



LINCOLN PARISH POLICE JURY REGULAR MEETING

Lincoln Parish Police Jury

Tuesday, October 14, 2025 at 6:00 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- Annette Straughter

Approval of Agenda

Public Comments on Agenda Items

Minutes of Prior Meeting

1. September 9, 2025

Committee Reports

2. Employee Recognition
3. Public Works
4. Finance
5. Public Safety and Emergency Services
6. Public Property and Buildings
7. Solid Waste and Recycling

New Business

8. Amend Lincoln Parish Code of Ordinances Section 4-7 To Allow The Possession and Consumption of Alcoholic Beverages At The Library Events Center
9. Adopt Resolution Ordering and Calling A Special Election To Be Held In The Parish of Lincoln, State of Louisiana, To Authorize The Levy of A Special Tax Therein; Making Application To The State Bond Commission In Connection Therewith; And Providing For Other Matters In Connection Therewith
10. Adopt Resolution Providing For Annual Off-System Bridge Program Certification
11. Adopt Resolution Re-Authorizing Service Fee Collected By Louisiana Office of Motor Vehicles
12. Adopt Resolution Adopting Procurement Policy In Compliance With State of Louisiana 2025-2026 Community Development Block Grant Program

13. Adopt Resolution Authorizing Submittal of Funding Application Through the State Revolving Fund Loan Program For Courthouse Public Park/Greenspace Project

[14.](#) Authorize Appointment To Lincoln Health Foundation For 3-Year Term- Mr. Logan Hunt, Candidate

15. Authorize Request For Qualifications For Engineering Services Related to Emerging Contaminants Funding For Mt. Olive Waterworks District

Announcement of Upcoming Board and Commission Term Expirations

16. Dr. Amanda Norris-Library Board of Control (12-8-2025)

17. Jan Canterbury-Library Board of Control (01-01-2026)

18. Dr. Tiffany Bates-Northeast Delta Human Services Authority (12-31-25)

19. Richard Aillet-Fire Protection District No. 1 (01-01-26)

20. Billy Jack Talton (deceased)- Waterworks District No. 2 (12-13-2025)

21. John Sutton- Greater Ward One Waterworks District (12-31-25)

22. Adarian Williams (GSU)-Ruston/Lincoln CVB (12-31-25)

23. Gerald Jordan (La Tech)-Ruston/Lincoln CVB (12-31-25)

Budget Reports

Other Business and Reports

[24.](#) Lincoln United Community Coalition-Mr. Troy Brooks

Public Comments

Adjourn

TO: Lincoln Parish Police Jury
FROM: Public Property and Buildings Committee
SUBJECT: Committee Report

The Public Property and Buildings Committee of the Lincoln Parish Police Jury met in the Police Jury Meeting Room, 100 West Texas Avenue, Ruston, Louisiana, Tuesday, September 9, 2025 at 4:30 p.m. Present were: Milton Melton, Chair, Greg Williams, Logan Hunt, and Matt Pullin

ABSENT: T.J. Cranford

Chair Milton Melton called the meeting to order and Matt Pullin delivered the Invocation.

Matt Pullin offered a motion, seconded by Greg Williams, to approve the Agenda. The motion carried with the following votes:

YEAS: Williams, Hunt, Pullin, and Melton

Chair Melton called for Public Comments on Agenda Items. There were none.

The only item on the Agenda was to consider and take action if necessary, a request from the Library Board of Control to allow possession and consumption of alcoholic beverages at the Library Events Center in accordance with Events Center policies and rules. Bill Jones, with the Lincoln Parish Library Board of Control, was present to provide input. Following discussion and an expression of views on the matter by various committee members, Matt Pullin offered a motion, seconded by Logan Hunt, to recommend that the Police Jury amend its current Ordinance to allow the possession and consumption of alcoholic beverages at the Library Events Center in accordance with Events Center Policies and Rules as approved by the Lincoln Parish Police Jury. The motion carried with the following votes:

YAYS: Hunt, Pullin, and Melton

NAYS: Williams

Chair Melton called for Public Comments. There were none.

There being no other business to come before the Committee, Logan Hunt offered a motion, seconded by Matt Pullin, to adjourn the meeting. The motion passed unanimously.

Courtney Hall
Parish Administrator

Milton Melton
Committee Chair

TO: Lincoln Parish Police Jury

FROM: Finance Committee

SUBJECT: Committee Report

The Finance Committee of the Lincoln Parish Police Jury met in the Lincoln Parish Police Jury Meeting Room, 100 West Texas Avenue, Ruston, Louisiana, Tuesday, September 9, 2025, at 5:00 p.m. Present were: Dan Lord, Matt Pullin, Chris Garriga, and Diane Richards.

ABSENT: Joe Henderson

Acting Chair Dan Lord called the meeting to order and Greg Williams delivered the invocation.

Chris Garriga offered a motion, seconded by Matt Pullin, to approve the Agenda as presented. The motion carried with the following votes:

YEAS: Lord, Pullin, Garriga, and Richards

Acting Chair Lord called for Public Comments on Agenda items. There were none.

First item on the Agenda was to receive the 2026 budget requests from the following Departments:

Lincoln Parish Museum: Rick Godley was present to request funding in the amount of \$15,000.00. Mr. Godley also requested that the Police Jury consider replacing two missing historical markers at an estimated cost of \$3,500.00 each.

Bayou Lake D'Arbonne Commission: A letter was received requesting a continuance of the current annual funding in the amount of \$1,800.00.

Sparta Groundwater Commission: A letter was received requesting a continuance of the current annual funding in the amount of \$2,500.00.

Council on Aging: A letter was received requesting a continuance of the current annual funding in the amount of \$5,000.00.

Lincoln Total Community Action: A letter was received requesting a continuance of the current annual funding in the amount of \$10,000.00.

LSU Cooperative Extension Service: Amanda Simmons and Jeannie Crnkovic were present to request annual funding in the amount of \$27,500.00, an increase of \$5,000.00.

IT Department: Jackson Matthews, GIS Director, was present to request a continuance of the current annual funding in the amount of \$20,000.00.

Lincoln Parish GIS: Jackson Matthews, GIS Director, was present to request a continuance of the current annual funding in the amount of \$25,000.00.

Registrar of Voters: A letter was received requesting funding in the amount of \$58,800.00, an increase of \$3,900.00.

Lincoln Parish Coroner: A letter was received requesting a continuance of the current annual funding of \$68,000.00.

Third Judicial District Court: Judge Monique B. Clement was present to request a continuance of the current annual funding of \$148,200, with cost of living raises for the Court Reporters should the jury grant them.

Lincoln Parish District Attorney: James Buckley, Assistant District Attorney, was present to request a continuance of the current annual funding of \$300,000.00.

Northeast Delta Human Services Authority: A letter was received requesting a continuance of the current annual funding of \$5,000.00.

Keep Lincoln Parish Beautiful: A letter was received requesting a continuance of the current annual funding of \$7,500.00.

Lincoln Parish Health Unit: Melissa Brown, Regional Program Manager, was present to request a continuance of the current annual funding. Due to the construction and completion of a new facility costs are estimated at \$33,200.00.

IDB: Rick Chandler, Chief Public Defender, was present requesting monthly funding in the amount of \$15,000.00 or \$180,000.00 annually.

Next item on the Agenda was to consider, and take action if necessary, amending the 2025 Budget for the Bridge Replacement and Road Improvement Fund to reflect deletion of the Rabb Road Bridge Replacement Project (\$548,466.00 credit). After discussion, Matt Pullin offered a motion, seconded by Chris Garriga, to recommend amending the 2025 Budget, to reflect the deletion of the Rabb Road Bridge Replacement Project.

Acting Chair Dan Lord called for Public Comment. There were none.

There being no other business to come before the Committee, Chris Garriga offered a motion, seconded by Matt Pullin, to adjourn the meeting. The motion passed unanimously.

Courtney Hall
Parish Administrator

Dan Lord
Acting Chair

TO: Lincoln Parish Police Jury
 FROM: Public Works Committee
 SUBJECT: Committee Report

The Public Works Committee of the Lincoln Parish Police Jury met in the Police Jury Meeting Room, 100 West Texas Avenue, Ruston, Louisiana, Tuesday, September 9, 2025 at 5:30 p.m. Present were: Greg Williams, Chair, Dan Lord, T.J. Cranford, Milton Melton, and Diane Richards

Chair Greg Williams called the meeting to order, and T.J. Cranford delivered the Invocation.

Milton Melton offered a motion, seconded by T.J. Cranford, to approve the Agenda. The motion carried with the following votes:

YEAS: Williams, Lord, Cranford, Melton, and Richards

Chair Williams called for Public Comments on Agenda Items. There were none.

First item on the Agenda was action on bids on surplus property. Milton Melton offered a motion, seconded by T.J. Cranford, to recommend award to the sole bidder, JJ Merchant.

 LINCOLN Parish Police Jury P.O. Box 979 RUSTON, LOUISIANA 71273-0979 PH: 1-318-513-6200 FAX: 1-318-513-6209 BID TABULATION SHEET Bid Date: August 15, 2025		
Item	Bidder	Bid Amount
Asphalt Zipper AZ-480HD VIN# 48HD0131 Min. Bid: \$7,500.00	JJ Merchant	\$ 7,777.77
2016 Gradall D152 Excavator VIN# 1FVACXDT7HHHS4779/000054 Min. Bid: \$40,000.00	JJ Merchant	\$ 40,777.77

The motion carried with the following votes:

YEAS: Williams, Lord, Cranford, Melton, and Richards

Next item on the Agenda was bid award for bridge replacements on Shady Grove Road and Mitchell Roads contingent on the Louisiana Office of Facility Planning and Control concurrence. After discussion, Dan Lord offered a motion, seconded by T.J. Cranford, to recommend awarding the bid to Diamond B Construction in the amount of \$1,089,899.00 contingent on FP&C concurrence.

Lincoln Parish Police Jury																	
Bridge Replacements on Mitchell and Shady Grove Roads																	
Bid Opening - August 5, 2025, 10:00 A.M.																	
(SCC Project No. 3296)																	
Item No.	Description	Diamond B Construction, LLC		Louisiana Bridge, Inc.		W. L. Bass Construction, Inc.		Reliant Industrial Solutions, LLC		JB James Construction, LLC		Matt L. Guina Construction, LLC		Elevate Heavy Civil Construction, LLC			
		Quantity	Unit	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension		
BID ITEMS:																	
1	Clearing and grubbing	1/LS		\$35,000.00	\$35,000.00	\$45,000.00	\$45,000.00	\$28,000.00	\$28,000.00	\$18,000.00	\$18,000.00	\$60,000.00	\$60,000.00	\$55,000.00	\$55,000.00	\$100,000.00	\$100,000.00
2	Removal bridge (sta. 102+00; 22' x 58' timber bridge)	1/EA		\$40,000.00	\$40,000.00	\$15,000.00	\$15,000.00	\$30,000.00	\$30,000.00	\$28,000.00	\$28,000.00	\$200,000.00	\$200,000.00	\$29,500.00	\$29,500.00	\$50,000.00	\$50,000.00
3	Removal of asphalt	7480/SY		\$11.00	\$8,140.00	\$10.00	\$7,400.00	\$5.10	\$3,774.00	\$23.25	\$17,205.00	\$1.00	\$740.00	\$15.00	\$11,100.00	\$20.00	\$14,800.00
4	Excavation and embankment	1/LS		\$60,000.00	\$60,000.00	\$35,000.00	\$35,000.00	\$25,000.00	\$25,000.00	\$40,000.00	\$40,000.00	\$50,000.00	\$50,000.00	\$38,000.00	\$38,000.00	\$25,000.00	\$25,000.00
5	Temporary hay or straw bales	101/EA		\$100.00	\$1,000.00	\$150.00	\$1,500.00	\$100.00	\$1,000.00	\$48.00	\$480.00	\$100.00	\$1,000.00	\$25.00	\$250.00	\$45.00	\$450.00
6	Temporary silt fencing	541/LF		\$7.00	\$3,787.00	\$9.00	\$4,869.00	\$8.00	\$4,328.00	\$8.50	\$4,598.50	\$7.00	\$3,787.00	\$3.85	\$2,082.85	\$8.00	\$4,328.00
7	Class II base course (crushed stone)	130/CY		\$235.00	\$30,550.00	\$220.00	\$28,600.00	\$280.00	\$36,400.00	\$219.00	\$28,470.00	\$250.00	\$32,500.00	\$235.00	\$30,550.00	\$213.00	\$27,690.00
8	Superpave asphaltic concrete (Level 1)	101.8/TON		\$386.00	\$38,684.00	\$295.00	\$30,031.00	\$350.00	\$35,040.00	\$324.00	\$32,983.20	\$375.00	\$38,175.00	\$385.00	\$39,193.00	\$375.00	\$38,175.00
9	Blocked out guard rail	501/LF		\$34.00	\$1,700.00	\$34.00	\$1,700.00	\$34.00	\$1,700.00	\$37.00	\$1,850.00	\$30.00	\$1,500.00	\$53.00	\$2,650.00	\$33.00	\$1,650.00
10	Guard rail transitions (double three beam)	100/LF		\$135.00	\$13,500.00	\$135.00	\$13,500.00	\$135.00	\$13,500.00	\$150.00	\$15,000.00	\$130.00	\$13,000.00	\$165.00	\$16,500.00	\$125.00	\$12,500.00
11	Guard rail end treatment (flared)	4/EA		\$3,800.00	\$15,200.00	\$3,800.00	\$15,200.00	\$3,800.00	\$15,200.00	\$4,150.00	\$16,600.00	\$3,250.00	\$13,000.00	\$4,850.00	\$19,400.00	\$3,250.00	\$13,000.00
12	Riprap (55 lb., 18" thick)	439/SY		\$135.00	\$59,265.00	\$100.00	\$43,900.00	\$105.00	\$46,095.00	\$130.50	\$57,289.50	\$115.00	\$50,485.00	\$145.00	\$63,655.00	\$136.00	\$59,704.00
13	Geotextile Fabric	597/SY		\$1.00	\$597.00	\$5.00	\$2,785.00	\$5.00	\$2,785.00	\$5.50	\$3,063.50	\$3.00	\$1,671.00	\$7.50	\$4,177.50	\$3.00	\$1,671.00
14	Temporary signs and barricades	1/LS		\$26,500.00	\$26,500.00	\$15,000.00	\$15,000.00	\$25,000.00	\$25,000.00	\$20,000.00	\$20,000.00	\$50,000.00	\$50,000.00	\$28,500.00	\$28,500.00	\$13,100.00	\$13,100.00
15	Mulch (vegetative)	0.3/TON		\$10,000.00	\$3,000.00	\$12,000.00	\$3,600.00	\$5,500.00	\$1,650.00	\$10,875.00	\$3,262.50	\$5,500.00	\$1,650.00	\$8,500.00	\$2,550.00	\$9,900.00	\$2,970.00
16	Seeding	51/LB		\$150.00	\$750.00	\$60.00	\$360.00	\$250.00	\$1,250.00	\$81.50	\$407.50	\$250.00	\$1,250.00	\$60.00	\$300.00	\$75.00	\$375.00
17	Fertilizer	130/LB		\$5.00	\$650.00	\$5.00	\$650.00	\$10.00	\$1,300.00	\$3.10	\$403.00	\$10.00	\$1,300.00	\$4.25	\$552.50	\$3.00	\$390.00
18	Mobilization	1/LS		\$109,000.00	\$109,000.00	\$120,000.00	\$120,000.00	\$123,000.00	\$123,000.00	\$110,000.00	\$110,000.00	\$120,000.00	\$120,000.00	\$138,000.00	\$138,000.00	\$149,572.00	\$149,572.00
19	Object marker assembly (Type 3)	4/EA		\$130.00	\$520.00	\$130.00	\$520.00	\$150.00	\$600.00	\$160.00	\$640.00	\$150.00	\$600.00	\$250.00	\$1,000.00	\$90.00	\$360.00
20	Painted traffic striping (solid line (4" width)	1,300/LF		\$7.00	\$8,400.00	\$5.00	\$6,000.00	\$1.00	\$1,200.00	\$1.10	\$1,320.00	\$1.00	\$1,200.00	\$10.05	\$12,060.00	\$1.00	\$1,200.00
21	Construction layout	1/LS		\$30,000.00	\$30,000.00	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00	\$30,000.00	\$30,000.00	\$20,000.00	\$20,000.00	\$12,003.00	\$12,003.00
22	Precast concrete piles (16")	1,600/LF		\$160.00	\$256,000.00	\$165.00	\$264,000.00	\$150.00	\$240,000.00	\$142.00	\$227,200.00	\$160.00	\$256,000.00	\$162.00	\$259,200.00	\$177.00	\$283,200.00
23	Bridge superstructure and substructure (24' clear roadway; 90 degree crossing	4/SPAN		\$75,000.00	\$300,000.00	\$92,000.00	\$368,000.00	\$101,000.00	\$404,000.00	\$113,250.00	\$453,000.00	\$75,000.00	\$300,000.00	\$135,000.00	\$540,000.00	\$150,000.00	\$600,000.00
24	Concrete approach slabs	55.56/SY		\$900.00	\$50,064.00	\$975.00	\$54,171.00	\$1,200.00	\$66,072.00	\$866.00	\$47,781.60	\$1,200.00	\$66,072.00	\$1,150.00	\$63,894.00	\$1,500.00	\$83,340.00
25	Sawcutting asphaltic concrete pavement	47.00/DN/LF		\$36.00	\$1,692.00	\$8.00	\$376.00	\$2.00	\$94.00	\$10.00	\$470.00	\$50.00	\$2,350.00	\$3.00	\$141.00	\$5.00	\$235.00
TOTAL BID ITEMS:					\$1,089,899.00		\$1,094,102.00		\$1,123,088.00		\$1,152,944.30		\$1,296,880.00		\$1,379,255.85		\$1,495,713.00
Certified Accurate By:																	

The motion carried with the following votes:

YEAS: Williams, Lord, Cranford, Melton, and Richards

The next item on the Agenda was to consider amending the 2025 Capital Improvement Program by deleting the Talmadge Road chipseal project and replacing with Edwards Road chipseal, as well as deleting the Rabb Road Bridge replacement project. The motion carried with the following votes:

YEAS: Williams, Lord, Cranford, Melton, and Richards

Under Aid to Municipalities, Dan Lord offered a motion, seconded by T.J. Cranford, to aid the following municipalities:

- Village of Choudrant-street repairs
- Town of Simsboro- provide monthly boom truck service at a cost of \$250.00 per month
- City of Grambling- striping of roads

The motion carried with the following votes:

YEAS: Williams, Lord, Cranford, Melton, and Richards

Under Other Business, Milton Melton offered a motion, seconded by Diane Richards, to recommend approving the preliminary plat for Ruston Lincoln Realty Subdivision. The motion carried with the following votes:

YEAS: Williams, Lord, Cranford, Melton, and Richards

Chair Williams called for Public Comments. There were none.

There being no other business to come before the Committee, Chair Williams adjourned the meeting.

Courtney Hall
Parish Administrator

Greg Williams
Committee Chair

The Lincoln Parish Police Jury met in regular session on Tuesday, September 9, 2025, at 6:00 p.m. in the Police Jury Meeting Room, 100 West Texas Avenue, Ruston, Louisiana. Present were: Greg Williams, District One; Karen Ludley, District Two; Dan Lord, District Three; T.J. Cranford, District Four; Logan Hunt, District Five; Glenn Scriber, District Six; Matt Pullin, District Seven; Chris Garriga, District Eight; Milton Melton, District Ten; Diane Richards, District Eleven; and Annette Straughter, District Twelve

ABSENT: Joe Henderson, District Nine

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

Karen Ludley offered a motion, seconded by Chris Garriga, to approve the Agenda as printed. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

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

Dan Lord offered a motion, seconded by Annette Straughter, to approve the Minutes of the August 12, 2025 regular meeting. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Milton Melton reported that the Public Property and Buildings Committee met this day at 4:30 PM and recommends the following:

1. That the Police Jury amend the Code of Ordinances, Section 4-7, to allow the possession and consumption of alcoholic beverages at the Library Events Center in accordance with Events Center Policies and Rules as approved by the LPPJ.

Milton Melton offered a motion, seconded by Annette Straughter, to approve the minutes of the Public Property and Buildings Committee. The motion carried with the following votes:

YEAS: Lord, Cranford, Hunt, Pullin, Garriga, Melton, and Straughter

NAYS: Williams, Ludley, Scriber, and Richards

Dan Lord reported that the Finance Committee met this day at 5:00 PM and recommends the following:

1. Taking under advisement all received 2026 Budget requests.
2. Amending the 2025 Budget for the Bridge Replacement and Road Improvement Fund to reflect the deletion of the Rabb Road Bridge Replacement Project (\$548,466.00 credit).

Dan Lord offered a motion, seconded by Greg Williams, to approve the minutes of Finance Committee. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Greg Williams reported that the Public Works Committee met this day at 5:30 PM and recommends the following:

1. Awarding the surplus property bid to JJ Merchant.
2. Awarding the bid for bridge replacements on Shady Grove and Mitchell Roads to Diamond B Construction in the amount of \$1,089,899.00 contingent on FP&C Concurrence.
3. Amending the 2025 Capital Improvement Program, to delete Talmadge Road and replace with Edwards Road (chip seal).
4. Providing aid to the following municipalities: Village of Choudrant for street repair; Town of Simsboro for monthly boom truck service at a cost of \$250.00 per month, and the City of Grambling for striping on roads.
5. Approving preliminary plat for Ruston Lincoln Realty Subdivision.

Greg Williams offered a motion, seconded by Chris Garriga, to approve the minutes of the Public Works Committee. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Following a brief description of procedural requirements for conducting a Board of Review and holding the necessary Public Hearings for the tax assessment process for the year 2025. Annette Straughter offered a motion, seconded by Logan Hunt, to recess the Police Jury meeting and reconvene as the Board of Review. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Dan Lord offered a motion, seconded by Milton Melton, to open the Public Hearing. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Parish Administrator Courtney Hall indicated that no appeals had been submitted in accordance with the law.

Dan Lord offered a motion, seconded by Annette Straughter, to close the Public Hearing. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Dan Lord offered a motion, seconded by Annette Straughter, to certify the assessment list to the Louisiana Tax Commission. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Chris Garriga offered a motion, seconded by Annette Straughter, to adjourn the Board of Review and reconvene as the Police Jury. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Under New Business, an announcement was made of a Public Meeting to be held on Tuesday, October 14, 2025, to consider adopting a resolution ordering and calling an election to authorize renewal of Ad Valorem Taxes for road construction and maintenance.

Next item on the Agenda was to authorize assignment of a mineral lease with XTO, Agreement No. 073745 to VR6ARKLA, LP. Dan Lord offered a motion, seconded by Annette Straughter, to authorize the assignment. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Next item on the Agenda was to adopt a Management Resolution for LCDBG-Make A Difference and Public Facilities 2024-2025. Annette Straughter offered a motion, seconded by Diane Richards, to adopt the resolution.

RESOLUTION NO. 25-30 LCDBG - MAKE A DIFFERENCE AND PUBLIC FACILITIES 2024-2025 MANAGEMENT RESOLUTION

WHEREAS, the Lincoln Parish Police Jury has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant programs captioned above and administered by the Division of Administration for Lincoln Parish; and,

WHEREAS, it is necessary under the programs regulations to authorize certain actions and individuals to perform certain designated functions by the State.

NOW THEREFORE BE IT RESOLVED, that the Lincoln Parish Police Jury as legal recipient of the LCDBG funds does hereby authorize the following actions:

SECTION I

FINANCIAL MANAGEMENT

WHEREAS, it is necessary under the Financial Management regulations of the LCDBG programs to authorize certain individuals to sign for draw downs for request for payments and to authorize one certain individual to certify the correctness of each signature; and,

WHEREAS, it is further necessary under the Financial Management regulations of the LCDBG programs to designate an official depository to hold LCDBG funds;

NOW THEREFORE BE IT RESOLVED, by the Lincoln Parish Police Jury as legal authorized recipient of the LCDBG funds, in regular session convened, that Michael Sutton is hereby authorized to sign "Authorized Signature Card for Request for Payment;" and,

BE IT FURTHER RESOLVED, that Glenn Scriber shall certify to the correctness of the signatures; and,

BE IT FURTHER RESOLVED, origin Bank is hereby designated as the official depository for direct deposit of grant funds for the LCDBG project.

SECTION II

REQUISITION OF FUNDS

WHEREAS, the State requires adequate financial management control over LCDBG funds. The establishment of a Requisition of Funds policy is a vital tool to such control.

NOW THEREFORE BE IT RESOLVED, By the Lincoln Parish Police Jury that all invoices for work performed or materials used in relation to the LCDBG Programs, prior to payment, must have attached a signed pre-printed project requisition form. The form and invoice shall be approved in the following order:

- 1 . Approval by Project Administrator for budget control
2. Approval by the Administrator

3. Approval by the President

BE IT FURTHER RESOLVED, that Michael Sutton and Kevin Klepzig are hereby authorized to sign checks written on the LCDBG account.

SECTION III

EQUAL OPPORTUNITY

WHEREAS, equal opportunity regulations of the LCDBG program require the appointment by the recipient of an Equal Opportunity Officer (EEO Officer) to have the responsibility for maintaining all pertinent EEO files, submitting on a timely basis all reports, answer all related correspondence and monitor all EEO areas;

NOW THEREFORE BE IT RESOLVED, by the Lincoln Parish Police Jury that Michael Sutton is hereby appointed as EEO Officer for the life of the LCDBG program and as such is charged to faithfully execute all duties and responsibilities herein described.

SECTION IV

504 COORDINATOR

WHEREAS, the State requires Grantees to designate a responsible person to coordinate the Lincoln Parish Police Jury efforts to comply with Section 504 of the Rehabilitation Act of 1973, as amended;

NOW THEREFORE BE IT RESOLVED, that Michael Sutton is appointed as Section 504 Compliance Officer.

SECTION V

SECTION 3 COMPLIANCE

WHEREAS, the LCDBG program requires that all grant recipients establish and adopt by resolution a Section 3 Plan and appoint a Section 3 Coordinator and certification procedures.

NOW THEREFORE BE IT RESOLVED, that the Lincoln Parish Police Jury adopts a Section 3 Plan and appoints Michael Sutton as its Section 3 Coordinator.

SECTION VI

RESIDENTIAL ANTI DISPLACEMENT

WHEREAS, the LCDBG Program requires that all grant recipients adopt by resolution a Residential Anti - Displacement and Relocation Assistance Plan,

THEREFORE BE IT RESOLVED, that the Lincoln Parish Police Jury hereby adopts the attached Residential Anti-Displacement and Relocation Assistance Plan appoints Michael Sutton as its Coordinator.

SECTION VII LANGUAGE ACCESS PLAN

WHEREAS, as part of its Citizen Participation Plan to reach out and inform its citizens, the Parish has developed a language access plan to inform its citizens who may not understand or speak English; AND,

THEREFORE BE IT RESOLVED, that the Lincoln Parish Police Jury hereby adopts the Language Access Plan and all updates for the Parish's LCDBG Grant Programs.

SECTION VIII SECTION 504 GRE-VANCE PROCEDURE

WHEREAS, the LCDBG Program requires that all grant recipients adopt by resolution an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the regulation of the U. S. Department of Housing and Urban Development, 24 CFR Part 8, implementing Section 504 of the Rehabilitation Act of 1973, as amended (Public Law 93-112); and

THEREFORE BE IT RESOLVED, that the Lincoln Parish Police Jury hereby adopts the Grievance Procedure for the Parish's LCDBG Grant Programs.

SECTION VIII

POLICY STATEMENT FOR COMMUNICATING INFORMATION TO PERSONS WITH SENSORY IMPAIRMENTS

WHEREAS, the LCDBG Program requires that all grant recipients adopt by resolution a policy for communicating information to persons with hearing impairments;

NOW, THEREFORE BE IT RESOLVED, that the attached "Policy Statement For Communicating Information to Persons With Sensory Impairments" for the Lincoln Parish Police Jury is hereby adopted.

BE IT FURTHER RESOLVED, the Lincoln Parish Police Jury hereby adopts a policy to utilize the Louisiana Hearing Impaired Relay System for communicating with hearing impaired persons. The relay numbers are: Information 1-800-333-0605, TDD Users 1800-846-5277 and Voice Users 1-800-947-5277.

/s/Courtney Hall

Courtney Hall, Parish Administrator

/s/ Glenn Scriber

Glenn Scriber, President

The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Next item on the Agenda was to adopt a Proclamation declaring October as Dysautonomia Awareness Month. Dan Lord offered a motion, seconded by Annette Straughter, to adopt the Proclamation.

A PROCLAMATION FOR DYSAUTONOMIA AWARENESS MONTH OCTOBER

WHEREAS, Dysautonomia is a group of medical conditions that result in a malfunction of the autonomic nervous system, which is responsible for "automatic" bodily functions such as, but not limited to: respiration, heart rate, blood pressure, digestion, bone marrow production, and temperature control.

WHEREAS, Dysautonomia affects people of any age, gender, race or background, negatively impacting over 70 million people around the world, including many individuals living right here in our wonderful state of Louisiana.

WHEREAS, There are 15 different forms of dysautonomia. These include Neuropathy, Vasovagal Syncope, Pure Autonomic Failure, and Postural Orthostatic Tachycardia Syndrome (commonly known as POTS), just to list a few. People who have been diagnosed with some form of dysautonomia often have secondary conditions such as: Lupus, Multiple Sclerosis (MS), Parkinson's disease, Sjogren's syndrome or Diabetes.

WHEREAS, Dysautonomia can be very disabling and is a life changing diagnosis; this chronic illness can result in the inability to work or attend school, may cause social isolation, depression and/or anxiety. It's not just physically affecting people, it's an emotionally and financially draining ailment as well. It's extremely stressful on the families of those impacted.

WHEREAS, Dysautonomia Louisiana Inc. is a 501c3 non-profit organization that advocates on behalf of patients living with dysautonomia and those individuals suffering from its symptoms and still struggling for a diagnosis. Our goal is to bring much needed awareness to the community and information to the medical professionals across Louisiana. Increased awareness about dysautonomia will help patients obtain an earlier diagnosis and treatment

plan, save lives, and foster support for individuals and families already coping with dysautonomia in our community.

NOW, THEREFORE, I, Glenn Scriber, President of the Lincoln Parish Police Jury, do hereby proclaim the month of October as, DYSAUTONOMIA AWARENESS month throughout Lincoln Parish, Louisiana

Therefore, we are encouraging communities to celebrate Dysautonomia Awareness Month each October in Lincoln Parish, Louisiana.

/s/Courtney Hall
Courtney Hall, Parish Administrator

/s/ Glenn Scriber
Glenn Scriber, President

The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Next item on the Agenda was to discuss, and take action if necessary, changing regular meeting date for November Due to Veteran’s Day Holiday. Courtney Hall, Parish Administrator, recommended changing the date to Monday, November 10th. Annette Straughter offered a motion, seconded by Greg Williams, to approve the change. The motion carried with the following votes:

YEAS: Williams, Ludley, Lord, Cranford, Hunt, Scriber, Pullin, Garriga, Melton, Richards, and Straughter

Next item on the Agenda was an announcement of an upcoming board and commission vacancy for the Lincoln Health Foundation.

Mr. Michael Sutton, Treasurer, gave the budget report.

Reports and Announcements were heard from the Administrator and Department Heads.

President Scriber called for Public Comment. Mrs. Liz Adams, volunteer dispatcher for 4-Paws Rescue presented a report.

With no other business to come before the Jury, Annette Straughter offered a motion, seconded by Diane Richards, to adjourn the meeting. The motion passed unanimously.

Courtney Hall
Parish Administrator

Glenn Scriber
President

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

RESOLUTION

A resolution ordering and calling a special election to be held in the Parish of Lincoln, State of Louisiana, to authorize the renewal of special taxes therein, making application to the State Bond Commission, and providing for other matters in connection therewith.

BE IT RESOLVED by the Police Jury of the Parish of Lincoln, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of Lincoln, State of Louisiana (the "Parish"), that:

SECTION 1. Election Call. Subject to the approval of the State Bond Commission, and under the authority conferred by the Constitution of the State of Louisiana of 1974, including Article VI, Section 26 thereof, the applicable provisions of the Louisiana Election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the Parish on **SATURDAY, APRIL 18, 2026**, between the hours of seven o'clock (7:00) a.m. and eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, and at the said election there shall be submitted to all registered voters qualified and entitled to vote at the said election under the Constitution and laws of this State and the Constitution of the United States, the following propositions, to-wit:

PROPOSITION NO. 1 OF 2 (MILLAGE RENEWAL)

Shall the Parish of Lincoln, State of Louisiana (the "Parish"), continue to levy a special tax of 4.41 mills on all property subject to taxation within the Parish (an estimated \$2,481,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of 10 years, beginning with the year 2027 and ending with the year 2036, for the maintenance and/or improvement of public roads and bridges throughout the Parish?

PROPOSITION NO. 2 OF 2 (MILLAGE RENEWAL)

Shall the Parish of Lincoln, State of Louisiana (the "Parish"), continue to levy a special tax of 4.41 mills on all property subject to taxation within the Parish (an estimated \$2,481,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of 10 years, beginning with the year 2027 and ending with the year 2036, for the construction, improvement and/or hardsurfacing of public roads and bridges throughout the Parish?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in the official journal of the Parish once a week for four consecutive weeks, with the first publication to be made not less than forty-five (45) days nor more than ninety (90) days prior to the date of the election, which Notice shall be substantially in the form attached hereto as "Exhibit A" and incorporated herein by reference the same as if it were set forth herein in full.

Notwithstanding the foregoing, prior to the publication of the Notice of Election, the President is authorized and directed to make any amendments to the foregoing propositions that may be required to comply with any state or federal regulatory agencies.

SECTION 3. Canvass. This Governing Authority shall meet at its regular meeting place, the Police Jury Meeting Room, 100 West Texas Avenue, Ruston, Louisiana, on **TUESDAY, MAY 12, 2026**, at **6:00 P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the results of the said special election.

SECTION 4. Polling Places. The polling places for the precincts in the Parish are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, will be the same persons as those designated in accordance with law.

SECTION 5. Election Commissioners; Voting Machines. The officers designated to serve as Commissioners-in-Charge and Commissioners pursuant to Section 4 hereof, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, shall hold the said special election as herein provided, and shall make due returns of said election for the meeting of the Governing Authority to be held as provided in Section 3 hereof. All registered voters in the Parish will be entitled to vote at the special election, and voting machines shall be used.

SECTION 6. Authorization of Officers. The Parish Administrator of the Governing Authority is hereby empowered, authorized and directed to arrange for and to furnish to said election officers in ample time for the holding of said election, the necessary equipment, forms and other paraphernalia essential to the proper holding of said election and the President and/or Parish Administrator of the Governing Authority are further authorized, empowered and directed to take any and all further action required by State and/or Federal law to arrange for the election.

SECTION 7. Furnishing Election Call to Election Officials. Certified copies of this resolution shall be forwarded to the Secretary of State, the Clerk of Court and *Ex-Officio* Parish Custodian of Voting Machines of Lincoln Parish and the Registrar of Voters of Lincoln Parish, as notification of the special election, in order that each may prepare for said election and perform their respective functions as required by law.

SECTION 8. Application to State Bond Commission. Application is made to the State Bond Commission for consent and authority to hold the special election as herein provided, and in the event said election carries for further consent and authority to continue to levy and collect the special taxes provided for therein. A certified copy of this resolution shall be forwarded to the State Bond Commission on behalf of this Governing Authority, together with a letter requesting the prompt consideration and approval of this application.

SECTION 9. Employment of Counsel. This Governing Authority finds and determines that a real necessity exists for the employment of special counsel on matters related to the special election, and accordingly, Foley & Judell, L.L.P., is hereby employed as special counsel for said purpose for a term not exceeding one (1) year from the date of this resolution. The fee to be paid said special counsel shall be an amount computed at hourly rate based on the Attorney General's then current Maximum Hourly Fee Schedule, not to exceed \$1,000 in the aggregate, together with reimbursement of out-of-pocket expenses, and payment for the work herein specified is hereby approved without further action of this Governing Authority as and when invoices are presented. The scope of this legal representation does not involve federal claims.

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

YEAS:

NAYS:

ABSENT:

And the resolution was declared adopted on this, the 14th day of October, 2025.

/s/ Courtney Hall
Parish Administrator

/s/ Glenn Scriber
President

EXHIBIT "A"NOTICE OF SPECIAL ELECTION

Pursuant to the provisions of a resolution adopted by the Police Jury of the Parish of Lincoln, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of Lincoln, State of Louisiana (the "Parish"), on October 14, 2025, NOTICE IS HEREBY GIVEN that a special election will be held within the Parish on **SATURDAY, APRIL 18, 2026**, and that at the said election there will be submitted to all registered voters in the Parish qualified and entitled to vote at the said election under the Constitution and Laws of the State of Louisiana and the Constitution of the United States, the following propositions, to-wit:

**PROPOSITION NO. 1 OF 2
(MILLAGE RENEWAL)**

Shall the Parish of Lincoln, State of Louisiana (the "Parish"), continue to levy a special tax of 4.41 mills on all property subject to taxation within the Parish (an estimated \$2,481,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of 10 years, beginning with the year 2027 and ending with the year 2036, for the maintenance and/or improvement of public roads and bridges throughout the Parish?

**PROPOSITION NO. 2 OF 2
(MILLAGE RENEWAL)**

Shall the Parish of Lincoln, State of Louisiana (the "Parish"), continue to levy a special tax of 4.41 mills on all property subject to taxation within the Parish (an estimated \$2,481,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of 10 years, beginning with the year 2027 and ending with the year 2036, for the construction, improvement and/or hardsurfacing of public roads and bridges throughout the Parish?

The said special election will be held at each and every polling place in the Parish, which polls will open at seven o'clock (7:00) a.m. and close at eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541.

The polling places at the precincts in the Parish are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, shall be those persons designated according to law.

The estimated cost of this election as determined by the Secretary of State based upon the provisions of Chapter 8-A of Title 18 and actual costs of similar elections is \$10,800.

Notice is further given that a portion of the monies collected from the taxes described in the Propositions shall be remitted to certain state and statewide retirement systems in the manner required by law.

The said special election will be held in accordance with the applicable provisions of Chapter 5 and Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, and the officers appointed to hold the said election, as provided in this Notice of Special Election, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, will make due returns thereof to said Governing Authority, and NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet at its regular meeting place, the Police Jury Meeting Room, 100 West Texas Avenue, Ruston, Louisiana, on **TUESDAY, MAY 12, 2026, at 6:00 P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the results of the said special election. All registered voters of the Parish are entitled to vote at said special election and voting machines will be used.

STATE OF LOUISIANA

PARISH OF LINCOLN

I, the undersigned Parish Administrator of the Police Jury of the Parish of Lincoln, State of Louisiana (the "Governing Authority"), the governing authority of the Parish of Lincoln, State of Louisiana (the "Parish"), do hereby certify that the foregoing pages constitute a true and correct copy of the proceedings taken by the Governing Authority on October 14, 2025, ordering and calling a special election to be held in the Parish of Lincoln, State of Louisiana, to authorize the renewal of special taxes therein, making application to the State Bond Commission, and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature at Ruston, Louisiana, on this, the 14th day of October, 2025.

Parish Administrator

RESOLUTION NO.

WHEREAS, the Code of Federal Regulations as enacted by the United States Congress mandates that all structures defined as bridges located on all public roads shall be inspected, rated for safe load capacity and posted in accordance with the National Bridge Inspection Standards and that an inventory of these bridges be maintained by each State; and

WHEREAS, the responsibility to inspect, rate and load post those bridges under the authority of Lincoln Parish in accordance with those Standards is delegated by the Louisiana Department of Transportation and Development to Lincoln Parish.

THEREFORE, BE IT RESOLVED by the governing authority of Lincoln Parish (herein referred to as the Parish) that the Parish in regular meeting assembled does hereby certify to the Louisiana Department of Transportation and Development (herein referred to the DOTD) that for the period 1 October, 2024 through 30 September, 2025:

1. The Parish has performed all interim inspections on Parish owned or maintained bridges in accordance with the National Bridge Inspection Standards.
2. Bridges owned or maintained by the Parish have been structurally analyzed and rated as to the safe load capacity in accordance with AASPHTO Manual for Maintenance Inspection of Bridges. The load information that has been determined by the I-A DOTD for all bridges where the maximum legal load under Louisiana State law exceeds the load permitted under the operating rating as determined above has been critically reviewed by the Parish. Load posting information has been updated by the Parish to reflect all structural changes, any obsolete structural ratings or any missing structural ratings.
3. Parish owned or maintained bridges which require load posting or closing are load posted or closed in accordance with the table in the DOTD Engineering Directives and Standards Manual Directive No. 1.1.1.8 All DOTD supplied load posting information concerning a bridge has been critically reviewed by the Parish Engineer prior to load posting.
4. Bridges owned or maintained by the Parish are shown on the attached list in the format specified by the DOTD. Corrections to data supplied to the Parish by the La. DOTD are noted. These stipulations are prerequisites to participation by the Parish in the Off-System Bridge Replacement Program.

/s/ Glenn Scriber

Glenn Scriber

President

Lincoln Parish Police Jury

Resolution

Whereas, on July 1, 2015, a new six year driver's license was implemented;

And, Whereas, as a result of this action, the State of Louisiana Department of Public Safety and Corrections, Office of Motor Vehicles, is projecting a decrease in the number of customers needing to visit their local field office;

And, Whereas, this reduction in the number of customers will have a direct negative financial impact on the amount of service fees collected and remitted to the Lincoln Parish Police Jury;

And, Whereas, the Louisiana Department of Public Safety and Corrections and the Lincoln Parish Police Jury have entered into a Cooperative Endeavor Agreement whereby said service fees will be used to offset costs incurred by the Police Jury for housing the local Motor Vehicle Office;

And, Whereas, in an effort to offset this decrease in revenue, Act 765 of the 2014 Legislative Session was amended to allow an increase in the service fee collected on behalf of the Lincoln Parish Police Jury, not to exceed four dollars and fifty cents,

Now, Therefore, BE It Resolved, that the Lincoln Parish Police Jury authorizes the Louisiana Department of Public Safety and Corrections, Office of Motor Vehicles, to immediately begin the collection of the maximum authorized service fee of four dollars and fifty cents.

LINCOLN PARISH POLICE JURY
PROCUREMENT POLICY RELATIVE TO FEDERAL PROGRAMS

These procedures are intended to serve as guidelines for the procurement of supplies, equipment, construction services and professional services for the Lincoln Parish Police Jury (The Jury) in the conduct of all its Federal Programs (and the Jury's subrecipients). These guidelines meet the standards established in 2 CFR 200.317 through 200.326 and state requirements.

PURPOSE

The purpose of this Statement of Procurement Policy is to: (1) provide for the fair and equitable treatment of all persons or firms involved in purchasing by the Jury; (2) assure that supplies, services, and construction are procured efficiently, effectively, and at the most favorable prices available to the Jury; (3) promote competition in contracting; provide safeguards for maintaining a procurement system of quality and integrity; and (4) assure that the Jury purchasing actions are in full compliance with applicable State laws, Federal standards, the Jury ordinances, regulations or other relevant policies.

PROCUREMENT AUTHORITY AND ADMINISTRATION

The primary purchasing/procurement authority for the Jury shall be bestowed to the Parish Treasurer. All procurement transactions shall be conducted and administered by the Treasurer.

The Treasurer shall insure that there are sufficient unencumbered funds available to cover the anticipated cost of each procurement before contract award or modification (including change orders), work is inspected before payment, and payment is made promptly for contract work performed and accepted.

The Treasurer shall insure the appropriate method of procurement is used for the particular purchase considering Federal, State and the Jury dollar thresholds.

The Treasurer shall insure the appropriate contract and prices are applied to the particular purchase.

The Treasurer shall insure that contracts shall be awarded only to responsible contractors/firms that possess the potential ability to perform successfully under the terms and conditions of the proposed procurement.

The Treasurer shall give consideration to such factors as the contractor's/firm's capacity, integrity, compliance with public policy, record of past performance, and financial and technical resources.

The Treasurer shall establish and maintain a contract administration system to ensure that contractors perform in accordance with their contracts, which provides for the proper inspection of supplies, services, or construction, as well as monitoring contractor performance, status reporting on construction contracts, and similar matters.

CODE OF CONDUCT

No employee, officer, or agent of the Jury shall participate in the selection or in the award or administration of a contract supported by federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the above, or any covered person listed in R.S. 42 §1112(B) has a financial or other interest in the firm selected for award.

No officer, employee or agent of the Jury shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to sub-agreements, except where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value. No employee, officer, or agent of the Jury shall knowingly use confidential information for actual or anticipated personal gain.

Any alleged violations of these standards of conduct shall be referred to the Jury Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

FAIR AND OPEN COMPETITION

The goal of the Jury is to conduct all its procurement activities to provide the most qualified contractors or best products and in a manner that also discourages and prevents favoritism, collusion, fraud, waste, and abuse and to ensure objective contractor performance and eliminate any unfair competitive advantage. The Jury will carry out all procurement activities in a manner that provides maximum free and open competition.

The Jury will exclude any contractors or potential contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals from competing for such procurements. In addition, State law provides the above shall further be prohibited from participating as subcontractors related to the award of that procurement.

The Jury shall not make any uncompetitive awards to an existing contractor and shall not make a federally funded award or reimburse from such award to a contractor based upon any form of agreement or understanding for general, unspecified services or broad types of services entered into in advance of work to be done.

The Jury will not enter into any arrangement or agreement [implied or express] to prepare a grant (or development) application on a “no fee” basis and then compensate that the contractor by paying a contingent fee or other compensation from the grant award.

The Jury will avoid situations that create unequal access to information that can occur when a contractor has access to nonpublic information as part of its performance under another contract with the Jury and where that information may provide the contractor with a competitive advantage in a later competition for a Lincoln Parish Police Jury contract.

Procurement procedures will not restrict or eliminate competition

The Jury shall not place unreasonable requirements on firms in order for them to qualify to do business. Nor will the Jury encourage or participate in noncompetitive practices among firms. The Jury is alert to organizational conflicts which would jeopardize the negotiation process and limit competition. The Jury will not require unnecessary experience or bonding requirements. Contractors wanting to do business with the Jury must not hire a person to solicit or secure a contract for a commission, percentage, brokerage, or contingent fee, except for bona fide established commercial selling agencies.

Any alleged violations of these standards of conduct shall be referred to the Jury Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

SOLICITATIONS AND ADVERTISEMENTS

All solicitations of bids or offers shall clearly set forth all requirements which bidders or offerors must fulfill and all other factors to be used in evaluating bids, proposals, or statements of qualifications.

The Treasurer shall incorporate a clear accurate description of the technical requirements for the material, service, or product to be procured in all solicitations of offers. In competitive procurements, these descriptions shall not contain features, which unduly limit competition. The description may include a statement of the qualitative nature of the material, product, or service and the minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications shall be avoided whenever possible. A "brand name or equal" description may be used to define the performance or other salient requirements of procurement, but equivalent products must be acceptable. The specific features of the named brand which must be met by bidders/offerors shall be clearly stated. The Treasurer shall determine what regulatory and/or statutory requirements for publicizing or advertising are applicable to the procurement. The Treasurer shall make a determination as to whether a particular procurement will require more than the minimum statutory or regulatory geographic and/or solicitation time period will be necessary to achieve effective competition and will make the appropriate adjustments. The Treasurer shall take into consideration the market area to be reached by the advertising method chosen and the number of potential vendors in that market area.

The nearest metropolitan statistical area [MSA] to the Jury is Monroe, Louisiana, and whose largest general circulation newspaper is the Ouachita Citizen. The Jury has designated as the “official journal” the Ruston Daily Leader. All procurement actions requiring advertisement will be published in the Ruston Daily Leader, at a minimum. The Jury maintains a website at www.lincolnparrish.org which is available for conducting procurement solicitations and advertisements. The Jury does not and is not required to provide a uniform and secure electronic interactive system for the submittal of bids.

For all procurement activities requiring formal advertising the Treasurer will publish its bids and proposals in the Ruston Daily Leader. In order to achieve maximum effective competition, the Treasurer is authorized to publish in other MSA newspapers if needed to increase the number of potential vendors. The Treasurer may also publish in any applicable trade journals or industry publications. The Treasurer may conduct direct solicitations in addition to the required formal advertising requirements, provided that all pertinent information is provided equally to all prospective vendors.

CONTRACTING WITH SMALL AND MINORITY BUSINESS, WOMEN BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS

The Jury shall take affirmative steps to assure that small and minority firms, women’s business enterprises, and labor surplus firms are solicited whenever they are potential qualified sources. The Jury shall also consider the feasibility of dividing total requirements into smaller tasks or quantities so as to permit maximum participation by small and minority firms, women’s business enterprises, and labor surplus firms. Where permitted by regulations, delivery schedules will be developed which will include participation by such businesses. The Jury shall assist the prime contractor whenever possible by providing copies of lists which identify qualified small and minority firms, women's business enterprises, and labor surplus area firms.

SUSPENSION AND DEBARMENT

Contracts for Federal awards shall not be awarded to debarred, suspended, or ineligible contractors. Contractors may be suspended, debarred, or determined ineligible by any Federal agency in accordance with HUD regulations (24 CFR Part 24) or by other Federal agencies (e.g., Department of Labor, for violations of Secretary of Labor Regulations) when necessary to protect the Jury in its business dealings.

PROTESTS

Any bidder or offeror, who desires to protest the solicitation shall submit in writing to the Jury, or Treasurer at least 10 days before bid opening or due date of proposal.

Any bidder or offeror, who desires to protest the award or decision to award a contract shall submit the protest in writing to the Jury, or Treasurer no later than 10 days after the award or the announcement of the decision to award, whichever occurs first. At minimum written protests will include: Name, address, and fax and telephone numbers of the protester [including company name]. Identity or description of the solicitation or contract number. Detailed statement of the legal and factual grounds for the protest, to include a description of resulting prejudice to the protester.

CONTRACT TYPES

The Treasurer shall use the appropriate type of contract described below as determined by the nature of the purchase.

Firm fixed-price. This contract type requires the delivery of products or services at a specified price, fixed at the time of the contract award and not subject to any adjustment on the basis of the contractor's cost experience in performing the contract. It is appropriate for use when fair and reasonable prices can be established at time of award, definite design or performance specifications are available, products are off-the-shelf or modified commercial products or services for which realistic prices can be offered, and any performance uncertainties can be identified, and reasonable cost estimated in advance. A purchase order issued by the [the purchasing/procurement authority] and which specifies the product, quantity of supplies or scope of services ordered, contains a determinable date by which delivery of the product, supplies or performance of the services is required and contains a definitive price not subject to any contingencies may be considered a fixed price contract upon the acceptance and execution by [the purchasing/procurement authority].

Cost-reimbursement. Cost-reimbursement types of contracts provide for payment of allowable incurred costs, to the extent prescribed in the contract. These contracts establish an estimate of total cost for the purpose of obligating funds and establishing a ceiling that the contractor may not exceed (except at its own risk) without the approval of the [the purchasing/procurement authority]. Unlike a fixed price contract, the contractor may not necessarily receive the total amount of the cost ceiling. Cost-reimbursement contracts are suitable for use only when uncertainties involved in contract performance do not permit costs to be estimated with sufficient accuracy to use any type of fixed-price contract.

Time and Materials contract. Under these contracts, the contractor's services are pre-priced (usually, in terms of hours) in the contract, and the Treasurer orders services in unit amounts (e.g., hours) as needed until the funds in the contract are exhausted. The Jury may use this type of contract only after the [the purchasing/procurement authority] determines that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. For reimbursement under Federal award, the Jury must have obtained prior written approval from the Federal or pass through agency.

Contract Options

The Treasurer may include options for additional quantities or performance periods in its contracts if they meet all the following requirements:

Options be included in contracts, provided that:

- A. The option is contained in the solicitation;
- B. The option is a unilateral right of the Jury;
- C. The contract states a limit on the additional quantities and the overall term of the contract;
- D. The options are evaluated as part of the initial competition;
- E. The contract states the period within which the options may be exercised;
- F. The options may be exercised only at the price specified in or reasonably determinable from the contract; and
- G. The options may be exercised only if determined to be more advantageous to the Jury than conducting a new procurement.

The inclusion of an additional scope of work to the original scope contained in the solicitation is not considered to be an option and will require conducting a new procurement.

TYPES OF PRICES

The Treasurer shall insure the appropriate type of price(s) as determined by the nature of the purchase are included in the contract. Percentage of construction cost or any other indefinite metric will not be used for price determination in any contract funded in whole or in part with Federal funds. Below are descriptions of four different categories of prices. The types of prices are closely associated with types of contracts; Lump Sum and/or Unit Price with specified quantity for a Fixed Price contract. A Cost- Reimbursement contract may have Lump sum or Unit Price components in addition to and Billable Hours and/or Reimbursable Costs.

Lump Sum Price

For definable work product or deliverable, whose value can be expressed as a single price inclusive of all production costs [labor, materials and purchased service costs, allowable overhead and profit]. The contractor will bear all the risks in producing the work product or deliverable at the agreed upon price. Because of the presumed certainty of contract task or item performance that qualifies a contract task or item as a Lump Sum price no adjustments to contract price are permitted. For fixed price contracts no change in quantities for any Lump Sum task(s) or item(s) would be permitted. Payment of total contract price will be made upon satisfactory performance, delivery and final acceptance of contract task(s) or item(s).

Unit Price

For definable work products or deliverables whose value can be expressed as a single price inclusive of all production costs [labor, materials and purchased service costs, allowable overhead and profit] for contract tasks or items and will be needed in two more iterations at the same agreed upon price. The contractor agrees to bear all the risks and cost variance in producing or performing the contract tasks or items at the agreed upon price per unit and for the quantities specified. For fixed price contracts, no change in quantities are permitted without an approved change order. If certain unit prices are contained in the initial contract, no deviations shall be allowed in computing negotiated change order costs. In cases where there is a discrepancy between the base bid total and the sum of the extended unit prices, the unit price bid shall govern.

Billable Hours

For work efforts that are composed of predominately personnel compensation costs with a minimum of outside purchases of materials and services needed to produce a work product or provide a service; the contractor will be reimbursed for applied work efforts at the agreed upon billable hourly rate(s) inclusive of direct labor compensation, overhead, general and administrative expenses, and profit [fully burdened] by job title. Billable hours may be utilized for services or products that have a definitive accomplishment or product or may be used to reimburse work efforts for a scope of services with an accomplishment that cannot be estimated accurately.

Reimbursable Costs

For work, efforts that require significant outside purchases of materials, services or from subcontractors in addition to the contractor's personnel compensation costs needed to produce a work product or service. The contractor's personnel compensation costs will be reimbursed for applied work efforts at the agreed upon hourly rate(s) by job title. The contractor's itemized outside purchases of materials and services will be reimbursed at invoice cost identifying items by quantities and/or cost per unit.

COST REASONABLENESS

The Treasurer shall insure that all contract awards are based upon a price or cost reasonableness determination. Normally, competition establishes price reasonableness. A price analysis is conducted by comparing lump sum prices – not cost estimates - received from contractors in a competitive pricing situation (e.g., when sealed bids are obtained).

In situations where there is minimal or no price competition, the Treasurer must obtain a breakdown of the proposed costs and perform a cost analysis.

The Treasurer will require a cost analysis when:

Using the competitive proposal (or “negotiated”) method of contracting, e.g., for acquiring professional, consulting or Architect/engineering (A/E) services when there are other evaluation factors besides price or cost. Under the competitive proposal method, offerors are required to submit cost proposals that show the elements (e.g., labor, materials, overhead, and profit) of their proposed costs or price.

Cost analysis will be used whenever there is no price competition. Negotiating a contract with a **sole source**, i.e., not soliciting competitive bids or offers. After soliciting competitive sealed bids, you receive **only one bid**, and it differs substantially from your independent estimate of the contract price.

The Treasurer will insure there will be adequate documentation to support contractor billings so that auditors may assess whether the amount paid for the services was reasonable. The Treasurer will require contractors to provide written billings with “sufficient detail,” to show what the contractor did, and the time required, if the billable hour or reimbursable cost pricing method is used. Contractors must be willing to provide work products or other evidence of tasks performed.

PROCUREMENT RECORDS

These records **shall** include, but **shall not** necessarily be limited to, the following:

- A. Rationale for the method of procurement (if not self-evident);
- B. Document the basis for determining that price or rate quotations were obtained from an adequate number of qualified sources.
- C. Copies of bid and proposal advertisements and all responses
- D. Documentation of quote, bid or proposal solicitations and all responses including any vendors contacted through the direct solicitation,
- E. Documentation will also include evaluation/scoring documents, notes on interviews or negotiations. For competitive proposals the file will also include the selection criteria utilized,
- F. Document the basis for the contract price, a copy of the bid tabulation form or Copy of the completed Cost Reasonableness form for services.
- G. Selection of contract type
- G. Written statement explaining the basis of contractor selection
- H. A copy of the contract documents awarded or issued and signed by the Treasurer;
- I. Copies of prior canceled, withdrawn or superseded solicitations; copies of withdrawn or rejected bids or proposals;
- J. Basis for contract modifications; and
- K. Related contract administration actions including contractor clearance

FEDERAL CONTRACT PROVISIONS

The Jury shall include the provisions of 2 CFR 200 Appendix II in every contract funded with a Federal award. In addition, the Jury will include the required contract provisions of 24 CFR Part 75 for awards funded by the U.S. Department of Housing and Urban Development.

PROCUREMENT METHODS AND PROCEDURES

The Treasurer shall use the appropriate method of procurement and follow the applicable procurement procedures as determined by the nature of the purchase and the applicable Federal/State price/cost thresholds as they are listed in the Procurement Methods and Procedures Section. The Treasurer shall never divide or separate any purchase requirements in order to avoid any State or Federal threshold regarding required method of procurement. For public works projects under \$250,000, the Treasurer shall make a determination on whether to use its advertised sealed bid procedure, small purchase or possibly competitive proposals.

PROCUREMENT POLICY**RESOLUTION****BY THE****LINCOLN PARISH POLICE JURY**

WHEREAS, the Lincoln Parish Police Jury has been afforded the opportunity to apply and participate in the State of Louisiana 2025-2026 Community Development Block Grant Program administered by the Division of Administration; and,

WHEREAS, the STATE requires the establishment of uniform procedures in compliance with OMB Circular A-102;

NOW THEREFORE BE IT RESOLVED, by the Lincoln Parish Police Jury, that the attached policy entitled "Procurement Policy" is hereby adopted.

Passed, approved and adopted this 14th day of October, 2025.

/s/ Glenn Scriber

Glenn Scriber, President

/s/ Courtney Hall

Courtney Hall, Interim Parish Administrator

CERTIFICATE

I, Courtney Hall, Interim Parish Administrator for the Lincoln Parish Police Jury, do hereby certify that the above and foregoing constitutes a true and correct copy of a Resolution passed, approved, and adopted on the 14th day of October, 2025.

Courtney Hall, Interim Parish Administrator

Good morning, Courtney –

I trust this finds you doing well.

As you know, Lincoln Health Foundation's bylaws provides for representation of the Lincoln Parish Police Jury on the Foundation's board. For the past six years, Jo Tatum has served two terms as the Board representative appointed by the Jury. Unfortunately, her term officially expires on September 30, 2025. As such, I am sending you this email as a request for a new representative, along with a replacement recommendation for your consideration.

For the past year, the Foundation has had the privilege of working with Logan Hunt in his role as a LPPJ representative on the Healthcare Committee of the Empower Lincoln20 Initiative. Logan is knowledgeable about the Foundation and has held a board position on The Health Hut which, as you know, is funded in large part by LHF. We believe that Logan would make an excellent addition to our Board, and so I am forwarding his name to you for consideration. Obviously, this decision is not ours to make, and we certainly will respect your decision regardless of who the Jury appoints, but we wanted to share with you our thoughts concerning Logan as a possible replacement.

The official start date for the appointment is October 1st, but we realize that finalization may require more time.

If you have any questions concerning this matter, please don't hesitate to let me know. Thanks, in advance, for your involvement and I look forward to hearing from you.

Kindest regards,

Norman



Norman L. Hanes • President & CEO • 419 Dan Reneau Dr., Suite 100 • Ruston, LA 71270 • P.O. Box 2635 • Ruston, LA 71273-2635 (Mailing Address)
O: 318.251.3226 Ext. 100 • M: 318.243.1763 • nhanes@lincolnhealth.com • www.lincolnhealth.com



**LINCOLN
UNITED**
COMMUNITY COALITION

ALANA GILBERT BELTON

Business and
Leadership
Academy



Item #24.

EMPOWERING TOMORROW'S LEADERS TODAY

MISSION STATEMENT:

To cultivate a new generation of innovative leaders by providing hands-on learning, mentorship, and opportunities that foster personal growth, entrepreneurial thinking, and civic responsibility.

CORE FOCUS AREAS



Leadership Development

- Effective communication
- Team collaboration
- Strategic decision making
- Conflict resolution



Business & Entrepreneurship

- Business simulations
- Innovation lab
- Case study analysis
- Financial literacy and workshops



Personal Development

- Self awareness and identity
- Confidence and resilience training
- Mindset growth practices



Networking & Mentorship

- Professional networking events
- Peer collaboration
- One-on-one group mentorship from local leaders

WHY JOIN?

- ✓ A deeper understanding of leadership principles
- ✓ Real-world business experience
- ✓ Stronger self-confidence and presentation skills
- ✓ Expanded personal and professional networks
- ✓ A vision for making a difference in their community