



# FINANCE COMMITTEE

Lincoln Parish Police Jury

Tuesday, September 14, 2021 at 6:00 PM

Library Events Center | 910 North Trenton Street, 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.

### COMMITTEE MEMBERS

Skip Russell, Chair; Theresa Wyatt, Matt Pullin, Joe Henderson, Sharyon Mayfield

### Call to Order

### Invocation

### Approval of Agenda

### Budget Requests 2022

- [1.](#) Lincoln Total Community Action
- [2.](#) Bayou Lake D'Arbonne Commission
- [3.](#) Sparta Groundwater Commission
- [4.](#) Department of Veterans Affairs
- [5.](#) Council on Aging
- [6.](#) IT Department
7. Lincoln Parish GIS
8. Juvenile Assistance Program
- [9.](#) Third Judicial District Court
- [10.](#) LSU Cooperative Extension Service
- [11.](#) Lincoln Parish Clerk of Court
- [12.](#) Registrar of Voters
- [13.](#) Lincoln Parish Coroner
- [14.](#) Lincoln Parish District Attorney
- [15.](#) Keep Lincoln Parish Beautiful
- [16.](#) Four Paws
- [17.](#) Northeast Delta Human Services Authority
- [18.](#) Lincoln Parish Health Unit

**Other Business**

**Adjournment**



# *Lincoln Total Community Action, Inc.*

Item #1.

1400 Oakdale St. • Ruston, Louisiana 71270 • (318) 255-5401

W. D. WALKER  
Board Chairperson

CLOTILL SMITH  
Executive Director

September 3, 2021

TO: Lincoln Parish Police Jury  
Mr. Doug Postel

FROM: Clotill Smith   
Executive Director

RE: Request for Funds

The Board of Directors of Lincoln Total Community Action, Inc. is requesting financial assistance in the amount of **\$6,000** to assist with yard maintenance, that is in excess of \$10,000 annually, unexpected repairs to AC units, and other expenses for all centers.

There is a great need to have sufficient funds to help keep the Head Start facilities in compliance with licensing, state and federal regulations. The Paul E. Slaton Center (Old Lincoln Center), donated by the Lincoln Parish School Board, is in constant need of electrical repairs throughout the building. We are still working on getting needed repairs to the gym to meet licensing requirements. The gym will serve a great need for the program - parent meetings, in-door play for children during inclement weather, and other activities.

The Board of Directors and Staff appreciate past donations and hope that we can count on your continued support.

Should you have questions, please contact - Mrs. Pamela Harris or me at 318.255.5401 or 318.255.2318.

Devon Cannon

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**From:** Doug Postel  
**Sent:** Thursday, September 09, 2021 3:58 PM  
**To:** Devon Cannon  
**Subject:** Fwd: D'arbonne Lake Commission

Sent from my iPhone

Begin forwarded message:

**From:** Bill Carter  
**Date:** September 9, 2021 at 2:28:35 PM CDT  
**To:** Doug Postel  
**Cc:** Terry Morris, Todd Demoss, Ken Myers, "Richard Royal", Jessica Hollingsworth, Bill Carter  
**Subject:** D'arbonne Lake Commission

**EXTERNAL EMAIL:** Please do not click on links or attachments unless you know the content is safe.

Doug-

I am the attorney for the D'arbonne Lake Commission. Please include the annual support for the Commission in the new Lincoln Parish Police Jury budget. Thanks

-Bill

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WILLIAM S. CARTER, JR.  
P. O. Box 1530  
Ruston, LA 71273  
(318) 255-8070  
(318) 255-8542 Fax

This electronic mail message and all attachments may contain information which is privileged, confidential and/or otherwise exempt from disclosure under applicable law. The information is intended only for the use of the individual or entity named as the addressee above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution (electronic or otherwise), forwarding or the taking of any action in reliance on the contents of this information is strictly prohibited. If you have received this electronic transmission in error, please immediately notify us by telephone, facsimile, or email to arrange for return of the electronic email, attachments and/or documents.

## SPARTA GROUNDWATER COMMISSIONERS

# SPARTA

## Ground Water Commission

P.O. Box 10198 T.S.  
Ruston, LA 71272  
www.spartaaquifer.com

September 9, 2021

Lincoln Parish Police Jury  
Attn: Doug Postel  
100 W Texas Ave # 301  
Ruston, LA 71270

Mr. Postel,

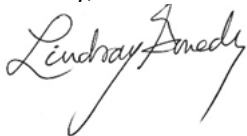
The Sparta Groundwater Commission continues to work for the north Louisiana parishes with the primary goal of the preservation of the Sparta Aquifer for generations to come. The consistent support that Lincoln Parish has provided has aided our efforts in regional education programs, community and leadership outreach, and continued quest for current and future planning data.

The Sparta Commission's persistent efforts to fund an updated groundwater study and the development of a water budgeting database has proved successful. Thanks to the support of our region, including the Lincoln Parish Police Jury, we have been selected as a recipient of the Economic Development Administrations 2019 Disaster Relief funds. These grant funds, coupled with the continued support of Lincoln Parish and other regional stakeholders, will lead to more data and future planning tools for our region.

Lincoln Parish has proved to be an advocate for the preservation of the Sparta Aquifer for many years. The 2021 contribution of \$2,500 has been greatly appreciated. As you are preparing your 2022 budget the Sparta Groundwater Conservation District Commission respectfully asks for your continued active support and consideration of a financial contribution equal to or greater than previous years. If there is any further documentation or information desired feel free to contact me at your convenience!

The Sparta Groundwater Commission will continue to work for the citizens of our region to ensure that the Sparta Aquifer remains a viable water resources for generations to come!

Sincerely,



**Lindsay Gouedy**  
Executive Director  
Sparta Groundwater Commission  
P.O. Box 10198 T.S.  
Ruston, LA 71272  
Lgouedy@latech.edu  
318.245.8694 cell

### *Chairman*

Nick COX, Webster Parish

### *Vice Chairman*

Rick Buckner, City of Minden

### *Treasurer*

Keith Jeselink, City of Ruston

### *Secretary*

Regina Rowe, Jackson Parish

### *Sparta Foundation Executive Director*

Jimmy Hand, Claiborne Parish

### *Executive Director*

Lindsay Gouedy

Reggie Skains.....*Agriculture Industry*  
Brandon Rich.....*Town of Homer*  
Devin Flowers.....*Town of Jonesboro*  
Jack Clampit.....*Ouachita Parish*  
.....*Other Industries*  
Mike Carpenter.....*Winn Parish*  
Jamie Harrell.....*Wood Products Industry*  
.....*Lincoln Parish*  
Sam Little.....*Morehouse Parish*  
Aaron Clark.....*Bienville Parish*  
Ronnie Turner ...*City of West Monroe*  
Ben Bridges.....*Union Parish*  
Dr. Curtis Willis.....*Town of Arcadia*

### *Ex-officio Members*

Ben McGee.....USGS  
Gary Hanson.....LSUS  
Gary Kennedy.....LaTech  
Jim York.....LDNR  
Susan Robbins.....LRWA



P.O. Box 10198 T.S.  
Ruston, La 71272  
[www.spartaaquifer.com](http://www.spartaaquifer.com)

**INVOICE**

**September 9, 2021**

Lincoln Parish Police Jury  
Attn: Doug Postel  
100 W Texas Ave # 301  
Ruston, LA 71270

**TOTAL Donation.....\$2,500.00**

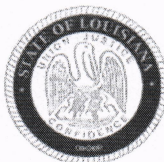
Thank you for your support!

A handwritten signature in black ink that reads "Lindsay Gouedy". The signature is written in a cursive, flowing style.

Lindsay Gouedy  
Executive Director  
Sparta Groundwater Commission  
P.O. Box 10198 T.S.  
Ruston, LA 71272  
[LGouedy@latech.edu](mailto:LGouedy@latech.edu)

# State of Louisiana

JOHN BEL EDWARDS  
GOVERNOR



JOEY STRICKLAND  
SECRETARY

## Louisiana Department of Veterans Affairs

August 9, 2021

The Honorable Richard Durrett  
President, Lincoln Parish Police Jury  
P.O. Box 979  
Ruston, LA

Dear President Durrett,

As another fiscal year draws to an end, we are excited to share the results of our efforts to serve the 2,333 veterans and their families living in your community. With your support, our Veterans Assistance Counselors helped to bring in over \$11,672,000 in Compensation and Pension benefits from the US Department of Veterans Affairs to your parish.

We look forward to continuing our partnership in the new fiscal year and have attached an updated Cooperative Endeavor Agreements (CEA) for January 1, 2021, to December 31, 2022, for your review and signature. In addition, we have included an explanation of how the requested contribution amount was determined.

Please sign the agreements as soon as you are able and return it to us either by email or mail. We will send an executed original to your office.

If you have any questions or concerns, I can be reached in my office at (225) 219-5008 or by email at [earnest.buckner.jr@la.gov](mailto:earnest.buckner.jr@la.gov).

Once again, LDVA thanks you for your unwavering commitment to Louisiana's veterans, and we look forward to working with you to serve those who have done so much for us.

Sincerely,

A handwritten signature in cursive script, reading "Earnest Buckner Jr.".

Earnest Buckner Jr.  
Deputy Assistant Secretary, Benefits  
Louisiana Department of Veterans Affairs  
225.219.5008 (o)  
225.219.5590 (f)





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**COOPERATIVE ENDEAVOR AGREEMENT**  
**BETWEEN**  
**LINCOLN PARISH POLICE JURY**  
**AND**  
**LOUISIANA DEPARTMENT OF VETERANS AFFAIRS**

THIS COOPERATIVE AGREEMENT is made and entered into on \_\_\_\_\_ by and between Lincoln Parish Police Jury, hereafter referred to as Parish/Municipality, a political subdivision of the State of Louisiana represented by Richard Durrett, President, and the Louisiana Department of Veterans Affairs (hereafter referred to as LDVA), a state agency within the Executive Branch of the State of Louisiana represented by its Secretary, Joey Strickland.

**ARTICLE I**

WHEREAS, Louisiana Revised Statutes, including but not limited to La R.S. 29:260-262, as amended and reenacted, specifically provide enabling legislation for LDVA to estimate and recover part of the operations cost of parish Veterans' Service Offices. Specifically, La. R.S. 29:260-262 provides that LDVA shall not contribute more than seventy-five percent (75%) for the operation and maintenance of such parish Veterans' Service Offices; that police juries and municipal governing authorities may make appropriations out of funds for the purpose of providing or assisting in providing for the maintenance and operation of Veterans' Service Offices established by LDVA; that police juries and municipal governing authorities shall provide office space for the operation of Veterans' Service Offices established by LDVA pursuant to law; and the cost of providing such office space shall not be considered as any payment or contribution required toward the expense of operation and maintenance of such Veterans' Service Office space.

**ARTICLE II**

WHEREAS, Parish/Municipality desires to support local veterans and improve their access to benefits and services by providing for both the cost to maintain and operate Veterans' Service Offices and space to house such service offices as provided by law.

### ARTICLE III

WHEREAS, LDVA, whose physical office is located at 602 N. Fifth Street, Baton Rouge, Louisiana, 70802, and whose official mailing address is P.O. Box 94095, Capitol Station, Baton Rouge, Louisiana, 70804-9095, received funds in Fiscal Year 2021-2022 to provide such services to veterans in Parish/Municipality.

### ARTICLE IV

WHEREAS, both LDVA and Parish/Municipality desire to memorialize their respective fiscal, operational and maintenance obligations relative to the establishment of a Veterans' Service Office in Parish/Municipality,

NOW THEREFORE, LDVA and Parish/Municipality, each having authority to do so, agree as follows:

#### **I. OBLIGATIONS OF THE PARTIES.**

##### **A. Obligations of LDVA**

1. LDVA shall provide information to veterans residing in or near Parish/Municipality and their dependents through various outlets including but not limited to the news media, internet, reading materials, and personal consultation about benefits to which they are entitled, including medical services, compensation and pension programs, education, home loan guarantees, employment, benefits of patients in a nursing home, insurance benefits, referrals to housing and mental health providers and last interment benefits.
2. LDVA shall provide a highly trained Veterans Assistance Counselor at said service office.
3. LDVA shall make every reasonable effort to ensure that the designated Veterans' Service Office is staffed three (3) days per week on the following days, to wit: Monday, Wednesday, and Friday, excluding applicable holidays, training periods, inclement weather closures, etc. LDVA will endeavor to update the parish or municipality of any office closures that may occur, should the need arise.
4. LDVA shall designate a contract monitor to ensure that the parties meet their obligations described herein and identify said person, along with their mailing address, email address, and phone number to Parish/Municipality.

## B. Obligations of Parish/Municipality

1. Parish/Municipality shall provide office space for the Veterans' Service Office that offers a safe location for LDVA employees and clients, space for private client interviews, secure storage of client files, and accessibility for disabled visitors. Said space shall be located at 307 North Homer Street, 2nd Floor, Ruston, Louisiana, 71270.
2. Parish/Municipality shall provide for all utilities, as well as 31.01% of phone and Internet service costs, as part of its obligation to provide space for the Veterans' Service Office.
3. Parish/Municipality shall provide funding to LDVA in the amount described herein to support the cost to operate and maintain the Veterans' Service Office.

## II. FUNDING AND REPORTING

### A. Compensation and Disbursement

1. Parish/Municipality shall contribute to the support of the Veterans' Service Office by paying LDVA a total of \$7,917.00 in minimum monthly payments of \$660.00.
2. Parish/Municipality shall make payments by check or electronic means only, payable to LDVA. Prior to making the first payment, Parish/Municipality shall select its preferred method and communicate the choice to LDVA.

### B. Reporting

1. Upon request, LDVA shall provide an operations report on the number of veteran contacts and claims processed that period.
2. LDVA shall also include within that report any additional information that might assist in communicating and demonstrating the positive impact to the community of the services provided by LDVA.

### C. Invoicing

1. LDVA shall submit to Parish/Municipality an invoice for the payment described herein on a quarterly basis.
2. Parish/Municipality may pay monthly, and shall pay LDVA the full sum of the invoiced amount no later than 30 days after receipt of this invoice.



### **III. TERM**

- A. This Cooperative Endeavor Agreement shall be in effect from January 1, 2022, to December 31, 2022.

### **IV. TERMINATION**

- A. Parish/Municipality may terminate this Agreement at any time during the term of the Agreement by giving the Contractor written notice of its intention to terminate at least thirty (30) days before the intended date of termination. The Parish/Municipality must provide the reason for termination and reason why it cannot comply with the Louisiana Revised Statutes referenced above. Upon termination by the Parish/Municipality or the failure of Parish/Municipality to meet its obligations defined herein, LDVA may close the Veterans Service Office operated in Parish/Municipality.

### **V. CONTROLLING LAW**

- A. The validity, interpretation, and performance of this Agreement shall be controlled by and construed in accordance with the laws of the State of Louisiana.

### **VI. LEGAL COMPLIANCE**

- A. LDVA and Parish/Municipality shall comply with all federal, state, and local laws and regulations, including, specifically, but without limitation, the Louisiana Code of Governmental Ethics (R.S. 42:1101, *et seq.*), in carrying out the provisions of this Agreement.

### **VII. PUBLIC LIABILITY/INDEMNIFICATION**

- A. LDVA will indemnify, defend, and hold harmless Parish, including Parish's employees and agents, from and against any and all claims or liabilities arising from the fault of LDVA, its employees, or agents in carrying out LDVA'S duties and obligations under the terms of this agreement. The Parish will indemnify, defend, and hold harmless LDVA, including LDVA'S employees, delegates, agents, and representatives from and against any and all claims or liabilities arising from the fault of Parish, its employees, or agents in carrying out the Parish's duties and obligations under the terms of this agreement. This section will survive the termination of this agreement. In the event that either party takes any action to enforce this mutual indemnity provision, the prevailing party shall be entitled to recover reasonable attorney's fees and costs arising as a result thereof.

- B. Nothing herein is intended, nor shall be deemed to create a third-party beneficiary to or for any obligation by any party hereto or to authorize any third person to have any action against any party hereto arising out of this Agreement.
- C. LDVA is responsible for any and all insurance or other liability requirements related to the operations or activities associated with this agreement. LDVA will ensure that it has insurance coverage for any general liability claims occurring at the premise provided by the Parish as well as insurance coverage for any LDVA contents located at the premise provided by the Parish. In addition, LDVA agrees that all insurance policies required by the agreement will be primary, will include a waiver of subrogation in favor of the Parish as to workers' compensation claims, and will identify the Parish as an additional insured.

#### **VIII. SEVERABILITY**

- A. If any term, covenant, condition, or provision of this Agreement or the application thereof to any person or circumstance shall, at any time or to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term, covenant, condition or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant, condition, and provision of this Agreement shall be valid and be enforced to the fullest extent of the law.

#### **IX. NOTICES**

- A. Legal notices to the parties shall be mailed to the following persons and addresses via certified United States mail, to wit:

1. LDVA:  
 Joey Strickland  
 SECRETARY  
 Louisiana Department of Veterans Affairs  
 P. O. Box 94095, Capitol Station  
 Baton Rouge, Louisiana 70804-9095

2. LINCOLN PARISH POLICE JURY:  
 Richard Durrett  
 PRESIDENT  
 P.O. Box 979  
 Ruston, LA

**IN WITNESS WHEREOF**, the parties have executed this Cooperative Endeavor Agreement on the day, month and year first written above.

**SIGNATURES:**

**LINCOLN PARISH POLICE JURY**

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

RICHARD DURRETT, PRESIDENT

Witnessed by: \_\_\_\_\_

(Signature)

(Signature)

\_\_\_\_\_  
 (Printed Name)

\_\_\_\_\_  
 (Printed Name)

**LA DEPARTMENT OF VETERANS AFFAIRS**

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

JOEY STRICKLAND, SECRETARY

Witnessed by: \_\_\_\_\_

(Signature)

(Signature)

\_\_\_\_\_  
 (Printed Name)

\_\_\_\_\_  
 (Printed Name)



## Lincoln Parish Police Jury Cooperative Agreement Summary 2022

	Total Parish Expenses	Total Parish Contribution (31.01301%)	Lincoln Parish Police Jury Share (55% of Parish Contribution)
Salaries & Benefits:	\$39,121	\$12,133	\$6,673
Travel	\$903	\$280	\$154
Supplies	\$555	\$172	\$95
Postage, Equip. Maintenance	\$280	\$87	\$48
Telephone & Internet	\$1,229	\$381	\$210
Professional Services	\$483	\$150	\$82
Acquisitions	\$9	\$3	\$2
OTS Migration	\$449	\$139	\$77
Subtotal:	\$43,029	\$13,345	\$7,340
*Administration Expense		\$1,050	\$578
Total:		\$14,395	\$7,917

\*Costs related to human resources, accounting, payment processing, etc. (2.5% of total expenses)

### Economic Impact of Lincoln Parish Veterans' Service Office:

**\$11,672,000** in Compensation and Pension benefits for a veteran population of  
**2,333.**

(According to US Department of Veterans Affairs FY19 Summary of Expenditures)





LINCOLN COUNCIL  
ON AGING

August 23, 2021

Mr. Doug Postel  
Parish Administrator  
Lincoln Parish Police Jury  
P.O. Box 979  
Ruston, LA 71273-0979

Dear Mr. Postel:

The Lincoln Council on Aging is requesting the Lincoln Parish Police Jury to continue to consider us as part of your annual budget. Your funding of \$5000 is greatly appreciated and needed for us to continue to serve the senior population of Lincoln Parish. We are not requesting an increase, but would like for our funding to remain as is.

For those who are not familiar with what our agency does, these are some of the services we provide - transportation, home delivered meals, congregate meals, homemaker service, respite service, personal care, and senior center activities. These services are for persons 60+. The funding you provide will enhance all these services and others.

Again, we greatly appreciate all the Police Jury does for the seniors of Lincoln Parish.

Sincerely,

Michelle Wright  
Executive Director

P. O. BOX 1058 • 1000 SARATOGA STREET • RUSTON, LOUISIANA 71273-1058 • (318) 255-5070





September 7, 2021

Lincoln Parish Police Jury

P.O. Box 979

Ruston, LA 71273

**Jackson Matthews**  
GIS Manager

Re: Budget Requests for 2022

**Board Members**

**Billy McBride**  
Assessor

Members of the Police Jury,

**Andrew Halbrook**  
City of Ruston

**Linda Cook**  
Clerk of Court

**Bill Sanderson**  
911 Commission

**Kevin Reynolds**  
Fire District #1

**Logan Hunt**  
Police Jury

**Mike Rainwater**  
Sheriff's Office

**Seth Grigsby**  
School Board

I would like to take this opportunity to thank you for your support of the Lincoln Parish GIS and IT departments. Your annual support of these departments shows incredible vision and appreciation of technology. There are very few parishes that have the level of cooperation and support of leading-edge technology that Lincoln Parish has. It is unique to have so many parish agencies working together for the good of the citizens. I am proud to serve the citizens of Lincoln Parish and proud to be associated with the Police Jury. I am requesting your continued financial support of the Lincoln Parish GIS and IT departments for 2022. We are asking for the same contribution amounts as last year; \$25,000 for GIS participation and \$20,000 for IT participation. Thank you again for your financial and political support.

Sincerely,

A handwritten signature in black ink that reads "Jackson Matthews". The signature is fluid and cursive, with a large loop at the end.

Jackson Matthews

GIS Director

911 Coordinator

THIRD JUDICIAL DISTRICT COURT  
LINCOLN AND UNION PARISHES  
STATE OF LOUISIANA

Item #9.

JUDGES' OFFICE

100 West Texas Ave, 3<sup>rd</sup> Floor  
Ruston, LA. 71270  
Telephone: 318-251-5121  
Facsimile: 318-255-3154



JUDGES' OFFICE

100 East Bayou Street  
Farmerville, LA. 71241  
Telephone: 318-368-9734  
Facsimile: 318-368-2487

September 7, 2021

Mr. Richard Durrett and  
Mr. Doug Postel  
Lincoln Parish Police Jury  
Ruston, Louisiana 71270

**RE: *Budget Requests from the Judges' Office  
For LPPJ Budget of 2022***

Dear Mr. Durrett and Mr. Postel:

We respectfully request the following be considered for funding in the budget of 2022 of the Lincoln Parish Police Jury, to-wit:

1. Funding be continued for the court reporters, Sara Jo Hood and Weita Gaskin for 2022; if there is a cost of living raise given to employees of the Lincoln Parish Police Jury that they also be given that cost of living raise. We request also that the court reporter's retirement and insurance benefits be paid. If this has not been paid in the past, our office should be reimbursed for the amounts not paid. We also request that when a court reporter is ill or all court reporters are in court with their judge and we have to hire a court reporter to fill in on an Ad Hoc/Pro Tempore case that they get paid by the Police Jury.
2. A reminder that the Court Reporter equipment needs continual repairing and updating for the future and possibly replaced in all three courtrooms when needed.
3. Renovate balcony in Courtroom #1 so that it can be utilized to afford more space for social distancing for jury selection and trials.
4. We are requesting that our office receive funds from the American Rescue Plan Act of 2021 that has been sent to your office for distribution. The Treasury is launching this much-needed relief to:
  - Replace lost public sector revenue to strengthen support for vital public services and help retain jobs. (*this section qualifies the Judges' Office*)

# Third Judicial District Court

LINCOLN AND UNION PARISHES

Item #9.

Please see attached formula that was given to us to determine how much our office could receive and that total comes to \$75,539.50 which is what we are requesting. Documentation is also attached.

As always, we appreciate the services furnished to us by the Police Jury and our relationship with you. We look forward to serving with you to meet the needs of the citizens of this parish in the future.

Thanking you in advance for your attention to these matters, we are very truly yours.

Sincerely,



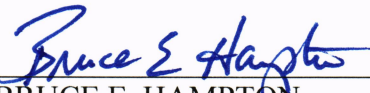
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MONIQUE B. CLEMENT  
Judge, Division "A"  
Third Judicial District Court



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THOMAS W. ROGERS  
Judge, Division "B"  
Third Judicial District Court



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BRUCE E. HAMPTON  
Judge, Division "C"  
Third Judicial District Court

cc: attachments



## BREAKDOWN OF REQUEST

The Third Judicial District Judges Office is requesting money from the COVID Rescue Plan Act of 2021. One reason - our office kept paying our employees during 2020 while revenue went down.

Section of the FACT SHEET dated May 10, 2021 from the U.S. Department of the Treasury – Office of Public Affairs that pertains to the Judges' Office is listed below:

***"American Rescue Plan Act of 2021*** is to provide \$350 billion in emergency funding for state, local, territorial, and Tribal governments." Money released to Lincoln Parish was \$9,079,086.00. *"The Treasury also released details on the ways funds can be used to respond to acute pandemic-response needs, fill revenue shortfalls among state and local governments, and support the communities and populations hardest hit by the COVID-19 crisis."*

The Treasury is launching this much-needed relief to: *(listed below is how the Judges' Office qualifies for the Rescue Plan Money)*

- **Replace lost public sector revenue to strengthen support for vital public services and help retain jobs.**

\*\*\*\*\*

### 4-YEAR AVERAGE OF ENDING FUND BALANCE

2016 Ending Fund Balance	\$ 391,890
2017 Ending Fund Balance	367,774
2018 Ending Fund Balance	366,212
2019 Ending Fund Balance	<u>378,822</u>
TOTAL AVERAGE	\$ 1,504,698 divided by 4 = \$376,174.50
 TOTAL AVERAGE FOR 4-YEARS	 \$ 376,174.50
 2020 Ending Fund Balance	 <u>- 300,635.00</u>
 <b>TOTAL AFTER LOSS IN 2020</b>	 <b>\$ 75,539.50</b>

**THIRD JUDICIAL DISTRICT JUDICIAL CLERK FUND  
PARISHES OF LINCOLN AND UNION, LOUISIANA**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE - GOVERNMENTAL FUNDS**

**DECEMBER 31, 2016**

	<u>General</u>	<u>Children's Assistance</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>			
Fees Collected by:			
Lincoln Parish Sheriff	\$ 151,728	\$ 0	\$ 151,728
Union Parish Sheriff	38,512	0	38,512
Lincoln Parish Clerk of Court	12,692	0	12,692
Union Parish Clerk of Court	8,670	0	8,670
Union Parish Probation Fees	47,448	0	47,448
Intergovernmental:			
Lincoln Parish Criminal Court	129,152	0	129,152
Union Parish Criminal Court	46,597	0	46,597
Louisiana Workforce Commission	6,390	0	6,390
State of Louisiana-Children's Assistance	0	186,542	186,542
Drug Court Revenue	38,625	0	38,625
Grant Revenue	338,873	0	338,873
Interest Income	627	2,107	2,734
On-Behalf Revenue	29,013	0	29,013
Other Income	2,887	0	2,887
<b>TOTAL REVENUES</b>	<u>851,214</u>	<u>188,649</u>	<u>1,039,863</u>
<b>EXPENDITURES</b>			
Judicial	742,368	175,198	917,566
Capital Outlay	2,581	0	2,581
<b>TOTAL EXPENDITURES</b>	<u>744,949</u>	<u>175,198</u>	<u>920,147</u>
<b>NET CHANGES IN FUND BALANCES</b>	106,265	13,451	119,716
<b>FUND BALANCES - BEGINNING</b>	<u>285,625</u>	<u>225,214</u>	<u>510,839</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 391,890</u>	<u>\$ 238,665</u>	<u>\$ 630,555</u>

See accompanying notes to financial statements.

(13)



**THIRD JUDICIAL DISTRICT JUDICIAL CLERK FUND  
PARISHES OF LINCOLN AND UNION, LOUISIANA**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE - GOVERNMENTAL FUNDS  
DECEMBER 31, 2017**

	<u>General</u>	<u>Children's Assistance</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>			
Fees Collected by:			
Lincoln Parish Sheriff	\$ 128,986	\$ 0	\$ 128,986
Union Parish Sheriff	41,916	0	41,916
Lincoln Parish Clerk of Court	12,489	0	12,489
Union Parish Clerk of Court	9,427	0	9,427
Union Parish Probation Fees	45,435	0	45,435
Intergovernmental:			
Lincoln Parish Criminal Court	101,091	0	101,091
Union Parish Criminal Court	41,197	0	41,197
Louisiana Workforce Commission	2,700	0	2,700
State of Louisiana-Children's Assistance	0	207,944	207,944
Drug Court Revenue	37,938	0	37,938
Grant Revenue	322,588	0	322,588
Interest Income	982	2,170	3,132
On-Behalf Revenue	<u>33,843</u>	<u>0</u>	<u>33,843</u>
<b>TOTAL REVENUES</b>	<u>778,572</u>	<u>210,114</u>	<u>988,686</u>
<b>EXPENDITURES</b>			
Judicial	800,877	171,852	972,729
Capital Outlay	<u>1,811</u>	<u>2,224</u>	<u>4,035</u>
<b>TOTAL EXPENDITURES</b>	<u>802,688</u>	<u>174,076</u>	<u>976,764</u>
<b>NET CHANGES IN FUND BALANCES</b>	(24,116)	36,038	11,922
<b>FUND BALANCES - BEGINNING</b>	<u>391,890</u>	<u>238,665</u>	<u>630,555</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 367,774</u>	<u>\$ 274,703</u>	<u>\$ 642,477</u>

See accompanying notes to financial statements.

**THIRD JUDICIAL DISTRICT JUDICIAL CLERK FUND  
PARISHES OF LINCOLN AND UNION, LOUISIANA**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE - GOVERNMENTAL FUNDS**

**DECEMBER 31, 2018**

	<u>General</u>	<u>Children's Assistance</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>			
Fees Collected by:			
Lincoln Parish Sheriff	\$ 140,726	\$ 0	\$ 140,726
Union Parish Sheriff	39,240	0	39,240
Lincoln Parish Clerk of Court	13,806	0	13,806
Union Parish Clerk of Court	9,060	0	9,060
Union Parish Probation Fees	37,726	0	37,726
Intergovernmental:			
Lincoln Parish Criminal Court	109,117	0	109,117
Union Parish Criminal Court	43,661	0	43,661
State of Louisiana-Children's Assistance	0	211,652	211,652
Drug Court Revenue	24,270	0	24,270
Grant Revenue	286,873	0	286,873
Interest Income	1,907	2,273	4,180
On-Behalf Revenue	28,633	0	28,633
Other Income	0	19	19
<b>TOTAL REVENUES</b>	<u>735,018</u>	<u>213,944</u>	<u>948,962</u>
<b>EXPENDITURES</b>			
Judicial	<u>736,580</u>	<u>178,298</u>	<u>914,878</u>
<b>TOTAL EXPENDITURES</b>	<u>736,580</u>	<u>178,298</u>	<u>914,878</u>
<b>NET CHANGES IN FUND BALANCES</b>	(1,562)	35,646	34,084
<b>FUND BALANCES - BEGINNING</b>	<u>367,774</u>	<u>274,703</u>	<u>642,477</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 366,212</u>	<u>\$ 310,349</u>	<u>\$ 676,561</u>

See accompanying notes to financial statements.

(13)



**THIRD JUDICIAL DISTRICT JUDICIAL CLERK FUND  
PARISHES OF LINCOLN AND UNION, LOUISIANA**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE - GOVERNMENTAL FUNDS  
DECEMBER 31, 2019**

	<u>General</u>	<u>Children's Assistance</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>			
Fees Collected by:			
Lincoln Parish Sheriff	\$ 164,848	\$ 0	\$ 164,848
Union Parish Sheriff	42,564	0	42,564
Lincoln Parish Clerk of Court	13,072	0	13,072
Union Parish Clerk of Court	9,870	0	9,870
Union Parish Probation Fees	40,816	0	40,816
Intergovernmental:			
Lincoln Parish Criminal Court	122,760	0	122,760
Union Parish Criminal Court	40,700	0	40,700
State of Louisiana-Children's Assistance	0	218,414	218,414
Drug Court Revenue	43,475	0	43,475
Grant Revenue	315,072	0	315,072
Interest Income	3,815	2,339	6,154
On-Behalf Revenue	2,386	0	2,386
Other Income	65	0	65
<b>TOTAL REVENUES</b>	<u>799,443</u>	<u>220,753</u>	<u>1,020,196</u>
<b>EXPENDITURES</b>			
Judicial	784,105	197,873	981,978
Capital Outlay	2,728	0	2,728
<b>TOTAL EXPENDITURES</b>	<u>786,833</u>	<u>197,873</u>	<u>984,706</u>
<b>NET CHANGES IN FUND BALANCES</b>	12,610	22,880	35,490
<b>FUND BALANCES - BEGINNING</b>	<u>366,212</u>	<u>310,349</u>	<u>676,561</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 378,822</u>	<u>\$ 333,229</u>	<u>\$ 712,051</u>

See accompanying notes to financial statements.

**THIRD JUDICIAL DISTRICT JUDICIAL CLERK FUND  
PARISHES OF LINCOLN AND UNION, LOUISIANA**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE - GOVERNMENTAL FUNDS  
DECEMBER 31, 2020**

	<u>General</u>	<u>Children's Assistance</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>			
Fees Collected by:			
Lincoln Parish Sheriff	\$ 130,488	\$ 0	\$ 130,488
Union Parish Sheriff	55,504	0	55,504
Lincoln Parish Clerk of Court	10,789	0	10,789
Union Parish Clerk of Court	7,140	0	7,140
Union Parish Probation Fees	39,330	0	39,330
Intergovernmental:			
Lincoln Parish Criminal Court	117,467	0	117,467
Union Parish Criminal Court	45,800	0	45,800
State of Louisiana-Children's Assistance	0	184,571	184,571
Drug Court Revenue	32,341	0	32,341
Grant Revenue	293,747	0	293,747
Interest Income	<u>3,506</u>	<u>2,284</u>	<u>5,790</u>
<b>TOTAL REVENUES</b>	<u>736,112</u>	<u>186,855</u>	<u>922,967</u>
<b>EXPENDITURES</b>			
Judicial	803,034	214,133	1,017,167
Capital Outlay	<u>11,265</u>	<u>0</u>	<u>11,265</u>
<b>TOTAL EXPENDITURES</b>	<u>814,299</u>	<u>214,133</u>	<u>1,028,432</u>
<b>NET CHANGES IN FUND BALANCES</b>	(78,187)	(27,278)	(105,465)
<b>FUND BALANCES - BEGINNING</b>	<u>378,822</u>	<u>333,229</u>	<u>712,051</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 300,635</u>	<u>\$ 305,951</u>	<u>\$ 606,586</u>

See accompanying notes to financial statements.





COOPERATIVE EXTENSION SERVICE  
 Lincoln Parish  
 307 N. Homer St., #101  
 Ruston, Louisiana 71270  
 (318) 251-5134  
 Fax: (318) 251-8697  
 Website: www.lsuagcenter.com

EXTENSION PROGRAMS  
 Agriculture and Forestry  
 Community Leadership  
 Economic Development  
 Family, Nutrition & Health  
 4-H, Youth & Family Development  
 Natural Resources

TO: Lincoln Parish Finance Committee  
 RE: LSU AgCenter 2022 Budget Request

Thank you for the opportunity to present our request for the LSU AgCenter's 2022 budget. We appreciate your support of Extension Programs and want you to know that you are providing essential support for Extension Agents to continue educational programs for the people of Lincoln Parish. Cooperation and financial support from the local, state, and federal levels are necessary for the continuation of research-based educational programs designed to address critical needs and improve the quality of life for the citizens of Lincoln Parish.

I would like to ask that the Lincoln Parish Police Jury continue to support the LSU AgCenter by providing suitable office space, meeting room, furnishings and operating services support such as utilities, communication and technology, custodial services and office supplies.

Currently the Police Jury provides \$20,000 toward salary support for faculty and staff. For this coming year we just ask that amount be continued.

The mission of the LSU AgCenter Extension Service is to bring the University to the people of the parish. We have a very dedicated team here in Lincoln Parish working extremely hard to do just that. We have programs that relate to:

- Agriculture and Natural Resources
- Family and Consumer Science
- 4-H Youth Development
- School Gardens

Thank you in advance for your continued support and consideration

Respectfully,

Gary A Stockton  
 County Agent (ANR)  
 Lincoln Parish Extension Chair

The LSU AgCenter provides equal opportunities in programs and employment. Should you need an ADA accommodation, please contact our office no later than 2 weeks prior to the event.

**LINDA COOK**  
**Lincoln Parish Clerk of Court**  
**P.O. Box 924**  
**Ruston, LA 71273-0924**

**318-251-5130**

September 7, 2021

Mr. Doug Postel  
Parish Administrator  
Lincoln Parish Police Jury

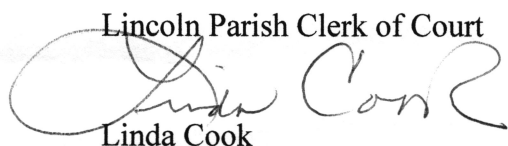
Mr. Postel,

This letter is to inform you that the Lincoln Parish Clerk of Court does not have any different budget requests for the 2022 budget.

I would like to express our appreciation to the Lincoln Parish Police Jury, Parish Administrator and staff for all that they do for Lincoln Parish.

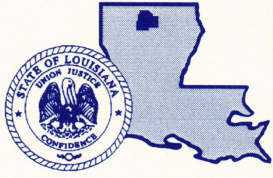
Sincerely,

Lincoln Parish Clerk of Court

A handwritten signature in cursive script, appearing to read "Linda Cook", is written over the typed name. The signature is fluid and stylized, with a large loop at the beginning and a long, sweeping tail.

Linda Cook





# LINCOLN PARISH REGISTRAR OF VOTERS OFFICE

SHARON S. PARNELL, CERA  
Registrar of Voters

Item #12.

100 W Texas Ave Ruston, LA 71270

Phone: 318-251-5110

Fax: 318-251-5126

lincolnrov@sos.la.gov

September 8, 2021

Lincoln Parish Police Jury  
PO Box 979  
Ruston, LA 71273-0979

Dear Police Jury Members:

This year has been another busy year for our office. We conducted the spring election, completed two other large projects, and began focusing on voter outreach outside normal office hours. We enjoyed participating in various events such as the Lincoln Parish Park Festival and the Juneteenth Heritage Festival. The community was very receptive to our efforts to assist them with registering to vote, with enrolling in the senior absentee mail ballot program, and with answering questions. Recently, during National Voter Registration Week, we conducted several voter registration drives at various locations throughout the parish. We also distributed educational voting material to our schools. Our Facebook page is active and provides another source for election information.

Soon, we will begin working with redistricting for the parish and preparing for 2022 elections. I respectfully submit the following budget request for your consideration and approval:

## OFFICE SUPPLIES/MISCELLANEOUS EXPENSES

Precinct Page Printing Estimate: \$210 X 4 Elections	\$840.00
Mailing Expenses – Absentee Mail Ballots/Redistricting ID Cards	
Postage Estimate: 4 elections X 1900 mail ballots @ \$.73 ea (or more)	\$5,548.00
Label Estimate: 3 Boxes Avery 5363 @ \$40 ea. X 4 elections	480.00
Redistricting ID Card Mailing Estimate: If half of registered voters are affected - 14,000 cards x \$.38	5,320.00
Voter Outreach Supplies/Promotional Material	\$300.00
Miscellaneous Office Supplies/Equipment (lease copier)	2,500.00
Telephone	600.00
	<b>\$15,588.00</b>
Estimated Reimbursements by LA Secretary of State	
Postage – Absentee Mail Ballots	(5,548.00)
Postage – Redistricting ID Cards	(5,320.00)
Precinct Page Printing Reimbursement by SOS	(840.00)
<b>SUBTOTAL</b>	<b>\$ 3,880.00</b>



Lincoln Parish Police Jury Members  
 Page 2  
 September 8, 2021

**TRAVEL AND TRAINING:**

LA ROV ASSOCIATION SEMINAR/CONTINUING ED - Feb 14, 15,16, 2022	
HOTEL (\$97 x 2 nights x 3 employees)	\$ 582.00
ROV Annual Dues (\$100 X 3)	300.00
Registration (\$150 X 3)	450.00
Mileage (434 mi. @ \$.57) round trip	248.00
Tier 1 meals (\$51/day X 3 days X 3 employees)	306.00
<b>SUBTOTAL:</b>	<b>\$1,886.00</b>
SOS Election Academy and Louisiana Registrar of Voters Association Workshop (dates and locations to be announced)	\$1,100.00
<b>SUBTOTAL:</b>	<b>\$1,100.00</b>

**ELECTION CENTER EXPENSES:**

CERA Annual Membership Renewal (2 members)	\$ 275.00
Registration - ROV CERA Certification Renewal – Election Center Special Workshop - Atlanta, GA February 22-26	499.00
Sheraton Atlanta Hotel (4 X \$130)	520.00
Flight	500.00
<b>SUBTOTAL</b>	<b>\$1,794.00</b>

**PERSONNEL EXPENSES**

Salaries (3 employees)	\$31,410.00
Payroll Taxes	455.00
Retirement Contributions	5,654.88
<b>SUBTOTAL:</b>	<b>\$37,519.88</b>
<b>TOTAL BUDGET SUMMARY BEFORE SOS POSTAGE REIMBURSEMENT</b>	<b>\$57,887.88</b>
<b>TOTAL BUDGET SUMMARY AFTER SOS POSTAGE REIMBURSEMENT</b>	<b>\$46,179.88</b>

Thank you for your support over the years. We will appreciate anything you can do to help us in 2022.

Sincerely,

Sharon S Parnell, CERA  
 Registrar of Voters

*Registrars of Voters Employees' Retirement System*

KATHY BOURQUE, DIRECTOR

Item #12.

P.O. Box 1959  
GONZALES, LOUISIANA 70707

TEL: 800-510-8515  
FAX: 225-647-7914

March 8, 2021

TO: Parish Payroll Agents for Registrar of Voters Office  
FROM: Kathy Bourque, Director  
RE: 2021-2022 Contribution Rate

Please be advised that the employer rate for fiscal year **July 1, 2021 – June 30, 2022 will remain at 18%**. The employee rate will remain at 7%.

Employer contributions must be made on all active members and DROP participants.  
Employee contributions must be made on all active members, excluding DROP participants.

Should you have any questions, do not hesitate to contact this office.

**Dr. J. Michael Belue, Coroner**  
**Hazel Woods, Chief Investigator/Director**

**Dr. Jackie White, Deputy Coroner**  
**Fred Wagner, Assistant Chief Investigator**



**OFFICE OF THE CORONER**  
**LINCOLN PARISH**  
**STATE OF LOUISIANA**

**September 8, 2021**

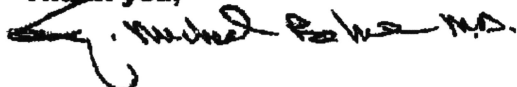
**Lincoln Parish Police Jury**  
**P.O. Box 979**  
**Ruston, LA. 71273**

**RE: Budget Request**

**To whom it may concern:**

**We respectfully request that the Lincoln Parish Coroner's Office budget remain the same for the fiscal year 2022.**

**Thank you,**



**J. Michael Belue M.D.**  
**Lincoln Parish Coroner**



**John F.K. Belton**  
Third Judicial District of Louisiana  
Parishes Of Lincoln & Union

Lincoln Parish Office:  
100 West Texas Avenue  
Second Floor  
Ruston, LA 71270  
(318) 513-6350



Union Parish Office:  
Union Parish Courthouse  
Farmerville, LA 71241  
(318) 368-2201

September 7, 2021

Mr. Doug Postel  
Parish Administrator  
Lincoln Parish Police Jury  
Post Office Box 979  
Ruston, LA 71273-979

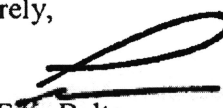
RE: 2022 General Fund Budget Request

Dear Mr. Postel:

Thank you for the notice regarding budget allocation requests for the proposed 2022 Lincoln Parish Police Jury Budget. At this time, I respectfully request that an allocation of \$244,660.00 be made to the Office of District Attorney from the 2022 budget, which is the same amount allocated for 2021.

If I can provide you with additional information, please do not hesitate to let me know.

Sincerely,

  
John F.K. Belton  
District Attorney  
Third Judicial District



September 09, 2021

Mr. Doug Postel  
Parish Administrator  
Lincoln Parish Police Jury

Mr. Postel,

This letter is to inform you that Keep Lincoln Parish Beautiful does not have any different budget requests for the 2022 budget.

We would like to thank the Lincoln Parish Police Jury in advance for their continued investment in keeping our Parish looking great for all to see.

Sincerely,

Lincoln Parish Police Jury Assistant Administrator

A handwritten signature in blue ink, which appears to read "K Klepzig", is written over the typed name.

Kevin Klepzig



A Local Non-Profit Rescue Organization For Lincoln Parish  
P.O. Box 101, Ruston, LA 71273  
290 Rodeo Rd., Ruston, LA 71270  
**Public Hours: Tuesday-Saturday, 10am-3pm**  
[www.4pawsrescueinc.org](http://www.4pawsrescueinc.org)  
[www.petfinder.com/shelters/LA169.html](http://www.petfinder.com/shelters/LA169.html)  
[www.facebook.com/4pawsruston?ref=hl](https://www.facebook.com/4pawsruston?ref=hl)

To: Members Lincoln Parish Police Jury

From: 4 Paws Rescue, Inc.

Date: 3 September 2021

Subject: 22 Budget Request

We respectfully request to maintain our current appropriation of \$2,000 per month for 4 Paws Rescue for the 2021 operating year. This amount represents approximately 20% of our projected monthly 2022 budgeted expenses.

Respectfully,

A handwritten signature in black ink that reads "Sue Martin". The signature is written in a cursive, flowing style.

Sue Martin, Director, 4 Paws Rescue, Inc.



September 8, 2021

Mr. Doug Postel, Parish Administrator  
Lincoln Parish Police Jury  
PO Box 979  
Ruston, LA 71273-0979

RE: 2022 Budget Request for Northeast Delta Human Services Authority

We at the Northeast Delta Human Services Authority Ruston Mental Health Clinic are pleased to provide social services to the citizens of Lincoln Parish and would like to ask for your continued funding support for fiscal year 2022. We are requesting to be included in your budget and are asking to receive the same level of funding as last fiscal year, \$127.50 each month.

As you know, Lincoln Parish Police jury has a long history of graciously providing program support to enhance our ability to deliver services. Jillian Burns is our Mental Health Clinic Manager who coordinates activities and works closely with consumers and local programs to deliver the quality services needed in the area. We have been successful in expanding our services to make a positive difference for a large number of Lincoln Parish residents.

We are grateful for the continued support of the Lincoln Parish Police Jury and we look forward to providing access services, quality care and excellent customer service to Lincoln Parish.

Sincerely,

*Angel W. Williams*

Angel W. Williams  
Chief Fiscal and Operations Officer  
Northeast Delta Human Services Authority



**Lincoln Parish Budget Request  
Jan - Dec 2022**

	Jan - Dec 22
<b>Income</b>	
Local Grants	5,000.00
Transfer IN - Hospital Proceeds	18,500.00
<b>Total Income</b>	<b>23,500.00</b>
<b>Expense</b>	
Utilities - Electricity and gas	12,000.00
Maintenance of building & grounds	14,000.00
Insurance & Surety bonds	600.00
Office expense supplies	800.00
Miscellaneous	500.00
Computer Equipment	3,000.00
Janitorial	5,000.00
<b>Total Expense</b>	<b>35,900.00</b>
<b>Net Income</b>	<b>-12,400.00</b>