



POLICE JURY REGULAR MEETING

Lincoln Parish Police Jury

Tuesday, August 08, 2023 at 7:00 PM

Police Jury Meeting Room | 100 West Texas Avenue, Floor Three,
Ruston, LA 71270

AGENDA

In compliance with the Americans With Disabilities Act, individuals needing special accommodations during this meeting should notify the Lincoln Parish Police Jury at 318-513-6200 at least three working days before the meeting.

Call to Order

Invocation and Pledge of Allegiance - Mr. Matt Pullin

Approval of Agenda

Public Comments on Agenda Items

Minutes of Prior Meeting

1. July 11, 2023

Board of Review 2023

2. Convene Board of Review - Set Public Hearing Date (September 12, 2023; 7:00 PM)
3. Recess Board of Review and Reconvene Police Jury

New Business

4. Schedule Public Hearing For Section 8 Housing Assistance Program (Monday, September 18, 2023 at Housing Program Office, 829 E. Georgia Ave, Ste. 7, Ruston, LA)
5. Adopt Resolution Authorizing President to Execute Annual Public Housing Authority Certifications of Compliance
6. Adopt Resolution Adopting Lincoln Parish Hazard Mitigation Plan
7. Consider, And Take Action If Necessary, Amending Police Jury Policy Regarding Public Comment To Allow Remote Public Participation By Persons With ADA Recognized Disabilities

Budget Reports

Other Business

Public Comments

Adjourn

TO: Lincoln Parish Police Jury
FROM: Health and Welfare Committee
SUBJECT: Committee Report

The Health and Welfare Committee of the Lincoln Parish Police Jury met in the Police Jury Meeting Room, 100 West Texas Avenue, Monday, July 10, 2023, at 9:00 a.m. Present were: Annette Straughter, Chair, Hazel Hunter, and Milton Melton

Absent: Matt Pullin and Sharyon Mayfield

Annette Straughter called the meeting to order and Milton Melton delivered the invocation.

Hazel Hunter offered a motion, seconded by Milton Melton, to approve the agenda. The motion carried with the following votes:

YEAS: Hunter, Melton, and Straughter

Chairman Straughter called for Public Comments on Agenda Items. There were none.

Under Old Business, Interim Parish Administrator Courtney Hall reported that the three remaining parcels necessary to complete the property acquisition phase had been successfully acquired and that only minor paperwork remained to be completed.

The next item on the agenda was to authorize relocation of utilities. Mr. Hall informed the Committee that quotes had been received for that purpose and recommended awarding the project to Pulley Construction, Inc. in the amount of \$46,000.00. Milton Melton offered a motion, seconded by Hazel Hunter, to award the relocation of utilities to Pulley Construction, Inc. The motion carried with the following votes:

YEAS: Hunter, Melton, and Straughter

The next item on the agenda was to authorize new driveway access to the Lewis property. Milton Melton offered a motion, seconded by Hazel Hunter, to authorize the Administrator to take any actions necessary to provide new driveway access to the residence. The motion carried with the following votes:

YEAS: Hunter, Melton, and Straughter

The next item on the agenda was to authorize a request to the City of Ruston for the revocation of Vernon Street and Second Avenue. After discussion, Hazel Hunter offered

a motion, seconded by Milton Melton, to authorize the Administrator to make the request and execute any and all documents necessary thereto. The motion carried with the following votes:

YEAS: Hunter, Melton, and Straughter

Mr. Mike Walpole, Architect, gave a brief update on the Health Hub Project.

After public comments and no further business to come before the Committee, Hazel Hunter offered a motion, seconded by Milton Melton, to adjourn the meeting. The motion carried with the following votes:

YEAS: Hunter, Melton, and Straughter

Courtney Hall
Interim Parish Administrator

Annette Straughter
Committee Chair

The Lincoln Parish Police Jury met in regular session on Tuesday, July 11, 2023, at 7:00 p.m. in the Police Jury Meeting Room, 100 West Texas Avenue, Ruston, Louisiana. Present were: Theresa Wyatt, District One; Hazel Hunter, District Two; Richard I. Durrett, District Three; Glenn Scriber, District Six; Skip Russell, District Eight; Milton Melton, District Ten; Sharyon Mayfield, District Eleven; and Annette Straughter, District Twelve.

ABSENT: TJ Cranford, District Four; Logan Hunt, District Five; Matt Pullin, District Seven; and Joe Henderson, District Nine.

President Durrett called the meeting to order, and Glenn Scriber delivered the Invocation and led the Pledge of Allegiance.

Annette Straughter offered a motion, seconded Hazel Hunter, to approve the Agenda as printed. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Scriber, Russell, Melton, Mayfield, and Straughter

President Durrett called for Public Comments on Agenda Items. There were none.

Annette Straughter reported that the Health and Welfare Committee met at 9:00 am, on July 10, 2023 and the Committee recommends:

1. Awarding the utility relocation project for the Lewis residence to Pulley Construction, Inc, in the amount of \$46,000.00 and authorizing the Parish Administrator to complete any actions necessary for the relocation of utilities.
2. Authorizing the Parish Administrator to take any actions necessary to provide new driveway access to the Lewis residence.
3. Authorize the Parish Administrator to formally request the revocation of Vernon Street and Second Avenue from the City of Ruston and to execute any documents necessary to accomplish this action.

Ms. Straughter offered her report in the form of a motion, seconded by Skip Russell. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Scriber, Russell, Melton, Mayfield, and Straughter

Theresa Wyatt offered a motion, seconded by Annette Straughter, to approve the Minutes of the June 13, 2023, Regular Meeting. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Scriber, Russell, Melton, and Straughter

ABSTAIN: Mayfield

Under New Business, Ms. Lindsay Gouedy, Executive Director for the Sparta Groundwater Commission was present to provide an update on recent activities.

Skip Russell offered a motion, seconded by Annette Straughter to appoint Mr. Brandon Norris to the Ruston-Lincoln Convention and Visitors Bureau, representing the Ruston Banking Association for a 3-Year Term.

Resolution No. 23-16

BE IT RESOLVED by the Police Jury of Lincoln Parish,
Louisiana, convened in Regular Session this
11th day of July, 2023 that
Mr. Brandon Norris
Is hereby and herewith appointed, COMMISSIONER
Ruston-Lincoln Convention and Visitor’s Bureau
Representing
Ruston Banking Association
Lincoln Parish, Louisiana,
For the term of July 11, 2023 – July 10, 2026
Signed and Sealed this 11th day of July, 2023
LINCOLN PARISH POLICE JURY

/s/ Courtney Hall
Courtney Hall
Interim Parish Administrator

/s/ Richard I. Durrett
Richard I. Durrett
Police Jury President

The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Scriber, Russell, Melton, Mayfield, and Straughter

Annette Straughter offered a motion, seconded by Hazel Hunter, to authorize the advertisement for bids for CIP Hot Mix Overlays. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Scriber, Russell, Melton, Mayfield, and Straughter

Glenn Scriber offered a motion, seconded by Milton Melton, to adopt an Ordinance revising Chapter 38 of the Lincoln Parish Code of Ordinances Regarding Subdivisions.

ORDINANCE NO. 471-23-0

**AN ORDINANCE AMENDING CHAPTER 38, ENTITLED
“SUBDIVISION” OF THE CODE OF ORDINANCES, LINCOLN PARISH,
LOUISIANA.**

ARTICLE I. IN GENERAL

Sec. 38-1. Jurisdiction, compliance and approval required.

- (a) This chapter shall govern all subdivision of land within the jurisdiction of the police jury.
- (b) Any owner of land within the limits of jurisdiction of the police jury wishing to subdivide land shall submit to the police jury or its authorized representative a preliminary plat of the subdivision, in duplicate which shall conform to the minimum requirements set forth in Article II of this chapter.
- (c) Before land and/or site improvements shall be started, complete construction plans and specifications shall be approved by the police jury or its

authorized representative.

(d) After the fulfillment of either section 38-111(a) or section 38-111(b) of this Code, the owner may submit a final plat (see Article III, Division 3) to the police jury for approval. Final plat must be approved before the sale or exchange of any lots.

(e) No plat of a subdivision lying within such territory or part thereof shall be filed or recorded in the office of the clerk and recorder of the parish, and no subdivider may proceed with improvement or sale of lots in a subdivision until such subdivision plat shall have been approved by the police jury and such approval entered in writing on the plat by the authorized representative of the police jury.

(f) This chapter applies to new subdivisions and roadways submitted for approval after the date of adoption of this Ordinance.

(Code 1979, § 13-1; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-2. Definitions.

(a) The term "subdivision," as used in this article, shall mean the division of any parcel of land shown as a unit or as contiguous units on the last preceding tax roll into two (2) or more parcels, sites, or lots, any one of which is less than five (5) acres, for the purpose, whether immediate or future, of transfer of ownership. Such term also includes the re-subdivision or rearrangement of one or more lots, plots, parcels, or building sites. Such term includes subdivided lots larger than five (5) acres if an easement of access is required.

(b) The term "subdivision" shall not include:

(1) The division or partition of land into parcels of more than five (5) acres, not involving any new streets or easements of access.

(2) The sale or exchange of parcels between adjoining lot owners, where such sale or exchange of parcels does not create additional building sites.

(3) The sale or transfer of tracts of land to immediate family members unless this transfer requires an easement of access. Immediate family members include: spouse, parents, spouse's parents, brothers and sisters, and direct descendants such as children, grandchildren, great grandchildren.

(c) A mobile home park shall be defined as land subdivided for the purpose of housing movable or portable detached residential dwelling units designed for transportation after fabrication on streets or highways on its own wheels or a flatbed or other trailer, and arriving at the site where it is to be occupied as a dwelling, complete and ready for occupancy except for minor and incidental unpacking and assembly operations, location on jacks or other temporary or permanent foundations, and connections to utilities, and is intended for year-round living.

(d) A recreational vehicle (RV) park shall be defined as any park, trailer park, trailer court, court, camp site, lot, parcel or tract of land designed, maintained or intended for the purpose of supplying a location or accommodations for any recreational vehicles or trailer coaches, or upon which any recreational vehicles or trailer coaches are parked and is intended for intermittent recreational use. It shall include all buildings used or intended for use as part of the equipment thereof, whether a charge is made for the use of the trailer park and its facilities or not.

(Code 1979, § 13-2; Ord. No. 170-97-(5), § I, 8-26-97; Ord. No. 290-07-(2), § 1, 7-10-2007)

Sec. 38-3. Compliance required.

No subdivision street will be accepted until and unless this chapter is Complied with. (Code 1979, § 13-3; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-4. Effective date.

This ordinance shall take effect and be in force thirty (30) days after its adoption. (Code 1979, § 13-4; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-5. Act of dedication.

(a) The owner and subdivider shall prepare an act of dedication to the effect that the streets and rights-of-way are dedicated solely for the construction and maintenance of a public road, street, and/or easement and is a conveyance of servitude across lands described and not a conveyance of the fee title thereto, and the grantors especially do not transfer any right to oil, gas and other minerals lying beneath the area subjected to said servitude for the right-of-way purposes and for use of the public.

(b) All tracts, parcels, sites, or lots shall be provided with access to public rights-of-way. All tracts, parcels, sites, or lots, that front on a parish road or easement dedicated to the public shall have a minimum right-of-way of sixty (60) feet plus ten (10) feet utility easement for the full distance of the tract, parcel, site, or lot adjoining said right-of-way line. Where parcels, sites, tracts, or lots are created such that they front on only one side of a publicly maintained road, the property being developed shall provide for the creation of a minimum of one-half (1/2) of the right-of-way recommended by the Parish Administrator or their designee, as measured from the centerline of the existing road right-of-way. If all tracts, parcels, sites, or lots parallel an existing parish road and five (5) lots or less are created the Parish Administrator or their designee may approve the subdivision administratively.

(Code 1979, § 13-5; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-6. Development or construction of mobile home parks, RV parks and multi-family dwellings.

(a) No mobile home park, RV park, or multi-family dwelling may be developed or constructed in Lincoln Parish, Louisiana, until the mobile home park, RV park, or multi-family dwelling owner or developer secures approval from the local health authority of the method of sewage treatment and disposal and the public water supply servicing said mobile home park, RV park or multi-family dwelling. All such sewage treatment and disposal systems and public water supply systems shall be in compliance with the standards, rules and regulations of the state health department.

(b) A mobile home park shall be defined as land subdivided for the purpose of housing movable or portable detached residential dwelling units designed for transportation after fabrication on streets or highways on its own wheels or a flatbed or other trailer, and arriving at the site where it is to be occupied as a dwelling, complete and ready for occupancy except for minor and incidental unpacking and assembly operations, location on jacks or other temporary or permanent foundations, and connections to utilities, and is intended for year-round living. A travel trailer or recreational vehicle designed to be used as a temporary dwelling for travel and/or recreation is not to be considered as a mobile home.

(c) A recreational vehicle (RV) park shall be defined as any park, trailer park, trailer court, court, camp site, lot, parcel, or tract of land designed, maintained or intended for the purpose of supplying a location or accommodations for any recreational vehicles or trailer coaches, or upon which any recreational vehicles or trailer coaches are parked and is intended for intermittent recreational use. It shall include all buildings used or intended for use as part of the equipment thereof, whether a charge is made for the use of the trailer park and its facilities or not.

(d) Mobile home parks and RV parks shall be constructed in accordance with the following minimum standards:

(1) Individual mobile home or trailer sites may be leased or rented but not subdivided for sale. Any mobile home park or RV park in which lots or parcels are to be sold are considered to be subdivisions and must comply with those provisions of this code relating to subdivisions.

(2) Maximum density shall be eight (8) mobile home sites per acre.

(3) Minimum lot size shall be fifty-foot (50') front by one-hundred (100') foot depth. Lot width is to be measured at the building setback line.

(4) Each mobile home or RV park site shall be provided with a sanitary sewer connection and each mobile home or RV park shall be provided with a collection and treatment system and public water supply in compliance with the standards, rules, and regulations of the state health department.

(5) Each mobile home park or RV park developer or owner shall provide a refuse container site in accordance with the refuse container agreement as provided by the Lincoln Parish Police Jury. The parish solid waste collection superintendent shall determine the size and number of rural refuse containers to be placed at each mobile home park or RV park.

(e) Prior to commencing the construction of a mobile home or RV park, the owner or developer thereof, shall submit a preliminary plat of the proposed mobile home park or RV park prepared by a registered engineer or land surveyor in the State of Louisiana showing the names, location, widths, and other dimensions of proposed streets, alleys, easements, rural refuse container easements, parks, other open spaces, reservations, lot lines, and building lines for the proposed mobile home or RV park.

(f) Upon receipt of the preliminary plat, the Police Jury or its authorized representative shall, if it deems necessary, transmit said plat to any interested parish department or agency; including but not limited to law enforcement, fire officials, emergency responders, GIS, Communications District, or other such agencies or officials for review and recommendations in relation to specific service problems. The approval of the preliminary plat shall not be deemed final acceptance but rather an expression of approval of the layout as submitted on the preliminary plat.

(g) No mobile home or RV park may be occupied until such time as a final plat has been approved by the Lincoln Parish Police Jury, which final plat shall include the information required by paragraph

(c) above which also incorporates any additional information or alterations to the preliminary plat which might have been required by the Police Jury, and a statement that the owner dedicates the streets, rights-of-way, utility easements, and any sites for public use.

(h) Multi-family dwellings, including, but not limited to apartments, duplexes and group homes shall be provided with a collection and treatment system and public water supply in

compliance with the standards, rules, and regulations of the State Health Department, even though said standards, rules and regulations may have been temporarily suspended by the Governor.

(i) Mobile home or RV parks shall be provided with a wastewater collection and treatment system and public water supply in compliance with the standards, rules, and regulations of the State Health Department, even though said standards, rules and regulations may have been temporarily suspended by the Governor.

(j) In the event the parish solid waste collection superintendent deems it necessary and appropriate, a mobile home park, RV park or multi-family dwelling developer or owner shall provide a refuse container site in accordance with the refuse container agreement as provided by the Lincoln Parish Police Jury. The size and number of such rural refuse containers shall be determined by the Parish Administrator or their designee.

(Code 1979, § 13-6; Ord. No. 170-97-(5), § I, 8-26-97; Ord. No. 272-05-(2), 9-13-2005)

Secs. 38-7 - 38-32. Reserved.

ARTICLE II. GENERAL REQUIREMENTS AND MINIMUM DESIGN STANDARDS

Sec. 38-33. Erosion control. The developer will be required by the parish to provide an SWPPP (storm water pollution prevention plan) for all developments over one (1) acre in size, and deliver monthly inspection/corrective action reports to the Parish each month until the project is accepted as final by the parish. All developments five (5) acres and larger will be required by the parish to send a N.O.I. to LaDEQ. Confirmations shall be delivered to the police jury. All erosion control features shall be installed and approved by the Parish prior to initiation of construction. All silt fences used for erosion control shall be wire-backed and shall be secured with metal posts and anchors. If at any time during construction or prior to final acceptance the Parish determines that erosion control features require repairing or otherwise require mitigation all construction activity, including new home construction shall cease until corrective measures are installed by the developer and approved by the Parish.

Sec. 38-34. Inspection during construction. Qualified inspection as approved by the Parish shall be provided by the developer for all infrastructure installed or constructed within the parish right-of-way. The minimum requirements for inspection are as follows:

- a) The police jury shall be given advance notice of construction activities such as placing base material or placing asphalt or surface treatment, installing pipes, constructing catch basins or other appurtenances such that the police jury has an opportunity to have its own representative on-site during those operations.
- b) Inspection and testing shall be provided on all soil cement and base course processes. Cement tickets and/or stone tickets are to be provided to the parish.
- c) Inspection and testing shall be provided on all surface course processes. Asphalt tickets shall be provided for asphalt street surfaces. Cylinder breaks per La DOTD standards shall be provided to the parish for concrete surface streets.
- d) For three-shot surfacing provide emulsion and rock tickets.
- e) Testing shall be provided for all trenches within the street right-of-way. For trenching crossing streets provide a minimum of one (1) compaction test per lift.
- f) If at any time during the development or construction of any proposed

subdivision or development the police jury determines it to be necessary to provide follow-up inspection on any portion of the work due to faulty or incorrect construction of required element(s) of the subdivision or development, the police jury reserves the right to employ the services of third- party (3rd party) inspection services to insure the completion of said proposed subdivision or development in accordance with the provisions of this chapter. The developer shall pay all costs associated with said 3rd party inspection, which services and the associated costs shall be in addition to any required inspection and reporting detailed in this or other sections of this chapter.

Sec. 38-35. Warranty.

- (a) The developer of the subdivision shall provide maintenance of the street and right-of-way for a one (1) year warranty period from the date the parish fully approves and accepts the final plat of subdivision, or until the development is built out to fifty (50%) percent, whichever is longer. Within the last month of the warranty period the developer is responsible for planning a site visit with the parish to develop a punch list of deficiencies to the street and/or right-of-way. The developer is solely responsible for organizing the meeting. After the punch list is completed and approved by the parish the parish will take over operation and maintenance of the street and right-of-way. During the warranty period the streets and rights-of-way are public but maintained by the developer. If the punch list items/deficiencies are not corrected within ninety (90) days, the parish reserves the right to correct any remaining items and invoice the developer.
- (b) Any repairs discovered during the warranty period and determined to be necessary by the Parish Administrator or their designee shall be submitted to the Parish for approval of the means and method of repair. Any areas or items repaired shall be subject to an additional one-year warranty period.

Sec. 38-36. Streets.

- a) The objective of this section is to establish the criteria whereby the builder or owner of a new road may have the new road accepted into the Lincoln Parish road system. All public roads must meet the minimum design standards required in this ordinance.
- b) For the purpose of this ordinance, from henceforth a new public road shall mean any road dedicated to the public, for usage by the general public, which has been accepted for maintenance by the Lincoln Parish Police Jury and made a part of the Lincoln Parish road system. The Police Jury shall not have authority to perform public maintenance on any road outside of municipal corporate boundaries without acceptance of the road into the Lincoln Parish road system.
- c) No public road will be accepted until and unless all provisions of this ordinance are complied with.
- d) Relation to adjoining street system. Proposed new street rights-of-way shall extend existing street rights-of-way or their projections at the same or greater width, but in no case less than the minimum required width of sixty (60) feet, measured from lot line to lot line, plus ten (10) feet utility easement on each side. The Police Jury may require additional right-of-way if, in the opinion of the Parish Administrator or their designee, said additional right-of-way is necessary to comply with other sections of this ordinance.
- (e) Street widths. The minimum width of proposed streets shall be as designated in this ordinance unless variations are deemed necessary by the Parish Administrator or their designee for reasons of topography or design.

(f) Street Intersections. Street intersections shall be constructed to intersect as nearly as possible at right angles (90 degrees). No street shall intersect another street at an acute angle of less than seventy-five (75°) degrees unless prior approval is granted by the Parish Administrator or their designee. The conditions for such prior approval may involve a requirement that property lines be rounded or set back to permit the construction of a desirable radius. Submissions of a grading plan showing existing and proposed contours at one-foot intervals and a detailed design for the intersection may be required by the Police Jury. Intersections of more than two (2) roads shall not be allowed (providing for a maximum of a four-way intersections). Roads shall remain in the angle of intersection for at least one hundred-fifty (150') feet beyond the point of intersection.

(g) Dead-end streets. Streets designed to have one end permanently closed (cul-de-sac) shall be provided at the closed end with a turnaround with a minimum right-of-way radius of fifty (50') feet, plus ten (10') feet utility easement, and a maximum driving surface radius of thirty-five (35') feet. If a dead-end street exceeds two-thousand (2,000') feet in length an intermediate turn-around meeting the dimensions of a cul-de-sac shall be provided.

(h) Street or road names. The following conditions and guidelines shall be adhered to in naming roads or streets in the parish:

(1) All parish street or road names in the parish are the responsibility of the Lincoln Parish GIS.

(2) Names of proposed streets shall not duplicate existing road names irrespective of the suffix used. Road names shall be assigned by the Lincoln Parish GIS Office prior to final acceptance. It is the responsibility of the builder of the new road to obtain GIS approval of the road name.

(3) After adoption of a street name it may not be changed.

(4) Complete street names shall be no greater than fifteen (15) spaces to accommodate placement on street signs.

(5) Private drives that are at least one-quarter mile long or longer or have more than two residences facing the private drive shall be named.

(6) State and federal highways shall, in all areas outside of municipalities, use their numbers in lieu of names.

(7) Private drives that are named shall have a street/road sign conforming to the specifications of the police jury.

(8) The naming of private drives shall in no way be construed to be an acceptance of private drives into the parish road system. The maintenance and general upkeep of private drives is the responsibility of the owners of such drives. The naming of a private drive does not guarantee nor suggest that emergency vehicles will be able to negotiate these private drives. The police jury assumes no liability for these private drives.

(9) Deviations from standard Lincoln Parish signposts shall be approved by the Parish Administrator or their designee. Posts shall be provided and maintained by the subdivision developer, the landowner and/or the HOA at their expense.

(i) Posting designated street or road addresses. The owner or occupant or person in charge

of any house or building to which a number has been assigned will be notified in writing by the Lincoln Parish GIS as to their assigned property number. Property numbers shall be displayed within sixty (60) days of written notification of passage of this section. It shall be the duty of such owner or occupant or person in charge thereof upon affixing a new number to remove any different number which might be mistaken for or confused with, the number assigned to such street/road. Each resident of Lincoln Parish shall, upon notification, display structure numbers in the following manner:

- (1) House numbers shall be at least four (4) inches in height.
- (2) House numbers shall be set on a background of contrasting color.
- (3) When a house is such a distance from the road that house numbers cannot be seen or read, or when view of the house is blocked by trees or shrubs, the house numbers shall be on a sign attached to a post, tree, fence or gate beside the driveway readable from both directions.
- (4) On a corner lot, the house number shall be on the mailbox as well as on the house.
- (5) In rural areas the house number shall be on the mailbox as well as on the house.
- (6) House numbers shall be illuminated or made of a reflective material that is easily visible at night.
- (7) House numbers shall be in plain block number rather than script.
- (8) Apartment owners/managers and mobile home park owners/managers of single or complex units shall display lot or apartment numbers in the same manner as listed above. It shall be the responsibility of these owners/managers to notify their tenants of their correct addresses.
- (9) Commercial store fronts having glass walls shall adhere to the size and reflective characteristics set out in this section but may have numbers painted on them.

(j) Official addresses. It shall be unlawful for any public utility providing electric, gas, water, telephone, or postal service to any property or structure located in Lincoln Parish, Louisiana, to introduce or provide such utility service to any such location or structure unless the owner, builder, developer or occupant thereof provides said public utility with satisfactory proof that he or she has obtained an official address from the GIS Coordinator. The GIS Coordinator is also authorized to seek the disruption of utility and/or postal service to any such location or structure that has not obtained and posted an official address. Before the GIS Coordinator can provide an owner, builder, developer or occupant of property or structure located in Lincoln Parish, Louisiana with an official address, said owner builder, developer or occupant of said property must demonstrate to the satisfaction of the GIS Coordinator that he or she has complied with the rules and regulations of the Federal Emergency Management Agency National Flood Insurance Program.

(Code 1979, § 13-17; Ord. No. 357, § 201, 6-23-73; Ord. No. 2-79(1), § 1, 1-9-79; Ord. No. 115-92(2), § 1, 7-14-92; Ord. No. 132-93(3), § 1, 12-14-93; Ord. No. 147-95(4), § 1, 9-26-95; Ord. No. 170-97-(5), § I, 8-26-97; Ord. No. 231-03-(1), 3-11-2003; Ord. No. 255-03-(13), § I, 12-9-2003)

Sec. 38-37. Public use and service areas.

(a) Easements for utilities. Except where utility service alleys are provided with a minimum width of fifteen (15') feet for this purpose, the police jury will require easements of ten (10') feet

in width for poles, wires, conduits, or where feasible for storm and sanitary sewers, gas, water or other utility lines on each side of any existing proposed public street or road right-of-way.

(b) Dedication to public use. There shall be no reserve strips except those which are conveyed to the government having jurisdiction.

(c) Easements for locating and servicing of rural refuse containers. In all subdivisions accepted by the police jury subsequent to the effective date of this ordinance, and in the event of any additional development in existing subdivisions, if determined necessary by the Parish Administrator or their designee, the developer shall provide an easement to the police jury, its successors or assigns, for the locating and servicing of rural refuse containers, which easement shall be convenient, accessible and available to the public and shall contain sufficient area as determined by the Parish Administrator or their designee so as to serve the needs of the subdivision and the servicing of said containers by the police jury, its agents and/or employees.

(Code 1979, § 13-18; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-38. Mailboxes.

(a) No mailbox or newspaper delivery box will be allowed to exist on parish right-of-way if it interferes with the safety of the traveling public or the function, maintenance, or operation of the highway system.

(b) Mailboxes shall be located on the right-hand side of the roadway in the direction of the delivery route except on one-way streets where they may be placed on the left-hand side.

(c) The bottom of the box shall be set at an elevation established by the U.S. Postal Service, usually between three (3') feet six (6") inches and four (4') feet above the roadway surface.

(d) On rural roads, the roadside face of the mailbox shall be offset from the edge of the traveled way a minimum distance of four (4') feet. On curb and gutter streets, the roadside face of the mailbox shall be set back from the face of the curb a distance between six (6") inches and twelve (12") inches.

(e) Any mailbox that is found to violate the intent of this regulation shall be removed by the postal patron upon notification by the police jury. At the discretion of the police jury, based on an assessment of hazard to the public, the patron will be granted thirty (30) days to remove an unacceptable mailbox. After the specified removal period has expired, the unacceptable mailbox will be removed by the parish at the postal patron's expense and replaced by the postal patron to the acceptable standards set forth by the LADOTD "Louisiana Standard Specifications for Roads and Bridges" as may be amended from time to time.

(f) Any newly constructed mailboxes shall comply with the standards for erection of mailboxes set by the LADOTD "Louisiana Standard Specifications for Roads and Bridges" as may be amended from time to time.

(g) This section strictly forbids the construction of any obstruction (brick mailboxes, brick columns, concrete abutments, etc.) on parish road rights-of-way.

(Code 1979, § 13-19; Ord. No. 170-97-(5), § I, 8-26-97)

Secs. 38-39--38-58. Reserved.

ARTICLE III. PROCEDURE AND STANDARDS FOR PLAT APPROVAL

DIVISION 1. GENERALLY

Sec. 38-59. Preliminary plat approval.

(a) Where streets or other infrastructure are planned preliminary construction specifications and drawings shall be submitted to the police jury. Construction drawings shall include, at a minimum, typical sections, plan/profile sheets, cross sections, and other items and details as may be required by the Parish Administrator or their designee. To prevent undue hardship on the subdivider through possible required plat revisions, a preliminary plat shall first be submitted to the police jury or its authorized representative in duplicate and shall give the following information:

- (1) The plat shall show the proposed subdivision and any other adjacent land owned by the subdivider that may affect the design of the subdivision.
- (2) The subdivision name, the names and addresses of the owners and of the designers of the plat, who shall be a registered engineer in the State of Louisiana, or registered land surveyor in the State of Louisiana.
- (3) Date, declination of north point, and scale (not less than one (1") inch equals two hundred (200') feet.
- (4) The location of existing and platted property lines, streets, buildings, watercourses, railroads, sewers, bridges, culverts, drainpipes, water mains, and any public utility or other easements, both on the land subdivided and on the adjoining land; the names of adjacent subdivisions and the names and addresses of record owners of adjoining parcels of unsubdivided land as they appear on the current tax records.
- (5) The street layout for the entire area shown on the preliminary plat. The names, location, widths, and other dimensions of proposed streets, alleys, easements, rural refuse container easements, parks, and other open spaces, reservations, lot lines and building lines for the proposed subdivision.
- (6) Statement of proposed street improvements, including contour map where terrain might affect the location of streets; and profiles of all streets showing natural and finished grades drawn to a scale of not less than one (1") inch equals one hundred (100') feet horizontal and one (1") inch equals twenty (20') feet vertical when required by the police jury.
- (7) Preliminary sketch plans or proposed utility layouts (sewer, water, gas, and electricity, etc.), showing feasible connections where possible, to existing and proposed utility systems.
- (8) All drainage structures in the subdivision. They shall be designed considering all the area shown on the preliminary plat and any other areas that have natural drainage into the subdivision, and shall be approved by the police jury or its representative.
- (9) All lots shall be numbered consecutively in a new subdivision. On re-subdivision of an existing subdivision, all lots shall be lettered. All lot lines shall show accurate dimensions in feet and hundredths, and with angles related to street and cross walkway lines. All corner lots at street intersections shall have a

twenty-five (25') foot sight line distance extending in each direction from the P.I. of the projected lot lines of the subdivision.

(10) The developer must comply with the local flood plain ordinance.

(11) Lot width. Minimum lot width on curb and gutter streets shall be sixty (60') feet, minimum lot width for open-ditch drainage streets shall be one-hundred twenty (120') feet. Minimum lot width of seventy (70') feet will be allowed on open-ditch drainage streets provided that driveway aprons are constructed as part of the road construction process and completed prior to acceptance. Lot width shall be measured at the building setback line.

(b) Upon receipt of this preliminary plat, the police jury or its authorized representative shall, if deemed necessary, transmit said plat to any interested parish or state department or agency for review and recommendations in relation to specific service problems. The approval of the preliminary plat shall not be deemed final acceptance but rather an expression of approval of the layout as submitted on the preliminary plat; such approval shall not be noted on the preliminary plat. One (1) copy of the preliminary plat shall be retained in the files of the police jury.

(Code 1979, § 13-31; Ord. No. 170-97-(5), § I, 8-26-97)

Secs. 38-60--38-76. Reserved.

DIVISION 2. IMPROVEMENTS

Sec. 38-77. Roadway Classifications.

Roadways shall be classified as Local Road 1; Local Road 2; or Arterial/collector.

Sec. 38-78. Required.

The improvements listed hereinafter in this division shall be designed and constructed under the supervision of a competent, licensed civil engineer, currently registered in the State of Louisiana, and shall be installed prior to approval of the final plans which shall be submitted on eleven-inch by seventeen-inch sheets and marked clearly as "FINAL, 'AS-BUILT' PLANS", and the same shall bear a certification signed by the design/construction engineer stating that the said improvements have been designed and constructed in accordance to Chapter 38, Subdivisions, of the Code of Ordinances, of Lincoln Parish, Louisiana, and other referenced requirements and standards. Two (2) full sets of said plan shall be furnished to the Clerk of Court of the Parish of Lincoln, Louisiana, and two (2) full sets shall be furnished for the files of the police jury. It is further provided that, in lieu of the completed installation of these improvements a bond may be accepted as provided in section 13-111(b) of this Code. (Code 1979, § 13-41; Ord. of 170-97-(5), § I, 8-26-97)

Sec. 38-79. Street improvements.

(a) Hard-surfaced streets. All streets shall be hard-surfaced and conforming to the following:

(1) Subgrade: The subgrade shall be free of sod, vegetation, other organic matter or objectionable materials. The subgrade shall be properly shaped and compacted to 95% minimum density in accordance with AASHO Test Designation T-99.

(2) Base course. All streets have a minimum of eight (8") inches for Local Road 1, ten

(10") inches for Local Road 2 and Arterial/collector and shall be Class II base course which can be cement stabilized or stone based per LADOTD "Standard Specifications for Roads and Bridges", latest edition. All base courses shall be a minimum of six (6") inches wider, each side, than the surface course. An iron-ore base can be approved by the Parish Administrator or their designee. Means and method, materials and standards must be consistent with standard practices of the Police Jury as approved by the Parish Administrator or their designee.

(3) Surfacing. Acceptable surface courses, which include asphaltic concrete mixtures, asphaltic surface treatment (acceptable for use on Local 1 only) and portland cement concrete shall conform with specifications as given in the LADOTD "Louisiana Standard Specifications for Roads and Bridges", latest edition. Streets with surfaces other than the acceptable surface courses given above will not be accepted.

Bituminous plant mix surfaces shall have a minimum thickness of two (2") inches for Local 1, three (3") for Local 2 and arterial/collector roads. Bituminous plant mix surfaces shall be placed in maximum 2-1/2" lifts. Portland cement concrete shall have a minimum thickness of seven (7") inches. Asphaltic surface treatment shall be the three-shot application.

For open ditch construction, the surface course shall be a minimum of twenty-two (22') feet wide. For curb and gutter roads, the width shall be not less than twenty-seven (27') feet measured from back-of-curb to back-of-curb. Both barrier and mountable curbs shall be allowed with their dimensions and specifications requiring prior approval of the Parish Administrator or their designee.

All surface courses shall be crowned in a "roof-top" fashion except in any horizontal curve that requires super elevation. Horizontal curves are to be superelevated per applicable DOTD standard using $E_{max} = 4\%$ for Local Roads 1 and 2, and $E_{max} = 6\%$ for arterial/collector roads. Design speed shall be 30 mph or otherwise as designated by the Parish Administrator or their designee. Surface course cross-slopes shall be 0.025 feet per foot of width. Shoulders shall be at least four (4) feet wide and shall continue the cross-slope at 0.05 feet per foot of width.

(4) Design speeds for Arterial/collector roads shall be determined on a case-by-case basis. Local Roads 1 and 2 shall be designed as 30 mph design speed. Horizontal curves are to be superelevated per applicable DOTD standard using $E_{max} = 4\%$ for Local Roads 1 and 2, and $E_{max} = 6\%$ for Arterial/collector Roads.

(5) Vertical alignment shall be no more than three (3%) percent within one hundred and fifty (150') feet of a road intersection. Maximum vertical grade shall not exceed seven (7%) percent unless approval is granted by the Police Jury.

(6) Horizontal Alignment: The minimum radius of centerline curvature shall be three hundred (300') feet. The minimum radius of intersection road surface returns shall be thirty-five (35') feet.

(7) Clearing and Grubbing: The entire public use and service areas shall be cleared and grubbed as specified in Part 2, Section 201 of the LADOTD "Standard Specifications for Roads and Bridges", latest edition.

(8) Striping. All arterial/collector streets shall be striped by marking the centerline thereof with an intermittent yellow line and no passing zones marked with a solid yellow line, the specifications for which shall be approved by the Parish Administrator or their designee.

(Code 1979, § 13-42; Ord. No. 170-97-(5), § I, 8-26-97; Ord. No. 182-98-(2), § 2, 8-25-98)

Sec. 38-80. Sewers.

- (a) If the subdivision is located where a public sanitary sewer is accessible, the subdivider shall connect with such sanitary sewer and provide adequate sewer lines accessible to each lot. Sewer connections and subdivision sewer systems shall comply with the regulations of the State Board of Health, and shall be constructed under the supervision of and approved by the parish health officer and the authorized representative of the parish. No sewer effluent from any treatment facility will be discharged onto road right-of-way.
- (b) If no sanitary sewer service is accessible, sewage disposal facilities shall be approved by and constructed under the supervision of the parish health unit. The plat shall carry the notation that such means of sewage disposal shall be constructed according to the specifications of, and under the supervision of the parish health unit. The plat shall carry the notation that provisions 38-80(a), (b), (c), and (d) are to be adhered to.
- (c) If mechanical sewer plants are used, the discharge from such plants will not be allowed on road right-of-way.
- (d) Under no circumstances should sewer discharge lines of any type or field lines be allowed on road right of way or be allowed to discharge onto road right of way or any ditch located on any such road right- of-way.
- (e) Ownership, maintenance, environmental certifications, testing, and any other duties related to sanitary waste collection, treatment and disposal shall be the responsibility of the developer/HOA. Specific notation to this effect shall be shown on the plat of subdivision.
- (f) The Plat of Subdivision shall carry the notation that the subdivision is in compliance with all provisions of this section.

(Code 1979, § 13-43; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-81. Water supply.

If the subdivision is located where a public water supply is accessible, the subdivider shall connect with water supply approved by the parish health unit and the authorized representative of the parish and make it available for each lot within the subdivided area. The Plat of Subdivision shall carry the notation that the subdivision is in compliance with all provisions of this section.

(Code 1979, § 13-44; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-82. Drainage.

- (a) The design and construction of all drainage facilities shall be done by a licensed civil engineer registered in the state of Louisiana based upon the best available rainfall records with a minimum return period of (10) years.
- (b) Open ditch Construction: Roadside ditches shall have at least 4:1 fore slopes (side slopes on road side having at least four (4') feet of horizontal distance for not more than one (1') foot vertical drop). Roadside ditches shall have at least 4:1 back slopes (property side). Distance between ditch lines on all roads shall be not less than thirty-four (34) feet. A minimum grade along the bottom of the roadside ditch shall be 1.50 percent. Ditch grades exceeding five (5%) percent shall require concrete bottoms, minimum four (4') feet wide and four (4") thick in accordance with LADOTD "Louisiana Standard Specifications for Roads and Bridges", latest edition.
- (c) Cross pipes under roads and driveways shall be reinforced concrete, asphalt-coated

corrugated metal, or corrugated polyethylene culvert pipe (double wall) (CPECP) conforming to AASHTO M294 type S. Pipes shall meet the specifications as found in the latest edition of LADOTD “Louisiana Standard Specifications for Roads and Bridges”. No pipe diameter of less than fifteen (15”) inches may be installed within any right-of-way without prior approval of the Parish Administrator or their designee. All driveway culverts shall extend beyond the driveway pavement edge a minimum of eight (8’) feet.

(d) All bridges shall be a minimum of twenty-eight (28’) feet wide, measured guard rail to guard rail, and shall meet the specifications of LADOTD “Louisiana Standard Specifications for Roads and Bridges”, latest edition, for concrete decking with pre-cast concrete piling.

(e) The plat or subdivision deed restrictions shall carry the notation or provision that the size and grade of culverts for driveways and other pipes in roadside ditches shall be approved by an authorized representative of the police jury. The plat shall also identify and list specific elevations for each driveway culvert, cross drain, peaks and valleys in ditch lines or other drainage features such that all storm water will be carried from the subdivision in accordance with the drainage plan. Elevations shall be monumented with a minimum of two (2) permanent benchmarks located and marked with coordinates and elevations shown on the final plat.

(f) Any ditches designed and built as open-ditch construction shall not be filled in without permission of the Police Jury by permit. For any ditches to be filled in, design plans shall be prepared and stamped by a civil engineer registered in the state of Louisiana prior to issuance of a permit. (Code 1979, § 13-45; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-83. Traffic signs.

Traffic signs are to be furnished and installed by the developer before the subdivision is approved by the police jury or Parish Administrator or their designee, or opened to the public. All acceptable and required devices shall conform to the Louisiana Standard Specifications for Roads and Bridges, Part VIII, Section 729, 2016 or latest edition, and in accordance with the Louisiana Manual on Uniform Traffic Control Devices, or as may be amended and in accordance with latest AASHTO Standards. (Code 1979, § 13-46; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-84. Infrastructure.

All utility improvements such as poles, wires, conduits, storm and sanitary sewers, gas, water or other utility lines must be placed in the utility easements.

(Code 1979, § 13-47; Ord. No. 170-97-(5), § I, 8-26-97)

Secs. 38-85—38-109. Reserved.

DIVISION 3. FINAL PLAT

Sec. 38-110. Generally.

The final plat shall be submitted to the police jury for signing on twenty-four-inch by thirty-six-inch paper, and two (2) eleven-inch by seventeen-inch copies. The signed plat shall be returned to the developer for filing, a copy of which shall be returned to the police jury with recordation information. Unless this is done within one year of the police jury approval of the preliminary plat, such approval shall lapse. The plat shall be completed in black ink on white paper. No color variations, notations, lettering, etc. are allowed. The authorized representative of the police jury shall check the plats for

compliance with the approved preliminary plat and requirements of this chapter and shall report his findings and recommendations to the police jury.
(Code 1979, § 13-53; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-111. Prerequisites for approval.

It is the intent of this chapter that the sale of building lots should be contingent upon at least a minimum of public improvements being made with the dedicated streets of the plat, as follows:

- (1) Streets:
 - (a) Where new roads or streets are to be accepted into the Lincoln Parish road system as public streets, improvements shall be installed in compliance with all applicable provisions of this ordinance.
 - (b) Where new roads or streets are to remain private and therefore not eligible for acceptance into the Lincoln Parish road system, installation of an all-weather driving surface capable of conveying traffic during all weather conditions is required (minimum 6" gravel). Private roads must be a minimum of sixteen (16') feet in width, and lie within a sixty (60') foot dedicated right-of-way, with a ten (10') foot utility servitude on either side of the 60' right-of-way. Where access to more than two lots is created by the private road the full width of all right-of-ways and servitudes must be cleared, and utilities must be installed. For subdivisions where roads are to remain private and therefore not accepted for maintenance by the Lincoln Parish Police Jury a statement to that effect shall be listed on the final plat.
 - (c) Dead-end streets. Streets, whether public or private, designed to have one end permanently closed (cul-de-sac) shall be provided at the closed end with a turnaround with a minimum right- of-way radius of fifty feet (50'), plus a ten (10') foot utility easement, and a maximum driving surface radius of thirty-five (35') feet. If a dead-end street exceeds two-thousand (2,000') feet in length an intermediate turn-around meeting the dimensions of a cul-de-sac shall be provided.
- (2) Sufficient storm drains to adequately drain the streets; and
- (3) Electric infrastructure, potable water and sanitary sewer collection and treatment facilities. All electric infrastructure, water, sewer and/or other public utilities are required to be installed and accepted and shown on the plat prior to approval and acceptance.
- (4) Grass (ground cover) shall be established (at least 90% coverage) for any areas within the right- of-way to be dedicated to the public.
- (5) The above should be installed in a manner and to the degree acceptable to the police jury. With the foregoing in mind, the police jury will consider approval of the final plat only after receipt of:
 - (a) Certification by the Parish Administrator or their designee that all improvements have been installed in accordance with these regulations, or
 - (b) Certification by the Parish Administrator or their designee that a bond has been posted available to the parish in sufficient amount to assure the completion of the required improvements.

(Code 1979, § 13-54; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-112. Contents.

The final plat shall show the following:

- (1) Township, range and section in which the subdivision is located. If section corner, township line or range line falls within the subdivision, it shall be shown;
- (2) Primary control points, or descriptions and "ties" to such control points to which all dimensions, angles, bearings and similar data on the plat shall be referred;
- (3) Tract boundary lines, right-of-way lines of streets, easements and other right-of-way, and property lines dimensions, bearings or deflection angles, and radii, arcs, and central angles of all curves;
- (4) Names and right-of-way width of each street or other right-of-way;
- (5) Location, dimension, and purpose of any easement;
- (6) Number to identify each lot or site;
- (7) Addresses assigned by the Lincoln Parish GIS;
- (8) Purpose for which sites other than residential lots are dedicated or reserved;
- (9) Minimum building setback line on all lots and other sites;
- (10) Any areas which have been subject to flood within a period of ten (10) years prior to date of final plat or any areas shown to be in a floodplain according to the latest Lincoln Parish flood hazard boundary maps;
- (11) Location and description of monuments;
- (12) Names of record owners of adjoining unplatted land;
- (13) Reference to recorded subdivision plats of adjoining platted land by record name, date and number;
- (14) Certification by Louisiana registered land surveyor certifying to accuracy of survey and plat;
- (15) Certification of compliance by local health authority;
- (16) Statement by owner dedicating streets, right-of-way, utility easements and any sites for public uses;
- (17) Statement by owner listing all restrictions and other limiting statements required in this ordinance;
- (18) Statement by owner if new roads are to remain private and therefore not eligible for acceptance into the Lincoln Parish road system;
- (19) Title, scale, declination of north and date; and
- (20) Certificate of approval by the police jury.

(Code 1979, § 13-55; Ord. No. 170-97-(5), § I, 8-26-97; Ord. No. 224-02-(1), § I, 11-12-02)

Sec. 38-113. Distribution of copies after approval.

Upon approval of the plat the original drawings shall be returned to the subdivider; and one copy retained in the files of the clerk of court and two (2) copies retained in the files of the police jury. (Code 1979, § 13-56; Ord. No. 170-97-(5), § I, 8-26-97)

Sec. 38-114. Penalties and remedies for violation of this chapter.

(a) Penalty. Any individual, partnership, firm or corporation that violates the terms and conditions of this chapter shall, upon conviction by a court of competent jurisdiction, be fined not more than five hundred dollars (\$500.00) or imprisoned for not more than thirty (30) days, or both, at the discretion of the court, and each violation shall be considered a separate offense. The violation of any provisions of section 38-80 Sewers, of this chapter or of those provisions of section 38-6 Development or Construction of Mobile Home Parks, RV Parks and Multi-family Dwellings, of this chapter relating to sewage collection, treatment and disposal and/or public water supplies shall be punishable by a fine of one hundred dollars (\$100.00), provided that each day a violation exists shall constitute a separate offense.

(b) Penalties for transferring lots in unapproved subdivisions. Whoever, being the owner or agent of the owner of any land located within the subdivision, transfers or sells or agrees to sell any land by reference to or exhibition of or by other use of plat of a subdivision before such plat has been approved by the police jury and filed in the office of the clerk of court shall pay a penalty of five hundred dollars (\$500.00) for each lot or parcel so transferred or sold or agreed or negotiated to be sold, and the description of such lot or parcel by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring shall not exempt the transaction from such penalties or from the remedies herein provided. The police jury may enjoin such transferal or sale or agreement by suit or injunction brought in any court of competent jurisdiction or may recover the penalty by civil action in any court of competent jurisdiction.

(Code 1979, § 13-7; Ord. No. 170-97-(5), § I, 8-26-97)

ARTICLE IV. SEVERANCE CLAUSE

Should any portion, items, applications or sections of this ordinance be held invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions, items, applications or sections of this ordinance which can be given effect without the invalid provisions, items, applications or sections and to this end the provisions of this ordinance are hereby declared severable.

The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Scriber, Russell, Melton, Mayfield, and Straughter

Next on the agenda was the announcement of an upcoming vacancy for Waterworks District No. 1.

Next on the agenda was to consider candidates for the Mt. Olive Waterworks District. Theresa Wyatt offered a motion, seconded by Hazel Hunter, to appoint Mr. David Ponton, to the Mt. Olive Waterworks District filling the unexpired term of Mr. Gus May through April 12, 2027.

Resolution No. 23-17

BE IT RESOLVED by the Police Jury of Lincoln Parish,
Louisiana, convened in Regular Session this
11th day of July, 2023 that
Mr. David Ponton
Is hereby and herewith appointed, COMMISSIONER
Mt. Olive Waterworks District
Lincoln Parish, Louisiana,
For the term of July 11, 2023 – April 12, 2027
Signed and Sealed this 11th day of July, 2023
LINCOLN PARISH POLICE JURY

/s/ Courtney Hall
Courtney Hall
Parish Administrator

/s/ Richard I. Durrett
Richard I. Durrett
Police Jury President

The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Scriber, Russell, Melton, Mayfield, and Straughter

Theresa Wyatt offered a motion, seconded by Hazel Hunter, to appoint Ms. Shalena Johnson, to the Mt. Olive Waterworks District filling the unexpired term of Mr. Samuel Spearman through December 31, 2024.

Resolution No. 23-18

BE IT RESOLVED by the Police Jury of Lincoln Parish,
Louisiana, convened in Regular Session this
11th day of July, 2023 that
Ms. Shalena Johnson
Is hereby and herewith appointed, COMMISSIONER
Mt. Olive Waterworks District
Lincoln Parish, Louisiana,
For the term of July 11, 2023 – December 31, 2024
Signed and Sealed this 11th day of July, 2023
LINCOLN PARISH POLICE JURY

/s/ Courtney Hall
Courtney Hall
Parish Administrator

/s/ Richard I. Durrett
Richard I. Durrett
Police Jury President

The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Scriber, Russell, Melton, Mayfield, and Straughter

Treasurer Michael Sutton presented the Budget Report.

Under Other Business, the Jury heard reports from department heads.

Under Travel, Skip Russell offered a motion, seconded by Sharyon Mayfield, to authorize travel for Mr. Hall, Mr. Klepzig, and Mr. Sutton to the OPAO Conference on July 26-28, 2023, Bossier City, Louisiana. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Scriber, Russell, Melton, Mayfield, and Straughter

Following Public Comments, Theresa Wyatt offered a motion, seconded by Glenn Scriber, to adjourn the meeting. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Durrett, Russell, Henderson, Melton, Mayfield, and Straughter

Courtney Hall
Interim Parish Administrator

Richard I. Durrett
Police Jury President

PUBLIC NOTICE
SECTION 8 HOUSING ASSISTANCE
PUBLIC HEARING

The Lincoln Parish Police Jury has called a hearing to request input From the public to discuss the mission, goals, and objectives of the Section 8 Housing Assistance Programs Administered by the Lincoln Parish Police Jury. Copies of the plan shall be on display from now until the hearing to be Held at 829 E. Georgia Ave Ste. 7 St Ruston La 71270.

When: Monday, September 18, 2023

Time: 10:00 am

Where: At the Housing Program Office, 829 E. Georgia Ave Ste. 7 Ruston La 71270

Publish Date: August 2, 2023

Resolution No.

Now, Therefore, Be It Resolved that the Lincoln Parish Police Jury convened in regular session this 8th day of August, 2023 does hereby certify that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions, and hereby authorizes the President, Richard I. Durrett, to sign the Certifications.

Richard I. Durrett
Parish President

Lincoln Parish Police Jury Section 8 Program
Attach to PHA 5 Year and Annual Plan
Fiscal Year 1/24

VIOLENCE AGAINST WOMEN ACT(VAWA)

The goal of the Lincoln Parish Police Jury Section 8 as it relates to VAWA is not to deny a victim of Domestic violence, dating violence, or stalking admission to the program if the victim otherwise Qualifies for housing assistance or admission. We also work with are local DART program that gives victims a preference on are waiting list. If a participant is facing termination because of domestic violence, dating violence, or stalking the participant must provide a signed statement to verify the act(s) of violence which result in the participant being eligible for location. We will bypass standard procedures for the relocation and safety of the participant and the family.

Holly Smith, Executive Director

President

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 3/31/2024

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 2024 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

Lincoln Parish Policy Jury
PHA Name

LA 212
PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director: Holly Smith		_____ - President	
Signature	Date	Signature	Date

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq. and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Lincoln Parish Police Jury
PHA Name

LA 212
PHA Number/HA Code

_____ Annual PHA Plan for Fiscal Year 20_____

_____ 5-Year PHA Plan for Fiscal Years 20_____ - 20_____

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director Holly Smith		- President	
Signature	Date	Signature	Date

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or ___ Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning _____, in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

Resolution No. ____ of 2023

RESOLUTION ADOPTING THE LINCOLN PARISH HAZARD MITIGATION PLAN

WHEREAS, LINCOLN PARISH is a grant recipient of Hazard Mitigation Grant Program (HMGP) funding through the Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) and the Federal Emergency Management Agency (FEMA) for the purpose of reviewing and updating the Lincoln Parish Hazard Mitigation Plan.

WHEREAS, the Plan will enable LINCOLN PARISH to better prepare for and reduce the effects of disasters and;

WHEREAS, LINCOLN PARISH formed a Steering Committee consisting of state and local governments and agencies, local organizations, businesses and private citizens and;

WHEREAS, this Lincoln Parish Steering Committee has prepared and reviewed the Lincoln Parish Hazard Mitigation Plan, update 2016 and updated it accordingly, now titled (the "2023 Lincoln Parish Multi-Jurisdictional Hazard Mitigation Plan") that will guide the Parish and;

NOW, THEREFORE, BE IT RESOLVED BY THE POLICE JURY OF LINCOLN PARISH, LOUISIANA, in Regular Session convened on the 8th day of August, 2023, that it does hereby formally adopt the 2023 Lincoln Parish Multi-Jurisdictional Hazard Mitigation Plan.

REMOTE PARTICIPATION BY MEMBERS OF THE PUBLIC WITH DISABILITIES:

The Lincoln Parish Police Jury shall allow any member of the public with a disability recognized by the Americans With Disabilities Act, or a designated caregiver of such a person, to participate in its meetings via teleconference or video conference, and shall facilitate participation by any such person who requests that accommodation prior to the meeting. Members of the public who desire to participate in this fashion shall certify that they meet the definition of a person with a disability recognized under the Americans With Disabilities Act when they submit, prior to public meetings, their request to make Public Comment and shall comply with the same rules and regulations on speaking applicable to those participating in person at such meetings.

2023 Regular Session

ACT No. 393

ENROLLED

SENATE BILL NO. 201

BY SENATORS HEWITT, ABRAHAM, BARROW, BOUDREAUX, CARTER, CLOUD, CORTEZ, DUPLESSIS, HENSGENS, JACKSON, MILLIGAN, FRED MILLS, MIZELL, STINE, TALBOT AND WOMACK AND REPRESENTATIVE NEWELL

Prefiled pursuant to Article III, Section 2(A)(4)(b)(i) of the Constitution of Louisiana.

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AN ACT

To amend and reenact R.S. 42:17.2, to enact R.S. 42:14(E) and 17.2.1, and to repeal R.S. 27:11(G)(2), R.S. 42:17.3 and 29, and R.S. 46:123(M), relative to open meetings; to authorize certain public bodies to conduct meetings via electronic means; to provide for public notice and participation requirements; to provide for definitions; to remove provisions authorizing specified public bodies to conduct meetings via electronic means; and to provide for related matters.

Be it enacted by the Legislature of Louisiana:

Section 1. R.S. 42:17.2 is hereby amended and reenacted and R.S. 42:14(E) and 17.2.1 are hereby enacted to read as follows:

§14. Meetings of public bodies to be open to the public

* * *

E.(1) Each public body that has the capability to allow any member of the public with a disability recognized by the Americans with Disabilities Act or a designated caregiver of such a person to participate in its meetings via

SB NO. 201

ENROLLED

1 member of the public with a disability recognized by the Americans with
 2 Disabilities Act or a designated caregiver of such a person to participate in its
 3 meetings via teleconference or video conference as defined in R.S. 42:17.2 shall
 4 adopt rules, regulations, and procedures to facilitate viable alternative methods
 5 for a member of the public with a disability recognized by the Americans with
 6 Disabilities Act or a designated caregiver of such a person who so requests to
 7 participate in its meetings.

8 (3) The requirements of this Subsection shall not be applicable during
 9 an executive session held in accordance with law, during any meeting that is
 10 sequestered in accordance with law, or to any public body included in R.S.
 11 42:17.2(I).

12 (4) State agencies as defined by R.S. 49:951 shall promulgate rules
 13 pursuant to the Administrative Procedure Act to implement this Subsection.

14 * * *

15 §17.2 Exception for certain meetings of the ~~pharmacy benefit manager monitoring~~
 16 ~~advisory council~~ certain public bodies

17 A. Notwithstanding any other provision of this Chapter to the contrary, the
 18 ~~pharmacy benefit manager monitoring advisory council, as provided for in R.S.~~
 19 ~~40:2869, a public body identified in Subsection H of this Section~~ may conduct and
 20 its members may attend and participate in a meeting via electronic means provided
 21 that ~~the Louisiana Board of Pharmacy, the Department of Insurance, and the advisory~~
 22 ~~council and its presiding officer comply with all of the requirements of this Section~~
 23 are met.

24 B. No later than twenty-four hours prior to a meeting conducted pursuant to
 25 the provisions of this Section, the ~~Louisiana Board of Pharmacy, the Department of~~

SB NO. 201

ENROLLED

1 of meetings of the public body, and **widely posted and** distributed to every known
 2 news media outlet that broadcasts or publishes news within the geographic area
 3 within the jurisdiction of the public body **as otherwise required by this Chapter**
 4 **and by law.**

5 (2) Detailed information regarding how members of the public may
 6 participate in the meeting and submit comments regarding matters on the agenda,
 7 which information shall be posted on the website of the Louisiana Board of
 8 Pharmacy and the Department of Insurance, **public body and** emailed to any
 9 member of the public or the news media who requests notice of meetings of the
 10 public body, and widely distributed to every known news media outlet that
 11 broadcasts or publishes news within the geographic area within the jurisdiction of the
 12 public body.

13 C. For each meeting conducted pursuant to this Section, the following
 14 requirements shall apply:

15 (1) **The presiding officer shall be present and shall preside over the**
 16 **meeting at the anchor location. The anchor location shall be open to the public.**
 17 **Any member of the public body or the public shall be allowed to participate in-**
 18 **person at the anchor location.**

19 (2) The ~~advisory council~~ **public body** shall provide a mechanism to receive
 20 public comment electronically **in the manner it prescribes** both prior to and, **to the**
 21 **extent practical,** during the meeting.

22 (2) (3) The ~~advisory council~~ **public body** shall properly identify and
 23 acknowledge all public comments **inclusive of those received in person** during the
 24 meeting **and those received in writing or electronically prior to any submission**
 25 **deadline for the meeting** and shall maintain those comments in its record of the

SB NO. 201

ENROLLED

1 session, are clear and audible to all participants in the meeting including the public.

2 (c) That the voting decision of each participating member of the public
 3 body on each matter is clearly identified during each vote during the meeting
 4 and recorded and included in the archive of the meeting.

5 (5) If the public body is aware of a technical problem that causes the
 6 meeting to no longer be audible, or if applicable, visible and audible to the
 7 public, the meeting shall be recessed until the problem is resolved. If the
 8 problem is not resolved within one hour, the meeting shall be adjourned and the
 9 presiding officer shall make an effort to alert all participants to that fact.

10 (6) The meeting shall be recorded and made available to the public in an
 11 online archive located on the public body's website for at least two years.

12 (7) All documents made available to members of the public in attendance
 13 at the anchor location shall be made available electronically to members of the
 14 public participating electronically to the extent practical.

15 D. For the purposes of this Section, the following definitions apply:

16 (1) "Anchor location" means the public location at which the public body
 17 holds in-person meetings or is specifically equipped with the technology
 18 necessary to meet via electronic means.

19 (2) "Meeting via electronic means" shall mean a meeting occurring at which
 20 one or more members of a public body or members of the public participate via
 21 teleconference or video conference.

22 ~~(2)~~(3) "Teleconference" shall mean a method of communication which
 23 enables persons in different locations to participate in a meeting and to hear and
 24 otherwise communicate with each other.

25 ~~(3)~~(4) "Video conference" shall mean a method of communication which

SB NO. 201

ENROLLED

1 (2) Each public body conducting meetings pursuant to this Section shall
2 adopt rules, regulations, and procedures to allow the public to participate in the
3 meeting via electronic means. State agencies as defined by R.S. 49:951 shall
4 promulgate such rules pursuant to the Administrative Procedure Act.

5 F.(1) Except as otherwise provided in Paragraph (2) of this Subsection,
6 each public body that conducts meetings via electronic means pursuant to this
7 Section shall limit the number of its regularly scheduled meetings via electronic
8 means to no more than one-third in a calendar year, shall limit the number of
9 successive meetings via electronic means to a reasonable number, and shall, to
10 the extent practicable, publish a schedule of its meetings indicating which
11 upcoming meetings will be conducted via electronic means and which will be
12 conducted only in person.

13 (2) Any public body that is strictly advisory or that primarily focuses on
14 issues dealing with disabilities or assisting military families may conduct
15 successive meetings via electronic means without limitation and shall, to the
16 extent practicable, publish a schedule of its meetings indicating which upcoming
17 meetings will be conducted via electronic means and which will be conducted
18 only in person.

19 G. No member of a public body who participates in a meeting via
20 electronic means shall be eligible to or receive per diem for attendance at the
21 meeting.

22 H.(1) Except as provided in Subsection I of this Section, the provisions
23 of this Section shall apply to any public body which has powers, duties, or
24 functions that are not limited to a particular political subdivision or region and
25 that conducts at least six regularly scheduled meetings in a calendar year.

SB NO. 201

ENROLLED

1 the legislature or either house of the legislature.

2 (2) The State Board of Elementary and Secondary Education.

3 (3) The Board of Regents.

4 (4) The Board of Ethics or Ethics Adjudicatory Board.

5 (5) The State Civil Service Commission.

6 (6) The board of directors of the Louisiana Citizens Property Insurance
7 Corporation.

8 (7) The State Board of Commerce and Industry.

9 (8) The board of supervisors for the Louisiana State University System,
10 the University of Louisiana System, the Louisiana Community and Technical
11 Colleges System, or the Southern University System.

12 (9) Any parish board of election supervisors.

13 §17.2.1. Public body; member with a disability

14 A. Notwithstanding any provision of this Chapter that requires a
15 member of a public body to be physically present in order to be counted for a
16 quorum and to participate and vote in a meeting, a member of a public body
17 who has a disability recognized by the Americans with Disabilities Act shall be
18 allowed to participate and vote in a meeting via electronic means as defined in
19 R.S. 42:17.2.

20 B. Each public body shall adopt rules, regulations, and procedures to
21 facilitate the requirements of Subsection A of this Section. State agencies as
22 defined by R.S. 49:951 shall promulgate such rules pursuant to the
23 Administrative Procedure Act.

24 C. The provisions of Subsections A and B of this Section shall not apply
25 to members of the legislature or any parish board of election supervisors.

SB NO. 201

ENROLLED

1 and Governmental Affairs and the House Committee on House and Governmental Affairs
2 in intervals he deems appropriate.

PRESIDENT OF THE SENATE

SPEAKER OF THE HOUSE OF REPRESENTATIVES

GOVERNOR OF THE STATE OF LOUISIANA

APPROVED: _____

RÉSUMÉ DIGEST**ACT 393 (SB 201)****2023 Regular Session****Hewitt**

Prior law authorized the State Bond Commission, pharmacy benefit manager monitoring advisory council, statewide advisory committees of the Louisiana State Board of Medical Examiners, and the Louisiana Military Family Assistance Board to conduct periodic meetings via electronic means outside of a gubernatorially declared state of disaster or emergency provided certain prior law requirements, including notice and agenda publication and mechanisms for public participation, were met.

Prior law further authorized the Gaming Control Board to conduct emergency meetings via video conference as determined to be necessary by the chairman.

New law repeals prior law and establishes comprehensive eligibility requirements for a public body to hold a meeting via electronic means.

New law defines "meeting via electronic means" as a meeting occurring via teleconference or video conference.

New law allows public bodies that have powers, duties, or functions that are not limited to a particular political subdivision or region and that meet a minimum of six times per calendar year to meet via electronic means, provided provisions of new law are met.

New law prohibits the total number of meetings held via electronic means from exceeding one-third of the public body's total yearly meetings.

New law allows public bodies that are strictly advisory or primarily focused on issues dealing with disabilities or assisting military families to conduct any meeting via electronic means, provided provisions of new law are met.

New law requires each public body to adopt rules, regulations, and procedures to facilitate participation in its meetings by any member of the public with a disability recognized by the Americans with Disabilities Act or a designated caregiver of such a person if the person requests the accommodation prior to the meeting. If the public body has the capability, the rules, regulations, or procedures shall facilitate participation via teleconference or video conference as defined in new law; if the public body does not have that capability, the rules, regulations, or procedures shall facilitate participation through viable alternative methods.

New law does not apply to an executive session held in accordance with law, to any meeting that is sequestered in accordance with law, or to any public body included that is prohibited from meeting via electronic means.

New law requires state agencies to promulgate rules pursuant to the Administrative Procedure Act to implement new law.

New law requires meetings held via electronic means to originate from a physical anchor location.

New law defines "anchor location" as the public location from which the public body holds in-person meetings or is specifically equipped with the technology necessary to meet via

resolved. Further requires the meeting to adjourn if the problem is not resolved in less than one hour.

New law specifies that the legislature, either house of the legislature, any committee of the legislature or either house of the legislature, Board of Elementary and Secondary Education, La. Board of Ethics, Board of Regents, State Civil Service Commission, La. Citizens Property Insurance Corp., State Board of Commerce and Industry, the boards of supervisors for the state's higher education systems, and parish boards of election supervisors are prohibited from meeting via electronic means.

New law requires each public body to provide for a member of the body with a disability recognized by the Americans with Disabilities Act to participate and vote via electronic means.

New law prohibits members of the legislature or any parish board of election supervisors with a disability recognized by the Americans With Disabilities Act from being eligible to vote and participate in a meeting conducted via electronic means.

New law requires review of the policies and procedures of public bodies who elect to meet via electronic means by the office of the legislative auditor to ensure compliance and identify problems. Further requires the office of the legislative auditor to generate and issue a report on the findings along with proposals for legislation to the Senate and House governmental affairs committees.

Effective August 1, 2023.

(Amends R.S. 42:17.2; adds R.S. 42:14(E) and 17.2.1; repeals R.S. 27:11(G)(2), R.S. 42:17.3 and 29, and R.S. 46:123(M))