

Lafourche Parish
Communications District

P.O. Box 1157, Raceland, LA 70394
Phone (985) 537-3580 Fax (985) 537-6906

**Lafourche Parish Communications District
2017 Meeting Dates**

Meeting Time: 1:00 PM

Location:

**Lafourche Parish Communications District
111 Dunkleman Drive
Raceland, LA 70394**

Thursday, January 5, 2017

Thursday, April 6, 2017

Thursday, July 6, 2017

Thursday, October 5, 2017

Thursday, December 7, 2017

LAFOURCHE PARISH COMMUNICATIONS DISTRICT

4 year term

7 - Member Board

RS 33:9103 created

Act 1029 / 1999 Legislative Session

Ordinances: 1484,1519,1523,1541,1880,1896, and 1904

<u>BOARD MEMBERS</u>	<u>DATE APPOINTED</u>	<u>TERM EXPIRES</u>
Sec./Treas. Deborah G. Gautreaux P.O. Box 489 129 West 33 rd St. Cut Off, LA 70345 798-7259 hm, 632-7192 wk 637-1664 or 291-1664 cell e-mail: lad1@viscom.net Administrator Lafourche Ambulance District	10/26/04 re-appt 10/14/08 re-appt 11/13/2012 re-appt 1/10/2017	10/26/08 South Lafourche 10/13/2012 11/12/2016 1/9/2021
Vice Chairman Christopher "Chris" Boudreaux 743 Highway 20 Thibodaux, LA 70301 633-2147 hm 537-7603, 532-8174 wk, 637-5195 cell e-mail: chris@lafourchegov.org Lafourche Parish Council EOC Manager	1/13/05 (replacement) re-appt 9/23/08 re-appt 9/24/2012	1/13/09 Lafourche Parish Council 9/23/2012 9/23/2016
Mark Fontenot 113 Alma St Thibodaux, LA 70301 447-8732 hm, 448-0618 wk, 448-0619 fax e-mail: stjohn410@hotmail.com	11/6/04 re-appt 3/10/09 re-appt 3/26/2013 re-appt 3/14/2017	11/6/08 North Lafourche 3/9/2013 3/25/2017 3/13/2021*
Tom Simons 210 Davis Drive Thibodaux, LA 70301 448-5865 wk, 287-1745 cell e-mail: t.simons@ci.thibodaux.la.us City of Thibodaux/Emergency Preparedness/Risk Manager	9/22/2015	9/22/2019 City of Thibodaux
Chief Reggie Pitre 2124 S Alex Plaisance Blvd Golden Meadow, LA 70357 475-5213 or 379-6433 cell e-mail: chief@townofgoldenmeadow.com Chief - Town of Golden Meadow	9/11/2012 re-appt 12/13/2016	9/10/2016 12/12/2020 Town of Golden Meadow
Eric Benoit 338 Myrtle Drive Lockport, LA 70374 wk 532-8174 cell 985-709-1900 e-mail: ericb@lafourchegov.org Employed Lafourche Parish Council	April 24, 2012 re-appt April 12, 2016	April 23, 2016 April 11, 2020 Central Lafourche
Zina Sampey 720 Seventh St Lockport, LA 70374 e-mail: z.sampey@yahoo.com	9/12/17	9/11/2021 Town of Lockport

Lafourche Parish Communications District Board 2017 Meeting Attendance

Board Member	Jan.	April	July	Oct	Dec
Date of Meeting	<u>1/5/2017</u>	<u>4/5/2017</u>	<u>7/6/2017</u>	<u>10/5/2017</u>	<u>12/7/2017</u>
		7			
Warren Vedros Town of Lockport	P	P	A		
Debbie Gautreaux South Lafourche	P	P	A		
Chris Boudreaux Lafourche Parish Council	P	P	P		
Mark Fontenot North Lafourche	P	P	P		
Eric Benoit Central Lafourche	P	P	P		
Reggie Pitre Town of Golden Meadow	P	P	A		
Tom Simons City of Thibodaux	P	P	P		
Zina Sampey Town of Lockport					

P / Present

A / Absent

NOTICE OF PUBLIC MEETING

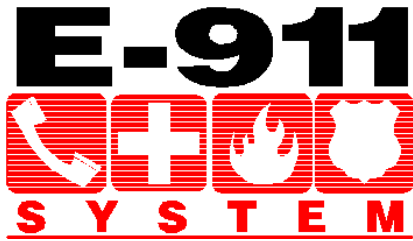


LAFOURCHE PARISH COMMUNICATIONS DISTRICT

Date: October 5, 2017
Time: 1:00 p.m.
Location: **L.P.C.D. PSAP / Conference Room**
111 Dunkleman Dr.
Raceland, LA 70394

BOARD MEETING AGENDA

- 1.) Meeting called to order
- 2.) Pledge of Allegiance to the Flag
- 3.) Roll call by Valerie Adams
- 4.) Comments from the Public
- 5.) Minutes July 6, 2017 Board Meeting
- 6.) Secretary/Treasurer Report
 - a.) July, August, September 2017 Financial Reports
 - b.) Resolution 2017-10-01 Iberia Bank
 - c.) Resolution 2017-10-02 Capital One & JP Morgan Chase Bank
 - d.) Proposed 2017 Amended Budget
 - e.) Proposed 2018 Budget
- 7.) Building Report
- 8.) New Business
 - a.) Zuercher Cad System proposal
 - b.) Election of officers 2017-2018
- 9.) Old Business
- 10.) Chairman's Report
- 11.) Administrator's Report
 - a.) July, August, & September PSAP Reports 2017 PSAP Reports
 - b.) EBS Annual Maintenance October 11, 2017-18
- 12.) Comments from Board Members
- 13.) Adjourn



Lafourche Parish Communications District

P.O. Box 1157, Raceland, LA 70394
Phone (985) 435-2105 Fax (985) 537-6906

July 6, 2017
Board Meeting Minutes

Vice Chairman Chris Boudreaux called the meeting of the Lafourche Parish Communications District to order at 1:00 PM.

Vice Chairman Boudreaux led the Pledge of Allegiance.

Vice Chairman Boudreaux called for **Roll Call by Valerie Adams.**

Board Members recorded as present:

Chris Boudreaux	Eric Benoit	Tom Simons
Mark Fontenot		

Absent: Reggie Pitre, Deborah Gautreaux and Warren Vedros

Also Present: Katie Zeringue and Valerie Adams

Vice Chairman Boudreaux called for **Comments from the Public.**

No public comments presented.

Vice Chairman Boudreaux called for **Approval of the April 6, 2017 Board Meeting Minutes.**

Mr. Tom Simmons moved for a motion to accept the April 6, 2017 minutes as written. The motion was seconded by **Mr. Mark Fontenot.** No discussion. Motion carried with no dissenting votes.

Vice Chairman Boudreaux called for the **Secretary/Treasurer's Report.**

Ms. Katie Zeringue presented the **April, May and June 2017 financial reports.**

Mr. Eric Benoit moved for a motion approving the April, May and June 2017 financial reports as presented. The motion was seconded by **Mr. Simons.** No discussion. Motion carried with no dissenting votes.

Vice Chairman Boudreaux called for **Building Report.**

Ms. Zeringue stated that the building has been pressure washed and sealed and the exterior doors have been painted.

Chairman Vedros called for **New Business.**

Ms. Zeringue presented West Quote 19002 Maintenance Agreement. Discussion.

Mr. Simmons moved for a motion approving West Quote 19002 Maintenance Agreement. The motion was seconded by **Mr. Fontenot.** Motion carried with no dissenting votes.

Ms. Zeringue presented West Quote 17913 for monitors. Discussion.

Mr. Benoit moved for a motion approving West Quote 17913-Monitors.. The motion was seconded by **Mr. Fontenot**. Motion carried with no dissenting votes.

Vice Chairman Boudreaux called for **Old Business**.

Vice Chairman Boudreaux informed the board about discussing the Employee Pay Scale. **Ms. Zeringue** suggests that she would like to see a 5% increase for all staff. This will be effective on the next pay period.

Vice Chairman Boudreaux moved for a motion to approve the 5% increase for all staff. The motion was seconded by **Mr. Simons**. Motion carried with no dissenting votes. Discussion.

Vice Chairman Boudreaux called for **Chairman's Report**.

Vice Chairman Boudreaux stated there was none.

Vice Chairman Boudreaux called for **Administrator's Report**.

Ms. Zeringue presented **Resolution 2017-07-01**.

Mr. Benoit moved for a motion approving Street Resolution 2017-7-1. The motion was seconded by **Mr. Fontenot**. No discussion. Motion carried with no dissenting votes.

Ms. Zeringue presented the April, May and June 2017 PSAP Reports.

Chairman Vedros called for **Comments from Board Members**.

No board member comments.

Mr. Fontenot moved for a motion to adjourn. The motion was seconded by **Mr. Benoit**. No discussion. Motion carried with no dissenting votes. (Meeting adjourned at 1:08 PM).

Chris Boudreaux, Vice - Chairman

Deborah Gautreaux, Secretary/Treasurer

Katie Zeringue, Administrator

12:42 PM
 10/02/17
 Cash Basis

Lafourche Parish Communications District
Profit & Loss Budget vs. Actual
 January through December 2017

	Jan - Dec 17	Budget	\$ Over Budget	% of Budget
Income				
Interest Earnings	1,423.35	1,000.00	423.35	142.3%
Miscellaneous Income	3,633.66	0.00	3,633.66	100.0%
Revenue Bond Proceeds	0.00	0.00	0.00	0.0%
Service Charge - Wireless	665,701.58	730,000.00	-64,298.42	91.2%
Service Charge - Wireline	415,892.98	480,000.00	-64,107.02	86.6%
Service Charge Prepaid Wireless	138,367.59	260,000.00	-121,632.41	53.2%
Total Income	1,225,019.16	1,471,000.00	-245,980.84	83.3%
Expense				
Accounting/Auditing Fees	8,100.00	12,000.00	-3,900.00	67.5%
Advertising	396.00	1,000.00	-604.00	39.6%
Amortization of Bond Issuance	0.00	0.00	0.00	0.0%
Bond Debt Interest	51,203.33	51,203.33	0.00	100.0%
Bond Debt Principal	190,000.00	180,000.00	10,000.00	105.6%
Bond Debt Principle	0.00	0.00	0.00	0.0%
Bond Issuance Cost	0.00	0.00	0.00	0.0%
Building expenditures	0.00	0.00	0.00	0.0%
Building expense	0.00	0.00	0.00	0.0%
Building expense/Rental	101,657.98	85,000.00	16,657.98	119.6%
Capital expenditures	227,440.19	559,884.00	-332,443.81	40.6%
Depreciation Expense	0.00	0.00	0.00	0.0%
Employee Uniforms	672.97	1,000.00	-327.03	67.3%
Equipment maintenance	16,289.89	10,000.00	6,289.89	162.9%
Gas/Mile/Auto Maintenance	688.76	4,000.00	-3,311.24	17.2%
Health insurance	73,712.33	110,000.00	-36,287.67	67.0%
Legal	0.00	500.00	-500.00	0.0%
Liability Insurance	48,669.05	50,000.00	-1,330.95	97.3%
Loss of Disposal of Assets	0.00	0.00	0.00	0.0%
Maintenance Contracts	118,872.78	35,000.00	83,872.78	339.6%
Mapping	4,000.00	5,000.00	-1,000.00	80.0%
Medical Expense	35.00	1,000.00	-965.00	3.5%
Memberships/dues/subscriptions	0.00	1,200.00	-1,200.00	0.0%
Miscellaneous	318.53	500.00	-181.47	63.7%
Oper/Clean supply	10,066.28	11,500.00	-1,433.72	87.5%
Payroll Expenses	427,681.93	650,000.00	-222,318.07	65.8%
Postage and Freight	0.00	500.00	-500.00	0.0%
Professional Fees	13,241.29	4,000.00	9,241.29	331.0%
Public Education	945.97	1,000.00	-54.03	94.6%
Reconciliation Discrepancies	-98.79	0.00	-98.79	100.0%
Rental Equipment	825.58	2,200.00	-1,374.42	37.5%
Telephone Service Charge	154,971.68	110,000.00	44,971.68	140.9%
Travel and training	17,370.05	10,000.00	7,370.05	173.7%
Wireless Phase I	5,040.00	10,000.00	-4,960.00	50.4%
Total Expense	1,472,100.80	1,906,487.33	-434,386.53	77.2%
Net Income	-247,081.64	-435,487.33	188,405.69	56.7%

Lafourche Parish Communications District
2016 Deposit Detail
 July through September 2017

Type	Num	Date	Name	Account	Amount
Deposit		07/10/2017		Capital One Invest...	70,114.57
			LA Dept of Revenue	Service Charge Pre...	-70,114.57
TOTAL					-70,114.57
Deposit		07/20/2017		Capital One Invest...	4,416.51
			Cummins Mid-Sout...	Miscellaneous Inco...	-530.91
			megapath Corporati...	Service Charge - W...	-508.00
			ANPI Business	Service Charge - W...	-21.00
			East Ascension Tel...	Service Charge - W...	-3,127.91
			TEC of Jackson	Service Charge - W...	-13.86
			Interface Security S...	Service Charge - W...	-83.16
			megapath Corporati...	Service Charge - W...	-13.86
			Toshiba American I...	Service Charge - W...	-117.81
TOTAL					-4,416.51
Deposit		07/20/2017		Capital One Invest...	1,243.25
			Access Point	Service Charge - W...	-22.50
			Altaworx LLC	Service Charge - W...	-168.00
			DeltaComm	Service Charge - W...	-73.50
			Hunt Telecommunic...	Service Charge - W...	-693.25
			jive Communications	Service Charge - W...	-3.75
			nexVortex	Service Charge - W...	-3.75
			Nextiva, Inc	Service Charge - W...	-31.50
			universal Telcom	Service Charge - W...	-24.50
			Boomerang Wireles...	Service Charge - W...	-38.75
			Cause Based Com...	Service Charge - W...	-3.75
			GreatCall Inc	Service Charge - W...	-162.50
			SI Wireless LLC	Service Charge - W...	-1.25
			Ready Wireless, LLC	Service Charge - W...	-3.75
			TING Inc	Service Charge - W...	-12.50
TOTAL					-1,243.25
Deposit		07/26/2017		Capital One Invest...	1,690.77
			Level 3 Communica...	Service Charge - W...	-430.50
			Vonage America	Service Charge - W...	-990.00
			Vonage America	Service Charge - W...	-270.27
TOTAL					-1,690.77
Deposit		07/26/2017		Capital One Invest...	135,290.48
			Acadiana Cellular G...	Service Charge - W...	-488.34
			Houma Thibodaux ...	Service Charge - W...	-53,410.74
			Globalstar USA LLC	Service Charge - W...	-22.27
			Hughes Network Sy...	Service Charge - W...	-1.25
			Lafayette MSA LP (...)	Service Charge - W...	-245.02
			Louisiana RSA No ...	Service Charge - W...	-200.47
			Louisiana RSA No ...	Service Charge - W...	-284.62
			New Cingular Wirel...	Service Charge - W...	-3,205.12
			republic wireless	Service Charge - W...	-10.94
			Sprint Spectrum db...	Service Charge - W...	-22,315.84
			T-Mobile Central LLC	Service Charge - W...	-1,201.61
			T Mobile West Corp	Service Charge - W...	-129.94
			Verizon Wireless (V...	Service Charge - W...	-53,774.32
TOTAL					-135,290.48

**Lafourche Parish Communications District
2016 Deposit Detail
July through September 2017**

Type	Num	Date	Name	Account	Amount
Deposit		07/26/2017		Capital One Invest...	30,494.54
			Bell South	Service Charge - W...	-13,956.86
			ACN Communicatio...	Service Charge - W...	-1.24
			AT&T	Service Charge - W...	-1,905.75
			Birch Communicati...	Service Charge - W...	-2,026.53
			Birch Telecom	Service Charge - W...	-1.24
			bandwidth.com Inc	Service Charge - W...	-38.11
			CenturyLink	Service Charge - W...	-3.46
			Charter Advanced ...	Service Charge - W...	-10,835.55
			Cox Communications	Service Charge - W...	-22.27
			Granite Telecommu...	Service Charge - W...	-360.36
			MetTel of Louisiana	Service Charge - W...	-93.55
			MCImetro Accesss ...	Service Charge - W...	-303.43
			Momentum Busines...	Service Charge - W...	-34.65
			Reserve Telecomm...	Service Charge - W...	-721.71
			Sprint Communicati...	Service Charge - W...	-30.94
			ymax Communicati...	Service Charge - W...	-44.55
			8x8, Inc	Service Charge - W...	-114.34
TOTAL					-30,494.54
Deposit		07/31/2017		JPMorgan Chase ...	13.15
				Interest Earnings	-13.15
TOTAL					-13.15
Deposit		07/31/2017		Operating Capital ...	5.10
				Interest Earnings	-5.10
TOTAL					-5.10
Deposit		07/31/2017		Iberia Bank Debt S...	172.41
				Interest Earnings	-172.41
TOTAL					-172.41
Deposit		07/31/2017		Capital One Invest...	21.86
				Interest Earnings	-21.86
TOTAL					-21.86
Deposit		07/31/2017		Capital One Bond ...	11.43
				Interest Earnings	-11.43
TOTAL					-11.43
Deposit		07/31/2017		Cash-Payroll xxxx...	0.80
				Interest Earnings	-0.80
TOTAL					-0.80

Lafourche Parish Communications District
2016 Deposit Detail
July through September 2017

Type	Num	Date	Name	Account	Amount
Deposit		08/14/2017		Capital One Invest...	4,060.75
			Altaworx LLC	Service Charge - W...	-129.50
			ANPI Business	Service Charge - W...	-21.00
			Comcast Phone of ...	Service Charge - W...	-695.72
			East Ascension Tel...	Service Charge - W...	-3,131.37
			Interface Security S...	Service Charge - W...	-83.16
TOTAL					-4,060.75
Deposit		08/28/2017		Capital One Invest...	28,708.71
			Access Point	Service Charge - W...	-22.50
			AT&T	Service Charge - W...	-1,902.28
			ACN Communicatio...	Service Charge - W...	-1.24
			bandwidth.com Inc	Service Charge - W...	-38.11
			CenturyLink	Service Charge - W...	-3.46
			Charter Advanced ...	Service Charge - W...	-10,786.05
			DeltaComm	Service Charge - W...	-73.50
			Granite Telecommu...	Service Charge - W...	-353.43
			Hunt Telecommunic...	Service Charge - W...	-693.25
			jive Communications	Service Charge - W...	-3.75
			Momentum Busines...	Service Charge - W...	-20.79
			nexVortex	Service Charge - W...	-3.75
			Nextiva, Inc	Service Charge - W...	-14.00
			Reserve Telecomm...	Service Charge - W...	-749.43
			Spectotel Inc	Service Charge - W...	-31.50
			Sprint Communicati...	Service Charge - W...	-62.12
			TEC of Jackson	Service Charge - W...	-13.86
			Telecom Concepts	Service Charge - W...	-3.50
			universal Telcom	Service Charge - W...	-24.50
			Bell South	Service Charge - W...	-13,907.69
TOTAL					-28,708.71
Deposit		08/28/2017		Capital One Invest...	51,204.66
			SimplexGrinnell	Miscellaneous Inco...	-130.00
			Comcast Phone of ...	Service Charge - W...	-684.09
			Level 3 Communica...	Service Charge - W...	-430.50
			megapath Corporati...	Service Charge - W...	-13.86
			Acadiana Cellular G...	Service Charge - W...	-461.59
			Cause Based Com...	Service Charge - W...	-3.75
			Hughes Network Sy...	Service Charge - W...	-5.00
			Houma Thibodaux ...	Service Charge - W...	-39,085.20
			Globalstar USA LLC	Service Charge - W...	-22.27
			GreatCall Inc	Service Charge - W...	-168.75
			Lafayette MSA LP (...)	Service Charge - W...	-207.90
			Louisiana RSA No ...	Service Charge - W...	-150.97
			Louisiana RSA No ...	Service Charge - W...	-230.48
			New Cingular Wirel...	Service Charge - W...	-2,737.35
			republic wireless	Service Charge - W...	-8.41
			Sprint Communicati...	Service Charge - W...	-6,852.04
			TING Inc	Service Charge - W...	-12.50
TOTAL					-51,204.66

Lafourche Parish Communications District
2016 Deposit Detail
 July through September 2017

Type	Num	Date	Name	Account	Amount
Deposit		08/28/2017		Capital One Invest...	1,464.17
			SimplexGrinnell	Miscellaneous Inco...	-1,418.00
			SI Wireless LLC	Service Charge - W...	-7.42
			Boomerang Wireles...	Service Charge - W...	-35.00
			Ready Wireless, LLC	Service Charge - W...	-3.75
TOTAL					-1,464.17
Deposit		08/31/2017		Iberia Bank Debt S...	180.93
				Interest Earnings	-180.93
TOTAL					-180.93
Deposit		08/31/2017		JPMorgan Chase ...	13.15
				Interest Earnings	-13.15
TOTAL					-13.15
Deposit		08/31/2017		Capital One Invest...	18.98
				Interest Earnings	-18.98
TOTAL					-18.98
Deposit		08/31/2017		Capital One Bond ...	9.00
				Interest Earnings	-9.00
TOTAL					-9.00
Deposit		08/31/2017		Operating Capital ...	1.66
				Interest Earnings	-1.66
TOTAL					-1.66
Deposit		08/31/2017		Cash-Payroll xxx...	0.84
				Interest Earnings	-0.84
TOTAL					-0.84
General Journal	AJE 6...	08/31/2017		JPMorgan Chase ...	100.00
				Reconciliation Discr...	-100.00
TOTAL					-100.00
Deposit		09/05/2017		Iberia Bank Debt S...	200.00
			Lafourche Parish C...	Miscellaneous Inco...	-200.00
TOTAL					-200.00

Lafourche Parish Communications District
2016 Deposit Detail
 July through September 2017

Type	Num	Date	Name	Account	Amount
Deposit		09/05/2017		Capital One Invest...	41,672.82
			Latelco	Service Charge - W...	-39,383.19
			Windstream Corpor...	Service Charge - W...	-2,289.63
TOTAL					-41,672.82
Deposit		09/15/2017		Capital One Invest...	3,470.54
			Eatel Advanced Tel...	Service Charge - W...	-3,205.38
			ANPI Business	Service Charge - W...	-21.00
			Altaworx LLC	Service Charge - W...	-161.00
			Interface Security S...	Service Charge - W...	-83.16
TOTAL					-3,470.54
Deposit		09/26/2017		Capital One Invest...	20,097.83
			Access Point	Service Charge - W...	-22.50
			bandwidth.com Inc	Service Charge - W...	-34.65
			Charter Advanced ...	Service Charge - W...	-10,741.50
			DeltaComm	Service Charge - W...	-73.50
			jive Communications	Service Charge - W...	-3.75
			Nextiva, Inc	Service Charge - W...	-31.50
			nexVortex	Service Charge - W...	-3.75
			Reserve Telecomm...	Service Charge - W...	-760.82
			Spectotel Inc	Service Charge - W...	-31.50
			Sprint Communicati...	Service Charge - W...	-31.18
			Telecom Concepts	Service Charge - W...	-3.50
			universal Telecom	Service Charge - W...	-24.50
			8x8, Inc	Service Charge - W...	-114.34
			Cause Based Com...	Service Charge - W...	-3.75
			Globalstar USA LLC	Service Charge - W...	-16.09
			GreatCall Inc	Service Charge - W...	-173.75
			republic wireless	Service Charge - W...	-8.41
			Sprint Spectrum db...	Service Charge - W...	-6,928.76
			TING Inc	Service Charge - W...	-10.00
			Comcast Phone of ...	Service Charge - W...	-670.72
			megapath Corporati...	Service Charge - W...	-13.86
			Level 3 Communica...	Service Charge - W...	-395.50
TOTAL					-20,097.83
Deposit		09/26/2017		Capital One Invest...	693.25
			Hunt Telecommunic...	Service Charge - W...	-693.25
TOTAL					-693.25

12:45 PM
10/02/17
Cash Basis

Lafourche Parish Communications District
Balance Sheet
As of September 30, 2017

	<u>Sep 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Capital One Bond Sink xxxxx1285	115,340.74
Capital One Invest xxxxx4753	362,381.94
Cash-Payroll xxx1372	6,163.96
Iberia Bank Debt Service Reser	199,035.54
JPMorgan Chase Bank	86,068.70
Operating Capital One xxx8794	42,604.06
	<hr/>
Total Checking/Savings	811,594.94
Accounts Receivable	
Accrued Receivable	127,882.03
	<hr/>
Total Accounts Receivable	127,882.03
Other Current Assets	
Accounts Receivable- Audit JE	31,279.33
Prepaid Maintenance	138,465.98
	<hr/>
Total Other Current Assets	169,745.31
	<hr/>
Total Current Assets	1,109,222.28
Fixed Assets	
Accumulated Depreciation	-763,523.78
Building	3,323,970.27
Construction In Progress	10,937.50
Equipment	514,262.27
Office Furniture and equipment	101,615.96
Other Assets	64,750.00
	<hr/>
Total Fixed Assets	3,252,012.22
Other Assets	
Deferred Bond Issuance Costs	0.03
	<hr/>
Total Other Assets	0.03
	<hr/>
TOTAL ASSETS	4,361,234.53
	<hr/> <hr/>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	351.89
Accrued Interest Payable	20,570.00
	<hr/>
Total Accounts Payable	20,921.89
Other Current Liabilities	
Accounts Payable Audit JE	6,353.64
Accrued Interest Payable Audit	-2,270.52
Payroll Liabilities	-9,601.12
	<hr/>
Total Other Current Liabilities	-5,518.00
	<hr/>
Total Current Liabilities	15,403.89
Long Term Liabilities	
Bond Payable	1,030,000.00
	<hr/>
Total Long Term Liabilities	1,030,000.00
	<hr/>
Total Liabilities	1,045,403.89

12:45 PM
10/02/17
Cash Basis

Lafourche Parish Communications District
Balance Sheet
As of September 30, 2017

	<u>Sep 30, 17</u>
Equity	
Invested In Capital Assets	3,114,471.02
Opening Bal Equity	2,973,589.93
Retained Earnings	-2,525,148.67
Net Income	-247,081.64
	<hr/>
Total Equity	3,315,830.64
	<hr/>
TOTAL LIABILITIES & EQUITY	4,361,234.53
	<hr/> <hr/>

LAFOURCHE PARISH COMMUNICATIONS DISTRICT

111 Dunkleman Dr
Post Office Box 1157
Raceland, LA 70394
(985) 435-2105

**RESOLUTION 2017-10-01
LAFOURCHE PARISH COMMUNICATIONS DISTRICT'S
DEBT SERVICE RESERVE FUND ACCOUNT**

At the meeting of the Board of Commissioners of the Lafourche Parish Communications District held at 111 Dunkleman Dr, Raceland on the 5th day of October 2017, pursuant to due notice, at which a quorum of the Board was present, on motion by _____, seconded by _____, the following resolution was unanimously adopted:

Be it Resolved that the Board of Commissioners, Deborah Gautreaux, Mark Fontenot, Christopher Boudreaux, Tom Simons, Reggie Pitre, Eric Benoit and Administrator Katie Zeringue, is hereby granted authorization to sign checks on the Debt Service Reserve Fund account at Iberia Bond Sinking on behalf of the Lafourche Parish Communications District.

Be it Resolved that the Administrative Assistant Valerie Adams is hereby granted authorization to sign checks with the Administrator or a Commissioner of the District that does not exceed the amount of \$ 10,000.00 (ten thousand dollars.) All transactions in excess of \$ 10,000.00 requires the signature of the Administrator Katie Zeringue and a Commissioner or two (2) Commissioners.

Be it Resolved that all transactions shall require two signatures and,

Be it further Resolved that the Lafourche Parish Communications District's Administrator Katie Zeringue and Administrative Assistant Valerie Adams be allowed to transfer funds within Communications District's accounts, inquire and receive financial status and information concerning all Lafourche Parish Communications District's accounts.

I, Deborah Gautreaux, Secretary, do hereby certify that the above and foregoing is a true and correct copy of a Resolution adopted by the Lafourche Parish Communications District at a meeting held on the 5th day of October 2017, at which meeting a quorum was present and voted and that said Resolution is now in full force and effect.

WITNESS MY HAND AND SIGNATURE, this 5th day of October 2017.

Deborah Gautreaux, Secretary

LAFOURCHE PARISH COMMUNICATIONS DISTRICT

111 Dunkleman Dr
Post Office Box 1157
Raceland, LA 70394
(985) 435-2105

RESOLUTION 2017-10-02

**LAFOURCHE PARISH COMMUNICATIONS DISTRICT'S
GENERAL, PAYROLL, BOND SINKING, AND INVESTMENT FUND ACCOUNTS**

At the meeting of the Board of Commissioners of the Lafourche Parish Communications District held at 111 Dunkleman Dr, Raceland on the 5th day of October 2017, pursuant to due notice, at which a quorum of the Board was present, on motion by _____, seconded by _____, the following resolution was unanimously adopted:

Be it Resolved that the Board of Commissioners, _____, Deborah Gautreaux, Mark Fontenot, Christopher Boudreaux, Tom Simons, Reggie Pitre, Eric Benoit, Zina Sampey and Administrator Katie Zeringue, is hereby granted authorization to sign checks on the General, Payroll, and Investment Fund and Bond Sinking accounts at Capital One Bank, and the Checking account at JPMorgan Chase Bank on behalf of the Lafourche Parish Communications District.

Be it Resolved that the Administrative Assistant Valerie Adams is hereby granted authorization to sign checks with the Administrator or a Commissioner of the District that does not exceed the amount of \$ 10,000.00 (ten thousand dollars.) All transactions in excess of \$ 10,000.00 requires the signature of the Administrator Katie Zeringue and a Commissioner or two (2) Commissioners.

Be it Resolved that the Operations Supervisor Kissy Pitre is hereby granted authorization to sign checks with the Administrator, Administrative Assistant or a Commissioner of the District that does not exceed the amount of \$ 3,000.00 (three thousand dollars.) All transactions in excess of \$ 3,000.00 requires the signature of the Administrator Katie Zeringue and a Commissioner or two (2) Commissioners.

Be it Resolved that all transactions shall require two signatures and,

Be it further Resolved that the Lafourche Parish Communications District's Administrator Katie Zeringue and Administrative Assistant Valerie Adams be allowed to transfer funds within Communications District's accounts, inquire and receive financial status and information concerning all Lafourche Parish Communications District's accounts.

I, Deborah Gautreaux, Secretary, do hereby certify that the above and foregoing is a true and correct copy of a Resolution adopted by the Lafourche Parish Communications District at a meeting held on the 5th day of October 2017, at which meeting a quorum was present and voted and that said Resolution is now in full force and effect.

WITNESS MY HAND AND SIGNATURE, this 5th day of October 2017.

Deborah Gautreaux, Secretary

**LAFOURCHE PARISH COMMUNICATIONS DISTRICT
INVESTMENT POLICY
EFFECTIVE 2017/10/01**

INTRODUCTION

This investment policy applies to the investment of those funds under the control of the Lafourche Parish Communications District.

The investment objectives of the Lafourche Parish Communications District are first to place emphasis on the safety of principal, secondly to maintain liquidity to meet operating requirements of the entity and finally, to obtain the most favorable rate of return.

All funds managed and invested by the Lafourche Parish Communications District are done so in accordance with Louisiana Revised Statutes Title 39 Chapter 7.

PRUDENCE

The standard of prudence shall be the "Prudent Investor" rule, which states, "Investments shall be made with judgment and care, under circumstances then prevailing which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment, considering the probable safety of their capital as well as the probable income to be derived."

ETHICS

Officers and employees involved in the investment process shall follow the State of Louisiana Code of Governmental Ethics.

SAFEKEEPING AND COLLATERALIZATION

Any institution issuing Certificates of Deposit, maintaining an Interest Bearing Checking Account or Regular Checking Account in excess of the FDIC Insurance will be required to pledge collateral to secure the investments. The collateral pledged must be held by a third party bank serving as custodian. Collateral acceptable will be according to the listing issued by the State of Louisiana "Collateralization for State Deposits". Each financial institution will be required to execute with the entity a security agreement in accordance with the Financial Institutions Enforcement, Reform and Recovery Act of 1989 (FIERRA).

INTERNAL CONTROLS

All investments shall be approved by the Board of Commissioners. The investment portfolio will be maintained by the Secretary/Treasurer and investments will be kept in safekeeping. The Secretary/Treasurer shall report to the Board of Commissioners on a monthly basis indicating a detail of the investments.

TYPES OF INVESTMENTS

Types of investments will be in accordance with the provisions of La. R.S. 2955 as presently enacted and hereinafter.

Deborah Gautreaux, Secretary/Treasurer

**Lafourche Parish Communications District
2017 Amended Budget Message**

Members of the Board of Commissioners:

I have submitted to you the proposed amended Budget for the calendar year 2017. The budget is fiscally conservative and expenditures are budgeted within anticipated revenues. The budget document attached includes anticipated revenues and expenditures, on a modified accrual basis. There are certain significant aspects of the budget, which are detailed below.

Revenues

Revenues are received from money assessed telephone wireline and wireless subscribers in Lafourche Parish and pre-paid wireless submitted to the Louisiana Department of Revenue and disbursed to the parishes quarterly based on population. In April 2016 the board approved the increase on landline service charge to 5% on residential which is \$ 1.25 and 3.7% on business lines which is \$3.50. In the 2016 Regular Session HB 805 Act 665 and HB 678 Act 590 were approved to increase post paid wireless to \$1.25 and prepaid wireless from 2 % to 4%.

Expenditures

Expected expenditures are mainly made up of telephone service charges, payroll and building maintenance. This is the twenty third year we experience a payroll and it's expenses. Normal administrative and operations cost make up the remainder of the expenses.

Summary

The budget is presented in a manner designed to assist in formulating a financial plan for the coming year. The ending fund balance consists of individual funds set aside for equipment upgrades.

Sincerely,

**Katie Zeringue
Administrator**

Lafourche Parish Communications District
Proposed 2017 Amended Budget
Adopted :

Revenue		
Telephone Service Charge (wireline, wireless, interest)	\$ 1,727,933.66	
Total Revenue		\$ 1,727,933.66

Administrative & Operating Expense		
Accounting/Auditing Fees	\$ 8,100.00	
Advertising	\$ 800.00	
Building Expense / Maintenance	\$ 125,000.00	
Employee Uniforms	\$ 1,000.00	
Equipment Maintenance	\$ 15,000.00	
Gas/mileage	\$ 1,500.00	
Health Insurance	\$ 110,000.00	
Legal	\$ -	
Liability Insurance	\$ 50,000.00	
Maintenance Contracts	\$ 120,000.00	
Mapping / Imagery	\$ 21,020.66	
Medical Expense	\$ 300.00	
Member/dues/subscriptions	\$ 1,200.00	
Miscellaneous/Professional Fees	\$ 20,500.00	
Oper/Clean Supply	\$ 11,500.00	
Payroll Expense	\$ 585,000.00	
Postage/Freight	\$ 300.00	
Public Education	\$ 1,000.00	
Rental Equipment	\$ 1,500.00	
Telephone Service Charge	\$ 280,000.00	
Travel / Training	\$ 20,000.00	
Wireless Phase I	\$ 10,000.00	
West Smart 911	\$ 39,004.00	
West Txt 2 911	\$ 9,600.00	
Total Operating Expenses	\$ 1,432,324.66	\$ 1,432,324.66

NET INCOME 2017 **\$ 295,609.00**

2017 BEGINNING UNRESTRICTED NET ASSETS **\$ 965,009.00**

2017 Operating Funds Available **\$ 1,260,618.00**

Total Funds Available **\$ 1,260,618.00**

Less:	Bond Principle 2010 Series	\$ 140,000.00	\$ 140,000.00
Less:	Interest Bond 2010 Series	\$ 32,895.00	\$ 32,895.00
Less:	Capital Expenditures:	\$ 326,725.03	\$ 326,725.03
Less:	Bond Principle 2016 Series	\$ 40,000.00	\$ 40,000.00
Less:	Interest Bond 2016 Series	\$ 18,128.33	\$ 18,128.33
		<u>\$ -</u>	<u>\$ -</u>

2017 ENDING NET ASSETS **\$ 702,869.64**

	Projected 2016 Budget	Amended 2016 Budget	Amended 2016 Budget	Projected 2017 Budget	Amended 2017 Budget	Projected 2018 Budget	Projected 2019 Budget	Projected 2020 Budget
Income								
Interest Earnings	\$ 1,000.00	\$ 600.00	\$ 500.00	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Miscellaneous Income	\$ -	\$ -	\$ 22,918.47		\$ 3,433.88			
Bond Proceeds 2016	\$ 600,000.00	\$ -	\$ 600,000.00					
Service Charge- Post Wireless	\$ 790,000.00	\$ 650,000.00	\$ 729,500.00	\$ 730,000.00	\$ 937,500.00	\$ 940,000.00	\$ 940,000.00	\$ 940,000.00
Service Charge- Pre Wireless		\$ 132,600.00	\$ 129,800.00	\$ 280,000.00	\$ 210,000.00	\$ 260,000.00	\$ 260,000.00	\$ 260,000.00
Service Charge-Wireline	\$ 348,000.00	\$ 395,000.00	\$ 498,700.00	\$ 480,000.00	\$ 575,000.00	\$ 535,000.00	\$ 525,000.00	\$ 515,000.00
Total Income	\$ 1,739,000.00	\$ 1,178,200.00	\$ 1,981,418.47	\$ 1,471,000.00	\$ 1,727,933.88	\$ 1,736,000.00	\$ 1,726,000.00	\$ 1,716,000.00

Expense								
Accounting/Auditing Fees	\$ 12,000.00	\$ 12,000.00	\$ 9,000.00	\$ 12,000.00	\$ 8,100.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Advertising	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,000.00	\$ 800.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Building Expense & Maintenance	\$ 70,000.00	\$ 70,000.00	\$ 83,000.00	\$ 85,000.00	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00
Capital Expenditures	\$ 730,000.00	\$ 654,003.00	\$ 691,090.57	\$ 495,000.00	\$ 328,725.03	\$ 582,345.50	\$ 25,000.00	\$ 150,000.00
Employee Uniforms	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Equipment Maintenance	\$ 6,000.00	\$ 6,000.00	\$ 20,000.00	\$ 10,000.00	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Gas/Mile/Auto Maintenance	\$ 500.00	\$ 500.00	\$ 3,500.00	\$ 4,000.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Health Insurance	\$ 82,000.00	\$ 82,000.00	\$ 108,500.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00
Legal	\$ 500.00	\$ 500.00	\$ 9,500.00	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ 500.00
Liability Insurance	\$ 45,000.00	\$ 45,000.00	\$ 48,830.08	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Long Term Liabilities Bond	\$ 173,700.00	\$ 173,700.00	\$ 173,700.00	\$ 231,203.33	\$ 231,023.33	\$ 240,075.00	\$ 247,215.00	\$ 243,762.50
Maintenance Contracts	\$ 26,000.00	\$ 26,000.00	\$ 32,000.00	\$ 35,000.00	\$ 120,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
Mapping / Imagery	\$ 5,000.00	\$ 20,000.00	\$ 20,000.00	\$ 21,280.00	\$ 21,020.68	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Medical Expenses	\$ 1,000.00	\$ 1,000.00	\$ 300.00	\$ 1,000.00	\$ 300.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Memberships/dues/subscriptions	\$ 1,000.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Miscellaneous	\$ 500.00	\$ 500.00	\$ 5,000.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Oper/Clean supplies	\$ 10,000.00	\$ 10,000.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
Payroll Expenses	\$ 555,000.00	\$ 575,000.00	\$ 585,000.00	\$ 650,000.00	\$ 585,000.00	\$ 650,000.00	\$ 665,000.00	\$ 675,000.00
Postage and Freight	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 500.00	\$ 500.00	\$ 500.00
Professional Fees	\$ 40,000.00	\$ 30,000.00	\$ 30,000.00	\$ 4,000.00	\$ 20,000.00	\$ 20,000.00	\$ 4,000.00	\$ 4,000.00
Public Education	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Rental Equipment	\$ 2,200.00	\$ 2,200.00	\$ 2,700.00	\$ 2,200.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Telephone Network Service Charge	\$ 110,000.00	\$ 110,000.00	\$ 164,000.00	\$ 110,000.00	\$ 280,000.00	\$ 170,000.00	\$ 170,000.00	\$ 170,000.00
Travel and Training	\$ 6,000.00	\$ 6,000.00	\$ 7,500.00	\$ 10,000.00	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Wireless Phase I	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Intrado/ West Smart 911	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00
Intrado / West Txt 2 911	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
Total Expenses	\$ 1,938,504.00	\$ 1,887,507.00	\$ 2,046,724.65	\$ 1,906,487.33	\$ 1,990,073.02	\$ 2,120,724.50	\$ 1,569,519.00	\$ 1,701,066.50

Net Income	\$ (199,504.00)	\$ (709,307.00)	\$ (65,306.18)	\$ (435,487.33)	\$ (262,139.38)	\$ (384,724.50)	\$ 166,481.00	\$ 14,933.50
Unrestricted Beginning Net Assets	\$ 1,278,781.99	\$ 1,240,091.00	\$ 1,240,091.00	\$ 1,174,784.82	\$ 966,009.00	\$ 702,869.64	\$ 318,145.14	\$ 474,826.14
Ending Net Assets	\$ 1,079,277.99	\$ 530,784.00	\$ 1,174,784.82	\$ 739,297.49	\$ 702,869.64	\$ 318,145.14	\$ 474,826.14	\$ 489,559.64

	2016	2016	2016	2017		2018	2019	2020
Long Term Liabilities								
Bond Debt Interest 2010	\$ 38,700.00	\$ 38,700.00	\$ 38,700.00	\$ 32,895.00	\$ 32,895.00	\$ 26,875.00	\$ 20,840.00	\$ 13,975.00
Bond Debt Principal 2010	\$ 135,000.00	\$ 135,000.00	\$ 135,000.00	\$ 140,000.00	\$ 140,000.00	\$ 145,000.00	\$ 155,000.00	\$ 160,000.00
Bond Debt Interest 2016				\$ 18,308.33	\$ 18,128.33	\$ 18,200.00	\$ 16,575.00	\$ 14,787.50
Bond Debt Principal 2016				\$ 40,000.00	\$ 40,000.00	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00
10% Budget Retainer for Bond				\$ -	\$ -	\$ -	\$ -	\$ -
Total Long Term Liabilities	\$ 173,700.00	\$ 173,700.00	\$ 173,700.00	\$ 231,203.33	\$ 231,023.33	\$ 240,075.00	\$ 247,215.00	\$ 243,762.50

	2016	2016	2016	2017		2018	2019	2020
Capital Outlay								
911 CPE Equipment & Upgrades	\$ -	\$ 21,000.00	\$ 21,000.00	\$ 50,000.00	\$ 29,264.88	\$ 25,000.00	\$ 25,000.00	\$ 150,000.00
Building Improvements				\$ 400,000.00	\$ -	\$ 400,000.00		\$ -
Voice Logger	\$ 30,000.00	\$ 30,000.00	\$ 35,587.57	\$ -	\$ -	\$ -	\$ -	\$ -
Camera System				\$ 25,000.00	\$ -	\$ 25,000.00		\$ -
Office Computers network tv			\$ -	\$ -	\$ 4,047.47	\$ 15,000.00		\$ -
Office Furniture		\$ 16,500.00	\$ 20,000.00	\$ -	\$ -	\$ 10,000.00		\$ -
CAD					\$ 107,345.50	\$ 107,345.50		\$ -
Training Videos Radio System			\$ 16,500.00		\$ 32,000.00			\$ -
Radio System & Tower	\$ 700,000.00	\$ 603,003.00	\$ 601,503.00		\$ 164,077.20			\$ -
Total Capital Expenses	\$ 730,000.00	\$ 654,003.00	\$ 691,090.57	\$ 495,000.00	\$ 328,725.03	\$ 592,345.50	\$ 25,000.00	\$ 150,000.00

Lafourche Parish Communications District
2017 Amended Budget Adoption Instrument

At the scheduled meeting of the Lafourche Parish Communications District on December 7, 2017 on a Motion by _____, seconded by _____ and on a unanimous vote, the proposed amended budget for 2017 was adopted giving the Treasurer and the Administrator authority to adjust amounts within the line items without changing the total expenditures.

The Board of Commissioners may make any changes they deem necessary. If any of these changes increase the proposed spending by an amount greater than five percent (5%), an amended budget must be adopted and forwarded to the proper agencies. These agencies are Lafourche Parish Council, and the State of Louisiana Legislative Auditor.

_____ 12/7/2017
Katie Zeringue, Administrator Date
Lafourche Parish Communications District
Post Office Box 1157
Raceland, LA 70394
(985)435-2105

**Lafourche Parish Communications District
NOTICE OF COMPLETION
2017 Amended Budget**

The adopted amended budget for Fiscal Period January 1, 2017 to December 31, 2017 of the Lafourche Parish Communications District has been prepared in conformance with provisions of Louisiana Local Government Budget Act.

On motion by _____ the following amended budget for the period January 1, 2017 to December 31, 2017 was adopted on December 7, 2017

Following is a summary of the adopted amended budget for January 1, 2017 to December 31, 2017

Revenue

Telephone Service Charge	<u>\$ 1,727,933.66</u>	
(wireline, wireless, interest)		
Total Revenue		\$ 1,727,933.66

Administrative & Operating Expense

Accounting/Auditing Fees	\$ 8,100.00	
Advertising	\$ 800.00	
Building Expense / Maintenance	\$ 125,000.00	
Employee Uniforms	\$ 1,000.00	
Equipment Maintenance	\$ 15,000.00	
Gas / mileage	\$ 1,500.00	
Health Insurance	\$ 110,000.00	
Legal	\$ -	
Liability Insurance	\$ 50,000.00	
Maintenance Contracts	\$ 120,000.00	
Mapping / Imagery	\$ 21,020.66	
Medical Expense	\$ 300.00	
Member/dues/subscriptions	\$ 1,200.00	
Miscellaneous/Professional Fees	\$ 20,500.00	
Oper/Clean Supply	\$ 11,500.00	
Payroll Expense	\$ 585,000.00	
Postage/Freight	\$ 300.00	
Public Education	\$ 1,000.00	
Rental Equipment	\$ 1,500.00	
Telephone Service Charge	\$ 280,000.00	
Travel / Training	\$ 20,000.00	
Wireless Phase I	\$ 10,000.00	
West Smart 911	\$ 39,004.00	
West Txt 2 911	<u>\$ 9,600.00</u>	
Total Operating Expenses	<u>\$ 1,432,324.66</u>	<u>\$ 1,432,324.66</u>
NET INCOME 2017		\$ 295,609.00

2017 BEGINNING UNRESTRICTED NET ASSETS		<u>\$ 965,009.00</u>
2017 Operating Funds Available		\$ 1,260,618.00

	Total 2017 Funds Available		\$ 1,260,618.00
Less:	Bond Principle 2010 Series	\$ 140,000.00	\$ 140,000.00
Less:	2017 Interest 2010 Series Bond	\$ 32,895.00	\$ 32,895.00
Less:	Capital Expenditures:	\$ 326,725.03	\$ 326,725.03
Less:	2017 Bond Principle 2016 Series	\$ 40,000.00	\$ 40,000.00
Less:	2017 Interest Bond 2016 Series	\$ 18,128.33	\$ 18,128.33
		<u>\$ -</u>	<u>\$ -</u>

2017 ENDING NET ASSETS		<u><u>\$ 702,869.64</u></u>
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Lafourche Parish Communications District
2018 Budget Message

Members of the Board of Commissioners:

I have submitted to you the proposed Budget for the calendar year 2018. The budget is fiscally conservative and expenditures are budgeted within anticipated revenues. The budget document attached includes anticipated revenues and expenditures, on a modified accrual basis. There are certain significant aspects of the budget, which are detailed below.

Revenues

Revenues are received from money assessed telephone wireline and wireless subscribers in Lafourche Parish and pre-paid wireless submitted to the Louisiana Department of Revenue and disbursed to the parishes quarterly based on population. In April 2016 the board approved the increase on landline service charge to 5% on residential which is \$ 1.25 and 3.7% on business lines which is \$3.50. In the 2016 Regular Session HB 805 Act 665 and HB 678 Act 590 were approved to increase post paid wireless to \$1.25 and prepaid wireless from 2 % to 4%.

Expenditures

Expected expenditures are mainly made up of telephone service charges, payroll and building maintenance. This is the twenty fourth year we experience a payroll and it's expenses. Normal administrative and operations cost make up the remainder of the expenses.

Summary

The budget is presented in a manner designed to assist in formulating a financial plan for the coming year. The ending fund balance consists of individual funds set aside for equipment upgrades.

Sincerely,

Katie Zeringue
Administrator

Lafourche Parish Communications District
Proposed 2018 Budget
Adopted :

Revenue		
Telephone Service Charge (wireline, wireless, interest)	\$ 1,736,000.00	
Total Revenue		\$ 1,736,000.00
Administrative & Operating Expense		
Accounting/Auditing Fees	\$ 12,000.00	
Advertising	\$ 1,000.00	
Building Expense / Maintenance	\$ 125,000.00	
Employee Uniforms	\$ 1,000.00	
Equipment Maintenance	\$ 10,000.00	
Gas/mileage	\$ 2,500.00	
Health Insurance	\$ 110,000.00	
Legal	\$ 500.00	
Liability Insurance	\$ 50,000.00	
Maintenance Contracts	\$ 35,000.00	
Mapping / Imagery	\$ 20,000.00	
Medical Expense	\$ 1,000.00	
Member/dues/subscriptions	\$ 1,200.00	
Miscellaneous/Professional Fees	\$ 20,500.00	
Oper/Clean Supply	\$ 11,500.00	
Payroll Expense	\$ 650,000.00	
Postage/Freight	\$ 500.00	
Public Education	\$ 1,000.00	
Rental Equipment	\$ 2,000.00	
Telephone Service Charge	\$ 170,000.00	
Travel / Training	\$ 15,000.00	
Wireless Phase I	\$ 10,000.00	
West Smart 911	\$ 39,004.00	
West Txt 2 911	\$ 9,600.00	
Total Operating Expenses	\$ 1,298,304.00	\$ 1,298,304.00
NET INCOME 2018		\$ 437,696.00
2018 BEGINNING UNRESTRICTED NET ASSETS		\$ 702,869.64
2018 Operating Funds Available		\$ 1,140,565.64
Total Funds Available		\$ 1,140,565.64
Less:	Bond Principle 2010 Series	\$ 145,000.00
		\$ 145,000.00
Less:	Interest Bond 2010 Series	\$ 26,875.00
		\$ 26,875.00
Less:	Capital Expenditures:	\$ 582,345.50
		\$ 582,345.50
Less:	Bond Principle 2016 Series	\$ 50,000.00
		\$ 50,000.00
Less:	Interest Bond 2016 Series	\$ 18,200.00
		\$ 18,200.00
	\$ -	\$ -
2018 ENDING NET ASSETS		\$ 318,145.14

	Amended 2017 Budget	Projected 2018 Budget	Projected 2019 Budget	Projected 2020 Budget	Projected 2021 Budget	Projected 2022 Budget
Income						
Interest Earnings	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Miscellaneous Income	\$ 3,433.66					
Bond Proceeds 2016						
Service Charge- Post Wireless	\$ 937,500.00	\$ 940,000.00	\$ 940,000.00	\$ 940,000.00	\$ 940,000.00	\$ 940,000.00
Service Charge- Pre Wireless	\$ 210,000.00	\$ 260,000.00	\$ 260,000.00	\$ 260,000.00	\$ 260,000.00	\$ 260,000.00
Service Charge-Wireline	\$ 575,000.00	\$ 535,000.00	\$ 525,000.00	\$ 515,000.00	\$ 515,000.00	\$ 515,000.00
Total Income	\$ 1,727,933.66	\$ 1,736,000.00	\$ 1,726,000.00	\$ 1,716,000.00	\$ 1,716,000.00	\$ 1,716,000.00
Expense						
Accounting/Auditing Fees	\$ 8,100.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Advertising	\$ 800.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Building Expense & Maintenance	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00
Capital Expenditures	\$ 326,725.03	\$ 582,345.50	\$ 25,000.00	\$ 150,000.00	\$ 25,000.00	\$ 90,000.00
Employee Uniforms	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Equipment Maintenance	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Gas/Mile/Auto Maintenance	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Health Insurance	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00
Legal	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Liability Insurance	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Long Term Liabilities Bond	\$ 231,023.33	\$ 240,075.00	\$ 247,215.00	\$ 243,762.50	\$ 235,095.00	\$ 176,050.00
Maintenance Contracts	\$ 120,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
Mapping / Imagery	\$ 21,020.66	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Medical Expenses	\$ 300.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Memberships/dues/subscriptions	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Miscellaneous	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Oper/Clean supplies	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
Payroll Expenses	\$ 585,000.00	\$ 650,000.00	\$ 665,000.00	\$ 675,000.00	\$ 675,000.00	\$ 675,000.00
Postage and Freight	\$ 300.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Professional Fees	\$ 20,000.00	\$ 20,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Public Education	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Rental Equipment	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Telephone Network Service Charge	\$ 280,000.00	\$ 170,000.00	\$ 170,000.00	\$ 170,000.00	\$ 170,000.00	\$ 170,000.00
Travel and Training	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Wireless Phase I	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Intrado/ West Smart 911	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00	\$ 39,004.00
Intrado / West Txt 2 911	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
Total Expenses	\$ 1,990,073.02	\$ 2,120,724.50	\$ 1,569,519.00	\$ 1,701,066.50	\$ 1,567,399.00	\$ 1,573,354.00
Net Income	\$ (262,139.36)	\$ (384,724.50)	\$ 156,481.00	\$ 14,933.50	\$ 148,601.00	\$ 142,646.00
Unrestricted Beginning Net Assets	\$ 965,009.00	\$ 702,869.64	\$ 318,145.14	\$ 474,626.14	\$ 489,559.64	\$ 638,160.64
Ending Net Assets	\$ 702,869.64	\$ 318,145.14	\$ 474,626.14	\$ 489,559.64	\$ 638,160.64	\$ 780,806.64
	2017	2018	2019	2020	2021	2021
Long Term Liabilities						
Bond Debt Interest 2010	\$ 32,895.00	\$ 26,875.00	\$ 20,640.00	\$ 13,975.00	\$ 7,095.00	\$ -
Bond Debt Principal 2010	\$ 140,000.00	\$ 145,000.00	\$ 155,000.00	\$ 160,000.00	\$ 155,000.00	\$ -
Bond Debt Interest 2016	\$ 18,128.33	\$ 18,200.00	\$ 16,575.00	\$ 14,787.50	\$ 13,000.00	\$ 11,050.00
Bond Debt Principal 2016	\$ 40,000.00	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00	\$ 60,000.00	\$ 165,000.00
Total Long Term Liabilities	\$ 231,023.33	\$ 240,075.00	\$ 247,215.00	\$ 243,762.50	\$ 235,095.00	\$ 176,050.00
	2017	2018	2019	2020	2019	2020
Capital Outlay						
911 CPE Equipment & Upgrades	\$ 29,254.86	\$ 25,000.00	\$ 25,000.00	\$ 150,000.00	\$ 25,000.00	\$ 75,000.00
Building Improvements	\$ -	\$ 400,000.00		\$ -		\$ -
Camera System	\$ -	\$ 25,000.00				
Office Computers network tv	\$ 4,047.47	\$ 15,000.00				\$ 15,000.00
Office Furniture	\$ -	\$ 10,000.00				
CAD	\$ 107,345.50	\$ 107,345.50				
Training Videos Radio System	\$ 32,000.00	\$ -				
Radio System & Tower	\$ 154,077.20					
Total Capital Expenses	\$ 326,725.03	\$ 582,345.50	\$ 25,000.00	\$ 150,000.00	\$ 25,000.00	\$ 90,000.00

Lafourche Parish Communications District
2018 Budget Adoption Instrument

At the scheduled meeting of the Lafourche Parish Communications District on December 7, 2017 on a Motion by _____, seconded by _____ and on a unanimous vote, the proposed budget for 2018 was adopted giving the Treasurer and the Administrator authority to adjust amounts within the line items without changing the total expenditures.

The Board of Commissioners may make any changes they deem necessary. If any of these changes increase the proposed spending by an amount greater than five percent (5%), an amended budget must be adopted and forwarded to the proper agencies. These agencies are Lafourche Parish Council, and the State of Louisiana Legislative Auditor.

_____ 12/7/2017
Katie Zeringue, Administrator Date
Lafourche Parish Communications District
Post Office Box 1157
Raceland, LA 70394
(985)435-2105

**Lafourche Parish Communications District
NOTICE OF COMPLETION
2018 Budget**

The adopted budget for Fiscal Period January 1, 2018 to December 31, 2018 of the Lafourche Parish Communications District has been prepared in conformance with provisions of Louisiana Local Government Budget Act.

On motion by _____ the following amended budget for the period January 1, 2018 to December 31, 2018 was adopted on December 7, 2017

Following is a summary of the adopted amended budget for January 1, 2018 to December 31, 2018

Revenue

Telephone Service Charge (wireline, wireless, interest)	<u>\$ 1,736,000.00</u>	
Total Revenue		\$ 1,736,000.00

Administrative & Operating Expense

Accounting/Auditing Fees	\$ 12,000.00	
Advertising	\$ 1,000.00	
Building Expense / Maintenance	\$ 125,000.00	
Employee Uniforms	\$ 1,000.00	
Equipment Maintenance	\$ 10,000.00	
Gas / mileage	\$ 2,500.00	
Health Insurance	\$ 110,000.00	
Legal	\$ 500.00	
Liability Insurance	\$ 50,000.00	
Maintenance Contracts	\$ 35,000.00	
Mapping / Imagery	\$ 20,000.00	
Medical Expense	\$ 1,000.00	
Member/dues/subscriptions	\$ 1,200.00	
Miscellaneous/Professional Fees	\$ 20,500.00	
Oper/Clean Supply	\$ 11,500.00	
Payroll Expense	\$ 650,000.00	
Postage/Freight	\$ 500.00	
Public Education	\$ 1,000.00	
Rental Equipment	\$ 2,000.00	
Telephone Service Charge	\$ 170,000.00	
Travel / Training	\$ 15,000.00	
Wireless Phase I	\$ 10,000.00	
West Smart 911	\$ 39,004.00	
West Txt 2 911	<u>\$ 9,600.00</u>	
Total Operating Expenses	<u>\$ 1,298,304.00</u>	<u>\$ 1,298,304.00</u>

NET INCOME 2018 **\$ 437,696.00**

2018 BEGINNING UNRESTRICTED NET ASSETS **\$ 702,869.64**

2018 Operating Funds Available **\$ 1,140,565.64**

	Total 2018 Funds Available		\$ 1,140,565.64
Less:	Bond Principle 2010 Series	\$ 145,000.00	\$ 145,000.00
Less:	Interest 2010 Series Bond	\$ 26,875.00	\$ 26,875.00
Less:	Capital Expenditures:	\$ 582,345.50	\$ 582,345.50
Less:	Bond Principle 2016 Series	\$ 50,000.00	\$ 50,000.00
Less:	Interest Bond 2016 Series	\$ 18,200.00	\$ 18,200.00
		<u>\$ -</u>	<u>\$ -</u>

2018 ENDING NET ASSETS **\$ 318,145.14**



Software License and Service Agreement

Lafourche Parish Communications District

This Software License and Service Agreement (this “Agreement”) entered into as of this ____ day of _____ 20__ by and between Lafourche Parish Communications District (“Customer”), having its principal place of business at 111 Dunkleman Drive, Raceland, LA 70394, and Zuercher Technologies LLC (“Zuercher”), having its principal place of business at 4509 West 58th Street, Sioux Falls, South Dakota 57108. Customer and Zuercher may also be referred to herein individually as a “Party” or collectively as the “Parties”.

This Agreement details the responsibilities of Zuercher and Customer with regard to the public safety software, hardware, and related services to be provided by Zuercher under this Agreement.

Now, therefore, in consideration of the mutual covenants and promises contained in this Agreement, the Parties agree as follows:

1.0 Exhibits and Order of Precedence

The following Exhibits are incorporated into this Agreement:

1. Exhibit A: Statement of Work
2. Exhibit B: Pricing Detail
3. Exhibit C: Payment Schedule
4. Exhibit D: Maintenance Agreement

In the event of any inconsistency among the various documents that comprise this Agreement, the order of precedence shall be as follows: (i) the Agreement, followed by (ii) the Exhibits to the Agreement in the order in which they appear in *1.0, Exhibits and Order of Precedence*.

2.0 License

2.1 Grant of the License

In consideration of Customer’s payment of the license fees set forth in *Exhibit B: Pricing Detail*, and subject to the terms and conditions set forth herein, Zuercher hereby grants to Customer, and Customer accepts, a perpetual, non-transferable and non-exclusive license to use certain Zuercher software (the “Software”) identified in *Exhibit B: Pricing Detail* only for Customer’s own business purposes in object code format.

2.2 Copies and Modifications

Customer may make a copy of the Software solely for backup or archival purposes. No Zuercher identifying marks, copyright or proprietary right notices may be deleted from any copies of the Software made by Customer. Customer shall not decompile, or create by reverse engineering or otherwise, the source codes from the object code supplied hereunder, or adapt the Software in any way or use it to create a derivative work. Zuercher shall not be responsible in any way for Software performance if the Software has been modified, except as modified by Zuercher.

2.3 Restrictions on Usage

Customer shall not allow any party, other than Zuercher, to add, update, or delete database records or file system objects directly to or on the server or database except as provided for in the Zuercher

Documentation.

Customer shall not access any Server Hardware except as provided in the Zuercher Documentation or cause any software except the Software provided under this Agreement to be installed on or executed on the Server Hardware.

2.4 Infringement

Zuercher will at its expense defend against any claim, action or proceeding by a third party (“Action” herein) for infringement by the Zuercher Software of copyright or trade secrets, provided that Customer immediately notifies Zuercher in writing of such Action and cooperates fully with Zuercher and its legal counsel in the defense thereof. Zuercher may in its discretion (i) contest, (ii) settle, (iii) procure for Customer the right to continue using the Zuercher Software, or (iv) modify or replace the Zuercher Software so that it no longer infringes (as long as the functionality and performance described in the Specifications substantially remains following such modification or replacement.) Customer may participate in the defense of such Action at its own expense. If Zuercher concludes in its sole judgment that none of the foregoing options are commercially reasonable, and Customer’s use of the Zuercher Software is permanently enjoined as a result of a judgment of a court of competent jurisdiction in such Action, then Zuercher will return to Customer the Zuercher Software license fee(s) paid by Customer under this Agreement less a prorated portion of said fee(s) for Customer’s use of the Zuercher Software (calculated by multiplying the ratio of the number of months of actual use in live operations to thirty-six (36) months times the license fees paid) and the licenses granted in this Agreement shall terminate. In addition, in the event such Action results in a money judgment against Customer which does not arise, wholly or in part, from the actions or omissions of Customer, its officers, directors, employees, contractors, agents, or elected officials, or a third party, Zuercher will, subject to Section 5.0 herein, indemnify Customer therefrom.

Notwithstanding the above, Zuercher shall have no duty under this Section 2.4 with respect to any claim, action or proceeding arising from or related to infringements (i) by Third Party Software, including operating system software, or hardware, (ii) arising out of modifications to the Zuercher Software and/or Documentation not made by Zuercher, (iii) resulting from use of the Zuercher Software to practice any method or process which does not occur wholly within the Zuercher Software, or (iv) resulting from modifications to the Zuercher Software or Documentation prepared pursuant to specifications or other material furnished by or on behalf of Customer. This Section 2.4 states the entire obligation of Zuercher regarding infringement of intellectual property rights, and it will survive the termination of this Agreement.

3.0 Delivery, Fees and Payments

3.1 Delivery of Software to Customer

The Software shall be delivered in executable object code form only. Zuercher shall initially deliver and install copies of the Software as set forth in *Exhibit A: Statement of Work*, in the quantities set forth in *Exhibit B: Pricing Detail*. Except as stated in *Exhibit D: Maintenance Agreement*, Zuercher shall not be

responsible for providing any updates, enhancements, modifications, revisions, additions, replacements, conversions or maintenance to the Software.

3.2 Delivery of Hardware to Customer

Zuercher shall ship Hardware provided under this Agreement as set forth in *Exhibit B: Pricing Detail* to Customer's location at a mutually agreeable time in the project timeline. Items shipped via commercial carrier are FOB destination at the fixed price stated in *Exhibit B: Pricing Detail*. It shall be Customer's responsibility to install all Hardware and to perform proper facility preparation (such as appropriate uninterrupted power, air conditioning, space, electrical drops, security, network equipment, network drops, etc.) not specified in this Agreement as being provided by Zuercher, but necessary to accommodate equipment as specified in the Statement of Work before, during, and/or after installation.

3.3 Delivery of Services to Customer

Zuercher will provide Services as set forth in *Exhibit A: Statement of Work*.

3.4 Fees

Customer will pay Zuercher the fees, without deduction or offset, on the dates set forth in *Exhibit C: Payment Schedule*.

3.5 Late Payment

If Customer fails to pay any amount due within thirty (30) days of invoice date, Customer shall pay late charges of one and one half percent (1.5%) or the highest allowed by law, whichever is lower, per month on such balance, together with all of Zuercher's expenses, collection costs and reasonable attorneys' fees incurred in enforcing this Agreement.

3.6 System Acceptance

Customer acknowledges that the System shall be deemed accepted on the date of Go Live. In the event that a Customer notifies Zuercher of a material non-conformity in the Software as compared with the Statement of Work, Zuercher shall use commercially reasonable efforts to correct the reported non-conformity in accordance with the support provisions set forth in *Exhibit D: Maintenance Agreement*.

3.7 Additional Components

Other components (hardware and/or software, collectively "Third Party Components") may be desired for use with the System. Zuercher assumes no responsibility under this Agreement for obtaining and/or supporting any Third Party Components except as expressly agreed herein. This includes, but is not limited to, networking equipment, workstations, servers for third-party systems, mobile networking equipment, and mobile workstations, laptops, or tablets.

3.8 Third-Party Costs

Except as expressly agreed herein, Zuercher assumes no responsibility for any third-party costs related to implementation of the System. This includes, but is not limited to, any third-party costs associated with

the implementation of Interfaces as defined in *Exhibit A: Statement of Work*.

4.0 Rights and Obligations

4.1 Proprietary Rights

Zuercher represents that it is the owner of or otherwise has the rights to the Software and that it has the right to grant the License. Zuercher retains title to the Software and its associated Documentation, including, without limitation, all copies and audiovisual aspects thereof and all rights to patents, copyrights, trademarks, trade secrets and other intellectual property rights inherent therein and appurtenant thereto. Customer shall not, by virtue of this Agreement or otherwise, acquire any proprietary rights whatsoever in the Software or its associated Documentation, which shall be confidential information of Zuercher and the sole and exclusive property of Zuercher. Zuercher hereby expressly reserves any right not expressly granted to Customer by this Agreement. No identifying marks, copyright or proprietary right notices may be deleted from any copy of the Software provided to or made by Customer. All right and title to any third party software provided by Zuercher under this Agreement shall remain with the applicable vendor thereof. Nothing in this Agreement shall be construed as conveying title in the Software, its associated Documentation, or any third party software to Customer.

4.2 Trademarks and Trade Names

Any and all trademarks and trade names, which Zuercher uses in connection with the License granted hereunder, are and shall remain the exclusive property of Zuercher. Nothing contained in this Agreement shall be deemed to give Customer any right, title or interest in any trademark or trade name of Zuercher.

4.3 Confidentiality

Except as otherwise provided in this Agreement, Customer shall not sell, transfer, publish, disclose or otherwise make available any portion of the Software or its associated Documentation to others. Customer shall use its reasonable best efforts to cooperate with and assist Zuercher in identifying and preventing any unauthorized use, copying or disclosure of the Software or any portion thereof or any of the algorithms or logic contained therein or any other deliverables.

4.3.1 Zuercher agrees to maintain Customer's confidential business information and confidential data, including patient identifying data, to which Zuercher gains access in confidence and to not disclose such information except as required to perform hereunder or as required by law. Customer will use reasonable efforts to identify or designate information or data as confidential at or within five (5) business days of disclosure. Notwithstanding the above, Zuercher shall own the copyrights, trade secrets, patent rights and other proprietary rights in and may use without restriction knowledge, information, ideas, methods, know-how, and copyrightable expression learned or acquired (including without limitation any feedback, suggestions, or other information or materials) as a result of or in connection with this Agreement to make modifications and enhancements to the Zuercher Software or Documentation. Customer shall acquire no intellectual property ownership rights to the Zuercher Software or Documentation as a result of such use, whether as author, joint author, or otherwise. Confidential information does not include any information which (a) is generally available to

the public or becomes generally known to the public through no act or omission of Zuercher or any violation of confidentiality; (b) is disclosed to Zuercher by third parties without breach of confidentiality obligations; (c) is already in the lawful or rightful possession of Zuercher prior to receipt of the confidential information or (d) is developed independently by Zuercher without use of the confidential information.

4.3.1.1 Zuercher maintains a security program for managing access to customer data – particularly HIPAA and CJIS information (“Security Approved Personnel”). This includes 1) a pre-employment background check; 2) security training required by Federal CJIS regulations; and 3) criminal background checks/fingerprints required by Federal or State regulations. Zuercher will work with the Customer to provide reasonably required documentation (such as the CJIS Security Addendum Certification form and VPN documents).

4.3.1.2 If required by the Customer, Zuercher will provide paper fingerprint cards for such Security Approved personnel with the fingerprinting performed in the state of the Zuercher staff’s job assignment. If the Customer requires fingerprints submitted in a form other than paper prints (such as Live Scan) or that such fingerprints be performed at the Customer’s site, the Customer will reimburse Zuercher for the cost of Zuercher Security Approved Personnel traveling to the Customer’s site or for a vendor (such as Live Scan) to travel to the applicable Zuercher office location. This provision will apply during the installation of the Project and for the duration of the Customer’s Maintenance Agreement.

4.4 Termination for Breach

Zuercher may immediately terminate this Agreement, including all license rights granted herein, in the event Customer breaches any of its material confidentiality obligations regarding the Software and its associated Documentation.

4.5 Non-Confidential Information

Confidentiality obligations of the Parties shall not extend to information that:

- (a) is, as of the time of its disclosure, or thereafter becomes part of the public domain through a source other than the receiving party;
- (b) was known to the receiving party at the time of its disclosure and such knowledge can be proven by documentation;
- (c) is independently developed by the receiving party;
- (d) is subsequently learned from a third party not under a confidentiality obligation to the providing party; or
- (e) is required to be disclosed pursuant to court order, subpoena, or government authority, whereupon the receiving party shall provide notice to the other party prior to such disclosure.

4.6 Limited Warranties

4.6.1 Software Warranties

Zuercher warrants that: (i) it owns or otherwise has the rights in the Software and has the right to license the Software as described in this Agreement. Zuercher further warrants that for a period of twelve (12) months from the date of Go Live (the "Warranty Period"), the Zuercher Software will perform in conformance with the Zuercher Documentation and any applicable specifications set forth in *Exhibit A: Statement of Work*. Zuercher's sole obligation or liability during the Warranty Period shall be to use commercially reasonable efforts to correct the Software upon receipt of written notice of a warranty defect from Customer, in a reasonable time in accordance with the provisions of *Exhibit D: Maintenance Agreement*. In the event Zuercher fails to remedy material defects in the Software under this warranty, Customer's sole remedy and Zuercher's sole liability shall be to receive a refund of any fee paid hereunder for the portion of the Software, if any, which contains an uncorrected material defect.

4.6.1.1 Wireless Service Limitations

Problems in the Zuercher software or transmission of data caused by wireless services, including cell phone carriers, cell phone devices and operating systems, and any personal settings on the devices are not warranted by Zuercher, or covered under the terms of this Agreement. The Customer's use of services provided by wireless service providers or carrier, or transmission of data from cell phone carriers, cell phones and operating systems, and the security, privacy, or accuracy of any data provided via such services is at the Customer's sole risk.

4.6.2 Hardware and Third-Party Software Warranties

Zuercher warrants that, at the time of delivery, the Hardware will be new and unused. In addition, Zuercher warrants that upon payment of the applicable fees, Customer will acquire good and clear title to the Hardware, free and clear of all liens and encumbrances.

All Hardware and Third-Party Software warranties provided by the manufacturer will be passed through to Customer. Zuercher will be solely responsible for processing and managing of all Hardware and Third-Party Software warranty claims that may be necessary during the term of this Agreement.

ZUERCHER EXPRESSLY DISCLAIMS, AND CUSTOMER HEREBY EXPRESSLY WAIVES, ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

4.7 Legal Relationship

It is expressly understood by Customer and Zuercher that Zuercher shall not be construed to be, and is not, an employee of Customer. Zuercher shall provide services to Customer as an independent contractor with control over the time, means and methods for accomplishing the services outlined in this Agreement. Zuercher further acknowledges that it is not entitled to such benefits as holiday time, vacation time, sick leave, retirement benefits, health benefits, or other benefits usually associated with employment.

4.8 Insurance Provision

Zuercher, at all times during the term of this Agreement, shall obtain and maintain in force insurance

coverage of the types and with the limits as follows:

- (a) Commercial General Liability Insurance: Commercial general liability insurance with a limit of \$1,000,000 for each occurrence; \$2,000,000 in the aggregate.
- (b) Professional Liability Insurance: Professional liability insurance with a limit of \$5,000,000 each claim; \$5,000,000 in the aggregate.
- (c) Business Automobile Liability Insurance: Business automobile liability insurance or equivalent form with a limit of not less than \$1,000,000 for each accident. Such insurance shall include coverage for owned, hired and non-owned vehicles.

At Customer's request, Zuercher shall provide properly executed Certificates of Insurance which shall clearly evidence all insurance required in this Agreement and which provide that such insurance may not be canceled, except on 30 days prior written notice to Customer.

5.0 Indemnification and Limitation of Liability

Zuercher shall indemnify, defend and hold harmless Customer from any and all claims, lawsuits or liability, including attorneys' fees and costs, allegedly arising out of, in connection with, or incident to any loss, damage or injury to persons or property or arising from a wrongful or negligent act, error or omission of Zuercher, its employees, agents, contractors, or any subcontractor as a result of Zuercher's or any subcontractor's performance pursuant to this Agreement; however, Zuercher shall not be required to indemnify Customer for any claims or actions caused to the extent of the negligence or wrongful act of Customer, its employees, agents, or contractors. Notwithstanding anything to the contrary in the foregoing, if a claim, lawsuit or liability results from or is contributed to by the actions or omissions of Customer, or its employees, agents or contractors, Zuercher's obligations under this provision shall be reduced to the extent of such actions or omissions based upon the principle of comparative fault.

Notwithstanding the foregoing, the aggregate liability of Zuercher for any reason and upon any cause of action of claim, including, without limitation, Zuercher's obligation to indemnify and hold harmless under this agreement, shall be limited to direct damages which shall not exceed (i) the amount of the fees paid for the portion of the System giving rise to such claims in the aggregate, including, without limitation, breach of contract, breach of warranty, indemnity, negligence, strict liability, misrepresentations, and other torts; or (ii) for claims arising under annual maintenance, the amount of the maintenance fees paid for the term in which the claim arises.

IN NO EVENT SHALL ZUERCHER, ITS SUBCONTRACTORS OR SUPPLIERS BE LIABLE WHETHER IN CONTRACT OR IN TORT FOR LOST PROFITS, LOST SAVINGS, LOST DATA, LOST OR DAMAGED SOFTWARE, OR ANY OTHER CONSEQUENTIAL OR INCIDENTAL DAMAGES ARISING OUT OF, OR OTHERWISE RELATED TO THIS AGREEMENT, REGARDLESS OF WHETHER ZUERCHER HAS NOTICE OF THE POSSIBILITY OF ANY SUCH LOSS OR DAMAGE.

6.0 Termination

6.1 By Zuercher for Cause

In addition to various other express rights of Zuercher to terminate this Agreement set forth herein, Zuercher shall also have the right to terminate this Agreement upon thirty (30) day's prior written notice and cancel any unfulfilled portion of it by written notice to Customer due to Customer's failure to comply with any material terms or conditions of this Agreement, or in other cases if: (i) Customer becomes bankrupt or insolvent or enters into any arrangement or composition with its creditors or if a receiver is appointed to direct the business of Customer, or (ii) Customer sells or assigns its rights, duties or obligations under this Agreement to any person or entity, in whole or in part, whether by assignment, merger, transfer or assets, sale of stock, operation of law or otherwise, without the express written permission of Zuercher or (iii) upon Customer's breach of the License or confidentiality and nondisclosure provisions contained herein, or (iv) upon a violation of Zuercher's proprietary rights hereunder. The termination of this Agreement shall automatically terminate and extinguish the License.

Zuercher may exercise any rights available to it under Louisiana State law to terminate for cause upon the failure of Customer to comply with the terms and conditions of this Agreement; provided that Zuercher shall give Customer written notice specifying Customer's failure and a reasonable opportunity for Customer to cure the defect.

6.2 By Customer for Cause

Customer may terminate this Agreement for cause based upon the failure of Zuercher to comply with any material terms and/or conditions of the Agreement, provided that Customer shall give Zuercher thirty (30) days' written notice specifying Zuercher's failure. If within thirty (30) days after receipt of such notice, Zuercher shall not have either corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then Customer may, at its option, place Zuercher in default and the Agreement shall terminate on the date specified in such notice.

6.3 Termination without Cause

After the fifth anniversary of the System Go Live date, this Agreement and the Software license granted herein may be terminated by either party by providing notice one-hundred eighty (180) days prior to the date the next annual maintenance payment is due.

6.4 Post-Termination Obligations

All provisions hereof relating to Zuercher's proprietary rights, confidentiality, non-disclosure and non-solicitation shall survive the termination or expiration of this Agreement. Any fees due as per *Exhibit C: Payment Schedule* for work completed prior to termination shall still be paid by Customer. In the event of termination of this Agreement prior to implementation of the Zuercher Software, or termination due to Customer's breach of Zuercher's intellectual property rights, the license to the Zuercher Software granted under this Agreement shall also terminate and Customer shall remove all Zuercher Software from its

computer system and at Zuercher's direction, either return or destroy the Software and its associated Documentation.

7.0 Customer Responsibilities

Customer shall provide one primary Project Manager to be the main point of contact for Zuercher. Duties of the Project Manager are outlined in *Exhibit A: Statement of Work*.

8.0 Miscellaneous

8.1 Force Majeure

Neither party shall be liable to the other for any delay or failure to perform any of the services or obligations set forth in this Agreement due to causes beyond its reasonable control. Performance times shall be considered extended for a period of time equivalent to the time lost because of such delay.

8.2 Governing Law

This Agreement and performance hereunder shall be governed by the law of the State of Louisiana, without giving effect to the principles of conflict of law of such state or international treaties.

8.3 Forum Selection

The Parties hereby submit to the exclusive jurisdiction and venue of the 17th Judicial District in Thibodaux, Louisiana with respect to any action between the Parties relating to this Agreement.

8.4 Assignment

This Agreement shall apply to, inure to the benefit of, and be binding upon the Parties hereto and upon their permitted successors in interest and permitted assigns. Customer may not assign, without the prior written consent of Zuercher, which consent shall not be unreasonably withheld, Customer's rights, duties or obligations under this Agreement to any person or entity, in whole or in part, whether by assignment, merger, transfer of assets, sale of stock, operation of law or otherwise, and any attempt to do so shall be deemed a material breach of this Agreement.

8.5 Notice

Any notice provided pursuant to this Agreement, if specified to be in writing, shall be in writing and shall be deemed given (i) if by hand delivery, upon receipt hereof; (ii) if mailed, 7 days after deposit in the U.S. mails, postage prepaid, certified mail, return receipt requested. All notices shall be addressed to the Parties at the addresses set forth on the first page hereof.

8.6 Survival

All provisions of this Agreement relating to proprietary rights, confidentiality, non-disclosure and to payment of fees by Customer shall survive the termination of this Agreement.

8.7 No Waiver

The waiver or failure of either party to exercise any right in any respect provided for herein shall not be

deemed a waiver of any further right hereunder.

8.8 Enforceability

If for any reason a court of competent jurisdiction finds any provision of this Agreement, or portion thereof, to be unenforceable, that provision shall be enforced to the maximum extent permissible so as to affect the intent of the Parties, and the remainder of this Agreement shall continue in full force and effect.

8.9 Remedies

Unless otherwise specified herein, the rights and remedies of the Parties set forth in this Agreement are not exclusive and are in addition to any other rights and remedies available at law or in equity.

8.10 Headings

The headings of the sections of this Agreement are inserted for convenience only and shall not constitute a part hereof or affect in any way the meaning or interpretation of this Agreement.

8.11 No Third-Party Beneficiaries

The Parties agree that this Agreement is for the benefit of the Parties hereto and is not intended to confer any rights or benefits on any third party, and that there are no third-party beneficiaries as to this Agreement or any part or specific provision of this Agreement.

8.12 Limitation of Actions

No action, regardless of form, arising out of or relating to this Agreement or the subject matter hereof may be brought by either party more than two (2) years after the cause of action has initially arisen, with the exception of either Party's breach of its confidentiality or non-disclosure obligations herein or Customer's violation of Zuercher's proprietary rights in the Software or any other software owned or licensed by Zuercher.

8.13 Taxes

Customer shall, in addition to the payments required hereunder, pay all applicable sales, use, transfer or other taxes and all duties, whether international, national, state or local, however designated, which are levied or imposed by reason of the transactions contemplated hereby, excluding, however, income taxes on net profits which may be levied against Zuercher. Customer shall reimburse Zuercher for the amount of any such taxes or duties paid or accrued directly by Zuercher as a result of this transaction. If Customer is a tax-exempt organization, Customer will provide Zuercher with documentation required by the taxing authority to support such exemption at the time of Execution of this Agreement.

8.14 Non-Discrimination

Zuercher agrees to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Rehabilitation Act of 1973, as amended, the

Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and Zuercher agrees to abide by the requirements of the Americans with Disabilities Act of 1990. Zuercher agrees not to discriminate in its employment practices, and will render services under this Agreement without regard to race, color, religion, sex, national origin, veteran status, political affiliation, disabilities, or because of an individual's sexual orientation. Any act of discrimination committed by Zuercher, or failure to comply with these obligations when applicable shall be grounds for termination of this Agreement.

8.15 Change Orders

Change orders and out-of-scope work will be defined by written agreement.

8.16 Entire Agreement

This Agreement, and any Exhibits specifically incorporated therein by reference, constitutes the entire agreement between the Parties with respect to the subject matter. These documents supersede and merge all previous proposals of sale, communications, representations, understandings and agreements, whether oral or written, between the Parties with respect to the subject hereof.

This Agreement may not be modified except by a writing subscribed to by authorized representatives of both Parties.

9.0 Definitions

- (a) **Documentation:** All written, electronic, or recorded end user and system administrator documentation and functional descriptions therein that describe the uses, features, and functional capabilities of the System, and that are published or provided to Customer by Zuercher.
- (b) **Executable Object Code:** Software code which has been compiled for use by the computer and is no longer directly readable or modifiable by humans.
- (c) **Execution of Agreement:** Date Agreement is signed by all enumerated Parties.
- (d) **Hardware:** All hardware, equipment, and other tangible non-Software items supplied to Customer by Zuercher under this Agreement.
- (e) **Go Live:** The use of the System as a live, non-test-bed system. This can be exhibited by events such as the completion of the first real-world booking, the taking of the first real-world call for service, the entry of the first real-world case report, or a similar event dealing with real-world use.
- (f) **Software:** Any computer programs in object code form and any updates, enhancements, modifications, revisions, additions, replacements or conversions thereof owned by Zuercher and set forth or identified in *Exhibit B: Pricing Detail* or subsequently licensed to Customer. Software specifically excludes any Third-Party Software.
- (g) **Server Hardware:** All hardware, equipment, and other tangible non-Software items supplied to Customer by Zuercher under this Agreement listed as "Server Hardware" in *Exhibit B:*

Pricing Detail.

- (h) **Services:** All project management, training, data conversion, and other services to be provided by Zuercher under this Agreement.
- (i) **SSH:** Secure Shell. A cryptographic protocol for securing data which it transmitted over an insecure network.
- (j) **System:** The collective whole of all Software, Hardware, and Services to be purchased, developed, licensed, supplied, installed, configured, or implemented by Zuercher under this Agreement.
- (k) **Third-Party Software:** Any software to be supplied by Zuercher under this agreement that is purchased or licensed from any source external to Zuercher for use with or integration into the System.

EACH PARTY'S ACCEPTANCE HEREOF IS EXPRESSLY LIMITED TO THE TERMS OF THIS AGREEMENT, INCLUDING ITS EXHIBITS, AND NO DIFFERENT OR ADDITIONAL TERMS CONTAINED IN ANY PURCHASE ORDER, CONFIRMATION OR OTHER WRITING SHALL HAVE ANY FORCE OR EFFECT UNLESS EXPRESSLY AGREED TO IN WRITING BY THE PARTIES.

Lafourche Parish Communications District

Katie Zeringue
911 Administrator

Signature

Date

Zuercher Technologies, LLC

Blake Clark
CFO

Signature

Date

Exhibit A: Statement of Work

Zuercher will provide Software, Hardware and Services substantially similar to those outlined below, in the quantities specified in *Exhibit B: Pricing Detail*.

1.0 Software

The software detailed in the following sections includes, but is not limited to, the listed functionality.

Zuercher Suite Base	<ul style="list-style-type: none"> • Operating system software • Database software • Master name index • Master address index • Master vehicle index 	<ul style="list-style-type: none"> • Secure intra-Customer messaging • Configurable dashboard • Web address links • No duplicate data entry • Authentication
CAD (Core)	<ul style="list-style-type: none"> • Command-line entry • Bulletins • Configurable CAD Windows • Inactivity Alarms • Rip and Run • Full audit trail 	<ul style="list-style-type: none"> • Command Log • Triple I • Custom CAD Commands • Unit Alarms • ANI/ALI
CAD (Advanced)	<ul style="list-style-type: none"> • Alarm Billing • Alarm Calls • Nurse Calls • Scheduled and Recurring Scheduled Calls • Tow Calls • Custom Forms 	<ul style="list-style-type: none"> • NCIC Automation • Basic Paging • Run Cards and Unit Recommendation • Unit Specialties • Web windows
Personnel (Core)	<ul style="list-style-type: none"> • Personnel Log 	<ul style="list-style-type: none"> • Full audit trail
Reporting (Core)	<ul style="list-style-type: none"> • Pre-defined reports • Custom reports • Ad-hoc reports • Drag and drop report building • Export to PDF, XLS, XML, TXT 	<ul style="list-style-type: none"> • Custom data filters • Statistical analysis • Scheduled reports • COMSTAT compatible • Emailed reports

1.1 Interfaces

All costs related to Zuercher's implementation of the following interfaces is represented in *Exhibit B: Pricing Detail*. Any third-party costs or charges incurred related to the implementation of the following interfaces will be the responsibility of Customer.

Any interfaces that cannot be deployed as part of System go-live due to Customer or a third-party vendor not being ready for deployment shall not delay System Acceptance.

Refer to *Exhibit A: Statement of Work: 3.2 Implementation Process* overview for interface implementation information.

1.1.1 CAD – Basic Paging Interface (SMS/Email) (Export)

This is a one-way interface from Zuercher CAD. Pages are sent via email, SMS, and/or CAP codes from Zuercher CAD. Zuercher enables the paging functionality in CAD. *Customer is responsible for configuring paging groups, templates, and trigger events for this interface.*

1.1.2 CAD – E911 (ANI/ALI) Interface (Import)

This is a one-way interface from the 911 service provider to Zuercher CAD. It prepopulates calls for service by parsing raw spill data from the 911 service and importing it.

Customer is responsible for ensuring that:

- (a) 911 service provider sets up the serial connection from the 911 controller to Zuercher CAD.
- (b) 911 spill data can be pushed to Zuercher CAD at a decided upon frequency.
- (c) ALI data meets NENA standards

1.1.3 CAD – Rip and Run Interface (Fax/Email)

This is a one-way interface from CAD to fax and email services. Completed Calls for Service (CFS) from CAD are output (printed) to the services. Zuercher provides the connection from Zuercher Suite to the SMTP server. *Customer will provide Zuercher with SMTP information for setup and will manage all user configurations.*

1.1.4 CAD – Zuercher CAD to Zuercher CAD Interface (CFS Cloning) Lafourche Parish Communications District to Terrebonne Parish Communications District

This is a one-way interface from Zuercher CAD to Zuercher CAD. This interface allows CFS data from a CFS from one agency running Zuercher CAD to be pushed to another agency running a different installation of Zuercher CAD. Dispatchers from the sending agency will issue a command or manually select a button to initiate the transfer. The fields which are available to transfer via this interface will be configurable within the sending CAD system. A PDF with mapped fields will also be provided via this interface. Drop-down values will be configured within the receiving CAD system to ensure that these values can be populated upon import. Once the data for a CFS is transmitted from the sending CAD system no further information for that CFS will be provided by the sending CAD system to the receiving CAD system.

1.1.5 CAD – Advanced CAD to CAD Interface (Import and Export)

This is a two-way interface for the exchange of incident and resource (unit) information between the local Zuercher CAD and one or more remote Zuercher CAD systems. Zuercher sends and receives incident and

resource information using specific data elements of the APCO/NENA Emergency Incident Data Document (EIDD) as defined in APCO/NENA 2.105.1-2017. Incidents are created in the local system and sent to the remote system manually or automatically based on a combination of incident code and location. Incident updates will occur until an incident is closed or canceled by owning agency. Resource updates (including availability, incident assignment, and location) will occur and be completed without user intervention at defined intervals in accordance with the EIDD Reason for Issue registry. All Functionality is dependent on the participation and configuration of the remote agency(ies).

*Implementation and Go Live for the **CAD – Advanced CAD to CAD interface (Import and Export)** will be at some point after Lafourche Parish Communications' initial Go Live with Zuercher Suite CAD. Zuercher will work with the agency to determine an interface Go Live date.*

Zuercher will not proceed with the Advanced CAD to CAD Interface build until Customer supplies a Memorandum of Understanding signed by both the Lafourche Parish Sheriff's Office and Lafourche Parish Fire Department #3 agreeing to information sharing.

1.1.6 CAD – CAD to CAD Agency Connector (Lafourche Parish Sheriff's Office)

This interface allows for the Lafourche Parish Sheriff's Office to access and use Customer's Advanced CAD to CAD functionality as described in Exhibit A: Statement of Work: 1.1.4.

1.1.7 CAD – CAD to CAD Agency Connector (Lafourche Parish Fire Department #3)

This interface allows for the Lafourche Parish Fire Department #3 to access and use Customer's Advanced CAD to CAD functionality as described in Exhibit A: Statement of Work: 1.1.4.

1.1.8 Zuercher Suite – Time Synchronization Interface

This a one-way interface that uses NTP to keep all Zuercher server's clocks in sync.

2.0 Customer Hardware, Network and Power Requirements

Zuercher is not responsible for installation or networking of the computer hardware required for operating Zuercher Software.

Unless otherwise specified, Customer will be responsible for providing the following to meet the hardware, network and power requirements for the System.

2.1 Server Hardware

1. Three (3) rack-mount servers will be purchased by Customer as part of this agreement.
2. Three (3) Zuercher Suite servers will be configured as follows:
 - (a) One (1) Production server with Lantronix remote access device
 - (b) One (1) Warm Standby server with Lantronix remote access device
 - (c) One (1) Testing/Training server
3. The servers will be installed at the Lafourche Parish Communications District and a standby location.
4. Servers located at the Lafourche Parish Sheriff's Office and Lafourche Parish Fire Department #3

will be upgraded and paid for by Customer to accommodate the needs of the Advanced CAD to CAD Interface.

5. Ten (10) inches of rack space is required at the primary server location for one (1) Zuercher Suite Production rack-mounted server (3.5"), one (1) Zuercher Suite Testing/Training rack-mounted server (3.5"), and one (1) Lantronix remote access device (3.0").
6. Six and one-half (6.5) inches of rack space is required at the standby server location for one (1) Zuercher Suite Standby rack-mounted server (3.5") and one (1) Lantronix remote access device (3.0").

2.2 Production and Testing/Training Server Network Requirements

1. Six (6) open Ethernet cables and ports to be used by one (1) Zuercher Suite Production rack-mounted server, one (1) Zuercher Suite Testing/Training rack-mounted server, and one (1) Lantronix remote access device.
2. Static IP addresses that include four (4) for the Zuercher Suite Production rack-mounted server, three (3) for the Zuercher Suite Testing/Training rack-mounted server, and one (1) for the Lantronix remote access device.
3. Network access that maintains low-latency and high bandwidth that includes a Virtual Private Network (VPN) to support remote users per the requirements that are set forth in the *Network Requirement Specifications* and *Server Requirement Specification* documents provided by Zuercher.

2.3 Production and Testing/Training Server Power Requirements

1. One (1) uninterrupted power supply (UPS) that support 1000 watts.
2. Power supply that will handle dual 720 watts for one (1) Zuercher Suite Production rack-mounted server, one (1) Zuercher Suite Testing/Training rack-mounted server, and one (1) Lantronix remote access device.
3. Server cooling that will ensure the appropriate temperatures for one (1) Zuercher Suite Production rack-mounted server, one (1) Zuercher Suite Testing/Training rack-mounted server, and one (1) Lantronix remote access device.

2.4 Standby Server Network Requirements

1. Four (4) open Ethernet cables and ports to be used by the one (1) Zuercher Suite Warm Standby rack-mounted server and one (1) Lantronix remote access device.
2. Static IP addresses that includes five (5) for the Zuercher Suite Warm Standby rack-mounted server and one (1) for the Lantronix remote access device.
3. Network access that maintains low-latency and high bandwidth that includes a Virtual Private Network (VPN) to support remote users per the requirements that are set forth in the *Network Requirement Specifications* and *Server Requirement Specification* documents provided by

Zuercher.

2.5 Standby Server Power Requirements

1. One (1) uninterrupted power supply (UPS) that support 1000 watts.
2. Power supply that will handle dual 720 watts for one (1) Zuercher Suite Standby rack-mounted server, and one (1) Lantronix remote access device.
3. Server cooling that will ensure the appropriate temperatures for one (1) Zuercher Suite Standby rack-mounted server and one (1) Lantronix remote access device.

3.0 Services

3.1 Project Management

3.1.1 Customer Project Manager

Customer shall provide one primary Project Manager to be the main point of contact for Zuercher.

A single, dedicated Project Manager will be assigned to manage the project for all Customers included in this installation.

Customer will identify a Zuercher Build Team. With assistance from Zuercher Implementation Analysts, Customer's Build Team is responsible for the configuration of Zuercher software. The Build Team should expect to devote 10-20% of each week of implementation to Zuercher configuration work.

Customer's Project Manager and Build Team will work within standard business hours (7:00 AM CST to 6:00 PM CST, Monday through Friday) to enable mutual availability to work with Zuercher on configuration and project activities.

Customer's Dedicated Project Manager

3.1.1.1 Customer's Dedicated Project Manager Responsibilities

1. Have the authority to speak for Customer from a project perspective.
2. Designate people responsible for specific roles as needed, examples below:
 - (a) Module Subject Matter Experts (SMEs)
 - (b) Hardware Project Manager
 - (c) Zuercher Build Team Members
 - (d) Interface points of contact at Customer (assigned per interface)
3. Involve Customer decision makers when needed
4. Escalate issues to the Zuercher project manager
5. Eliminate roadblocks for completing project on schedule
6. Sign various project documents and ensuring signoff documents and deliverables are provided to Zuercher project manager in a timely manner

7. Organize training schedules, training rooms, and training equipment
8. Provide real world scenarios for testing and review

3.1.2 Zuercher Project Manager and Project Team

From the start of the project, a Zuercher project manager will work with Customer as the single point of contact for implementation of the Zuercher Suite system. The project manager will develop and manage the implementation schedule and will coordinate with Customer to keep the project on track and on schedule. The project manager will conduct weekly status meetings to provide Customer with project updates.

The Zuercher project team, under the direction of the project manager, will visit pertinent areas of Customer and will meet with key Customer personnel to understand Customer's operational needs and business rules. Team members will observe Customer's daily operations first-hand and use that information to identify how the Zuercher Suite system would best be configured to match and enhance Customer's workflows. The project team will train Customer system administrators on configuration options and code table setup.

3.2 Implementation Process Overview

Zuercher uses a multi-phase approach to ensure a successful implementation for each Customer. Trained and experienced members of the Zuercher implementation team move through the process with Customers to ensure successful outcomes. Timelines will be discussed with Customer's project manager and will be mutually agreed upon as part of the CMD Approval process to ensure a successful Go Live.

3.2.1 Kickoff Meeting

Upon contract signature, a kickoff meeting is scheduled to initiate the implementation process, setting up a statement work, server installations and scheduling the Business Practice Review (BPR).

3.2.2 Business Practice Review

During this meeting, the Zuercher project team works with Customer's build team to determine the contents of the Configuration Management Document (CMD). All product needs and requests are reviewed, and the Zuercher project team documents in the CMD how the software currently meets those needs or how Zuercher plans to develop additional functionality to fulfill them.

3.2.3 CMD Approval

After the CMD is composed, the Zuercher project team reviews it with Customer's project manager and build team and to ensure that all aspects of the initial proposal have been satisfied.

3.2.4 Configuration and Interfaces

After the CMD is approved and signed, work begins on the steps outlined in it, including the necessary configuration and interfaces.

3.2.4.1 Configuration

Customer plays a large part in the configuration and setup of the final system. Configuration of Zuercher software is guided by Implementation Analysts, via in-person or remote online sessions, but is considered a Customer responsibility to complete.

3.2.4.2 Interfaces

See *Exhibit A: Statement of Work: 1.1 Interfaces* for a list of included interfaces.

Customer tasks related to interfaces will start immediately after the initial Zuercher kickoff meeting. Customer will set up conference calls with Zuercher and each interface vendor within two weeks of contract signing or one week of kickoff call. Interfaces to and from Zuercher software are created and tested internally before being available for Customer testing.

Customer is responsible for initiating and facilitating the relationship(s) between Zuercher and the third-party interface vendor(s).

Zuercher software interface specifications must be clearly defined in the CMD and thoroughly tested by Customer before Go Live.

3.2.5 Final System Review

Throughout the project, implementation analysts from Zuercher will schedule sessions with Customer's Build Team and end users to review any questions or concerns.

3.2.6 Train-the-Trainer and/or End User Training

Zuercher offers several options for end user training. All of the training options provide hands-on use of the software with real-world examples. Class sizes are limited to ensure that each individual has sufficient time to practice using the system. When the go live date arrives, users are well-prepared to begin using the new software.

3.2.7 Go Live

Zuercher provides on-site support the day that the new system goes live. Any questions that arise are addressed immediately by the on-site team, ensuring that the first day(s) using the new system goes smoothly.

3.2.8 System Acceptance

Customer has reviewed all aspects of the system to ensure that the system meets the required functionality. After system acceptance, the Zuercher Support Center becomes the point of contact for questions and concerns; however, the project implementation team continues to be available throughout the transition.

3.3 Training and Go Live Support

3.3.1 Training

Zuercher staff will provide for on-site or remote training. Zuercher will make a good faith effort to minimize the travel time which is necessary for a project by working with Customer to most efficiently plan and schedule the delivery of on-site services.

3.3.1.1 System Configuration and Training

The first portion of training will be performed by the Zuercher project team. Team members will train and guide Customer's Build Team in configuring the Zuercher Suite system, setting up and maintaining code tables, managing users and user rights, among other options. Through Zuercher-guided configuration of the system, the Build Team becomes well versed in the Zuercher software system administration.

3.3.1.2 Train-the-Trainer and/or End User Training

Trainers will conduct detailed courses for each of Customer's user groups (such as dispatchers or officers). The content of each course will be tailored to the features and functionality in Zuercher software that each group needs to know and use.

3.3.1.3 Refresher Training

Zuercher will provide follow-up training (after successful implementation) to refresh existing personnel on best practices with regard to using Zuercher Suite.

3.3.2 Training Resources

Training will be scheduled within standard business hours (7:00 AM CST to 6:00 PM CST, Monday through Friday).

The training facilities and equipment will be provided by Customer based on the following:

3.3.2.1 Trainer Resources

1. One (1) computer with a network connection
2. Most recent Zuercher Suite version installed and tested (includes login)
3. Two (2) projectors and two (2) screens set up and tested
4. One (1) podium or desk for trainer

3.3.2.2 Trainee Resources

1. Five (5) to ten (10) computers with network connections two (2) monitors required, three (3) monitors are suggested)
2. One (1) supervisor will attend every class to address policy questions
3. No more than ten (10) trainees in each class
4. Most recent Zuercher Suite version installed and tested (includes login)
5. All third-party devices (i.e., printers, scanners, barcode reader, mugshot camera) connected and tested

3.3.3 Go Live Support

Zuercher staff will be on site at Customer site for Go Live. The project manager and/or implementation analysts will assist users with questions that arise during Go Live and will reinforce skills learned during the training sessions.

Exhibit B: Pricing Detail

Software and Servers	Comments	Unit	Qty	Price	Total
Zuercher Suite Server Upgrade	LPSO and LPFD#3		1	\$ 11,500	\$ 11,500
Zuercher Suite Production Server (Dell Server, OS, DBMS, Installation & Testing)	Includes up to 4TB of disk.		1	\$ 17,200	\$ 17,200
Zuercher Suite Training/Testing Server (Dell Server, OS, DBMS, Installation & Testing)	Includes up to 4TB of disk.		1	\$ 10,800	\$ 10,800
Zuercher Suite Warm Standby Server (Dell Server, OS, DBMS, Installation & Testing)	Includes up to 4TB of disk.		1	\$ 17,200	\$ 17,200
CAD Core			1	\$ 15,000	\$ 15,000
CAD Core (Agency Site License)			1	\$ 22,500	\$ 22,500
CAD Advanced (Agency Site License)			1	\$ 7,500	\$ 7,500
CAD - Basic Paging Interface (SMTP/Email)			1	Included	Included
CAD - E911 (ANI/ALI) Interface			1	Included	Included
CAD - Rip and Run (Fax/Email) Interface			1	Included	Included
CAD - Zuercher CAD to Zuercher CAD Interface (CFS Cloning)	LPCD to Terrebonne Parish Comm. Dist.		1	\$ 7,500	\$ 7,500
CAD - Advanced CAD to CAD Interface (Import and Export)			1	\$ 65,000	\$ 65,000
CAD - CAD to CAD Agency Connector	LPSO		1	\$ 5,000	\$ 5,000
CAD - CAD to CAD Agency Connector	LPFD#3		1	\$ 5,000	\$ 5,000
Personnel Core			1	Included	Included
Personnel Core (Agency Site License)			1	Included	Included
Reporting Core			1	Included	Included
Reporting Universal Interface Engine			1	Included	Included
Zuercher Suite - Time Synchronization Interface			1	Included	Included
Software and Servers Total					\$ 184,200
Services	Comments	Unit	Qty	Price	Total
Project Manager <i>2 round-trips anticipated</i>		Per Project	1	\$ 18,176	\$ 18,176
Configuration and Business Process Review (BPR) <i>1 round-trip anticipated</i>		Per Project	1	\$ 4,900	\$ 4,900
Training - CAD - Refresher <i>1 round-trip anticipated</i>		Per Project	1	\$ 4,105	\$ 4,105
Go-live Support <i>1 round-trip anticipated</i>		Per Project	1	\$ 3,310	\$ 3,310
Services Total					\$ 30,491
TOTALS					
Software and Servers Total					\$ 184,200
Services Total					\$ 30,491
TOTAL					\$ 214,691
Recurring (Subscriptions & Maintenance)					
Maintenance & Support (Year 1)			1		Included
Maintenance & Support (Year 2)			1		\$ 30,465
Maintenance & Support (Year 3)			1		\$ 31,988
Taxes are not included in the pricing.					

Exhibit C: Payment Schedule

The total amount of this contract is \$214,691.

The amounts due under this contract are as follows:

Upon contract execution	50%	\$107,345.50
Upon delivery of the initial draft of the Configuration Management Document (CMD)	30%	\$64,407.30
Go Live	10%	\$21,469.10
System Acceptance	10%	\$21,469.10

Commencing one year after the System reaches “Go Live,” an annual maintenance fee of \$30,465 will be due. Thereafter, the annual maintenance fee shall increase by an amount not to exceed 5% from the prior year.

These amounts do not include any taxes. See Agreement section [8.13 Taxes](#) for more information.

Exhibit D: Maintenance Agreement

1.0 Term

The initial term of annual Maintenance under this Exhibit D begins on the date of Go Live and ends twelve (12) months thereafter. The fee for the initial term is included as a line item in the pricing set forth in *Exhibit B: Pricing Detail*. Maintenance is renewable on an annual basis upon payment of the applicable maintenance and support fee. Zuercher will invoice Customer prior to the end of each annual maintenance term.

2.0 Software Updates

While this Agreement has not expired, Zuercher will maintain the Software by providing software updates and enhancements to Customer. All software updates provided to Customer by Zuercher pursuant to the terms of this Agreement shall be subject to the terms and conditions of Section 2.0 License of this Agreement.

At a time mutually acceptable to both parties, Zuercher will install software updates remotely.

2.1 Included Updates

Updates will be provided on an as-available basis and include the items listed below:

1. Bug fixes;
2. Enhancements to products licensed by Customer under this Agreement;

2.2 Not-Included Updates

Updates do not include:

1. Platform extensions including product extensions to different hardware platforms, different windowing system platforms, or different operating system platforms
2. New functions such as new modules, components, products, or applications.

3.0 Support

3.1 General Support

Zuercher shall provide phone and email support for the Software licensed under this agreement and shall maintain a support center database to track any reported issues. No support will be provided for Software more than two versions back from the most recently released version.

Support does not include custom programming services or training.

Support is available 24 hours a day, seven days a week for Zuercher Suite customers.

3.2 Server Hardware Maintenance

Zuercher will maintain the Server Hardware necessary to host the Software. This does not include any Hardware except Server Hardware.

3.3 Customer Responsibilities

3.3.1 Access to Premises

Customer shall provide Zuercher with reasonable and timely access to the sites and personnel necessary for Zuercher to perform its obligations under this Agreement.

3.3.2 Zuercher Server Access

Customer will ensure that all Zuercher Suite servers are network accessible to Zuercher at all times via SSH.

3.3.3 System Administrator

Customer is responsible for naming one or more System Administrators to serve as a primary point of contact between Customer and Zuercher. At least one System Administrator must be available at all times. Customer will ensure that the System Administrators possesses the appropriate technology and public safety knowledge and skills to perform this role sufficiently.

3.3.4 Security

Customer is responsible for providing all network and physical security.

3.3.5 System Updates

Customer shall work in good faith to allow Zuercher to install System updates as requested by Zuercher.



Advanced Zuercher CAD to CAD Interface

September 22nd 2017

Version: 1.0

Zuercher Technologies LLC
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Sioux Falls, SD 57108
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Introduction

This document is provided to aid in understanding the functionality of the Zuercher Advanced CAD to CAD Interface. This document describes the current vision for the interface and is subject to change as industry standards evolve and the needs of public safety agencies change. At the time of the publishing of this document, Zuercher Technologies is using the APCO NENA NG9-1-1 Emergency Incident Data Document ([APCO NENA 2.105.1-2017](#)) as a guideline for functionality and requirements this interface.



Interface Overview

The Advanced CAD to CAD Interface is designed to transfer unit and incident data between a local Zuercher CAD system and a remote Zuercher CAD System. Basic information regarding Incidents/Calls For Service (CFS) created in either system will be available to users of either system. Specific configured resources (Units) from the local system will be available for use in the remote system and vice versa.

Document Versions

Version	Date	Change Summary
1.0	September 22 nd 2017	Issues of Document

Interface Features

Incident Features

Sending Incidents

Incidents can be created manually or automatically in the remote system.

- Incidents can be created automatically based on a combination of incident code and map layer polygon.
- Incidents can be created manually by use of a CAD command action via the command line or right click menu option.

Incident Fields sent include:

- Address
- Address Details
- Incident Code
- Incident Priority
- Incident Comments (Call Details)
- Incident Disposition
- Involved People
 - Name
 - Address
 - Phone Numbers
 - Date of Birth
 - Social Security Number
 - Operator License Number (OLN)
- Involved Vehicles
 - Plate Number
 - Expiration
 - Vehicle Identification Number (VIN)
 - Color
 - Make
 - Model
 - Style
 - Registered Owner

Receiving Incidents

Incidents will be created as a waiting CFS. If a valid address is provided it will be automatically verified.

Names and Vehicles

Names will be transferred to the remote system as Interface Names. Interface Names are listed in the Names Tab of CFS. Interface Names do not automatically create Global Names. The Interface Name



must be matched with an existing Global Name or a Global Name can be created. Any information received through the interface will populate the Name Card.

Vehicles will be transferred to the remote system as Interface Vehicles. Interface Vehicles are listed in the Vehicles Table of a CFS. Interface Vehicles do not automatically create Global Vehicle records. The Interface Vehicle must be matched with an existing Global Vehicle or a new Global Vehicle can be created. Any vehicle information received through the interface will populate the Vehicle Card.

Resource Features

Configured units in the local system can be shared with a remote system. Shared resources will be visible to each system in a CAD Unit List.

Unit Statuses:

When a shared unit from the local system is assigned to an incident, the remote system will display the unit as unavailable.

When a shared unit is not assigned to an incident but is in a status that is ignored for unit recommendation, the remote system will display the unit as unavailable.

When a shared unit is in an available or recommendable status, the remote system will display the unit as available.

Dispatching Shared Units

A user from local system may assign a shared unit from the remote system to a local CFS. Doing so causes a CFS to be created in the remote system. The unit will be displayed on both systems as assigned to a CFS and will display the appropriate unit status as it is updated. Additions or updates made to the CFS from either system will be displayed.

Configuration

It is anticipated that the deployment of the interface will require configuration to be completed by each participating agency before the interface is operational. Zuercher Technologies will provide guidance or documentation to assist with this configuration but it is expected that some coordination between agencies will be necessary.

Necessary configuration will include but is not limited to:

Code Mapping

Mapping of agency values to APCO NENA values as defined by the APCO NENA Emergency Information Data Document (EIDD) ([APCO NENA 2.105.1-2017](#)).

- Incident Codes
- Incident Priority Levels
- Incident Dispositions



- Unit Types
- Unit Statuses
- Unit Specialties

Agencies

Configuration of corresponding agencies for all shared resources.

CAD Commands

Configuration of desired CAD commands for the manual creation of incidents in the remote system.

Workflow Rules

Configuration of Workflow Rules for the automatic creation of incidents in the remote system.

Lafourche Parish
Communications District

E-911



S Y S T E M

Call Volume per Month

From: 07/01/2017 00:00:00 To: 07/31/2017 23:59:59
Line Group/Pool: LG - 9-1-1, LG - Admin, LG - Intercom, LG - POTS, LP - AdminM

Number of Calls : 6,667



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - July	6,667	100.00	100.00
	6,667	100.00	

Lafourche Parish
Communications District

E-911



S Y S T E M

Call Volume per Month

From: 07/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1

To: 07/31/2017 23:59:59

Number of Calls : 3,738



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - July	3,738	100.00	100.00
	3,738	100.00	

Lafourche Parish
Communications District

E-911



S Y S T E M

Call Volume per Month

From: 07/01/2017 00:00:00
 Line Group/Pool: LG - 9-1-1
 Class of Service: VOIP, WPH1, WPH2, WRLS

To: 07/31/2017 23:59:59

Number of Calls : 3,285



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - July	3,285	100.00	100.00
	<u>3,285</u>	<u>100.00</u>	

Lafourche Parish
Communications District

E-911



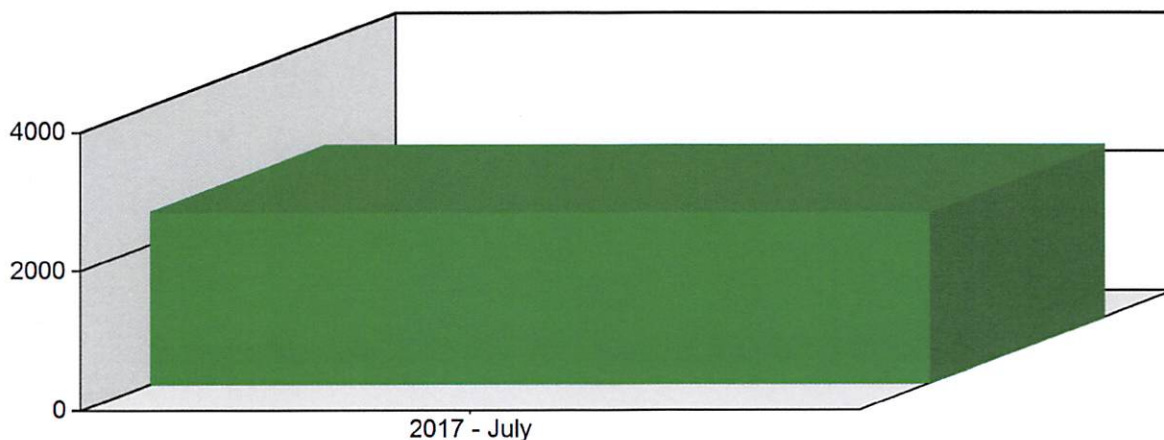
S Y S T E M

Call Volume per Month

From: 07/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: WPH2

To: 07/31/2017 23:59:59

Number of Calls : 2,470



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - July	2,470	100.00	100.00
	<u>2,470</u>	<u>100.00</u>	

Lafourche Parish
Communications District

E-911



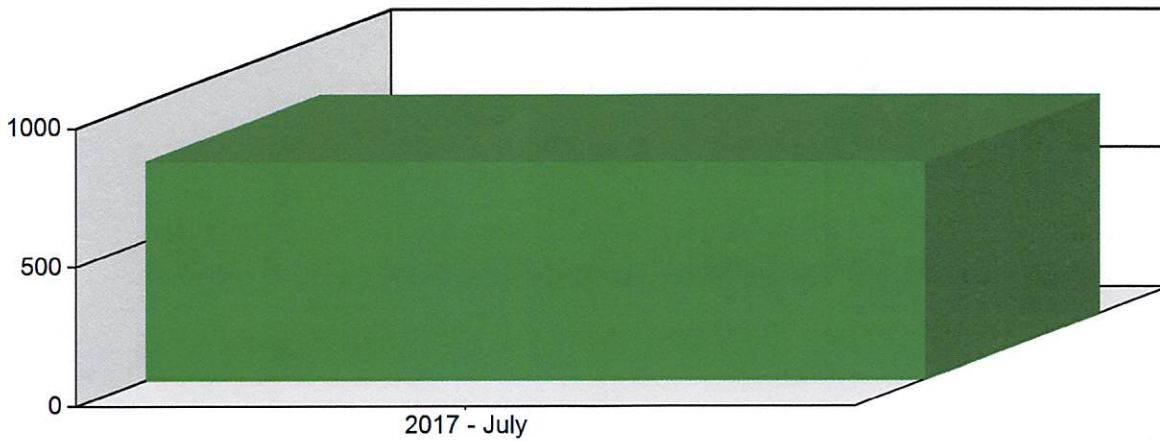
S Y S T E M

Call Volume per Month

From: 07/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: WPH1

To: 07/31/2017 23:59:59

Number of Calls : 783



Month	Number of Calls	Percentage (%)	Cumulative (%)
2017 - July	783	100.00	100.00
	783	100.00	

Lafourche Parish
Communications District

E-911



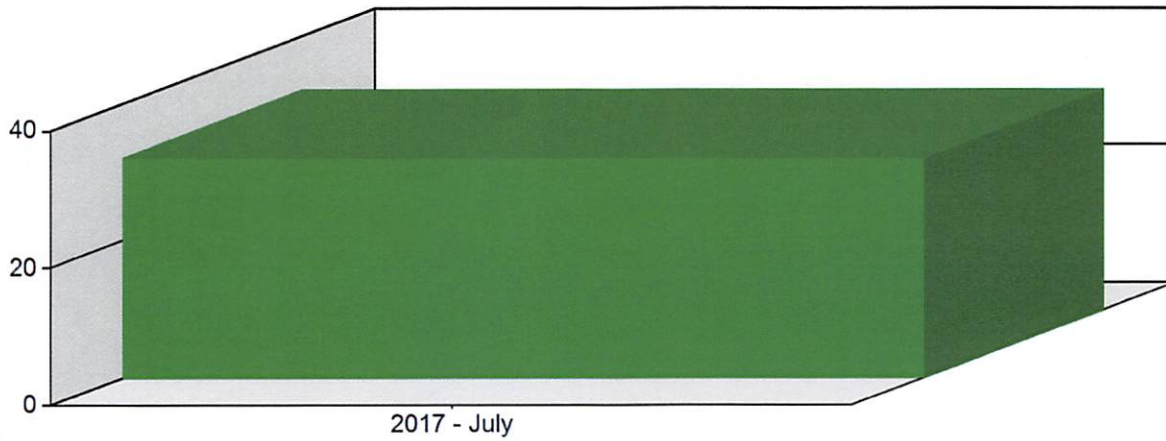
S Y S T E M

Call Volume per Month

From: 07/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: VOIP

To: 07/31/2017 23:59:59

Number of Calls : 32



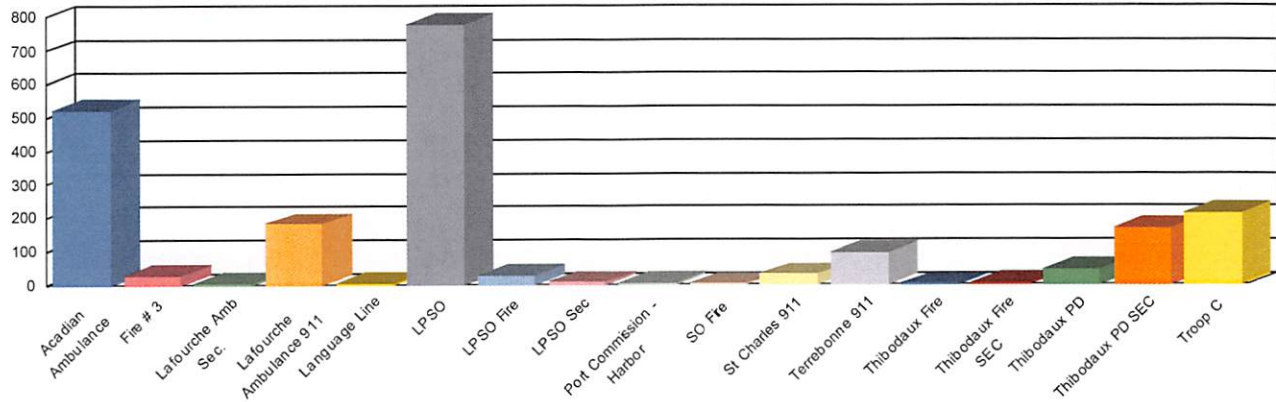
<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - July	32	100.00	100.00
	32	100.00	



Call Transfer Volume per Agency

From: 07/01/2017 00:00:00 **To:** 07/31/2017 23:59:59
Agency: Acadian Ambulance, Acadian Ambulance Secondary, Fire # 3, Fire # 3 - Non Emergency, Fire # 3 - Sec., LPSO, LPSO Fire, LPSO Sec, Lafourche Amb Sec., Lafourche Ambulance 911, Language Line, Port Commission - Harbor, SO Fire, St Charles 911, Terrebonne 911, Thibodaux Fire, Thibodaux Fire SEC, Thibodaux PD, Thibodaux PD SEC, Troop C, Troop C Secondary, Voiance

Number of Call Transfers : 2,092



<u>Agency</u>	<u>Transferred</u>	<u>Percentage (%)</u>
Acadian Ambulance	521	24.90
Fire # 3	26	1.24
Lafourche Amb Sec.	3	0.14
Lafourche Ambulance 911	181	8.65
Language Line	2	0.10
LPSO	775	37.05
LPSO Fire	25	1.20
LPSO Sec	7	0.33
Port Commission - Harbor	2	0.10
SO Fire	1	0.05
St Charles 911	29	1.39
Terrebonne 911	93	4.45
Thibodaux Fire	1	0.05
Thibodaux Fire SEC	4	0.19
Thibodaux PD	42	2.01
Thibodaux PD SEC	168	8.03
Troop C	212	10.13
	2,092	

Lafourche Parish
Communications District

E-911



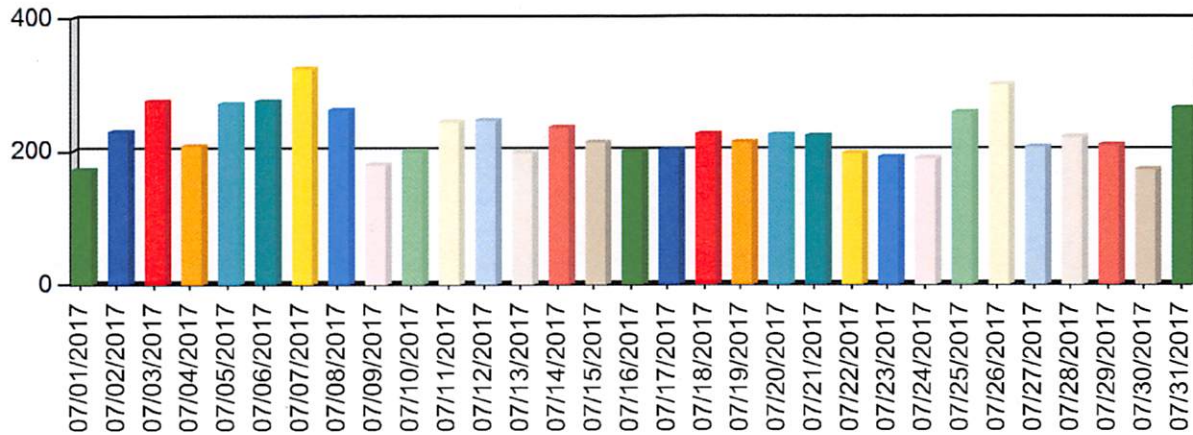
S Y S T E M

Call Volume per Day

From: 07/01/2017 00:00:00

To: 07/31/2017 23:59:59

Number of Calls : 7,012



Day	Number of Calls	Percentage (%)	Cumulative (%)
07/01/2017	171	2.44	2.44
07/02/2017	228	3.25	5.69
07/03/2017	274	3.91	9.60
07/04/2017	207	2.95	12.55
07/05/2017	270	3.85	16.40
07/06/2017	274	3.91	20.31
07/07/2017	324	4.62	24.93
07/08/2017	261	3.72	28.65
07/09/2017	179	2.55	31.20
07/10/2017	199	2.84	34.04
07/11/2017	244	3.48	37.52
07/12/2017	246	3.51	41.03
07/13/2017	198	2.82	43.85
07/14/2017	235	3.35	47.20
07/15/2017	213	3.04	50.24
07/16/2017	199	2.84	53.08
07/17/2017	201	2.87	55.95
07/18/2017	225	3.21	59.16
07/19/2017	213	3.04	62.19

Day	Number of Calls	Percentage (%)	Cumulative (%)
07/20/2017	224	3.19	65.39
07/21/2017	222	3.17	68.55
07/22/2017	196	2.80	71.35
07/23/2017	190	2.71	74.06
07/24/2017	189	2.70	76.75
07/25/2017	258	3.68	80.43
07/26/2017	300	4.28	84.71
07/27/2017	206	2.94	87.65
07/28/2017	221	3.15	90.80
07/29/2017	209	2.98	93.78
07/30/2017	172	2.45	96.24
07/31/2017	264	3.76	100.00
	7,012	100.00	

Lafourche Parish
Communications District

E-911



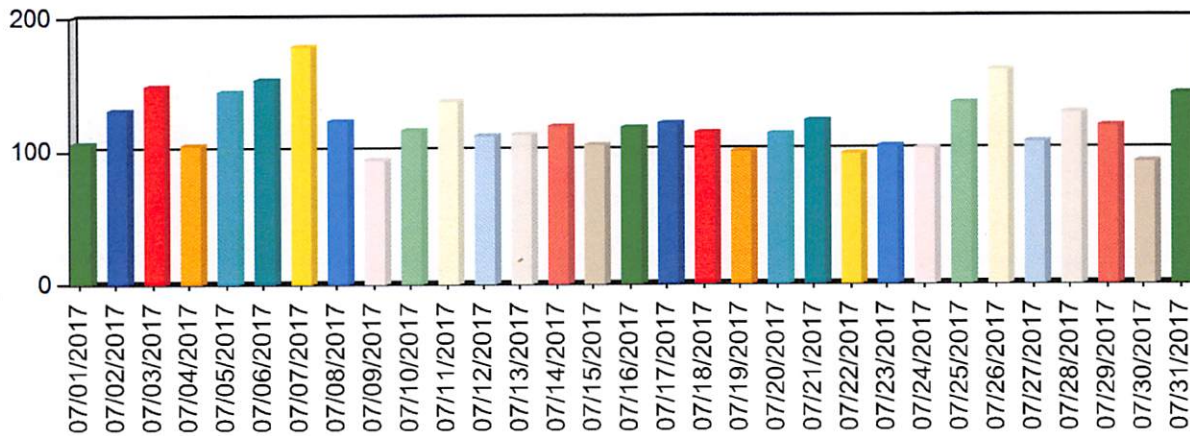
S Y S T E M

Call Volume per Day

From: 07/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1

To: 07/31/2017 23:59:59

Number of Calls : 3,738



Day	Number of Calls	Percentage (%)	Cumulative (%)
07/01/2017	105	2.81	2.81
07/02/2017	130	3.48	6.29
07/03/2017	148	3.96	10.25
07/04/2017	104	2.78	13.03
07/05/2017	144	3.85	16.88
07/06/2017	153	4.09	20.97
07/07/2017	178	4.76	25.74
07/08/2017	122	3.26	29.00
07/09/2017	93	2.49	31.49
07/10/2017	115	3.08	34.56
07/11/2017	137	3.67	38.23
07/12/2017	111	2.97	41.20
07/13/2017	112	3.00	44.19
07/14/2017	118	3.16	47.35
07/15/2017	104	2.78	50.13
07/16/2017	117	3.13	53.26
07/17/2017	120	3.21	56.47
07/18/2017	113	3.02	59.50
07/19/2017	99	2.65	62.15

<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
07/20/2017	112	3.00	65.14
07/21/2017	122	3.26	68.41
07/22/2017	97	2.59	71.00
07/23/2017	103	2.76	73.76
07/24/2017	101	2.70	76.46
07/25/2017	135	3.61	80.07
07/26/2017	160	4.28	84.35
07/27/2017	106	2.84	87.19
07/28/2017	128	3.42	90.61
07/29/2017	118	3.16	93.77
07/30/2017	91	2.43	96.20
07/31/2017	142	3.80	100.00
	3,738	100.00	

Lafourche Parish
Communications District

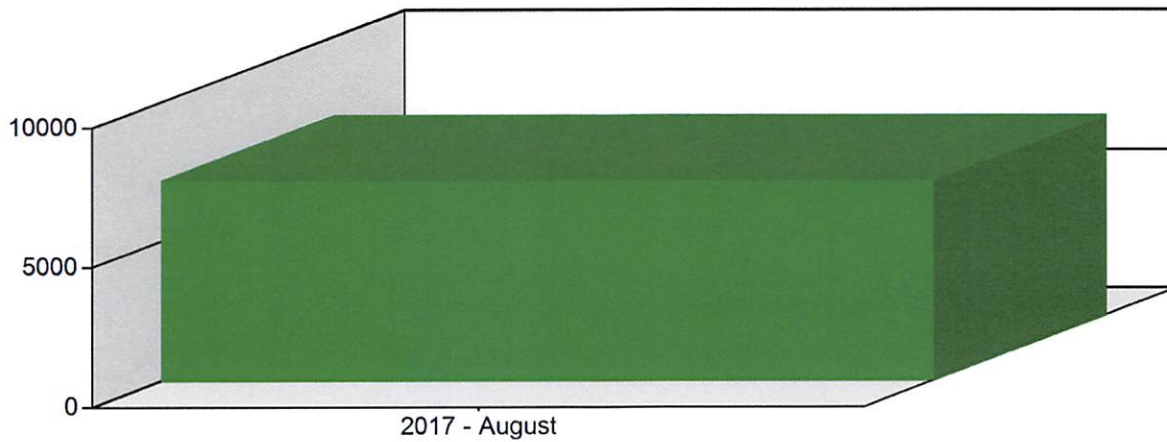
E-911



Call Volume per Month

From: 08/01/2017 00:00:00 To: 08/31/2017 23:59:59
 Line Group/Pool: LG - 9-1-1, LG - Admin, LG - Intercom, LG - POTS, LP - AdminM

Number of Calls : 7,163



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - August	7,163	100.00	100.00
	<u>7,163</u>	<u>100.00</u>	

Lafourche Parish
Communications District

E-911



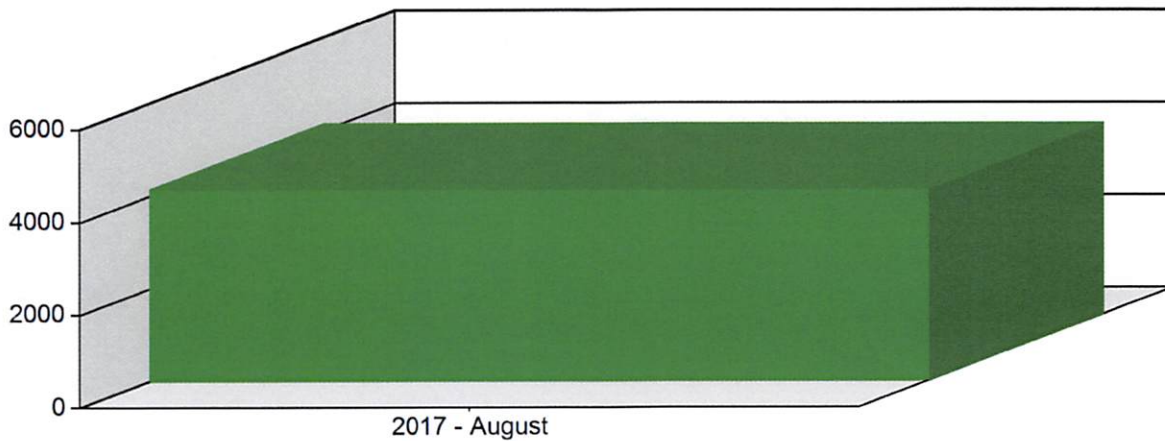
S Y S T E M

Call Volume per Month

From: 08/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1

To: 08/31/2017 23:59:59

Number of Calls : 4,119



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - August	4,119	100.00	100.00
	4,119	100.00	

Lafourche Parish
Communications District

E-911



S Y S T E M

Call Volume per Month

From: 08/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: VOIP, WPH1, WPH2, WRLS

To: 08/31/2017 23:59:59

Number of Calls : 3,667



Month	Number of Calls	Percentage (%)	Cumulative (%)
2017 - August	3,667	100.00	100.00
	3,667	100.00	

Lafourche Parish
Communications District

E-911



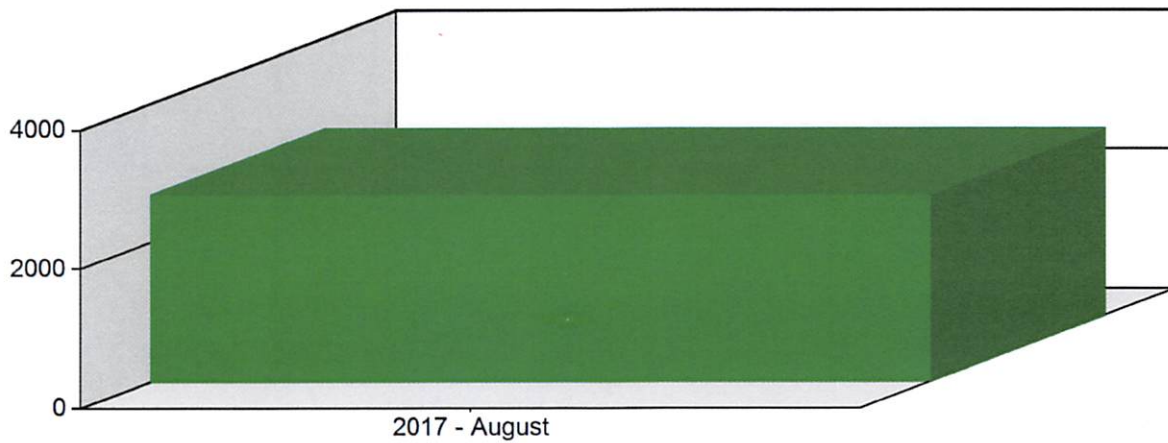
S Y S T E M

Call Volume per Month

From: 08/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: WPH2

To: 08/31/2017 23:59:59

Number of Calls : 2,682



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - August	2,682	100.00	100.00
	2,682	100.00	

Lafourche Parish
Communications District

E-911



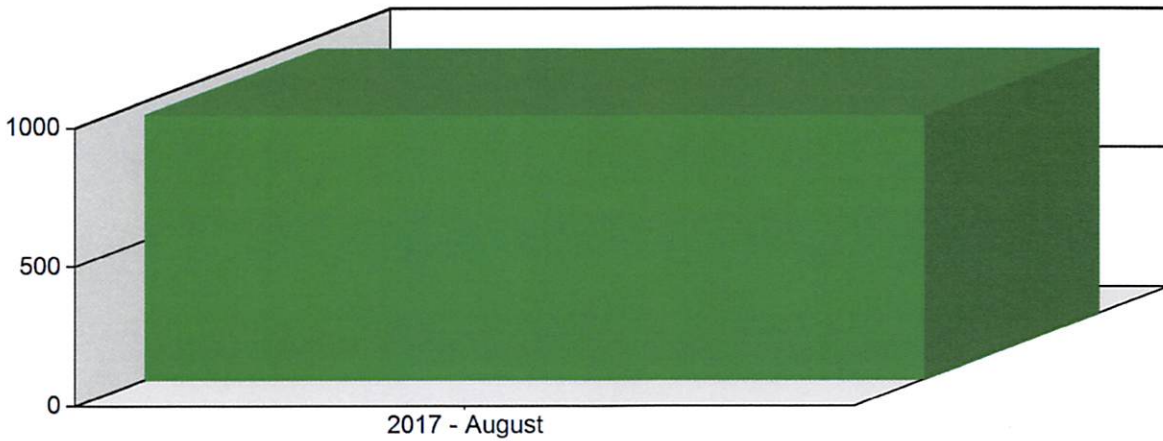
S Y S T E M

Call Volume per Month

From: 08/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: WPH1

To: 08/31/2017 23:59:59

Number of Calls : 948



Month	Number of Calls	Percentage (%)	Cumulative (%)
2017 - August	948	100.00	100.00
	<u>948</u>	<u>100.00</u>	

Lafourche Parish
Communications District

E-911



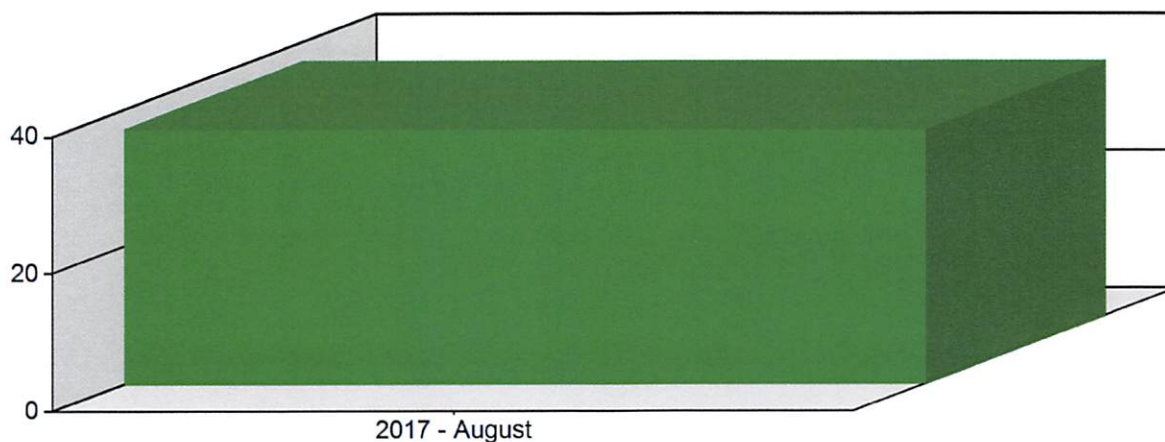
S Y S T E M

Call Volume per Month

From: 08/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: VOIP

To: 08/31/2017 23:59:59

Number of Calls : 37



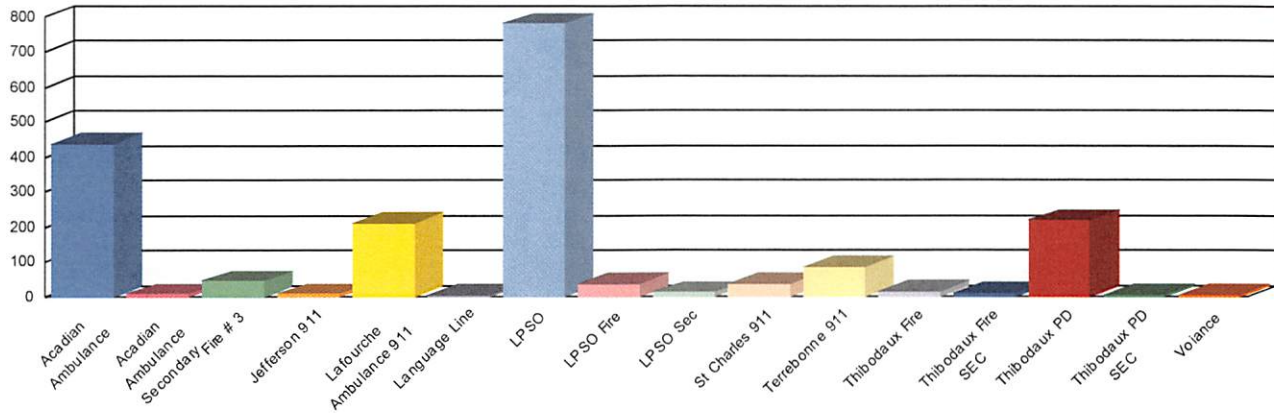
Month	Number of Calls	Percentage (%)	Cumulative (%)
2017 - August	37	100.00	100.00
	<u>37</u>	<u>100.00</u>	



Call Transfer Volume per Agency

From: 08/01/2017 00:00:00 **To:** 08/31/2017 23:59:59
Agency: Acadian Ambulance, Acadian Ambulance Secondary, Fire # 3, Fire # 3 - Non Emergency, Fire # 3 - Sec., Jefferson 911, LPSO, LPSO Fire, LPSO Sec, Lafourche Amb Sec., Lafourche Ambulance 911, Language Line, Port Commission - Harbor, SO Fire, St Charles 911, Terrebonne 911, Thibodaux Fire, Thibodaux Fire SEC, Thibodaux PD, Thibodaux PD Pos Admin, Thibodaux PD SEC, Voiance

Number of Call Transfers : 1,909



<u>Agency</u>	<u>Transferred</u>	<u>Percentage (%)</u>
Acadian Ambulance	438	22.94
Acadian Ambulance Secondary	7	0.37
Fire # 3	45	2.36
Jefferson 911	7	0.37
Lafourche Ambulance 911	211	11.05
Language Line	6	0.31
LPSO	779	40.81
LPSO Fire	36	1.89
LPSO Sec	12	0.63
St Charles 911	35	1.83
Terrebonne 911	86	4.50
Thibodaux Fire	15	0.79
Thibodaux Fire SEC	8	0.42
Thibodaux PD	217	11.37
Thibodaux PD SEC	3	0.16
Voiance	4	0.21
	1,909	

Lafourche Parish
Communications District

E-911



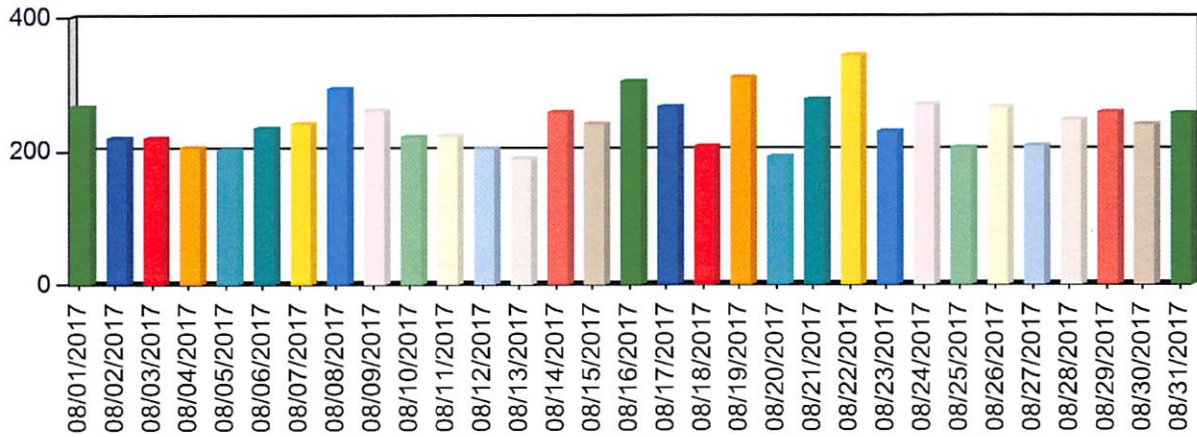
S Y S T E M

Call Volume per Day

From: 08/01/2017 00:00:00

To: 08/31/2017 23:59:59

Number of Calls : 7,521



Day	Number of Calls	Percentage (%)	Cumulative (%)
08/01/2017	265	3.52	3.52
08/02/2017	218	2.90	6.42
08/03/2017	218	2.90	9.32
08/04/2017	204	2.71	12.03
08/05/2017	200	2.66	14.69
08/06/2017	233	3.10	17.79
08/07/2017	240	3.19	20.98
08/08/2017	292	3.88	24.86
08/09/2017	260	3.46	28.32
08/10/2017	220	2.93	31.25
08/11/2017	222	2.95	34.20
08/12/2017	203	2.70	36.90
08/13/2017	188	2.50	39.40
08/14/2017	257	3.42	42.81
08/15/2017	240	3.19	46.00
08/16/2017	303	4.03	50.03
08/17/2017	265	3.52	53.56
08/18/2017	206	2.74	56.30
08/19/2017	309	4.11	60.40

Day	Number of Calls	Percentage (%)	Cumulative (%)
08/20/2017	190	2.53	62.93
08/21/2017	276	3.67	66.60
08/22/2017	342	4.55	71.15
08/23/2017	228	3.03	74.18
08/24/2017	269	3.58	77.76
08/25/2017	204	2.71	80.47
08/26/2017	265	3.52	83.99
08/27/2017	207	2.75	86.74
08/28/2017	246	3.27	90.01
08/29/2017	257	3.42	93.43
08/30/2017	239	3.18	96.61
08/31/2017	255	3.39	100.00
	7,521	100.00	

Lafourche Parish
Communications District

E-911



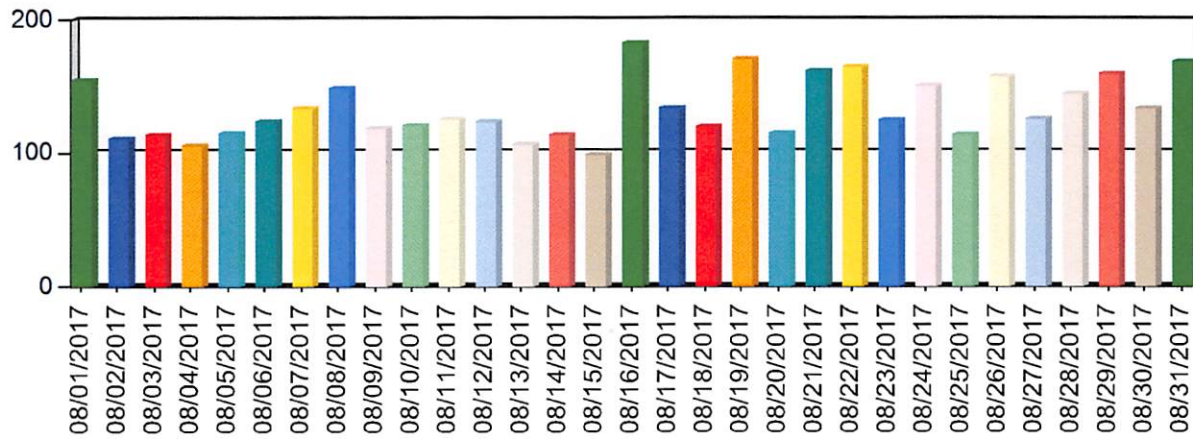
S Y S T E M

Call Volume per Day

From: 08/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1

To: 08/31/2017 23:59:59

Number of Calls : 4,119



Day	Number of Calls	Percentage (%)	Cumulative (%)
08/01/2017	154	3.74	3.74
08/02/2017	110	2.67	6.41
08/03/2017	113	2.74	9.15
08/04/2017	105	2.55	11.70
08/05/2017	114	2.77	14.47
08/06/2017	123	2.99	17.46
08/07/2017	133	3.23	20.68
08/08/2017	148	3.59	24.28
08/09/2017	118	2.86	27.14
08/10/2017	120	2.91	30.06
08/11/2017	125	3.03	33.09
08/12/2017	123	2.99	36.08
08/13/2017	106	2.57	38.65
08/14/2017	113	2.74	41.39
08/15/2017	98	2.38	43.77
08/16/2017	182	4.42	48.19
08/17/2017	133	3.23	51.42
08/18/2017	119	2.89	54.31
08/19/2017	170	4.13	58.44

Day	Number of Calls	Percentage (%)	Cumulative (%)
08/20/2017	114	2.77	61.20
08/21/2017	161	3.91	65.11
08/22/2017	164	3.98	69.09
08/23/2017	124	3.01	72.10
08/24/2017	150	3.64	75.75
08/25/2017	113	2.74	78.49
08/26/2017	157	3.81	82.30
08/27/2017	125	3.03	85.34
08/28/2017	144	3.50	88.83
08/29/2017	159	3.86	92.69
08/30/2017	133	3.23	95.92
08/31/2017	168	4.08	100.00
	4,119	100.00	

Lafourche Parish
Communications District

E-911

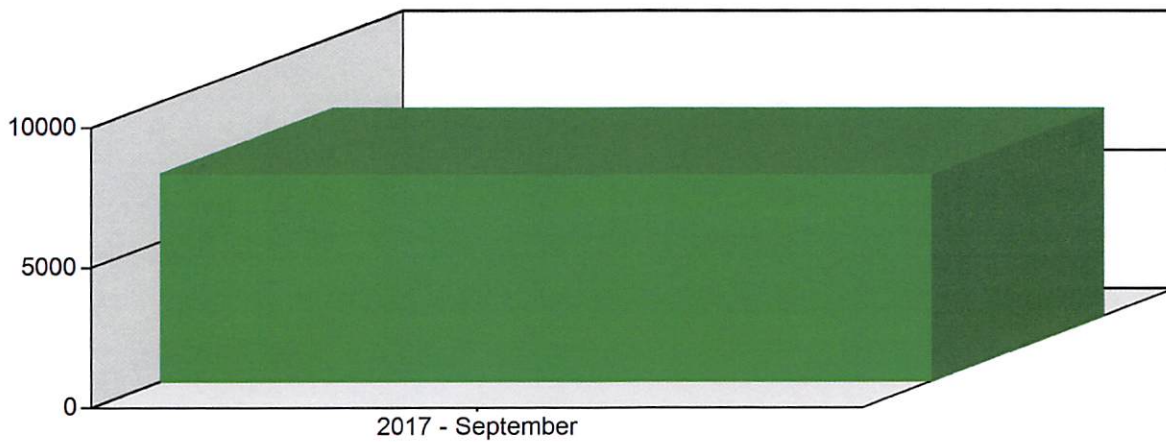


S Y S T E M

Call Volume per Month

From: 09/01/2017 00:00:00 To: 09/30/2017 23:59:59
 Line Group/Pool: LG - 9-1-1, LG - Admin, LG - Intercom, LG - POTS, LP - AdminM

Number of Calls : 7,413



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - September	7,413	100.00	100.00
	7,413	100.00	

Lafourche Parish
Communications District

E-911



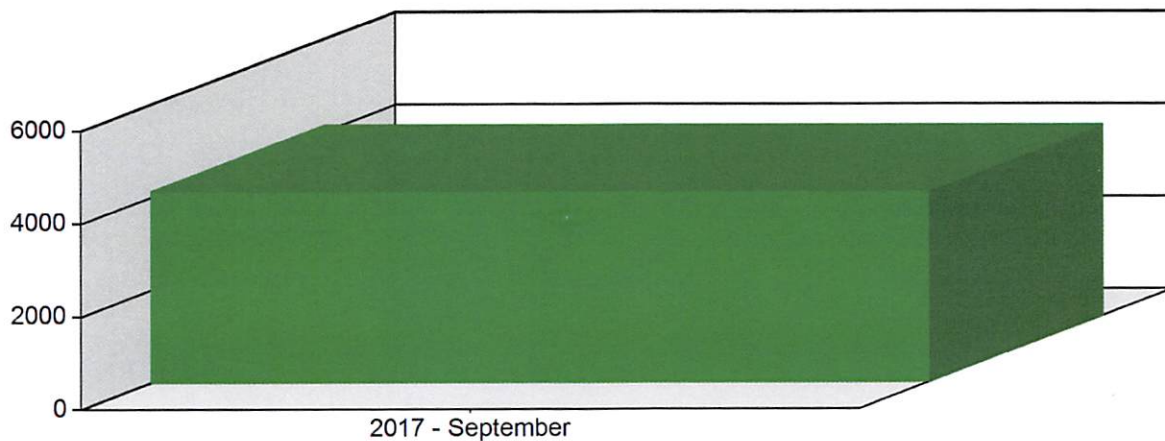
S Y S T E M

Call Volume per Month

From: 09/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1

To: 09/30/2017 23:59:59

Number of Calls : 4,116



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - September	4,116	100.00	100.00
	4,116	100.00	

Lafourche Parish
Communications District

E-911



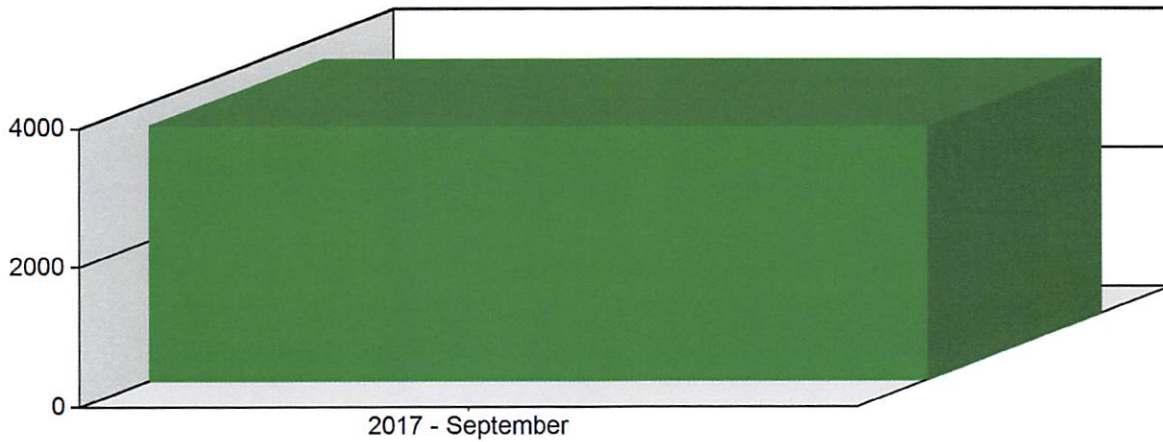
S Y S T E M

Call Volume per Month

From: 09/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: VOIP, WPH1, WPH2, WRLS

To: 09/30/2017 23:59:59

Number of Calls : 3,651



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - September	3,651	100.00	100.00
	<u>3,651</u>	<u>100.00</u>	

Lafourche Parish
Communications District

E-911



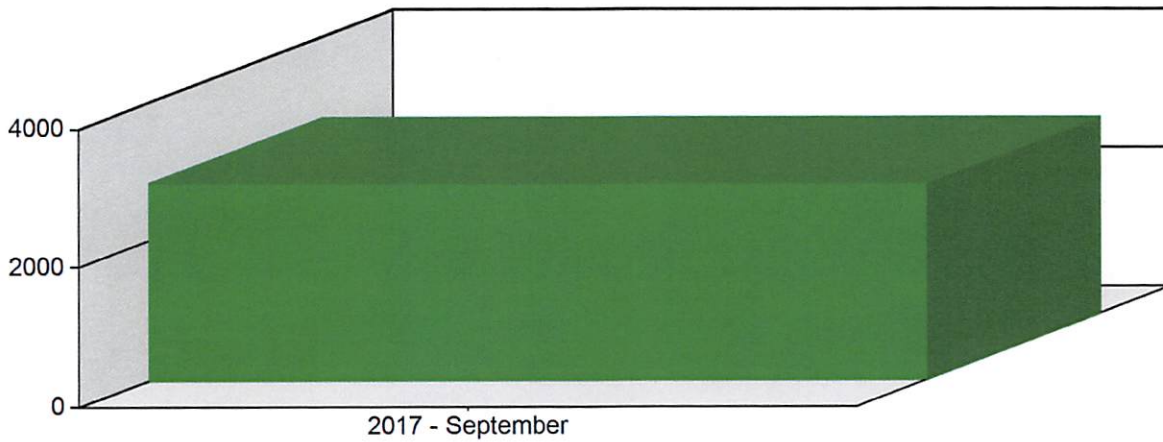
S Y S T E M

Call Volume per Month

From: 09/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: WPH2

To: 09/30/2017 23:59:59

Number of Calls : 2,827



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - September	2,827	100.00	100.00
	<u>2,827</u>	<u>100.00</u>	

Lafourche Parish
Communications District

E-911



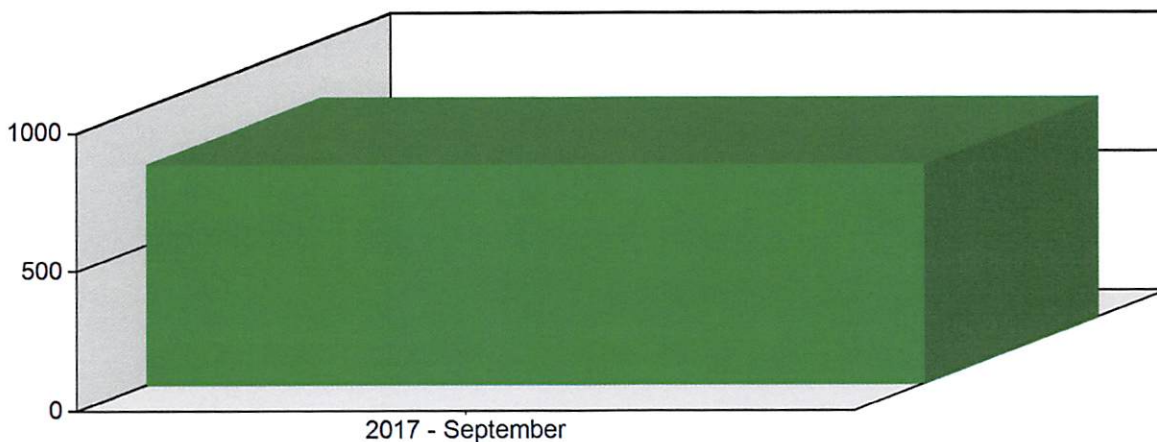
S Y S T E M

Call Volume per Month

From: 09/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: WPH1

To: 09/30/2017 23:59:59

Number of Calls : 789



<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - September	789	100.00	100.00
	<u>789</u>	<u>100.00</u>	

Lafourche Parish
Communications District

E-911



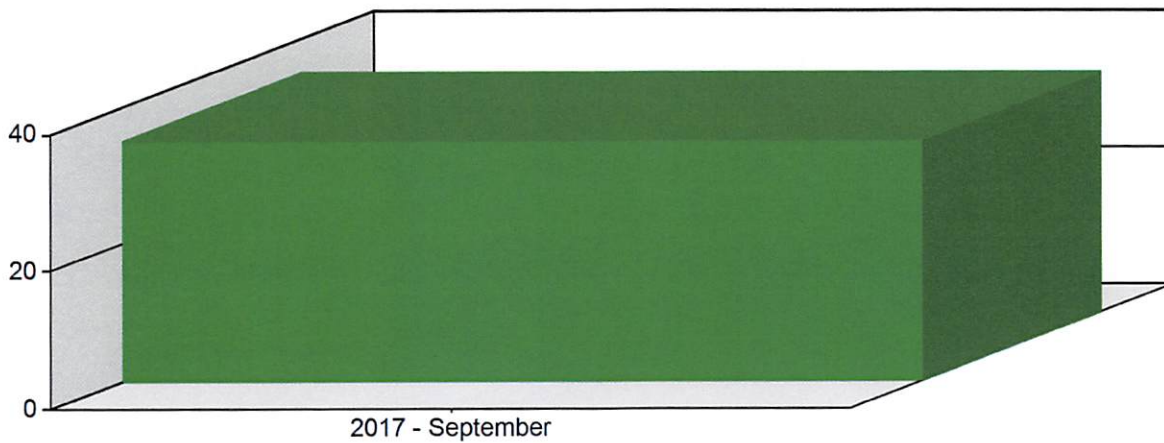
S Y S T E M

Call Volume per Month

From: 09/01/2017 00:00:00
Line Group/Pool: LG - 9-1-1
Class of Service: VOIP

To: 09/30/2017 23:59:59

Number of Calls : 35



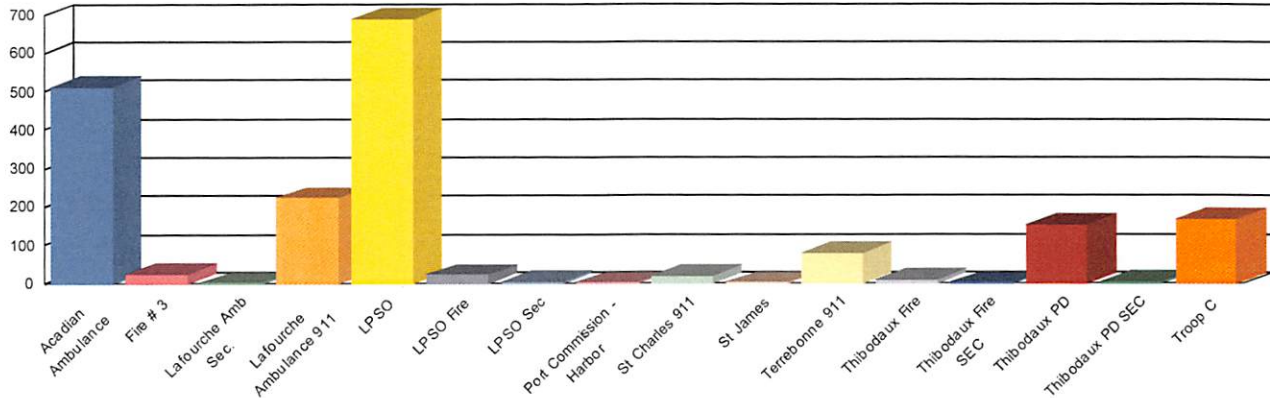
<u>Month</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
2017 - September	35	100.00	100.00
	<u>35</u>	<u>100.00</u>	



Call Transfer Volume per Agency

From: 09/01/2017 00:00:00 **To:** 09/30/2017 23:59:59
Agency: Acadian Ambulance, Acadian Ambulance Secondary, Fire # 3, Fire # 3 - Sec., LPSO, LPSO Fire, LPSO Sec, Lafourche Amb Sec., Lafourche Ambulance 911, Language Line, Port Commission - Harbor, SO Fire, St Charles 911, St James, Terrebonne 911, Thibodaux Fire, Thibodaux Fire SEC, Thibodaux PD, Thibodaux PD Pos Admin, Thibodaux PD SEC, Troop C, Troop C Secondary, Voiance

Number of Call Transfers : 1,896



<u>Agency</u>	<u>Transferred</u>	<u>Percentage (%)</u>
Acadian Ambulance	510	26.90
Fire # 3	22	1.16
Lafourche Amb Sec.	1	0.05
Lafourche Ambulance 911	223	11.76
LPSO	689	36.34
LPSO Fire	21	1.11
LPSO Sec	4	0.21
Port Commission - Harbor	1	0.05
St Charles 911	17	0.90
St James	1	0.05
Terrebonne 911	78	4.11
Thibodaux Fire	7	0.37
Thibodaux Fire SEC	1	0.05
Thibodaux PD	151	7.96
Thibodaux PD SEC	2	0.11
Troop C	168	8.86
	1,896	

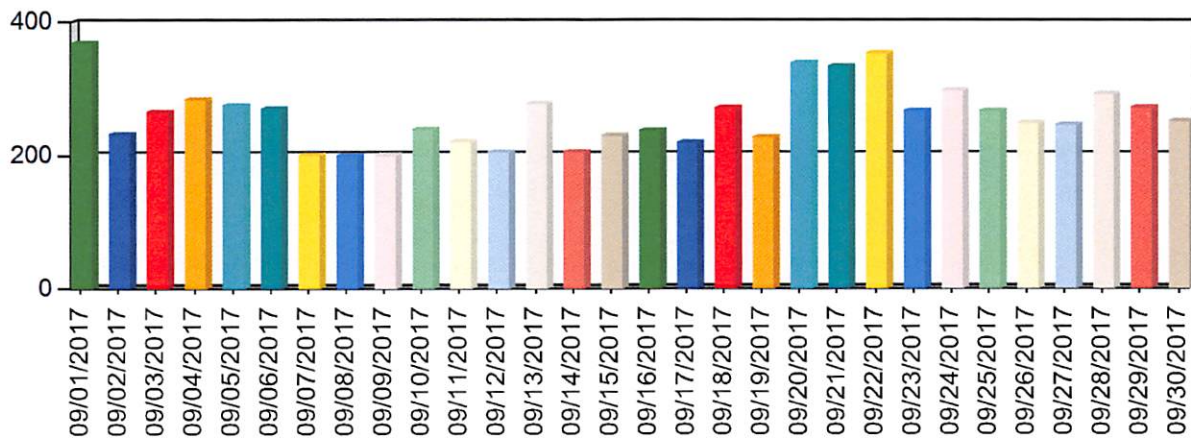


Call Volume per Day

From: 09/01/2017 00:00:00

To: 09/30/2017 23:59:59

Number of Calls : 7,767



Day	Number of Calls	Percentage (%)	Cumulative (%)
09/01/2017	368	4.74	4.74
09/02/2017	231	2.97	7.71
09/03/2017	264	3.40	11.11
09/04/2017	283	3.64	14.75
09/05/2017	274	3.53	18.28
09/06/2017	269	3.46	21.75
09/07/2017	199	2.56	24.31
09/08/2017	198	2.55	26.86
09/09/2017	199	2.56	29.42
09/10/2017	238	3.06	32.48
09/11/2017	220	2.83	35.32
09/12/2017	204	2.63	37.94
09/13/2017	277	3.57	41.51
09/14/2017	204	2.63	44.14
09/15/2017	229	2.95	47.08
09/16/2017	236	3.04	50.12
09/17/2017	218	2.81	52.93
09/18/2017	270	3.48	56.41
09/19/2017	226	2.91	59.32

<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
09/20/2017	338	4.35	63.67
09/21/2017	333	4.29	67.95
09/22/2017	353	4.54	72.50
09/23/2017	266	3.42	75.92
09/24/2017	297	3.82	79.75
09/25/2017	266	3.42	83.17
09/26/2017	248	3.19	86.37
09/27/2017	245	3.15	89.52
09/28/2017	292	3.76	93.28
09/29/2017	271	3.49	96.77
09/30/2017	251	3.23	100.00
	<u>7,767</u>	<u>100.00</u>	

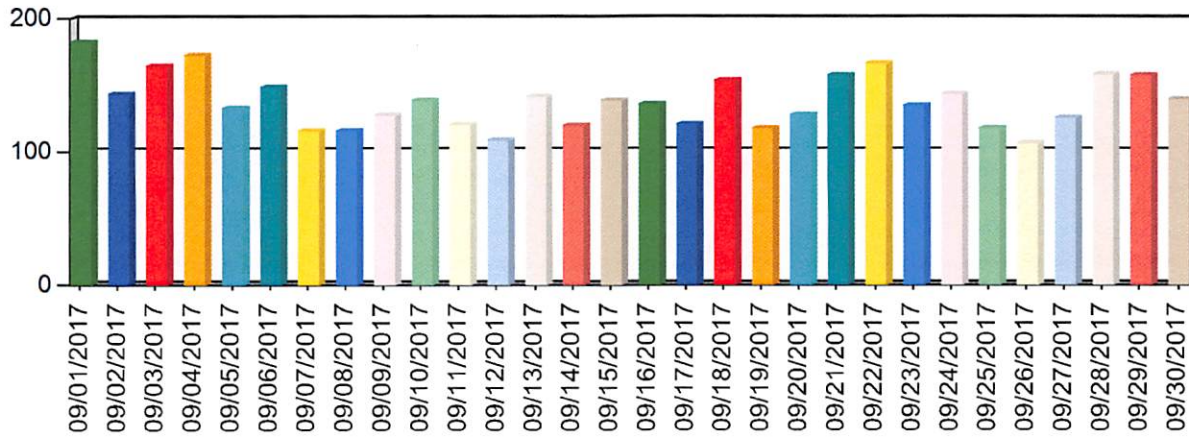


Call Volume per Day

From: 09/01/2017 00:00:00
 Line Group/Pool: LG - 9-1-1

To: 09/30/2017 23:59:59

Number of Calls : 4,116



Day	Number of Calls	Percentage (%)	Cumulative (%)
09/01/2017	182	4.42	4.42
09/02/2017	143	3.47	7.90
09/03/2017	164	3.98	11.88
09/04/2017	172	4.18	16.06
09/05/2017	132	3.21	19.27
09/06/2017	148	3.60	22.86
09/07/2017	115	2.79	25.66
09/08/2017	115	2.79	28.45
09/09/2017	127	3.09	31.54
09/10/2017	138	3.35	34.89
09/11/2017	120	2.92	37.80
09/12/2017	108	2.62	40.43
09/13/2017	141	3.43	43.85
09/14/2017	119	2.89	46.74
09/15/2017	138	3.35	50.10
09/16/2017	135	3.28	53.38
09/17/2017	120	2.92	56.29
09/18/2017	153	3.72	60.01
09/19/2017	117	2.84	62.85

<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
09/20/2017	127	3.09	65.94
09/21/2017	157	3.81	69.75
09/22/2017	166	4.03	73.79
09/23/2017	134	3.26	77.04
09/24/2017	143	3.47	80.52
09/25/2017	117	2.84	83.36
09/26/2017	106	2.58	85.93
09/27/2017	125	3.04	88.97
09/28/2017	158	3.84	92.81
09/29/2017	157	3.81	96.62
09/30/2017	139	3.38	100.00
	4,116	100.00	



9/27/17

Lafourche Parish Communication District - 911

HIGHERGROUND EQUIPMENT LIST AND MAINTENANCE FEE

Bill To	BR3922	PO Box 1157	Raceland, LA 70394-1157
Physical Address	BR3923	111 Dunkleman Dr.	Raceland, LA 70394-9700
Contact	Katie Zeringue	985-435-2103	laf911@triparish.net
Installation Date	11/29/16		

Equipment Description:					
Software – HigherGround Capture911 and 53 (24 VoIP and 29 Analog) Recording Licenses, Replication, 4 Screen Captures					
Hardware – C120-155K-R1-V7 Chassis, RAID1 w 1TB, RAID1 w 2TB, 2-24-Port Analog PCIe Tap Cards, NAS Backup Drive					
Part #	HG #	Maintenance Plans for Software (S/W) and Hardware (H/W)	Term	Serial #	Annual Amount
XCA	24/7	24/7 Hardware and Software Support and Monitoring,	10/11/17 to 10/11/18	1474906608	4620.00

Electronic Business Systems, Inc. agrees to maintain the HigherGround recording system during the term of this Maintenance Agreement by furnishing service accepted by Customer as indicated below:

POST-WARRANTY MAINTENANCE SUMMARY

Electronic Business Systems, Inc. shall be responsible for using all commercially reasonable diligence to correct any verifiable and reproducible fault of the recording system when reported to Electronic Business Systems, Inc. in accordance with its standard reporting procedures. The corrective action when completed may be provided in the form of a "temporary fix" consisting of sufficient programming and operating instructions to effect the correction. Routine hardware and software maintenance is performed at any time during the Business Day. Remote software updates are performed as updates or patches become available. Service required for failures which are not a result of normal wear and tear, or otherwise not covered by this agreement shall be furnished on a time and materials basis. Electronic Business Systems, Inc. shall maintain a trained staff capable of rendering the services set forth in this Agreement.

AGREEMENT SIGNATURES:

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed, each party warrants and represents that its respective signatories whose signatures appear below have been and are on the date of signature duly authorized to execute this Agreement.

Company Name:

Electronic Business Systems, Inc.

Authorized Signature

Claire Stelly Griggs
Authorized Signature

Name

Claire Stelly Griggs
Name

PO#

Account Manager
Title

Date

9/27/17
Date

Camille A. "Cam" Morvant, II
District Attorney

Main Office/Juvenile Office:
103 Maronge Street • Suite A
P.O. Box 431 • Thibodaux, LA 70302
(985) 447-2003 • Fax: (985) 446-5810 or 448-3930



17th Judicial District
Parish of Lafourche

Child Support Office:
103 Maronge Street • Suite B
Thibodaux, LA 70301
(985) 448-3422 • Fax: (985) 448-3429

**ETHICS
SEMINAR**

- WHEN:** TUESDAY, OCTOBER 24, 2017
2:00 P.M.
- WHERE:** WARREN HARANG CIVIC CENTER
310 CANAL BLVD
THIBODAUX, LA 70301
- WHAT:** STATE MANDATED ETHICS TRAINING

DEAR BOARD OR COMMISSION MEMBER, PUBLIC OFFICIAL:

THE LAFORCHE PARISH DISTRICT ATTORNEY'S OFFICE IS SPONSORING AN ETHICS TRAINING. AN ATTORNEY FROM THE LOUISIANA BOARD OF ETHICS WILL PRESENT AN HOUR LONG TRAINING SESSION. THIS TRAINING WILL SATISFY THE STATE MANDATED ETHICS REQUIREMENT FOR PUBLIC OFFICIALS, PUBLIC EMPLOYEES AND PUBLIC BOARD AND COMMISSION MEMBERS.



402 Green Street • Thibodaux, LA 70301
P.O. Drawer 5548 • Thibodaux, LA 70302
985.446.8427 • 800.834.8832 • Fax 985.446.8459

James B. Cantrelle, *Parish President*

Executive

September 14, 2017

Zina Sampey
720 Seventh St.
Lockport, LA 70374

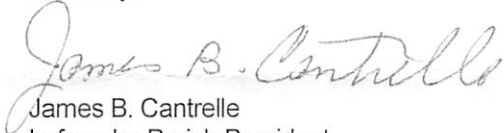
Dear Ms. Sampey:

The Lafourche Parish Council convened in regular session on September 12, 2017, and adopted a resolution appointing you to serve on Lafourche Parish Communications District Board. I would like to take this opportunity to congratulate you for being selected and to thank you for contributing your time to serve on the Lafourche Parish Communications District Board. As a member of the Board, you will serve a four (4) year term beginning on September 12, 2017 and ending September 11, 2021.

As per, Chapter 2, Article I, Section 2-3(a) of the Code of Ordinances of the Parish of Lafourche, "When a member/commissioner is newly appointed or reappointed, an oath of office shall be executed within sixty (60) consecutive days from being approved by the governing authority." A blank form is enclosed for your use. This Oath can be administered by a Judge, a Justice of the Peace, a Notary Public, or the Clerk of Court. Please forward your sworn oath and public information release form back to the below address by Friday, November 10, 2017:

Lafourche Parish Government
ATTN: Kelli Toups
P.O. Drawer 5548
Thibodaux, LA 70302

Sincerely,


James B. Cantrelle
Lafourche Parish President

JBC/kct
Enclosure

James B. Cantrelle	Parish President	James Bourgeois	District 5
Jerry Jones	District 1	Corey Perrillieux	District 6
Luci Sposito	District 2	Armand Autin	District 7
Michael Gros	District 3	Jerry LaFont	District 8
Aaron "Bo" Melvin	District 4	Daniel Lorraine	District 9

OATH OF OFFICE

STATE OF LOUISIANA
PARISH OF LAFOURCHE

I, ZINA SAMPEY, DO SOLEMNLY SWEAR (OR AFFIRM) THAT I WILL SUPPORT THE CONSTITUTION AND LAWS OF THE UNITED STATES AND THE CONSTITUTION AND LAWS OF THIS STATE; AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE AND PERFORM ALL THE DUTIES INCUMBENT ON ME AS A COMMISSIONER ON THE **LAFOURCHE PARISH COMMUNICATIONS DISTRICT BOARD** ACCORDING TO THE BEST OF MY ABILITY AND UNDERSTANDING, SO HELP ME GOD.

Zina Sampey
ZINA SAMPEY

720 Seventh St.
STREET ADDRESS

Lockport, LA 70374
CITY, STATE, ZIP

SWORN TO AND SUBSCRIBED BEFORE ME, THIS 21 DAY OF Sept.,
2017.

Delberah B. Gautreaux
NOTARY PUBLIC JD# 26702

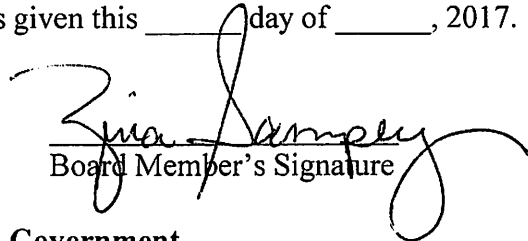
Public Information Release

As a member of the **Lafourche Parish Communications District Board**, I, **Zina Sampey**, do hereby acknowledge that as a member of a public board, my address is public information. Therefore, I hereby authorize the Lafourche Parish Council to release the following information to residents of Lafourche Parish who may wish to contact me regarding matters pertaining to the above mentioned board:

Mailing Address	Physical Address (if different than mailing)
720 Seventh St.	
Lockport, LA 70374	

Home Phone: (719) 237-5180	<input checked="" type="checkbox"/> You may release this information to the public
Work Phone: ()	<input type="checkbox"/> You may release this information to the public
Cell Phone: ()	<input type="checkbox"/> You may release this information to the public
Email Address:	<input type="checkbox"/> You may release this information to the public

Authorization to release the above information is given this _____ day of _____, 2017.


Board Member's Signature

Please return this form to: **Lafourche Parish Government**
Attn: Kelli Toups
P.O. Drawer 5548
Thibodaux, LA 70302

This form is to be kept with the records of the Lafourche Parish Council Office