Business (Discussion and Review)

7. Discuss letter of request from Clerk of Court - *Ms. Laura Culpepper*
8. Discuss letter from Hodge Fire Protection District 1

Discussion of Other Topics

Announcements and Notifications

Adjourn

Gina M. Thomas, Secretary-Treasurer
Jackson Parish Police Jury
500 E. Court Street, Room 301, Jonesboro, LA. 71251
(318) 259-2361 extension 203

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Gina Thomas at (318) 259-2361, extension 203 describing the assistance that is necessary.

**FEDERAL FUNDING CERTIFICATION AND
AGREEMENT TO HOLD HARMLESS AND INDEMNIFY**

I, _____, am the authorized representative of _____,(hereinafter “Local Government Unit”) and I certify that:

1. I have the authority, on behalf of the Local Government Unit, pursuant to the attached Resolution by Local Government Unit,¹ to request direct payments from the State of Louisiana from the allocation of funds to the State of Louisiana from the Coronavirus Relief Fund created by the CARES Act.

2. I understand that the State of Louisiana will rely on this Certification as a material representation in making direct payments to the Local Government Unit.

3. I acknowledge that the Local Government Unit will use funds provided by the State to reimburse those actual expenditures that-

a. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) (“necessary expenditures”);

b. Were not accounted for in the budget most recently approved as of March 27, 2020, for the Local Government Unit; and

c. Were incurred during the period beginning March 1, 2020, and ending December 30, 2020.²

4. I acknowledge that funds provided as direct payment from the State of Louisiana pursuant to this Certification for eligible expenditures incurred and paid during the period beginning March 1, 2020, and ending December 30, 2020, must be submitted to the State of Louisiana on or before January 31, 2021.

5. I acknowledge that funds provided as a direct payment from the State of Louisiana pursuant to this Certification must adhere to the requirements of the Act as further explained in the official federal guidance issued or to be issued on what constitutes an eligible expenditure. Any funds received from the Relief Fund by the Local Government Unit or its subrecipient(s) not in strict compliance with the Act and as further explained in the associated federal guidance shall be returned to the State of Louisiana within 14 days of such a finding by any executive, administrative, legislative, or judicial body.

¹ Local Government Unit must attach to this document the Resolution which conveys legal authority to the individual signing this *Federal Funding Certification and Agreement to Hold Harmless and Indemnify*.

² See Federal Guidance and Frequently Asked Questions for a more detailed explanation of eligible expenditures at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf> and <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf>

6. I acknowledge that if the Local Government Unit or its subrecipient(s) fail(s) to timely return the funds in accordance with sections 4 or 5 above, then the State of Louisiana shall have the right to seek judicial enforcement in the Nineteenth Judicial District Court, Parish of East Baton Rouge, for the return of such funds.

7. I acknowledge that, in order to receive funds from the State of Louisiana, the Local Government Unit shall submit documents sufficient to support each expenditure for which it is requesting reimbursement. These documents may include, but are not limited to, invoices and/or sales receipts. Such documentation shall be produced to the State of Louisiana at the time the Local Government Unit requests payment of the funds and anytime thereafter upon request by the State of Louisiana.

8. I acknowledge that the Local Government Unit shall retain documents sufficient to support each eligible expenditure for which it has received funds for a period of ten (10) years from final payment under this program, or December 31, 2031, whichever date is later.

9. The Local Government Unit is subject to the audit provisions of La. R.S. 24:513.

10. I acknowledge that the Local Government Unit has made, or will make, reasonable efforts to comply with all applicable federal, state, and/or local procurement laws and regulations and has or will use competitive procurement methods for all expenditures submitted pursuant to this agreement.

11. I acknowledge that Relief Fund payments cannot be used to replace lost revenue or offset shortfalls in revenue. That is, revenue replacement is not a permissible use of Relief Fund payments.

12. I acknowledge that Local Government Unit has an affirmative obligation to identify and report any duplication of benefits. Funds received pursuant to this Certification neither have nor will be used for expenditures for which the Local Government Unit has received or will receive any other supplemental funding, whether state, federal, or private in nature, for that same expenditure. I understand that the State of Louisiana has an obligation and the authority to recover, deobligate or offset any duplicated benefits.

13. I acknowledge the Local Government Unit may submit an application for reimbursement of eligible expenditures incurred by a unit of general government within its parish, i.e. a subrecipient. In such instance, the funds received by the Local Government Unit on behalf of the subrecipient shall be used solely for necessary expenditures incurred and paid by the subrecipient due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period beginning March 1, 2020, and ending December 30, 2020. The Local Government Unit submitting the application is responsible for the documentation requirements in section 7 of this Certification and must retain those documents in accordance with Section 8 of this Certification.

14. I agree that the Local Government Unit will indemnify, save, and hold harmless, the State of Louisiana from any and all claims brought against the State for the recovery of funds disbursed by the State of Louisiana to the Local Government Unit or to any subrecipient(s) that are misappropriated, converted, and/or spent for any purpose other than those authorized by and in accordance with the CARES Act as determined by any executive, administrative, or judicial body of competent jurisdiction.

I certify under penalty of law that I have read the above Certification and my statements contained herein are true and correct to the best of my knowledge, information and belief.

By: _____

Signature: _____

Title: _____

Date: _____

Subscribed and sworn to before me this _____ day of _____, 2020.

Notary Public

My commission expires _____

Operations Committee
May 21, 2020

The Operations Committee met Thursday, May 21, 2020 at 5:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr. Lewis Chatham, Ms. Amy Magee and Mr. Lynn Treadway. Absent: none. Also in attendance: Mr. Jody Stuckey, Road Superintendent; Mr. Robin Sessions, Solid Waste Superintendent, and Ms. Gina Thomas, Secretary-Treasurer.

The meeting was called to order by the Chair, Ms. Magee. Mr. Treadway gave the invocation and Mr. Chatham led in the recitation of the Pledge of Allegiance.

There being no public comments, the Chair moved on to agenda items.

The Committee reviewed the proposed 2020 Asphalt Maintenance Program. Ms. Magee explained that The Parish Engineer and Mr. Stuckey had reviewed the asphalt roads from the priority lists and developed an asphalt plan for the 2020 season based on the priority of the roads and the estimated costs. Any road that exceeds the cost of bid law is skipped and reserved for the annual road program. They discussed the private road sign on Hawthorn and Ms. Magee asked Mr. Stuckey to notify the landowner that they either needed to remove the sign or the road would be removed from the system. Mr. Chatham requested that the planned work on Harris Loop be changed to include the portion of the road where the residents lived.

Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury adopt the 2020 Asphalt Maintenance Program with the verification of Hawthorn Road and the changes to Harris Loop. Motion carried.

The Committee reviewed the request from East Hodge for the Jury to assist them with culverts, asphalt repairs, and drainage issues on Ebony, Church, and Brown Street. The Committee discussed the Jury's policy not to do drainage work in municipalities and discussed the other requests that had been declined for other municipalities. Mr. Stuckey explained the culverts that had been purchased by East Hodge and their request to have them installed. Ms. Magee stated they should send them the estimated cost of the installation and offer East Hodge the option to use their annual appropriation towards that project. The Committee reviewed the roads that needed asphalt repairs. Ms. Magee stated that the road did not have soil cement to stabilize it and that they would need to contract the work out to a company with the capabilities to fix it. The Committee discussed available grants that the municipalities could apply for.

Ms. Magee asked the Secretary-Treasurer to draft a letter of response to present to the Jury for review at the June Business Session.

The Committee reviewed the road issues on Shalimar Road.

Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury authorize the Riley Co. to review and present a plan for repairs on Shalimar Road. Motion carried.

The Committee discussed other road issues.

Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury authorize the Riley Co. to review and present a plan for repairs on Poda and Rosco Roads. Motion carried.

The Committee discussed the need for a definition for public use roads. Ms. Magee asked that the members of the Committee present their definition at the next Committee Meeting for discussion. She asked the Secretary-Treasurer to reach out to other parishes to see what they have.

The Committee discussed issues with dumpster divers at the solid waste bin sites. Ms. Magee stated that the Sheriff agreed to have deputies patrol the areas and issue tickets to repeat offenders. Mr. Treadways asked about having the constables issue tickets as well. Ms. Magee stated that she would invite the constables to the next Operations Committee Meeting for them to discuss enforcement.

The Committee discussed the agreement with Union Parish for dumping fees and Ms. Magee stated that they would have a negotiation meeting in July to determine the new terms. The Committee and Mr. Sessions agreed that they were happy with the agreement with Union Parish. Ms. Magee asked Mr. Sessions to also explore their other options to ensure the Parish is being responsible with public funds.

The Committee discussed the Solid Waste Department financials. The Secretary-Treasurer explained the net loss in the fund year over year. The Committee stated they would consider asking the public for an additional ad valorem tax in the future. Ms. Magee asked the Secretary-Treasurer to work on adding some of the additional expenses to the CARES act reimbursement request.

The Committee discussed the closure of the Pine Thicket road-side bin site. Mr. Sessions gave a report on the work they will perform to make sure the site is clean and does not leave any drainage issues.

Mr. Sessions gave a report on the work to prepare the annex building and stated that they had slowed down due to the coronavirus. He stated that with social distancing, they would not be using the facility yet.

The Committee discussed other matters of the Solid Waste Department including post-retirement benefits.

The Secretary-Treasurer presented a proposal to automate the building permit process by using an enhanced webpage and implementing electronic funds to receive payments by credit and debit card. The Chair asked Ms. Thomas to get quotes and research what would be needed.

Motion Mr. Treadway, seconded Mr. Chatham to adjourn. Motion carried.

Gina Thomas

From: 3185573940@mms.att.net
Sent: Monday, May 18, 2020 6:09 PM
To: Administration

We need curving at Ebony, Church. and Brown St. We have the curving just need someone to put them in. What ever you can do we will greatly appreciated for your service.

Thank you
Robert Bradley







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June 2, 2020

Mayor Hal Mims,
Village of East Hodge
P.O. Box 10
Hodge, LA 71247

Dear Mayor Mims,

This letter is in response to a request for road repairs on Main Street, culvert installation, and general drainage issues made by Mayor Pro Tem Robert Bradley at the May Police Jury Meeting. The Operations Committee and Police Jury have reviewed the requests with our Road Superintendent and our Parish Engineer that is also familiar with the areas.

After visiting the site on Main Street, it was determined that this road requires soil cement to stabilize any asphaltting and to make any lasting repairs to the damaged areas. Our crew does not have the equipment necessary to perform this work and we contract out these types of jobs each year as part of our parish road program.

We also reviewed the request for culvert installations for drainage issues. Our policy is that we do not perform any drainage work in municipalities without an engineering study. When performing drainage work on our own right of ways, we take the engineering into consideration to ensure that fixing an issue in one area will not adversely affect a property further down the line.

The Committee determined that the request is beyond the scope of the work that our road construction crews perform. Our recommendation is that you have your engineer assess the issues and then hire a contractor to ensure a complete and satisfactory result. We also recommend that you participate in the funding opportunities offered by the state for these types of programs. The annual LGAP grant or a CDBG grant offered by the State would be the first places to apply.

The Police Jury also offers an annual appropriation to municipalities. Our records indicate that for the past two years, you have used your appropriation to purchase air conditioning units for town hall. When we review our budget later in the year to determine any appropriation availability, we ask that you consider road repairs as your primary requests.

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

Sincerely,

Amy Magee, President





Finance Committee
May 28, 2020

The Finance Committee met Thursday, May 28, 2020 at 12:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr. Todd Culpepper and Ms. Tarneshala Cowans. Absent: Mr. John McCarty.

The meeting was called to order by the Chair, Mr. Culpepper. Mr. Culpepper gave the invocation and Ms. Cowans led in the recitation of the Pledge of Allegiance.

There were no public comments.

The Chair invited the Secretary-Treasurer to present the month-to-date purchase orders and financial statements. The Secretary-Treasurer explained the current trial balance by fund and reviewed the expenditures and revenues. She discussed concerns for reduced revenues and planned spending. Motion Ms. Cowans, seconded Mr. Culpepper to recommend the Jury accept the monthly purchase orders and financials. Motion carried.

The Committee reviewed the financial summary of the Solid Waste fund. They discussed the revenue sources and the expenditures and reviewed the year-to-year trends. The Secretary-Treasurer discussed funding sources and needs for long-term planning.

The Committee reviewed the presented budget amendments for the year-to-date. The Secretary-Treasurer reviewed the details and explained the changes that had been discussed in prior committee meetings.

Motion Ms. Cowans, seconded Mr. Culpepper to recommend the Jury amend the 2020 budget as presented. Motion carried.

Motion Ms. Cowans, seconded Mr. Culpepper to adjourn. Motion carried.

BUDGET REPORT BY FUND - EXPENDITURE

Jackson Parish Police Jury

Fiscal Year Start Date: 01/01/2020

FY 2020

Current Period End Date: 05/31/2020

Ideal Remaining Percent: 59 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
Fund: 001 General Fund - 01						
001-4-111-01100 Jury: Salary	102,600.00	8,550.00	43,254.00	0.00	59,346.00	58
001-4-111-02810 Jury: General Insurance	12,483.00	0.00	12,483.00	0.00	0.00	0
001-4-111-03200 Jury: Supplies	4,250.00	28.00	666.34	0.00	3,583.66	84
001-4-111-03300 Jury: Special Events	58,950.00	0.00	0.00	0.00	58,950.00	100
001-4-111-06100 Jury: Travel & Conferences	8,800.00	0.00	2,134.03	0.00	6,665.97	76
001-4-111-06200 Jury: Medicare & Fica	7,848.90	654.08	3,308.94	0.00	4,539.96	58
001-4-111-07000 Jury: Legal Fees	20,000.00	0.00	2,152.50	0.00	17,847.50	89
001-4-111-08000 Jury: Publications	8,700.00	171.00	985.84	0.00	7,714.16	89
001-4-111-09000 Jury: Dues & Memberships	8,250.00	0.00	8,450.00	0.00	-200.00	-2
001-4-121-03500 Court: Office Expense	200.00	0.00	0.00	0.00	200.00	100
001-4-123-01100 District Attorney: Salary	13,699.92	1,141.66	5,708.30	0.00	7,991.62	58
001-4-123-03500 District Attorney: Office Expense	112,000.00	0.00	28,000.00	84,000.00	0.00	0
001-4-123-06200 District Attorney: Medicare & Fica	198.65	16.55	82.75	0.00	115.90	58
001-4-123-06300 District Attorney: Retirement	548.00	45.67	228.35	0.00	319.65	58
001-4-124-02100 Clerk Of Court: Publications	4,700.00	0.00	234.00	0.00	4,466.00	95
001-4-124-03500 Clerk Of Court: Office Expense	7,410.00	283.62	1,034.49	0.00	6,375.51	86
001-4-124-05400 Clerk Of Court: Court Attendance	2,200.00	40.00	640.00	0.00	1,560.00	71
001-4-126-01100 Justice/Constable: Salary	24,000.00	2,600.00	9,610.00	0.00	14,390.00	60
001-4-126-06100 Justice/Constable: Travel & Supplie	4,500.00	0.00	2,729.67	0.00	1,770.33	39
001-4-126-06200 Justice/Constable: Medicare & Fica	1,836.00	198.90	734.40	0.00	1,101.60	60
001-4-141-01100 Registrar: Salary	13,141.80	1,095.15	5,475.75	0.00	7,666.05	58
001-4-141-02100 Registrar: Dues & Legal Fees	550.00	0.00	250.00	0.00	300.00	55
001-4-141-02400 Registrar: Telephone/Internet/Netwo	1,173.00	132.63	537.69	0.00	635.31	54
001-4-141-03500 Registrar: Office Expense	4,400.00	123.04	2,559.96	173.38	1,666.66	38
001-4-141-06100 Registrar: Travel	3,000.00	0.00	686.06	0.00	2,313.94	77
001-4-141-06200 Registrar: Medicare & Fica	190.56	15.88	79.40	0.00	111.16	58
001-4-141-06300 Registrar: Retirement	2,365.52	197.13	985.65	0.00	1,379.87	58
001-4-142-00000 Election Expenses	3,000.00	119.00	119.00	0.00	2,881.00	96
001-4-151-01100 General Finance: Salary	169,587.48	9,796.80	65,110.55	0.00	104,476.93	62
001-4-151-02400 General Finance: Telephone/Internet	42,000.00	1,463.54	5,897.53	0.00	36,102.47	86
001-4-151-02800 General Finance: General Liab. Insu	68,251.00	0.00	60,407.57	0.00	7,843.43	11
001-4-151-03500 General Finance: Office Expense	19,500.00	979.72	3,589.89	251.24	15,658.87	80
001-4-151-03700 General Finance: Professional Serv	60,000.00	4,595.00	20,373.00	36,022.00	3,605.00	6
001-4-151-04300 General Finance: Technology Tools	43,784.00	5,772.50	30,216.82	9,944.00	3,623.18	8
001-4-151-05200 General Finance: Physicals/Testing	240.00	0.00	0.00	0.00	240.00	100
001-4-151-05300 General Finance: Dues/Membership	338.95	0.00	50.00	0.00	288.95	85
001-4-151-06100 General Finance: Employee Travel	8,000.00	0.00	1,748.30	0.00	6,251.70	78
001-4-151-06200 General Finance: Medicare & Fica	2,459.02	141.45	940.13	0.00	1,518.89	62
001-4-151-06300 General Finance: Retirement	20,774.47	1,200.09	7,952.53	0.00	12,821.94	62
001-4-151-06400 General Finance: Health Insurance	43,345.19	0.00	13,804.20	0.00	29,540.99	68
001-4-155-02810 General Maintenance: Insur:Vehicle	2,553.96	0.00	1,043.44	0.00	1,510.52	59
001-4-155-02820 General Maintenance: Gps Fleet Tra	1,395.68	80.97	404.85	566.79	424.04	30
001-4-155-02840 General: Insurance Workmen'S Com	1,142.40	0.00	936.00	0.00	206.40	18
001-4-194-01100 General Maintenance: Salary	114,233.69	6,120.00	40,799.29	0.00	73,434.40	64
001-4-194-02200 General Maintenance: Telephone/Ne	1,200.00	65.16	242.02	0.00	957.98	80
001-4-194-02300 General Maintenance: Utilities	91,205.00	7,037.86	28,062.96	0.00	63,142.04	69
001-4-194-02400 General Maintenance: Contracted Sr	30,595.12	0.00	13,242.45	4,530.16	12,822.51	42
001-4-194-02500 General Maintenance: Uniforms	2,112.15	173.40	984.83	0.00	1,127.32	53
001-4-194-02700 General Maintenance: Repairs	24,000.00	151.11	13,704.55	0.00	10,295.45	43

BUDGET REPORT BY FUND - EXPENDITURE

Jackson Parish Police Jury

Fiscal Year Start Date: 01/01/2020

FY 2020

Current Period End Date: 05/31/2020

Ideal Remaining Percent: 59 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
001-4-194-02800 General Maintenance: Gen Liab. Ins	25,981.49	0.00	23,671.25	0.00	2,310.24	9
001-4-194-02840 General Maintenance: Worker'S Con	2,427.62	0.00	2,466.00	0.00	-38.38	-2
001-4-194-03200 General Maintenance: Supplies	32,520.00	1,936.86	14,722.38	0.00	17,797.62	55
001-4-194-03300 General Maintenance: Gas, Oil, Tire	3,150.00	41.88	427.75	0.00	2,722.25	86
001-4-194-04200 General Maintenance: Equipment	27,000.00	0.00	4,750.25	0.00	22,249.75	82
001-4-194-04300 General Maintenance:Technology/To	0.00	4.00	12.00	0.00	-12.00	0
001-4-194-04500 General Maintenance: Security (Ch)	2,479.40	0.00	225.00	0.00	2,254.40	91
001-4-194-05200 General Maintenance: Physicals/Tes	240.00	0.00	0.00	0.00	240.00	100
001-4-194-05300 General Maintenance:Christmas Dec	8,500.00	0.00	4.97	0.00	8,495.03	100
001-4-194-06100 General Maintenance: Travel	1,000.00	0.00	0.00	0.00	1,000.00	100
001-4-194-06200 General Maintenance: Medicare & F	1,656.39	85.83	582.12	0.00	1,074.27	65
001-4-194-06300 General Maintenance: Retirement	13,993.63	749.70	5,067.86	0.00	8,925.77	64
001-4-194-06400 General Maintenance: Health Insura	26,893.72	0.00	8,564.88	0.00	18,328.84	68
001-4-194-50000 General Maintenance: Safety	1,000.00	0.00	0.00	0.00	1,000.00	100
001-4-195-01100 Community Center: Salaries	4,350.00	0.00	688.33	0.00	3,661.67	84
001-4-195-02300 Community Center: Utilities	16,400.00	714.80	4,613.33	0.00	11,786.67	72
001-4-195-02700 Community Center: Building Repairs	4,000.00	0.00	0.00	0.00	4,000.00	100
001-4-195-03200 Community Center: Building Supplie	2,400.00	194.00	1,598.53	0.00	801.47	33
001-4-197-02200 Job: Telephone/Internet	18,000.00	933.42	3,733.68	0.00	14,266.32	79
001-4-197-02300 Job: Utilities	5,524.56	280.75	1,779.58	0.00	3,744.98	68
001-4-197-02700 Job: Contracted Services	15,000.00	0.00	3,247.56	0.00	11,752.44	78
001-4-197-03200 Job: Building Supplies	35,000.00	0.00	0.00	0.00	35,000.00	100
001-4-197-04500 Job: Surveillance/Security	2,479.40	39.95	239.70	0.00	2,239.70	90
001-4-201-05200 Sheriff: Housing Of Parish Prisoner	589,980.00	6,948.92	166,540.21	4,243.86	419,195.93	71
001-4-201-05210 Sheriff: Prisoner Medical Expenses	15,000.00	47.99	9,392.19	0.00	5,607.81	37
001-4-201-05400 Sheriff: Court Attendance	3,500.00	68.00	1,088.00	0.00	2,412.00	69
001-4-201-08500 Sheriff: Courthouse Security Person	20,400.00	0.00	4,295.00	16,105.00	0.00	0
001-4-221-00000 General: Fire Protection Allocation	65,000.00	0.00	0.00	0.00	65,000.00	100
001-4-313-05600 Sheriff: Retirement/Pension Charges	72,500.00	0.00	0.00	0.00	72,500.00	100
001-4-408-00000 General: Office Of Veteran Affairs	5,000.00	0.00	4,059.00	0.00	941.00	19
001-4-411-00000 General: Sparta Groundwater Comm	1,250.00	0.00	0.00	0.00	1,250.00	100
001-4-413-00000 General: North La Economic Partner	2,500.00	0.00	0.00	0.00	2,500.00	100
001-4-414-00000 General: Pinebelt Mpa - Yes Prog	20,000.00	0.00	0.00	0.00	20,000.00	100
001-4-420-00000 General: Trailblazers, Inc.	1,200.00	0.00	0.00	0.00	1,200.00	100
001-4-500-02400 General: Jp Heritage Museum	10,000.00	0.00	0.00	0.00	10,000.00	100
001-4-654-01200 Lsu Ag Center: Personnel Support	16,200.00	0.00	0.00	0.00	16,200.00	100
001-4-654-02400 Lsu Ag Center: Telephone	3,300.00	276.54	1,325.18	0.00	1,974.82	60
001-4-654-02500 Lsu Ag Center: Utilities	900.00	15.89	114.02	0.00	785.98	87
001-4-654-03500 Lsu Ag Center: Supplies	1,282.52	90.21	360.84	0.00	921.68	72
001-4-661-00000 General: Municipality Appropriation	33,762.50	0.00	0.00	0.00	33,762.50	100
001-4-670-00000 General: Lgap Grant Program	20,000.00	0.00	0.00	0.00	20,000.00	100
001-4-671-00000 General: Emergency Medical - Clear	525.00	0.00	0.00	0.00	525.00	100
001-4-694-00500 General: Transfer To: Stat Reserve	173,231.85	0.00	0.00	0.00	173,231.85	100
001-4-694-01300 General: Transfer To:Capital Outlay	1,205,000.00	0.00	0.00	0.00	1,205,000.00	100
001-4-694-02600 General: Transfer To: Pet./Grd Jury	5,000.00	0.00	0.00	0.00	5,000.00	100
001-4-699-00000 General: Audit Fees	55,000.00	10,000.00	16,000.00	0.00	39,000.00	71
001-4-700-00000 General: Watershed Appropriation	240.00	0.00	0.00	0.00	240.00	100
001-4-700-08000 General: Land & Building Expense	70,200.00	0.00	0.00	0.00	70,200.00	100
001-4-700-09000 General: Building Improvements	25,000.00	0.00	0.00	0.00	25,000.00	100
General Fund - 01 Subtotal	3,843,681.54	75,418.65	722,210.64	155,836.43	2,965,634.47	77

BUDGET REPORT BY FUND - EXPENDITURE

Jackson Parish Police Jury

Fiscal Year Start Date: 01/01/2020

FY 2020

Current Period End Date: 05/31/2020

Ideal Remaining Percent: 59 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
Fund: 002 Road Fund - 02						
002-4-310-01100 Road: Salaries	332,642.74	19,157.54	126,982.45	0.00	205,660.29	62
002-4-310-01500 Road: Legal Fees	3,000.00	0.00	0.00	0.00	3,000.00	100
002-4-310-02300 Road: Utilities	11,700.00	495.46	2,917.32	0.00	8,782.68	75
002-4-310-02400 Road: Telephone/Internet/Mobile	8,080.00	1,916.22	3,734.71	0.00	4,345.29	54
002-4-310-02500 Road: Lease Equipment	181,234.68	12,386.07	61,930.35	86,702.49	32,601.84	18
002-4-310-02800 Road: Insur.Liab/Vehicle/Wc/Genera	28,920.54	0.00	36,307.29	0.00	-7,386.75	-26
002-4-310-02840 Road: Workmen'S Comp Insurance	30,102.24	0.00	36,177.00	0.00	-6,074.76	-20
002-4-310-02850 Road: Property Liability Insurance	8,134.30	0.00	0.00	0.00	8,134.30	100
002-4-310-02900 Road: Culverts	30,000.00	0.00	0.00	7,770.50	22,229.50	74
002-4-310-03400 Road: Gas And Oil	50,000.00	0.00	8,702.54	36,896.10	4,401.36	9
002-4-310-03500 Road: Office Expense	6,000.00	289.04	2,519.30	1,110.10	2,370.60	40
002-4-310-03600 Road: Road Signs	2,100.00	0.00	1,682.56	0.00	417.44	20
002-4-310-03700 Road: Parts & Repairs	61,800.00	200.52	42,452.41	2,073.66	17,273.93	28
002-4-310-03800 Road: Supplies	18,000.00	415.49	5,981.78	0.00	12,018.22	67
002-4-310-04000 Road: Gravel/Reclaimed Asphalt	550,000.00	4,949.64	147,994.05	187,127.45	214,878.50	39
002-4-310-04200 Road: Tools/Technology (Non-Equip)	7,500.00	241.00	2,656.95	3,404.50	1,438.55	19
002-4-310-04300 Road: Equipment	50,000.00	0.00	0.00	0.00	50,000.00	100
002-4-310-04900 Road: Land & Building	25,000.00	0.00	0.00	0.00	25,000.00	100
002-4-310-05200 Road: Employee Physicals/Testing	848.00	0.00	56.00	0.00	792.00	93
002-4-310-05500 Road: Gps Fleet Tracking	4,553.46	337.38	1,686.90	2,361.66	504.90	11
002-4-310-06200 Road: Medicare & Fica	4,823.32	338.47	2,297.71	0.00	2,525.61	52
002-4-310-06300 Road: Retirement	40,748.74	2,234.35	14,694.68	0.00	26,054.06	64
002-4-310-06400 Road: Group Insurance	90,801.82	506.95	34,085.29	0.00	56,716.53	62
002-4-310-06700 Road: Unemployment	0.00	4,740.00	4,740.00	0.00	-4,740.00	0
002-4-310-08500 Road: Contract Payments	125,000.00	0.00	13,374.20	240.00	111,385.80	89
002-4-310-50000 Road: Safety	3,000.00	0.00	0.00	0.00	3,000.00	100
002-4-313-01000 Road: Engineering Fees - Contracte	46,000.00	134.00	5,671.08	34,328.92	6,000.00	13
002-4-313-02000 Road: Professional Services	3,000.00	0.00	225.00	0.00	2,775.00	93
002-4-313-05600 Road: Retirement/Pension Charges	77,000.00	0.00	0.00	0.00	77,000.00	100
002-4-313-06100 Road: Employee Travel	1,846.90	0.00	50.00	0.00	1,796.90	97
002-4-313-08300 Road: Surveillance/Security	1,750.00	0.00	0.00	995.00	755.00	43
002-4-316-00000 Road: Roadside Litter Pickup	36,000.00	0.00	4,960.00	31,040.00	0.00	0
002-4-500-00000 Road: Membership Dues/Fees	150.00	0.00	0.00	0.00	150.00	100
002-4-694-00800 Road: Transfer To: Cy Road Proj	500,000.00	0.00	0.00	0.00	500,000.00	100
Road Fund - 02 Subtotal	2,339,736.74	48,342.13	561,879.57	394,050.38	1,383,806.79	59
Fund: 003 Sales Tax Fund - 03						
003-4-312-05500 Sales Tax: Collection Expense	12,000.00	670.55	3,705.07	0.00	8,294.93	69
003-4-694-00800 Sales Tax: Trans To Cy Road Progra	350,000.00	0.00	0.00	0.00	350,000.00	100
003-4-694-01500 Sales Tax: Trans To Cert Of Debt	314,585.72	0.00	0.00	0.00	314,585.72	100
Sales Tax Fund - 03 Subtotal	676,585.72	670.55	3,705.07	0.00	672,880.65	99
Fund: 004 Library Fund - 04						
004-4-506-01100 Library Salary	550,000.00	26,496.55	178,132.98	0.00	371,867.02	68
004-4-506-01200 Legal Fees	1,000.00	0.00	0.00	0.00	1,000.00	100
004-4-506-02100 Dues	6,000.00	0.00	2,297.28	0.00	3,702.72	62
004-4-506-02300 Utilities	30,000.00	1,327.26	7,341.13	0.00	22,658.87	76
004-4-506-02400 Telephone	7,500.00	671.86	3,621.61	0.00	3,878.39	52
004-4-506-02800 Insurance	25,000.00	8,317.00	21,512.00	0.00	3,488.00	14
004-4-506-03200 Maint. Supplies/Grounds/Building	80,000.00	4,752.50	20,520.80	17,594.15	41,885.05	52

BUDGET REPORT BY FUND - EXPENDITURE

Jackson Parish Police Jury

Fiscal Year Start Date: 01/01/2020

FY 2020

Current Period End Date: 05/31/2020

Ideal Remaining Percent: 59 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
004-4-506-03300 Technology - Maint & Support	65,500.00	4,385.43	22,384.99	2,426.91	40,688.10	62
004-4-506-03400 Bookmobile Expenses	10,000.00	0.00	715.03	0.00	9,284.97	93
004-4-506-03500 Office Supplies	51,000.00	1,367.87	12,027.78	1,663.74	37,308.48	73
004-4-506-03700 Professional Services	2,500.00	1,500.00	1,650.75	0.00	849.25	34
004-4-506-03900 Programming	62,500.00	545.00	10,816.60	4,692.14	46,991.26	75
004-4-506-04000 J P Library Accounting / Payroll	18,000.00	0.00	4,500.00	0.00	13,500.00	75
004-4-506-04100 Furniture/Equipment	21,000.00	0.00	436.82	0.00	20,563.18	98
004-4-506-04300 Future Bookmobile Purchase	220,000.00	0.00	0.00	0.00	220,000.00	100
004-4-506-04400 Books, Bindery, Periodicals	120,000.00	1,222.90	39,906.72	9,065.13	71,028.15	59
004-4-506-05600 Pension/Retirement Deduction	70,000.00	0.00	0.00	0.00	70,000.00	100
004-4-506-06100 Travel	12,500.00	0.00	139.03	0.00	12,360.97	99
004-4-506-06200 Medicare	8,000.00	374.93	2,523.89	0.00	5,476.11	68
004-4-506-06300 Library Retirement	67,000.00	3,171.82	20,703.46	0.00	46,296.54	69
004-4-506-06400 Library Group Insurance	120,000.00	1,238.45	35,431.07	0.00	84,568.93	70
004-4-506-06800 Fica	1,000.00	37.48	539.76	0.00	460.24	46
004-4-507-01000 Cap Outlay - Bldg Renovations	150,000.00	0.00	84,050.04	949.96	65,000.00	43
004-4-507-02000 Cap Outlay - Parking Lot	185,000.00	0.00	0.00	11,672.38	173,327.62	94
Library Fund - 04 Subtotal	1,883,500.00	55,409.05	469,251.74	48,064.41	1,366,183.85	73
Fund: 006 Asphalt Fund - 06						
006-4-312-01000 Asphalt - Materials	350,000.00	0.00	11,500.49	22,780.36	315,719.15	90
006-4-312-01100 Asphalt - Salaries	0.00	19,157.53	126,982.44	0.00	-126,982.44	0
006-4-312-01400 Election Expense	332,642.74	0.00	0.00	0.00	332,642.74	100
006-4-312-02900 Asphalt - Culverts	28,000.00	0.00	15,955.26	7,342.72	4,702.02	17
006-4-312-03000 Supplies - Asphalt	12,000.00	0.00	0.00	0.00	12,000.00	100
006-4-312-03100 Signs - Asphalt	5,000.00	104.32	3,060.75	0.00	1,939.25	39
006-4-312-03400 Fuel & Oil	38,000.00	0.00	3,328.96	22,055.73	12,615.31	33
006-4-312-03700 Parts & Repairs	40,000.00	490.08	7,371.70	7,311.58	25,316.72	63
006-4-312-04300 Tools / Technology (Non Equipment)	1,500.00	0.00	0.00	929.50	570.50	38
006-4-312-05200 Physicals/Drug Tests	848.00	0.00	0.00	0.00	848.00	100
006-4-312-05500 Gps Fleet Tracking	4,372.32	364.36	1,821.80	2,550.52	0.00	0
006-4-312-05600 Pension/Retirement Deductions	77,000.00	0.00	0.00	0.00	77,000.00	100
006-4-312-06100 Travel	1,846.90	0.00	0.00	0.00	1,846.90	100
006-4-312-06200 Asphalt - Medicare	4,823.32	338.45	2,297.69	0.00	2,525.63	52
006-4-312-06300 Asphalt - Retirement	40,748.74	2,234.35	14,694.68	0.00	26,054.06	64
006-4-312-06400 Asphalt - Insurance	90,801.82	506.95	20,653.96	0.00	70,147.86	77
006-4-312-50000 Asphalt: Safety	3,000.00	0.00	0.00	0.00	3,000.00	100
006-4-313-01000 Engineering Fees - Contracted	15,000.00	0.00	760.00	9,240.00	5,000.00	33
006-4-694-00800 Asphalt: Trans To Curr Yr Road Proj	500,000.00	0.00	0.00	0.00	500,000.00	100
Asphalt Fund - 06 Subtotal	1,545,583.84	23,196.04	208,427.73	72,210.41	1,264,945.70	82
Fund: 007 Health Unit - 07						
007-4-194-00000 Building & Grounds	6,000.00	0.00	966.00	4,862.00	172.00	3
007-4-194-01100 Salaries - Jury Funded Health Unit	71,804.80	4,353.49	28,691.18	0.00	43,113.62	60
007-4-194-02840 Health Unit: Worker'S Comp Ins.	0.00	0.00	152.00	0.00	-152.00	0
007-4-194-05600 Pension / Retirement Tax Deduction	11,500.00	0.00	0.00	0.00	11,500.00	100
007-4-194-06200 Employer'S Share - Medicare	1,041.17	63.15	416.11	0.00	625.06	60
007-4-194-06300 Employer'S Share - Retirement	2,199.02	168.18	1,115.92	0.00	1,083.10	49
007-4-194-06800 Employer'S Share - Fica	3,338.92	184.80	1,212.41	0.00	2,126.51	64
007-4-194-06900 Employee Health Insurance Benefits	8,964.57	0.00	2,854.96	0.00	6,109.61	68
007-4-194-07100 Physicals / Drug Testing	212.00	0.00	0.00	0.00	212.00	100

BUDGET REPORT BY FUND - EXPENDITURE

Jackson Parish Police Jury

Fiscal Year Start Date: 01/01/2020

FY 2020

Current Period End Date: 05/31/2020

Ideal Remaining Percent: 59 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
007-4-401-02300 Utilities	17,000.00	967.53	4,010.18	0.00	12,989.82	76
007-4-401-02800 Insurance - Lia/Bldg	3,794.57	0.00	3,618.45	0.00	176.12	5
007-4-401-03500 Health Unit Supplies	120.00	0.00	0.00	0.00	120.00	100
007-4-401-04000 Technology & Tools	500.00	0.00	0.00	0.00	500.00	100
007-4-401-04200 Equipment	5,000.00	0.00	0.00	0.00	5,000.00	100
007-4-401-05000 Telephone / Internet Service	2,220.00	134.95	699.74	0.00	1,520.26	68
Health Unit - 07 Subtotal	133,695.05	5,872.10	43,736.95	4,862.00	85,096.10	64
Fund: 008 Current Year Road Project - 08						
008-4-403-07100 Contractual - Projects	1,231,205.30	0.00	0.00	0.00	1,231,205.30	100
008-4-403-07300 Engineering Fees	120,000.00	10,292.04	55,953.38	64,046.62	0.00	0
008-4-403-07400 Laboratory Testing Fees	5,000.00	0.00	3,250.00	0.00	1,750.00	35
Current Year Road Project - 08 Subtotal	1,356,205.30	10,292.04	59,203.38	64,046.62	1,232,955.30	91
Fund: 009 Tourism Fund - 09						
009-4-655-02100 Tourism: Advertising	15,000.00	0.00	0.00	315.00	14,685.00	98
009-4-655-03100 Tourism: Education/Recreation/Cultu	15,000.00	0.00	0.00	0.00	15,000.00	100
009-4-655-03500 Tourism: Office Expense	1,000.00	0.00	74.00	0.00	926.00	93
009-4-655-06000 Tourism: Dues, Memberships, Regis	2,000.00	0.00	450.00	0.00	1,550.00	78
009-4-655-06100 Tourism: Travel Expense	3,000.00	0.00	453.16	0.00	2,546.84	85
Tourism Fund - 09 Subtotal	36,000.00	0.00	977.16	315.00	34,707.84	96
Fund: 011 Solid Waste - 11						
011-4-151-05500 Admin Collection Cost & Commissior	16,920.00	1,005.78	5,557.56	0.00	11,362.44	67
011-4-341-01100 Salary	718,928.08	40,400.56	267,440.37	0.00	451,487.71	63
011-4-341-01200 Legal Council & Settlements	2,500.00	0.00	0.00	0.00	2,500.00	100
011-4-341-01500 Engineer	20,000.00	3,324.13	14,299.13	5,700.87	0.00	0
011-4-341-01600 Recycling - Wood Products	0.00	0.00	-1,582.62	0.00	1,582.62	0
011-4-341-02000 Fees / Permits / Audit Fees	4,500.00	0.00	100.00	4,500.00	-100.00	-2
011-4-341-02100 Publications	200.00	0.00	68.00	0.00	132.00	66
011-4-341-02300 Utilities	18,720.00	1,208.20	5,059.24	0.00	13,660.76	73
011-4-341-02400 Telephone	6,750.00	515.77	2,270.90	0.00	4,479.10	66
011-4-341-03300 Tires	17,400.00	914.24	7,099.97	10,306.23	-6.20	0
011-4-341-03400 Gas & Oil	102,000.00	806.27	32,757.69	48,966.21	20,276.10	20
011-4-341-03500 Office Expense	2,500.00	0.00	542.73	0.00	1,957.27	78
011-4-341-03700 Parts, Repairs, Supplies, Etc.	136,500.00	6,744.85	44,725.69	39,264.05	52,510.26	38
011-4-341-03900 Building / Infrastructure Repair	50,000.00	699.99	15,916.82	0.00	34,083.18	68
011-4-341-04200 Tools/Technology (Non Equipment)	6,500.00	29.00	2,229.63	0.00	4,270.37	66
011-4-341-04350 Lease Of Equipment	62,800.00	4,445.95	22,229.75	15,770.25	24,800.00	39
011-4-341-04400 Non-Capitalized Assets	20,500.00	0.00	0.00	0.00	20,500.00	100
011-4-341-05200 Physicals/Tests	1,060.00	0.00	495.00	0.00	565.00	53
011-4-341-05500 Gps Fleet Tracking	4,310.44	350.87	1,754.35	2,456.09	100.00	2
011-4-341-06100 Travel, Conference, Training	4,518.80	0.00	399.00	1,800.00	2,319.80	51
011-4-341-06200 Medicare	10,424.46	573.79	3,693.72	0.00	6,730.74	65
011-4-341-06300 Retirement	88,068.69	4,949.06	32,664.16	0.00	55,404.53	63
011-4-341-06400 Group Insurance	157,000.00	0.00	48,467.80	0.00	108,532.20	69
011-4-341-06500 Solid Waste: Workmen'S Comp Ins	36,624.63	582.00	31,281.00	0.00	5,343.63	15
011-4-341-06600 Solid Waste: General Property Liab	2,648.64	0.00	2,280.37	0.00	368.27	14
011-4-341-07000 Solid Waste: Other Expense	0.00	0.00	450.00	0.00	-450.00	0
011-4-341-08200 Testing Fees	750.00	0.00	643.00	0.00	107.00	14
011-4-341-08300 Surveillance / Enforcement Costs	25,800.00	0.00	199.75	480.15	25,120.10	97
011-4-341-08500 Contract Payments	30,000.00	0.00	0.00	0.00	30,000.00	100

BUDGET REPORT BY FUND - EXPENDITURE

Jackson Parish Police Jury

Fiscal Year Start Date: 01/01/2020

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Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
011-4-341-08600 Dumping Fees	290,000.00	27,243.26	101,112.73	188,887.27	0.00	0
011-4-341-08700 Insurance/Lia/Veh/Wc	29,304.50	0.00	30,276.63	0.00	-972.13	-3
011-4-341-50000 Solid Waste: Safety	11,000.00	0.00	0.00	0.00	11,000.00	100
011-4-694-01000 Solid Waste: Trans To Landfill Clos	40,000.00	0.00	0.00	0.00	40,000.00	100
Solid Waste - 11 Subtotal	1,918,228.24	93,793.72	672,432.37	318,131.12	927,664.75	48
Fund: 012 Off Duty Witness Fees - 12						
012-4-350-00000 Agency Reimbursement - Off Duty F	9,000.00	0.00	800.00	6,450.00	1,750.00	19
Off Duty Witness Fees - 12 Subtotal	9,000.00	0.00	800.00	6,450.00	1,750.00	19
Fund: 013 Capital Fund - 13						
013-4-600-04300 Equipment/Furniture	340,000.00	0.00	5,099.00	0.00	334,901.00	99
013-4-600-08500 Construction - Contracted	865,000.00	0.00	9,384.12	0.00	855,615.88	99
Capital Fund - 13 Subtotal	1,205,000.00	0.00	14,483.12	0.00	1,190,516.88	99
Fund: 015 2015 Road Cert. Of Indebtedness - 15						
015-4-310-04300 Certificates Of Indebtedness	295,000.00	295,000.00	295,000.00	0.00	0.00	0
015-4-310-04400 Interest - Cert Of Indebtedness	30,990.03	16,479.60	16,479.60	0.00	14,510.43	47
2015 Road Cert. Of Indebtedness - 15 Subtotal	325,990.03	311,479.60	311,479.60	0.00	14,510.43	4
Fund: 016 Jackson O.E.P - 16						
016-4-310-01100 Salary - O.E.P. Director	26,500.04	2,166.67	10,833.35	0.00	15,666.69	59
016-4-310-02300 Conferences / Workshops	1,000.00	0.00	0.00	0.00	1,000.00	100
016-4-310-03500 Office Supplies	1,000.00	0.00	0.00	0.00	1,000.00	100
016-4-310-03600 Software & Technology	500.00	12.50	37.50	0.00	462.50	93
016-4-310-05000 Emergency Event Expenses - Local	0.00	3,226.61	3,226.61	6,050.00	-9,276.61	0
016-4-310-06200 Employer'S Share - Medicare	384.25	31.42	157.10	0.00	227.15	59
016-4-310-06800 Employer'S Share - Fica	1,643.00	134.34	671.66	0.00	971.34	59
016-4-715-00000 O.E.P. Utilities (Phone/Gas/Water)	1,350.00	0.00	0.00	0.00	1,350.00	100
016-4-716-00000 O.E.P. Telephone	900.00	0.00	0.00	0.00	900.00	100
Jackson O.E.P - 16 Subtotal	33,277.29	5,571.54	14,926.22	6,050.00	12,301.07	37
Fund: 017 Coroner Fund - 17						
017-4-125-01100 Salaries - Coroner'S Office	30,000.00	2,800.00	12,950.00	0.00	17,050.00	57
017-4-125-06200 Medicare - Employer'S Share	435.00	40.61	187.79	0.00	247.21	57
017-4-125-06800 Fica - Employer'S Share	1,860.00	173.60	802.90	0.00	1,057.10	57
017-4-125-10000 Dues - Coroner'S Association	350.00	0.00	350.00	0.00	0.00	0
017-4-200-00000 Contracted Workers	300.00	0.00	0.00	0.00	300.00	100
017-4-300-00000 Autopsy Professional Charges	24,660.00	0.00	9,035.00	0.00	15,625.00	63
017-4-310-00000 Indigent Disposition	1,500.00	0.00	0.00	0.00	1,500.00	100
017-4-350-00000 Forensic Assault Specialists	700.00	0.00	0.00	0.00	700.00	100
017-4-355-00000 Toxicology	700.00	0.00	0.00	0.00	700.00	100
017-4-500-00000 Opc'S - Out-Of-Parish	12,000.00	800.00	3,800.00	0.00	8,200.00	68
017-4-600-00000 Office Supplies, Misc. Exp	3,600.00	68.18	1,917.34	9.80	1,672.86	46
017-4-610-00000 Computer Software	2,795.00	313.30	1,783.25	0.00	1,011.75	36
017-4-650-00000 Medical Supplies	1,450.00	-1,012.00	671.89	0.00	778.11	54
017-4-700-00000 Travel Expense - Coroners	3,300.00	0.00	732.28	0.00	2,567.72	78
017-4-705-00000 Vehicle / Liability Insurance	5,100.00	0.00	1,497.87	0.00	3,602.13	71
017-4-710-00000 Vehicle Expense - Repairs Etc	1,000.00	2,261.05	2,855.65	0.00	-1,855.65	-186
017-4-715-00000 Utilities (Phone/Gas/Water/Electric	3,400.00	138.79	1,057.64	0.00	2,342.36	69
017-4-716-00000 Coroner'S Office Telephone	3,324.00	326.13	1,338.97	0.00	1,985.03	60
017-4-800-00000 Building Repairs And Renovations	2,000.00	0.00	0.00	0.00	2,000.00	100
017-4-810-00000 Equipment / Vehicles	30,000.00	0.00	26,480.00	0.00	3,520.00	12

BUDGET REPORT BY FUND - EXPENDITURE

Jackson Parish Police Jury

Fiscal Year Start Date: 01/01/2020

FY 2020

Current Period End Date: 05/31/2020

Ideal Remaining Percent: 59 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
Coroner Fund - 17 Subtotal	128,474.00	5,909.66	65,460.58	9.80	63,003.62	49
Fund: 024 Federal Grants Fund - 24						
024-4-200-02019 2019 Shsp Grant Expenditures	30,556.43	0.00	0.00	0.00	30,556.43	100
Federal Grants Fund - 24 Subtotal	30,556.43	0.00	0.00	0.00	30,556.43	100
Fund: 025 Lcdbg Grants Fund - 25						
025-4-221-01400 Lcdbg Grant: Consultant Fees	0.00	0.00	1,250.00	0.00	-1,250.00	0
025-4-221-01500 Lcdbg Grant: Engineering Fees	0.00	0.00	1,960.00	0.00	-1,960.00	0
025-4-221-08500 Lcdbg Grant: Contract Payments	0.00	0.00	39,164.39	0.00	-39,164.39	0
Lcdbg Grants Fund - 25 Subtotal	0.00	0.00	42,374.39	0.00	-42,374.39	0
Fund: 026 Court Fees Fund - 26						
026-4-400-00000 Petit / Grand Jury Fees	8,000.00	0.00	1,267.80	0.00	6,732.20	84
Court Fees Fund - 26 Subtotal	8,000.00	0.00	1,267.80	0.00	6,732.20	84
Report Total Expenditure	15,473,514.18	635,955.08	3,192,616.32	1,070,026.17	11,210,871.69	72



Jackson Parish Police Jury
500 E. Court Street, Room 301
Jonesboro, LA 71251
(318) 259-2361 ext. 203
gthomas@jppj.org

May 2020 Budget Amendments

Thursday, May 28, 2020

To: Finance Committee and Police Jury

From: Gina Thomas, Secretary-Treasurer

Re: 2020 Budget Amendments

Based on the current budget report as of May 26, 2020, I am recommending the following budget amendments for 2020. Additional items will be reviewed as we progress through the budget year and presented accordingly.

1. Reduce 001-4-111-03300 Jury: Special Events by (\$50,000): planned industrial development
2. Increase 001-4-111-09000 Jury: Dues and Memberships by \$200: adjustment
3. Reduce 001-4-126-06100: Justice/Constable Travel & Supplies by (\$1,500): completed event, remaining for incidentals
4. Adjust the annual insurance charges (budget based on estimates:
 - Reduce 001-4-151-02800: General Fin. General Liab. Insurance by (\$7,843.43)
 - Reduce 001-4-194-02800: General Maint. Liab. Insurance by (\$2,310.24)
 - Increase 001-4-194-02840: General Main. Worker's Comp by \$38.38
 - Increase 002-4-310-02800: Road Liability Insurance by \$7,386.75
 - Increase 002-4-310-02840: Road Workers Comp Insurance by \$6,074.76
 - Reduce 002-4-310-02850: Road Property Insurance by \$8,134.30
 - Increase 007-4-194-02840: Health Unit Worker's Comp by \$152.00
 - Reduce 007-4-401-02800: Health Unit Liab. Insurance by (\$176.12)
 - Reduce 011-4-341-06500: Solid Waste Workers Comp Insurance by (\$5,343.63)
 - Reduce 011-4-341-06600: Solid Waste General Property Insurance by (\$368.27)
 - Increase 011-4-341-08700: Solid Waste General Liab. Insurance by \$972.13
5. Reduce 001-4-194-04200: General Maint. Equipment by (\$22,249.40): truck purchase
6. Increase 001-4-194-04300: General Maint. Technology by \$200: hosting fees and incidentals (new account)
7. Adjust the travel accounts:
 - Reduce 001-4-111-06100: Jury Travel & Conferences by (\$4,000): remaining for meeting attendance & other
 - Reduce 001-4-151-06100: General Fin. Travel by (\$5,000): remaining for misc. travel
 - Reduce 001-4-194-06100: General Maint. Travel by (\$1,000): no scheduled travels
 - Reduce 002-4-313-06100: Road Travel by (\$1,200): remaining for misc. travel
 - Reduce 006-4-312-06100: Asphalt Travel by (\$1,500): remaining for misc. travel
 - Reduce 011-4-341-06100: Solid Waste Travel by (\$1,200): remaining for misc. travel



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Jonesboro, LA 71251
(318) 259-2361 ext. 203
gthomas@jppj.org

-
8. Reduce 001-4-108-00000: Office of Veteran Affairs by (\$941.00): annual payment completed
 9. Reduce 001-4-670-00000: LGAP Grant Program by (\$20,000): no applications issued through Jury
 10. Reduce 001-4-694-00500: Transfer to Statutory Reserve by (\$173,231.85): not likely to have reserve funds, will reassess at the end of the year
 11. Reduce 001-4-694-01300: Transfer to Capital Outlay by (\$620,000): deferred capital projects
 12. Reduce 001-4-700-08000: General Land & Building by (\$70,200): deferred maintenance projects
 13. Reduce 001-4-700-0900: General Building Improvements by (\$15,000): cancelled flooring project in Clerk's office
 14. Reduce 002-4-310-04300: Road Equipment by (\$50,000): deferred equipment purchase
 15. Increase 002-4-310-06700: Road Unemployment by \$4,740.00: new claim filed
 16. Increase 011-4-341-02000: Solid Waste Permits and Fees by \$100: adjustment
 17. Reduce 013-4-600-04300: Capital Equipment/Furniture by (\$190,000): deferred capital projects (server and AV system)
 18. Reduce 013-4-600-08500: Capital Contracted Construction by (\$430,000): deferred capital projects (AH units and one model site)
 19. Increase 017-4-710-00000: Coroner Vehicle Expense by \$2,000: lights and decals on new van
 20. Reduce 017-4-810-00000: Coroner Equipment/Vehicle by (\$3,520): purchase of van under budget



Jackson Parish Police Jury

Committee Assignments

Monday, June 1, 2020 Business Session

Finance Committee:

Todd Culpepper (Chairman), John McCarty, Tarneshala Cowans

- Review budget vs. actual for the month to-date and make any necessary amendment recommendations

Operations Committee:

Amy Magee (Chairman), Lewis Chatham, Lynn Treadway

- Road Department:
 - Parish Road System
 - Define “public use road”
 - Request for road removals: portion of Sugar Creek Road and Bill Cole Loop
 - Parish Engineer to develop a report of roads to be reviewed (Road Removal Policy)
 - Road Issues/Complaints
 -
- Solid Waste Department:
 - Negotiate agreement with Union Parish for dumping fees (July)
 - Model bin sites for Hwy 148 and Walker Road
 - Eros bin site upgraded camera system
 - Annex building under construction, needs permits and electricity

Policy & Personnel Committee:

Tarneshala Cowans (Chairman), Lewis Chatham, Regina Rowe

- Policies:
 - Setup Policy – consider changing 40-hour minimum to workday/shift minimum (needs detailed procedures)
 - Sandbag policy
 - Work with the Sheriff’s Office to establish a new sandbag location and sign an agreement specifying responsibilities for materials and distribution
 - Safety Policy for PPE (boots, hi-vis shirts, vests, etc.) and for safety meetings
 - Record Retention Policy and schedule
 - Personnel Manual: review, update, and adoption
 - Review Community Center rental policy for updates – address temporary liquor permit for events and “post-certified” officers or Sheriff’s Department deputies required
 -
- Ordinances:
 - Groundwater Protection Ordinance – ready for review and introduction to the Jury
 - Alcohol Ordinance - consider amendment for special events, non-profits, etc., general review and update

Project Committee:

Regina Rowe (Chairman), Todd Culpepper, Amy Magee

- Office relocation requests: Child Support Office and Office of Veteran Affairs have requested to be moved into the Courthouse
- Hospital drainage project (FEMA) –
 - Currently in negotiations with attorney Bill Carter
 - Once the servitudes are secured, the engineers are ready to take the project out for bid



Jackson Parish Police Jury

- Updated budget, design plans, and extension have all been approved by FEMA
- 2020 census and reapportionment
 - No action needed at this time

Economic Development Committee:

Lynn Treadway (Chairman), John McCarty, Regina Rowe

- Certification of land on Industrial Drive
 - Requires the relocation of the Town of Jonesboro's effluent line
- Seek out economic opportunities in Jackson Parish
- Determine the interest from industries & parish entities to participate in an Industrial Development Board

Parish Cleanup Committee:

John McCarty (Chairman), Todd Culpepper, Lynn Treadway

- Review nuisance complaints
- Clean Up Event (Love the Boot) delayed due to COVID-19

Veterans Committee:

Lewis Chatham (Chairman), Tarneshala Cowans, Regina Rowe

- Begin planning for the 2020 Veterans Event



Jackson Parish Police Jury

Actions Needed for Parish Boards

Jurors,

The following is a breakdown by District of the actions needed for Parish Boards as of May 2020. We will continue to add the expirations as they come up each month. Please also review the "At Large" section as membership for these vacancies is open to all districts.

District 1: *No action needed at this time.*

District 2:

Board	Member	District	Phone #	Action Needed
District 4 Fire District	Jimmy Tolar	2		Term expired, in good standing Re-appoint or fill with new member 2-year term ending 12/31/2021

District 3:

Board	Member	District	Phone #	Action Needed
Library	Lisa Nunn	4	548-0094	Term expires in July , in good standing <i>She is from District 4, appointed to represent District 3</i>

District 4:

Board	Member	District	Phone #	Action Needed
Hodge Fire District	VACANCY	4		2-year term ending 12/31/2021

District 5: *No action needed at this time.*

District 6:

Board	Member	District	Phone #	Action Needed
Jonesboro Fire District	VACANCY	6		2-year term ending 12/31/2022

District 7:

Board	Member	District	Phone #	Action Needed
Tourism	VACANCY	7		Fill term from Lise' Robinson, expires 9/2021

At Large:

Board	Member	District	Phone #	Action Needed
Hospital	VACANCY	(any)		Complete unexpired term ending 8/1/2023 Must be an MBA
Museum	(4) VACANCIES	1 2 (2-any)		10-member board, all districts to be represented. 3-year term ending 12/31/2022

Lise' Robinson

MRS LISEROBINSON@GMAIL.COM | 318.245.7072

Lise' Robinson
178 Cooper Drive
Quitman, La 71268

May 26, 2020

Dear Members of the Police Jury,

Re: Jackson Parish Tourism

I am writing to you in regards to my position on the Jackson Parish Tourism Board. It is with a lot of thought and consideration that has brought me to the decision of submitting my resignation.

I do not feel that I can represent the position with the passion I had in the beginning when I was invited. There were many factors that lead me to make this decision and I feel it is best for me to make room for someone with the time, energy and patience to devote to this position.

It was a pleasure being a part of the Jackson Parish Tourism Board and I thank you for allowing me to play a small part in helping our parish grow.

Sincerely,



Mrs. Lise' Robinson



Jackson Parish Police Jury

Clerk of Court Budgeted Expenses

Jurors,

Below is a summary of the budgeted expenses, by account, for the Clerk of Court office. This is not the total budget of their department; this is only the expenses that are covered by the Police Jury.

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Budget
Office Expense	7,552	5,455	7,701	3,875	7,410
Publications	3,292	4,632	4,651	4,198	4,700
Court Attendance	2,040	2,300	2,040	2,000	2,200

Office Expense is historically expenses for long distance phone service, storage for records (rental of Nash building, now located at our Cooper Street building), utilities for the courthouse office and records storage, and other supplies as requested such as shelving and filing fees for Police Jury documents.

Laura H. Culpepper
CLERK OF COURT



P. O. BOX 730
500 E. COURT STREET, ROOM 103

JACKSON PARISH

JONESBORO, LOUISIANA 71251

May 11, 2020

Mrs. Gina Thomas, Secretary-Treasurer
Jackson Parish Police Jury
Courthouse, 3rd Floor
Jonesboro, LA 71251

In Re: Payment for Copy Machines

Dear Gina:

In accordance with LA R.S. 13:784, I would like to make a formal request of the jury for the attached invoices to be paid by the Jackson Parish Police Jury on behalf of the Jackson Parish Clerk of Court. These invoices are for necessary expenses (lease/rental monthly payments) incurred for copy machine equipment in this office.

Please let me know if you have any questions. I appreciate any assistance you can give me on this matter.

Sincerely,

Laura H. Culpepper
Jackson Parish Clerk of Court



DE LAGE LANDEN FINANCIAL SERVICES, INC.
PO BOX 41602
PHILADELPHIA, PA 19101-1602

REMITTANCE SECTION

Invoice Number:
Due Date:
Due This Period:

67930577
06/01/2020
\$178.00

Amount Enclosed: \$ _____

Please make check payable to:

DE LAGE LANDEN FINANCIAL SERVICES, INC.
PO BOX 41602
PHILADELPHIA, PA 19101-1602



2100000679305770000178001

Detach here. Please include the top payment coupon with your payment. Please allow 5-7 days for U.S. Postal Service delivery.



DE LAGE LANDEN FINANCIAL SERVICES, INC.
PO BOX 41602
PHILADELPHIA, PA 19101-1602

WWW.LESSEEDIRECT.COM

Contract Number: 25544958
Invoice Number: 67930577
Account Number: 789445
Site Number: 3535633
Invoice Date: 05/09/2020
Period of Performance: 05/01/2020-05/31/2020
Due This Period: \$178.00

IMPORTANT MESSAGES

*Please review your equipment location(s) for tax purposes.

Visit WWW.LESSEEDIRECT.COM

Did you know you can...

- ✓ View copies of your contract and open invoices
- ✓ Enroll in paperless invoicing
- ✓ Make a payment
- ✓ Set up automated/recurring payments

See Reverse For Important Information

INVOICE DETAILS

Description	Payment Amount	Tax	Total Amount	Applied Amount	Remaining Amount Due
PAYMENT	\$178.00	\$0.00	\$178.00	\$0.00	\$178.00
Billed this Invoice	\$178.00	\$0.00	\$178.00	\$0.00	\$178.00
Balance Due Previous Invoices					\$0.00
Total Amount Due					\$178.00

(Please see the following pages for details.)

ASSET DETAILS

Contract Number	Serial Number	Purchase Order	Make / Model	Asset Number	Install Date	Cost Center	Department	Payment Amount	Tax	Total Amount
25544958	328RB00977		RICOH / MP4055	25544958_1				\$178.00	\$0.00	\$178.00
Asset Location: 500 E COURT ST RM 103 JONESBORO JACKSON LA 71251-3400 United States								Asset Amount Total:		\$178.00



WHAT WILL YOU DO WITH THIS INVOICE?

Check Out Process Automation & Document Management

- Save Time and Space
- Enhanced Document Security
- Access Files Anywhere
- Disaster Recovery
- Ensure Compliance
- Automate Processes

Learn more at RJYoung.com/automation
or call **800-347-1955**

CONTRACT INVOICE

Invoice Number: INV3647042
Invoice Date: 05/05/2020

Bill To: JACKSON PARISH CLERK OF COURT
500 E COURT ST RM 103
PO BOX 730
JONESBORO, LA 71251

Customer: JACKSON PARISH CLERK OF COURT
500 E COURT ST RM 103
PO BOX 730
JONESBORO, LA 71251

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
A19-AB6815	Due Upon Receipt	06/04/2020	\$ 196.33	\$ 196.33

Invoice Remarks

Contract Number	Contact	Contract Amount	P.O. Number	Contract Type
GDOE00-01		\$ 196.33		CPC B & W Copier

Contract Remarks

Summary:

Contract base rate charge for the 04/05/2020 to 05/04/2020 billing period	\$196.33 *
Contract Overage charge for the 04/05/2020 to 05/04/2020 Overage period	\$0.00 **
	\$196.33

*Sum of equipment base charges **See Overage details below

Detail:

Equipment included under this contract

Ricoh/RICOH MP 4055SP

Number	Serial Number
AAA55499	C329R301087

Location

JACKSON PARISH CLERK OF COURT 500 E COURT ST RM 103
PO BOX 730
JONESBORO, LA 71251


Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
B/W	B/W	9,417	10,141		724	5,000	0	\$0.006800	\$0.00
									\$0.00

Remit Payment To:
MSC 7511
Robert J Young Company
PO Box 415000
Nashville, TN 37241-7511

Invoice SubTotal	\$196.33
Tax:	\$0.00
Invoice Total	\$196.33
Balance Due:	\$196.33
INV3647042	

CONTRACT INVOICE

Invoice Number: INV3652380
 Invoice Date: 05/08/2020



WHAT WILL YOU DO WITH THIS INVOICE?

Check Out Process Automation & Document Management

- Save Time and Space
- Enhanced Document Security
- Access Files Anywhere
- Disaster Recovery
- Ensure Compliance
- Automate Processes

Learn more at RJYoung.com/automation
 or call 800-347-1955

Bill To: JACKSON PARISH CLERK OF COURT
 500 E COURT ST RM 103
 PO BOX 730
 JONESBORO, LA 71251

Customer: JACKSON PARISH CLERK OF COURT
 500 E COURT ST RM 103
 PO BOX 730
 JONESBORO, LA 71251

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
A19-AB6815	Due Upon Receipt	06/07/2020	\$45.00	\$45.00
Invoice Remarks				
Contract Number	Contact	Contract Amount	P.O. Number	Contract Type
A19-310-01		\$45.00		SMP B & W Copier
Contract Remarks				
CC ENDING IN 7300 LCULPEPPER@JACKSONPARISHCLERK.ORG				

Summary:

Contract base rate charge for the 05/10/2020 to 06/09/2020 billing period	\$45.00 *
Contract Overage charge for the 04/10/2020 to 05/09/2020 Overage period	\$0.00 **
	\$45.00

*Sum of equipment base charges **See Overage details below

Detail:

Equipment included under this contract

Ricoh/RICOH MP 4055SP

Number	Serial Number
AAA55415	328RB00977

AAA55416

175R930395

Location
 JACKSON PARISH CLERK OF COURT 500 E COURT ST RM 103
 PO BOX 730
 JONESBORO, LA 71251

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
B/W	B/W	6,038	6,038		0	5,000	0	\$0.009000	\$0.00
									\$0.00

Remit Payment To:
 MSC 7511
 Robert J Young Company
 PO Box 415000
 Nashville, TN 37241-7511

Invoice SubTotal	\$45.00
Tax:	\$0.00
Invoice Total	\$45.00
Balance Due:	\$45.00
INV3652380	



WHAT WILL YOU DO WITH THIS INVOICE?

Check Out Process Automation & Document Management

- Save Time and Space
- Enhanced Document Security
- Access Files Anywhere
- Disaster Recovery
- Ensure Compliance
- Automate Processes

Learn more at RJYoung.com/automation
or call 800-347-1955

CONTRACT INVOICE

Invoice Number: INV3627518
Invoice Date: 04/21/2020

Bill To: JACKSON PARISH CLERK OF COURT
500 E COURT ST RM 103
PO BOX 730
JONESBORO, LA 71251

Customer: JACKSON PARISH CLERK OF COURT
500 E COURT ST RM 103
PO BOX 730
JONESBORO, LA 71251

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
A19-AB6815	Due Upon Receipt	05/21/2020	\$200.00	\$0.00
Invoice Remarks				
Contract Number	Contact	Contract Amount	P.O. Number	Contract Type
GFKA00-01		\$200.00		CPC B & W Copier
Contract Remarks				

Summary:

Contract base rate charge for the 03/23/2020 to 04/22/2020 billing period \$200.00 *
 Contract Overage charge for the 03/23/2020 to 04/22/2020 Overage period \$0.00 **
 *Sum of equipment base charges **See Overage details below \$200.00

Detail:

Equipment included under this contract

Ricoh/RICOH MP 4055SP

Number	Serial Number
AAAS4235	C329R201071

Location
JACKSON PARISH CLERK OF COURT 500 E COURT ST RM 103
PO BOX 730
JONESBORO, LA 71251

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
B/W	B/W	5,490	5,949		459	5,000	0	\$0.006800	\$0.00
									\$0.00

Dena
 I included this copy for budget purposes.
 This invoice has been paid for May. The total equipment costs monthly is \$619.00 for copy machine leases/rentals.

Remit Payment To: MSC 7511
Robert J Young Company
PO Box 415000
Nashville, TN 37241-7511

Thank you,
Laura

Invoice SubTotal	\$200.00
Tax:	\$0.00
Invoice Total	\$200.00
Balance Due:	\$0.00
INV3627518	

Search Notes of Decisions

List View Hierarchical View

- 4. Assessments
- § 784 Police jury to defray capital outlay expense; clerk's salary fund surplus**
- 1.A.R.S. 38:2211 et seq. Louisiana Revised Statutes Annotated Louisiana Revised Statutes (Approx. 2 pages)
- 5. Security measures
- 3. Use of salary fund

1. Office equipment and expenses

Police jury had not tacitly ratified contract procured by county clerk for computer equipment, so as to be liable under statutes charging police jury with responsibility for providing physical facilities for courts; clerk had never informed police jury of existence of contract and police jury had never formally ratified it, as clerk simply paid monthly charge and police jury provided reimbursement. *Cott Index Co. v. Jagneaux*, App. 3 Cir.1996, 685 So.2d 656, 1996-860 (La.App. 3 Cir. 12/26/96), writ denied 691 So.2d 85, 1997-0254 (La. 3/21/97). Counties ⇨ 124(2); Public Contracts ⇨ 196

Police jury's duty to furnish clerk of court with office furniture, equipment, and record books is triggered by request by clerk of court for items and showing of necessity of requested items. *Post v. Madison Parish Police Jury*, App. 2 Cir.1989, 554 So.2d 198. Counties ⇨ 137

Clerk of court's budgetary request for "office equipment" did not qualify as specific request for computer, such as might trigger police jury's duty to provide him with such a computer. *Post v. Madison Parish Police Jury*, App. 2 Cir.1989, 554 So.2d 198. Counties ⇨ 137

It is the police jury's duty to review the request of the clerk of court for the payment of the maintenance of records by microfiche, hardbound copy and computer disk to determine whether or not the request meets the dual test of reasonableness enunciated in *Reed v. Washington Parish Police Jury* 518 So.2d 1044 (La.1988). *Op.Atty.Gen.*, No. 94-139, April 20, 1994.

Either clerk of court or police jury may purchase computer equipment from parish assessor subject to Public Bid Law, LSA-R.S. 38:2211 et seq., but only police jury can enter into contract providing for payment of purchase price over period of years. *Op.Atty.Gen.*, No. 80-916, Aug. 27, 1980.

Permanent records and equipment of clerk of court must be furnished and paid for by police jury, but incidental office expenses, such as letterheads, etc., must be paid for by clerk out of salary and expense fund. *Op.Atty.Gen.*, 1946-48, p. 62.

Cost of blanks used by clerk in criminal cases could be included in "office expenses" to be paid by clerk, and clerk should pay for blanks for citations, notices, orders for seizure and sale, inventories, deeds, mortgages, etc., and also for carbon paper, typewriter ribbons, letterheads, legal paper, clips, mucilage, ink, pens, rubber bands and account books, but permanent typewriters, filing cabinets, permanent record books, desks, electric ceiling fans, fuel and lights should be provided by the police jury as constituting furniture and equipment. *Op.Atty.Gen.*, 1936-38, p. 85.

2. Deputies

Clerk of court could not employ during six months preceding election for governor additional deputies for completing Cott index system beyond those permitted by Criminal Code, but police jury might complete such index by public contract under Acts 1882, No. 90. *Op.Atty.Gen.*, 1946-48, p. 72.

3. Use of salary fund

Clerk of Court and Assessor may enter into joint participating agreement for the development of a computerized mapping system which will be used to carry out their official duties. *Op.Atty.Gen.*, No. 94-459, Oct. 18, 1994.

4. Assessments

The Clerk of Court may expend surplus funds in the Clerk's salary fund to pay the Clerk's proportionate share of the costs of a study done as part of a process to assess the needs of the Ninth Judicial District Court and the Rapides Parish Detention Center as to expansion of the courthouse. *Op.Atty.Gen.*, No. 07-0077 (June 28, 2007), 2007 WL 2019619.

5. Security measures

The Parish is obligated to provide the Clerk of Court reasonable and adequate security measures related to the function of her office, including security measures relating to the safekeeping and preservation of public records for which she is the legal custodian. *Op.Atty.Gen.*, No. 09-0022 (April 29, 2009), 2009 WL 1416452.