



St. Bernard Parish Council

8201 West Judge Perez Drive Chalmette, Louisiana, 70043
(504) 278-4228 Fax (504) 278-4209
www.sbpq.net

Kerri Callais
*Councilmember
at Large*

Richard "Richie" Lewis
*Councilmember
at Large*

Gillis McCloskey
*Councilmember
District A*

Nathan Gorbaty
*Councilmember
District B*

Howard Luna
*Councilmember
District C*

Wanda Alcon
*Councilmember
District D*

**Manuel "Monty"
Montelongo III**
*Councilmember
District E*

Roxanne Adams
Clerk of Council

#9

EXTRACT OF THE OFFICIAL PROCEEDINGS OF THE COUNCIL OF THE PARISH OF ST. BERNARD, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD IN THE HISTORIC ST. BERNARD COURTHOUSE, 1201 BAYOU ROAD, ST. BERNARD, LOUISIANA ON TUESDAY, JANUARY 12, 2016 AT TWELVE O'CLOCK P.M.

On motion of Mr. Lewis, seconded by Mr. McCloskey, it was moved to **adopt** the following resolution:

RESOLUTION SBPC #1430-01-16

A RESOLUTION TO AUTHORIZE GUY MCINNIS, PARISH PRESIDENT RONALD J. ALONZO, JR., CHIEF ADMINISTRATIVE OFFICER AND BLAIR ELLINWOOD FINANCE DIRECTOR TO SIGN "AUTHORIZED SIGNATURE CARD FOR REQUEST FOR PAYMENT;" FOR THE STATE OF LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY PROGRAM ADMINISTERED BY THE DIVISION OF ADMINISTRATION.

WHEREAS, St. Bernard Parish Government (SBPG) has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant Disaster Recovery Program (LCDBG-DRU) administered by the Division

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

NOW THEREFORE BE IT RESOLVED, that SBPG as legal recipient of the LCDBG-DRU funds does hereby authorize the following actions:

SECTION I. **FINANCIAL MANAGEMENT**

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

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



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Page-2-
Extract #9 continued
January 12, 2016

Richard "Richie" Lewis
*Councilmember
at Large*

NOW THEREFORE BE IT RESOLVED, by the SBPG as legal authorized recipient of the LCDBG-DRU funds, in regular session convened, that Guy McInnis, Parish President; Ronald J. Alonzo, Jr., Chief Administrative Officer and Blair Ellinwood Finance Director are hereby authorized to sign "Authorized Signature Card for Request for Payment;" and,

Gillis McCloskey
*Councilmember
District A*

Nathan Gorbaty
*Councilmember
District B*

BE IT FURTHER RESOLVED, that Ronald J. Alonzo, Jr. shall certify to the correctness of the signatures; and,

Howard Luna
*Councilmember
District C*

BE IT FURTHER RESOLVED, that SBPG is hereby designated as the official depository for direct deposit of grant funds for the LCDBG-DRU project.

Wanda Alcon
*Councilmember
District D*

SECTION II. REQUISITION OF FUNDS

**Manuel "Monty"
Montelongo III**
*Councilmember
District E*

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

Roxanne Adams
Clerk of Council

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

1. Approval by Project Administrator for budget control.
2. Approval by the Secretary.
3. Approval by the President.

BE IT FURTHER RESOLVED, that Ronald J. Alonzo, Jr. and Blair Ellinwood are hereby authorized to sign checks written on the LCDBG-DRU account.

SECTION III EQUAL OPPORTUNITY

WHEREAS, equal opportunity regulations of the LCDBG-DRU program require the appointment by the recipient of an Equal Opportunity Officer (EEO Officer) to have the responsibility for maintaining all pertinent EEO files, submitting



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Page-3-
Extract #9 continued
January 12, 2016

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on a timely basis all reports, answer all related correspondence and monitor all EEO areas;

Gillis McCloskey
*Councilmember
District A*

NOW THEREFORE BE IT RESOLVED, by SBPG that Ronald J. Alonzo, Jr., Chief Administrative Officer is hereby appointed as EEO Officer for the life of the LCDBG-DRU program and as such is charged to faithfully execute all duties and responsibilities herein described.

Nathan Gorbaty
*Councilmember
District B*

SECTION IV

Howard Luna
*Councilmember
District C*

504 COORDINATOR

Wanda Alcon
*Councilmember
District D*

WHEREAS, the State requires Grantees to designate a responsible person to Coordinate the SBPG's efforts to comply with Section 504 of the Rehabilitation Act of 1973, as amended;

**Manuel "Monty"
Montelongo III**
*Councilmember
District E*

NOW THEREFORE BE IT RESOLVED, that Ronald J. Alonzo, Jr., CAO is appointed as Section 504 Compliance Officer.

Roxanne Adams
Clerk of Council

SECTION V

ANTIDISPLACEMENT

WHEREAS, the LCDBG-DRU program requires that all grant recipients adopt by resolution A Residential Antidisplacement and Relocation Assistance Plan;

NOW THEREFORE BE IT RESOLVED, that SBPG reaffirms and readopts the previous Plan and appoints Ronald J. Alonzo, Jr., CAO as its Residential Antidisplacement Officer.

SECTION VIII

FAIR HOUSING

WHEREAS, SBPG has been afforded the opportunity to participate in the state of Louisiana Community Development Block Grant Disaster Recovery Program administered by the Division of Administration; and,

WHEREAS, the state requires Grantees to take actions to affirmatively further fair housing in compliance with Title VIII of the Civil Rights Act of 1968, as amended and Executive Order 11063, as amended; and,



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Page-4-
Extract #9 continued
January 12, 2016

Richard "Richie" Lewis
Councilmember
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BE IT RESOLVED, that Ronald Alonzo is appointed as Fair Housing Coordinator.

Gillis McCloskey
Councilmember
District A

NOW THEREFORE BE IT RESOLVED, that the St. Bernard Parish Council, the Governing Authority, does hereby authorize Guy McInnis, Parish President; Ronald J. Alonzo, Jr., Chief Administrative Officer and Blair Ellinwood Finance Director to sign "Authorized signature card for Request for Payment;" for the State of Louisiana Community Development Block Grant Disaster Recovery Program administered by the Division of Administration.

Nathan Gorbaty
Councilmember
District B

The above and foregoing having been submitted to a vote, the vote there upon resulted as follows:

Howard Luna
Councilmember
District C

Wanda Alcon
Councilmember
District D

YEAS: McCloskey, Gorbaty, Luna, Alcon, Montelongo, Lewis

NAYS: None

Manuel "Monty" Montelongo III
Councilmember
District E

ABSENT: None

Roxanne Adams
Clerk of Council

The Council Chair, Ms. Callais, cast her vote as **YEA**.

And the motion was declared **adopted** on the 12th day of January, 2016.

CERTIFICATE

I HEREBY CERTIFY that the above and foregoing is a true and correct copy of a motion adopted at a Regular Meeting of the Council of the Parish of St. Bernard, held at St. Bernard, Louisiana, on Tuesday, January 12, 2016.

Witness my hand and the seal of the Parish of St. Bernard on this 12th day of January, 2016.

ROXANNE ADAMS
CLERK OF COUNCIL