

**State of Louisiana
And
Jefferson Parish
Cooperative Endeavor Agreement
For
Parc des Familles**

THIS COOPERATIVE ENDEAVOR AGREEMENT (“Agreement”) is entered into by and between the Louisiana Department of Culture, Recreation and Tourism, Office of Tourism, hereinafter referred to as “State,” and Jefferson Parish officially domiciled at 200 Derbigny Street (P.O. Box 9), Gretna, LA 70053; hereinafter referred to as “Contractor.”

WITNESSETH:

WHEREAS, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that “for a public purpose, the state and its political subdivisions...may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;” and

WHEREAS, in accordance with La R.S. 51:1254, the Louisiana Office of Tourism was established to be responsible for the design, plan, development, and implementation of the effective and accurate promotion of Louisiana’s history, culture, art, folklife, recreational and leisure opportunities, natural and scenic resources, transportation, cuisine, sites, attractions, accommodations and events, and the office is mandated to encourage and assist local governmental and private sector development for the promotion of tourism; and

WHEREAS, in accordance with La R. S. 51:1255 (8), the Office of Tourism is also mandated to cooperate with all governmental agencies, tourists, promotion agencies, private industry, and private nonprofit associations and organizations in the promotion, advertising, and publicity of the state, including cooperative advertising, formation of local promotion groups, and other activities necessary and proper to promote and assist in the expansion of tourism and the tourism industry in Louisiana; and

WHEREAS, Jefferson Parish is a political subdivision of the state of Louisiana, and within the parish is a 610 acre tract of land that is currently in the early development and construction stages of implementation of the Parc des Familles Master Plan (Project), an economic development project designed to create a prominent public park; when complete the park will consist of recreational facilities, an environmental study area, a commercial reception hall that will consist of a 17,000 sq. ft. banquet facility overlooking a lake, botanical garden, maintenance facility, equestrian center, baseball complex, stadium, science and art museum, and other public facilities; and

WHEREAS, consistent with the Office of Tourism’s Master Plan to expand and increase the economic impact of tourism in Louisiana through strong and effective public initiatives and in accordance with the appropriation contained in Act 14 of 2013, the State wishes to cooperate with the Contractor in continuing to add amenities at the recently constructed gymnasium and baseball complex at Parc des Familles (“Park”); and

WHEREAS, the public purpose of this endeavor is to stimulate economic development through the support of a public recreation project that will attract visitors and improve public perceptions of Louisiana as a destination for leisure and recreation. This public purpose comports with the State’s legal purposes cited above. The State will also receive publicity and promotional consideration for its support. The State has a

demonstrable, objective, and reasonable expectation of receiving at least equivalent value in exchange for the expenditure or transfer of public funds.

SCOPE OF SERVICES

As provided herein and in greater detail in Exhibit A, Contractor shall:

- Use appropriate procurement procedures to add bleacher awnings (covers), a batting cage (80ft. x 16ft.) area at the baseball complex, and a playground with safely installed equipment for children ages 2-12. The playground will be separated into two play areas by age groups 2-5 (a tot lot) and 5-12. Playground equipment and all other construction supplies must be of high quality and installed in compliance with the Jefferson Parish Engineering Standards.
- **Progress Reports** - Contractor shall provide at least quarterly detailed **Progress Reports using the format attached hereto (Exhibit D)** to keep the State informed regarding Project activities. The reports shall be accompanied by supporting documentation for activities, which may include construction timelines, copies of construction plans with specifications, inspection records, photos of progress, and copies of publicity pieces including press releases, newspaper articles, and other media activities that reference the Project. It is the responsibility of the Contractor to provide updates regarding current developments and notify the State immediately in writing regarding any substantial delays or challenges in achieving the goals and objectives for completing the Project on schedule and in accordance with the Budget.
- **Financial Accountability for Expenses** – With any request for payment, Contractor shall provide an invoice with an **Itemized Cost Report** and supporting documentation listing all expenses to be reimbursed by the State. All payment requests must be in compliance with the projected **Budget (Exhibit B)**. Contractor shall continuously maintain financial accountability for all funds, records and accounts associated with this Project. A **Progress Report (Exhibit D)** must be submitted with any request for reimbursement.
- **Final Report** - Upon conclusion of services provided within the terms of this Agreement, Contractor shall submit to the State a **Final Report (Exhibit D)**. The Final Report shall summarize all activities and expenditures associated with the Project and shall provide detailed information to show completion of the project, and the achievement of the specific goals and objectives that are outlined in **Exhibit A**. Contractor shall also submit documentation to verify acknowledgement of the State's financial support of the Project, such as copies of press releases, newspaper articles and other publicity pieces, and photos of on-site signage that recognize the State's financial support. Contractor must also submit a final photo showing the current state of the construction site. The **Final Report** must be submitted with the request for the final payment.

State Tourism Recognition as a Supporter of the Project

Contractor shall use every available opportunity to ensure that the State is prominently recognized as a financial supporter of the Parc des Familles construction project in the following manner:

Contractor shall:

- Prominently insert Louisiana's official tourism logo "**Louisiana Pick Your Passion**" on websites and in all available publicity pieces that are developed to promote the Project including, providing a link to the State's official tourism website www.louisianatravel.com, when link option is possible. Questions regarding the use of the State's official logo shall be directed to the Louisiana Office of

Tourism's Programs and Services department. Information about the State's tourism logo is also available at the State's website link <http://www.crt.state.la.us/DOCUMENTARCHIVE/>.

- Provide speaking opportunities for representatives from the Office of the Lieutenant Governor or the Department of Culture, Recreation and Tourism, Office of Tourism to participate in major activities/events that promote the Park such as press conferences, tournaments, meetings or other prominent activities, to promote Louisiana tourism and to acknowledge the State's support of the Project.
- Maintain on site, a first-quality permanent and prominently visible sign not smaller than 4' x 6' that acknowledges the State's financial contributions to the construction of the Park.
- Verbally recognize the Office of the Lieutenant Governor and Department of Culture, Recreation and Tourism, Office of Tourism as a financial supporter in publicity efforts, including advertisements, speaking engagements, and media sets that promote the Project.

PAYMENT TERMS

In consideration of the services described above, the State hereby agrees to reimburse the Contractor in an amount not to exceed the total sum of **FOUR HUNDRED EIGHTEEN THOUSAND FIVE HUNDRED AND NO/100 (\$418,500.00) DOLLARS**, which sum is inclusive of all costs and expenses to be paid by State in connection with the Project. No state funds shall be remitted for any items that are not listed in the **Budget (Exhibit B)**, without prior written approval of State. Travel expenses, if any, shall be allocated in the attached Budget (Exhibit B), and are reimbursable only in accordance with Division of Administration Policy and Procedure Memorandum No. 49. Payment will be made only upon approval of the State's assigned Contract Monitor, Jack Warner, or his supervisor, designee or successor.

Contractor shall submit at least **quarterly Progress Reports and Itemized Cost Reports** listing all costs to be reimbursed, accompanied by an original invoice on the Contractor's official letterhead, with supporting documentation for all expenses for which reimbursements are being requested. Supporting documentation shall include copies of dated contractual agreements, signed work orders, financial statements of payment transfers, copies of paid vendor invoices, billing statements, requisitions, receipts, processed checks, and other appropriate records that accurately reflect incurred expenses for the Project as described herein. Other items of proof of services may include copies of construction and installation documents, photos of the construction site, and proof of acknowledgement of the State's financial support of the Project as specified herein. All original documentation to support the reimbursement request must be maintained by the Contractor and is subject to audit, as hereinafter stated.

A **Final Report** must be submitted upon the completion of services, and with the final request for payment as specified above in the Scope of Services. The **Final Report** must be received by the State not later than **June 15, 2014**.

Payment is contingent upon the continued availability of funds and upon the approval of this Agreement by the director to the Louisiana Division of Administration, Office of Contractual Review.

If it is determined by the State's Contract Monitor, or by an audit that state funds were expended on non-reimbursable expenses, the Contractor will be required to repay the State in accordance with the State's terms.

The Contractor is notified that no funds appropriated under Act 14 of the 2013 Regular Legislative Session shall be transferred to a public or quasi-public agency or entity which is not a budget unit of the state unless

the Contractor executes a copy of this Agreement and submits to State for approval, a Comprehensive Budget showing all anticipated uses of the appropriation, an estimate of the duration of the project, and a plan showing specific goals and objectives for the use of such funds, including measures of performance. The State shall submit the Agreement, the Budget, and any other required information to the Legislative Auditor for approval at ebudgets@lla.la.gov.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this Agreement and/or legislative appropriation shall be Contractor's obligation and identified under Federal tax identification number 72-6013920-26.

TERMINATION FOR CAUSE

The State may terminate this Agreement for cause based upon the failure of Contractor to comply with the terms and/or conditions of the Agreement; provided that the State shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have either corrected such failure, or in the case which cannot be corrected in thirty (30) days, begun in good faith to correct the said failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place Contractor in default and the Agreement shall terminate on the date specified in such notice. Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of this Agreement; provided that the Contractor shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

TERMINATION FOR CONVENIENCE

The State may terminate this Agreement at any time by giving thirty (30) days written notice to Contractor. Upon receipt of notice, Contractor shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders, for materials, facilities, services and supplies in connection with the performance of this Agreement. Contractor shall be entitled to payment for deliverables in progress; to the extent work has been performed satisfactorily.

OWNERSHIP

All records, reports, documents and other material delivered or transmitted to Contractor by the State shall remain the property of the State, and shall be returned by Contractor to the State, at Contractor's expense, at termination or expiration of this Agreement. All records, reports, documents, or other material related to this Agreement and/or obtained or prepared by Contractor in connection with performance of the services contracted for herein shall become the property of the State, and shall upon request be returned by Contractor to the State at Contractor's expense at termination or expiration of this Agreement.

ASSIGNMENT

Contractor shall not assign any interest in this Agreement and shall not transfer any interest in same (whether by assignment or notation), without prior written consent of the State, provided however, that claims for money due or to become due to Contractor from the State may be assigned to a bank, trust company, or other financial institution without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

FINANCIAL DISCLOSURE

The Contractor shall be audited in accordance with R.S. 24:513. If the amount of public funds received by the Contractor is below the amount for which an audit is required under R.S. 24:513, the Agency shall monitor and evaluate the use of the funds to ensure effective achievement of the goals and objectives.

AUDITOR'S CLAUSE

It is hereby agreed that in accordance with La R. S. 24:513, the Legislative Auditor of the State of Louisiana, and/or the Office of the Governor, Division of Administration and/or the Department of Culture Recreation and Tourism auditors shall have the option of auditing all records and accounts of Contractor's that relate to this Agreement.

Contractor and any subcontractors paid under this Agreement shall maintain all books and records pertaining to this Agreement for a period of three years after the date of final payment under the prime contract and any subcontract entered into under this Agreement.

AMENDMENTS IN WRITING

Any alteration, variation, modification, or waiver of provisions of this Agreement shall be valid only when it has been reduced to writing, executed by all parties, and approved by the director of the Louisiana Division of Administration, Office of Contractual Review.

FISCAL FUNDING CLAUSE

The continuation of this Agreement is contingent upon the legislative appropriation of funds to fulfill the requirements of the Agreement. If the legislature fails to appropriate sufficient monies to provide for the continuation of the Agreement, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the Agreement, the Agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

TERM OF CONTRACT

This Agreement shall begin on **July 1, 2013** and shall terminate on **June 30, 2014**.

DISCRIMINATION CLAUSE

The Contractor agrees to abide by the requirements of the following as applicable: Title VI and 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 Federal 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 Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Contractor agrees not to discriminate in its employment practices, and will render services under this Agreement without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this Agreement.

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the 6 day of November, 2013.

WITNESSES:

Department of Culture, Recreation and
Tourism, Office of Tourism

[Handwritten Signature]
[Handwritten Signature]

Kyle Edmiston 11/6/13
Kyle Edmiston, Assistant Secretary
Office of Tourism

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the 13 day of November, 2013.

WITNESSES:

Ami B. B.
[Handwritten Signature]

Charles R. Davis
Charles R. Davis, Deputy Secretary
Office of the Lieutenant Governor
Department of Culture, Recreation and Tourism

THUS DONE AND SIGNED AT Gretna, Louisiana on the 7th day of January, 201~~3~~⁴.

WITNESSES:

Jefferson Parish

[Handwritten Signature]
[Handwritten Signature]

[Handwritten Signature]
~~Chris L. Roberts~~
~~Jefferson Parish Council Chairman~~
ELTON M. LAGASSE
CHAIRMAN, JEFFERSON PARISH COUNCIL

EXHIBIT A

Agency Name: Department of Culture, Recreation and Tourism, Office of Tourism
Contractor's Name: Jefferson Parish (Parc des Familles)
Contract Monitor: Jack Warner

Detailed Goal: The goal of this endeavor is to continue construction activities in accordance with the Parc des Familles Master Plan, to build a prominent public park that will assist in tourism and economic development in Jefferson Parish.

Objectives: The objective is to use appropriate procurement rules to 1) install bleacher awnings (covers), 2) a batting cage (80ft. x 16ft) area, and 3) a playground for children ages 2-12 (play area to be separated into age groups 2-5 and 5-12. All construction equipment and supplies must be of high quality and installed in compliance with the Jefferson Parish Engineering Standards.

Contractor shall also ensure that the State is acknowledged for financial support to the Project as specified in the Scope of Services. Contractor shall also provide opportunities for State tourism representatives to acknowledge the State's support for the Project, and promote Louisiana tourism at major events that promote the Park, including public meeting and media events.

Deliverables: Deliverables shall include the following: 1) Progress Reports as specified in the Scope of Services, 2) invoices and Itemized Cost Reports with supporting documentation for expenses, 3) documented proof that the State is being acknowledged as a financial supporter of the Project, and 4) the Final Report as specified in the Scope of Services.

Performance Measures: The Contractor's performance will be measured by 1) progress of construction activities, 2) the level of recognition that the State receives as a supporter of the Project, 3) the Contractor's willingness to cooperate with the State when requesting updates and information to ensure adherence to timelines, 4) adherence to all reporting requirements, to include complete Progress Reports, invoices and Itemized Cost Reports with adequate documentation for incurred expenses, and a complete Final Report, and 5) by completion of all construction activities in compliance with the Scope of Services, with documented proof of the achievement of the goals and objectives.

Monitoring Plan: The State's Contract Monitor for this Agreement is Jack Warner, Deputy Assistant Secretary of the Office of Tourism, his designee, supervisor, or successor.

The Contract Monitor will ensure compliance with all requirements of this Agreement in the following manner:

- Review services, follow progress as needed, and analyze the Contractor's written **Progress Reports (Exhibit D)**, **invoices** and **Itemized Cost Reports** with supporting documentation to ensure compliance with goals and objectives.
- Secure any missing deliverables or documents that are needed to verify services and expenses.
- Ensure that requests for reimbursements are in compliance with the approved **Budget (Exhibit B)**, prior to authorizing and releasing of payment.
- Ensure that the State is receiving adequate recognition for its financial support.
- Complete and submit a Performance Evaluation to the Office of Management and Finance within 45 days of the completion of all services or the termination or expiration of the Agreement.

Utility of Final Product: Parc des Familles is an economic and tourism development project to create a prominent public park in Jefferson Parish. The Park is being constructed in stages; when complete, the Park

will consist of recreational facilities, an environmental study area, a commercial reception hall that will consist of a 17,000 sq. ft. banquet facility overlooking a lake, botanical garden, maintenance facility, equestrian center, baseball complex, stadium, science and art museum, and other public facilities that will also support the State's goal of attracting more visitors to Louisiana. Louisiana's tourism industry will receive economic benefits, and the State will be recognized as a supporter of the Project through on-site signage, internet media, verbal acknowledgement, printed promotional materials and through other publicity opportunities.

EXHIBIT B

Parc des Familles Projected Budget 2013 - 2014		
Anticipated Income or Revenue		
Sources: (Budgeted on State's Fiscal Year)	Amounts	
Jefferson Parish local Funds FY 2014:	\$447,500.00	
Louisiana Office of Tourism Funds FY 2014	\$418,500.00	
Total Revenue	\$ 866,000.00	
Expense Categories	Budget FY-14	Allocated to LOT
Projected Cost of Contract Services	447,500.00	418,500.00
Batting Cage	20,000.00	
Tot Lot	140,000.00	
Bleacher Awnings (covers)	460,000.00	
Core Project Construction Costs:	620,000.00	418,500.00
Miscellaneous Construction Costs	35,000.00	LOT Funds cannot be applied to this expense
Total Projected Construction Costs:	655,000.00	418,500.00
Engineering Services	113,000.00	
Contingency Funds	98,000.00	LOT Funds cannot be applied to this expense
Projected Cost for Other Expenses:	\$211,000	
OVERALL PROJECT TOTALS:	\$866,000.00	\$418,500.00

EXHIBIT C

SCHEDULE OF PROFESSIONAL AND OTHER CONTRACT SERVICES

Name of Organization: JEFFERSON PARISH

Name of Program: Construction at Parc des Familles

Name and Address of Individual and/or Firm	Work to be Performed	Total Contract Amount	Total LOT
Contractor – To Be Determined. Contractor agrees to fully disclosure all information regarding construction contractors prior to payment.	Installation of an 80ft X 16ft batting cage, playground equipment appropriate for two age groups 2-5 and 5-12 and awnings (covers) for the bleacher areas of the baseball complex.	\$866,000.00	\$418,500
Totals		\$866,000.00	\$418,500

EXHIBIT D

Progress and Final Report Format

At least quarterly, Contractor shall submit Progress Reports and upon conclusion of all services a Final Report in compliance with the Scope of Services as follows:

Provide a 1 to 2 page typed report to inform the State regarding progress toward the achievement of the goal, objectives, and list measures for performance. Full details are provided below. Please address and/or submit the following:

- 1) **Goal** – Provide a summarized statement regarding the achievement of the goal (see Exhibit A).
- 2) **Objectives Accomplished** - List accomplishments made in compliance with the stated objectives (see Exhibit A).
- 3) **Measure of Performance Outcome** – Address Performance Outcome based on the Measures listed on Exhibit A.
- 4) **Tourism Publicity** - Provide information regarding all publicity benefits that the State received, including public recognition and acknowledgements of the Louisiana Office of Tourism’s financial support for this Project. Include documented proof.
- 5) **Documentation of Construction Progress** – Provide documentation for construction progress, which may include construction plans, inspection records, contractual agreements, construction timelines, photographs of progress, updates, and other items that verify services.
- 6) **Public/Media Relations** - Provide supporting documentation for media relations and publicity efforts to include copies of publicity materials, press releases, articles, advertisements, public announcements, website acknowledgements, and other documents that address the Project and/or recognize State’s support.
- 7) **Accountability for Expenditures** – Provide the invoice with **Itemized Cost Reports**, accompanied by documentation for expenses, such as copies of contractual agreements, signed work orders, financial statements of payment transfers, copies of paid vendor invoices, billing statements, requisitions, receipts; processed checks, and other appropriate records or documents to support incurred cost/expenses.

Itemized Cost Reports and documentation for expenses must reflect the requirements of the contract Payment Terms and must be in compliance with the Budget, Exhibit B.

- 8) **Final Report**- Please see additional requirements for the Final Report in the Scope of Services.

EXHIBIT E

Disclosure and Certification Statement

Contractor's Name:	JEFFERSON PARISH
Contractor's Mailing Address:	P.O. Box 9, Gretna, Louisiana 70053
Parc des Familles mailing address:	7437 Lapalco Blvd., Marrero, LA 70072
Organization Type:	Local government

**Private entities required to register with the Secretary of State's office and must be in good standing with that office.*

Names and Addresses of all officers and directors, including Executive Director, Chief Executive Officer or any person responsible for the daily operations of the entity:

Name	Title	Mailing Address
Elton M. Lagasse	Councilman-At-Large	P.O. Box 9 Gretna, Louisiana 70053
Chris L. Roberts	Council Chairman & Councilman-At-Large	Same as above
Ricky Templet	Council District 1	Same as above
Paul Johnson	Council District 2	Same as above
Mark Spears	Council District 3	Same as above
Ben Zahn	Council District 4	Same as above
Cynthia Lee-Sheng	Council District 5	Same as above
C. J. Gibson	Director of Parks & Recreation	Same as above

Names and Addresses of all key personnel responsible for the program or functions funded through this Agreement:

Name	Title	Mailing Address
C. J. Gibson	Director	J.P. Dept. of Parks and Recreation 6921 Saints Drive, Metairie, LA 70003
Leo Webb	Assistant Director	Same as Above

List any person receiving anything of economic value from this Agreement if that person is a state elected or appointed official or member of the immediate family of a person who is a state elected or appointed official. Include the amount of anything of economic value received, the position held within the organization. Identify the official and the public position held.

Name	Position	Amount Received
N/A	N/A	N/A

- X I hereby certify that this organization has no outstanding audit issues or findings.
- I hereby certify that this organization has outstanding audit issues or findings and is currently working with the state to resolve such issues or findings.
- X I hereby certify that the above information is true and correct, to the best of my knowledge, and I am the duly authorized representative of the organization.

Chris L. Roberts, Jefferson Parish Council Chairman

Name and Title of individual authorized to sign on behalf of the Contractor

EXHIBIT E-1

Sub-Contractor's Disclosure and Certification Statement

Contractor's Name: JEFFERSON PARISH

List service to be provided:

Sub-Contractor's Name:

Sub-Contractor's Mailing Address:

Organization Type:

(Corporate/Private entities required to register with the Secretary of State's office and must be in good standing with that office.)

Names and Addresses of all officers and directors: *including Executive Director, Chief Executive Officer or any person responsible for the daily operations of the entity:*

Name	Address

Names and Addresses of key personnel responsible for the program or functions funded through this Agreement:

Name	Address

List any person receiving anything of economic value from this Agreement if that person is a state elected or appointed official or member of the immediate family of a person who is a state elected or appointed official. Include the amount of anything of economic value received, the position held within the organization. Identify the official and the public position held.

Name	Position	Amount Received

_____ I hereby certify that this organization has not outstanding audit issues or findings.

_____ I hereby certify that this organization has outstanding audit issues or findings and is currently working with the state to resolve such issues or findings.

_____ I hereby certify that I have reviewed the above information, it is true and correct to the best of my knowledge, and I am the duly authorized representative of the organization.

Signature of Subcontractor (authorized person)

(Date)

Print Name and Title and Sign above

EXHIBIT F

**Contractor's Contact Sheet
FY 2013-14**

Schedule 20-945

Please complete all sections:

Legal Name of Entity: Jefferson Parish

ELTON M. LAGASSE
CHAIRMAN, JEFFERSON PARISH COUNCIL

Authorized Person(s) to sign documents	CEA	Chris L. Roberts - Council Chairman
	Attachments	C.J. Gibson – Director Leo Webb – Asst. Director

Contact Person, if different: Chris Villarrubia

Telephone Number: 504-736-6980

Fax Number: 504-736-9524

Email Address: CVillarrubia@jeffparish.net

Fed Tax ID#: 72-6013920

Physical Address: 6921 Saints Drive, Metairie, LA 70003

Mailing Address: 701236921 Saints Drive, Metairie, LA 70003
Villarrubia, Dept. of Parks and Recreation
Parish: Jefferson

Attn.: Chris

Legal Status of Entity *: Local Government Authority

* The legal status of the entity may be any of the following:

- Sole Proprietorship
- Partnership
- Limited Liability Company
- Municipality
- Local Governmental Authority
- Corporation
- Non-profit Corporation
- Non-Profit Religious Corporation

EXHIBIT F-1

Jefferson Parish Council

Elton Lagasse, Council Chairman, ELagasse@jeffparish.net
East Bank Office: 504-736-6607 West Bank Office: 504-364-3446

Chris Roberts, Councilman-at-Large/Councilman-at-Large, CRoberts@jeffparish.net
East Bank Office: 504-736-6615 West Bank Office: 504-364-2616

Ricky Templet, Councilman, District 1, RTemplet@jeffparish.net
Office: 504-364-2607

Paul Johnston, Councilman, District 2, PJohnston@jeffparish.net
Office: 504-736-6607

Mark Spears, Councilman, District 3, MSpears@jeffparish.net
Office: 504-364-2603

Ben Zahn, Councilman, District 4, BenZahn@jeffparish.net
Office: 504-736-6607

Cynthia Lee-Sheng, Councilwoman, District 5, CLeeSheng@jeffparish.net
Office: 504-736-6634

EAST BANK COUNCIL ADDRESS:

East Bank Council Receptionist 736-6600
Joseph S. Yenni Building
1221 Elmwood Park Blvd.
10th Floor
Jefferson, LA 70123-2337

WEST BANK COUNCIL ADDRESS:

West Bank Council Receptionist 364-2600
General Government Building
200 Derbigny Street
6th Floor
Gretna, LA 70053-5850