

BOSSIER PARISH POLICE JURY
MINUTES
BENTON, LOUISIANA
November 5, 2003
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The Bossier Parish Police Jury met in regular and legal session on this 5th day of November, 2003, at 2:00 p.m., in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana. The Vice President, Mr. Rick Avery, called the meeting to order. The invocation was given by Mr. Eddy Shell and the pledge of allegiance was led by Mr. Hank Meachum. The Secretary-Treasurer, Cheryl Martin, called the roll, with the following members present:

Mr. William Altimus, absent	Mr. Winfred Johnston
Mr. Rick Avery	Mr. Hank Meachum
Mr. Jimmy Cochran, absent	Mr. Henry Mitchell
Mr. Brad Cummings	Mr. Jeff Rogers
Mr. Jerome Darby	Mr. Eddy Shell
Mr. Wayne Hammack	Mr. Jesse Williams

Others present were Mr. Patrick Jackson, Parish Attorney; Mr. Joe E. "Butch" Ford, Jr., Parish Engineer; Cheryl Martin, Secretary-Treasurer.

Mr. Avery recognized teachers and students from Bossier High School.

Mr. Ellzey Simmons, Trailblazer, Inc., presented jurors with a copy of the Trailblazer 2003 Annual Report. He introduced Mr. Rodney Hatch, who made a presentation on wildfire education and ways to protect your home from wildfire damage. Mr. Hatch presented information on the status of current wildfires in the United States, and stated the program is designed to educate the public on ways to reduce the risk of wildfires. Jurors thanked Mr. Hatch for his presentation.

Mr. Simmons stated that wildfire education is very important in rural areas of the parish. Mr. Shell commended Trailblazer for its efforts, and requested brochures on wildfire education for distribution in the parish.

Mr. Kevin Schmidt, SMT Properties, 712 Crockett Street, Shreveport, LA, discussed the proposed development of Magnolia Chase Subdivision off Benton Road. He stated that the former R. C. Atkins Road, which is a parish road, will serve as the main entrance to the subdivision, and requested the jury's assistance in improving the parish portion of the road. The road name has been changed to Magnolia Chase Drive. Mr. Schmidt stated that SMT Properties will widen the road and that concrete surfacing is planned with underground utilities. Mr. Avery requested that Mr. Cathcart, Public Works Director, prepare a cost estimate for the overlay of the parish portion, approximately 1700 feet, of Magnolia Chase Drive, for review at the November 19, 2003 regular meeting.

Ms. Martin stated that following a review of the bids received for pharmaceuticals for the jail and penal farm for a one-year period, it is recommended that the bid of Sterling Health Care be accepted. **Motion was made by Mr. Cummings, seconded by Mr. Shell, to award the bid for pharmaceuticals for the Bossier Parish Jail and Penal Farm for a one-year period to Sterling Health Care, in accordance with bids received on October 15, 2003. Motion carried unanimously.** Bid results are as follows:

Bidder:	Bid Amount:
Kelly's Pharmacy	
Percentage Discount from AWP	\$ <u>32 %</u>
Dispensing Fee per each prescription	\$ <u>5.20</u>
Denmon's Pharmacy	
Percentage Discount from AWP	\$ <u>15%</u>
Dispensing Fee per each prescription	\$ <u>5.08</u>
Walker Brothers Drugs	
Percentage Discount from AWP	\$ <u>15%</u>
Dispensing Fee per each prescription	\$ <u>2.25</u>
Sterling	
Percentage Discount from AWP	\$ <u>40%</u>
Dispensing Fee per each prescription	\$ <u>5.77</u>

Motion was made by Mr. Hammack, seconded by Mr. Darby, to authorize the advertising for bids for annual supplies and for the annual supply of tires and tubes for the Bossier Parish Highway Department, bids to be received December 3, 2003. Motion carried unanimously.

Motion was made by Mr. Williams, seconded by Mr. Mitchell, to authorize the advertising for bids for Fiscal Agent for the Bossier Parish Police Jury for 2004, bids to be received December 3, 2003. Motion carried unanimously.

Ms. Martin announced the public hearing to consider a revision to Bossier Parish Subdivision Regulations pertaining to streetlights within a residential subdivision. **Motion was made by Mr. Rogers, seconded by Mr. Meachum, to table this matter for further review of the proposed amendments. Motion carried unanimously.** The matter is to be considered at the November 19, 2003 regular meeting.

Motion was made by Mr. Cummings, seconded by Mr. Mitchell, to schedule a public hearing on December 3, 2003, to consider approval of the plat of the proposed development of Willow Lake, Unit No. 2, located in Section 21, Township 19 North, Range 13 West, Bossier Parish, LA. Motion carried unanimously.

Motion was made by Mr. Mitchell, seconded by Mr. Johnston, to schedule a public hearing on December

3, 2003, to consider approval of the plat of the proposed development of Lakewood Unit No. 6A, being a replat of Lakewood Unit No. 6, Lots 422-429, located in Section 26, Township 19 North, Range 13 West, Bossier Parish, LA. Motion carried unanimously.

Motion was made by Mr. Rogers, seconded by Mr. Shell, to schedule a public hearing on December 3, 2003, to consider approval of the plat of the proposed development of Adner Estates Subdivision, Unit No. 5, being a resubdivision of Unit No. 4, located in Section 3, Township 18 North, Range 12 West, Bossier Parish, LA. Motion carried unanimously.

Motion was made by Mr. Shell, seconded by Mr. Meachum, to schedule a public hearing on December 3, 2003, to consider approval of the relocation of an existing drainage easement across Lots 8 and 9, Lucky Estates Subdivision, Bossier Parish, LA. Motion carried unanimously.

Motion was made by Mr. Meachum, seconded by Mr. Darby, to schedule a public hearing on December 3, 2003, to consider the request of Cingular Wireless for approval to locate a 350' cell tower at 1544 Highway 154, near the intersection of Highway 157 and Highway 154 in Section 29, Township 16 North, Range 11 West, Bossier Parish, LA. Motion carried unanimously.

Motion was made by Mr. Hammack, seconded by Mr. Rogers, to schedule a public hearing on December 3, 2003, to consider the abandonment of a 60' road right-of-way in Swindleville Estates Subdivision, Section 19, Township 21 North, Range 13 West, Bossier Parish, LA. Motion carried unanimously.

Mr. Ford, Parish Engineer, stated that he has inspected the McKee Road and that there are vehicles, boats, trailers, etc., located in the parish right-of-way. Mr. Cathcart stated that these items are located in the ditch and not on the actual road base. Mr. Ford stated that Mr. Dan Bates, 278 McKee Road, has installed a gate across the road at his property. He stated that there are no other property owners past the gate and that Mr. Bates is willing to remove the gate if necessary. After discussion, **motion was made by Mr. Meachum, seconded by Mr. Mitchell, to place a notice on all obstructions located within the parish road right-of-way along McKee Road, giving the owner 30 days in which to remove any obstruction, or it will be removed by the police jury. Motion carried unanimously.**

Motion was made by Mr. Cummings, seconded by Mr. Rogers, to table the adoption of an amended noise ordinance, to be considered at the November 19 regular meeting. Motion carried unanimously.

Motion was made by Mr. Meachum, seconded by Mr. Johnston, to approve the reappointment of Ms. Doris Grappe and Dr. David Brian to the Board of Commissioners for Bossier Parish Emergency Medical Services District, for six-year terms each, terms to expire 11/30/2009. Motion carried unanimously.

Ms. Martin referred to the adoption of a resolution addressing administrative aspects of the proposed Louisiana Community Development Block Grants for FY2004-FY2005, advising that this resolution provides that the Bossier Parish Police Jury will pay the costs for administration of these grants. **Motion was made by Mitchell, seconded by Mr. Johnston, to adopt a resolution providing that the Bossier Parish Police Jury will pay administrative costs associated with the preparation and implementation of the FY2004 - FY2005 LCDBG program. Motion carried unanimously.**

RESOLUTION

A RESOLUTION ADDRESSING ADMINISTRATIVE ASPECTS OF THE PROPOSED FY2004-FY2005 LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT.

WHEREAS, the Bossier Parish Police Jury is desirous of submitting an application to the State of Louisiana, Division of Administration, for funding under the FY2004-FY2005 LCDBG program; and

WHEREAS, it is necessary to utilize the service of an administrative consulting firm and engineering firm to assist in the preparation of this application and subsequent administration, should funding become available.

NOW, THEREFORE BE IT RESOLVED, that the Bossier Parish Police Jury has hired the consulting firm of GNF Management Company, Inc., to assist in the preparation of said application for a fee of \$1,400.00 each. An additional fee of \$31,500 will be paid to the consulting firm of GNF Management Company, Inc., for subsequent program administration of the LCDBG portion of each project. If the projects include funding sources other than LCDBG as part of the overall project or if the Bossier Parish Police Jury desires GNF Management Company, Inc., to assume the responsibility of the household surveys, a price will be negotiated prior to contract execution. All fees, with the exception of the household surveys if applicable, are contingent upon funding of the project by the State of Louisiana, Division of Administration, under the FY2004 or the FY2005 LCDBG program.

BE IT FURTHER RESOLVED that the Bossier Parish Police Jury has agreed to utilize local funds to pay the above contract amounts and all other administrative costs associated with the preparation and implementation of the FY2004 - FY2005 LCDBG program.

The resolution was offered by Mr. Mitchell, seconded by Mr. Johnston. Upon unanimous vote, it was duly adopted on this 5th day of November, 2003.

CHERYL G. MARTIN
SECRETARY-TREASURER

RICK AVERY, VICE PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Shell, seconded by Mr. Williams, to amend the Bossier Parish Police Jury Policy and Procedures Manual to add Policy No. 704, Domestic Violence in the Workplace. Motion carried unanimously.
704: DOMESTIC VIOLENCE IN THE WORKPLACE.
A. RESPONDING TO VICTIMS OF DOMESTIC VIOLENCE

The Bossier Parish Police Jury (BPPJ) is committed to assisting employees who are, or have been, the victims of domestic violence or sexual assault. This assistance may include, but should not be limited to:

- Creating a workplace safety plan for the employee;
- Changing an employee's work routine;
- Referring the employee to appropriate internal and external resources and organizations;
- Addressing employee performance concerns; and/or
- Discussing personal leave options.

The BPPJ will respond sensitively to victims and ensure confidentiality regarding reports of abuse.

B. CONFIDENTIALITY

In all responses to domestic violence, The BPPJ will respect the confidentiality and autonomy of the reporting employee, informing other employees on a need to know basis only, and only to the extent necessary to protect safety and to comply with the law. Wherever practicable, advance notice will be given to the reporting employee if The BPPJ needs to inform others about the domestic violence situation. Recognizing the complexity of the issues surrounding domestic violence and that a survivor of domestic violence may face threats of violence or death when he or she attempts to end a violent relationship, The BPPJ will make every effort to provide a nonjudgmental and supportive environment for the employee which is not dependent on the employee's decisions regarding the relationship.

C. TRAINING

The BPPJ will train all management and supervisory personnel on this policy and will provide continuing educational opportunities for employees.

D. EARLY INTERVENTION AND EDUCATION PREVENTION STRATEGIES

1. It is the policy of The BPPJ to use early prevention strategies in order to avoid or minimize the occurrence and effects of domestic violence in the workplace. The BPPJ will provide available support and assistance to employees who are survivors of domestic violence. This support may include: confidential means for coming forward for help, resource and referral information, additional security at the workplace, work schedule adjustments or leave necessary to obtain medical, counseling or legal assistance. Other appropriate assistance will be provided based on individual need. In all responses to domestic violence, The BPPJ will respect the confidentiality and autonomy of the adult survivor to direct her or his own life, to the fullest extent permitted by law. Information regarding the reporting of a domestic violence situation or a request for assistance will not be maintained in the employees personnel file.

2. The BPPJ will attempt to maintain, publish, and post in locations of high visibility, such as bulletin boards and break rooms, health/first aid offices, company phone directories, and on-line information data bases, a list of resources for survivors and perpetrators of domestic violence, including but not limited to: the Statewide Domestic Violence Coalition hotline [1-888-411-1333], the National Domestic Violence Hotline (800) 799-SAFE (7223), the phone number and description of local domestic violence resources, and a list of local batterers' intervention programs. Through education we are endeavoring to create an environment where it is safe to talk about domestic violence and for employees who are victims to seek assistance.

3. The BPPJ encourages employees to support and volunteer for local domestic violence and sexual assault prevention and intervention programs.

E. LEAVE OPTIONS FOR EMPLOYEES WHO ARE EXPERIENCING THREATS OF VIOLENCE

1. At times, an employee may need to be absent from work due to family violence, and the length of time should be determined by the individual's situation. This time period shall be determined through collaboration with the employee, supervisor/manager and human resource representative.

2. Employees, supervisors, and managers are encouraged to first explore whether paid options can be arranged that will help the employee cope with a family violence situation without having to take a formal unpaid leave of absence. Depending on the circumstances, this may include:

- * Arranging flexible work hours so the employee can handle legal matters, court appearances, housing, and childcare.
- * Consider sick, vacation, compensatory time, or leave without pay, especially if requests are for relatively short periods.

If an employee cannot establish a definite return -to- work date and requires more than a reasonable amount of time off, a leave of absence appropriate to the situation may be considered.

F. PROCEDURES FOR EMPLOYEES WITH PERFORMANCE ISSUES RELATED TO DOMESTIC VIOLENCE

1. While the employer retains the right to discipline employees for cause, The BPPJ recognizes that victims of domestic violence may have performance or conduct problems such as chronic absenteeism or inability to concentrate as a result of the violence. When an employee subject to discipline confides that the job performance or conduct problem is caused by domestic violence, a referral for appropriate assistance should be offered to the employee.

2. The manager, in collaboration with the employee and Human Resource representative should allow a reasonable amount of time for the employee to obtain assistance regarding the domestic violence. Managers should be mindful that the effects of domestic violence can be severe and may take extended periods of time to address fully.

G. DISCIPLINARY PROCEDURES FOR EMPLOYEES WHO COMMIT ACTS OR THREATS OF DOMESTIC VIOLENCE

The BPPJ will not tolerate nor excuse conduct that constitutes Workplace Domestic Violence. The BPPJ considers the perpetration of Domestic violence by an Employee to constitute, at a minimum, intolerable, illegal, unethical, unacceptable conduct. We are committed to identifying, assisting and holding accountable employees who are or have been perpetrators of domestic violence or sexual assault. Employees found to have violated this policy will be subject to corrective or disciplinary action, up to and including discharge.

1. This policy strictly prohibits the use of violence or threats of violence in the workplace. Additionally, any physical assault or threat made by an employee while on the BPPJ premises, during working hours, or at any BPPJ sponsored event is a serious violation of this policy. This policy applies not only to acts against other employees, but also to acts against all other persons, including intimate partners. Employees found to have violated this policy will be subject to corrective or disciplinary action, up to and including discharge.

2. Employees who are convicted of a crime as a result of domestic violence may be subject to corrective or disciplinary action, up to and including discharge, when such action affects the work performance of the employee or affects the normal operation of the BPPJ.
3. This Policy is in place to discipline employees who use workplace telephones, computers, faxes, email, copiers, regular mail, electronic communication devices or information systems, the Internet, any company property, company resource or privately owned property while on company time, during the performance of company business or at clients' sites, to harass others, including their intimate partners. This list is not intended to be all inclusive of any method that can be used to violate this policy.
4. The BPPJ may investigate allegations of domestic violence, sexual assault and/or stalking where an employee is named as a defendant, whether a civil or criminal action, or if there is reason to believe an employee has committed such crimes at the BPPJ's worksites, but no formal action has taken place.
5. Upon completion of the investigation, whether the employee has been charged criminally or found liable civilly, the BPPJ can take corrective action and discipline the employee, including placing the Perpetrator on administrative leave without pay, or taking other disciplinary measures up to and including termination.
6. The BPPJ through Human Resources may also require that the Perpetrator seek help at a certified and approved Batterer's Intervention Program. Continued employment is contingent upon not committing any new offenses and obeying all conditions of any Protective Order, whether criminal or civil. The BPPJ will maintain the perpetrator's confidentiality.

Motion was made by Mr. Cummings, seconded by Mr. Meachum, to ratify authorization for Mr. Cochran to execute the contract with Bonomo Builders, Inc., for renovation of the second floor of the Bossier Parish Health Unit. Motion carried unanimously.

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 15th day of October, 2003, that Jimmy Cochran, President, be and is hereby authorized to execute on its behalf, the contract with Bonomo Builders, Inc., for renovation of the second floor of the Bossier Parish Health Unit.

The resolution was offered by Mr. Cummings, seconded by Mr. Meachum. Upon unanimous vote, it was duly adopted on this 5th day of November, 2003.

CHERYL G. MARTIN
SECRETARY-TREASURER

RICK AVERY, VICE PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Rogers, Chairman of the Subdivision Regulations Committee, reported on a meeting of that committee regarding a proposal from Owen and White, Inc., regarding an adverse impact study on the effects of drainage from proposed subdivision developments on existing adjoining landowners. He stated that the committee will review the proposal and meet again before the November 19 regular meeting.

The proposed three-year road overlay program was reviewed. Mr. Williams requested that the gravel portion of Vos Road be included for overlay in 2004. Mr. Johnston requested that .08 mile of the Carterville Road be included. **Motion was made by Mr. Mr. Williams, seconded by Mr. Rogers, to table adoption of the three-year road overlay program for further review, to be considered at the November 19 regular meeting. Motion carried unanimously.**

Ms. Martin reported that the Parochial Employees Retirement System has requested that the police jury strongly oppose proposed legislation requiring mandatory Social Security coverage for all new public employees. **Motion was made by Mr. Meachum, seconded by Mr. Johnston, to adopt a resolution opposing this proposed legislation. Motion carried unanimously.**

RESOLUTION

A RESOLUTION URGING AND REQUESTING BOSSIER PARISH'S CONGRESSIONAL DELEGATION TO VIGOROUSLY OPPOSE MANDATORY COVERAGE AND DEDUCTIONS FOR LOUISIANA PUBLIC EMPLOYEES INCLUDING LOCAL PARISH GOVERNMENT EMPLOYEES.

WHEREAS, Bossier Parish's employees are members of the Parochial Employees Retirement System (herein PERS) which is established and authorized by state statute to administer the pension plan for Louisiana Local Parish Government employees; and

WHEREAS, the PERS provides excellent retirement income replacement, disability and death coverage for said public employees; and

WHEREAS, the PERS currently requires employees to pay 9.5% and employers 7.75% of payroll for 2003 and beginning January 1, 2004, an increase of employers to 11.75% of payroll to fund such benefits; and

WHEREAS, legislation which would require mandatory Social Security coverage and additional payroll deductions for all public employees not currently participating; and

WHEREAS, mandatory Social Security participation by new employees will result in either, or both, increased expense to parish governments and their employees, and decreased retirement benefits of future retirees; and

WHEREAS, mandatory Social Security participation will be detrimental to the well planned and actuarially sound Parochial Employees Retirement System and have only minor benefits to the Federal Social Security System.

NOW, THEREFORE, BE IT RESOLVED by the Bossier Parish Police Jury of Bossier Parish, Louisiana, acting as governing authority of said Parish:

SECTION 1. That the Bossier Parish Police Jury urges and requests that the Bossier Parish Congressional Delegation vigorously oppose such mandatory coverage and deductions for Louisiana public employees including local parish government employees.

SECTION 2. That copies of this resolution be forwarded to the Bossier Parish Congressional Delegation.

The resolution was offered by Mr. Meachum, seconded by Mr. Johnston. Upon unanimous vote, it was duly adopted on this 5th day of November, 2003

CHERYL G. MARTIN

RICK AVERY, VICE PRESIDENT

SECRETARY-TREASURER

BOSSIER PARISH POLICE JURY

Motion was made by Mr. Hammack, seconded by Mr. Cummings, to ratify authority for the Parish Attorney to proceed with legal action in the matter of permit violations by Mr. Thomas Calhoun and Mr. Howard M. Jones. Motion carried unanimously.

Jurors were provided pictures of the maximum security jail site.

Ms. Martin reported that Mr. Cochran has advised that he wishes to contribute \$500 from his school recreation funds for the purchase of caps and gowns at Butler Educational Complex, and has requested that the jury act on this matter today in his absence. **Motion was made by Mr. Shell, seconded by Mr. Darby, to authorize a contribution of \$500 from Mr. Cochran's school recreation funds for the purchase of caps and gowns at the Butler Educational Complex. Motion carried unanimously.**

Motion was made by Mr. Hammack, seconded by Mr. Darby, to reappoint Mr. Mitchell and Mr. Johnston, to the Trailblazer Area Council for 2004. Motion carried unanimously.

Motion was made by Mr. Williams, seconded by Mr. Hammack, to provide a letter of the jury's support of the Isle of Capri Casino and its operations in Bossier Parish. Motion carried unanimously.

There was discussion of providing transportation for courthouse visitors/employees from the parking areas to the building during construction. Ms. Martin advised that the purchase of a 12-passenger van has been suggested, stating that the van could possibly be utilized at the detention center when the construction project is complete. She stated that two 12-passenger golf cart type vehicles are also being considered. The matter was referred to the Building and Grounds Committee for study. A meeting of the Building and Grounds Committee is scheduled on November 19, 2003, at 1:00 p.m., prior to the Finance Committee meeting.

Mr. Ford, Parish Engineer, reported on utility relocations for the Airline Drive Widening Project, advising that the waterline project is complete. He stated that there are plan changes to be discussed at the November 19 regular meeting.

Mr. Ford reported that a Notice to Proceed will soon be issued to Bonomo Builders, Inc., to begin construction on the second floor renovations at the health unit.

Mr. Ford advised that Walton Construction is currently reviewing contract documents on the courthouse renovation/addition project. He stated that contractor trailers have been moved in on the west side of the courthouse. Mr. Ford stated that Phase 1 of the courthouse project will consist of the construction of 50 additional parking spaces and a construction entrance off Highway 3. He stated that public parking will be moved to the east side of the building, and the courthouse security equipment will be moved to the east end to accommodate public entrance.

Mr. Cathcart, Public Works Director, stated that 102 parking spaces are complete on the parking lot constructed on library property on Courthouse Boulevard.

Mr. Cathcart reported that parish work crews have completed overlay of the entrance to Tall Timbers.

Mr. Jackson, Parish Attorney, reported that an appraisal of the Burt property has been received. He further stated that the owner of property on the north side of the courthouse has advised that this property is for sale. The matter is to be further discussed at the November 19 regular meeting.

Mr. Jackson discussed the proposed salary schedule for police jury employees, advising that backup data for this information is available. Mr. Rogers recommended that the salary schedule be reviewed again by members of the Policy and Procedures Committee. A meeting of the Policy and Procedures Committee is scheduled at 6:00 p.m., November 11, 2003, at the Section 8 Housing office on Old Minden Road.

Motion was made by Mr. Rogers, seconded by Mr. Hammack, to amend the agenda to adjourn into executive session to discuss litigation with the City of Shreveport and Harrah's and Hollywood Casinos. Motion carried, with the following vote recorded:

AYES: Mr. Avery, Mr. Cummings, Mr. Darby, Mr. Hammack, Mr. Johnston, Mr. Mitchell, Mr. Meachum, Mr. Rogers, Mr. Shell, Mr. Williams.

NAYS: None

ABSTAIN: None

ABSENT: Mr. Altimus, Mr. Cochran

The meeting was reconvened and called to order by the Vice President. Mr. Williams reminded jurors of the proposed renewal of the Cypress-Black Bayou property tax millage on the November 15, 2003 ballot.

Mr. Shell discussed immigration issues, asking if the police jury has a policy in place to address such matters. Mr. Jackson, Parish Attorney, stated that contractors and subcontractors are required to operate in compliance with all immigrations laws, and there is no liability exposure to the police jury.

Motion was made by Mr. Rogers, seconded by Mr. Hammack, to proceed with the condemnation of property at 1260 Lars Road. Motion carried unanimously. In previous condemnation proceedings, the property

owner was allowed an extension of time in which to bring this property into compliance, but has failed to do so.

Mr. Hammack discussed a portion of fence at a residence at the end of Miles Street, Bossier City, advising that the fence adjoins police jury property at the Mike Woods Memorial Park. He stated that the fence runs up to behind the residence and the property owner has requested that it be removed. Mr. Hammack further requested that two dead trees at the Mike Woods Memorial Park be removed. **Motion was made by Mr. Hammack, seconded by Mr. Shell, to authorize parish work crews to remove a portion of a fence and two dead trees at the Mike Woods Memorial Park. Motion carried unanimously.**

Motion was made by Mr. Hammack, seconded by Mr. Shell, that Mr. Hammack and Mr. Shell will contribute \$300 each for the purchase of an ice machine at Elm Grove Junior High from school recreation funds. Motion carried unanimously.

Mr. Johnston asked the status of the proposed fire station for Bossier Parish Fire District No. 7. Mr. Ford stated that contract documents are currently being reviewed, and that he will contact the engineer, Mr. Brad Graff, regarding this project. Mr. Jackson suggested that a groundbreaking ceremony for the new fire station be considered.

Mr. Rogers requested a summary of juror expenditures on school assistance projects.

Jury members reviewed budget requests from departments and other entities for appropriations in the 2004 budget. **Motion was made by Mr. Rogers, seconded by Mr. Mitchell, to approve the following 2004 budget appropriations as requested. Motion carried unanimously.**

Registrar of Voters office operations	\$92,750.00
Bossier City-Parish MPC	\$76,932.00
Coordinating and Development Corporation	\$14,820.00
Trailblazer, Inc.	\$ 1,800.00
Northwest Louisiana Council of Governments	\$ 5,500.00

Motion was made by Mr. Cummings, seconded by Mr. Johnston, to approve a 2004 budget appropriation of \$21,600 to the Caddo-Bossier Office of Emergency Preparedness. Motion carried unanimously.

Motion was made by Mr. Hammack, seconded by Mr. Shell, to approve a 2004 budget appropriation of \$15,528 to the Office of Veterans Affairs. Motion carried unanimously.

Motion was made by Mr. Mitchell, seconded by Mr. Johnston, to approve a 2004 budget appropriation of \$50,000 to the Bossier Council on Aging. Motion carried unanimously.

Motion was made by Mr. Hammack, seconded by Mr. Williams, to approve a 2004 budget appropriation of \$2,000 to the Greater Bossier Economic Development Foundation. Motion carried unanimously.

Motion was made by Mr. Shell, seconded by Mr. Hammack, to approve a 2004 budget appropriation of \$21,350 to the LSU Cooperative Extension Service. Motion carried unanimously.

A request from Volunteers for Youth Justice for a 2004 budget appropriation of \$35,000 was tabled for additional information.

A request from Sci-Port Discovery Center for a 2004 budget appropriation of \$38,000 was tabled for further review.

Motion was made by Mr. Darby, seconded by Mr. Hammack, to approve a 2004 budget appropriation of \$2,250 to the Health Department for children's waiting room furniture and a kitchen stove at the health unit. Motion carried unanimously.

Motion was made by Mr. Johnston, seconded by Mr. Williams, to approve a 2004 budget appropriation of \$3,025 to the Bossier Sheriff's Department for replacement of office furnishings at the penal farm. Motion carried unanimously.

Ms. Martin conducted a review of the proposed 2004 police jury budget by fund. A hearing will be held at 2:00 p.m., on December 3, 2003, in the Police Jury Meeting room, for budget adoption.

Mr. Avery discussed school recreation funds, and suggested that jurors' annual allocation of \$5,000 be increased to \$10,000 per year per juror. Mr. Rogers requested that any expenditure over \$5,000 be matched by the Bossier Parish School Board or other outside source. After discussion, **motion was made by Mr. Williams, seconded by Mr. Johnston, to approve an increase in jurors' school recreation funds up to \$7,500 per juror, provided that any funds spent over \$5,000 must be matched by the school board or by other outside source. Motion carried unanimously.**

Mr. Cathcart requested that \$40,000 be included in the 2004 budget, as approved on October 15, 2003, for the installation of guard rails on Linton Road along the Black Bayou Reservoir. This project is to be funded from the Highway Fund.

There was discussion of the maintenance of parish recreation sites. It was decided that any equipment purchases needed will be made from the Parks and Recreation Fund, and the salary of the employees performing the work will be paid from the Highway Fund.

There being no further business to come before the Bossier Parish Police Jury in regular and legal session on this 5th day of November, 2003, the meeting was adjourned by the Vice President at 5:25 p.m.

November 5, 2003

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CHERYL G. MARTIN
SECRETARY-TREASURER

RICK AVERY, VICE PRESIDENT
BOSSIER PARISH POLICE JURY