

**PARISH COUNCIL**  
**PARISH OF TERREBONNE**



Robert J. Bergeron Gov't Tower Bldg.  
8026 Main St., 2nd Floor Council Meeting Room  
Houma, LA 70360

**AGENDA**

Wednesday, June 22, 2022  
6:00 PM

In accordance with the Americans with Disabilities Act, if you need special assistance,  
please contact Suzette Thomas, Council Clerk, at (985) 873-6519 describing the  
assistance that is necessary.

Darrin W. Guidry, Sr.  
CHAIRMAN

Daniel Babin  
VICE-CHAIRMAN

**DISTRICT 1**

John Navy

**DISTRICT 2**

Carl Harding

**DISTRICT 3**

Gerald Michel

**DISTRICT 4**

John Amedee

Suzette Thomas,  
COUNCIL CLERK

**DISTRICT 5**

Jessica Domangue

**DISTRICT 6**

Darrin Guidry

**DISTRICT 7**

Daniel Babin

**DISTRICT 8**

Dirk Guidry

**DISTRICT 9**

Steve Trosclair

**NOTICE TO THE PUBLIC:** If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. All public comments must be addressed to the Council as a whole. *Addressing individuals Council members or Staff is not allowed.* Speakers should be courteous in their choice of words or actions and comments shall be limited to the issue and cannot involve individuals or staff related matters. Thank you.

**ALL CELL PHONES, PAGERS AND ELECTRONIC DEVICES USED FOR COMMUNICATION SHOULD BE SILENCED FOR THE DURATION OF THE MEETING**

**CALL MEETING TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVE THE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MAY 25, 2022.**

**APPROVE THE MINUTES OF THE SPECIAL SESSION HELD ON MAY 25, 2022.**

**DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON JUNE 8, 2022.**

**APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 6/13/2022 & 6/21/2022**

**1. GENERAL BUSINESS:**

- A.** Presentation by Parish Administration relative to capital projects, including: drainage, utility, road and quality of life projects; as well as other matters related to the operations and maintenance of Parish government; with legislative updates on Capital Outlay Projects from Honorable R. L. "Brett" Allain, Senator, District 21, Honorable Jerome "Zee" Zeringue, Representative, District 52 and Honorable Tanner Magee, Representative, District 53.
- B.** ~~COMMENDATION: Commending the Terrebonne Parish Library System for being named "Louisiana Public Library of the Year" by the Louisiana Library Association. (Item pulled prior to meeting)~~
- C.** A motion to discuss with possible action relative to remaining storm debris throughout Terrebonne Parish, including but not limited to telephone system cables and other utility system materials.

**2. PUBLIC WISHING TO ADDRESS THE COUNCIL:**

- A.** As per speaker cards.

**6:30 O'CLOCK P.M. - PUBLIC HEARINGS RELATIVE TO:**

- A.** An ordinance to appropriate funds relative to and for adoption of the operating and capital budgets for the Terrebonne Council on Aging, Inc.
  - 1. Consider the adoption of the ordinance.
- B.** An ordinance to amend the 2022 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters.
  - I. Bayou Country Sports Park, \$11,662
  - II. General Fund-Rotary Centennial Plaza, \$18,000
  - III. Houma Downtown Development, \$286,723
  - IV. Houma Police Department-LCLE, -0-
  - V. Houma Police Department-LCLE, -0-
  - 1. Consider the adoption of the ordinance.
- C.** An ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for "Summerfield Place Subdivision, Addendum No. 18, Phase A;" energize and accept the streetlights and to incorporate the extension of "Lancaster Drive" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.
  - 1. Consider the adoption of the ordinance.
- D.** An ordinance to amend certain portions of Section 18-289 of the Terrebonne Parish Code of Ordinances to remove nine (9) parking meters along Belanger Street from Grinage to Church Street, three (3) meters on the west side of Grinage Street (No. 16, 116, and 117), and two (2) meters on the west side of Church Street between Main and Belanger Streets and amend Section 18-243(a) to include a Freight: Loading/Unloading Zone in place of the three (3) meters along the west side of Grinage Street (No. 16, 116, and 117).
  - 1. Consider the adoption of the ordinance.
- E.** An ordinance to amend Ordinance No. 9369 to correct clerical errors as presented by South Central Planning and Development Commission.
  - 1. Consider the adoption of the ordinance.

**3. COMMITTEE REPORTS:**

- A.** Accept the minutes of the Terrebonne Parish Sales and Use Tax Advisory Board meeting dated June 14, 2022 and consider ratification of actions relative to the:

1) Recommendation to accept the 2021 Financial Audit Report as prepared by Bourgeois Bennett, LLC.

**B.** Public Services Committee, 06/21/22 \*\*

**C.** Community Development and Planning Committee, 06/21/22, \* \*\*\*

**D.** Budget and Finance Committee, 06/21/22\*\* (\***Ratification of minutes calls Condemnation Hearings on \*July 11, 2022 at 5:30 p.m. and Public Hearings on \*\*July 13, 2022, and \*\*\*July 27, 2022 at 6:30 p.m.)**)

**4. STREET LIGHTS:**

**A.** Light installations, removals, and/or activations.

**5. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:**

**A. Recreation District No. 6:** One (1) expiring term on 07/31/22 and one (1) expired term. Mr. Ray Deroche expresses his interest in being reappointed.

**B. Recreation District No. 11 Board:** Two (2) expiring terms on 07/01/22. Ms. Charleta Lyons submits application and resume for consideration. Mr. Ronald R. Rainey, Sr. expresses his interest in being reappointed.

**C. Children and Youth Services Board:** Two (2) vacancies due to resignations and seven (7) expired terms. Rev. Corion D. Gray submits application and resume for consideration. (Representing a Faith Base Organization)

**6. VACANCIES TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS:**

**A. Bayou Blue Fire Protection District Board:** One (1) expired term.

**Coteau Fire Protection District Board:** One (1) expired term.

**Fire Protection District No. 8 Board:** One (1) expired term.

**T.G.M.C./Hospital Service District:** Two (2) expiring terms on 07/31/22.

**7. MONTHLY ENGINEERING REPORTS:**

**A.** GIS Engineering, LLC

**8. STAFF REPORTS:**

**A. RESOLUTION:** Authorizing the Parish President to enter into an Ambulance and Transportation Service Agreement with Acadian Ambulance Service, Inc. for Services in Terrebonne Parish.

**9. ANNOUNCEMENTS:**

**A.** Parish President

**B.** Council Members

**10. ADJOURN**

Category Number:  
Item Number:



Wednesday, June 22, 2022

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**Item Title:**

INVOCATION

**Item Summary:**

INVOCATION

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Category Number:  
Item Number:



Wednesday, June 22, 2022

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**Item Title:**

PLEDGE OF ALLEGIANCE

**Item Summary:**

PLEDGE OF ALLEGIANCE

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Category Number:  
Item Number:



Wednesday, June 22, 2022

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**Item Title:**

APPROVE MINUTES OF THE REGULAR COUNCIL SESSION

**Item Summary:**

**APPROVE THE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON MAY 25, 2022.**

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Category Number:  
Item Number:



Wednesday, June 22, 2022

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**Item Title:**

APPROVE MINUTES OF THE SPECIAL SESSION

**Item Summary:**

**APPROVE THE MINUTES OF THE SPECIAL SESSION HELD ON MAY 25, 2022.**

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Category Number:  
Item Number:



Wednesday, June 22, 2022

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**Item Title:**

DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION

**Item Summary:**

**DISTRIBUTE MINUTES OF THE REGULAR COUNCIL SESSION HELD ON JUNE 8, 2022.**

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Category Number:  
Item Number:



Wednesday, June 22, 2022

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**Item Title:**

Accounts Payable Bill Lists for 6/13/2022 & 6/21/2022

**Item Summary:**

**APPROVE ACCOUNTS PAYABLE BILL LISTS FOR 6/13/2022 & 6/21/2022**

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**ATTACHMENTS:**

**Description**

Accounts Payable Bill Lists for 6/13/2022  
& 6/21/2022

**Upload Date**

6/17/2022

**Type**

Executive Summary



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
ACCOUNTS PAYABLE BILL LISTS FOR 6/13/2022 & 6/21/2022

PROJECT SUMMARY (200 WORDS OR LESS)
TO PROVIDE THE COUNCIL A LIST OF PAYMENTS MADE TO VENDORS FOR GOODS AND SERVICES - BILL LIST ON FILE WITH THE FINANCE AND COUNCIL CLERK DEPARTMENTS.

PROJECT PURPOSE & BENEFITS(150 WORDS OR LESS)
OPERATION OF GOVERNMENT

TOTAL EXPENDITURE	
N/A	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
ACTUAL	ESTIMATED
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)	
N/A	NO
YES	IF YES AMOUNT BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

s/Kandace M. Mauldin, CFO  
Signature

June 17, 2022  
Date

Category Number: 1.  
Item Number: A.



Wednesday, June 22, 2022

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**Item Title:**

Presentation by Parish Administration

**Item Summary:**

Presentation by Parish Administration relative to capital projects, including: drainage, utility, road and quality of life projects; as well as other matters related to the operations and maintenance of Parish government; with legislative updates on Capital Outlay Projects from Honorable R. L. "Brett" Allain, Senator, District 21, Honorable Jerome "Zee" Zeringue, Representative, District 52 and Honorable Tanner Magee, Representative, District 53.

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**ATTACHMENTS:**

**Description**

Executive Summary

**Upload Date**

6/21/2022

**Type**

Cover Memo



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Parish Administration Presentation

PROJECT SUMMARY (200 WORDS OR LESS)
Presentation by Parish Administration relative to capital projects, including: drainage, utility, road and quality of life projects; as well as other matters related to the operations and maintenance of Parish government; with legislative updates on Capital Outlay Projects from Honorable R. L. “Brett” Allain, Senator, District 21, Honorable Jerome “Zee” Zeringue, Representative, District 52 and Honorable Tanner Magee, Representative, District 53.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
N/A

TOTAL EXPENDITURE				
N/A				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
<u>ACTUAL</u>			ESTIMATED	
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)				
<u>N/A</u>	NO	YES	IF YES AMOUNT BUDGETED:	

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)										
PARISHWIDE	1	2	3	4	5	6	7	8	9	

<i>Darrin W. Guidry, Sr.</i>	<i>06/17/2022</i>
_____	_____
Signature	Date



Category Number: 1.  
Item Number: B.



Wednesday, June 22, 2022

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**Item Title:**

LA Public Library of the Year 2022

**Item Summary:**

~~**COMMENDATION:** Commending the Terrebonne Parish Library System for being named "Louisiana Public Library of the Year" by the Louisiana Library Association. (Item pulled prior to meeting)~~

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**ATTACHMENTS:**

**Description**

Commendation

**Upload Date**

6/16/2022

**Type**

Backup Material



# CITY OF HOUMA, LOUISIANA



## PARISH OF TERREBONNE

### COMMENDATION

*WHEREAS, the Terrebonne Parish Library System has worked continually to provide library and other public services during times of great need; and*

*WHEREAS, the Terrebonne Parish Library System has provided to the public many innovative and engaging programs designed to accommodate health guidelines in light of the COVID-19 pandemic; and*

*WHEREAS, Mrs. Mary Cosper-Leboeuf, TPLS Director, Mrs. Gwen Talbot, Library Board of Control President, and the members of the Library Board of Control were integral in the continuation of library services during the COVID-19 pandemic; and*

*WHEREAS, the Terrebonne Parish Library System continues to provide excellent library services and other resources to the public as well as many recreational programs for all ages.*

*NOW THEREFORE BE IT RESOLVED by the Terrebonne Parish Council, on behalf of the Parish President and the entire Terrebonne Parish Consolidated Government, that the*

## TERREBONNE PARISH LIBRARY SYSTEM

*be commended for receiving the Louisiana Library Association's James O. Modisette Award as the Louisiana Public Library of the Year in recognition of their efforts serving the public during the COVID-19 pandemic.*

*Presented this 22<sup>nd</sup> day of June, 2022.*

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**GORDON E. DOVE**  
PARISH PRESIDENT

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**DARRIN W. GUIDRY, SR.**  
COUNCIL CHAIRMAN

### TERREBONNE PARISH COUNCIL

JOHN NAVY  
DISTRICT 1

CARL HARDING  
DISTRICT 2

GERALD MICHEL  
DISTRICT 3

JOHN AMEDEE  
DISTRICT 4

JESSICA DOMANGUE  
DISTRICT 5

DARRIN W. GUIDRY, SR.  
DISTRICT 6

DANIEL BABIN  
DISTRICT 7

DIRK J. GUIDRY  
DISTRICT 8

STEVE TROSCLAIR  
DISTRICT 9

Category Number: 1.  
Item Number: C.



Wednesday, June 22, 2022

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**Item Title:**

Storm Debris / Telephone System Cables

**Item Summary:**

A motion to discuss with possible action relative to remaining storm debris throughout Terrebonne Parish, including but not limited to telephone system cables and other utility system materials.

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**ATTACHMENTS:**

**Description**

Executive Summary

**Upload Date**

6/16/2022

**Type**

Executive Summary



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Storm Debris / Telephone System Cables

PROJECT SUMMARY (200 WORDS OR LESS)
A motion to discuss with possible action relative to remaining storm debris throughout Terrebonne Parish, including but not limited to telephone system cables and other utility system materials.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
N/A

TOTAL EXPENDITURE	
N/A	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
ACTUAL	ESTIMATED
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)	
<u>N/A</u>	NO YES IF YES AMOUNT BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

Steve Trosclair

Signature

06/15/2022

Date

Category Number: 2.  
Item Number: A.



Wednesday, June 22, 2022

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**Item Title:**

Speaker Cards

**Item Summary:**

As per speaker cards.

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Category Number:  
Item Number: A.



Wednesday, June 22, 2022

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**Item Title:**

TCOA Budget

**Item Summary:**

An ordinance to appropriate funds relative to and for adoption of the operating and capital budgets for the Terrebonne Council on Aging, Inc.

1. Consider the adoption of the ordinance.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	6/1/2022	Executive Summary
Ordinance	6/1/2022	Ordinance
Backup	6/1/2022	Backup Material



**EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
An ordinance to appropriate funds relative to and for adoption of the operating and capital budgets for the Terrebonne Council on Aging, Inc.

PROJECT SUMMARY (200 WORDS OR LESS)
Section 2-11 of the Terrebonne Parish Home Rule Charter requires an ordinance to Appropriate funds and/or adopt the Operating and Capital Budgets for the parish government. Terrebonne Council on Aging, Inc. (TCOA) entered into a Cooperative Endeavor Agreement (CEA) with Terrebonne Parish Consolidated Government (TPCG)and in accordance with the CEA, TCOA must submit budgets subject to the Terrebonne Parish Council approval

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
See Above

TOTAL EXPENDITURE				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
ACTUAL		ESTIMATED		
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)				
N/A	NO	YES	IF YES AMOUNT BUDGETED:	

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

s/Kandace M. Mauldin, CFO

Signature

6/1/2022

Date

**OFFERED BY:**

**SECONDED BY:**

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE TO APPROPRIATE FUNDS RELATIVE TO AND FOR  
ADOPTION OF THE OPERATING AND CAPITAL BUDGETS FOR THE  
TERREBONNE COUNCIL ON AGING, INC.

**WHEREAS**, Section 2-11 of the Terrebonne Parish Home Rule Charter requires an ordinance to appropriate funds and/or adopt the Operating and Capital Budgets for the parish government; and

**WHEREAS**, the Terrebonne Council on Aging, Inc. (TCOA) entered into a Cooperative Endeavor Agreement (CEA) with Terrebonne Parish Consolidated Government (TPCG), recorded on June 14, 2021, file No. 1628800; and

**WHEREAS**, in accordance with the CEA, TCOA must submit budgets subject to the Terrebonne Parish Council approval as required by the CEA, State law and TPCG Charter- See La RS 33:1415; 39:1305 and TPCG Charter Article V- Financial Procedures; and

**WHEREAS**, TCOA has submitted its Operating and Capital budgets for the year of 2022 for review and approval to TPCG; and

**NOW THEREFORE, BE IT ORDAINED** by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that:

#### **SECTION I**

- A) TCOA's Operating and Capital Budgets for the year of 2023 have been presented to the Terrebonne Parish Council and is attached hereto and incorporated herein as Exhibit A.
- B) The Terrebonne Parish Council approves Terrebonne Council on Aging, Inc.'s Capital Budget for the year of 2023 in the amount of \$1,902,938.
- C) If capital projects are not put out for bid and accepted by TCOA in twelve (12) months after approval, the money shall be returned to TPCG or credited against future Terrebonne Council on Aging, Inc. budgets.
- D) The Terrebonne Parish Council approves Terrebonne Council on Aging, Inc.'s Operating Budget for the year of 2023 in the amount of \$6,643,683.
- E) TPCG will supplement TCOA's budget with \$3,800,000 from the elderly millage.
- F) TCOA and TPCG will keep a surplus in fund balance equal to the average of the last three years audited operating expenses in the amount of \$5,909,824.
- G) TCOA cannot make approved budget changes for the year 2023 without the written approval of TPCG's Chief Financial Officer.

#### **SECTION II**

Any section, clause, paragraph, provision, or portion of these regulations found to be invalid is severable and shall not affect the validity of the whole.

This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:



Terrebonne Council On Aging  
Summary Budget Comparison  
From 7/1/2020 Through 1/31/2021

Account Code	Account Title	TCOA FY 23 Submission	TPCG Proposed Budget
401	Ad Valorem Taxes	3,800,000.00	3,800,000.00
40103	TPCG Rural Transit Revenue	297,566.00	297,566.00
40105	TCOA Elderly Housing, Inc.	120,000.00	100,000.00
403/40305	Office of Elderly Affairs		
403/40305	3A - TITLE III A AGENCY ADMIN	6,000.00	6,000.00
403/40305	3B - TITLE III B SUPPORT SERV	224,053.00	224,053.00
403/40305	3C1 - TITLE III C-1 CONGR MEAL	151,156.50	151,156.50
403/40305	3C2 - TITLE III C-2 HOME MEALS	151,156.50	151,156.50
403/40305	3D - TITLE III D IN HOME SERV	6,746.00	6,746.00
403/40305	3E - Title III E Caregiver	56,168.00	56,168.00
403/40305	CIL - CASH-IN-LIEU	136,795.00	136,795.00
403/40305	LEG - LEGISLATIVE FUNDS	100,000.00	100,000.00
403/40305	Senior RX Program	75,627.00	75,627.00
403/40305	SC - SENIOR CENTER	103,731.00	103,731.00
403/40305	GOEA MIPPA - SHIP 0%	0.00	0.00
403/40305	GOEA MIPPA - AAA 100%	10,085.00	10,085.00
403/40305	GOEA MIPPA - ADRC 0%	0.00	0.00
403	OEA Vaccine	0.00	0.00
40301	GOEA Supplemental	10,912.50	10,912.50
40304	GOEA Cares ADRC per email GOEA dated	0.00	0.00
40304	GOEA Cares III C	0.00	0.00
40304	GOEA Cares III E	0.00	0.00
40304	OEA Cares HDC5 C2	0.00	0.00
40304	OEA ADRC CARES - Senior RX	0.00	0.00
40305	GOEA State Over Match - JE entry at year e	0.00	0.00
40306	OEA American Recovery 3A	17,577.00	17,577.00
40306	OEA American Recovery 3B	57,161.00	57,161.00
40306	OEA American Recovery 3C1	37,945.00	37,945.00
40306	OEA American Recovery 3C2	37,946.00	37,946.00
40306	OEA American Recovery 3D	3,626.00	3,626.00
40306	OEA American Recovery 3E	8,619.00	8,619.00
<b>408</b>	<b>United Way</b>	0.00	375.00
409	Contributions/Project Income	80,000.00	80,000.00
40902	Copies Project Income	200.00	200.00

Terrebonne Council On Aging  
Summary Budget Comparison  
From 7/1/2020 Through 1/31/2021

Account Code	Account Title	TCOA FY 23 Submission	TPCG Proposed Budget
40905	Contributions -Special Project	0.00	3,500.00
410	donations - equipment	121,173.12	121,173.12
411	Sale of meals - Guest	0.00	0.00
413	City of Houma	1,155.00	1,155.00
418	Program Service fee Income	850.00	850.00
421	Ticket Sales	0.00	0.00
425	Sales	100.00	100.00
42503	Craft Sales	0.00	0.00
43001	Vending machine income	250.00	250.00
43003	Miscellaneous	10,000.00	10,000.00
43004	Interest Income/Dividened	43,000.00	43,000.00
43005	Insurance Claims	0.00	0.00
440	Other grant awards	3,720.00	3,720.00
460	Raffle	0.00	0.00
480	Sale of Vans	0.00	0.00
	<b>TOTAL REVENUE</b>	5,673,318.62	5,657,193.62
501	Salaries & Wages	2,683,177.69	2,683,177.69
502	Salaries & Wages - Overtime	60,000.00	60,000.00
521	Empoyer FICA expense	183,991.99	183,991.99
540	Unemployment taxes	5,600.00	5,600.00
541	Workers' Compensation Insuranc	50,000.00	50,000.00
54101	W. C.- Illness/Injury COA Paid	5,000.00	5,000.00
542	Group Health Insurance	400,000.00	400,000.00
54201	Cobra Payments	0.00	
54202	Retirement Health Insurance Expense	30,000.00	30,000.00
54301	MOA/Mass Mutual	93,000.00	93,000.00
551	Travel - In State	13,500.00	13,500.00
553	Travel out of State	0.00	0.00
554	Hotel	0.00	0.00
556	Per Diem - Meals	105.00	105.00
557	Car Allowance	6,000.00	6,000.00
601	Duplicating & Printing	1,000.00	1,000.00
60201	Dues	2,322.00	2,322.00

Terrebonne Council On Aging  
Summary Budget Comparison  
From 7/1/2020 Through 1/31/2021

Account Code	Account Title	TCOA FY 23 Submission	TPCG Proposed Budget
60202	Subscriptions	1,100.00	1,100.00
60203	REFERENCE BOOKS/MATERIALS	25.00	25.00
603	Utilities	65,000.00	65,000.00
604	Telephone	75,000.00	75,000.00
605	Postage	4,800.00	4,800.00
60601	Building Maintenance - General	80,000.00	80,000.00
60603	Maintenance/Repairs - Equipmen	30,000.00	30,000.00
607	Advertising	2,500.00	2,500.00
608	Accounting Services	15,000.00	15,000.00
609	Legal Fees	21,000.00	21,000.00
60902	Settlement/Litigation	50,000.00	50,000.00
610	Insurance	200,000.00	200,000.00
611	Drug Testing	3,723.00	3,723.00
61101	Emp. Health - Vaccine	145.00	145.00
612	Service Agreements	68,243.00	68,243.00
614	Labor	75,000.00	75,000.00
61401	Contract Dietitian	1,725.00	1,725.00
61402	Training	4,884.00	4,884.00
615	Guest Speaker/Entertainment	2,230.00	2,230.00
616	Audit services	51,000.00	51,000.00
617	Computer consultant	24,000.00	24,000.00
61701	Bank/Credit Card/Machine Charges	0.00	0.00
618	Professional Fees	77,534.00	62,024.00
619	Building rental	11,000.00	11,000.00
620	Building Clean Up	0.00	0.00
64101	Employee	0.00	0.00
64102	Employee Flowers (ill/death)	150.00	150.00
65001	SHELTER - Assistance	0.00	0.00
651	Office supplies	32,000.00	32,000.00
65101	Drinking Water	4,600.00	4,600.00

Terrebonne Council On Aging  
Summary Budget Comparison  
From 7/1/2020 Through 1/31/2021

Account Code	Account Title	TCOA FY 23 Submission	TPCG Proposed Budget
652	Computer supplies	5,700.00	5,700.00
653	Janitorial supplies	5,000.00	5,000.00
654	Recreational supplies	4,000.00	4,000.00
65401	Ceramic Supplies	0.00	0.00
65402	Art Supplies	250.00	250.00
65403	CRAFT SUPPLIES	0.00	0.00
65502	Other supplies - Vending	1,000.00	1,000.00
65503	Other supplies - Project trips	0.00	0.00
65504	Other supplies - Food	14,436.00	14,436.00
65506	Other supplies - Sr. Olympics	0.00	0.00
65507	Other supplies - Commodities	0.00	0.00
65508	Other supplies - Other projects	11,000.00	11,000.00
65509	OTHER SUPPLIES-EDUCATIONAL	64.00	64.00
656	Nutrition Supplies	30,000.00	30,000.00
65601	Kitchen Supplies	0.00	
65702	Caterer - Labor 3C1	137,112.00	60,000.00
65703	Caterer - Labor 3C2	629,216.00	560,000.00
65711	Caterer - Raw Food C-1	11,997.30	5,250.00
65712	Caterer - Raw Food C-2	56,509.60	49,000.00
660	Containers-Meals	0.00	0.00
668	T-Shirts - Hats - Uniforms Supplies	10,000.00	10,000.00
67002	Charitable - Assistance	1,200.00	1,200.00
67004	Patriotic - Assistance	0.00	0.00
67005	Other Public Spirit - Assistan	372.00	372.00
67006	Raffle Prize/Bingo	0.00	0.00
69001	Ad Valorem Deductions	0.00	0.00
69002	Ad Valorem Adjustments	0.00	0.00
701	Van insurance	228,862.00	228,862.00
702	Gas & oil	250,000.00	250,000.00
703	Vehicle Maintenance	172,196.00	172,196.00
704	van license	700.00	700.00
705	Van Rental	0.00	0.00
70502	Equipment Rental/Supply Rental	21,200.00	21,200.00
757	Miscellaneous	1,000.00	1,000.00
75702	Emergerncy Expenses	0.00	0.00

Terrebonne Council On Aging  
Summary Budget Comparison  
From 7/1/2020 Through 1/31/2021

Account Code	Account Title	TCOA FY 23 Submission	TPCG Proposed Budget
760	Medical expense	68,978.00	68,978.00
76001	PRESCRIPTION/MEDICATION	0.00	
775	Electric - H.H.	58,316.00	58,316.00
77501	Electric - H.H. Under 60 after budget & fin	0.00	0.00
776	Gas - H.H. After budget & finance meeting	0.00	0.00
80001	Sub-contract - Legal	5,514.00	5,514.00
80002	Sub-contract - Homemaker	179,684.00	179,684.00
80003	Sub-contract - Personnal Care/Repsite/Car	481,115.00	481,115.00
852	Capital outlay - Equipment	267,689.00	247,689.00
854	Capital Projects	1,655,249.00	1,655,249.00
	<b>TOTAL EXPENDITURES</b>	8,742,715.58	8,546,620.68
	<b>Revenues in excess (deficit) expenses</b>	<b>(3,069,396.96)</b>	<b>(2,889,427.06)</b>



Wednesday, June 22, 2022

---

**Item Title:**

2022 Various Items for Budget Amendment

**Item Summary:**

An ordinance to amend the 2022 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters.

- I. Bayou Country Sports Park, \$11,662
- II. General Fund-Rotary Centennial Plaza, \$18,000
- III. Houma Downtown Development, \$286,723
- IV. Houma Police Department-LCLE, -0-
- V. Houma Police Department-LCLE, -0-
- 1. Consider the adoption of the ordinance.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
2022 Various Items for Budget Amendment	6/2/2022	Executive Summary
2022 Various Items for Budget Amendment	6/2/2022	Budget Amendment
2022 Various Items for Budget Amendment	6/2/2022	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

Ordinance for a Budget Amendment

### PROJECT SUMMARY (200 WORDS OR LESS)

AN ORDINANCE TO AMEND THE 2022 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Bayou Country Sports Park, \$11,662
- II. General Fund-Rotary Centennial Plaza, \$18,000
- III. Houma Downtown Development, \$286,723
- IV. Houma Police Department-LCLE, -0-
- V. Houma Police Department-LCLE, -0-

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See above

### TOTAL EXPENDITURE

N/A

### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

### IS PROJECTALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

9

/s/ Kayla Dupre

Signature

June 2, 2022

Date

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND THE 2022 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Bayou Country Sports Park, \$11,662
- II. General Fund-Rotary Centennial Plaza, \$18,000
- III. Houma Downtown Development, \$286,723
- IV. Houma Police Department-LCLE, -0-
- V. Houma Police Department-LCLE, -0-

#### SECTION I

WHEREAS, the Bayou Country Sports Park received \$11,662 reimbursement for damages that occurred to the Softball Canopies, and

WHEREAS, this reimbursement needs to be reflected in the Parish Sports Park Complex capital account.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2022 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for the Bayou Country Sports Park. (Attachment A)

#### SECTION II

WHEREAS, Administration is requesting funding of \$18,000 for the leased property needed to complete the Rotary Centennial Plaza at Belanger Street, and

WHEREAS, the funding source is from the General Fund, fund balance.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2022 Adopted Operating Budget be amended for the Rotary Centennial Plaza. (Attachment B)

#### SECTION III

WHEREAS, the Downtown Development Board has received State Revenue Sharing from Hotel/Motel Tax in the amount of \$286,723, for the 2022 year, and

WHEREAS, the Hotel/Motel Tax has been allocated by the Downtown Development Board for beautification and operations of the Folklife Cultural Museum and to help maintain the existing buildings, parks, and the Court Square in the Historic District, as well as advertising to market Houma's Historic District attractions.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government that the 2022 Adopted Budget be amended to adjust various Downtown Development Corporation Accounts. (Attachment C)

#### SECTION IV

WHEREAS, the Parish received funds from Louisiana Commission on Law Enforcement and the Administration of Criminal Justice Fiscal Year 2020-2021 Crime Victim Assistance Grant (Grant #2018-VA-5903) for \$208,005, and

WHEREAS, the 2021-2022 Crime Victim Assistance Grant (Grant #2019-VA-5903) will provide funding for assistance, referrals, and direct immediate crisis services to victims through the utilization of several different law enforcement agencies and victim advocates, and



WHEREAS, the 2021-2022 Crime Victim Assistance Grant (Grant #2018-VA-5903) will also cover overtime cost of the Houma Police Department, Assumption Parish Sheriff's Office, and Thibodaux Police Department as victim advocates, along with funding for The Haven for improved servers for victims within Region 11 Sane Program, and

WHEREAS, the 2022 budget needs to reflect the modification to the 2022 general ledger accounts with a zero-budget impact.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2022 Adopted Operating Budget be amended to reflect the funding of the Crime Victim Assistance Grant Award. (Attachment D)

## SECTION V

WHEREAS, the Parish received funds from Louisiana Commission on Law Enforcement (LCLE) and the Administration of Criminal Justice Fiscal Year 2022 Multi-Task Grant (Grant #2019-DJ-6210) for \$21,333, and

WHEREAS, the funding is as follows, 2020 Multi-Task Grant (Grant #2019-DJ-6210) for \$22,169, which includes 83% federal funds of \$18,474, and a 17% in-kind match of \$3,695, and

WHEREAS, the 2022 Multi-Task Grant (Grant #2019-DJ-6210) will provide funding for joint policing efforts between the Houma Police Department and the Assumption Parish Sheriff's Office relating to substance abuse criminal activities, and

WHEREAS, the 2022 budget needs to reflect the modification to the 2022 general ledger accounts with a zero-budget impact.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2022 Adopted Operating Budget be amended to reflect the funding of the Multi-Task Grant. (Attachment E)

## SECTION VI

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, hereby authorizes Gordon Dove, Parish President, to execute any and all documents for these amendments as approved by the legal department.

## SECTION VII

If any work, clause, phrase, section, or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections, and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be severable.

## SECTION VIII

This Ordinance shall become effective upon approval by the Parish President or as otherwise provided in Section 2-13(b) of the Home Rule Charter for a Consolidated Government for Terrebonne Parish, whichever occurs sooner.

**ATTACHMENT A - Bayou Country Sports Park**

	2022		
	Adopted	Change	Amended
Compensation Property Damage	-	(11,662)	(11,662)
Parish Sports Park Complex	1,902,959	11,662	1,914,621

**ATTACHMENT B - General Fund**

	2022		
	Adopted	Change	Amended
Land Rental		18,000	18,000
Fund Balance (decrease)	n/a	(18,000)	n/a

**ATTACHMENT C - Houma Downtown Development**

	2022		
	Adopted	Change	Amended
DDC/Folk Salaries-Allocated	16,861	10,000	26,861
DDC/Folk Operating Supplies	39,255	36,000	75,255
DDC/Folk Court Square Oak Tree		10,000	10,000
DDC/Folk Security Camera Equipment		10,000	10,000
DDC Parking Lot Rental	32,400	24,000	56,400
DDC/Folk Contract Services	29,040	20,000	49,040
DDC/Folk Advertising	17,346	15,000	32,346
DDC/Folk Special Events	42,075	100,000	142,075
DDC/Folk Bridge Enhancement	-	10,000	10,000
HDDC/Folklife Holiday Decorations	1,773	11,723	13,496
DDC/Folk Belanger Street	50,000	20,000	70,000
DDC/Folklife Computer Equipment	3,765	10,000	13,765
DDC/Folk Marina Repairs	1,531	10,000	11,531
State-Hotel/Motel Tax Share		(286,723)	(286,723)

**ATTACHMENT D - HPD**

	2022		
	Adopted	Change	Amended
Overtime Pay-2nd Grant	44,234	5,294	49,528
Other Fees	168,873	(12,500)	156,373
Machinery & Equipment	7,206	7,206	14,412
Crime Victims Assistance	(44,234)	(5,294)	(49,528)
Fund Balance (Increase)	n/a	5,294	n/a

**ATTACHMENT E - HPD**

	2022		
	Adopted	Change	Amended
Overtime Pay	13,023	(13,023)	-
Operating Supplies		483	483
Machinery & Equipment	15,024	12,540	27,564
Univ Hiring/Multi Task Grants	(1,002,747)	13,023	(989,724)
Fund Balance (decrease)	n/a	(13,023)	n/a

Section I

**Kayla Dupre**

---

**From:** Kandace Mauldin  
**Sent:** Wednesday, May 25, 2022 11:52 AM  
**To:** Kayla Dupre  
**Cc:** Felicia Aubert  
**Subject:** Budget Amendment  
**Attachments:** DOC052522-002.pdf

We need to do a budget amendment for a settlement for some damages and additional expenses Bayou Country Sports Plex for the Softball Canopies. The revenue is going to 659-000-6912-00 and the expense is going to 659-501-8913-20 for \$11,662.50. Attached is the settlement release for backup.

**Kandace M. Mauldin, CPA**  
Chief Financial Officer  
Terrebonne Parish Consolidated Government  
P. O. Box 2768  
Houma, LA 70361  
Office: 985-873-6459  
FAX: 985-873-6457



# MICHELLE LYONS NEIL

ATTORNEY

April 27, 2022

phone 985.746.5356  
fax 985.872.0662  
michelle@mlnllegal.com

Kandace Mauldin, CFO  
Terrebonne Parish Consolidated Government  
PO Box 2768  
Houma, LA 70361

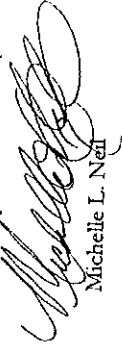
RE: Release Agreement by and b/w TPCG, ASCE and Penhall Company

Dear Kandace:

Enclosed is a check in the amount of Eleven Thousand Six Hundred Sixty-Two and 50/100 (\$11,662.50) Dollars payable to TPCG from Penhall Company. Please sign and date below to acknowledge your receipt. Please deposit this payment in the appropriate account. Also, I am enclosing one original of the release agreement for this settlement payment. Please keep it for your records. By copy of this letter, I am providing a duplicate original to All South.

If you have any questions, please call my office.

Sincerely,



Michelle L. Neil

Mln/cs

Enclosure

Cc: Dean Schouest (via email only)  
Mike Toups (via email only)  
Stevie Smith (via us mail)

RECEIVED

APR 27 2022

TPCG FINANCE DEPT

Law Office of Michelle Lyons Neil, LLC  
7905 Park Avenue • Houma • Louisiana • 70364

## RELEASE

THIS RELEASE OF CLAIMS ("Release") is made and entered into by and between Terrebonne Parish Consolidated Government ("TPCG") and All South Consulting Engineers, LLC ("ASCE"), on the one hand, and Penhall Company ("Penhall") on the other hand. Each of TPCG, ASCE and Penhall are a Party and collectively are the Parties.

WHEREAS, Penhall was a subcontractor to ASCE for GPR services on or before March 15, 2022 in connection with the installation of shade canopies at the Bayou County Sports Park, 4374 LA 311, Houma, LA (the "Project"); and

WHEREAS, TPCG, the owner of the Project, has asserted claims for additional compensation relating to the work performed by Penhall on the Project, alleging that TPCG incurred additional costs from its subcontractors as a result of Penhall's work, which claims are disputed by Penhall; and

WHEREAS, the Parties desire to resolve any issues related to claims arising under the Subcontract or the Project, without any admission of liability, but rather to ensure peace and avoid litigation;

NOW THEREFORE, for good and valuable consideration, including payment by Penhall to TPCG of Eleven Thousand Six Hundred Sixty two Dollars and 50/100 (\$11,662.50), the Parties agree as follows:

1. Release. TPCG and ASCE, on behalf of itself and their respective affiliates and subsidiaries, and their respective members, officers, directors, agents, employees, representatives, and heirs (each individually a "Releasing Party" and collectively the "Releasing Parties"), hereby unconditionally, fully, finally and forever release Penhall Company and its parent, officers, directors, agents, employees, representatives, and heirs and their insurance carriers (each individually a "Released Party" and collectively the "Released Parties"), from any and all claims, liabilities, demands, damages and causes of action of any kind whatsoever, whether known or unknown, suspected or unsuspected, anticipated or unanticipated, however arising, which any Releasing Party at any time, in the past and into perpetuity, has, had, or may have or claim against any Released Party related to, arising out of, or in any way connected with the Project, including, without limitation, claims for additional compensation, backcharges, or delay damages associated with the Project.

2. Effectiveness Conditioned upon Receipt of Consideration. Within fifteen (15) days of receipt of this Release from TPCG, Penhall shall deliver this executed Release agreement and payment in the full amount of \$11,662.50, payable to TPCG, to Kandace Mauldin, CFO PO Box 2768, Houma LA 70361. The Parties agree that this Release shall become effective upon TPCG's receipt of a fully executed Release and the consideration herein within the time delays established in this paragraph.

3. Covenant Not to Sue. Each Releasing Party agrees that it will not institute or prosecute (or, except to the extent required by law, in any way aid, assist, or cooperate with the institution or prosecution of) any action, suit, hearing or other proceeding of any kind, nature or character at law or in equity against any of the Released Parties in order to assert, establish or otherwise raise any defense, claim, duty, demand, cause of action, liability, indebtedness or obligations that have been released, discharged, disclaimed, or waived in any sections of this Release.

4. No Admissions. The Releasing Parties agree that the promises, covenants and releases contained herein, and the payments made pursuant to this Release, are not and shall not be deemed or construed as an admission of any liability, strict liability, negligence, willful misconduct, breach of contract, breach of warranty, intentional misconduct, gross negligence or fault of any kind whatsoever by the Released Parties, but are to be construed strictly as a compromise and settlement of a disputed claim between the Releasing Parties and the Released Parties for the purpose of avoiding further controversy, dispute and expense.

5. Confidentiality. The Releasing Parties agree to keep the terms of this Release strictly confidential. The Releasing Parties further agree that they will not disclose voluntarily, or allow anyone else to disclose, the circumstances surrounding the Releasing Parties' claims against the Released Parties, the terms of the settlement, or the facts or provisions of this Release, without the Released Parties' prior written consent, unless required to do so by financial reporting requirements, law, or rule

of court. Notwithstanding any provision herein to the contrary, the Parties agree that the Louisiana Public Records Law shall govern.

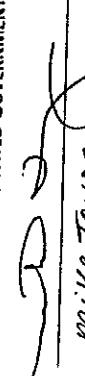
6. Authority. The Releasing Parties and Released Parties each represent and warrant to each other that they have the authority to execute this Release, and that any person or entity on whose behalf this Release is entered, including without limitation the Parties, consent to its execution and agree to be bound by each of the terms, covenants and conditions contained herein. The Parties agree to indemnify and hold harmless each Party from and against any claim that such authority did not exist.

7. Construction. No other consideration, agreements, representations, oral statements, understandings, inducements, or courses of conduct which are not expressly set forth in this Release should be implied or are binding with respect to any matters referred to herein. This Release and each of the terms and provisions hereof, may only be amended, modified, waived, or supplemented by an agreement in writing and signed by an authorized officer of the Parties, respectively.

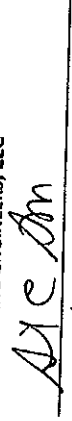
8. Governing Law. This Release shall be governed by, interpreted under, and construed and enforceable in accordance with the laws of the State of Louisiana, without regard to its choice of laws.

IN WITNESS WHEREOF, this Release has been executed on the date set forth below.

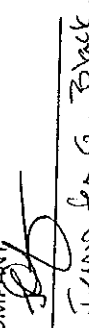
**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**

By:   
Name: Mike Toups  
Title: Parish Manager  
Date: 03/31/2022

**ALL SOUTH CONSULTING ENGINEERS, LLC**

By:   
Name: Stephen C Smith  
Title: Partner  
Date: 4/1/22

**PENHALL COMPANY**

By:   
Name: Jennifer G. Black  
Title: 4/13/2022  
Date: V.P. & G.C.

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
2022 - FIVE YEAR CAPITAL OUTLAY  
FUND 659 - CAPITAL PROJECTS CONTROL**

**659-501-8913-20  
PARISH SPORTS PARK COMPLEX  
R# 659-000-6342-11  
R# 659-000-6343-34**

<b>TOTAL FUNDING</b>	<b>\$</b>	<b>6,654,877</b>
<b>EXPENDITURES THRU 12/31/20</b>		<b>(4,413,119)</b>
<b>PROJECT BALANCE</b>	<b>\$</b>	<b><u>2,241,758</u></b>

<u>DATE</u>	<u>REFERENCE</u>	<u>FUNDING SOURCE</u>	<u>PRIOR YEARS</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Jul-12	ORD 8141	FUND 280 P/W RECREATION FUND	47,500						
Dec-12	ORD 8252	FUND 280 P/W RECREATION FUND	1,000,000						
Dec-12	ORD 8252	FUND 151 GENERAL FUND	1,191,000						
Sep-15	ORD 8639	FUND 151 GENERAL FUND - BP	600,000						
Oct-15	ORD 8650	LAND & WATER CONSERVATION	250,000						
Jan-16	ORD 8669	FUND 280 P/W RECREATION FUND	139,405						
Aug-17	ORD 8872	FROM REC DISTRICT 2/3	200,000						
May-18	ORD 8957	FUND 285 B COUNTRY SPORTS PARK	440,000						
Oct-18	ORD 9008	FUND 285 B COUNTRY SPORTS PARK	317,878						
Nov-18	ORD 9014	FROM 655-351-8929-14 STWIDE FLOOD	89,400						
Jan-19	ORD 9028	FUND 280 P/W RECREATION FUND	220,000						
Mar-19	ORD 9040	FUND 280 P/W RECREATION FUND	25,000						
May-19	ORD 9052	From 655-351-8929-50 (FD 151)	100,000						
Dec-19	ORD 9114	TO 661-310-8916-59	(100,000)						
Jan-20	ORD 9117	EXCHANGING FUND SOURCES FD 285	100,000						
Jan-20	ORD 9117	TO GENERAL FUND FD 151	(100,000)						
Nov-20	ORD 9213	PUBLIC IMPROVEMENT BONDS	250,000						

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
2022 - FIVE YEAR CAPITAL OUTLAY  
FUND 659 - CAPITAL PROJECTS CONTROL**

**659-501-8913-20  
PARISH SPORTS PARK COMPLEX (Continued)  
R# 659-000-6342-11  
R# 659-000-6343-34**

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2021	2022	2023	2024	2025	2026
Jan-21	ORD 9229	FROM FUND 285 B COUNTRY SPORTS PARK		95,000					
Jan-21	ORD 9229	FROM 661-310-8916-59 FD 280		18,131					
Jan-21	ORD 9229	FACILITY PLANNING & CONTROL		1,009,900					
Jul-21	ORD 9295	ARP- FUND 201		250,000					
Apr-21	ORD 9359	ACT 120 OF 2021			500,000				
Jun-22	PENDING BA	FROM 659-000-6912-00			11,663				
LESS PRIOR YEARS EXPENDITURES			(4,413,119)						
FUNDS AVAILABLE			\$ 357,064	\$ 1,373,031	\$ 511,663	\$ -	\$ -	\$ -	\$ -

**ENGINEER/ARCHITECT: JOSEPH FURR DESIGN  
ALL SOUTH, ENGINEERING  
CONTRACTOR: BAYOU IRRIGATION, INC.  
LEWIS STONE, LLC.**

**DESCRIPTION:** EVALUATE THE MERITS AND FEASIBILITY OF ACQUIRED LAND IN PARTNERSHIP WITH RECREATION DISTRICT 2, 3 FOR THE PURPOSE OF DEVELOPING A MAJOR SPORTS PARK COMPLEX.



FD171GG

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 659-501-8913-20

CAPITAL PROJECTS CONTRL

PARKS &amp; GROUNDS

PARISH SPORTS PARK COMPLEX

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,730,095	327,135.90	0	1,402,959
2022	1,902,959	9,221.64	0	1,893,737
CLOSED:				
2015	939,129	5,007.98	N/A	934,121
2016	1,073,526	823,424.49	N/A	250,102
2017	450,102	18,205.00	N/A	431,897
2018	1,279,175	469,624.52	N/A	809,550
2019	1,054,550	934,430.93	N/A	120,119
2020	370,119	13,055.24	N/A	357,064

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02

= INPUT

SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

*Section II*

---

**Kayla Dupre**

**From:** Kandace Mauldin  
**Sent:** Monday, May 23, 2022 5:09 PM  
**To:** Kayla Dupre  
**Subject:** Budget Amendment  
**Attachments:** Fully Executed and Recorded Lease and Ordinance.pdf

We need to do a budget amendment to add \$18,000 to 151-194-8321-02. This will be for the property needed to complete the Rotary Centennial Plaza at Belanger Street. The funding is from fund balance. Attached is the lease for the property that can be used as backup

**Kandace M. Mauldin, CPA**  
Chief Financial Officer  
Terrebonne Parish Consolidated Government  
P. O. Box 2768  
Houma, LA 70361  
Office: 985-873-6459  
FAX: 985-873-6457



# Terrebonne Parish Recording Page

Theresa A. Robichaux  
Clerk Of Court  
P.O. Box 1569  
Houma, LA 70361-1569  
(985) 868-5660

## Received From :

TERREBONNE PARISH CONSOLIDATED GOVT  
ATTN: PLANNING DEPT  
P. O. BOX 2768  
HOUMA, LA 70361

## First VENDOR

CARO, VYNER JOSEPH JR

## First VENDEE

TERREBONNE PARISH CONSOL GOVERNMENT

Index Type : CONVEYANCES

Type of Document : LEASE

File # : 1649290

Recording Pages : 17

Book : 2671 Page : 164

## Recorded Information

I hereby certify that the attached document was filed for registry and recorded in the Clerk of Court's office for Terrebonne Parish, Louisiana.

*Theresa A. Robichaux*  
Clerk of Court



CLERK OF COURT  
THERESA A. ROBICHAUX  
Parish of Terrebonne

I certify that this is a true copy of the attached document that was filed for registry and  
Recorded 04/28/2022 at 11:07:52

Recorded in Book 2671 Page 164  
File Number 1649290



Doc ID - 015751640017

*Manuel Delaney*  
Deputy Clerk

Additional Index Recordings			
Index Type	Book	Page	File #
MTG	3339	323	1649290

Return To : TERREBONNE PARISH CONSOLIDATED GOVT  
ATTN: PLANNING DEPT  
P. O. BOX 2768  
HOUMA, LA 70361

Do not Detach this Recording Page from Original Document

LEASE AGREEMENT

STATE OF LOUISIANA

PARISH OF TERREBONNE

KNOW ALL MEN BY THESE PRESENTS, That this Lease Agreement ("Lease") entered into on the dates hereinafter indicated and is effective as of April 1, 2022 ("Effective Date"), by and between:

VYNER JOSEPH CARO, JR., a/k/a V.J. CARO, JR., Social Security No. XXX-XX-4222, a single man of the full age of majority, married but once to and then to Rhondalyn Crochet from whom he is legally divorced, living and residing in the Parish of Terrebonne, State of Louisiana; whose current mailing address is 1315 Valhi Boulevard, Houma, Louisiana 70360;

(hereinafter referred to as LESSOR); and

TERREBONNE PARISH CONSOLIDATED GOVERNMENT, Tax Identification No. XX-XXX1390, a political subdivision of the State of Louisiana, whose mailing address for all purposes herein is Post Office Box 2768, Houma, Louisiana 70361, appearing herein through its Parish President, Gordon E. Dove, or its duly authorized Parish Manager, Mike Touns, by virtue of Terrebonne Parish Ordinance No. 9362, a certified copy or copy of which is attached hereto and made a part hereof,

(hereinafter referred to as LESSEE or TPCG);

WITNESSETH:

Lessor does hereby Lease and let to Lessee on the terms and conditions and for the purposes hereinafter expressed, the following described property with a municipal address of 7842 Main Street, Houma, Louisiana 70360, referenced as Parcel No. 19175 in the Terrebonne Parish Assessor's records and more particularly described as follows, to-wit:

1. One certain lot of ground situated in the City of Houma, Parish of Terrebonne, State of Louisiana, and comprising the Easternmost portion of Block 90, fronting on the southerly side of Main Street, by depth along Church Street, its Eastern boundary, and by depth along its Western boundary to Belanger Street, formerly Court Street. Said lot being bounded front or Northerly by Main Street, Easterly by Church Street, Westerly by property belonging to Dr. Rudolph L. Zelenka, Jr., et als or assigns, and rear or Southerly by Belanger Street (formerly Court Street).
2. A certain lot of ground situated in the City of Houma, Parish of Terrebonne, Louisiana, in the triangular block bounded by Main, Church and Belanger Streets, the said lot measuring a frontage of twenty-five and 75/100 (25.75') feet on the south side of Main Street with the full depth to Belanger Street; bounded on the North by Main Street; East by property of the Estate of John B. Windet, or assigns; South by Belanger Street (formerly Court Street); and West by tract described as (3) hereinbelow, belonging to R. L. Zelenka, et als; together with all the improvements thereon, as well as all rights, ways, privileges and servitudes thereunto belonging, or in anywise appertaining.
3. A certain lot of ground situated in the City of Houma, Parish of Terrebonne, Louisiana; measuring forty-nine feet, nine inches (49'9") front on the South side of Main Street, and

forty-six (46') feet on Belanger Street (formerly known as Court Street); bounded in front or North by Main Street; in the rear or South by Belanger Street; East by property of Miss Alice Blahut, et al, formerly, now the property described under (2) hereinabove, and West by property formerly belonging to the Estate of John B. Winder, now Mrs. Alcide J. Bonvillain, or assigns; the said lot being comprised in the triangular block bounded by Main Street, Church Street, and Belanger Street, and known as Block 90; said lot being particularly shown and described on a sketch annexed to the original boundary agreement between the heirs of John B. Winder and Dr. Rudolph L. Zelonka, dated September 19, 1905, before H. M. Wallis, Jr., Notary Public, recorded in C.B. 54, folio 407.

Tracts 1, 2 and 3 are more particularly shown on a plat prepared by Keneth L. Rembert under date of November 17, 1975, a copy of which is recorded in COB 1346, folio 414, under Entry No. 909203 of the records of Terrebonne Parish, Louisiana.

For title see Consent Partition of Community Property Judgment recorded in COB 2222, folio 576, under Entry No. 1363254 of the records of Terrebonne Parish, Louisiana.

(hereinafter referred to as "Leased Premises");

1.  
TERM

The term of this Lease shall be for a period of three (3) year(s), beginning on April 1, 2022 and ending on March 31, 2025 for approximately forty-eight weeks in any calendar year, and excluding (a) four weeks of every year beginning the third Monday prior to Mardi Gras Day and ending on the Sunday following Mardi Gras Day, and (b) the day of, the day before and the day after the scheduled date for the Irish-Italian Parade ("Term").

2.  
RENTAL

This Lease is made for and in consideration of the covenants herein contained and a monthly rental of ONE THOUSAND FIVE HUNDRED AND NO/100 (\$1,500.00) DOLLARS per month for eleven (11) months during the Term of this Lease, payable in advance by Lessee to Lessor on the 1st day of each month, beginning January 1, 2022. In addition to the foregoing base rent, Lessee shall pay all taxes as provided herein, insurance, utilities, upkeep, and maintenance required under this Lease, which shall constitute rent under this Lease. The monthly payments due from Lessee and all additional charges due under this Lease, including but not limited to the foregoing, shall be included within the definition of "Rent" as such term is used in this Lease. All payments due under this Lease shall be made to Lessor at 1315 Valhi Boulevard, Houma, Louisiana 70360, but Lessor may from time-to-time designate other persons and places for payments of rent by giving written notice to Lessee.

3.  
WAIVER

Lessee hereby expressly waives all representations and warranties on the part of Lessor, whether express or implied, including without limitation, all warranties that the Leased Premises is free from defects or deficiencies, whether hidden or apparent, and all warranties under La. Civ. Code arts. 2696 and 2697, or any other provision of Louisiana law, to the fullest extent permitted by La. Civ. Code art. 2699. In addition, Lessee assumes full responsibility for the condition of the Leased Premises in accordance with the provisions of La. R.S. 9:3221. So long as Lessee continues to pay the Rent and to perform its other obligations under this Lease, Lessee shall have peaceful and uninterrupted possession of the Leased Premises during the Term of this Lease.

4.

AD VALOREM TAXES

Lessee shall promptly pay when due all ad valorem taxes and any other taxes, assessment, charges, permits or impositions on the Leased Premises, including any such charges related to improvements made by the Lessee ("Property Taxes"), which includes the land and any improvements permanently attached thereto, including those imposed by any governmental, municipal or political subdivision, during the existence of this Lease or any extension thereof assessed upon the land and/or building and/or improvements permanently attached thereto. Lessee shall pay all other taxes, assessments, charges, permits or impositions on any movable property of Lessee in any way connected with the Leased Premises.

Upon receipt of a bill for Property Taxes for the Leased Premises, Lessor shall forward such bill to Lessee and Lessee shall promptly pay to Lessor Lessee's share of Property Taxes and Lessor shall be responsible for paying the Property Taxes timely. Lessor shall promptly provide Lessee evidence of its payment for the Property Taxes. For any partial calendar year of the Term, the Property Taxes shall be prorated.

5.

CASUALTY INSURANCE

Lessor may, but shall not be required to, obtain and pay the costs of fire, wind, storm, flood, hurricane and other casualty insurance upon the improvements located on the Leased Premises, in such coverage amounts, if any, as may be desired by Lessor in Lessor's sole and uncontrolled discretion and naming Lessor as the insured. Any proceeds from any insurance policy procured by Lessor shall constitute the sole property of the Lessor, and Lessee shall not have any claim to such proceeds.

Lessor shall not be responsible for insuring any improvements made by Lessee or any of Lessee's property or any movable property located on the Leased Premises. Lessee shall obtain and pay the costs of fire, wind, storm, flood, hurricane and other casualty insurance upon any improvements made by Lessee to the Leased Premises.

6.

CASUALTY

Should the Leased Premises, excluding Lessee's improvements, be destroyed or damaged by fire or other casualty covered by Lessor's insurance, the Lessor will, without unreasonable delay, obtain bids for the repairs or reconstruction of the Leased Premises, excluding Lessee's improvements. If the Leased Premises, excluding Lessee's improvements, can be repaired or reconstructed for the amount of insurance available, Lessor shall be obligated to reconstruct the Leased Premises, excluding Lessee's improvements, without unreasonable delay and this Lease shall not terminate. If it is impossible for Lessor to obtain a bid to repair or reconstruct the Leased Premises, excluding Lessee's improvements, for the amount of the insurance proceeds available to Lessor, this Lease may be terminated at the option of Lessor. If the Leased Premises, excluding Lessee's improvements, can be repaired or reconstructed as above provided or if Lessor elects to do so, there shall be an abatement of base rent upon an equitable basis in proportion to the extent that the Leased Premises are rendered untenable, and for the period of time the premises are rendered untenable.

Should the Lessee's improvements be destroyed or damaged by fire or other casualty at any time during the Term, the Lessee shall, without unreasonable delay commence repair and/or reconstruct the improvements and shall complete the repair and/or reconstruction within a reasonable amount of time. The Rent shall not be abated as a result of any damage to Lessee's improvements, nor shall Lessee be relieved of any other obligations under this Lease. In the event that damage or destruction to Lessee's improvements impairs Lessor's use of the Leased Premises during the period of Lessor's use under Section 1, Lessee shall pay the base rent for such period, shall pay 100% of the Property Taxes for the relevant year, and shall pay any and all damages

*Yh*

incurred by Lessor as a result of the damage and/or destruction, including Lessor's loss of use during Lessor's allotted period of use herein. Lessee's obligation to repair and/or reconstruct the improvements and/or make payments of base rent, taxes, and/or damages to Lessor under this Section shall constitute Rent under this Lease.

7.

#### LIABILITY INSURANCE

During the terms of this Lease, Lessee shall carry and maintain, at Lessee's sole cost and expense, commercial general liability insurance for injury to persons or property occurring in or about the Leased Premises or arising out of the use or occupancy thereof, with limits of not less than TWO MILLION AND NO/100 (\$2,000,000.00) DOLLARS combined single limits, providing protection against perils included within the standard form. Said insurance coverage shall additionally include contractual liability coverage for the obligations assumed by Lessee in this Agreement.

8.

#### INSURANCE POLICIES

All insurance policies that Lessee is obligated to obtain under the terms and conditions of this Lease shall be with good and solvent insurance companies with standard retained liability limits of self-insured limits or deductibles and shall name Lessor as an additional insured. Lessee waives and each policy of insurance shall also contain a waiver of subrogation by the insurer(s) against Lessor for any reason whatsoever, be primary in respect to any other Lessor coverages, but only to the extent of Lessee's express assumption of obligation under this Lease, and provide for thirty (30) days prior written notice before cancellation or a material change in coverage. Lessee shall furnish to Lessor a certificate of insurance, evidence of timely renewals, and, if requested by Lessor, with a certified copy of all policies of insurance in which Lessee is obligated to obtain under the terms and conditions of this Lease. Each policy of insurance shall be accompanied by evidence of payments of premiums in a form reasonably satisfactory to Lessor.

In the event Lessee fails to procure any policy of insurance (and/or fails to have Lessor listed as an additional insured on all such policies) that Lessee is required to procure under the terms of this Lease, Lessor may, in Lessor's sole discretion, procure such policies (and/or coverage of Lessor as an additional insured or coverage through a separate policy procured by Lessor) and charge the costs of such policies to Lessee as Rent.

9.

#### RELEASE OF LIABILITY

a. DURING THE TERM OF THIS LEASE AND TO THE EXTENT ALLOWED BY LAW, LESSEE SHALL PROTECT, DEFEND, RELEASE, INDEMNIFY AND HOLD HARMLESS LESSOR AND LESSOR'S AGENTS, EMPLOYEES, SERVANTS, AND INVITEES FROM AND AGAINST ALL CLAIMS, DEMANDS, COMPLAINTS, LOSSES, FINES, PENALTIES, CITATIONS, DAMAGES, CAUSE OF ACTION, SUITS, JUDGMENTS, ORDERS, EXPENSES OR COSTS, INCLUDING, WITHOUT LIMITATION, COURT COSTS, REASONABLE ATTORNEYS' FEES AND EXPERT WITNESSES' FEES ARISING DIRECTLY OR INDIRECTLY OUT OF THE PERSONAL INJURY (INCLUDING ILLNESS, BODILY INJURY OR DEATH) SUSTAINED BY ANYONE; OR DAMAGE TO OR DESTRUCTION OF ANY PROPERTY BELONGING TO ANYONE ARISING FROM OR IN ANY WAY RELATED TO LESSEE'S OCCUPANCY OF THE LEASED PREMISES FOR ANY OCCURRENCE, IN, UPON OR AT THE LEASED PREMISES OR THE OCCUPANCY OR USE BY LESSEE OF THE LEASED PREMISES OR ANY PART THEREOF ("CLAIMS"), EXCEPT TO THE EXTENT SUCH CLAIMS ARE CAUSED BY LESSOR OR LESSOR'S AGENTS', EMPLOYEES', SERVANTS' AND INVITEES' (EXCLUDING LESSEE ITSELF) OR ANY OTHER PERSONS OR ENTITIES (EXCLUDING LESSEE ITSELF) UNDER THEIR DIRECTION, NEGLIGENCE, FAULT, ACTS OR OMISSIONS AND/OR INTENTIONAL ACTS OR OMISSIONS.

b. To the extent allowed by law, Lessee hereby waives any and all immunity available to Lessee under the law only with respect to its obligation to indemnify and/or only with respect to all monetary obligations to Lessor provided in this Lease and/or at law. This waiver of immunity shall inure to the benefit of Lessor and Lessor's agents, employees, servants, and invitees.

10.

**FAILURE TO COMPLY WITH LEASE**

This Lease is made upon the express conditions that should the Lessee fail to keep and perform any of the agreements contained herein, this Lease shall terminate at the option of the Lessor, providing that the Lessor shall first give Lessee at least fifteen (15) days written notice, as hereinafter provided, of its intention to terminate the Lease and set forth therein a specific breach of this Lease. This notice shall be mailed to the Lessee as hereinafter provided, and after the expiration of fifteen (15) days from the date of receipt of notice by Lessee, the Lease shall terminate, providing that Lessee has not by then paid all Rent due and commenced to remedy all the other defaults and breaches complained of and diligently continues to correct such defects until corrected, except that the passage of time limits specified in this Lease for performance of Lessee's obligations shall not be extended for any reason, including Lessee's diligent efforts to cure its breaches. It is understood, however, that failure to pay Rent as set forth hereinabove, is not the exclusive cause for termination of this Lease, a breach of any of the other terms hereof also being grounds for termination after notice as set out herein. Should the Lessee fail to pay Rent, or should Lessee fail to remedy any default under the provisions of this Lease within the time period and after written notice to Lessee, as herein set out, or should it be judicially determined that Lessee has violated any of the terms of this Lease, all the remaining Rent falling due under this Lease shall become immediately due and payable at the option of the Lessor, or Lessor may, at its option, declare the Lease null and void, and terminated and forfeited as aforescribed, reserving unto Lessor any and all other rights and claims allowed by law or granted in this Lease, including but not limited to any and all claims for past due Rent and other sums owed to Lessor under this Lease.

11.

**SUBLEASE**

Lessee shall not have the right to sublease or assign the Leased Premises, assign this Lease, or assign any rights in this Lease, in whole or in part, except with the prior written consent of Lessor. In the event of a sublease, Sublessee will be obligated by all the terms, promises and conditions of this Lease and Lessee also remains responsible for the promises, terms and conditions of this Lease to Lessor. Notwithstanding anything herein to the contrary, Lessor consents to Lessee's use of the Leased Premises in connection with events held in downtown Houma with other organizations or entities, provided that no such event shall exceed two (2) weeks in duration.

12.

**MAINTENANCE**

Lessee shall be responsible for the maintenance, upkeep, and any necessary repairs to the Leased Premises in its current state and/or Lessee's improvements during the Term. At Lessor's option, Lessor may, after written notice to Lessee pursuant to Section 10, perform maintenance, upkeep and/or repairs and charge the costs of same to Lessee as Rent.

13.

**BANKRUPTCY**

In the event of bankruptcy, insolvency, or of a receiver or trustee being appointed to take charge of the property or any part thereof, or of any cession to creditors on the part of the Lessee, Lessor may, at its option, declare the Lease terminated and forfeited, and all remaining rental shall be ipso facto due and payable as liquidated damages, and the Leased Premises with all buildings and improvements thereon shall revert to the Lessor, provided, however, that if Lessee actually pays any such sum in full within sixty (60) days of filing of bankruptcy proceedings, Lessee may continue to occupy the Leased Premises for the remainder of the term of this Lease. It is expressly understood that any clause of this entire Lease, relating to the Lessee, including, but not by way of



limitation, any clause relating to the assignment or sublease, shall expressly apply to any receivers, assigns, transferees, trustees in bankruptcy or otherwise, voluntary or involuntary, and to all other persons who hold by virtue of, under or in anywise connected with the Lessee named in this Lease.

14.

#### COMPLIANCE WITH LAW

Lessee shall comply with all laws, regulations or ordinances of any governmental authority or any department thereof for the operation of any business.

15.

#### RETURN OF PREMISES

Lessee shall use the Leased Premises as a good and prudent administrator and will pay the rent promptly when due. Upon the completion of this Lease, Lessee will deliver the Leased Premises swept broom clean and in good condition, subject only to the wear and tear occasioned by the prudent use of the Leased Premises.

16.

#### USE OF PROPERTY

Lessee will occupy and use the Leased Premises in connection with events and/or uses that promote downtown development and/or that promote quality of life and shall not be used for any unlawful purpose.

17.

#### UTILITIES

Lessee shall pay for all telephone, electric, gas, water, trash collection and other utilities used on the Leased Premises during the Term of this Lease.

18.

#### RIGHT TO INSPECT

Lessor reserves the right to inspect the premises between the hours of 9:00 a.m. and 5:00 p.m. after giving Lessee 24 hours written notice. The foregoing notwithstanding, Lessor shall not be required to give Lessee notice of any inspection which does not require Lessee to provide Lessor with access to the Leased Premises and/or improvements.

19.

#### IMPROVEMENTS

Lessee may not make any improvements or changes to the Leased Premises, except with the prior written consent of Lessor, which consent shall not be unreasonably withheld. Prior to commencement of any such improvements, Lessee shall provide to Lessor any and all plans, drawings, specifications, permits and/or other documentation requested by Lessor indicating the nature and location of the planned improvements, and Lessee shall not commence any such improvements unless and until Lessor has consented in writing. Any improvements or changes made by Lessee after obtaining Lessor's consent, shall be made at Lessee's sole cost and expense, and Lessee agrees to promptly pay for the same and not to cause Lessor's property to be subject to any lien or encumbrances resulting therefrom. Upon termination of this Lease for any cause whatsoever, all improvements, except those referenced in the following paragraph, made to the Leased Premises by the Lessee that are permanently attached thereto, shall, at Lessor's option: (i) become the property of the Lessor without any cost therefor to the Lessor, free and clear of any liens or encumbrances whatsoever or (ii) be removed from the Leased Premises at Lessee's sole cost and expense.

Lessor hereby consents to Lessee removing the existing entrance gate on the Belanger Street side and installing another entrance gate on the Church Street side as per the plans or drawings to be submitted to Lessor by Lessee; provided that Lessee shall remove the gate in a non-destructive manner and return the removed gate to Lessor, and to overlay the Leased Premises or a portion thereof to improve the Leased Premises as per the plans or drawings to be submitted to Lessor by Lessee. Notwithstanding anything herein to the contrary, at the termination of this Lease the above referenced entrance gate and the overlay improvements referenced above shall remain the property of Lessor in accordance with the foregoing paragraph and Lessee shall not be required to remove these improvements. In addition, in connection with other improvements to the Leased Premises requested by Lessee, Lessor may consent to the improvements remaining the property of Lessor at the termination of this Lease and Lessee not having to remove them, which consent shall not be unreasonably withheld.

20.

#### SUCCESSORS AND ASSIGNS

The covenants herein contained shall bind, and the benefits and advantages shall inure to the respective successors and assigns of the parties hereto.

21.

#### LEASE SUBJECT TO

Lessee hereby acknowledges that this Lease is subject to any and all recorded rights, ways, privileges, servitudes, mortgages, subordinations and liens thereunto belonging or in anywise appertaining to the Leased Premises herein.

22.

#### DAMAGE DEPOSIT

Lessee further agrees to pay to Lessor a ONE THOUSAND FIVE HUNDRED AND NO/100 (\$1,500.00) DOLLARS damage deposit upon the execution of this Lease agreement. In the event Lessee defaults and/or breaches any of the terms and conditions of this Lease, Lessee agrees that Lessor may apply said deposit, at Lessor's option, to any sums owed to Lessor under the terms and provisions of this Lease, without notice to Lessee.

23.

#### ENVIRONMENTAL

Lessee shall not bring or allow any Hazardous Substances or toxic, material or waste, to be located in, on or under the Leased Premises. For purposes of this section, the term "Hazardous Substances" means any hazardous or toxic substances, material or waste, regulated or listed pursuant to any federal, state or local environmental law, including without limitation, the Clean Air Act, The Clean Water Act, the Toxic Substances Control Act, the Comprehensive Environmental Response Compensation and Liability Act, the Resource Conservation and Recovery Act, the Federal Insecticide, Fungicide, Rodenticide Act, the Safe Drinking Water Act and the Occupational Safety and Health Act. Lessee agrees to defend, indemnify and hold Lessor harmless from and against any and all claims of any kind in any way related to a violation or alleged violation of this paragraph.

24.

#### MISCELLANEOUS

Lessor's Disclaimer. LESSOR AND LESSEE RECOGNIZE, STIPULATE AND AGREE THAT, EXCEPT AS EXPRESSLY PROVIDED IN THIS LEASE, LESSEE HAS INSPECTED AND EXAMINED THE LEASED PREMISES AND HEREBY ACCEPTS THE LEASED PREMISES IN ITS CURRENT "AS IS", "WHERE IS" CONDITION AND WITH ALL FAULTS AND WITHOUT ANY WARRANTY OR REPRESENTATION, EXPRESS OR IMPLIED, CONCERNING THE CONDITION OR CHARACTERISTICS OF THE LEASED PREMISES. WITHOUT LIMITING THE FOREGOING, LESSOR MAKES NO REPRESENTATION OR

WARRANTY CONCERNING THE CONDITION OF THE LEASED PREMISES, THE FITNESS OF THE LEASED PREMISES FOR THE OPERATION OF LESSEE'S BUSINESS, THE FITNESS OF THE LEASED PREMISES FOR A PARTICULAR PURPOSE, OR THE FITNESS OF THE LEASED PREMISES FOR ANY PURPOSE. IN ADDITION TO AND NOT AS A SUBSTITUTE FOR THE PROVISIONS OF SECTION 9 OF THIS LEASE, IT IS THE INTENT OF THE PARTIES TO THIS LEASE THAT THE LESSEE SPECIFICALLY ASSUMES RESPONSIBILITY FOR THE CONDITION OF THE LEASED PREMISES AND THAT LESSOR SHALL NOT BE LIABLE FOR INJURY CAUSED BY ANY DEFECT IN THE LEASED PREMISES TO LESSEE OR ANYONE ON THE LEASED PREMISES WHO DERIVED HIS RIGHT TO BE THEREON FROM THE LESSEE, UNLESS THE LESSOR HAD RECEIVED NOTICE THEREOF AND FAILED TO REMEDY IT WITHIN A REASONABLE TIME, ALL TO THE FULLEST EXTENT ALLOWABLE UNDER LA. R.S. 9:3221.

Holding Over. If Lessor does not surrender possession of the Leased Premises within ten (10) days after the Termination Date, then at the election of Lessor, Lessee shall be a Lessee-at-sufferance of Lessor, and the base rental for each day during the period of such holdover shall be double the current Rent prevailing hereunder (determined on a daily basis) immediately prior to such expiration or termination ("Penalty"). Possession of the Leased Premises shall be deemed surrendered to Lessor and the Penalty above shall not apply if Lessee is only required at the termination of this Lease to remove any improvements requested by Lessor in accordance with Section 19, Improvements, above, and/or to make any maintenance, repairs or up keep in accordance with Section 12, Maintenance, above and/or if Lessor contends that any monetary obligation is owed by Lessee to Lessor.

Non-Waiver. Neither the acceptance by Lessor of any Rent or other payment hereunder, whether or not any default hereunder by Lessee is then known to Lessor, or any custom or practice followed in connection with this Lease shall constitute a consent or waiver of any right or obligation by either party. Failure by either party to complain of any action or non-action on the part of the other or to declare the other in default, irrespective of how long such failure may continue, shall not be deemed to be a waiver of any rights hereunder. Except for the execution and delivery of a written agreement expressly accepting surrender of the Leased Premises, no act taken or failed to be taken by either party shall be deemed an acceptance or surrender of the Leased Premises.

Brokerage Commissions. Lessor and Lessee each warrant and represents to the other that if it has dealt with, employed or negotiated with any real estate broker, salesman, agent or finder in connection with this Lease, said party shall pay the commission due to the Broker pursuant to a separate agreement. Each party shall indemnify, hold harmless and defend the other from and against any claim or claims for broker or other commission arising from or out of any breach of this representation and warranty. The representations and obligations contained in this paragraph shall survive the expiration or termination of this Lease.

Governing Law and Jurisdiction. This Lease and the rights and obligations of the parties hereto shall be interpreted, construed, and enforced in accordance with the internal laws of the State of Louisiana, without regard to the conflicts of laws principles thereof. Lessee, by execution of this Lease, expressly confers jurisdiction "in personam" and/or "in rem" and consents to venue on the Thirty-Second Judicial District Court in and for the Parish of Terrebonne, Louisiana, for the purpose of any legal proceedings brought by Lessor for enforcement of any rights of Lessor under the terms of this Lease.

No Partnership. Nothing contained herein shall be deemed or construed by the parties hereto, nor by any third party, as creating a relationship between the parties hereto other than the relationship of Lessor and Lessee.

Survival of Obligations. All obligations of Lessor and Lessee which by their nature involve performance, of any kind extending past the expiration or earlier termination of this Lease or which cannot be ascertained to have been fully performed until after the end of the Term, shall survive the expiration or earlier termination of this Lease.

Headings and Interpretations. The article and section headings used throughout this Lease are for convenience and reference only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction, or meaning of the provisions of this Lease.

Mechanic's Liens. Lessee shall not permit any mechanic's or materialmen's liens to be filed against the Leased Premises, improvements or Lessee's leasehold interest therein, and Lessee shall cause any such liens arising or alleged to arise as a result of Lessee's activities in the Leased Premises and/or improvements to be paid and released of record without cost to Lessor within thirty (30) days following delivery by Lessor to Lessee of written notice regarding the existence of any such lien. If Lessee breaches its obligation to maintain the Leased Premises and improvements free and clear of liens, Lessor may, at its option, satisfy the lien and charge the costs, including attorneys' fees, thereof to the Lessee as Rent.

Severability. If a competent tribunal, including, but not limited to, judicial courts or arbitration tribunals determines that any provision of this Lease is invalid, void, illegal or unenforceable for any reason, the scope of such unenforceable provision will be deemed modified and diminished to the minimal extent necessary to render such provision valid and enforceable. In the event such modification cannot be accomplished, such provision shall be considered separate and severable from this Lease, and the remaining provisions of this Lease shall remain in full force and effect and be binding upon the parties hereto as though such invalid or unenforceable provisions had not been included.

Time is of the Essence. Time is of the essence with respect to all obligations to be performed hereunder.

Fees and Expenses. If either Lessor or Lessee files any proceeding in connection with this Lease, the prevailing party shall be entitled to obtain its attorneys' fees, accountants' fees, court cost and interest from the other party.

Entire Agreement. No oral statements or prior written material not specifically incorporated herein shall be of any force or effect. Each party agrees that in entering into and taking this Lease, it relies solely upon the representations and agreements contained in this Lease and no others. This Lease, including the Exhibits, attached hereto and made a part hereof, constitutes the whole agreement of the parties and shall in no way be constituted, modified or supplemented, except by a written agreement executed by both Lessor and Lessee.

Force Majeure. Whenever a period of time is herein prescribed for action to be taken by either party hereto other than payment of Rent or other monetary obligation, such period of time shall be extended by the number of days such action is delayed due to (a) weather, (b) war or national conflicts or priorities arising therefrom; (c) strikes, lockouts, embargoes, fire, casualties, delays in transportation, shortages or unavailability of materials or labor, national emergency; (c) any other act, event or circumstance beyond such party's control and which (i) such party cannot overcome by the exercise of reasonable and diligent efforts and (ii) is not a result of the negligence or willful misconduct of such party (collectively, "Force Majeure"); provided that any claim of Force Majeure must be asserted by written notice to the other party within ten (10) days after the beginning of the circumstances that constitute the event of Force Majeure or such claim shall be deemed waived and may not thereafter be asserted.

25.

**CHANGES IN LEASE**

This Lease shall not be changed, altered or abrogated in any respect, except by written agreement of both parties executed in the same manner as this original contract of Lease. It is further understood by all parties that this Lease is non-renewable.

26.

**NOTICES**

Each notice required or permitted to be given hereunder by one party to the other shall be in writing with a statement therein to the effect that notice is given pursuant to this Lease, and the same shall be given and shall be deemed to have been delivered, served and given if personally delivered, sent by facsimile transmission or placed in the United States mail, postage prepaid, by United States registered or certified mail, return receipt requested, addressed to such party at the address provided for such party below:

TO LESSOR: V.J. Caro, Jr.  
1315 Valhi Boulevard  
Houma, LA 70360  
~~Facsimile Number: 985-868-9886~~ *no fax*

TO LESSEE: Terrebonne Parish Consolidated Government  
Attention: Parish President, Gordon E. Dove, or his successor  
Attention: Chief Financial Officer, Kandace Mauldin, or her successor  
Post Office Box 2768  
Houma, LA 70361  
Facsimile Number: 985-873-6457

or such other address as either of the parties may hereafter designate in writing.

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THIS done and signed on this 4<sup>th</sup> day of April, 2022, before me,  
Notary Public, and in the presence of the undersigned competent witnesses after a thorough reading  
of the whole.

WITNESSES:

Angelle Ann Roberdeaux  
Print Name: Angelle Ann Roberdeaux

Raquel R. Potter  
Print Name: Raquel R. Potter

LESSOR:

Vyvet Joseph Caro k/a V.J. CARO, JR.

Cynthia M. Forest  
Print Name: Cynthia M. Forest  
License No. 14780

fla

THUS done and signed on this 14<sup>th</sup> day of April, 2022, before me,  
Notary Public, and in the presence of the undersigned competent witnesses after a thorough reading  
of the whole.

WITNESSES:

Liliani H. Adams  
Print Name: Liliani H. Adams

Sheri R. Eaton  
Print Name: Sheri R. Eaton

LESSEE:  
TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

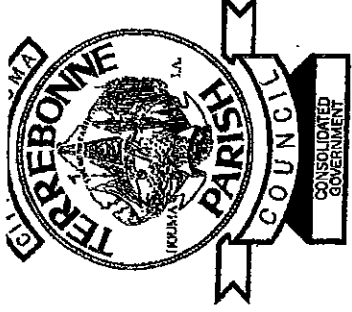
BY: Gordon E. Dove  
ITS: Parish President

VINCENT DAGATE, JR. (#01319),  
NOTARY PUBLIC

*af*

DARRIN W. GUIDRY, SR., CHAIRMAN

DISTRICT 1  
JOHN NAVY  
DISTRICT 3  
GERALD MICHEL  
DISTRICT 5  
JESSICA DOMANGUE  
DISTRICT 7  
DANIEL BABIN  
DISTRICT 9  
STEVE TROSCLAIR



JESSICA DOMANGUE, VICE-CHAIRWOMAN

DISTRICT 2  
CARLA A. HARDING  
DISTRICT 4  
JOHN P. AMEDÉE  
DISTRICT 6  
DARRIN W. GUIDRY, SR.  
DISTRICT 8  
DIRK J. GUIDRY  
COUNCIL CLERK  
SUZETTE THOMAS

Post Office Box 2768 • Houma, LA 70361  
Government Tower Building • 8026 Main Street, Suite 600 • Houma, LA 70360  
Telephone: (985) 873-6519 • FAX: (985) 873-6521  
suthomas@tpcg.org www.tpcg.org

April 14, 2022

Received

APR 27 2022

MEMO TO: Chris Pulaski  
Planning and Zoning Director

FROM: Tammy E. Trigg  
Assistant Council Clerk

Planning & Zoning

RE: Lease Property – 7842 Main Street

Attached is a copy of Ordinance No. 9362 which authorizes the lease of the aforementioned property and authorize the Parish President to execute any and all documents necessary to lease the property located at 7842 Main Street.

Should you have any questions regarding this matter, feel free to contact me.

/tet

Attachment

cc: Honorable Gordon E. Dove, Parish President  
Mr. Mike Toups, Parish Manager  
Parish Attorney Julius P. Hebert  
Assistant Parish Attorney Vincent Dagate, Jr.  
Mrs. Leilani Adams, Parish President's Secretary  
Council Reading File



OFFERED BY: MR. D. J. GUIDRY  
SECONDED BY: MR. S. TROSCLAIR

**ORDINANCE NO. 9362**

AN ORDINANCE TO AUTHORIZE THE LEASE OF PROPERTY LOCATED AT 7842 MAIN STREET, AT THE CORNER OF MAIN, CHURCH AND BELANGER STREETS, HOUMA, LOUISIANA, 70360, PARCEL #19175, FROM PROPERTY OWNER(S); AUTHORIZE THE PARISH PRESIDENT TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO LEASE THIS PROPERTY; AND TO PROVIDE FOR OTHER MATTERS RELATIVE THERETO.

**WHEREAS**, Section 2-11 (11) of the Terrebonne Parish Charter requires an ordinance to lease any land or property on behalf of the Parish Government; and

**WHEREAS**, in connection with a Downtown Development Project, including the project known as the Belanger Street Park a/k/a Rotary Centennial Plaza, (hereinafter the project sometimes referred to as "Belanger Street Park Project"), which involves a downtown development project in cooperation and coordination with the Houma Downtown Development Corporation and with the Rotary Club of Houma, Inc., both nonprofit corporations, which involves in part property located at 7842 Main Street, at the corner of Main, Church and Belanger Streets, Houma, Louisiana 70360, Parcel #19175 (hereinafter sometimes referred to as the "Proposed Leased Property"), and the Terrebonne Parish Consolidated Government Administration recommends to the Terrebonne Parish Council that the Parish President, Gordon E. Dove, be authorized and empowered for and on behalf of the Terrebonne Parish Consolidated Government ("TPCG") to execute documents necessary to lease said Proposed Leased Property to the TPCG in connection with the Belanger Street Park Project a/k/a Rotary Centennial Plaza to facilitate construction, operation and maintenance of a park in connection with the Belanger Street Park Project a/k/ Rotary Centennial Plaza, which basic terms are described below.

**WHEREAS**, the Terrebonne Parish Consolidated Government Administration recommends to the Terrebonne Parish Council to authorize the Terrebonne Parish President, Gordon E. Dove, to execute a lease for the Proposed Leased Property to TPCG from the property owner(s) for approximately eleven (11) months out of a calendar year, for a period of three (3) years, commencing as soon as reasonably possible, for the base rental sum of \$1,500.00 per month, payable in advance, together with other terms and conditions of the lease approved by the Legal Department, including but not limited to TPCG paying its proportionate share of Property Taxes, as defined therein, utilities, maintenance expenses, and a damage deposit, TPCG providing insurance, and inclusive of a hold harmless and indemnification clause in favor of the lessor.

**SECTION I**

**BE IT ORDAINED** by the Terrebonne Parish Council, in due, regular and legal sessions convened, that the Parish President, Gordon E. Dove, is hereby authorized and empowered for and on behalf of the Terrebonne Parish Consolidated Government ("TPCG") to execute documents necessary to lease the aforescribed property located at 7842 Main Street, at the corner of Main, Church and Belanger Streets, Houma, Louisiana 70360, Parcel #19175 ("Proposed Leased Property") from the property owner(s) for a period of approximately eleven (11) months out of a calendar year, for a period of three (3) years, commencing as soon as reasonably possible, for the base rental sum of \$1,500.00 per month, payable in advance, together with other terms and conditions of the lease approved by the Legal Department, including but not limited to TPCG paying its proportionate share of Property Taxes, as defined therein, utilities, maintenance expenses, a damage deposit, TPCG

providing insurance, and inclusive of a hold harmless and indemnification clause in favor of the lessor.

## SECTION II

The aforescribed lease will be conducive to the public interest, convenience and safety and will enable TPCG to properly fulfill the functions imposed upon it by law.

## SECTION III

If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be severable.

## SECTION IV

This ordinance shall become effective upon approval by the Parish President or as otherwise provided in Section 2-13(b) of the Home Rule Charter for a Consolidated Government for Terrebonne Parish, whichever occurs sooner.

This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

### THERE WAS RECORDED:

YEAS: J. Navy; C. Harding, J. Amedée, J. Domangue, D. W. Guidry, Sr., D. Babin, D. J. Guidry and S. Trosclair.

NAYS: None.

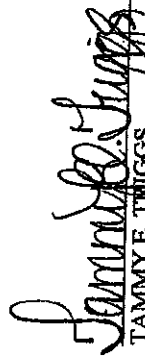
NOT VOTING: None.


ABSTAINING: None.

ABSENT: G. Michel.

The Chairman declared the ordinance adopted on this the 13<sup>th</sup> day of April 2022.

\*\*\*\*\*

  
TAMMY E. TRIGGS  
ASSISTANT COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

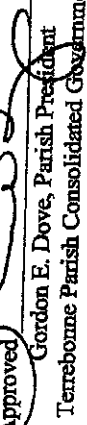
  
DARRIN W. GUIDRY, SR., CHAIRMAN  
TERREBONNE PARISH COUNCIL

\*\*\*\*\*

Date and Time Delivered to Parish President:

4/23/22 1:33 PM

Approved

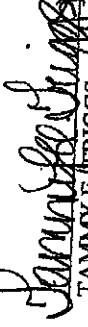
 Vetoed  
Gordon E. Dove, Parish President  
Terrebonne Parish Consolidated Government

Date and Time Returned to Council Clerk:

4/23/22 9:49 AM  
\*\*\*\*\*

I, TAMMY E. TRIGGS, Assistant Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled Council in Regular Session on April 13, 2022, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 14<sup>TH</sup> DAY OF APRIL, 2022.



TAMMY E. TRIGGS  
ASSISTANT COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

## Act 119 of 2021-2022 Budget Breakdown

151-652-8111-10	Salaries	10,000.00
151-652-8225-01	DDC/Operating Supplies	36,000.00
151-652-8225-02	DDC/Court Square Oak Tree	10,000.00
151-652-8225-06	DDC/Security Camera Equip	10,000.00
151-652-8322-03	DDC/ Parking Lot Rental	24,000.00
151-652-8325-01	DDC/Contract Services	20,000.00
151-652-8325-02	DDC/Advertising	15,000.00
151-652-8325-03	Special Events	100,000.00
151-652-8412-03	DDC/Folk Bridge Enhancement	10,000.00
151-652-8913-21	Holiday Decorations	11,723.00
151-652-8913-24	DDC/Folk Belanger Street	20,000.00
151-652-8915-04	DDC/Folklife Computer Equipment	10,000.00
151-680-8412-01	Marina Repairs	10,000.00
		<hr/> 286,723.00

## Revenue

151-000-6352-01	STATE - HOTEL/MOTEL TAX SHARE	286,723.50
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Rec. 4/26/2022

Section III

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**Rhonda Samanie**

**From:** Anne Picou  
**Sent:** Thursday, May 19, 2022 10:27 AM  
**To:** Rhonda Samanie  
**Cc:** Christopher Pulaski  
**Subject:** RE: HDDC Account Balances.xls  
**Attachments:** HDDC \$286.724 2022 yello.xls

Good day Rhonda,  
I HDDC will allocate the funds as listed on the side of your spreadsheet in yellow. We added the most money to special events because the board feels quality of life will be our main goal.  
I also added funds for computer and equipment because the copier folks are telling us they can't get parts any longer. I will need to look for a new printer downstairs. I believe the P/Z department leases their equipment and I will do the same.  
Thank you as always for your help and guidance.  
Anne

---

**From:** Rhonda Samanie <rsamanie@tpcg.org>  
**Sent:** Thursday, May 12, 2022 1:01 PM  
**To:** Anne Picou <apicou@tpcg.org>  
**Subject:** HDDC Account Balances.xls

Anne,

I have attached a spreadsheet with the account balances for HDDC to help you with deciding on where to allocate the \$286,723.50.

Do you know when you will have this for me?

*Thank you,*

*Rhonda Samanie  
Budget Assistant-Finance Dept.  
Terrebonne Parish Consolidated Government  
Phone (985) 873-6733  
Fax (985) 873-6457  
Email [rsamanie@tpcg.org](mailto:rsamanie@tpcg.org)*

151-000-6352-01	State Hotel/Motel Tax Share
151-000-6741-02	Donations-Downtown Development

**BALANCE**  
\$286,724  
\$0

151-652-8354-08	Downtown Dev. (Misc.)
151-652-8111-10	DDC/Folk Salaries-Allocated
151-652-8225-01	DDC/Folk Operating Supplies
151-652-8225-02	DDC/Folk Court Square Oak Tree
151-652-8225-03	DDC/Demonstration Day
151-652-8225-04	DDC/Downtown Furnishings
151-652-8225-05	DDC/Folklife Beautification
151-652-8225-06	DDC/Folk Security Camera Equip
151-652-8225-07	Keep Folk Life Art Alive
151-652-8225-08	Supplies Donations
151-652-8322-03	DDC Parking Lot Rental
151-652-8325-01	DDC/Folk Contract Services
151-652-8325-02	DDC/Folk Advertising
151-652-8325-03	DDC/Folk Special Events
151-652-8325-04	DDC/Folk Historical Book
151-652-8393-01	DDC/Folk Travel & Training
151-652-8412-01	DDC/Folk Repair Account
151-652-8412-03	DD/Folk Bridge Enhancement
151-652-8412-04	DDC/Egret Repairs
151-652-8412-05	HDDC Downtown Cleanup Project
151-652-8913-12	Downtown Bulb Out Project
151-652-8913-21	Holiday Decorations
151-652-8913-23	HDDC Bike Racks
151-652-8913-24	DDC/Folk Belanger Street
151-652-8913-27	Pocket Park-Govt. Tower Site
151-652-8915-04	DDC/Folklife Computer Equipment
151-680-8225-02	Flagpole Donation
151-680-8225-03	Marina Operating Supplies
151-680-8349-01	Marina Oper. GENERAL FUND
151-680-8412-01	DDC Folk Marina Repairs
151-680-8412-02	Non HDDC Marina Repairs (H/M)
151-680-8913-03	Flag Pole Marina Project

\$0.00	
\$11,767	
\$32,784	
\$0.00	
\$415	
\$2,009	
\$5,000	
\$0.00	
\$0.00	
\$7,422	
\$18,000	
\$15,530	
\$10,312	
\$2,379	
\$0.00	
\$8,025	
\$12,351	
\$0.00	
\$0.00	
\$0.00	
\$26,776	
\$1,773	
\$647	
\$50,000	
\$25,000	
\$2,152	
\$0.00	
\$1,827	
\$36,561	
\$1,531	
\$0.00	
\$8,242	

\$286,724





8026 Main Street (Lobby) - Houma, Louisiana 70360

# OFFICIAL RECEIPT

ACCOUNTING COPY

Phone (985) 873-6462

Receipt No. 0126292

Date 04/26/2022 09:22 AM

<b>Name/Address</b> STATE OF LOUISIANA - DEPARTMENT OF THE TREASURY BATON ROUGE, LA 70804	<b>REFERENCE NUMBERS</b>
	<b>U/B Account No.</b>
	<b>A/R Invoice No.</b>
	<b>License/Registration No.</b>

## Reference

SALES TAX DEDICATIONS

## FEES AND PAYMENTS

Description	G/L Account	Fees	Electronic Pmt.	Regular Pmt.
STATE - HOTEL/MOTEL TAX SHARE	151-000-6352-01	286,723.50		
CHECK #1851				286,723.50
<b>Total</b>		286,723.50	.00	286,723.50

**FOR INTERNAL USE ONLY**

Received by	Notes
NGUYEN Amt. Rec'd. \$****286,723.50	(OT) \$286,723.50 CK #01851

FD171GG

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-652-8111-10

## GENERAL FUND

ECONOMIC DEVEL. - OTHER

DDC/FOLK SALARIES - ALLOCATED

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	39,718	22,857.21	0	16,861
2022	16,861	8,512.04	0	8,349
CLOSED:				
2015	20,728	20,727.58	N/A	0
2016	20,818	18,841.17	N/A	1,977
2017	49,100	22,418.86	N/A	26,681
2018	24,216	20,765.25	N/A	3,451
2019	20,000	14,846.54	N/A	5,153
2020	54,251	14,532.83	N/A	39,718

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-652-8225-01

GENERAL FUND

ECONOMIC DEVEL. - OTHER

DDC/FOLK OPERATING SUPPLIES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	66,590	27,334.56	0	39,255
2022	39,255	7,926.04	187	31,142
CLOSED:				
2015	32,845	27,429.30	N/A	5,416
2016	19,110	23,989.30	N/A	4,879-
2017	24,425	19,064.13	N/A	5,361
2018	80,707	51,301.68	N/A	29,405
2019	28,500	32,270.92	N/A	3,771-
2020	38,126	26,506.79	N/A	11,619

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-652-8322-03

## GENERAL FUND

ECONOMIC DEVEL. - OTHER

DDC PARKING LOT RENTAL

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	61,800	14,400.00	0	47,400
2022	32,400	7,200.00	19,200	6,000
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	16,800	7,200.00	N/A	9,600

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-652-8325-01

GENERAL FUND

ECONOMIC DEVEL. - OTHER

DDC/FOLK CONTRACT SERVICES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	24,742	25,344.94	0	603-
2022	29,040	23,470.00	1,355	4,215
CLOSED:				
2015	58,130	56,980.21	N/A	1,150
2016	42,000	28,484.11	N/A	13,516
2017	65,516	39,854.89	N/A	25,661
2018	75,385	38,745.45	N/A	36,640
2019	36,594	19,138.18	N/A	17,456
2020	24,619	14,876.52	N/A	9,742

ENTER = CONTINUE

ACCOUNT EXCEEDS BUDGET AMOUNT

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-652-8325-02

## GENERAL FUND

ECONOMIC DEVEL. - OTHER

DDC/FOLK ADVERTISING

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	23,986	21,640.00	0	2,346
2022	17,346	8,325.99	675	8,345
CLOSED:				
2015	100,300	96,004.35	N/A	4,296
2016	50,400	53,327.15	N/A	2,927-
2017	50,400	34,388.03	N/A	16,012
2018	28,779	24,704.00	N/A	4,075
2019	31,300	24,229.00	N/A	7,071
2020	25,895	24,824.00	N/A	1,071

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-652-8325-03

GENERAL FUND

ECONOMIC DEVEL. - OTHER

DDC/FOLK SPECIAL EVENTS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	99,302	56,623.90	0	42,678
2022	42,075	50,057.76	0	7,983-
CLOSED:				
2015	80,863	84,006.73	N/A	3,144-
2016	95,100	85,203.75	N/A	9,896
2017	111,996	94,884.49	N/A	17,112
2018	92,402	86,448.23	N/A	5,954
2019	78,943	73,866.95	N/A	5,076
2020	55,076	41,961.63	N/A	13,114

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT SCR

CF04 = DSP DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCOUNT EXCEEDS BUDGET AMOUNT

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-652-8913-21

GENERAL FUND

ECONOMIC DEVEL. - OTHER

HDDC/FOLKLIFE HOLIDAY DECORATI

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	7,717	5,944.42	0	1,773
2022	1,773	.00	0	1,773
CLOSED:				
2015	0	.00	N/A	0
2016	30,000	25,912.70	N/A	4,087
2017	4,087	.00	N/A	4,087
2018	4,087	.00	N/A	4,087
2019	15,000	9,804.16	N/A	5,196
2020	7,717	.00	N/A	7,717

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-652-8913-24

GENERAL FUND

ECONOMIC DEVEL. - OTHER

DDC/FOLK BELANGER STREET

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	50,000	.00	0	50,000
2022	50,000	.00	0	50,000
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	25,000	24,861.85	N/A	138
2020	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT    CF02 = INPUT    SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-652-8915-04

## GENERAL FUND

ECONOMIC DEVEL. - OTHER

DDC/FOLKLIFE COMPUTER EQUIPMNT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	5,000	1,234.54	0	3,765
2022	3,765	1,613.15	0	2,152
CLOSED:				
2015	1,152	1,152.38	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	5,000	.00	N/A	5,000

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-680-8412-01

GENERAL FUND

MARINA

DDC/FOLK MARINA REPAIRS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	1,531	.00	0	1,531
2022	1,531	.00	0	1,531
CLOSED:				
2015	12,530	12,688.03	N/A	158-
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT    CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 151-000-6352-01

GENERAL FUND

NO DEPARTMENT NAME

STATE - HOTEL/MOTEL TAX SHARE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	226,274	137,425.05-	0	88,849-
2022	0	286,723.50-	0	286,724
CLOSED:				
2015	675,000	675,000.00-	N/A	0
2016	278,719	282,081.00-	N/A	3,362
2017	300,000	300,000.00-	N/A	0
2018	229,474	269,432.39-	N/A	39,958
2019	186,916	186,916.88-	N/A	1
2020	256,159	316,607.34-	N/A	60,448

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Terrebonne Parish Consolidated Government

LCLE

Victim's Assistance Grant #5903

~~Line Item Adjustment~~ *Budget Amendment*  
5/23/2022

		Current	Adjustment	Final
216-215-8112-02	Overtime Pay	44,234	5,294	49,528
216-215-8349-01	<del>Consultants</del> <i>Other Fees</i>	168,873	(12,500)	156,373
216-215-8915-06	Machinery&Equipment	7,206	7,206	14,412
204-211-8172-15	Allocation <i>-Crimes Victim Assult</i>	(44,234)	(5,294)	(49,528)
204-000-5111-00	Fund Balance		5,294.00	-

*Section 10*

The grant provides funding for assistance, referrals and direct immediate crisis services to victims through the utilization of several different law enforcement agencies and victim advocates. **The grant's budget has been modified, so this budget amendment will correct the general ledger accounts to reflect current grant totals.**

Grant funding is for Houma Police Department and consultant agencies including Assumption Parish Sheriff's Office, Thibodaux Police Department, and The Haven.



# Louisiana Commission on Law Enforcement and Administration of Criminal Justice


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[Project](#)
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[Audit](#)
[Fiscal Details](#)
[Reporting Requirements](#)

Grant ID: 5903

Project Title: Victim Assistance  
Program 7

Status: Open - Awarded

Fund Announcement: [2019 VOCA](#)  
[\(December 2020\)](#)  
[District 7](#)

## PROJECT SUMMARY

[CLICK HERE](#) To enter/update/view a Program, Fiscal, or Inventory Report for this grant ([Monitoring](#) menu item).

[CLICK HERE](#) To view any Audit Information for this grant ([Audit](#) menu item).

[CLICK HERE](#) To view the current financial information for this grant such as payments and funding sources ([Fiscal Details](#) menu item).

[CLICK HERE](#) To view the reporting requirements for this grant such as when fiscal reports are due ([Reporting Requirements](#) menu item).

Select the document link to access the details (i.e. Budget, Main Summary, Contract report...).

Phase	Documents	Start - End Dates	Status
5903 :	Create Project Modification Request (PMR)		
	<a href="#">Modifications 2</a>	7/1/2021 - 6/30/2022	Open - Awarded
	<a href="#">Modifications 1</a>	7/1/2021 - 6/30/2022	Open - Awarded
	<a href="#">Application</a>	7/1/2021 - 6/30/2022	Open - Awarded

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## LOUISIANA COMMISSION ON LAW ENFORCEMENT

## PROJECT MODIFICATION REQUEST

1. Subgrant Number: 2019-VA-01/03/04-5903		2. Amendment Number: 2	
3. Subgrantee: Terrebonne Parish Consolidated Government - Houma Police Department		4. Created Date: 11/20/2021	
5. Parish: Terrebonne		6. Award Date: 6/30/2021	
7. Project Title: Victim Assistance Program 7		9. Modified Project Period: From: 7/1/2021 To: 6/30/2022	
8. Approved Project Period: From: 7/1/2021 To: 6/30/2022			
10. Total Approved Budget by FUND SOURCE:		b. Requested Subgrant Budget	
Federal	208,005.00	c. Net Change Plus (minus) Dollar Amounts	
State	0.00	0.00	
Project Income	0.00	0.00	
Interest	0.00	0.00	
State Match	0.00	0.00	
Cash Match (New Approp.)	51,601.00	0.00	
In-Kind Match	0.00	0.00	
Project Income Match	0.00	0.00	
TOTAL	259,606.00	208,005.00	
11. Budgetary Information		b. Requested Subgrant Budget	
Personnel	82,500.00	c. Net Change Plus (minus) Dollar Amounts	
Employee Benefits	0.00	58,693.00	
Travel (Including Training)	0.00	0.00	
Equipment	7,206.00	0.00	
Supplies & Operating Expenses	2,400.00	14,412.00	
Consultants	167,500.00	2,400.00	
Construction	0.00	132,500.00	
Other	0.00	0.00	
TOTAL	259,606.00	208,005.00	
12. Signatures		c. Net Change Plus (minus) Dollar Amounts	
Financial Officer: Mrs. Jordan Kelly		Project Director: Captain Bobbie O'Bryan	
Date: 5/23/22		Date: 5/23/22	

## FOR LCLE USE ONLY

Recommendation:

Grants Section	Date	Program Manager	Date
Recommendation:			
Grants Management Per			
Approved			
Disapproved			
Section Manager		Date	

SUBGRANT: 5903      Amendment Number: 2      Short Title: Victim Assistance Program 7

**LOUISIANA COMMISSION ON LAW ENFORCEMENT  
SIGNATURE PAGE TO SUBGRANT AMENDMENT**  
Terrebonne Parish Consolidated Government - Houma Police Department  
2019-VA-01/03/04-5903  
AMENDMENT# 2

13. This AMENDMENT to the existing Subgrant Agreement which was entered into by the Louisiana Commission on Law Enforcement and the above-referenced Subgrantee will serve to revise and be a supplement to said Subgrant Agreement.

WHEREAS, the Subgrantee has submitted the attached Project Modification Request which explains and justifies the requested amendments.

NOW THEREFORE, in consideration of the promises herein contained in the Project Modification Request and with the intent to be legally bound, the parties agree to the amendments.

All other terms and conditions of the original Subgrant Agreement and prior amendments will remain in full force and effect throughout the duration of the Subgrant Agreement.

5-23-22

DATE

Terrebonne Parish Consolidated Government - Houma Police Department  
NAME OF SUBGRANTEE

SIGNATURE OF AUTHORIZED OFFICIAL

Parish Manager

Authorized Designee

TITLE OF AUTHORIZED OFFICIAL

(SEAL)

NOTE: The original copy must be signed in ink.  
Titles of all signatories must be inserted.

**LCLE USE ONLY**

In response to this Project Modification Request, LCLE funds are hereby obligated for the project described by the subgrantee in the approved application and the Project Modification Request, subject to subgrantee acceptance.

EXECUTIVE DIRECTOR

Louisiana Commission on Law Enforcement

DATE

**14. Explanation or Justification of Requested Modification:**

From Ms. Rutha Chatwood

Good afternoon, I have attached the LCLE Emergency Mandatory Match Waiver Notice dated November 1, 2021, and signed November 8, 2021, by Mr. Jim Craft for the open FY 2019 subgrant that has been awarded to your agency (Subgrant Number 5903). The original Notice will be mailed via U.S. Postal Service this week. The match waiver granted for the subgrant is a result of The VOCA Fix to Sustain the Crime Victims Fund Act of 2021. The waiver will apply to all matching requirements, in its entirety, that remain unmet at the time of this waiver. Unmet match means matching contributions where the contributions or activity to be accounted for as match has not already been accounted for and reported as match in the Egrants fiscal reports submitted and approved as of the date of this notice. LCLE is not required to waive match for subawards that are closed or not active, or for the portion of a match requirement that has been met (i.e., accounted for and reported as match). The amount of your current budget status is listed on the Match Waiver Notice. Please note the Federal Award Total Reimbursed and Match Total Met totals listed as of September 30, 2021, and the resulting Federal Award Balance and Match Amount Balance totals listed. The last two totals will be instrumental in the information you provide in a Modification Request in Egrants. Once you receive this notice, please create and submit a modification request to remove all match amounts budgeted based on the federal award balance remaining in your budget. Afterward, you may then proceed in creating and submitting fiscal reports without match for costs incurred beginning October 1, 2021.



**15. BUDGET DETAILS****A. AGENCY BUDGETS**

BY RECIPIENT AGENCY	YEAR 1	TOTAL
Terrebonne Parish Consolidated Government - Houma Police Department	208,005.00	208,005.00
<b>Total:</b>	<b>208,005.00</b>	<b>208,005.00</b>

**Recipient Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY CATEGORY	YEAR 1	TOTAL
PERSONNEL	58,693.00	58,693.00
EMPLOYEE BENEFITS	0.00	0.00
TRAVEL (INCLUDING TRAINING)	0.00	0.00
EQUIPMENT	14,412.00	14,412.00
SUPPLIES & OPERATING EXPENSES	2,400.00	2,400.00
CONSULTANTS	132,500.00	132,500.00
CONSTRUCTION	0.00	0.00
OTHER	0.00	0.00
<b>Total:</b>	<b>208,005.00</b>	<b>208,005.00</b>

**Applicant Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY SOURCE	YEAR 1	TOTAL
FEDERAL	208,005.00	208,005.00
STATE	0.00	0.00
PROJECT INCOME	0.00	0.00
INTEREST	0.00	0.00
STATE MATCH	0.00	0.00
CASH MATCH (NEW APPROP.)	0.00	0.00
IN-KIND MATCH	0.00	0.00
PROJECT INCOME MATCH	0.00	0.00
<b>Total:</b>	<b>208,005.00</b>	<b>208,005.00</b>



**15. BUDGET DETAILS**

**A. AGENCY BUDGETS**

Line Item Details for: Terrebonne Parish Consolidated Government - Houma Police Department

**YEAR 1**

**PERSONNEL**

**Justification:** Funding will be used to pay Overtime for the Houma Police Department to a Group of crime victims advocates

Position:				<u>COST</u>
Name:	Group of Crime Victim Advocates			
	TPCG-Houma Police Department			
	# Budgeted Hours / Week	# Weeks	Hourly Pay Rate	
	21.054	x 52	x 53.61	58,693.00
	Standard working hours per week: 21.054 hrs.		% Budgeted Hours: 100	

Personnel - Year 1 Total: 58,693.00

**EQUIPMENT**

**Justification:** The reason the purchase of a DNA refrigerator is because we have learned that some of the rural parishes do not have funding to purchase the proper DNA refrigerator to store their sexual assault kits. This purchase will be able to make sure that one of the rural parishes are able to providing the proper DNA refrigerator storage for sexual assault kits while improving serves for victims within their parish.

Item:				<u>COST</u>
	DNA Refrigerator			
	Total Unit Cost per item	Quantity	% Applied to Grant	
	3,603.00	x 4	x 100.00	14,412.00

Equipment - Year 1 Total: 14,412.00

**SUPPLIES & OPERATING EXPENSES**

**Justification:** The reason for the purchasing of the sexual assault kits are because some of the rural parishes do not have funding to purchase sexual assault kits for their victims. Also by having one universal sexual assault kit for all parishes. It makes it easier for our local SANE nurses to carry one sexual assault kit instead of six different sexual assault kits when we are providing the serves within their parish for their victims.

Supply Item:				<u>COST</u>
	Sexual Assault Kits			
	Unit Cost Per Item	Quantity	% Applied To Grant	
	24.00	100.00	100.00	2,400.00

Supplies & Operating Expenses - Year 1 Total: 2,400.00

**15. BUDGET DETAILS****A. AGENCY BUDGETS**

Line Item Details for: Terrebonne Parish Consolidated Government - Houma Police Department

**CONSULTANTS - CONSULTANT****Justification:** Funding will be used to pay Overtime for the Assumption Sheriff Office and Thibodaux PD to a Group of crime victims advocates at their office.

The Haven will pay for advocates, SART Coordinator and SANE nurses stand by time

			<u>COST</u>
Name / Position: Service Provided:	Group of Advocates		
	The Haven	Cost per 30.00 per Hour	Duration x 3816.6666 Hour(s) 114,500.00
Name / Position: Service Provided:	Group of Crime Victim Advocates		
	Assumption Parish Sheriff Office	Cost per 53.61 per Hour	Duration x 335.758254 Hour(s) 18,000.00

**Consultants - Consultant - Year 1 Total: 132,500.00****YEAR 1 TOTAL: 208,005.00**

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2022 - MONTH LAST CLOSED

6/02/22

ACCT: 216-215-8112-02

LCLE

VICTIMS ASSISTANCE

OVERTIME PAY-2ND GRANT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	133,261	88,101.99	0	45,159
2022	44,234	33,500.83	0	10,733
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	125,000	40,131.03	N/A	84,869
2018	59,869	59,897.27	N/A	28-
2019	100,000	99,144.19	N/A	856
2020	120,537	53,596.04	N/A	66,941

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 216-215-8349-01

LCLE

VICTIMS ASSISTANCE

OTHER FEES

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	326,955	248,118.00	0	78,837
2022	168,873	45,999.00	29,999	92,875
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	77,270	78,193.00	N/A	923-
2020	179,463	67,508.00	N/A	111,955

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

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## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 216-215-8915-06

LCLE

VICTIMS ASSISTANCE

MACHINERY &amp; EQUIPMENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	5,765	.00	0	5,765
2022	7,206	.00	14,412	7,206-
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	36,353	32,899.84	N/A	3,453
2019	0	.00	N/A	0
2020	0	.00	N/A	0

ENTER = CONTINUE

ACCOUNT EXCEEDS BUDGET AMOUNT

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

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## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 204-211-8172-15

PUBLIC SAFETY FUND

POLICE

CRIME VICTIMS ASSISTANCE

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	66,320-	88,101.99-	0	21,782
2022	44,234-	33,500.83-	0	10,733-
CLOSED:				
2015	0	11,273.15-	N/A	11,273
2016	43,244-	20,793.86-	N/A	22,450-
2017	146,622-	62,584.88-	N/A	84,037-
2018	59,869-	77,774.57-	N/A	17,906
2019	125,000-	123,926.73-	N/A	1,073-
2020	120,537-	39,110.87-	N/A	81,426-

ENTER = CONTINUE

ACCOUNT EXCEEDS BUDGET AMOUNT

CF04 = DSP DETAIL

CF01 = EXIT

CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

Terrebonne Parish Consolidated Government  
LCLE  
Multi-Task Force  
Budget Amendment  
5/25/2022

	Current	Adjustment	Final
216-217-8112-01 Overtime Pay	13,023	(13,023)	-
216-217-8225-01 Operating Supplies	-	483	483
216-217-8915-06 Machinery & Equipment	15,024	12,540	27,564
204-211-8172-17 Multi-Task Grants	<del>(952,747)</del> <sup>(1,007,747)</sup>	13,023	<del>(939,724)</del> <sup>(989,724)</sup>
<del>204-000-911-00</del> Fund Balance		(13,023)	

A grant modification was done to move funding from personnel to equipment.

Grant funding provides for joint policing efforts between Houma Police Department and Assumption Parish Sheriff's Office relating to substance abuse criminal activities.

There is a 17% cash match requirement for this grant. The total grant award is for \$22,169, but only \$18,474 will be reimbursed by LCLE.

21333

Section II





# Louisiana Commission on Law Enforcement and Administration of Criminal Justice


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**Project** [Monitoring](#) [Audit](#) [Fiscal Details](#) [Reporting Requirements](#)

**Grant ID:** 6210

**Project Title:** Multi Jurisdictional Task Force

**Status:** Open - Awarded **Fund Announcement:** [FY 2019 BJAG \(June 2021\)](#)

## PROJECT SUMMARY

[CLICK HERE](#) To enter/update/view a Program, Fiscal, or Inventory Report for this grant ([Monitoring](#) menu item).

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[CLICK HERE](#) To view the reporting requirements for this grant such as when fiscal reports are due ([Reporting Requirements](#) menu item).

Select the document link to access the details (i.e. Budget, Main Summary, Contract report...).

Phase	Documents	Start - End Dates	Status
6210 :	Create Project Modification Request (PMR)		
	<a href="#">Modifications 1</a>	7/1/2021 - 6/30/2022	Open - Awarded
	<a href="#">Application</a>	7/1/2021 - 6/30/2022	Open - Awarded

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## LOUISIANA COMMISSION ON LAW ENFORCEMENT

## PROJECT MODIFICATION REQUEST

1. Subgrant Number: 2019-DJ-01-6210		2. Amendment Number: 1	
3. Subgrantee: Terrebonne Parish Consolidated Government - Houma Police Department		4. Created Date: 5/2/2022	
5. Parish: Terrebonne		6. Award Date: 12/7/2021	
7. Project Title: Multi Jurisdictional Task Force		9. Modified Project Period: From: 7/1/2021 To: 6/30/2022	
8. Approved Project Period: From: 7/1/2021 To: 6/30/2022			
10. Total Approved Budget by		b. Requested Subgrant Budget	
FUND SOURCE:		c. Net Change Plus (minus) Dollar Amounts	
Federal	18,474.00	18,474.00	0.00
State	0.00	0.00	0.00
Project Income	0.00	0.00	0.00
Interest	0.00	0.00	0.00
State Match	0.00	0.00	0.00
Cash Match (New Approp.)	3,695.00	3,695.00	0.00
In-Kind Match	0.00	0.00	0.00
Project Income Match	0.00	0.00	0.00
TOTAL	22,169.00	22,169.00	0.00
11. Budgetary Information		b. Requested Subgrant Budget	
a. Current Subgrant Budget		c. Net Change Plus (minus) Dollar Amounts	
Personnel	22,169.00	6,568.00	(15,601.00)
Employee Benefits	0.00	0.00	0.00
Travel (Including Training)	0.00	0.00	0.00
Equipment	0.00	15,601.00	15,601.00
Supplies & Operating Expenses	0.00	0.00	0.00
Consultants	0.00	0.00	0.00
Construction	0.00	0.00	0.00
Other	0.00	0.00	0.00
TOTAL	22,169.00	22,169.00	0.00

## 12. Signatures:

Jordan Kelly 5/23/22  
Financial Officer: Mrs. Jordan Kelly

Date

Bobbie O'Bryan 5-23-22  
Project Director: Captain Bobbie O'Bryan

Date

## FOR LCLE USE ONLY

## Recommendation:

Grants Section

Date

Program Manager

Date

## Recommendation:

Grants Management Per

Approved

Disapproved

Section Manager

Date

SUBGRANT: 6210      Amendment Number: 1      Short Title: Multi Jurisdictional Task Force

LOUISIANA COMMISSION ON LAW ENFORCEMENT  
SIGNATURE PAGE TO SUBGRANT AMENDMENT  
SUBGRANTEE      Terrebonne Parish Consolidated Government - Houma Police Department  
SUBGRANT#      2019-DJ-01-6210  
AMENDMENT# 1

13. This AMENDMENT to the existing Subgrant Agreement which was entered into by the Louisiana Commission on Law Enforcement and the above-referenced Subgrantee will serve to revise and be a supplement to said Subgrant Agreement.

WHEREAS, the Subgrantee has submitted the attached Project Modification Request which explains and justifies the requested amendments.

NOW THEREFORE, in consideration of the promises herein contained in the Project Modification Request and with the intent to be legally bound, the parties agree to the amendments.

All other terms and conditions of the original Subgrant Agreement and prior amendments will remain in full force and effect throughout the duration of the Subgrant Agreement.

5-23-22

DATE

Terrebonne Parish Consolidated Government - Houma Police Department  
NAME OF SUBGRANTEE

SIGNATURE OF AUTHORIZED OFFICIAL

Mike Toups

Parish Manager

Authorized Designee

TITLE OF AUTHORIZED OFFICIAL

(SEAL)

NOTE: The original copy must be signed in ink.  
Titles of all signatories must be inserted.

LCLE USE ONLY

In response to this Project Modification Request, LCLE funds are hereby obligated for the project described by the subgrantee in the approved application and the Project Modification Request, subject to subgrantee acceptance.

EXECUTIVE DIRECTOR

DATE

Louisiana Commission on Law Enforcement

14. Explanation or Justification of Requested Modification:

Due to all the issues with Hurricane IDA and the displacement and recovery of our agency. I am requesting a line item adjustment to be able to exhausting all the grant funding with equipment and supplies which still will have a focus on "Smart Suite" Task Force which is a crime-fighting program, of Smart Policing. The equipment and supplies will assist our agency as a whole with the recent increase of violent crimes and shootings to be able to provide better information to the DA's Office in assisting with prosecution in getting those individuals that are committing these types of crimes off the streets and incarcerated while improving public safety.

**15. BUDGET DETAILS****A. AGENCY BUDGETS**

BY RECIPIENT AGENCY	YEAR 1	TOTAL
Terrebonne Parish Consolidated Government - Houma Police Department	22,169.00	22,169.00
<b>Total:</b>	<b>22,169.00</b>	<b>22,169.00</b>

**Recipient Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY CATEGORY	YEAR 1	TOTAL
PERSONNEL	6,568.00	6,568.00
EMPLOYEE BENEFITS	0.00	0.00
TRAVEL (INCLUDING TRAINING)	0.00	0.00
EQUIPMENT	15,601.00	15,601.00
SUPPLIES & OPERATING EXPENSES	0.00	0.00
CONSULTANTS	0.00	0.00
CONSTRUCTION	0.00	0.00
OTHER	0.00	0.00
<b>Total:</b>	<b>22,169.00</b>	<b>22,169.00</b>

**Applicant Agency:** Terrebonne Parish Consolidated Government - Houma Police Department

BY SOURCE	YEAR 1	TOTAL
FEDERAL	18,474.00	18,474.00
STATE	0.00	0.00
PROJECT INCOME	0.00	0.00
INTEREST	0.00	0.00
STATE MATCH	0.00	0.00
CASH MATCH (NEW APPROP.)	3,695.00	3,695.00
IN-KIND MATCH	0.00	0.00
PROJECT INCOME MATCH	0.00	0.00
<b>Total:</b>	<b>22,169.00</b>	<b>22,169.00</b>



**15. BUDGET DETAILS****A. AGENCY BUDGETS**

Line Item Details for: Terrebonne Parish Consolidated Government - Houma Police Department

**YEAR 1****PERSONNEL****Justification:** HPD officers and APSO deputies will work SMART policing and SMART supervision objectives and goals

<b>Position:</b>	Deputies						<b>COST</b>
<b>Name:</b>	Pool of 4 deputies						
	# Budgeted Hours / Week	2.487	# Weeks	x 52	Hourly Pay Rate	x 50.79	6,568.00
	Standard working hours per week:	2.487 hrs.			% Budgeted Hours:	100	

**Personnel - Year 1 Total: 6,568.00****EQUIPMENT**

**Justification:** Due to all the issues with Hurricane IDA and the displacement and recovery of our agency, I am requesting a line item adjustment to be able to exhausting all the grant funding with equipment and supplies which still will have a focus on "Smart Suite" Task Force which is a crime-fighting program, of Smart Policing. The equipment and supplies will assist our agency as a whole with the recent increase of violent crimes and shootings to be able to provide better information to the DA's Office in assisting with prosecution in getting those individuals that are committing these types of crimes off the streets and incarcerated while improving public safety.

<b>Item:</b>	Round Magnifier Light				<b>COST</b>
	Total Unit Cost per item	162.74	Quantity	x 1	% Applied to Grant
					x 100.00
					163.00
<b>Item:</b>	Rectangular Magnifier light				
	Total Unit Cost per item	319.75	Quantity	x 1	% Applied to Grant
					x 100.00
					320.00
<b>Item:</b>	Cordless Combination Kit				
	Total Unit Cost per item	1,156.67	Quantity	x 1	% Applied to Grant
					x 100.00
					1,157.00
<b>Item:</b>	Evidence Drying Cabinet				
	Total Unit Cost per item	7,920.50	Quantity	x 1	% Applied to Grant
					x 100.00
					7,921.00

**15. BUDGET DETAILS**

**A. AGENCY BUDGETS**

Line Item Details for: Terrebonne Parish Consolidated Government - Houma Police Department

Item:	Covert Pole Camera				
		Total Unit Cost per item	Quantity	% Applied to Grant	
		6,040.00	x 1	x 100.00	6,040.00

Equipment - Year 1 Total: 15,601.00

**YEAR 1 TOTAL: 22,169.00**

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

6/02/22

APRIL 30, 2022 - MONTH LAST CLOSED

ACCT: 216-217-8112-01

LCLE

TASK FORCE & COPS GRANT

OVERTIME PAY

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	0	.00	0	0
2022	13,023	.00	0	13,023
CLOSED:				
2015	22,289	22,703.34	N/A	414-
2016	13,750	13,761.96	N/A	12-
2017	10,667	10,694.17	N/A	27-
2018	0	.00	N/A	0
2019	12,333	12,368.68	N/A	36-
2020	11,333	11,333.00	N/A	0

ENTER = CONTINUE

CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2022 - MONTH LAST CLOSED

6/02/22

ACCT: 216-217-8915-06

LCLE

TASK FORCE & COPS GRANT  
MACHINERY & EQUIPMENT

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	0	.00	0	0
2022	15,024	.00	15,117	93-
CLOSED:				
2015	0	.00	N/A	0
2016	0	.00	N/A	0
2017	0	.00	N/A	0
2018	0	.00	N/A	0
2019	0	.00	N/A	0
2020	0	.00	N/A	0

ENTER = CONTINUE

ACCOUNT EXCEEDS BUDGET AMOUNT  
CF04 = DSP DETAIL

CF01 = EXIT CF02 = INPUT SCR

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL



FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY  
APRIL 30, 2022 - MONTH LAST CLOSED

6/02/22

ACCT: 204-211-8172-17

PUBLIC SAFETY FUND

POLICE

UNIV HIRING/MULTI TASK GRANTS

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ENCUMBERED</u>	<u>VARIANCE</u>
OPEN:				
2021	0	.00	0	0
2022	1,002,747-	.00	0	1,002,747-
CLOSED:				
2015	0	22,703.34-	N/A	22,703
2016	0	13,761.96-	N/A	13,762
2017	10,667-	10,694.17-	N/A	27
2018	0	.00	N/A	0
2019	12,333-	12,368.68-	N/A	36
2020	11,333-	11,333.00-	N/A	0

ENTER = CONTINUE

CF01 = EXIT

CF02 = INPUT

SCR

CF04 = DSP

DETAIL

CF06 = DSP ENCUMBRANCE

CF08 = PRT DETAIL

ACCOUNT EXCEEDS BUDGET AMOUNT



Wednesday, June 22, 2022

---

**Item Title:**

Summerfield Place Subdivision, Add. No. 18, Phase A

**Item Summary:**

An ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for “Summerfield Place Subdivision, Addendum No. 18, Phase A;” energize and accept the streetlights and to incorporate the extension of “Lancaster Drive” into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

1. Consider the adoption of the ordinance.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Summerfield Place Subdivision, Add. No. 18, Phase A	6/1/2022	Executive Summary
Summerfield Place Subdivision, Add. No. 18, Phase A	6/1/2022	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

Summerfield Place Subdivision, Addendum No. 18, Phase A

### PROJECT SUMMARY (200 WORDS OR LESS)

Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way; energize and accept the streetlights; and the incorporation of the extension of "Lancaster Drive"

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for "Summerfield Place Subdivision, Addendum No. 18, Phase A;" energize and accept the streetlights and to incorporate the extension of "Lancaster Drive" into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

### TOTAL EXPENDITURE

n/a

#### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

#### IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

☒ N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

☒ 6

7

8

9

Signature

Date



TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361  
985-868-5050 • WWW.TPCG.ORG



Department of Planning & Zoning

May 31, 2022

**MEMO TO:** Mike Toups, Parish Manager  
TPCG Administration

**FROM:** Becky M. Becnel, Minute Clerk *bmb*  
Houma-Terrebonne Regional Planning Commission

**THRU:** Christopher M. Pulaski, PLA, Director  
TPCG Planning & Zoning Department *[Signature]*

**SUBJECT:** Summerfield Place Subdivision, Addendum No. 18, Phase A  
Dedication and acceptance of the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way; energize and accept the streetlights; and the incorporation of the street(s); Milford & Associates, Inc.

---

Please be advised that the attached Resolution and Ordinance are being sent to the Parish Council for their review for approval or denial for the above referenced subdivision.

Should you have any questions or require more information, please advise.

/bmb

Attachments

cc: Councilman Darrin Guidry, *Council Chairman / District 6*  
Suzette Thomas, *Council Clerk*  
Council Reading File  
Correspondence File

OFFERED BY:  
SECONDED BY:

RESOLUTION NO. \_\_\_\_\_

A Resolution giving Notice of Intent to adopt an Ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for “Summerfield Place Subdivision, Addendum No. 18, Phase A;” energize and accept the streetlights and to incorporate the extension of “Lancaster Drive” into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council (Community Development and Planning Committee), on behalf of the Terrebonne Parish Consolidated Government, that Notice of Intent is given for adopting an ordinance to dedicate and accept the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way for “Summerfield Place Subdivision, Addendum No. 18, Phase A;” energize and accept the streetlights; and to incorporate the extension of “Lancaster Drive” into the Enhanced 911 Emergency Response System for the purpose of providing a better means of locating addresses.

BE IT FURTHER RESOLVED that a public hearing on said ordinance be called for Wednesday, June 22, 2022 at 6:30 p.m.

THERE WAS RECORDED:

YEAS: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_  
\_\_\_\_\_

ABSTAINING: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_

The Chairman declared this resolution ADOPTED/NOT ADOPTED on this, the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
DARRIN GUIDRY, CHAIRMAN  
TERREBONNE PARISH COUNCIL

\* \* \* \* \*

I, SUZETTE THOMAS, Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Community Development & Planning Committee on \_\_\_\_\_, 2022 and subsequently ratified by the Assembled Council in Regular Session on \_\_\_\_\_, 2022, at which meeting a quorum was present.

\_\_\_\_\_  
SUZETTE THOMAS, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

OFFERED BY:  
SECONDED BY:

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE DEDICATING AND ACCEPTING THE MAINTENANCE/OPERATION OF THE STREET(S), DRAINAGE SERVITUDES, UTILITIES, GAS, SEWER, AND RIGHTS-OF-WAY FOR “SUMMERFIELD PLACE SUBDIVISION, ADDENDUM NO. 18, PHASE A;” ENERGIZE AND ACCEPT THE STREETLIGHTS; AND TO INCORPORATE THE EXTENSION OF “LANCASTER DRIVE” INTO THE ENHANCED 911 EMERGENCY RESPONSE SYSTEM FOR THE PURPOSE OF PROVIDING A BETTER MEANS OF LOCATING ADDRESSES; AND TO SET FORTH AN EFFECTIVE DATE FOR THE INCORPORATION OF STREET NAME(S), TO INFORM THE PROPER AGENCIES OF THE STREET NAME(S), AND TO AUTHORIZE THE INSTALLATION OF THE APPROPRIATE STREET SIGN(S), AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

SECTION I

BE IT ORDAINED that the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, dedicates and accepts the maintenance/operation of the street(s), drainage servitudes, utilities, gas, sewer, and rights-of-way; and energize and accept the streetlights as depicted on a plat, prepared on April 26, 2022, by Milford & Associates, Inc. titled “Summerfield Place Subdivision, Addendum No. 18, Phase A,” a copy of which is attached hereto and made a part hereof;

BE IT FURTHER ORDAINED effective on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, that the extension of “Lancaster Drive” be incorporated into the Enhanced 911 Emergency Response System;

BE IT FURTHER ORDAINED that a copy of this ordinance be submitted to the Terrebonne Parish Communications Board, local U.S. Postal Services, fire districts, Acadian Ambulance, Terrebonne Parish Sheriff’s Office, and any other appropriate agency; and

BE IT FURTHER ORDAINED that the Parish Forces be directed to install the proper street sign on the appropriate street, and that any other actions relative thereto be addressed.

SECTION II

If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections or other portions of this ordinance shall remain in full force and effect, the provisions of this section hereby being declared to be severable.

This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

THERE WAS RECORDED:  
YEAS: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_  
\_\_\_\_\_

ABSTAINING: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_

The Chairman declared the ordinance ADOPTED/NOT ADOPTED on this, the \_\_\_\_\_  
day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
DARRIN GUIDRY, CHAIRMAN  
TERREBONNE PARISH COUNCIL

\_\_\_\_\_  
SUZETTE THOMAS, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

\* \* \* \* \*

Date and Time Delivered to Parish President:  
  
\_\_\_\_\_

Approved \_\_\_\_\_ Vetoed  
Gordon E. Dove, Parish President  
Terrebonne Parish Consolidated Government

Date and Time Returned to Council Clerk:  
  
\_\_\_\_\_

\* \* \* \* \*

I, SUZETTE THOMAS, Clerk of the Terrebonne Parish Council, do hereby certify  
that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled  
Council in Regular Session on \_\_\_\_\_, 2022, at which meeting a quorum  
was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.

\_\_\_\_\_  
SUZETTE THOMAS, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL







ASSOC.  
S...

**MILFORD & ASSOCIATES, INC.**  
**CIVIL & CONSULTING ENGINEERS**

April 27, 2022

Houma-Terrebonne Regional  
Planning Commission and  
Terrebonne Parish Consolidated Government  
Public Works Engineering Dept.

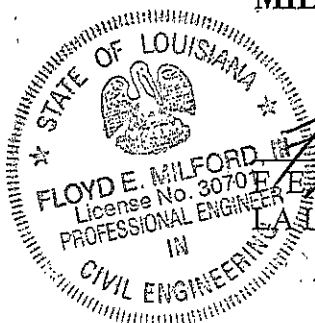
**RE: Summerfield Addendum No. 18, Phase A**  
**Sections 74, 82 and 103, T17S-R17E**  
**Terrebonne Parish, LA**

Gentlemen:

This letter is to certify that the above referenced project has been substantially completed in accordance with the plans and specifications previously approved by the Houma-Terrebonne Regional Planning Commission.

Very truly yours,

**MILFORD & ASSOCIATES, INC.**



*[Handwritten Signature]*  
\_\_\_\_\_  
F. E. Milford, III, P. E.  
LA License No. 30701

FEMIII/sr


cc: 20-57  
Reading File

**Terrebonne Parish Consolidated Government  
Infrastructure Warranty**

- A. For a period of three hundred and sixty-five (365) days from the acceptance date by the Terrebonne Parish Council; developer/subdivider warrants that all public streets and all dedicated infrastructure shall remain free of defective materials and workmanship; shall remain completed in accordance with the plans and specifications of the project; and shall comply with all state and local laws.
- B. If within one year after the date of Council acceptance any work is found to be defective or not in compliance as set out above, developer/subdivider shall within 50 days of notification, without cost to Parish, and in accordance with Parish's written instructions make all required repairs or corrections.
- If placed on notice by TPCG pursuant to this part, the parish engineering department will re-inspect for warranty release only after receiving certification from the developer's engineer that the work has been accomplished.
- C. The defects not cured to the satisfaction of TPCG within fifty days of notification will be turned over to the Terrebonne Parish Consolidated Government legal department for resolution.
- D. Contractor's obligations under this warranty are in addition to any other obligation or warranty. The provisions of this warranty shall not be construed as a substitute for or a waiver of the provisions of any applicable statute of limitation.

Summerfield Addendum No. 18, Phase A  
Name of Subdivision

\_\_\_\_\_  
Date of Council Acceptance

  
\_\_\_\_\_  
Developer Signature

SUMMERFIELD ADDENDUM NO. 18, PHASE A  
DEDICATED INFRASTRUCTURE CONSTRUCTION COST

[illegible]

MILFORD ASSOCIATES, INC.  
1538 POLK STREET  
HOUMA, LOUISIANA 70360

4/26/2022



Wednesday, June 22, 2022

---

**Item Title:**

Introduction of an Ordinance for Removal of Parking Meters Along Belanger, Grinage and Church Streets and Creation of a Freight: Loading/Unloading Zone

**Item Summary:**

An ordinance to amend certain portions of Section 18-289 of the Terrebonne Parish Code of Ordinances to remove nine (9) parking meters along Belanger Street from Grinage to Church Street, three (3) meters on the west side of Grinage Street (No. 16, 116, and 117), and two (2) meters on the west side of Church Street between Main and Belanger Streets and amend Section 18-243(a) to include a Freight: Loading/Unloading Zone in place of the three (3) meters along the west side of Grinage Street (No. 16, 116, and 117).

1. Consider the adoption of the ordinance.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary	6/1/2022	Executive Summary
Cover Memo	6/1/2022	Cover Memo
Proposed Ordinance	6/1/2022	Ordinance
Exhibit A	6/1/2022	Exhibit



**EXECUTIVE SUMMARY**  
(REQUIRED FOR ALL SUBMISSIONS)


<b>PROJECT TITLE</b>
Removal of Parking Meters Along Belanger and Church Streets

<b>PROJECT SUMMARY (200 WORDS OR LESS)</b>
Consider the introduction of an ordinance to amend certain portions of Section 18-289 of the Terrebonne Parish Code of Ordinances to remove nine (9) parking meters along Belanger Street from Grinage to Church Street and two (2) meters on the west side of Church Street between Main and Belanger Streets and calling for a public hearing on said matter on Wednesday, June 8, 2022 at 6:30 P.M. These meters are being removed under the scope of work for the Rotary Centennial Plaza (aka Belanger Street Park) project which will be going out for bid in the near future.

<b>PROJECT PURPOSE &amp; BENEFITS (150 WORDS OR LESS)</b>
Construction of Rotary Centennial Plaza (aka Belanger Street Park) is planned to begin in Summer 2022. The plans for this public plaza require the removal of the meters along this portion of Belanger Street as well as the removal of two meters along Church Street where the new entrance into the parking lot at Main/Church will be placed. The plaza be open to the public and is intended to promote economic development for our downtown as well as foster a deep sense of community with this communal space. This project represents the first of many efforts as part of our recovery from Hurricane Ida not just downtown but parish wide. The removed meters will be used to replace or repair non-functioning meters in other downtown locations until such time as our web and app-based parking strategies are implemented.

<b>TOTAL EXPENDITURE</b>				
N/A				
<b>AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)</b>				
ACTUAL		ESTIMATED		
<b>IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)</b>				
<u>N/A</u>	NO	YES	<b>IF YES AMOUNT BUDGETED:</b>	

<b>COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)</b>									
PARISHWIDE	<u>1</u>	2	3	4	5	6	7	8	9

  
 Christopher Pulaski, PLA  
 Planning & Zoning Director

5/17/22  
 Date



P.O. BOX 6097  
HOUMA, LOUISIANA 70361  
(985) 868-5050



P.O. BOX 2768  
HOUMA, LOUISIANA 70361  
(985) 868-3000

## TERREBONNE PARISH CONSOLIDATED GOVERNMENT

---

### MEMORANDUM

**To:** Hon. Gordon E. Dove  
Parish President

**From:** Chris Pulaski, Director  
Planning & Zoning Department

**Date:** May 18, 2022

**Re:** Removal of Parking Meters Along Belanger, Grinage and Church Streets and Creating Freight Loading/Unloading Zone along Grinage

---

Capt. Bobby O'Bryan with HPD contacted me about placing an agenda item to introduce an ordinance to remove eleven meters along Belanger and Church Streets that will be impacted by the development of Rotary Centennial Plaza. The meters downtown are old and replacement parts are hard or often impossible to find. The removed meters will be used to provide parts to repair/replace non-functioning meters. Additionally, we discussed the removal of three spaces along Grinage to create a Freight: Loading/Unloading Zone to serve the businesses who are adjacent to the Plaza since that portion of Belanger Street will no longer be usable for that purpose.

We are close to launching the Parkmobile app-based parking payment system downtown which will serve to offset any lost revenue due to its efficiency. This system was approved by Council in 2021 and implementation was withheld due to Hurricane Ida.

Please feel free to contact me at (985) 873-6569 or at [cpulaski@tpcg.org](mailto:cpulaski@tpcg.org) with any questions concerning this matter.

**OFFERED BY:**  
**SECONDED BY:**

**ORDINANCE NO.**

AN ORDINANCE TO AMEND CERTAIN PORTIONS OF SECTION 18-289 OF THE TERREBONNE PARISH CODES OF ORDINANCES TO REMOVE PARKING METERS ALONG CERTAIN PORTIONS OF BELANGER STREET, GRINAGE STREET, AND CHURCH STREET, AND TO AMEND SECTION 18-243(A) TO ADD A FREIGHT: LOADING/UNLOADING ZONE ALONG A PORTION OF GRINAGE STREET AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

**SECTION I**

BE IT ORDAINED by the Terrebonne Parish Council, in regular session convened, acting pursuant to the authority invested in it by the Constitution and laws of the State of Louisiana, the Home Rule Charter for a Consolidated Government for Terrebonne Parish, and including, but not limited to, LSA R.S. 33:1368 and other statutes of the State of Louisiana, to amend the Parish Code of Terrebonne Parish, Chapter 18, Article V, Division 3, Section 18-289 (1) to remove the listing:

Belanger Street (300 block) from Grinage Street to Church Street

and Chapter 18, Article V, Division 3, Section 18-289 (3) to remove the listing:

Church Street, west side, from Main Street to Belanger Street

Grinage Street, west side (Meter Nos. 16, 116, and 117)

and Chapter 18, Article V, Division 3, Section 18-243 (a) to add the listing:

Grinage Street, west side, from Main Street toward School Street approximately 100' (replacing parking meter Nos. 16, 116, and 117)

**SECTION II**

If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections or other portions of this ordinance shall remain in full force and effect, the provisions of this section hereby being declared to be severable.

**SECTION III**

Any ordinance or part thereof in conflict herewith is hereby repealed.

**SECTION IV**

This ordinance shall become effective upon approval by the Parish President or as otherwise provided in Section 2-13 (b) of the Home Rule Charter for Consolidated Government for Terrebonne Parish, whichever occurs sooner.

This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSTAINING:

ABSENT:

The Chairman declared the ordinance adopted on this, the \_\_\_\_\_ day June 2022.

\_\_\_\_\_  
DARRIN GUIDRY, CHAIRMAN  
TERREBONNE PARISH COUNCIL

\_\_\_\_\_  
SUZETTE THOMAS  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

\* \* \* \* \*

Date and Time Delivered to Parish President:

\_\_\_\_\_  
Approved \_\_\_\_\_ Vetoed  
Gordon E. Dove, Parish President  
Terrebonne Parish Consolidated Government  
Date and Time Returned to Council Clerk:

\_\_\_\_\_  
\* \* \* \* \*

I, SUZETTE THOMAS, Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled Council in Regular Session on \_\_\_\_\_, 2022, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_ DAY OF JUNE 2022.

\_\_\_\_\_  
SUZETTE THOMAS  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL



## **Sec. 18-289. - Designation of zones, streets.**

The parish council may designate zones in which parking meters shall be installed. The following streets in the City of Houma are hereby designated and established as parking meter zones for the times shown:

(1) *One-hour zones.*

Main Street, from Barataria to Barrow

Gabasse Street

To remove parking meters and all meters from handicap parking spaces in the central business district consisting of: Gabasse Street (Between Main Street and Belanger Street)

\*On the west side, (8) eight, 1-hour meters

**~~Belanger Street (300 block), from Grinage Street to Church Street and Two (2)~~**

meters located at 622 Belanger Street (south side of street between Roussell Street and Barrow Street) as designated or posted on the meter

To remove three (3) parking meters along Gabasse Street in the vicinity of 238 Gabasse Street

Goode Street from Bayou Terrebonne to Main Street

Church Street, from Bayou Terrebonne to Main Street

Goode Street, east side, from Main Street to Belanger Street

To authorize the removal of a parking meter on the west side of Goode Street (between Belanger St. and School St.—closest to School Street) and to convert said space to an un-metered "Handicapped Only" parking space. Be it further ordained that the appropriate signs be installed at this location.

To authorize conversion of an un-metered "Handicapped Only" parking space on the west side of Goode Street (between School Street and Verret Street - closest to School Street) to a "Loading /Unloading Zone" between the hours of 6:00 am to 9:00 am and that said space remain an un-metered "Handicapped Only" parking space for the remainder of the day. Be it further ordained that the appropriate signs be installed at this location.

Canal Street from Main Street to School Street

To remove parking meters at 7839 and 7913 Main Street/LA Hwy 24.

(3) *Four-hour zones.*

School Street, north side, from Grinage Street to Roussell Street

Church Street, from Main Street to Verret Street

**To remove two (2) meters along Church Street. west side, from Main Street to Belanger Street**

Goode Street, west side, from Main Street to Belanger Street

Goode Street, from Belanger Street to Verret Street

Belanger Street from Goode Street to Barrow Street, except two (2) one-hour meters located at 622 Belanger Street (on the south side of the street between Roussell Street and Barrow Street) as designated or posted on the meters

To remove parking meters and all meters from handicap parking spaces in the central business district consisting of: (Between Verret St. and Wood Street)

\*On the east side, (7) seven, 4-hour meters

\*On the west side, (1), one, 4-hour meter

To remove parking meters and all meters from handicap parking spaces in the central business district consisting of: Verret Street (Between Roussell Street and Barrow Street)

\*On the south side (10), ten, 4-hour meters

\*On the north side, (12) twelve, 4-hour meters

To remove parking meters and all meters from handicap parking spaces in the central business district consisting of: (Between Barrow Street and Gabasse Street)

\*On the south side, (2) two, 4-hour meters

\*On the north side, (1) one, 4-hour meter

To remove one (1) parking meter along the right side of Main Street, near Mermaid Masquerade, partially blocking the Whitney Bank employee parking lot

Verret Street

Lafayette Street

Grinage Street

**To remove three (3) meters along Grinage Street. west side (Meter Nos. 16, 116, and 117)**

Roussell Street

**Sec. 18-243. - Designation, use of freight/school zones.**

(a) *Freight zones.* There shall be provided, where necessary, freight zones for the purpose of loading and unloading commercial vehicles, which vehicles may be parked in the designated freight zones upon paying the fee designated for the streets named. The freight zones shall be marked by painting the area with yellow paint or otherwise posting it with signs. It shall be a violation of this Code for any person to park a vehicle within a freight zone, except to load or unload freight or merchandise; said vehicle shall not occupy such freight zone for a longer period than is actually necessary to load or unload such freight or merchandise.

The east side of Canal Street, for a distance of forty (40) feet, beginning at Point Street to the first utility pole shall hereby be established as a "30-Minute Unloading Zone".

To create a "30-Minute Unloading Zone" in a forty-foot area in front of 124 Carroll Street.

To authorize the designation of that portion of the west side of Roussell Street from its intersection of Main Street to the rear of the current structure located at 7886 Main Street as a "30-Minute Loading/Unloading Zone" and to authorize the installation of the appropriate signs.

To establish the area along the south bound side of 315 Barrow Street as a "Freight: Loading/Unloading Zone".

To establish a "30-Minute Unloading Zone" along the south side of Gautreaux Street starting at a point eighty-five (85) feet from its intersection with Dupont Street extending for thirty-six (36) feet.

To establish the area along the south side of High Street, directly in front of 620 High Street, as a "30-Minute Loading/Unloading Zone".

To establish a "loading/unloading zone" along the north side of School Street starting at the intersection of Lafayette Street for a distance of approximately one hundred sixty (160) feet along the public right-of-way

To designate the portion of the west side of Roussell street from its intersection of Main Street to the rear of the current structure located at 7887 and 7889 Main Street as a "30-minute loading/unloading zone."

**To establish a "Freight: Loading/Unloading Zone" along the west side of Grinage Street starting at the intersection of Main Street for a distance of approximately one hundred (100) feet along the public right-of-way (replacing Meter Nos. 16, 116, and 117)**

Category Number:  
Item Number: E.



Wednesday, June 22, 2022

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**Item Title:**

Amend Ordinance No. 9369 Visible Precinct Boundaries

**Item Summary:**

An ordinance to amend Ordinance No. 9369 to correct clerical errors as presented by South Central Planning and Development Commission.

1. Consider the adoption of the ordinance.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Visible Precincts	6/3/2022	Ordinance

OFFERED BY:  
SECONDED BY:

## **ORDINANCE NO. 9369**

### **An ordinance amending Ordinance No. 9368 to establish and define the Terrebonne Parish Visible Precinct Boundaries.**

**WHEREAS**, as specified in Louisiana Revised Statutes 33:1411 the Terrebonne Parish Council is required to examine and if necessary redraw the boundaries of the voting districts every ten (10) years in accordance with the decennial census; and,

**WHEREAS**, the Census was taken in 2020, and the population data was released by the Census Bureau in August of 2021; and,

**WHEREAS**, the Terrebonne Parish Council has examined, reviewed, and considered various alternative alignments based upon the findings of the United States Department of Commerce, Bureau of the Census; and,

**WHEREAS**, the Terrebonne Parish Council established the considered map alignment entitled **Alternative 1-A**, and that the aforementioned districts are hereby established as described in **Ordinance No. 9368**; and,

**WHEREAS**, in the process of establishing Alternative 1-A it was necessary to create numerous small voting precincts; and,

**WHEREAS**, the process of holding elections in these numerous small voting precincts is unsustainable due to limits on available resources such as voting machines and election commissioners; and,

**WHEREAS**, the window for merging precincts as specified in Louisiana Revised Statutes 18:532.1, Paragraph D(1)(b) is open due to the completion of redistricting by the state legislature and all local governments; now,

**THEREFORE THE TERREBONNE PARISH COUNCIL HEREBY ORDAINS** that in accordance with applicable law, the 2022 Visible Precinct Boundaries are hereby established as described in Section 1.

#### **SECTION 1: PRECINCT DESCRIPTIONS:**

##### **Precinct 1**

**Polling Place Location: Robichaux's Ford, 272 West Main St., Thibodaux**

Beginning at the point of intersection of the centerline of Louisiana Highway 20 (West Park Avenue) and the Lafourche-Terrebonne Parish Boundary Line; thence proceeding easterly and southerly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the centerline of Waterplant Road; thence proceeding westerly along the centerline of Waterplant Road to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding northerly along the centerline of Louisiana Highway 24 (West Park Avenue)

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to its intersection with the centerline of Old Highway 659; thence proceeding northerly along the centerlines of Old Highway 659 and LSTA Court to its intersection with the centerline of the Schriever Overpass (Louisiana Highway 20); thence proceeding northerly along the centerline of the Schriever Overpass (Louisiana Highway 20) to its intersection with the Burlington Northern Santa Fe Railroad Right-of-Way; thence proceeding northeasterly along the Burlington Northern Santa Fe Railroad Right-of-Way to its intersection with the center flow channel of the Saint Louis Bayou; thence proceeding northerly along the center flow channel of the Saint Louis Bayou to its intersection with the straight centerline extension of Jolie Oaks Boulevard; thence proceeding westerly along the centerline of Jolie Oaks Boulevard to its intersection with the centerline of Louisiana Highway 20 (West Park Avenue); thence proceeding southerly along the centerline of Louisiana Highway 20 (West Park Avenue) to its intersection with the centerline of Louisiana Highway 3185; thence proceeding westerly along the centerline of Louisiana Highway 3185 to its intersection with the centerline of Project Road; thence proceeding northerly along Project Road to its intersection with the centerline of Clifton Street; thence proceeding westerly along the centerline of Clifton Street to its intersection with the Lafourche-Terrebonne Parish Boundary Line; thence proceeding northerly and easterly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the centerline of Louisiana Highway 20 (West Park Avenue), the point of beginning.

## **Precinct 2**

**Polling Place Location: Schriever Elementary School, 2052 W. Main St., Schriever**

Beginning at the point of intersection of the Lafourche-Terrebonne Parish Boundary Line and the straight centerline extension of Clifton Street; thence proceeding easterly along the centerline of Clifton Street to its intersection with the centerline of Project Road; thence proceeding southerly along the centerlines of Project Road and Main Project Road to its intersection with the centerline of John Edward Lane; thence proceeding westerly along the centerline of John Edward Lane to its intersection with the centerline of Brandon Reed Lane; thence proceeding southerly along the centerline of Brandon Reed Lane to its intersection with the centerline of Al Joseph Lane; thence proceeding easterly along the centerline of Al Joseph Lane to its intersection with the centerline of Main Project Road; thence proceeding southerly along the centerline of Main Project Road to its intersection with the centerline of Saint George Road; thence proceeding easterly along the centerline of Saint George Road to its intersection with the center line of Louisiana Highway 24 (West Main Street); thence proceeding southerly along the centerline of Louisiana Highway 24 (West Main Street) to its intersection with the centerline of Clara Street; thence proceeding westerly along the centerline of Clara Street to its intersection with the centerline of Helen Park Place; thence proceeding southerly along the centerline of Helen Park Place to its intersection with the centerline of Isle of Cuba Road; thence proceeding westerly along the centerline of Isle of Cuba Road to its intersection with the centerline of Main Project Road; thence proceeding southerly along the centerline of Main Project Road to its intersection with the centerline of Louisiana Highway 311; thence continuing south on the centerline of Louisiana Highway 311 to its intersection with an Entergy Power Line north of Magnolia Plantation; thence proceeding southwest along the Entergy Power Line north of Magnolia Plantation to its intersection with the center flow channel of the levee canal; thence proceeding southerly and westerly along the center flow channel of the levee Canal to its intersection with the center flow channel of the pipeline canal; thence

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proceeding northerly and westerly and southwesterly along the center flow channel of the pipeline canal to its intersection with the center flow channel of the Terrebonne-Lafourche Drainage Canal; thence proceeding northerly along the center flow channel of the Terrebonne-Lafourche Drainage Canal to its intersection with the Lafourche-Terrebonne Parish Boundary Line; thence proceeding easterly and northerly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the straight centerline extension of Clifton Street, the point of beginning.

**Precinct 5**

**Polling Place Location: Caldwell Middle School, 445 Highway 311, Schriever**

Beginning at the point of intersection of the center flow channel of Saint Louis Bayou and the centerline of Jolie Oaks Boulevard; thence proceeding southerly along the center flow channel of Saint Louis Bayou to its intersection with the centerline of the Burlington Northern Santa Fe Railroad Right-of-Way; thence proceeding southwesterly along the Burlington Northern Santa Fe Railroad Right-of-Way to its intersection with the centerline of Louisiana Highway 20 (West Park Avenue); thence proceeding southeasterly along the centerline of Louisiana Highway 20 (West Park Avenue) to its intersection with the centerline of LSTA Court; thence proceeding easterly and southerly along the centerlines of LSTA Court and Old Hwy 659 to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding southerly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of the extension of Louisiana Highway 311; thence proceeding westerly along the centerline of the extension of Louisiana Highway 311 to its intersection with the center flow channel of Dry Bayou; thence proceeding southerly along the center flow channel of Dry Bayou to its intersection with the center flow channel of Ouiski Bayou; thence proceeding southerly along the center flow channel of Ouiski Bayou to its intersection with the straight centerline extension of an unnamed and unpaved road approximately 1,000 feet north of Ardoyne Plantation Court; thence proceeding westerly along the centerline of the unnamed and unpaved road approximately 1,000 feet north of Ardoyne Plantation Court to its intersection with the center flow channel of Little Bayou Black; thence proceeding southerly along the center flow channel of Little Bayou Black to its intersection with the centerline of Gentle Oak Boulevard; thence proceeding southwesterly along Gentle Oak Boulevard to its intersection with the centerline of Louisiana Highway 311; thence proceeding northerly along the centerline of Louisiana Highway 311 to its intersection with the centerline of United States Highway 90; thence proceeding westerly along the centerline of United States Highway 90 to its intersection with the center flow channel of an unnamed drainage canal in *Section 15, T16S-R16E*; thence proceeding southerly along the center flow channel of the unnamed drainage canal to its intersection with the center flow channel of another unnamed drainage canal that is also the boundary between *Section 18* and *Section 19, T16S-R16E*; thence proceeding southwesterly along the center flow channel of the unnamed drainage canal and its extension to its intersection with the Entergy Power Line crossing Bull Run Road just east of 594 Bull Run Road; thence proceeding southwesterly along the Entergy Power Line to its intersection with the center flow channel of the levee canal; thence proceeding northwesterly and westerly and southwesterly and northerly along the center flow channel of the levee canal to its intersection with the center flow channel of the Donner Canal; thence proceeding westerly along the center flow channel of the Donner Canal to its intersection with the center flow



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channel of the Terrebonne-Lafourche Drainage Canal; thence proceeding northerly along the center flow channel of the Terrebonne-Lafourche Drainage Canal to its intersection with the center flow channel of an unnamed pipeline canal in *Section 4, T16S-R16E*; thence proceeding easterly along the center flow channel of the *Section 4* pipeline canal to its intersection with the center flow channel of the levee canal; thence proceeding easterly and northerly along the center flow channel of the levee canal to its intersection with the Entergy Power Line; thence proceeding northeasterly along the Entergy Power Line to its intersection with the centerline of Louisiana Highway 311 just north of Magnolia Plantation; thence proceeding northerly along the centerline of Louisiana Highway 311 to its intersection with the centerline of Main Project Road; thence continuing northerly along the centerline of Main Project Road to its intersection with the centerline of Isle of Cuba Road; thence proceeding easterly along the centerline of Isle of Cuba Road to its intersection with the centerline of Helen Park Place; thence proceeding northerly along the centerline of Helen Park Place to its intersection with the centerline of Clara Street; thence proceeding easterly along the centerline of Clara Street to its intersection with the centerline of Louisiana Highway 24 (West Main Street); thence proceeding northerly along the centerline of Louisiana Highway 24 (West Main Street) to its intersection with the centerline of the entrance ramp to Louisiana Highway 24 near Roseland Boulevard; thence proceeding northwesterly along the centerline of the entrance ramp to Louisiana Highway 24 and the Old Schriever Highway across the Burlington Northern Santa Fe Railroad Right-of-Way to its intersection with the centerline of Broadway Avenue; thence proceeding westerly along the centerline of Broadway Avenue to its intersection with the centerline of Horseshoe Road; thence proceeding northerly and easterly along the centerline of Horseshoe Road to its intersection with the centerline of the Old Schriever Highway; thence proceeding northerly along the centerline of the Old Schriever Highway to its intersection with the centerline of Ducros Road; thence proceeding westerly along the centerline of Ducros Road to its intersection with the centerline of Main Project Road; thence proceeding northerly along the centerline of Main Project Road to its intersection with the centerline of Al Joseph Lane; thence proceeding westerly along the centerline of Al Joseph Lane to its intersection with the centerline of Brandon Reed Lane; thence proceeding northerly along the centerline of Brandon Reed Lane to its intersection with the centerline of John Edward Lane; thence proceeding easterly along the centerline of John Edward Lane to its intersection with the centerline of North Main Project Road; thence proceeding northerly along the centerline of North Main Project Road to its intersection with the centerline of Louisiana Highway 3185; thence proceeding easterly along the centerline of Louisiana Highway 3185 to its intersection with the centerline of Louisiana Highway 20 (West Park Avenue); thence proceeding northerly along the centerline of Louisiana Highway 20 (West Park Avenue) to its intersection with the centerline of Jolie Oaks Boulevard; thence proceeding easterly along the centerline of Jolie Oaks Boulevard to its intersection with the center flow channel of Saint Louis Bayou, the point of beginning.

**Precinct 7A/7L**

**Polling Place Location: H.L. Bourgeois High School, #1 Reservation Ct., Gray**

Beginning at the point of intersection of the centerlines of the Saint Bridget Road Bridge and Louisiana Highway 24 (West Park Avenue); thence proceeding southerly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of an

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unnamed sugar cane access road just south of 2165 West Park Avenue; thence proceeding easterly along the centerline of the unnamed road just south of 2165 West Park Avenue to its intersection with the center flow channel of Bayou Blue; thence proceeding southerly along the center flow channel of Bayou Blue to its intersection with the centerline of Bayou Blue Bypass Road; thence proceeding southerly along the centerline of Bayou Blue Bypass Road to its intersection with the centerline of Dustin Lane; thence proceeding easterly along the centerline of Dustin Lane to its intersection with the center flow channel of Bayou Blue; thence proceeding southerly along the center flow channel of Bayou Blue to its intersection with the centerline of Aselane Street; thence proceeding westerly along the centerline of Aselane Street to its intersection with the centerline of Bayou Blue Bypass Road; thence proceeding southerly along the centerline of Bayou Blue Bypass Road to its intersection with the centerline of Louisiana Highway 316 (Bayou Blue Road); thence proceeding westerly along the centerline of Louisiana Highway 316 (Bayou Blue Road) to its intersection with the center flow channel of Saint Louis Bayou; thence proceeding southerly along the center flow channel of Saint Louis Bayou to its intersection with the centerline of United States Highway 90; thence proceeding westerly along the centerline of United States Highway 90 to its intersection with the center flow channel of Ouiski Bayou; thence proceeding northerly along the center flow channels of Ouiski Bayou and Dry Bayou to its intersection with the centerline of Louisiana Highway 311 (Saint Bridget Road); thence proceeding easterly along the centerline of Louisiana Highway 311 (Saint Bridget Road) and the Saint Bridget Road Bridge to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue), the point of beginning.

#### **Precinct 8**

**Polling Place Location: N. Houma Branch Library, 4130 W. Park Ave., Gray**

Beginning at the point of intersection of the center flow channel of Bayou Terrebonne and the centerline of the Waterplant Road Bridge; thence proceeding northeasterly along the centerline of Waterplant Road to its intersection with the Lafourche-Terrebonne Parish Boundary Line; thence proceeding southeasterly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the centerline of Shamrock Drive thence proceeding southwesterly along the centerline Shamrock Drive and its straight centerline extension to its intersection with the center flow channel of Saint Louis Bayou; thence proceeding southeasterly along the center flow channel of Saint Louis Bayou to its intersection with the centerline of Country Estate Drive; thence proceeding southwesterly along the centerline of Country Estate Drive to its intersection with the centerline of Louisiana Highway 660 (Coteau Road); thence proceeding northwesterly along the centerline of Louisiana Highway 660 (Coteau Road) to its intersection with the center flow channel of the CCC Ditch; thence proceeding northwesterly along the center flow channel of the CCC Ditch to its intersection with the straight centerline extension of Evergreen Drive; thence proceeding southwesterly along Evergreen Drive and its straight centerline extension to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northerly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of the Braves Bridge; thence proceeding westerly along the centerline of the Braves Bridge to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding northwesterly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of Eureka Drive; thence proceeding northeasterly along the centerline of Eureka Drive to its intersection with the

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centerline of Pacific Drive; thence proceeding northerly along the centerline extension of Pacific Drive to its interception with the centerline of United States Highway 90; thence proceeding easterly along the centerline of United States Highway 90 to its intersection with the center flow channel of Saint Louis Bayou; thence proceeding northeasterly along the center flow channel of Saint Louis Bayou to its intersection with the centerline of Louisiana Highway 316 (Bayou Blue Road); thence proceeding easterly along the centerline of Louisiana Highway 316 (Bayou Blue Road) to its intersection with the centerline of Bayou Blue Bypass Road; thence proceeding northerly along the centerline of Bayou Blue Bypass Road to its intersection with the centerline of Aselane Street; thence proceeding easterly along the centerline of Aselane Street to its intersection with the center flow channel of Bayou Blue; thence proceeding northerly along the center flow channel of Bayou Blue to its intersection with the centerline of Dustin Lane; thence proceeding westerly along the centerline of Dustin Lane to its intersection with the centerline of Bayou Blue Bypass Road; thence proceeding northerly along the centerline of Bayou Blue Bypass Road to its intersection with the center flow channel of Bayou Blue; thence proceeding northerly along the center flow channel of Bayou Blue to its intersection with the centerline of an unnamed sugar cane access road just south of 2165 West Park Avenue; thence proceeding southwesterly along the centerline of the unnamed access road to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding northerly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of the Saint Bridget Road Bridge; thence proceeding westerly along the centerline of the Saint Bridget Road Bridge to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northerly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of Waterplant Road, the point of beginning.

### **Precinct 9**

**Polling Place Location: South Central Planning and Development Commission, 5058 W. Main St., Houma**

Beginning at the point of intersection of the centerline of United States Highway 90 and the center flow channel of Ouski Bayou; thence proceeding easterly along the centerline of United States Highway 90 to its intersection with the straight centerline extension of Pacific Drive; thence proceeding southerly along the centerline extension of Pacific Drive to its intersection with the centerline of Eureka Drive; thence proceeding westerly along the centerline of Eureka Drive to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding southerly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of the Braves Bridge; thence proceeding southwesterly along the centerline of the Braves Bridge to its intersection with the centerline of Louisiana Highway 24 (West Main Street); thence proceeding southerly along the centerline of Louisiana Highway 24 (West Main Street) to its intersection with the centerline of Westfield Avenue; thence proceeding southwesterly and northwesterly and southwesterly along the centerline of Westfield Avenue to its intersection with the centerline of Parrot Court; thence proceeding southeasterly along the centerline of Parrot Court to its intersection with the centerline of Lola Street; thence proceeding southwesterly along the straight centerline extension of Lola Street to its intersection with the center flow channel of the Bayou Cane Canal; thence proceeding southeasterly along the center flow channel of the Bayou Cane Canal

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to its intersection with the power transmission line located between the Coteau Bridge and the Jody Bridge; thence proceeding southwesterly along the power transmission line to its intersection with the center flow channel of Ouiski Bayou; thence proceeding northerly along the center flow channel of Ouiski Bayou to its intersection with the centerline of United States Highway 90, the point of beginning.

#### **Precinct 10**

**Polling Place Location: Oakshire Gym, 5457 Vicari St., Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 24 (West Main Street) and the Braves Bridge; thence proceeding northerly along the centerline of the Braves Bridge to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding southerly along the center flow channel of Bayou Terrebonne to its intersection with the straight centerline extension of Evergreen Drive; thence proceeding northeasterly along the centerline of Evergreen Drive and its straight centerline extension to its intersection with the center flow channel of the CCC Ditch; thence proceeding southeasterly along the center flow channel of the CCC Ditch to its intersection with the power transmission line south of Coteau Road; thence proceeding southwesterly along the power transmission line south of Coteau Road to its intersection with the center flow channel of the Bayou Cane Canal; thence proceeding northerly along the center flow channel of the Bayou Cane Canal to its intersection with the straight centerline extension of Lola Street; thence proceeding northeasterly along the centerline of Lola Street to its intersection with the centerline of Parrot Court; thence proceeding northerly along the centerline of Parrot Court to its intersection with the centerline of Westfield Avenue; thence proceeding northeasterly along centerline of Westfield Avenue to its intersection with the centerline of Louisiana Highway 24 (West Main Street); thence proceeding northerly along the centerline of Louisiana Highway 24 (West Main Street) to its intersection with the centerline of the Braves Bridge, the point of beginning.

#### **Precinct 11**

**Polling Place Location: Coteau-Bayou Blue School, 2550 Coteau Rd., Houma**

Beginning at the point of intersection of the centerline of Louisiana Highway 660 (Coteau Road) and the center flow channel of the CCC Ditch; thence proceeding northeasterly and southeasterly along the centerline of Louisiana Highway 660 (Coteau Road) to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding southerly along the center flow channel of the Saint Louis Canal to its intersection with the centerline of Saint Louis Canal Road; thence proceeding northwesterly along the centerline of Saint Louis Canal Road and its extension to its intersection with the center flow channel of an unnamed ditch in *Section 17, T16S-R17E* located east of Idlewild Drive; thence proceeding northerly along the center flow channel of the unnamed ditch to its intersection with the center flow channel of the CCC Ditch; thence proceeding westerly and northwesterly along the center flow channel of the CCC Ditch to its intersection with the centerline of Louisiana Highway 660 (Coteau Road), the point of beginning.

#### **Precinct 12**

**Polling Place Location: Father Pat O'Brien Center, 409 Funderburk Avenue, Houma**

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Beginning at the point of intersection of the centerlines of Bayou Gardens Boulevard and Vicari Street; thence proceeding northeasterly along the centerline of Bayou Gardens Boulevard to its intersection with the centerline of Saint Louis Canal Road; thence proceeding southeasterly along the centerline of Saint Louis Canal Road to its intersection with the centerline of Kenney Street; thence proceeding southwesterly along the centerline of Kenney Street to its intersection with the centerline of D Street; thence proceeding southeasterly along the centerline of D Street to its intersection with the centerline of Funderburk Avenue; thence proceeding southwesterly along the centerline of Funderburk Avenue to its intersection with the centerline of B Street; thence proceeding northwesterly along the centerline of B Street to its intersection with the centerline of Kenney Street; thence proceeding southwesterly along the centerline of Kenney Street to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding northwesterly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of Armour Drive; thence proceeding southwesterly along the straight centerline extension of Armour Drive to its intersection with the centerline of Louisiana Highway 24 (West Main Street); thence proceeding northerly along the centerline of Louisiana Highway 24 (West Main Street) to its intersection with the centerline of Louisiana Highway 3040 (Martin Luther King Boulevard); thence proceeding southwesterly along the centerline of Louisiana Highway 3040 (Martin Luther King Boulevard) to its intersection with the centerline of Savanne Road; thence proceeding westerly along the centerline of Savanne Road to its intersection with the center flow channel of the Bayou Cane Canal; thence proceeding northerly along the center flow channel of the Bayou Cane Canal to its intersection with the centerline extension of Lost Bayou Court; thence proceeding northeasterly along the centerline of Lost Bayou Court to its intersection with the centerline of Louisiana Highway 24 (West Main Street); thence proceeding southerly along the centerline of Louisiana Highway 24 (West Main Street) to its intersection with the centerline of the Oakshire Drive Bridge; thence proceeding easterly along the centerline of the Oakshire Drive Bridge to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding southerly along the center flow channel of Bayou Terrebonne to its intersection with the center flow channel of an unnamed drainage ditch south of the Oakshire subdivision; thence proceeding northeasterly along the center flow channel of the Oakshire subdivision drainage ditch to its intersection with the centerline of Vicari Street; thence proceeding southeasterly along the centerline of Vicari Street to its intersection with the centerline of Bayou Gardens Boulevard, the point of beginning.

#### **Precinct 14**

**Polling Place Location: Voting Machine Warehouse, 1317 Valhi Blvd., Houma**

Beginning at the point of intersection of the centerlines of Ashburn Drive and Louisiana Highway 311; thence proceeding southerly along the centerline of Louisiana Highway 311 to its intersection with the extension of the center flow channel of an unnamed drainage ditch running southwest to northeast through the Ellendale Country Club golf course; thence proceeding northeasterly along the center flow channel of the Ellendale Country Club drainage ditch to its intersection with the center flow channel of Ouiski Bayou; thence proceeding southeasterly along the center flow channel of Ouiski Bayou to its intersection with the centerline of Savanne Road; thence proceeding southwesterly along the centerline of Savanne

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Road to its intersection with the center flow channel of the Hanson Canal; thence proceeding northwesterly along the center flow channel of the Hanson Canal to its intersection with the center flow channel of an unnamed north-south canal; thence proceeding northerly along the center flow channel of the unnamed canal to its intersection with the center flow channel of the levee canal south of Bull Run Road; thence proceeding westerly along the center flow channel of the levee canal to its intersection with the Entergy Power Line; thence proceeding easterly along the Entergy Power Line to its intersection with the centerline of Bull Run Road; thence proceeding easterly along the centerline of Bull Run Road to its intersection with the centerline of Goldsby Drive; thence proceeding northerly along the centerline of Goldsby Drive to its intersection with the centerline of Longdale Drive; thence proceeding easterly along the centerline of Longdale Drive to its intersection with the centerline of Moss Point Drive; thence proceeding southerly and southwesterly along the centerline of Moss Point Drive to its intersection with the centerline of Bull Run Road; thence proceeding southeasterly and northeasterly along the centerline of Bull Run Road to its intersection with the centerline of Norwood Drive; thence proceeding northwesterly along the centerline of Norwood Drive to its intersection with the centerline of Ashburn Drive; thence proceeding easterly along the centerline of Ashburn Drive to its intersection with the centerline of Louisiana Highway 311, the point of beginning.

**Precinct 15**

**Polling Place Location: Southdown Elementary School, 1124 Saint Charles Street, Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 311 (Little Bayou Black Drive) and Saint Charles Street; thence proceeding southerly along the centerline of Saint Charles Street to its intersection with the center flow channel of an unnamed drainage canal in *Section 102, T17S-R17E*; thence proceeding northwesterly along the center flow channel of the Section 102 unnamed drainage canal to its intersection the centerline of Valhi Boulevard; thence proceeding northwesterly along the centerline of Valhi Boulevard to its intersection with the center flow channel of the Hanson Canal; thence proceeding southwesterly along the center flow channel of the Hanson Canal to its intersection with the centerline extension of Lagoon Court; thence proceeding northeasterly along the centerlines of Lagoon Court and Valhi Lagoon Court to its intersection with the centerline of Louisiana Highway 311; thence proceeding westerly along the centerline of Louisiana Highway 311 to its intersection with the centerline of South Hollywood Road; thence proceeding northeasterly along the centerline of South Hollywood Road to its intersection with the center flow channel of Little Bayou Black; thence proceeding southeasterly along the center flow channel of Little Bayou Black to its intersection with the centerline of Louisiana Highway 311 (Little Bayou Black Drive); thence proceeding easterly along the centerline of Louisiana Highway 311 (Little Bayou Black Drive) to its intersection with the centerline of Saint Charles Street, the point of beginning.

**Precinct 16**

**Polling Place Location: Southdown Elementary School, 1124 Saint Charles Street, Houma**

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Beginning at the point of intersection of the center flow channel of Bayou Cane and the center flow channel of an unnamed intermittent stream in *Section 17, T17S-R17E*; thence proceeding easterly along the center flow channel of the unnamed stream to its intersection with the centerline of Westside Boulevard; thence proceeding southerly and southeasterly and southerly along the centerline of Westside Boulevard to its intersection with the old Southern Pacific Railroad right-of-way south of Enterprise Drive; thence proceeding easterly along the old Southern Pacific Railroad right-of-way to its intersection with the centerline of Saint Charles Street; thence proceeding northerly along the centerline of Saint Charles Street to its intersection with the centerline of Louisiana Highway 3040 (West Tunnel Boulevard); thence proceeding easterly along the centerline of Louisiana Highway 3040 (West Tunnel Boulevard) to its intersection with the centerline of Polk Street; thence proceeding southerly along the centerline of Polk Street to its intersection with the centerline of Louisiana Highway 311; thence proceeding northwesterly along the centerline of Louisiana Highway 311 to its intersection with the center flow channel of Little Bayou Black; thence continuing northwesterly along the center flow channel of Little Bayou Black to its intersection with to its intersection with South Hollywood Road; thence proceeding southwesterly along the centerline of South Hollywood Road to its intersection with Louisiana Highway 311; thence proceeding southeasterly along the centerline of Louisiana Highway 311 to its intersection with Valhi Lagoon Crossing; thence proceeding southwesterly along Valhi Lagoon Crossing, its extension, and Lagoon Court to its intersection with the Hanson Canal; thence proceeding westerly along the Hanson Canal to its intersection with a power transmission line; thence proceeding northwesterly and northeasterly along the power transmission line across Valhi Boulevard and between Nottingham Trail and Riverwood Drive to its intersection with the convergent point of Little Bayou Black and Ouiski Bayou; thence proceeding northerly along the center flow channel of Ouiski Bayou to its intersection with the center flow channel of Bayou Cane; thence proceeding northerly along the center flow channel of Bayou Cane to its intersection with the center flow channel of an unnamed intermittent stream in *Section 17, T17S-R17E*, the point of beginning.

### **Precinct 17**

**Polling Place Location: Broadmoor Elementary School, 1010 Broadmoor Ave., Houma**

Beginning at the point of intersection of the center flow channel of Bayou Terrebonne and the centerline extension of Armour Drive; thence proceeding easterly along the centerline extension of Armour Drive to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding southerly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of Kenney Street; thence proceeding northeasterly along the centerline of Kenney Street to its intersection with the centerline of B Street; thence proceeding southerly along the centerline of B Street to its intersection with the centerline of Funderburk Avenue; thence proceeding easterly along the centerline of Funderburk Avenue to its intersection with the centerline of D Street; thence proceeding northerly along the centerline of D Street to its intersection with the centerline of Kenney Street; thence proceeding northeasterly along the centerline of Kenney Street to its intersection with the centerline of Saint Louis Canal Road; thence proceeding southeasterly along the centerline of Saint Louis Canal Road to its intersection with the straight centerline extension of Prevost Drive; thence proceeding southwesterly along the straight centerline

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extension of Prevost Drive and Prevost Drive to its intersection with the centerline of Gaynell Drive; thence proceeding westerly along the centerline of Gaynell Drive to its intersection with the centerline of Alma Street; thence proceeding southerly along the centerline of Alma Street to its intersection with the centerline of Prevost Drive; thence proceeding westerly along the centerline of Prevost Drive to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding southerly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of the Prevost Bridge; thence proceeding westerly along the centerline of the Prevost Bridge to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northeasterly along the center flow channel of Bayou Terrebonne to its intersection with the centerline extension of Armour Drive, the point of beginning.

### **Precinct 18**

**Polling Place Location: Lisa Park Gym, 6639 Lisa Park Ave., Houma**

Beginning at the point of intersection of the center flow channel of Bayou Terrebonne and the centerline of the Westside Boulevard Bridge; thence proceeding northeasterly along the centerline of the Westside Boulevard Bridge and Westside Boulevard to its intersection with the centerline of Alma Street; thence proceeding southeasterly along the centerline of Alma Street to its intersection with the centerline of Cavaness Drive; thence proceeding northeasterly along the centerline of Cavaness Drive to its intersection with the centerline of Jana Street; thence proceeding southeasterly along the centerline of Jana Street to its intersection with the centerline of Louis Drive; thence proceeding southwesterly along the centerline of Louis Drive to its intersection with the centerline of Verna Street; thence proceeding southeasterly along the centerline of Verna Street to its intersection with the centerline of Harding Drive; thence proceeding southwesterly along the centerline of Harding Drive to its intersection with the centerline of Lisa Park Avenue; thence proceeding southeasterly along the centerline of Lisa Park Avenue to its intersection with the centerline of Westview Drive; thence proceeding northeasterly along the centerline of Westview Drive to its intersection with the centerline of the Saint Louis Canal Road; thence proceeding southerly along the centerline of the Saint Louis Canal Road to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding southwesterly and southeasterly along the center flow channel of the Saint Louis Canal to its intersection with the straight centerline extension of Cascade Drive; thence proceeding southwesterly along the centerline of Cascade Drive to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding southeasterly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of the Holiday Drive Bridge; thence proceeding southwesterly along the Holiday Drive Bridge to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northwesterly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of the Westside Boulevard Bridge, the point of beginning.

### **Precinct 19**

**Polling Place Location: Shady Acres Senior Center, 6512 West Main Street, Houma**

Beginning at the point of intersection of the center flow channel of Bayou Terrebonne and the centerline of the Holiday Drive Bridge; thence proceeding easterly along the centerline of



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Holiday Drive Bridge to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding northerly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of Cascade Drive; thence proceeding northeasterly along the centerline of Cascade Drive and its straight centerline extension to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding northwesterly along the center flow channel of the Saint Louis Canal to its intersection with the centerline of Saint Louis Canal Road; thence proceeding southeasterly along the centerline of Saint Louis Canal Road and its straight line extension to its intersection with the center flow channel of the Six Foot Ditch; thence proceeding westerly along the center flow channel of the Six Foot Ditch to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding northwesterly along the center flow channel of the Saint Louis Canal a short distance to its intersection with the centerline of North Hollywood Road; thence proceeding southwestly along the centerline of North Hollywood Road to its intersection with the centerline of Alma Street; thence proceeding northwesterly along the centerline of Alma Street to its intersection with the centerline of Highland Drive; thence proceeding southwestly along the centerlines of Highland Drive and the Highland Drive Bridge to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northwesterly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of Holiday Drive Bridge, the point of beginning.

#### **Precinct 20**

**Polling Place Location: Terrebonne Parish School Board Office, 201 Stadium Dr., Houma**

Beginning at the point of intersection of the centerlines of South Hollywood Road and Louisiana Highway 24 (Main Street); thence proceeding northeasterly along the centerline of the Hollywood Road Bridge to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding northwesterly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of Highland Drive; thence proceeding northeasterly along the centerline of Highland Drive to its intersection with the centerline of Alma Street; thence proceeding southeasterly along the centerline of Alma Street to its intersection with the centerline of North Hollywood Road; thence proceeding northeasterly along the centerline of North Hollywood Road to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding southerly along the center flow channel of the Saint Louis Canal to its intersection with the centerline of Louisiana Highway 24 (Park Avenue); thence proceeding northwesterly along the centerline of Louisiana Highway 24 (Park Avenue) to its intersection with the centerline of the Saint Charles Street Bridge; thence proceeding southerly along the centerline of the Saint Charles Street Bridge to its intersection with the centerline of Stadium Drive; thence proceeding northerly along the centerline of Stadium Drive to its intersection with the centerline of Louisiana Highway 24 (Main Street); thence proceeding northwesterly along the centerline of Louisiana Highway 24 (Main Street) to its intersection with the centerline of Hollywood Road, the point of beginning.

#### **Precinct 21**

**Polling Place Location: West Houma Recreation Center, 800 Williams Avenue, Houma**

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Beginning at the point of intersection of the Lafourche/Terrebonne Parish Boundary line and the centerline of Louisiana Highway 182; thence proceeding southeasterly along the Lafourche/Terrebonne Parish Boundary line to its intersection with the centerline of Louisiana Highway 3087 (Prospect Boulevard); thence proceeding southerly along the centerline of Louisiana Highway 3087 (Prospect Boulevard) to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding westerly along the center flow channel of the Intracoastal Canal to its intersection with the straight line extension of the center flow channel of an unnamed levee canal in *Section 17, T17S-R17E*; thence proceeding northwesterly along the center flow channel of the *Section 17* levee canal and its straight line extension to its intersection with the centerline of Louisiana Highway 182 (New Orleans Boulevard); thence proceeding northerly along the centerline of Louisiana Highway 182 (New Orleans Boulevard) to its intersection with the Lafourche/Terrebonne Parish Boundary line, the point of beginning.

### **Precinct 22**

**Polling Place Location: Caldwell Middle School, 445 Highway 311, Schriever**

Beginning at the point of intersection of the center flow channel of Little Bayou Black and the centerline of an unnamed and unpaved access road approximately 1,000 feet north of Ardoyne Plantation Court; thence proceeding easterly along the centerline of the unpaved access road and its straight centerline extension to its intersection with the center flow channel of Ouiski Bayou; thence proceeding southerly along the center flow channel of Ouiski Bayou to its intersection with the straight centerline extension of Lumen Christi Court; thence proceeding southwesterly along the centerline of Lumen Christi Court to its intersection with the center flow channel of Little Bayou Black; thence proceeding southerly along the center flow channel of Little Bayou Black to its intersection with the centerline of an unnamed and unpaved access road just south of Bull Run Road; thence proceeding westerly a short distance along the unnamed access road to its intersection with the centerline of Louisiana Highway 311; thence proceeding northerly along the centerline of Louisiana Highway 311 to its intersection with the centerline of Gentle Oak Boulevard; thence proceeding easterly along the centerline of Gentle Oak Boulevard to its intersection with the center flow channel of Little Bayou Black; thence proceeding northwesterly along the center flow channel of Little Bayou Black to its intersection with an unnamed and unpaved access road approximately 1,000 feet north of Ardoyne Plantation Court, the point of beginning.

### **Precinct 23**

**Polling Place Location: West Houma Recreation Center, 800 Williams Avenue, Houma**

Beginning at the point of intersection of the centerline of Ninth Street and the Saint Louis Canal; thence proceeding easterly along the centerline of Ninth Street to its intersection with Rightor Street; thence proceeding southeasterly along Rightor Street to its intersection with the centerline of McKinley Street; thence proceeding southerly along the centerline of McKinley Street to its intersection with the centerline of Louisiana Highway 24 (Park Avenue); thence proceeding easterly along the centerline of Louisiana Highway 24 (Park Avenue) to its intersection with the centerline of Central Avenue; thence proceeding southerly along the centerline of the Central Avenue Bridge to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding westerly along the center flow channel of Bayou

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Terrebonne to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding northeasterly along the center flow channel of the Saint Louis Canal to its intersection with the centerline of Ninth Street, the point of beginning.

**Precinct 24**

**Polling Place Location: Caldwell Middle School, 445 Highway 311, Schriever**

Beginning at the point of intersection of the centerline of United States Highway 90 and the center flow channel of an unnamed canal in *Section 15, T16S-R16E*; thence proceeding easterly along the centerline of United States Highway 90 to its intersection with the centerline of Louisiana Highway 311; thence proceeding southerly along the centerline of Louisiana Highway 311 to its intersection with the centerline of Ashburn Drive; thence proceeding southwesterly along the centerline of Ashburn Drive to its intersection with the centerline of Norwood Drive; thence proceeding southeasterly along the centerline of Norwood Drive to its intersection with the centerline of Bull Run Road; thence proceeding southwesterly and northwesterly along the centerline of Bull Run Road to its intersection with the centerline of Moss Point Drive; thence proceeding northeasterly and northwesterly along the centerline of Moss Point Drive to its intersection with the centerline of Long Dale Drive; thence proceeding southwesterly along the centerline of Long Dale Drive to its intersection with the centerline of Goldsby Drive; thence proceeding southeasterly along the centerline of Goldsby Drive to its intersection with the centerline of Bull Run Road; thence proceeding westerly along the centerline of Bull Run Road to its intersection with the Entergy Power Line in *Section 19, T16S-R16E*; thence proceeding northeasterly along the Entergy Power Line to its intersection with the center flow channel of an unnamed drainage ditch in *Section 19, T16S-R16E*; thence proceeding northeasterly along the center flow channel of the unnamed drainage ditch to its intersection with the center flow channel of an unnamed canal in *Section 59, T16S-R16E*; thence proceeding northwesterly along the center flow channel of the unnamed canal to its intersection with the centerline of United States Highway 90, the point of beginning.

**Precinct 25**

**Polling Place Location: West Houma Recreation Center, 800 Williams Ave., Houma**

Beginning at the point of intersection of the centerlines of Morrison Avenue and Jefferson Davis Street; thence proceeding easterly along the centerlines of Jefferson Davis Street and Sixth Street to its intersection with the centerline of Louisiana Highway 182 (New Orleans Boulevard); thence proceeding southerly along the centerline of Louisiana Highway 182 (New Orleans Boulevard) to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding westerly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of the Central Avenue Bridge; thence proceeding northerly along the centerline of the Central Avenue Bridge to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding westerly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of McKinley Street; thence proceeding northerly along the centerline of McKinley Street to its intersection with the centerline of Rightor Street; thence proceeding northwesterly along the centerline of Rightor Street to its intersection with the centerline of Morrison Avenue; thence

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proceeding northerly along the centerline of Morrison Avenue to its intersection with the centerline of Jefferson Davis Street, the point of beginning.

**Precinct 27**

**Polling Place Location: Coteau Fire Protection District - Admin. Bldg., 2325 Coteau Road, Houma**

Beginning at the point of intersection of the center flow channel of the Saint Louis Canal and the centerline of Saint Louis Canal Road; thence proceeding northeasterly along the center flow channel of the Saint Louis Canal to its intersection with the Lafourche-Terrebonne Parish Boundary Line; thence proceeding southeasterly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the centerline of Louisiana Highway 182; thence proceeding southerly along the centerline of Louisiana Highway 182 to its intersection with the centerline of North Hollywood Road; thence proceeding southwesterly along the centerlines of North Hollywood Road and Williams Avenue to its intersection with the center flow channel of the Six Foot Ditch; thence proceeding westerly along the center flow channel of the Six Foot Ditch to its intersection with the straight centerline line extension of Saint Louis Canal Road; thence proceeding northerly along the centerline of Saint Louis Canal Road to its third intersection with the center flow channel of the Saint Louis Canal, the point of beginning.

**Precinct 28**

**Polling Place Location: Oakshire Gym, 5457 Vicari St., Houma**

Beginning at the point of intersection of the center flow channel of Bayou Terrebonne and a power transmission line south of Louisiana Highway 660 (Coteau Road); thence proceeding northeasterly along the power transmission line south of Louisiana Highway 660 (Coteau Road) to its intersection with the center flow channel of the CCC Ditch; thence proceeding southeasterly along the center flow channel of the CCC Ditch to its intersection with the center flow channel of the drainage ditch south of the Oakshire subdivision; thence proceeding southwesterly along the center flow channel of the Oakshire subdivision ditch to its intersection with center flow channel of Bayou Terrebonne; thence proceeding northerly along the center flow channel of Bayou Terrebonne to its intersection with the power transmission line south of Louisiana Highway 660 (Coteau Road), the point of beginning.

**Precinct 29**

**Polling Place Location: Honduras Elementary School, 530 Grand Caillou Road, Houma**

Beginning at the point of intersection of the center flow channels of the Intracoastal Canal and Bayou Terrebonne; thence proceeding northerly and southeasterly along the center flow channel of the Intracoastal Canal to its intersection with the centerline of Louisiana Highway 3087 (Prospect Avenue); thence proceeding southwesterly along the centerline of Louisiana Highway 3087 (Prospect Avenue) to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northeasterly and easterly along Bayou Terrebonne to its

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intersection with the Intracoastal Canal, the point of beginning.

### **Precinct 30**

**Polling Place Location: Coteau-Bayou Blue School, 2550 Coteau Rd., Houma**

Beginning at the point of intersection of the centerline of Shamrock Drive and the Lafourche-Terrebonne Parish Boundary Line; thence proceeding easterly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the centerline of Country Estates Drive; thence proceeding southerly along the centerline of Country Estates Drive to its intersection with the center flow channel of Saint Louis Bayou; thence proceeding westerly along the center flow channel of Saint Louis Bayou to its intersection with the straight centerline extension of Shamrock Drive; thence proceeding northerly along the centerline of Shamrock Drive to its intersection with the Lafourche-Terrebonne Parish boundary line, the point of beginning.

### **Precinct 31**

**Polling Place Location: Village East School, 315 Lafayette Woods Boulevard, Houma**

Beginning at the point of intersection of the centerline of Louisiana Highway 3087 (Prospect Boulevard) the center flow channel of the Intracoastal Canal; thence proceeding easterly along the center flow channel of the Intracoastal Canal to its intersection with the straight line extension of ~~Browning Court~~ Gulf of Mexico Avenue; thence proceeding southwesterly along the centerline of ~~Browning Court~~ Gulf of Mexico Avenue and its straight centerline extension between 9778 and 9788 East Park Avenue to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northwesterly along the center flow channel of Bayou Terrebonne to its intersection with the centerline extension of Garden Lane; thence proceeding southerly along the centerline extension of Garden Lane to its intersection with the centerline of Louisiana Highway 24 (East Main Street); thence proceeding westerly along the centerline of Louisiana Highway 24 (East Main Street) to its intersection with the centerline of Louisiana Highway 3087 (Prospect Boulevard); thence proceeding northeasterly along the centerline of Louisiana Highway 3087 (Prospect Boulevard) to its intersection with the center flow channel of the Intracoastal Canal, the point of beginning.

### **Precinct 33**

**Polling Place Location: Coteau-Bayou Blue School, 2550 Coteau Rd., Houma**

Beginning at the point of intersection of the centerline of Vicari Street and the center flow channel of a drainage ditch south of the Oakshire subdivision; thence proceeding northeasterly along the center flow channel of the Oakshire drainage ditch to its intersection with the center flow channel of the CCC Ditch; thence proceeding easterly along the center flow channel of the CCC Ditch to its intersection with the center flow channel of an unnamed ditch in *Section 17, T16S-R17E* located east of Idlewild Drive; thence proceeding southerly along the center flow channel of the unnamed ditch east of Idlewild Drive and its extension to its intersection with the centerline of Bayou Gardens Boulevard; thence proceeding southwesterly along the centerline of Bayou Gardens Boulevard to its intersection with the centerline of Vicari Street; thence proceeding northwesterly along the centerline of Vicari Street to its intersection with

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the center flow channel of a drainage ditch south of the Oakshire subdivision, the point of beginning.

**Precinct 34A/34M**

**Polling Place Location: Mechanicville Recreation Center, 2814 Senator Street, Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 24 (Main Street) and Louisiana Highway 57 (Grand Caillou Road); thence proceeding easterly on the centerline of Louisiana Highway 24 (Main Street) to its intersection with the centerline of Myrtle Street; thence proceeding southerly on the centerline of Myrtle Street to its intersection the centerline of Furman Street; thence proceeding easterly along the centerline of Furman Street to its intersection with the centerline of Hellier Street; thence proceeding southerly along the centerline of Hellier Street to its intersection with the centerline of Effie Street; thence proceeding westerly along the centerline of Effie Street to its intersection with the centerline of Myrtle Street; thence proceeding southerly along the centerline of Myrtle Street to its intersection with the centerline of Morris Street; thence proceeding easterly along the centerline of Morris Street to its intersection with the centerline of Plum Street; thence proceeding northerly along the centerline of Plum Street to its intersection with the centerline of Effie Street; thence proceeding easterly along the centerline of Effie Street to its intersection with the centerline of Judith Street; thence proceeding northerly along the centerline of Judith Street to its intersection with the centerline of Tony Street; thence proceeding easterly along the centerline of Tony Street to its intersection with the centerline of Jackson Street; thence proceeding southerly along the centerline of Jackson Street to its intersection with the centerline of Effie Street; thence proceeding easterly along the centerline of Effie Street to its intersection with the centerline of Louisiana Highway 661 (Howard Avenue); thence proceeding northerly along the centerline of Louisiana Highway 661 (Howard Avenue) and the Howard Avenue Bridge to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding southeasterly along the center flow channel of Bayou Terrebonne to its intersection with the straight centerline extension of Garden Lane; thence proceeding southerly along the centerline extension of Garden Lane to its intersection with the centerline of Louisiana Highway 24 (East Main Street); thence proceeding westerly along the centerline of Louisiana Highway 24 (East Main Street) to its intersection with Prospect Boulevard; thence proceeding southerly along the centerline of Prospect Boulevard to its intersection with the center flow channel of Bayou Chauvin; thence proceeding northwesterly along the center flow channel of Bayou Chauvin to its intersection with the straight centerline extension of Plant Road; thence continuing northwesterly along the centerline of Plant Road to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding northerly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Sylvia Street; thence proceeding westerly along the centerline of Sylvia Street to its intersection with the centerline of Leona Street; thence proceeding northerly along Leona Street to its intersection with the centerline of Buron Street; thence proceeding easterly along the centerline of Buron Street to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding northerly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Louisiana Highway 24 (Main Street), the point of beginning.

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**Precinct 35**

**Polling Place Location: East Houma Recreation Center, 126 Boundary Rd., Houma**

Beginning at the point of intersection of the centerline of Prospect Boulevard and the center flow channel of Bayou Chauvin; thence proceeding southeasterly along the center flow channel of Bayou Chauvin to its intersection with the centerline of Bushnell Road; thence proceeding westerly along the centerline of Bushnell Road to its intersection with the centerline of Cummins Road; thence proceeding northwesterly along the centerline of Cummins Road to its intersection with the centerline of the old Southern Pacific Railroad Right-of-Way; thence proceeding westerly along the centerline of the old Southern Pacific Railroad Right-of-Way to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding northwesterly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Mary Anne Avenue; thence proceeding northeasterly along the centerline of Mary Ann Avenue to its intersection with the centerline of Ranger Street; thence proceeding southeasterly along the centerline of Ranger Street to its intersection with the centerline of Prospect Boulevard; thence proceeding northeasterly along the centerline of Prospect Boulevard to its intersection with the center flow channel of Bayou Chauvin, the point of beginning.

**Precinct 36**

**Polling Place Location: East Houma Recreation Center, 126 Boundary Rd., Houma**

Beginning at the intersection of the center flow channel of Bayou Chauvin and the centerline of Prospect Boulevard; thence proceeding southwestly along the centerline of Prospect Boulevard to its intersection with the centerline of Ranger Street; thence proceeding northwesterly along the centerline of Ranger Street to its intersection with the centerline of Mary Ann Avenue; thence proceeding southwestly along the centerline of Mary Ann Avenue to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding northwesterly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Richmond Avenue; thence proceeding northeasterly and northerly along the centerline of Richmond Avenue to its intersection with the centerline of Afton Street; thence proceeding westerly along the centerline of Afton Street to its intersection with the centerline of East Street; thence proceeding northerly along the centerline of East Street to its intersection with the centerline of Norman Street; thence proceeding westerly along the centerline of Norman Street to its intersection with the fence for the Entergy Houma substation west of Norman Street; thence proceeding northeasterly along said fence and its extension to its intersection with the center flow channel of Bayou Chauvin; thence proceeding southeasterly along the center flow channel of Bayou Chauvin to its intersection with the centerline of Prospect Boulevard, the point of beginning.

**Precinct 37**

**Polling Place Location: Coteau-Bayou Blue School, 2550 Coteau Rd., Houma**

Beginning at the point of intersection of the centerlines of Country Estates Drive and Louisiana Highway 660 (Coteau Road); thence proceeding northeasterly along the centerline of Country Estates Drive to its intersection with the Lafourche-Terrebonne Parish Boundary Line; thence

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proceeding easterly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding southwesterly along the center flow channel of the Saint Louis Canal to its intersection with the centerline of Louisiana Highway 660 (Coteau Road); thence proceeding northwesterly along the centerline of Louisiana Highway 660 (Coteau Road) to its intersection with the centerline of Country Estates Drive, the point of beginning.

**Precinct 38**

**Polling Place Location: East Houma Branch Library, 778 Grand Caillou Rd., Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 57 (Grand Caillou Road) and Merrill Drive; thence proceeding southeasterly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Bobbie Lou Avenue; thence proceeding northeasterly along the centerline of Bobbie Lou Avenue to its intersection with the center flow channel of Bayou Chauvin; thence proceeding easterly along the center flow channel of Bayou Chauvin to its intersection with the straight centerline extension of the western fence of the Entergy substation west of Norman Street; thence proceeding southerly along the western fence of the Entergy substation to its intersection with the straight centerline extension of Swan Avenue; thence proceeding southeasterly along the centerline of Swan Avenue to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding southeasterly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Glynn Avenue; thence proceeding southwesterly along the centerline of Glynn Avenue to its intersection with the center flow channel of Woodlawn Bayou; thence proceeding northwesterly along the center flow channel of Woodlawn Bayou to its intersection with the centerline of Louisiana Highway 661 (South Van Avenue); thence proceeding northeasterly along the centerline of Louisiana Highway 661 (South Van Avenue) to its intersection with the centerline of Acadian Drive; thence proceeding westerly along the centerline of Acadian Drive to its intersection with the centerline of Merrill Drive; thence proceeding northeasterly along the centerline of Merrill Drive to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road), the point of beginning.

**Precinct 39**

**Polling Place Location: Oakshire Gym, 5457 Vicari St., Houma**

Beginning at the point of intersection of the center flow channel of Bayou Terrebonne and the power transmission line located between the Coteau Bridge and the Jody Bridge; thence proceeding southeasterly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of the Oakshire Bridge; thence proceeding westerly along the centerline of Oakshire Bridge to its intersection with the centerline of Louisiana Highway 24 (West Main Street); thence proceeding northerly along the centerline of Highway 24 (West Main Street) to its intersection with the centerline of Lost Bayou Court; thence proceeding southwesterly along the centerline of Lost Bayou Court and its straight centerline extension to its intersection with the center flow channel of the Bayou Cane Canal; thence proceeding northerly along the center flow channel of the Bayou Cane Canal to its intersection with the power transmission line located between the Coteau Bridge and the Jody Bridge; thence proceeding northeasterly along



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the power transmission line to its intersection with the center flow channel of Bayou Terrebonne, the point of beginning.

**Precinct 40**

**Polling Place Location: Oakshire Gym, 5457 Vicari St., Houma**

Beginning at the point of intersection of the centerlines of Savanne Road and Louisiana Highway 3040 (Martin Luther King Boulevard); thence proceeding northeasterly along the centerline of Highway 3040 (Martin Luther King Boulevard) to its intersection with the centerline of Louisiana Highway 24 (West Main Street); thence proceeding southerly along the centerline of Louisiana Highway 24 (West Main Street) to its intersection with the centerline of Synergy Center Boulevard; thence proceeding westerly along Synergy Center Boulevard to its intersection with the centerline of Louisiana Highway 3040 (Martin Luther King Boulevard); thence proceeding northerly along the centerline of Louisiana Highway 3040 (Martin Luther King Boulevard) to its intersection with the center flow channel of Bayou Cane; thence proceeding ~~south~~westerly and northerly along the center flow channel of Bayou Cane to its intersection with Savanne Road, the point of beginning.

**Precinct 41**

**Polling Place Location: East Houma Branch Library, 778 Grand Caillou Rd., Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 57 (Grand Caillou Road) and Plant Road; thence proceeding easterly along the centerline of Plant Road and its straight centerline extension to its intersection with the center flow channel of Bayou Chauvin; thence continuing easterly along the center flow channel of Bayou Chauvin to its intersection with the straight centerline extension to Bobbie Lou Avenue; thence proceeding southwesterly along the centerline of Bobbie Lou Avenue to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding northwesterly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Merrill Drive; thence proceeding southwesterly along the centerline of Merrill Drive to its intersection with the centerline of Acadian Drive; thence proceeding southeasterly along the centerline of Acadian Drive to its intersection with the centerline of Louisiana Highway 661 (South Van Avenue); thence proceeding southwesterly along the centerline of Louisiana Highway 661 (South Van Avenue) to its intersection with the center flow channel of the Houma Navigation Canal; thence proceeding northerly along the center flow channel of the Houma Navigational Canal to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding northerly along the center flow channel of the Intracoastal Canal to its intersection with the centerline of Louisiana Highway 3040 (Houma Tunnel); thence proceeding easterly along the centerline of Louisiana Highway 3040 (Houma Tunnel and East Tunnel Boulevard) to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding northwesterly and northerly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Plan Road, the point of beginning.

**Precinct 42**

**Polling Place Location: Voting Machine Warehouse, 1317 Valhi Blvd., Houma**

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Beginning at the point of intersection of the centerline of Savanne Road and the center flow channel of Ouiski Baou; thence proceeding southeasterly along the center flow channel of Ouiski Bayou to its intersections with the center flow channel of Little Bayou Black and a power transmission line; thence proceeding southwesterly along the power transmission line between Exeter Run and Sugar Highlands Boulevard to its intersection with the center flow channel of the Hanson Canal; thence proceeding westerly along the center flow channel of the Hanson Canal to its intersection with the centerline of Savanne Road; thence proceeding northerly along the centerline of Savanne Road to its intersection with the center flow channel of Ouiski Bayou, the point of beginning.

**Precinct 43**

**Polling Place Location: Oaklawn Jr. High School Cafeteria, 2215 Acadian Dr., Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 57 (Grand Caillou Road) and Swan Avenue; thence proceeding northeasterly along the centerline of Swan Avenue and its straight centerline extension to its intersection with the centerline of Norman Street; thence proceeding easterly along the centerline of Norman Street to its intersection with the centerline of East Street; thence proceeding southerly along the centerline of East Street to its intersection with the centerline of Afton Street; thence proceeding easterly along the centerline of Afton Street to its intersection with the centerline of Richmond Avenue; thence proceeding southerly and southwesterly along the centerline of Richmond Avenue to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding southeasterly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the Terrebonne Parish Power Line north of Industrial Boulevard; thence proceeding westerly along the Terrebonne Parish Power Line to its intersection with the center flow channel of Woodlawn Bayou; thence proceeding southerly along the center flow channel of Woodlawn Bayou to its intersection with the centerline of Industrial Boulevard; thence proceeding westerly along the centerline of Industrial Boulevard to its intersection with the centerline of Louisiana Highway 661 (South Van Avenue); thence proceeding northerly along the centerline of Louisiana Highway 661 (South Van Avenue) to its intersection with the center flow channel of Woodlawn Bayou; thence proceeding southeasterly along the center flow channel of Woodlawn Bayou to its intersection with the centerline of Glynn Avenue; thence proceeding northeasterly along the centerline of Glynn Avenue to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding northwesterly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Swan Avenue, the point of beginning.

**Precinct 45**

**Polling Place Location: NSU Allied Health Building, 235 Civic Center Boulevard, Houma**

Beginning at the point of intersection of the straight centerline extension of Cougar Drive and the center flow channel of Bayou Black; thence proceeding easterly along the center flow channel of Bayou Black to its intersection with the centerline extension of Country Club Drive; thence proceeding southerly along the centerline of Country Club Drive and its straight line

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extension to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding southwesterly along the center flow channel of the Intracoastal Canal to its intersection with the straight centerline extension of Cougar Drive; thence proceeding northerly along the centerline of Cougar Drive and its straight centerline extension to its intersection with the center flow channel of Bayou Black, the point of beginning.

**Precinct 46**

**Polling Place Location: Municipal Auditorium, 880 Verret Street, Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 312 (Lafayette Street) and Magnolia Street; thence proceeding southeasterly along the centerline of Magnolia Street to its intersection with the centerline of Church Street; thence proceeding southwesterly along the centerline of Church Street to its intersection with the centerline of Sunset Avenue; thence proceeding southeasterly along the centerline of Sunset Avenue to its intersection with the centerline of Roussell Street; thence proceeding northeasterly along the centerline of Roussell Street to its intersection with the centerline of Magnolia Street; thence proceeding southeasterly along the centerline of Magnolia Street and its straight centerline extension to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding southerly along the center flow channel of the Intracoastal Canal to its intersection with the straight centerline extension of Country Club Drive; thence proceeding northerly along the centerline of Country Club Drive and its straight centerline extension to its intersection with centerline of Bayou Black Drive; thence proceeding northwesterly along the centerlines of Bayou Black Drive and Louisiana Highway 311 (Little Bayou Black Drive) to its intersection with the centerline of Louisiana Highway 312 (Lafayette Street); thence proceeding northerly along the centerline of Louisiana Highway 312 (Lafayette Street) to its intersection with the centerline of Magnolia Street, the point of beginning.

**Precinct 48**

**Polling Place Location: Dumas Auditorium, 301 W. Tunnel Boulevard, Houma**

Beginning at the point of intersection of the centerline of the Morgan Street Bridge and the center flow channel of Bayou Terrebonne; thence proceeding easterly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of the Barataria Avenue Bridge; thence proceeding southerly along the centerline of the Barataria Avenue Bridge and Barataria Avenue to its intersection with the centerline of Louisiana Highway 311 (Little Bayou Black Drive); thence proceeding westerly along the centerline of Louisiana Highway 311 (Little Bayou Black Drive) to its intersection with the centerline of Cedar Plaza Court; thence proceeding northerly along the centerline of Cedar Plaza Court to its intersection with the fence line on the southern side of Hall Street which sits on the old Southern Pacific Railroad Right-of-Way; thence proceeding southwesterly along this fence line to its intersection with the fence between 637 Hall Street and 639 Hall Street; thence proceeding northerly along the fence between 637 Hall Street and 639 Hall Street to its intersection with the straight centerline extension of Levron Street; thence proceeding northerly along the centerline of Levron Street to its intersection with the centerline of Louisiana Highway 3040 (West Tunnel Boulevard); thence proceeding westerly along the centerline of Louisiana Highway 3040 (West Tunnel Boulevard) to its intersection with the centerline of Columbus Street; thence proceeding

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northeasterly along the centerline of Columbus Street to its intersection with the centerline of Roanoke Street; thence proceeding westerly along the centerline of Roanoke Street to its intersection with the centerline of Morgan Street; thence proceeding northerly along the centerline of Morgan Street and the Morgan Street Bridge to its intersection with the center flow channel of Bayou Terrebonne, the point of beginning.

#### **Precinct 49**

**Polling Place Location: Houma Jr. High School, 315 St. Charles St., Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 664 (Saint Charles Street) and Louisiana Highway 24 (Park Avenue); thence proceeding southeasterly along the centerline of Louisiana Highway 24 (Park Avenue) to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding southerly along the center flow channel of the Saint Louis Canal to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding southeasterly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of the Morgan Street Bridge; thence proceeding southerly along the centerline of the Morgan Street Bridge and Morgan Street to its intersection with the centerline of Roanoke Street; thence proceeding easterly along the centerline of Roanoke Street to its intersection with the centerline of Columbus Street; thence proceeding southerly along the centerline of Columbus Street to its intersection with the centerline of Louisiana Highway 3040 (West Tunnel Boulevard); thence proceeding westerly along the centerline of Louisiana Highway 3040 (West Tunnel Boulevard) to its intersection with the center flow channel of Bayou LaCarpe; thence proceeding easterly along the center flow channel of Bayou LaCarpe to its intersection with the centerline of Louisiana Highway 664 (Saint Charles Street); thence proceeding northerly along the centerline of Louisiana Highway 664 (Saint Charles Street) to its intersection with the centerline of Louisiana Highway 24 (Park Avenue), the point of beginning.

#### **Precinct 51**

**Polling Place Location: Shady Acres Sr. Center, 6512 W. Main St., Houma**

Beginning at the point of intersection of the center flow channels of Bayou Terrebonne and the Bayou Cane; thence proceeding southerly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of South Hollywood Road; thence proceeding southwesterly along the centerline of South Hollywood Road to its intersection with the centerline of Corporate Drive; thence proceeding northerly along the centerline of Corporate Drive to its intersection with the centerline of Emerson Drive; thence proceeding northwesterly along the centerline of Emerson Drive and its straight centerline extension to its intersection with the centerline of Westside Boulevard; thence proceeding northerly along the centerline of Westside Boulevard Extension a short distance to its intersection with the center flow channel of an unnamed drainage canal just north of 578 Westside Boulevard Extension; thence proceeding westerly along the center flow channel of the unnamed canal to its intersection with the center flow channel of Bayou Cane; thence proceeding northeasterly and easterly along the center flow channel of Bayou Cane to its intersection with the centerline of Louisiana Highway 3040; thence proceeding southerly along the centerline of Louisiana Highway 3040 to its intersection with the centerline of Synergy Center Boulevard; thence proceeding northeasterly

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along the centerline of Synergy Center Boulevard to its intersection with the centerline of Louisiana Highway 24 (West Main Street); thence proceeding northerly along the centerline of Louisiana Highway 24 (West Main Street) to its intersection with the center flow channel of Bayou Cane; thence proceeding easterly a short distance along the center flow channel of Bayou Cane to its intersection with the center flow channel of Bayou Terrebonne, the point of beginning.

**Precinct 52**

**Polling Place Location: Grand Caillou Middle School, 2161 Grand Caillou Road, Houma**

Beginning at the point of intersection of the center flow channel of the Houma Navigation Canal and the centerline of Louisiana Highway 661 (South Van Avenue); thence proceeding northeasterly along the centerline of Louisiana Highway 661 (South Van Avenue) to its intersection with the centerline of Industrial Boulevard; thence proceeding easterly along the centerline of Industrial Boulevard to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding southerly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of James Road; thence proceeding easterly along the centerline of James Road and Bushnell Road to its intersection with the centerline of Lafitte Boulevard; thence proceeding southerly along the centerline of Lafitte Boulevard to its intersection with the centerline of Baptiste Circle; thence proceeding westerly and southerly along the centerline of Baptiste Circle to its intersection with the centerline of Ethan Street; thence proceeding easterly along the centerline of Ethan Street to its intersection with the centerline of Baptiste Circle; thence proceeding southerly along the centerline of Baptiste Circle to its intersection with the centerline of Dawes Street; thence proceeding easterly along the centerline of Dawes Street to its intersection with the centerline of Bordelon Drive; thence proceeding northerly along the centerline of Bordelon Drive to its intersection with the centerline of Bushnell Road; thence proceeding easterly along the centerline of Bushnell Road to its intersection with the center flow channel of Bayou Chauvin; thence proceeding southerly along the center flow channel of Bayou Chauvin to its intersection with the center flow channel of an unnamed drainage feature south of Ellender Memorial High School; thence proceeding westerly along the center flow channel of the unnamed drainage feature south of Ellender Memorial High School to its intersection with the center flow channel of Bayou Grand Caillou; thence proceeding southerly along the center flow channel of Bayou Grand Caillou to its intersection with the centerline of East Woodlawn Ranch Road; thence proceeding easterly along the centerline of East Woodlawn Ranch Road to its intersection with the center flow channel of Bayou Chauvin; thence proceeding southerly along the center flow channel of Bayou Chauvin to its intersection with the center flow channel of the Saint Louis Canal just south of Ashland Landfill Road; thence proceeding westerly along the center flow channel of the Saint Louis Canal to its intersection with the center flow channel of an unnamed canal cut on the eastern side of the Houma Navigation Canal; thence proceeding westerly along the center flow channel of said canal to its intersection with the center flow channel of the Houma Navigation Canal; thence proceeding northerly along the center flow channel of the Houma Navigation Canal to its intersection with the centerline of Louisiana Highway 661 (South Van Avenue), the point of beginning.

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**Precinct 53**

**Polling Place Location: Knights of Columbus Home Council 7722, Shrimpers Row, Dulac**

Beginning at the point of intersection of the straight line extension of the center flow channel of an unnamed pipeline canal just south of 4501 Louisiana Highway 57 (Grand Caillou Road) traversing in a northwest to southeast direction in *Section 80, T18S-R18E* and the center flow channel of Bayou Grand Caillou; thence proceeding southeasterly along the *Section 80* straight line extension and the center flow channel of the unnamed pipeline canal to its intersection with the center flow channel of Bayou Chauvin; thence proceeding southerly along the center flow channel of Bayou Chauvin to its intersection with the northern shoreline of Lake Boudreaux; thence proceeding westerly and southerly along the shoreline of Lake Boudreaux and Lake Gero and Lake Quitman to its intersection with the center flow channel of an unnamed oil slip canal in Lake Quitman in *Section 13, T20S-R18E*; thence proceeding westerly along the center flow channel of the unnamed oil slip canal and its straight line extension across Bayou Sale Road to its intersection with the center flow channel of Bayou Sale; thence proceeding southerly along the center flow channel of Bayou Sale to its intersection with the northern shoreline Bay Blanc; thence proceeding southerly and southwesterly and northwesterly along the shoreline of Bay Blanc and Lake Pelto and the Caillou Bay to its intersection with the center flow channel of Grand Bayou Dularge; thence proceeding northerly along the center flow channel of Grand Bayou Dularge to its intersection with the southern shoreline of Caillou Lake; thence proceeding easterly and northerly along the shoreline of Caillou Lake through Monclouse Bay to its intersection with the center flow channel of Bayou Sauveur; thence proceeding northerly along the center flow channel of Bayou Sauveur to its intersection with the center flow channel of an unnamed pipeline canal; thence proceeding northeasterly and easterly along the center flow channel of the pipeline canal to its intersection with the center flow channel of the Fohs Canal; thence proceeding northerly along the center flow channel of the Fohs Canal to its intersection with the centerline of Falgout Canal Road; thence proceeding easterly along the centerline of Falgout Canal Road to its intersection with the center flow channel of the Houma Navigation Canal; thence proceeding northerly along the center flow channel of the Houma Navigational Canal to its intersection with the center flow channel of Bayou Provost; thence proceeding easterly along the center flow channel of Bayou Provost to its intersection with the center flow channel of Bayou Grand Caillou; thence proceeding northerly along the center flow channel of Bayou Grand Caillou to its intersection with the straight line extension of an unnamed pipeline canal just south of 4501 Louisiana Highway 57 (Grand Caillou Road) traversing in a northwest to southeast direction in *Section 80, T18S-R18E*, the point of beginning.

**Precinct 55**

**Polling Place Location: Bourg Community Center, 4411 Eldred St., Bourg**

Beginning at the point of intersection of the Lafourche-Terrebonne Parish Boundary Line and the centerline of Louisiana Highway 3087 (Prospect Avenue); thence proceeding southeasterly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the center flow channel of the Company Canal; thence proceeding southwesterly along the center flow channel of the Company Canal to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northwesterly along the center flow channel of Bayou Terrebonne to its

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intersection with an the straight centerline extension of ~~Browning Court~~ Gulf of Mexico Avenue between 9778 and 9788 East Park Avenue; thence proceeding northeasterly long the centerline of ~~Browning Court~~ Gulf of Mexico Avenue and its straight centerline extension to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding northwesterly along the center flow channel of the Intracoastal Canal to its intersection with the centerline of Louisiana Highway 3087 (Prospect Boulevard); thence proceeding northerly along the centerline of Louisiana Highway 3087 (Prospect Boulevard) to its intersection with the Lafourche-Terrebonne Parish Boundary Line, the point of beginning.

#### **Precinct 56**

**Polling Place Location: Bourg Community Center, 4411 Eldred St., Bourg**

Beginning at the point of intersection of the Lafourche-Terrebonne Parish Boundary Line and the center flow channel of the Company Canal; thence proceeding southwesterly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the centerline of Hope Farm Road; thence proceeding westerly and southwesterly along the centerline of Hope Farm Road to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding southerly along the center flow channel of Bayou Terrebonne to its intersection with the center flow channel of an unnamed drainage ditch just northwest of 404 Aragon Road; thence proceeding southwesterly along the center flow channel of the unnamed drainage ditch to its intersection with the center flow channel of Bayou LaCache; thence proceeding northerly along the center flow channel of Bayou LaCache to its intersection with the centerline of Country Drive; thence proceeding northwesterly along the centerline of Country Drive to its intersection with the centerline of Jeff Drive; thence proceeding northeasterly along the straight centerline extension of Jeff Drive to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding easterly along the center flow channel of Bayou Terrebonne to its intersection with the center flow channel of Company Canal; thence proceeding northerly along the center flow channel of Company Canal to its intersection with the Lafourche-Terrebonne Parish Boundary Line, the point of beginning.

#### **Precinct 57**

**Polling Place Location: Recreation District No. 6 Gym, 107 Recreation Dr., Montegut**

Beginning at the point of intersection of the center flow channels of Bayou LaCache and an unnamed drainage ditch just northwest of 404 Aragon Road; thence proceeding northeasterly along the center flow channel of the unnamed drainage ditch to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northwesterly along the center flow channel of Bayou Terrebonne to its intersection with the straight centerline extension of Hope Farm Road; thence proceeding northeasterly along the centerline of Hope Farm Road to its intersection with the Lafourche-Terrebonne Parish Boundary Line; thence proceeding easterly and southeasterly and southwesterly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the centerline of an unnamed and unpaved access road just east of 581 Louisiana Highway 665; thence proceeding southwesterly along the centerline of the unnamed access road to its intersection with the centerline of Louisiana Highway 665 (Pointe Aux Chenes Road); thence proceeding southwesterly along the centerline of Louisiana Highway 665 (Pointe Aux Chenes Road) to its intersection with the center flow channel of the Parish

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Forced Drainage Canal in *Section 34, T18S-R18E*; thence proceeding southerly along the center flow channel of the Parish Forced Drainage Canal to its intersection with a power transmission line; thence proceeding southwesterly along the power transmission line across Point Farm Road and Dolphin Street to its intersection with the Terrebonne Parish levee east of Cross Street; thence proceeding westerly and southerly along the Terrebonne Parish levee and its extension to its intersection with the center flow channel of the pipeline canal; thence proceeding southerly along the center flow channel of the pipeline canal to its intersection with the center flow channel of the Humble Canal; thence proceeding southeasterly along the center flow channel of the Humble Canal to its intersection with the center flow channel of Bayou Barre; thence proceeding southerly along the center flow channel of Bayou Barre to its intersection with Bay Bourbeux; thence proceeding southerly through Bay Bourbeaux, Bay La Peur, and Lake Barre to its intersection with the at the mouth of Bayou Terrebonne; thence proceeding northerly along the center flow channel of Bayou Terrebonne to its intersection with the center flow channel of the Bush Canal; thence proceeding northwesterly along the center flow channel of the Bush Canal to its intersection with the center flow channel of Bayou LaCache; thence proceeding northerly along the center flow channel of Bayou LaCache to its intersection with the center flow channel of an unnamed drainage ditch just northwest of 404 Aragon Road, the point of beginning.

#### **Precinct 58**

**Polling Place Location: Recreation District No. 6 Gym, 107 Recreation Drive, Montegut**

Beginning at the point of intersection of the center flow channel of the Parish Forced Drainage Canal in *Section 34, T18S-R19E* and the centerline of Louisiana Highway 665 (Pointe Aux Chenes Road); thence proceeding northeasterly along the centerline of Louisiana Highway 665 (Pointe Aux Chenes Road) to its intersection with the centerline of an unnamed and unpaved access road just east of 581 Louisiana Highway 665; thence proceeding northeasterly a short distance along the centerline of the unnamed access road to its intersection with the Lafourche-Terrebonne Parish Boundary Line; thence proceeding southerly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the straight line extension of the center flow channel of Bayou Terrebonne in Timbalier Bay; thence proceeding westerly along this straight line through Timbalier Bay and Lake Barre to its intersection with the straight line extension of the center flow channel of Bayou Barre in Lake Barre; thence proceeding northerly along the center flow channel of Bayou Barre to its intersection with the center flow channel of the Humble Canal; thence proceeding northwesterly along the center flow channel of the Humble Canal to its intersection with the center flow channel of the pipeline canal; thence proceeding northerly along the center flow channel of the pipeline canal to its intersection with the Terrebonne Parish levee east of Montegut Road; thence proceeding northerly along the Terrebonne Parish levee to its intersection with a power transmission line; thence proceeding northwesterly along the power transmission line to its intersection with the center flow channel of the Parish Forced Drainage Canal; thence proceeding northerly along the center flow channel of the Parish Forced Drainage Canal to its intersection with the centerline of Louisiana Highway 665 (Pointe Aux Chenes Road), the point of beginning.

#### **Precinct 59**



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**Polling Place Location: American Legion Auxiliary - Kenneth C. Boudreaux, Unit 380, 4990 Hwy. 56, Chauvin**

Beginning at the point of intersection of the centerline of East Woodlawn Ranch Road and the center flow channel of Bayou Chauvin; thence proceeding easterly along the centerline of East Woodlawn Ranch Road to and its straight centerline extension its intersection with the center flow channel of Bayou Petite Caillou; thence proceeding southeasterly along the center flow channel of Bayou Petite Caillou to its intersection with the straight centerline extension of Jeff Drive; thence proceeding northeasterly along the centerline Jeff Drive to its intersection with the centerline of Country Drive; thence proceeding easterly along the centerline of Country Drive to its intersection with the center flow channel of Bayou LaCache; thence proceeding southeasterly along the center flow channel of Bayou LaCache to its intersection with the centerline of Louisiana Highway 58 (Sarah Road); thence proceeding northwesterly along the centerline of Louisiana Highway 58 (Sarah Road) and its extension to its intersection with the extension of the center flow channel of the Parish Forced Drainage Canal west of Louisiana Highway 56; thence proceeding southwesterly along the center flow channel of the Parish Forced Drainage Canal to its intersection with the center flow channel of the Boudreaux Canal; thence proceeding southwesterly and westerly and southerly along the center flow channel of the Boudreaux Canal to its intersection with the center flow channel of an unnamed oil canal entering the South Houma Oil and Gas Field in *Section 25, T18S-R18E*; thence proceeding westerly and northerly and southwesterly and westerly along the center flow channel of the unnamed canal through the South Houma Field in *Sections 25, 66, 67, 71, 72, and 73, T18S-R18E* to its intersection with the center flow channel of Bayou Chauvin; thence proceeding northerly along the center flow channel of Bayou Chauvin to its intersection with the centerline of East Woodlawn Ranch Road, the point of beginning.

**Precinct 60**

**Polling Place Location: American Legion Auxiliary - Kenneth C. Boudreaux, Unit 380, 4990 Hwy. 56, Chauvin**

Beginning at the point of intersection of the center flow channel of Bayou Petite Caillou and the centerline of Louisiana Highway 58 (Sarah Road); thence proceeding southeasterly along the centerline of Louisiana Highway 58 (Sarah Road) to its intersection with the center flow channel of Bayou LaCache; thence proceeding southerly along the center flow channel of Bayou LaCache to its intersection with the terminus of the centerline an unnamed levee access road originating at 5297 Bayouside Drive; thence proceeding westerly along the centerline of the unnamed levee access road and its straight centerline extension to its intersection with the center flow channel of Bayou Petite Caillou; thence proceeding northerly along the center flow channel of Bayou Petite Caillou to its intersection with the straight centerline extension of an unnamed levee access road south of Jane Street; thence proceeding westerly along the centerline of the unnamed access road to its intersection with the center flow channel of the New Canal in *Section 1, T19S-R18E*; thence proceeding southwesterly along the center flow channel of New Canal to its intersection with the center flow channel of the unnamed pipeline canal in *Section 6, T19S-R18E*; thence proceeding northwesterly along the center flow channel of the *Section 6* unnamed pipeline canal to its intersection with the center flow channel of Bayou Chauvin; thence proceeding northerly along the center flow channel of Bayou Chauvin

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to its intersection with the center flow channel of an unnamed oil canal entering the South Houma Field in *Section 73, T18S-R18E*; thence proceeding easterly and northerly and northeasterly and southeasterly along the center flow channel of the unnamed canal through the South Houma Field in *Section 73, 72, 71, 67, 66, and 25, T18S-R18E* to its intersection with the center flow channel of the Boudreaux Canal in *Section 25, T18S-R18E*; thence proceeding northerly along the center flow channel of the Boudreaux Canal to its intersection with the center flow channel of the Parish Forced Drainage Canal; thence proceeding northeasterly along the center flow channel of the Parish Forced Drainage Canal to its intersection with the straight centerline extension of Louisiana Highway 58 (Sarah Road); thence proceeding easterly along the centerline of Louisiana Highway 58 (Sarah Road) to its intersection with Bayou Petit Caillou, the point of beginning.

### **Precinct 62**

**Polling Place Location: West Houma Recreation Center, 800 Williams Avenue, Houma**

Beginning at the point of intersection of the centerline of Louisiana Highway 182 and the extension of the center flow channel of an unnamed levee canal in *Section 15, T17S-R17E*; thence proceeding southeasterly along the center flow channel of the unnamed levee canal and its extension to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding southerly along the center flow channel of the Intracoastal Canal to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding westerly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of Louisiana Highway 182 (New Orleans Boulevard); thence proceeding northerly along the centerline of Louisiana Highway 182 to its intersection with the centerline of Sixth Street; thence proceeding westerly along the centerlines of Sixth Street and Jefferson Davis Street to its intersection with the centerline of Morrison Avenue; thence proceeding northerly along the centerline of Morrison Avenue to its intersection with the centerline of Ninth Street; thence proceeding westerly along the centerline of Ninth Street and its straight centerline extension to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding northerly along the center flow channel of the Saint Louis Canal to its intersection with the center flow channel of the Six Foot Ditch; thence proceeding easterly along the center flow channel of the Six Foot Ditch to its intersection with the centerline of Williams Avenue; thence proceeding northerly along the centerlines of Williams Avenue and North Hollywood Road to its intersection with the centerline of Louisiana Highway 182; thence proceeding northerly along the centerline of Louisiana Highway 182 to its intersection with the center flow channel of an unnamed levee canal in *Section 15, T17S-R17E*, the point of beginning.

### **Precinct 63**

**Polling Place Location: Little Caillou Vol. Fire Dept. Fitness Ctr, 5612 Hwy 56, Chauvin**

Beginning at the intersection of the Boudreaux Canal and the centerline extension of an unnamed levee access road south of Jane Street; thence proceeding southeasterly along the centerline of the unnamed access road south of Jane Street and its extension to its intersection with the center flow channel of Bayou Petite Caillou; thence proceeding southerly along the center flow channel of Bayou Petite Caillou to its intersection with the straight centerline extension of with an unnamed access road south of 5297 Bayouside Drive; thence proceeding

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easterly along the centerline of the unnamed access road and its extension to its intersection with the center flow channel of Bayou LaCache; thence proceeding southerly along the center flow channel of Bayou LaCache to its intersection with the center flow channel of the Bush Canal; thence proceeding easterly along the center flow channel of the Bush Canal to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding southerly along the center flow channel of Bayou Terrebonne and its extension through Lake Barre to its intersection with the Lafourche-Terrebonne Parish Boundary Line; thence proceeding southerly and westerly and northerly through the Gulf of Mexico along the Terrebonne Parish Boundary Line to its intersection with the extension of the center flow channel of Grande Bayou Dularge in the Caillou Bay; thence proceeding northerly along the extension of the center flow channel of Grande Bayou Dularge to its intersection with the southern coastline of Terrebonne Parish; thence proceeding southeasterly and easterly and northeasterly along the Terrebonne Parish coastline through Caillou Bay and Bay Blanc to its intersection with the center flow channel of Little Misale Bayou; thence proceeding northerly along the center flow channels of Little Misale Bayou and Bayou Sale to its intersection with the straight line extension of the centerline of an unnamed access canal in *Section 14, T20S-R17E*; thence proceeding easterly along the center flow channel of the *Section 14* unnamed access canal to its intersection with the western shoreline of Grand Pass Chaland in Lake Quitman; thence proceeding northerly along west shoreline of Grand Pass Chaland in Lake Quitman and Lake Gero and Lake Boudreaux to its intersection with the center flow channel of the Bayou Chauvin; thence proceeding northerly along the center flow channel of Bayou Chauvin to its intersection with the center flow channel of an unnamed pipeline canal in *Section 73, T18S-R18E*; thence proceeding southeasterly along the center flow channel of the *Section 73* unnamed pipeline canal to its intersection with the center flow channel of the New Canal; thence proceeding northeasterly along the center flow channels of the New Canal and the Boudreaux Canal to its intersection with the unnamed access road south of Jane Street, the point of beginning.

#### **Precinct 64**

**Polling Place Location: Donner Community Center, 361 Azalea Dr., Donner**

Beginning at the intersection of the Lafourche-Terrebonne Parish Boundary Line and the unnamed pipeline canal in *Section 26, T16S-R15E*; thence proceeding easterly along the Lafourche-Terrebonne Parish Boundary Line to its intersection with the center flow channel of the Terrebonne-Lafourche Drainage Canal; thence proceeding southerly along the center flow channel of the Terrebonne-Lafourche Drainage Canal to its intersection with the center flow channel of the Donner Canal; thence proceeding westerly along the center flow channel of Donner Canal to its intersection with the center flow channel of Bayou Black; thence proceeding southerly along the center flow channel of Bayou Black to its intersection with the center flow channel of a pipeline canal in *Section 15, T16S-R15E*; thence proceeding southwesterly along the center flow channel of the pipeline canal to its intersection with the center flow channel of the Intracoastal Waterway; thence proceeding westerly along the center flow channel of the Intracoastal Waterway to its intersection with the Assumption-Terrebonne Parish Boundary Line; thence proceeding northerly along the Assumption-Terrebonne Parish Boundary Line and the Lafourche-Terrebonne Parish Boundary Line to its intersection with an unnamed pipeline canal in *Section 26, T16S-R15E*, the point of beginning.

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**Precinct 65**

**Polling Place Location: Gibson Elementary Cafeteria, 6357 S. Bayou Black Dr., Gibson**

Beginning at the point of intersection of the Assumption-Terrebonne Parish Boundary Line and the center flow channel of the Intracoastal Canal; thence proceeding easterly along the center flow channel of the Intracoastal Canal to its intersection with the center flow channel of the Shell Canal; thence proceeding northwesterly and northeasterly along the center flow channel of the Shell Canal to its intersection with the straight centerline extension of Marina Drive; thence proceeding northeasterly along the centerline of Marina Drive and its straight centerline extension to its intersection with the center flow channel of Bayou Black; thence proceeding southeasterly along the center flow channel of Bayou Black to its intersection with the centerline extension of Bailey Street; thence proceeding northeasterly along the centerline of Bailey Street and its centerline extension to its intersection with the center flow channel of an unnamed drainage feature northeast of North Bayou Black Drive; thence proceeding southeasterly along the center flow channel of the unnamed drainage feature to its intersection with the Ringo Cocke Canal; thence proceeding southwesterly along the center flow channel of the Ringo Cocke Canal to its intersection with the centerline of North Bayou Black Drive; thence proceeding southeasterly along the centerline of North Bayou Black Drive to its intersection with the center flow channel of the Hansen Canal; thence proceeding southerly along the center flow channel of the Hansen Canal to its intersection with the center flow channel of Bayou Black; thence proceeding westerly along the center flow channel of Bayou Black to its intersection with the centerline of an unnamed access road east of 4831 Bayou Black Drive in *Section 6, T17S-R15E*; thence proceeding southerly along the centerline of the *Section 6* access road to its intersection with the center flow channel of the pipeline canal also located in *Section 6*; thence proceeding easterly along the center flow channel of the pipeline canal to its intersection with the center flow channel of another unnamed pipeline canal in *Section 5, T17S-R15E*; thence proceeding southwesterly along the center flow channel of the *Section* unnamed pipeline canal to its intersection with the center flow channel of the Intracoastal Canal in *Section 51, T17S-R15E*; thence proceeding southeasterly and easterly along the Intracoastal Canal to its intersection with the center flow channel of the Minors Canal; thence proceeding southeasterly and southwesterly along the center flow channel of the Minors Canal to its intersection with the center flow channel of an unnamed pipeline canal just south of Lake Theriot; thence proceeding westerly along the center flow channel of the Lake Theriot unnamed pipeline canal to its intersection with center flow channel of Carencro Bayou in *Section 19, T18S-R14E*; thence proceeding southerly along the center flow channel of Carencro Bayou for approximately 800 feet to its intersection with the center flow channel of the pipeline canal in *Section 30, T18S-R14E*; thence proceeding southwesterly along the center flow channel of the *Section 30* pipeline canal to its intersection with the center flow channel of Willow Bayou; thence proceeding southwesterly along the center flow channel of Willow Bayou to its intersection with the center flow channel of Plumb Bayou; thence proceeding southwesterly along the center flow channel of Plumb Bayou to its intersection with the Saint Mary-Terrebonne Parish Boundary Line; thence proceeding northerly and northwesterly and northeasterly and easterly along the Saint Mary-Terrebonne Parish Boundary Line and the Assumption-Terrebonne Parish Boundary Line to its intersection with the center flow channel of the Intracoastal Canal, the point of beginning.

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### **Precinct 67**

#### **Polling Place Location: Gibson East Fire Station, 5218 N. Bayou Black Dr., Gibson**

Beginning at the point of intersection of the center flow channels of the Donner Canal and Bayou Black; thence proceeding easterly along the center flow channel of the Donner Canal past the Terrebonne-Lafourche Drainage Canal to its intersection with the center flow channel of the levee canal west of Bull Run Road; thence proceeding southeasterly easterly and southeasterly along the center flow channel of the levee canal to its intersection with the center flow channel of an unnamed north-south canal in *Section 24, T17S-R16E*; thence proceeding southerly along the center flow channel of the north-south canal to its intersection with the center flow channel of the Hanson Canal; thence proceeding westerly and southerly along the center flow channel of the Hanson Canal to its intersection with the centerline of North Bayou Black Drive; thence proceeding westerly along the centerline of North Bayou Black Drive to its intersection with the center flow channel of the Ringo Cocke Canal; thence proceeding northeasterly along the center flow channel of the Ringo Cocke Canal to its intersection with the center flow channel of an unnamed drainage canal in *Section 23, T17S-R15E* running parallel to North Bayou Black Drive; thence proceeding northwesterly along the center flow channel of the unnamed drainage canal to its intersection with the straight centerline extension of Bailey Court; thence proceeding southwestly along the centerline of Bailey Court and its straight centerline extension to its intersection with the center flow channel of Bayou Black; thence proceeding northwesterly along the center flow channel of Bayou Black to its intersection with the centerline of Marina Drive; thence proceeding southerly along the centerline of Marina Drive and its straight centerline extension to intersection with the center flow channel of the Shell Canal; thence proceeding westerly and southwestly and southerly along the center flow channel of the Shell Canal to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding northwesterly along the center flow channel of the Intracoastal Canal to its intersection with the center flow channel of the pipeline flotation canal in *Section 14, T17S-R14E*; thence proceeding northeasterly along the center flow channel of the pipeline flotation canal and its straight line extension to its intersection with the center flow channel of Bayou Black; thence proceeding northwesterly along the center flow channel of Bayou Black to its intersection with the center flow channel of the Donner Canal, the point of beginning.

### **Precinct 68**

#### **Polling Place Location: Bayou Black Recreation Center, 3688 Southdown Mandalay Rd., Houma**

Beginning at the point of intersection of the centerline extension of an unnamed access road east of 4831 Bayou Black Drive in *Section 6, T17S-R15E* and the center flow channel of Bayou Black; thence proceeding easterly along the center flow channel of Bayou Black to its intersection with the center flow channel of the Hanson Canal; thence proceeding northerly and easterly and southeasterly along the center flow channel of the Hanson Canal to its intersection with the center flow channel of an unnamed drainage ditch in *Section 01, T17S-R16E*; thence proceeding southerly along the unnamed drainage ditch to its termination at Southdown Mandalay Road approximately 1,190 feet northeast of 3600 Southdown Mandalay Road; thence continuing south along the straight line extension of the unnamed drainage ditch

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across Bayou Black to its intersection with the centerline of Rig road just east of the Mandalay National Wildlife Refuge; thence continuing south along the centerline of Rig road to its intersection with a radio tower at 3595 Bayou Black Drive; thence proceeding easterly a short distance to the center flow channel of a pipeline canal in *Section 66, T17S-R16E*; thence proceeding southerly along the center flow channel of the pipeline canal to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding westerly along the center flow channel of the Intracoastal Canal to its intersection with the center flow channel of an unnamed pipeline canal approximately 2,450 feet southeast of Lake Hackberry in *Section 51, T17S-R15E*; thence proceeding northeasterly through the center flow channel of the pipeline canal through the South Humphreys gas field to its intersection with the center flow channel of an unnamed canal in *Section 05, T17S-R15E*; thence proceeding westerly along the center flow channel of the canal to its intersection with the extension of the centerline extension of an unnamed access road east of 4831 Bayou Black Drive in *Section 6, T17S-R15E*; thence proceeding northerly along the centerline of the unnamed access road and its centerline extension to its intersection with the center flow channel of Bayou Black, the point of beginning.

### **Precinct 69**

**Polling Place Location: Grace Lutheran Church, 422 Valhi Boulevard, Houma**

Beginning at the point of intersection of the centerline of Louisiana Highway 182 (Bayou Black Drive) and the centerline extension of Vanessa Drive; thence proceeding northerly along the centerline extension of Vanessa Drive to its intersection with the centerline of Southdown Mandalay Road; thence proceeding easterly and northeasterly along the centerline of Southdown Mandalay Road to its intersection with the centerline of Wellington Drive; thence proceeding westerly along the centerline of Wellington Drive and its straight centerline extension to its intersection with the center flow channel of the Terrebonne Parish drainage right-of-way west of Wayside Drive; thence proceeding northeasterly along the center flow channel of the Terrebonne Parish drainage right-of-way west of Wayside Drive to its intersection with the centerline of Valhi Boulevard; thence proceeding southeasterly along the centerline of Valhi Boulevard to its intersection with the extension of the center flow channel of an unnamed drainage ditch approximately 420 feet east of Summerfield Drive; thence proceeding southerly along the center flow channel of the unnamed drainage ditch to its intersection with the center flow channel of Bayou Black; thence proceeding easterly along the center flow channel of Bayou Black to its intersection with the centerline extension of Cougar Drive; thence proceeding southerly along the centerline extension of Cougar Drive to its intersection with the centerline of Louisiana Highway 182 (Bayou Black Drive); thence proceeding westerly along the centerline of Louisiana Highway 182 (Bayou Black Drive) to its intersection with the straight centerline extension of Vanessa Drive, the point of beginning.

### **Precinct 71**

**Polling Place Location: Dularge Middle School, 621 Bayou Dularge Rd., Houma**

Beginning at the point of intersection of the center flow channels of the Intracoastal Canal and the Houma Navigational Canal; thence proceeding southerly along the center flow channel of the Houma Navigational Canal to its intersection with the center flow channel of an unnamed

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pipeline canal just south of Bayou Pelton and north of Forty Acres Bayou; thence proceeding northwesterly along the center flow channel of the pipeline canal to its terminus at an unnamed drainage canal; thence proceeding westerly and northerly and northwesterly along the center flow channel of the unnamed drainage feature and its straight line extension to its intersection with the centerline of Louisiana Highway 315 (Bayou Dularge Road) between 589 and 603 Bayou Dularge Road; thence proceeding northeasterly on the centerline of Louisiana Highway 315 (Bayou Dularge Road) to its intersection with the centerline of an unnamed access road just south of 487 Bayou Dularge Road; thence proceeding westerly along the centerline of the unnamed access road and its extension to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding northeasterly along the center flow channel Intracoastal Canal to its intersection with the Houma Navigational Canal, the point of beginning.

### **Precinct 72**

**Polling Place Location: Dularge Recreation Center, 1330 Dr. Beatrous Rd., Theriot**

Beginning at the point of intersection of the center flow channels of the Intracoastal Canal and the Minors Canal; thence proceeding easterly and northeasterly along the center flow channel of the Intracoastal Canal to its intersection with the straight centerline extension of an unnamed access road just south of 487 Bayou Dularge Road; thence proceeding easterly and southeasterly and easterly and northeasterly and southeasterly along the centerline of the unnamed access road just south of 487 Bayou Dularge Road to its intersection with the centerline of Louisiana Highway 315 (Bayou Dularge Road); thence proceeding southwesterly along the centerline of Louisiana Highway 315 (Bayou Dularge Road) to its intersection with the centerline of Henry Clay Drive; thence proceeding southeasterly along the straight centerline extension of Henry Clay Drive which is also the northwesterly extension of an unnamed drainage canal southeast of 589 Bayou Dularge Road to its intersection with the center flow channel of said drainage canal; thence continuing southeasterly and southwesterly and southeasterly along the center flow channel of the unnamed drainage canal to its intersection with the center flow channel of an unnamed pipeline canal; thence continuing southeasterly along the center flow channel of the unnamed pipeline canal to its intersection with the center flow channel of the Houma Navigational Canal near Bayou Pelton and Forty Acre Bayou; thence proceeding southerly along the center flow channel of the Houma Navigation Canal to its intersection with the center flow channel of Bayou Guillaume; thence proceeding northwesterly along the center flow channel of Bayou Guillaume and to its intersection with the straight centerline extension of Bayou Guillaume Road; thence proceeding westerly along the centerline of Bayou Guillaume Road and its centerline extension to its intersection with the center flow channel of Bayou Dularge; thence proceeding northerly along the centerline center flow channel of Bayou Dularge to its intersection with the center flow channel of an unnamed drainage ditch in between 1373 and 1401 Doctor Beatrous Road; thence proceeding southwesterly along the center flow channel of the unnamed drainage ditch and its extension to its intersection with the center flow channel of the Thibodaux Canal; thence proceeding northerly along the center flow channel of the Thibodaux Canal to its intersection with the center flow channel of the Marmande Canal; thence proceeding westerly along the center flow channel of the Marmande Canal to its intersection with center flow channel of the Minors Canal; thence proceeding northerly along the center flow channel of the Minors Canal to its intersection with the center flow channel of the Intracoastal Canal, the point of beginning.

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### **Precinct 73**

**Polling Place Location: Dularge Recreation Center, 1330 Dr. Beatrous Rd., Theriot**

Beginning at the point of intersection of the center flow channels of the Minors Canal and the Marmande Canal; thence proceeding easterly along the center flow channel of the Marmande Canal to its intersection with the center flow channel of the Thibodaux Canal; thence proceeding southerly along the center flow channel of the Thibodaux Canal to its intersection with the center flow channel of an unnamed drainage ditch in *Section 62, T19S-R17E*; thence proceeding northeasterly along the center flow channel of the unnamed drainage ditch to its intersection with the center flow channel of Bayou Dularge; thence proceeding southerly along the center flow channel of Bayou Dularge to its intersection with the centerline of Bayou Guillaume Road; thence proceeding easterly on the centerline of Bayou Guillaume Road and its straight centerline extension to its intersection with center flow channel of Bayou Guillaume; thence continuing easterly and southeasterly along the center flow channel of Bayou Guillaume to its intersection with the center flow channel of the Houma Navigation Canal; thence proceeding southerly along the center flow channel of the Houma Navigation Canal to its intersection with the centerline of Falgout Canal Road; thence proceeding westerly along the centerline of Falgout Canal Road to its intersection with the center flow channel of the Fohs Canal; thence proceeding southwesterly and south along the center flow channel of the Fohs Canal to its intersection with the center flow channel of an unnamed pipeline canal; thence proceeding westerly and southwesterly along the center flow channel of the unnamed pipeline canal to its intersection with the center flow channel of Bayou Sauveur; thence proceeding southwesterly along the center flow channel of Bayou Sauveur to its intersection with the northern shoreline Bay Monclouse; thence proceeding westerly along the shoreline of Bay Monclouse to its intersection with Caillou Lake; thence proceeding southerly and westerly along the eastern and southern shoreline of Caillou Lake to its intersection with the center flow channel of Grand Bayou Dularge; thence proceeding southerly along the center flow channel Grand Bayou Dularge and its straight centerline extension to its intersection with the Terrebonne Parish Boundary Line in the Gulf of Mexico; thence proceeding westerly along the Terrebonne Parish Boundary Line in the Gulf of Mexico to its intersection with the Saint Mary-Terrebonne Parish Boundary Line; thence proceeding northerly along the Saint Mary-Terrebonne Parish Boundary Line to its intersection with the center flow channel of Plumb Bayou; thence proceeding northeasterly along the center flow channel of Plumb Bayou to its intersection with the center flow channel of Willow Bayou; thence proceeding northeasterly along the center flow channel of Willow Bayou to its intersection with the center flow channel of an unnamed pipeline canal in *Section 35, T18S-R13E*; thence proceeding northeasterly along the center flow channel of the *Section 35* unnamed pipeline canal to its intersection with the center flow channel of Carencro Bayou; thence proceeding northerly along the center flow channel of Carencro Bayou to its intersection with the unnamed pipeline canal in *Section 19, T18S-R14E*; thence proceeding southeasterly along the center flow channel of the *Section 19* unnamed pipeline canal to its intersection with the center flow channel of the Minors Canal; thence proceeding northeasterly along the center flow channel of Minors Canal to its intersection with the center flow channel of Marmande Canal, the point of beginning.

### **Precinct 74**

**Polling Place Location: Voting Machine Warehouse, 1317 Valhi Blvd., Houma**



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Beginning at the point of intersection of a power transmission line in *Section 16, T16S-R16E* and the center flow channel of Ouski Bayou; thence proceeding northeasterly along the power transmission line to its intersection with the center flow channel of ~~an unnamed~~ the Bayou Cane Canal *Section 08, T16S-R17E*; thence proceeding southeasterly along the center flow channel of the Bayou Cane Canal to its intersection with the center flow channel of Bayou Cane; thence proceeding westerly and southerly along the center flow channel of Bayou Cane to its intersection with the center flow channel of an unnamed drainage canal north of Emerson Drive; thence proceeding easterly along the center flow channel of the unnamed drainage canal to its intersection with the centerline of Westside Boulevard; thence proceeding southerly along the centerline of Westside Boulevard to its intersection with the straight centerline extension of Emerson Drive; thence proceeding westerly along the centerline of Emerson Drive to its intersection with the centerline of Corporate Drive; thence proceeding southerly along the centerline of Corporate Drive to its intersection with the centerline of Louisiana Highway 3040 (West Tunnel Boulevard); thence proceeding southeasterly along the centerline of Louisiana Highway 3040 (West Tunnel Boulevard) to its intersection with the centerline of Saint Charles Street; thence proceeding southerly along the centerline of Saint Charles Street to its intersection with the centerline of the old Southern Pacific Railroad Right-of-Way just south of Eagle Road; thence proceeding northwesterly along the centerline of the old Southern Pacific Railroad Right-of-Way just south of Eagle Road to its intersection with the centerline of Westside Boulevard; thence proceeding northerly along the centerline of Westside Boulevard to its intersection with the center flow channel of an unnamed intermittent stream in *Section 32, T17S-R17E*; thence proceeding westerly along the center flow channel of the intermittent stream to its intersection with the center flow channel of Bayou Cane; thence proceeding southerly along the center flow channel of Bayou Cane to its intersection with the center flow channel of Ouski Bayou; thence proceeding northwesterly along the center flow channel of Ouski Bayou to its intersection with the center flow channel of an unnamed drainage ditch running northeast to southwest through the Ellendale Country Club golf course; thence proceeding southwesterly along the center flow channel of the Ellendale Country Club drainage ditch and its extension to its intersection with the centerline of Louisiana Highway 311; thence proceeding northwesterly along the centerline of Louisiana Highway 311 to its intersection with the centerline of an unnamed and unpaved sugarcane access road south of Bull Run Road; thence proceeding northeasterly along the centerline of the unpaved sugarcane access road to its intersection with the center flow channel of Little Bayou Black; thence proceeding northwesterly along the center flow channel of Little Bayou Black to its intersection with the centerline of Lumen Christi Court; thence proceeding northeasterly along the centerline of Lumen Christi Court to its intersection with the center flow channel of Ouski Bayou; thence proceeding southerly along the center flow channel of Ouski Bayou to its intersection with a power transmission line in *Section 08, T16S-R17E*, the point of beginning.

### **Precinct 76**

**Polling Place Location: Schriever Elementary School, 2052 W. Main St., Schriever**

Beginning at the point of intersection of the centerlines of Main Project Road and Ducros Road; thence proceeding easterly along the centerline of Ducros Road to its intersection with the centerline of Old Schriever Highway; thence proceeding southerly along the centerline of Old

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Schriever Highway to its intersection with the centerline of Horseshoe Road; thence proceeding westerly and southerly along the centerline of Horseshoe Road to its intersection with the centerline of Broadway Avenue; thence proceeding easterly along the centerline of Broadway Avenue to its intersection with the centerline of Old Schriever Highway; thence proceeding southerly along the centerline of Old Schriever Highway and along the Louisiana Highway 24 Entrance Ramp to its intersection with the centerline of Louisiana Highway 24 (West Main Street); thence continuing southerly along the centerline of Louisiana Highway 24 (West Main Street) to its intersection with the centerline of Saint George Road; thence proceeding southwesterly along the centerline of Saint George Road to its intersection with the centerline of Main Project Road; thence proceeding northerly along the centerline of Main Project Road to its intersection with the centerline of Ducros Road, the point of beginning.

**Precinct 78**

**Polling Place Location: East Houma Recreation Center, 126 Boundary Rd., Houma**

Beginning at the point of intersection of the centerlines of Bushnell Road and Lafitte Boulevard; thence proceeding southerly along the centerline of Lafitte Boulevard to its intersection with the centerline of Baptist Circle; thence proceeding westerly and southwesterly along the centerline of Baptist Circle to its intersection with the centerline of Ethan Street; thence proceeding easterly along the centerline of Ethan Street to its intersection with the centerline of Baptist Circle; thence proceeding southerly along the centerline of Baptist Circle to its intersection with the centerline of Dawes Street; thence proceeding easterly along the centerline of Dawes Street to its intersection with the centerline of Bordelon Drive; thence proceeding northerly along the centerline of Bordelon Drive to its intersection with the centerline of Bushnell Road; thence proceeding westerly along the centerline of Bushnell Road to its intersection with the centerline of Lafitte Boulevard, the point of beginning.

**Precinct 81**

**Polling Place Location: East Houma Branch Library, 778 Grand Caillou Rd., Houma**

Beginning at the point of intersection of the center flow channel of Bayou Terrebonne and the Intracoastal Canal; thence proceeding easterly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of the Howard Avenue Bridge; thence proceeding southerly along the centerlines of Howard Avenue Bridge and Louisiana Highway 661 (Howard Avenue) to its intersection with the centerline of Effie Street; thence proceeding westerly along the centerline of Effie Street to its intersection with the centerline of Jackson Street; thence proceeding northerly along the centerline of Jackson Street to its intersection with the centerline of Tony Street; thence proceeding westerly along the centerline of Tony Street to its intersection with the centerline of Judith Street; thence proceeding southerly along the centerline of Judith Street to its intersection with the centerline of Effie Street; thence proceeding westerly along the centerline of Effie Street to its intersection with the centerline of Plum Street; thence proceeding southerly along the centerline of Plum Street to its intersection with the centerline of Morris Street; thence proceeding westerly along the centerline of Morris Street to its intersection with the centerline of Myrtle Street; thence proceeding northerly along the centerline of Myrtle Street to its intersection with the centerline

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of Effie Street; thence proceeding easterly along the centerline of Effie Street to its intersection with the centerline of Hellier Street; thence proceeding northerly along the centerline of Hellier Street to its intersection with the centerline of Furman Street; thence proceeding westerly along the centerline of Furman Street to its intersection the centerline of Myrtle Street; thence proceeding northerly along the centerline of Myrtle Street to its intersection with the centerline of Louisiana Highway 24 (Main Street); thence proceeding westerly along the centerline of Louisiana Highway 24 (Main Street) to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding southerly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Buron Street; thence proceeding westerly along the centerline of Buron Street to its intersection with the centerline of Leona Street; thence proceeding southerly along the centerline of Leona Street to its intersection with the centerline of Sylvia Street; thence proceeding easterly along the centerline of Sylvia Street to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding southerly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Louisiana Highway 3040 (East Tunnel Boulevard); thence proceeding northwesterly along the centerline of Louisiana Highway 3040 (East Tunnel Boulevard) to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding northerly along the center flow channel of the Intracoastal Canal to its intersection with the center flow channel of Bayou Terrebonne, the point of beginning.

### **Precinct 83**

**Polling Place Location: Mulberry Elementary School, 450 Cougar Dr., Houma**

Beginning at the point of intersection of the centerline extension of Rig road and the center flow channel of Bayou Black; thence proceeding northeasterly along the center flow channel of Bayou Black to its intersection with the centerline extension of Vanessa Drive; thence proceeding southerly along the centerline extension of Vanessa Drive to its intersection with the centerline of Louisiana Highway 182; thence proceeding easterly along the centerline of Louisiana Highway 182 to its intersection with the centerline of Cougar Drive; thence proceeding southerly along the centerline of Cougar Drive and its straight line extension to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding southwesterly along the central flow channel of the Intracoastal Canal to its intersection with the central flow channel of the pipeline canal at the *Section 66, T17S-R16E & R17E* boundary; thence proceeding northerly along the pipeline canal to its terminus; thence proceeding westerly a short distance to the radio tower at 3595 Bayou Black Drive; thence proceeding northerly along the radio tower access road (Rig road) and its straight centerline extension to its intersection with the center flow channel of Bayou Black, the point of beginning.

### **Precinct 84**

**Polling Place Location: Terrebonne Parish Main Library, 151 Library Dr., Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 3040 (West Tunnel Boulevard) and Polk Street; thence proceeding easterly along the centerline of Louisiana Highway 3040 (West Tunnel Boulevard) to its intersection with the centerline of ~~Columbus Street~~ Levron Street; thence proceeding southerly along the ~~straight centerline~~

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~~extension of Columbus Street centerline of Levron Street to its intersection with the centerline of Hall Street; thence proceeding easterly along the centerline of Hall Street~~ to its intersection with the western fence line of 639 Hall Street; thence proceeding southerly along the western fence line of 639 Hall Street and its extension to its intersection with the fence line south of Hall Street which is along the old Southern Pacific Railroad Right-of-Way; thence proceeding easterly along the Hall Street fence line to its intersection with the straight centerline extension of Cedar Plaza Court; thence proceeding southerly along the centerline of Cedar Plaza Court to its intersection with the centerline of Louisiana Highway 311 (Little Bayou Black Drive); thence proceeding southeasterly along the centerline of Louisiana Highway 311 (Little Bayou Black Drive) to its intersection with the centerline of Civic Center Boulevard; thence proceeding southerly along the centerline of Civic Center Boulevard to its intersection with the centerline of Valhi Boulevard; thence proceeding westerly along the centerline of Valhi Boulevard to its intersection with the centerline of Polk Street; thence proceeding northerly along the centerline of Polk Street to its intersection with the centerline of Museum Drive; thence proceeding northwesterly along the centerline of Museum Drive to its intersection with the centerline of Saint Charles Street; thence proceeding northeasterly along the centerline of Saint Charles Street to its intersection with the centerline of Louisiana Highway 311 (Little Bayou Black Drive); thence proceeding easterly along the centerline of Louisiana Highway 311 (Little Bayou Black Drive) to its intersection with the centerline of Polk Street; thence proceeding northerly along the centerline of Polk Street to its intersection with the centerline of Louisiana Highway 3040 (West Tunnel Boulevard), the point of beginning.

#### **Precinct 85**

**Polling Place Location: Terrebonne Parish Main Library, 151 Library Dr., Houma**

Beginning at the point of intersection of the centerlines of Louisiana Highway 311 (Little Bayou Black Drive) and Civic Center Boulevard; thence proceeding easterly along the centerline of Louisiana Highway 311 (Little Bayou Black Drive) and Louisiana Highway 3197 to its intersection with the center flow channel of Bayou Black; thence proceeding westerly along the center flow channel of Bayou Black to its intersection with the central flow channel of an unnamed drainage canal in the Summerfield neighborhood between 306 Amarillo Drive and 500 Amarillo Drive; thence proceeding northeasterly along the central flow channel of the drainage canal and its straight-line extension to its intersection with the centerline of Valhi Boulevard; thence proceeding westerly along the centerline of Valhi Boulevard to its intersection with the centerline of Saint Charles Street; thence proceeding northeasterly along the centerline of Saint Charles Street to its intersection with the centerline of Museum Drive; thence proceeding southeasterly along the centerline of Museum Drive to its intersection with the centerline of Polk Street; thence proceeding southerly along the centerline of Polk Street to its intersection with the centerline of Valhi Boulevard; thence proceeding easterly along Valhi Boulevard to its intersection with the centerline of Civic Center Boulevard; thence proceeding northerly along the centerline of Civic Center Boulevard to its intersection with Louisiana Highway 311 (Little Bayou Black Drive), the point of beginning.

#### **Precinct 87**

**Polling Place Location: Broadmoor Elementary School, 1010 Broadmoor Ave., Houma**

OFFERED BY:  
SECONDED BY:

Beginning at the point of intersection of the center flow channel of Bayou Terrebonne and the centerline of the Prevost Bridge; thence proceeding northeasterly along the centerline of the Prevost Bridge to its intersection with the centerline of Louisiana Highway 24 (West Park Avenue); thence proceeding northwesterly along the centerline of Louisiana Highway 24 (West Park Avenue) to its intersection with the centerline of Prevost Drive; thence proceeding northeasterly and southeasterly and northeasterly along the centerline of Prevost Drive to its intersection with the centerline of Alma Street; thence proceeding northerly along the centerline of Alma Street to its intersection with the centerline of Gaynell Drive; thence proceeding northeasterly along the centerline of Gaynell Drive to its intersection with the centerline of Old Natalie Drive; thence proceeding southeasterly along the centerline of Old Natalie Drive to its intersection with the centerline of Prevost Drive; thence proceeding northeasterly along the centerline of Prevost Drive and its straight centerline extension to its intersection with the centerline of Saint Louis Canal Road; thence proceeding southerly along the centerline of Saint Louis Canal Road to its intersection with the centerline of Westview Drive; thence proceeding southwesterly along the centerline of Westview Drive to its intersection with the centerline of Lisa Park Avenue; thence proceeding northwesterly along the centerline of Lisa Park Avenue to its intersection with the centerline of Harding Drive; thence proceeding northeasterly along the centerline of Harding Drive to its intersection with the centerline of Verna Street; thence proceeding northwesterly along the centerline of Verna Street to its intersection with the centerline of Louis Drive; thence proceeding northeasterly along the centerline of Louis Drive to its intersection with the centerline of Jana Street; thence proceeding northwesterly along the centerline of Jana Street to its intersection with the centerline of Cavaness Drive; thence proceeding southwesterly along the centerline of Cavaness Drive to its intersection with the centerline of Alma Street; thence proceeding northwesterly along the centerline of Alma Street to its intersection with the centerline of Westside Boulevard; thence proceeding southwesterly along the centerlines of Westside Boulevard and the Westside Boulevard Bridge to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding northwesterly along the center flow channel of Bayou Terrebonne to its intersection with the centerline of the Prevost Bridge, the point of beginning.

### **Precinct 88**

**Polling Place Location: Bourg Community Center, 4411 Eldred St., Bourg**

Beginning at the point of intersection of the center flow channels of Bayou Petit Caillou and Bayou Terrebonne; thence proceeding southeasterly along the center flow channel of Bayou Terrebonne to its intersection with the straight centerline extension of Jeff Drive; thence proceeding southwesterly along the centerline of Jeff Drive and its straight centerline extension to its intersection with the center flow channel of Bayou Petit Caillou; thence proceeding northwesterly along the center flow channel of Bayou Petit Caillou to its intersection with the centerline of Louisiana Highway 24; thence proceeding southwesterly and northwesterly along the centerline of Louisiana Highway 24 to its intersection with the centerline of Terminal Road; thence proceeding easterly along the centerline extension of Terminal Road to its intersection with the center flow channel of Bayou Petit Caillou; thence proceeding northwesterly along the center flow channel of Bayou Petit Caillou to its intersection with Bayou Terrebonne, the point of beginning.

OFFERED BY:  
SECONDED BY:

**Precinct 90**

**Polling Place Location: Bayou Black Recreation Center, 3688 Southdown Mandalay Rd., Houma**

Beginning at the point of intersection of the center flow channels of Bayou Black and the straight line extension of a unnamed drainage ditch approximately 1,190 feet northeast of 3600 Southdown Mandalay Road; thence proceeding northerly along the center flow channel of the unnamed ditch to its intersection with the center flow channel of the Hanson Canal; thence proceeding easterly along the center flow channel of the Hanson Canal to its intersection with the Terrebonne Parish drainage Right-of-Way west of Wayside Drive; thence proceeding southwesterly along the Terrebonne Parish drainage Right-of-Way west of Wayside Drive to its intersection with the straight centerline extension of Wellington Drive; thence proceeding southeasterly along the centerline of Wellington Drive to its intersection with the centerline of Southdown Mandalay Road; thence proceeding southwesterly along the centerline of Southdown Mandalay Road to its intersection with the centerline of Vanessa Drive; thence proceeding southerly along the centerline extension of Vanessa Drive to its intersection with the center flow channel of Bayou Black; thence proceeding westerly along the center flow channel of Bayou Black to its intersection with the straight line extension of a unnamed drainage ditch approximately 1,190 feet northeast of 3600 Southdown Mandalay Road, the point of beginning.

**Precinct 94**

**Polling Place Location: Municipal Auditorium, 880 Verret Street, Houma**

Beginning at the point of intersection of the centerline of Barataria Avenue the center flow channel of Bayou Terrebonne; thence proceeding northeasterly along the center flow channel of Bayou Terrebonne to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding southerly along the center flow channel of the Intracoastal Canal to its intersection with the centerline of Louisiana Highway 3040 (Houma Tunnel); thence proceeding westerly along the centerline of the Louisiana Highway 3040 (Houma Tunnel and Bond Street) to its intersection with the centerline of Daspit Street; thence proceeding northerly along the centerline of Daspit Street to its intersection with the centerline of Academy Street; thence proceeding westerly along the centerline of Academy Street to its intersection with the centerline of Roussell Street; thence proceeding northerly along the centerline of Roussell Street to its intersection with the centerline of School Street; thence proceeding westerly along the centerline of School Street to its intersection with the centerline of Goode Street; thence proceeding southerly along the centerline of Goode Street to its intersection with the centerline of Verret Street; thence proceeding westerly along the centerline of Verret Street to its intersection with the centerline of Barataria Avenue; thence proceeding northerly along the centerline of Barataria Avenue to its intersection with the center flow channel of Bayou Terrebonne, the point of beginning.

**Precinct 95**

**Polling Place Location: Municipal Auditorium, 880 Verret Street, Houma**

OFFERED BY:  
SECONDED BY:

Beginning at the point of intersection of the centerlines of Verret Street and Barataria Avenue; thence proceeding easterly along the centerline of Verret Street to its intersection with the centerline of Goode Street; thence proceeding northerly along the centerline of Goode Street to its intersection with the centerline of School Street; thence proceeding easterly along the centerline of School Street to its intersection with the centerline of Roussell Street; thence proceeding southerly along the centerline of Roussell Street to its intersection with the centerline of Academy Street; thence proceeding easterly along the centerline of Academy Street to its intersection with the centerline of Daspit Street; thence proceeding southerly along the centerline of Daspit Street to its intersection with the centerline of Louisiana Highway 3040 (Bond Street); thence proceeding easterly along the centerline of Louisiana Highway 3040 (Bond Street and the Houma Tunnel) to its intersection with the center flow channel of the Intracoastal Canal; thence proceeding southerly along the center flow channel of the Intracoastal Canal to its intersection with the straight centerline extension of Magnolia Street; thence proceeding northwesterly along the centerline of Magnolia Street to its intersection with the centerline of Roussell Street; thence proceeding southwestly along the centerline of Roussell Street to its intersection with the centerline of Sunset Avenue; thence proceeding westerly along the centerline of Sunset Avenue to its intersection with the centerline of Church Street; thence northeasterly along the centerline of Church Street to its intersection with the centerline of Magnolia Street; thence proceeding northwesterly along the centerline of Magnolia Street to its intersection with the centerline of Louisiana Highway 312 (Lafayette Street); thence proceeding southerly along the centerline of Lafayette Street to its intersection with the centerline of Louisiana Highway 311; thence proceeding westerly along the centerline of Louisiana Highway 311 to its intersection with Barataria Avenue; thence proceeding northerly along the centerline of Barataria Avenue to its intersection with the centerline of Verret Street, the point of beginning.

### **Precinct 100**

**Polling Place Location: Grand Caillou Middle School, 2161 Grand Caillou Road, Houma**

Beginning at the point of intersection of the center flow channels of the Houma Navigational Canal and an unnamed canal cut on the eastern side of the Houma Navigation Canal in *Section 40, T18S-R17E*; thence proceeding easterly along the center flow channel of the unnamed canal cut to its intersection with the center flow channel of the Saint Louis Canal; thence proceeding northerly and easterly along the center flow channel of the Saint Louis Canal to its intersection with the center flow channel of Bayou Chauvin; thence proceeding southerly along the center flow channel of Bayou Chauvin to its intersection with the center flow channel of an unnamed pipeline canal traversing in a southeast to northwest direction in *Section 18, T18S-R18E*; thence proceeding northwesterly along the center flow channel of the *Section 18* pipeline canal and its straight line extension to its intersection with the center flow channel of Bayou Grand Caillou; thence proceeding southerly along the center flow channel of Bayou Grand Caillou to its intersection with the center flow channel of Bayou Provost; thence proceeding westerly along the center flow channel of Bayou Provost to its intersection with the center flow channel of the Houma Navigation Canal; thence proceeding northerly along the center flow channel of the Houma Navigation Canal to its intersection with the center flow channel of an unnamed canal cut on the eastern side of the Houma Navigation Canal in *Section 40, T18S-R17E*, point of beginning.

OFFERED BY:  
SECONDED BY:

**Precinct 103**

**Polling Place Location: American Legion Auxiliary - Kenneth C. Boudreaux, Unit 380, 4990 Hwy. 56, Chauvin**

Beginning at the point of intersection of the centerlines of Prospect Boulevard and Louisiana Highway 24 (East Main Street); thence proceeding southeasterly along the centerline of Louisiana Highway 24 (East Main Street) to its intersection with the centerline extension of Garden Lane; thence proceeding northerly along the centerline extension of Garden Lane to its intersection with the center flow channel of Bayou Terrebonne; thence proceeding southerly along the center flow channel of Bayou Terrebonne to its intersection with the center flow channel of Bayou Petite Caillou; thence continuing southerly along the center flow channel of Bayou Petite Caillou to its intersection with the centerline extension of Terminal Road; thence proceeding westerly along the centerline extension of Terminal Road to its intersection with the centerline of Louisiana Highway 24 (East Main Street); thence proceeding southeasterly and northeasterly along the centerline of Louisiana Highway 24 to its intersection with the center flow channel of Bayou Petite Caillou; thence proceeding southeasterly along the center flow channel of Bayou Petite Caillou to its intersection with the straight centerline extension of Woodlawn Ranch Road; thence proceeding westerly along the centerline extension and the centerline of Woodlawn Ranch Road to its intersection with the center flow channel of Bayou Chauvin; thence proceeding northerly along the center flow channel of Bayou Chauvin to its intersection with the centerline of Prospect Boulevard; thence proceeding northeasterly along the centerline of Prospect Boulevard to its intersection with the centerline of Louisiana Highway 24 (East Main Street), the point of beginning.

**Precinct 106**

**Polling Place Location: Voting Machine Warehouse, 1317 Valhi Blvd., Houma**

Beginning at the point of intersection of the centerlines of Corporate Drive and South Hollywood Road; thence proceeding northeasterly along the centerline of South Hollywood Road to its intersection with the centerline of Louisiana Highway 3040 (West Tunnel Boulevard); thence proceeding southerly along the centerline of Louisiana Highway 3040 (West Tunnel Boulevard) to its intersection with the centerline of Corporate Drive; thence proceeding southwesterly and northwesterly along the centerline of Corporate Drive to its intersection with the centerline of South Hollywood Road, the point of beginning.

**Precinct 110**

**Polling Place Location: Oaklawn Junior High School Cafeteria, 2215 Acadian Dr., Houma**

Beginning at the point of intersection of the center flow channels of Bayou Grand Caillou and an unnamed drainage feature south of Ellender Memorial High School; thence proceeding easterly along the center flow channel of the unnamed drainage feature south of Ellender Memorial High School to its intersection with the center flow channel of Bayou Chauvin; thence proceeding southeasterly along the center flow channel of Bayou Chauvin to its intersection with the centerline of East Woodlawn Ranch Road; thence proceeding westerly



OFFERED BY:  
SECONDED BY:

along the centerline of East Woodlawn Ranch Road to its intersection with the center flow channel of Bayou Grand Caillou; thence proceeding northerly along the center flow channel of Bayou Grand Caillou to its intersection with the center flow channel of an unnamed drainage feature south of Ellender Memorial High School, the point of beginning.

**Precinct 112**

**Polling Place Location: Grand Caillou Middle School, 2161 Grand Caillou Road, Houma**

Beginning at the point of intersection of the center flow channel of Woodlawn Bayou and a Terrebonne Parish Power Line north of Industrial Boulevard along the old Southern Pacific Railroad Right-of-Way; thence proceeding easterly along the Terrebonne Parish Power Line north of Industrial Boulevard to its intersection with the centerline of Cummins Road; thence proceeding southeasterly along the centerline of Cummins Road to its intersection with the centerline of James Road; thence proceeding westerly along the centerline of James Road to its intersection with the centerline of Louisiana Highway 57 (Grand Caillou Road); thence proceeding northerly along the centerline of Louisiana Highway 57 (Grand Caillou Road) to its intersection with the centerline of Industrial Boulevard; thence proceeding westerly along the centerline of Industrial Boulevard to its intersection with the center flow channel of Woodlawn Bayou, the point of beginning.

**Precinct 115**

**Polling Place Location: Terrebonne Parish School Board, 201 Stadium Drive, Houma**

Beginning at the point of intersection of the centerlines of South Hollywood Road and Louisiana Highway 3040 (West Tunnel Boulevard); thence proceeding northeasterly along the centerline of South Hollywood Road to its intersection with the centerline of Louisiana Highway 24 (Main Street); thence proceeding southeasterly along the centerline of Louisiana Highway 24 (Main Street) to its intersection with the centerline of Stadium Drive; thence proceeding southerly along the centerline of Stadium Drive to its intersection with the centerline of Saint Charles Street; thence proceeding southerly along the centerline of Saint Charles Street to its intersection with the center flow channel of Bayou LaCarpe; thence proceeding westerly along the center flow channel of Bayou LaCarpe to its intersection with the centerline of Louisiana Highway 3040 (West Tunnel Boulevard); thence proceeding northerly along the centerline of Louisiana Highway 3040 (West Tunnel Boulevard) to its intersection with the centerline of South Hollywood Road, the point of beginning.

**SECTION 2:** Should any section, part or provision of this Ordinance be declared by any court to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

**SECTION 3:** All ordinances or parts of ordinances in conflict herewith or incompatible with the provision of this Ordinance are hereby repealed.

**SECTION 4:** This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

OFFERED BY:  
SECONDED BY:

**THERE WAS RECORDED:**

YEAS: J. Domangue, D. W. Guidry, St., D. Babin, D. J. Guidry, S. Trosclair, C. Harding, G. Michel, J. Navy, and J. Amedée.

NAYS: None.

NOT VOTING: None.

ABSTAINING: None.

ABSENT: NONE.

The Chair declared the ordinance adopted on this, the 22nd day of May 2022.

\* \* \* \* \*

\_\_\_\_\_  
DARRIN GUIDRY, CHAIR  
TERREBONNE PARISH COUNCIL

\_\_\_\_\_  
TAMMY E. TRIGGS  
ASSISTANT COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

\* \* \* \* \*

Date and Time Delivered to Parish President:

\_\_\_\_\_

Approved \_\_\_\_\_ Vetoed \_\_\_\_\_  
Gordon E. Dove, Parish President  
Terrebonne Parish Consolidated Government

Date and Time Returned to Assistant Council Clerk:

\_\_\_\_\_

\* \* \* \* \*

I, Tammy E. Triggs, Assistant Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled Council in Regular Session on \_\_\_\_\_, 2022, at which meeting a quorum was present.

OFFERED BY:  
SECONDED BY:

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF  
\_\_\_\_\_, 2022.

---

TAMMY E. TRIGGS  
ASSISTANT COUNCIL CLERK  
TERREBONNE PARISH COUNCIL



Wednesday, June 22, 2022

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**Item Title:**

Sales & Use Tax Advisory Board Meeting-June 14, 2022

**Item Summary:**

Accept the minutes of the Terrebonne Parish Sales and Use Tax Advisory Board meeting dated June 14, 2022 and consider ratification of actions relative to the:

- 1) Recommendation to accept the 2021 Financial Audit Report as prepared by Bourgeois Bennett, LLC.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Minutes for June 14, 2022	6/16/2022	Cover Memo
Financial Report 2021	6/16/2022	Cover Memo

**TERREBONNE PARISH  
SALES AND USE TAX ADVISORY BOARD MEETING**

**June 14, 2022**

1. The Chairman, Parish President, Mr. Gordon Dove, called the meeting to order at 9:30 a.m. in the Parish President's Conference Room. Following the Invocation, led by Mr. Tim Soignet, the Pledge of Allegiance was said.
2. Upon roll call, Board Members recorded as present were: Mr. Gordon Dove, Parish President; Mr. Carl Harding, Budget & Finance Committee Chairman; Mr. Tim Soignet, Terrebonne Parish Sheriff; Mrs. Mary Cosper LeBoeuf, Library Board of Control; Mr. Jack Moore, Terrebonne Levee & Conversation District. Also present were: Mrs. Brandi Fontenot, Director, Sales & Use Tax Department; Mrs. Ann Thibodaux, Secretary, Sales & Use Tax Department; Mrs. Vickie Bourg, Financial Officer, Terrebonne Parish Sheriff's Office; Mr. Paul Pechon and Ms. Amiee Zeringue, representing the auditing firm of Bourgeois Bennett, LLC, Mr. Aubrey "Bubba" Orgeron, Newly Elected Superintendent of Schools. Recorded as absent were Mr. Darrin Guidry, Parish Council Chairman; Mr. Gregory Harding, School Board President; Ms. MayBelle Trahan, School Board Vice-President; Mr. Philip Martin, Superintendent of Schools. A quorum was declared present.
3. **Item 1** – Presentation and request for acceptance of the 2021 Financial Audit Report as prepared by Bourgeois Bennett, L.L.C.

Mr. Paul Pechon, Audit Director with Bourgeois Bennett, briefed the board on the 2021 Financial Audit Report and advised there were no findings. He continued by reviewing the following items:

- Management's Discussion and Analysis
- Governmental – Wide Financial Analysis
- Governmental Fund Balance Sheet
- Governmental Fund Revenues and Expenditures
- Financial Analysis of the Government's Funds
- Statement of Fiduciary Fund
- Summary of Accounting Policies
- Schedule of Collections
- Schedule of Cash Receipts and Disbursements
- Governmental Reports
- Schedule of Department Contributions
- Schedule of Procedures

Discussion ensued.

4. Motion was made to accept by Ms. Mary Cosper LeBoeuf, seconded by Mr. Tim Soignet.

The Chairman called for a vote on the motion offered by Ms. Mary Cosper LeBoeuf.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: Mr. Gordon Dove, Mr. Carl Harding, Mr. Tim Soignet, Mrs. Mary Cosper LeBoeuf, Mr. Jack Moore

NAYS: None.

NOT VOTING: None.

ABSENT: Mr. Darrin Guidry, Mr. Gregory Harding, Ms. May Belle Trahan, Mr. Philip Martin

The Chairman declared the motion passed.

5. **Item 2 – Other Business**
6. Mr. Jack Moore moved, seconded by Mr. Tim Soignet, "That there being no further business to come before this Board, the meeting be adjourned."

The Chairman called for a vote on the motion offered by Mr. Jack Moore.

UPON ROLL CALL THERE WAS RECORDED:

YEAS: Mr. Gordon Dove, Mr. Carl Harding, Mr. Tim Soignet, Mrs. Mary Cosper LeBoeuf, Mr. Jack Moore

NAYS: None.

NOT VOTING: None.

ABSENT: Mr. Darrin Guidry, Mr. Gregory Harding, Ms. MayBelle Trahan, Mr. Philip Martin

The Chairman declared the motion passed.

  
Ann Thibodaux, Secretary  
Terrebonne Parish Sales & Use Tax Dept.

  
Brandi Fontenot, Director  
Terrebonne Parish Sales & Use Tax Dept.

*Financial Report*

*Terrebonne Parish Sales and Use Tax Department*  
*Houma, Louisiana*

*December 31, 2021*

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## **FINANCIAL SECTION**

## **INDEPENDENT AUDITOR'S REPORT**

To the Sales and Use Tax Advisory Board,  
Terrebonne Parish Sales and Use Tax Department,  
Houma, Louisiana.

### **Opinions**

We have audited the accompanying financial statements of the governmental activities, the General Fund and the Fiduciary Fund of the Terrebonne Parish Sales and Use Tax Department (the "Department"), a component unit of the Terrebonne Parish Consolidated Government, State of Louisiana, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Department basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, General Fund and Fiduciary Fund of Terrebonne Parish Sales and Use Tax Department as of December 31, 2021, and the respective changes in financial position for the governmental activities, General Fund, the Fiduciary Fund and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Basis for Opinions**

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Department and to meet out other ethical responsibilities, in accordance with the relevant ethical requirements related to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of financial statements in with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Department's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### **Auditor's Responsibility for the Audit of the Financial Statements.**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Department's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

## **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 5 through 11, the Schedule of Changes in the Department's Total OPEB Liability and Related Ratios on page 48, the Schedule of the Department's Proportionate Share of the Net Pension Liability (Asset) on page 49 and the Schedule of Department Contributions on page 50 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that comprise the Department's basic financial statements. The information contained in Schedules 1 through 6 (the Schedule of Other Services and Charges - Budget and Actual, Schedule of Collections on Behalf of Other Taxing Authorities - Parish Sales Tax Fund, Schedule of Cash Receipts and Disbursements - Parish Sales Tax Fund, Schedule of Governmental Fund Expenditures, Graph of Governmental Fund Expenditures, and Schedule of Compensation, Benefits, and Other Payments to Agency Head or Chief Executive Officer) for the year ended December 31, 2021 are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

We also have previously audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the Governmental Balance Sheet and Statement of Fiduciary Fund of Terrebonne Parish Sales and Use Tax Department as of December 31, 2020, 2019, 2018, and 2017, and the related statement of Governmental Fund Revenues, Expenditures and Changes in Fund Balance for each of the four years in the year ended December 31, 2020 which are not presented with the accompany financial statements, and we expressed unmodified opinions on those respective financial statements. Those

audits were conducted for the purpose of forming opinions on the financial statements. The information contained in Schedules 3 through 5 was derived from and related directly to the accounting and other records used to prepare the financial statements as of and for the years ended December 31, 2020, 2019, 2018, and 2017. The information is presented for purpose of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and related directly to the underlying accounting and other records used to prepare the 2020, 2019, 2018, and 2017 basic financial statements. The information for the years ended December 31, 2020, 2019, 2018, and 2017, in Schedules 3 through 5 was subjected to auditing procedures applied in the audits of those financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare those financial statements or to those financial statements themselves, and other procedures in accordance with general auditing procedures generally accepted in the United States of America. In our opinion, the information presented in Schedules 3 through 5 for the years ended December 31, 2020, 2019, 2018, and 2017, is fairly stated in all material respects in relation to the financial statements as a whole from which it has been derived.

#### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated April 27, 2022 on our consideration of the Department's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Department's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Department's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Bougeois Bennett, L.L.C." in a cursive script.

Certified Public Accountants.

Houma, Louisiana,  
April 27, 2022.

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

### **Terrebonne Parish Sales and Use Tax Department**

December 31, 2021

The Management's Discussion and Analysis of the Terrebonne Parish Sales and Use Tax Department's (the "Department") financial performance presents a narrative overview and analysis of the Department's financial activities for the year ended December 31, 2021. This document focuses on the current year's activities, resulting changes, and currently known facts. Please read this document in conjunction with the financial statements, which follow this section.

#### **FINANCIAL HIGHLIGHTS**

The Department's liabilities and deferred inflows of resources exceeded its assets and deferred outflows of resources at the close of fiscal year 2021 by \$1,209,987, net deficit, which represents a 0.42% decrease in the net deficit from the last fiscal year.

The Department is operated on a reimbursement basis with proceeds of sales and use taxes collected in Terrebonne Parish. Differences between revenues and expenses result from the reimbursement of purchases of capital assets, depreciation of capital assets and changes in long-term obligations. For the year ended December 31, 2021, revenues increased \$2,133 (or 0.23%) and expenses increased \$7,251 (or 0.80%).

The Department collected a total of \$147,316,249 in sales taxes for outside agencies for the year ended December 31, 2021, which represents a \$21,283,079 increase from the last fiscal year. This increase is primarily due to an overall increase in economic activity throughout Terrebonne Parish as a result of improved economic conditions following the pandemic.

#### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the Department's financial statements. The Department's annual report consists of four parts: (1) management's discussion and analysis (this section) (2) financial statements (3) supplementary information and (4) various governmental compliance reports and schedules by certified public accountants and management.

**OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)**

The financial statements include two kinds of statements that present different views of the Department:

**Government-wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the Department's finances, in a manner similar to a private sector business. The Statement of Net Position presents information on all of the Department's assets and liabilities, with the difference between the two reported as net position (deficit). Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating. The Statement of Activities presents information showing how the Department's net position changed during each fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods. The governmental activities of the Department are collecting local sales and use taxes, hotel/motel taxes, issuing occupational licenses and local bingo permits.

**Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Department maintains two types of funds, governmental and fiduciary fund types.

***Governmental Fund***

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. Both the Governmental Fund Balance Sheet and the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Department maintains one individual governmental fund. Information is presented in the Governmental Fund Balance Sheet and in the Statement of Revenues, Expenditures, and Changes in Fund Balance for the General Fund. The Department adopts an annual appropriated budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget. The governmental fund financial statements can be found in pages 12 through 16 of this report.



## **OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)**

### ***Fiduciary Funds***

Fiduciary Funds are used to account for resources held for the benefit of parties outside the Department. While these funds represent a trust responsibility, these assets are restricted in purpose and do not represent assets of the Department. Therefore, these assets are not presented as part of the government-wide financial statements. The Statement of Fiduciary Fund and Statement of Changes in Fiduciary Net Position can be found on pages 18 and 19 of this report.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found in Exhibit H of this report.

## **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

The Statement of Net Position reported on pages 12 and 13, presents information on all the Department's assets, deferred outflows of resources, liabilities and deferred inflows of resources with the difference reported as net position (deficit). As noted earlier, a deficit exists because the Department is not reimbursed for long-term obligations until those obligations are paid. As of December 31, 2021, the net deficit amounted to \$1,209,987. A portion of the Department's net position (deficit), \$6,144, reflects its investment in capital assets (e.g., office furniture, fixtures, and equipment) less accumulated depreciation. Consequently, this portion of the net position (deficit) is not available for future spending.

Long-term liabilities consist of other postemployment benefits and compensated absences.

Other liabilities are accounts payable and accrued expenditures. Accounts payable and accrued expenditures include fees for contract auditors, payroll liabilities and other various expenses.

Deferred outflows and inflows of resources are related to pensions and other postemployment benefits.

**GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)****Condensed Statements of Net Position**

	December 31,		Dollar
	2021	2020	Change
Current and other assets	\$ 45,957	\$ 27,059	\$ 18,898
Capital assets	6,144	10,173	(4,029)
Net pension asset	68,680	21,000	47,680
Deferred outflows of resources	141,241	182,372	(41,131)
Total assets and deferred outflows of resources	262,022	240,604	21,418
Long-term liabilities	965,271	956,304	8,967
Other liabilities	45,957	27,059	18,898
Deferred inflows of resources	460,781	472,372	(11,591)
Total liabilities and deferred inflows of resources	1,472,009	1,455,735	16,274
Net position:			
Net investment in capital assets	6,144	10,173	(4,029)
Unrestricted (deficit)	(1,216,131)	(1,225,304)	9,173
Total net position (deficit)	<u>\$ (1,209,987)</u>	<u>\$ (1,215,131)</u>	<u>\$ 5,144</u>

**Governmental Activities**

Governmental activities decreased the Department's net deficit by \$5,144. Key elements of the net increase are as follows (see table on the following page):

**GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)****Governmental Activities (Continued)****Condensed Statements of Activities**

	December 31,		Dollar	Percent
	2021	2020	Change	Change
<b>Revenues:</b>				
Charges for services	\$ 915,324	\$ 908,893	\$6,431	0.71%
Licenses	2,800	3,400	(600)	-17.65%
Miscellaneous - other	255	3,953	(3,698)	-93.55%
Total revenues	<u>918,379</u>	<u>916,246</u>	<u>2,133</u>	0.23%
<b>Expenses:</b>				
General government	<u>913,235</u>	<u>905,984</u>	<u>7,251</u>	-0.80%
Increase (decrease) in net position	<u>5,144</u>	<u>10,262</u>	<u>(5,118)</u>	-49.87%
<b>Net Deficit</b>				
Beginning of year	<u>(1,215,131)</u>	<u>(1,225,393)</u>	<u>10,262</u>	-0.84%
End of year	<u><u>\$ (1,209,987)</u></u>	<u><u>\$ (1,215,131)</u></u>	<u><u>\$ 5,144</u></u>	-0.42%

The Department is an expenditure driven entity resulting in decreased revenue from a decrease in reimbursed expenses incurred during the period. The Department's revenues represent transfers of sales and use tax proceeds from its Custodial Fund to pay operating expenses of the Department.

On Exhibit C, the Department's expenses fall into five categories: personal services; supplies and materials; other services and charges; repairs and maintenance; and depreciation. Of the five categories the largest is other service charges and totals \$441,181, which is 48.30% of total expenses for the year ended December 31, 2021. Other services and charges, which includes such expenses as contract auditing fees, legal fees, insurance, office machine rentals, software technology services, office rent, telephone, and miscellaneous expenses, increased by \$31,289 in comparison with 2020. The increase in other services and charges is primarily due to increase contract audit work performed by outside audit firms in 2021. Personal services decreased \$25,533 in comparison with 2020. The decrease is primarily due to changes in pension and other postemployment benefits liabilities, deferred inflows and deferred outflows. The remaining expenses include supplies and materials, repairs and maintenance and depreciation. These expenses amount to \$39,661 which is a slight increase of \$1,495 from 2020.

## **FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS**

As noted earlier, the Department uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

### **Governmental Funds**

The focus of the Department's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Department's financing requirements. The General Fund is the chief operating fund of the Department. It is used to account for all financial resources except those that are required to be accounted for in another fund.

### **General Fund Budgetary Highlights**

The Statement of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual for the General Fund (Exhibit E) displays the original budget, final budget and actual amounts in columns with a variance column showing the favorable or (unfavorable) difference of the actual and the final budget. The budget was amended once during the year. Since the Department is an expenditure driven entity with expenditures fully reimbursed, revenues report an unfavorable variance equal to the favorable variance of expenditures.

### **Fiduciary Funds**

Fiduciary funds are used to account for resources held for the benefit of the parties outside the Department. Exhibit G on page 19 details the disbursements to other governmental units. Total cash disbursements for the year ended December 31, 2021 amounted to \$147,316,249, which represents an increase of \$21,271,553. Increase is primarily due to a increase in economic activity throughout Terrebonne Parish. The two major governmental units that receive distributions are Terrebonne Parish School Board and Terrebonne Parish Consolidated Government.

## **CAPITAL ASSETS**

### **Capital Assets**

The Department's investment in capital assets for its governmental activities as of December 31, 2021, amounts to \$6,144 (net of accumulated depreciation). This investment in capital assets includes office furniture, fixtures and equipment (see table on the following page).

**CAPITAL ASSETS (Continued)****Capital Assets (Continued)**

	<u>2021</u>	<u>2020</u>
Office furniture, fixtures, and equipment	\$97,871	\$ 110,485
Less accumulated depreciation	<u>91,727</u>	<u>100,312</u>
Total capital assets, net	<u>\$ 6,144</u>	<u>\$ 10,173</u>

During the year ended December 31, 2021, the Department had no capital asset purchases. The difference in capital assets values is due to depreciation. Additional information on the Department's capital assets can be found in Note 3, Exhibit H of this report.

**Long-Term Obligations**

The Department reported a net pension asset of \$68,680 as of December 31, 2021 related to GASB 68. In 2020, the Department recognized a net pension asset related to GASB 68 of \$21,000. Other post-employment benefit obligations increased \$2,551 to \$924,942 as of December 31, 2021 due to changes in other postemployment benefits. Obligations for unpaid annual leave increased \$6,416. Unpaid annual leave obligations amounted to \$40,329 as of December 31, 2021.

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

The Department considered the following factors and indicators when setting next year's budget. These factors and indicators include:

- Personal services increased to reflect a 4% cost of living adjustment.
- Capital outlay has been budgeted at \$24,300 for the purchase of office equipment.

**REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Department's finances for all those with an interest in the Department's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to: Brandi Fontenot, Director, Terrebonne Parish Sales Tax Department, P.O. Box 670, Houma, LA 70361.

**STATEMENT OF NET POSITION AND**  
**GOVERNMENTAL FUND BALANCE SHEET**

**Terrebonne Parish Sales and Use Tax Department**

December 31, 2021

	<u>General Fund</u>	<u>Adjustments (Exhibit B)</u>	<u>Statement of Net Position</u>
<b>Assets and Deferred Outflows of Resources</b>			
Cash	\$ 45,957	\$ -	\$ 45,957
Net pension asset	-	68,680	68,680
Capital assets:			
Depreciable, net of accumulated depreciation	-	6,144	6,144
Total assets	<u>45,957</u>	<u>74,824</u>	<u>120,781</u>
Deferred outflows of resources:			
Other postemployment benefits	-	103,645	103,645
Pensions	-	37,596	37,596
Total deferred outflows of resources	<u>-</u>	<u>141,241</u>	<u>141,241</u>
Total assets and deferred outflows of resources	<u>45,957</u>	<u>216,065</u>	<u>262,022</u>
<b>Liabilities and Deferred Inflows of Resources</b>			
Accounts payables and accrued expenditures	45,372	-	45,372
Due to Terrebonne Parish Consolidated Government	585	-	585
Long-term liabilities:			
Due in more than one year	-	965,271	965,271
Total current and non-current liabilities	<u>45,957</u>	<u>965,271</u>	<u>1,011,228</u>

**Exhibit A**  
**(Continued)**

	<u>General Fund</u>	<u>Adjustments (Exhibit B)</u>	<u>Statement of Net Position</u>
<b>Liabilities and Deferred Inflows of Resources</b>			
Deferred inflows of resources:			
Other postemployment benefits	-	375,855	375,855
Pensions	-	84,926	84,926
	<u>-</u>	<u>84,926</u>	<u>84,926</u>
Total deferred inflows of resources	-	460,781	460,781
	<u>-</u>	<u>460,781</u>	<u>460,781</u>
Total liabilities and deferred inflows of resources	45,957	1,426,052	1,472,009
	<u>45,957</u>	<u>1,426,052</u>	<u>1,472,009</u>
<b>Fund Balances/Net Assets</b>			
Fund balance - unassigned	-		
	<u>-</u>		
Total liabilities and fund balances	\$ 45,957		
	<u>\$ 45,957</u>		
Net position:			
Net investment in capital assets		6,144	6,144
Unrestricted (deficit)		(1,216,131)	(1,216,131)
		<u>(1,216,131)</u>	<u>(1,216,131)</u>
Total net position (deficit)		\$ (1,209,987)	\$ (1,209,987)
		<u>\$ (1,209,987)</u>	<u>\$ (1,209,987)</u>

See notes to financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUND  
BALANCE SHEET TO THE STATEMENT OF NET POSITION**

**Terrebonne Parish Sales and Use Tax Department**

December 31, 2021

<b>Fund Balances - Governmental Fund</b>	\$	-
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund.		
Governmental capital assets	\$ 97,871	
Less accumulated depreciation	<u>(91,727)</u>	6,144
Long-term assets are not financial resources and, therefore, are not reported in the governmental fund.		
Net pension asset		68,680
Deferred outflows of resources used in governmental activities are not financial resources and are not reported in governmental fund.		
Pensions	37,596	
Other postemployment benefit obligation	<u>103,645</u>	141,241
Long-term liabilities are not due and payable in the current period and therefore are not reported in the governmental fund.		
Other postemployment benefit obligation	(924,942)	
Compensated absences payable	<u>(40,329)</u>	(965,271)
Deferred inflows of resources will not be recognized in the current period and are not reported in governmental funds.		
Pensions	(84,926)	
Other postemployment benefit obligation	<u>(375,855)</u>	<u>(460,781)</u>
<b>Net Position (Deficit) of Governmental Activities</b>		<u><u>\$ (1,209,987)</u></u>

See notes to financial statements.



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

**Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

	<u>General Fund</u>	<u>Adjustments (Exhibit D)</u>	<u>Statement of Activities</u>
<b>Revenues</b>			
Charges for services	\$ 915,324	\$ -	\$ 915,324
Licenses	2,800	-	2,800
Miscellaneous - other	255	-	255
	<u>918,379</u>	<u>-</u>	<u>918,379</u>
<b>Expenditures/Expenses</b>			
Current:			
Personal services	441,566	(9,173)	432,393
Supplies and materials	30,893	-	30,893
Other services and charges	441,181	-	441,181
Repairs and maintenance	4,739	-	4,739
Depreciation	-	4,029	4,029
	<u>918,379</u>	<u>(5,144)</u>	<u>913,235</u>
<b>Excess of Revenues Over Expenditures</b>	-	-	-
<b>Change in Net Position</b>	-	5,144	5,144
<b>Fund Balance/Net Position (Deficit)</b>			
Beginning of year	-	(1,215,131)	(1,215,131)
End of year	<u>\$ -</u>	<u>\$ (1,209,987)</u>	<u>\$ (1,209,987)</u>

See notes to financial statements.

**RECONCILIATION OF THE STATEMENT OF GOVERNMENTAL  
FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND  
BALANCE TO THE STATEMENT OF ACTIVITIES**

**Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

**Net Change in Fund Balance - Governmental Fund** \$ -

Amounts reported for governmental activities in the  
Statement of Activities are different because:

Governmental funds report capital outlays as expenditures.

However, in the Statement of Activities the costs of  
those assets is allocated over their estimated useful  
lives and reported as depreciation expense.

Depreciation expense	(4,029)
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Some expenses reported in the Statement of Activities  
do not require the use of current financial resources  
and, therefore, are not reported as expenditures in  
governmental fund.

Other postemployment benefit expense	\$ (2,848)	
Pension expense	18,437	
Increase in compensated absences payable	<u>(6,416)</u>	<u>9,173</u>

<b>Change in Net Position of Governmental Activities</b>	<b><u><u>\$ 5,144</u></u></b>
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See notes to financial statements.

**STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL -  
GENERAL FUND**

**Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Favorable
				(Unfavorable)
<b>Revenues</b>				
Charges for services	\$ 1,251,550	\$ 1,251,550	\$ 915,324	\$ (336,226)
Licenses	4,000	4,000	2,800	(1,200)
Miscellaneous - other	7,250	7,250	255	(6,995)
Total revenues	1,262,800	1,262,800	918,379	(344,421)
<b>Expenditures</b>				
Current:				
General government:				
Personal services	657,100	657,100	441,566	215,534
Supplies and materials	35,500	35,500	30,893	4,607
Other services and charges	561,200	561,200	441,181	120,019
Repairs and maintenance	9,000	9,000	4,739	4,261
Total expenditures	1,262,800	1,262,800	918,379	344,421
<b>Excess of Revenues Over Expenditures</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to financial statements.

**STATEMENT OF FIDUCIARY NET POSITION****Terrebonne Parish Sales and Use Tax Department**

December 31, 2021

	<u>Custodial Fund</u>
<b>Assets</b>	
Cash	\$ 14,928,105
Taxes receivable	<u>18,864,356</u>
Total assets	<u>33,792,461</u>
<b>Liabilities</b>	
Accounts payables and accrued expenditures	10,346
Liabilities to other governmental units:	
Terrebonne Parish School Board	15,302,969
Terrebonne Parish Consolidated Government	8,716,314
Terrebonne Parish Consolidated Government - Library	1,481,310
Terrebonne Parish Consolidated Government - Levees	1,481,310
Terrebonne Parish Sheriff	2,962,621
Terrebonne Levee and Conservation District	2,962,320
Houma Area Convention and Visitors Bureau	<u>458,098</u>
Total liabilities	<u>33,375,288</u>
<b>Fiduciary net position</b>	
Held for others	<u><u>\$ 417,173</u></u>

See notes to financial statements.

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION****Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

	<u>Custodial Fund</u>
<b>Additions:</b>	
Sales tax collections	\$ 147,316,249
Sales taxes paid under protest	42,223
Protest interest income	793
	<u>147,359,265</u>
<b>Reductions:</b>	
Distributions to other governmental units	146,475,743
Administrative costs	840,506
	<u>147,316,249</u>
Total reductions	
	<u>147,316,249</u>
Change in net position	43,016
<b>Net position</b>	
Beginning of year	<u>374,157</u>
End of year	<u><u>\$ 417,173</u></u>

See notes to financial statements.

**NOTES TO FINANCIAL STATEMENTS****Terrebonne Parish Sales and Use Tax Department**

December 31, 2021

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Terrebonne Parish Sales and Use Tax Department (the "Department") was created October 14, 1964, in compliance with Act 500 of 1964, of the State of Louisiana. The Sales and Use Tax Department administers the collection and distribution of the approved 5.50% sales tax, hotel/motel tax, occupational licenses, and bingo permits.

Tax collections, after deducting operating expenses, are distributed in the month following receipt. The first levy of 1% made in 1964 is divided between the Terrebonne Parish School Board, which receives 33%, and the Terrebonne Parish Consolidated Government, which receives 67% (split evenly between the former Terrebonne Parish Police Jury and City of Houma). There were two levies made for a total 1% in 1976 which the Terrebonne Parish School Board receives 75%, and the Terrebonne Parish Consolidated Government receives 25%. The  $\frac{1}{4}$ % levy effective January 1, 1987 is remitted to the Terrebonne Parish Law Enforcement Department. The two  $\frac{1}{4}$ % levies effective January 1, 1993 are remitted to the Terrebonne Parish Consolidated Government with  $\frac{1}{4}$ % dedicated to Drainage and  $\frac{1}{4}$ % dedicated to Roads and Bridges. The 1% levy effective July 1, 1996 is remitted to the Terrebonne Parish School Board. The  $\frac{1}{4}$ % levy effective October 1, 1997 is remitted to the Terrebonne Parish Law Enforcement Department. The  $\frac{1}{4}$ % levy effective July 1, 1998 is remitted to the Terrebonne Parish Consolidated Government which is dedicated to the Library System. The  $\frac{1}{4}$ % levy effective July 1, 2002 is remitted to the Terrebonne Parish Consolidated Government, which is dedicated to be used as matching funds for the Terrebonne Levee and Conservation Department's Morganza-to-the-Gulf Project. The  $\frac{1}{2}$ % levy effective April 1, 2013 is remitted to Terrebonne Levee and Conservation Department. The  $\frac{1}{2}$ % levy effective April 1, 2015 is remitted to the Terrebonne Parish School Board which is to be used for paying salaries and benefits for teachers and other personnel. The Hotel/Motel tax of 5% is remitted solely to the Houma Area Convention and Visitors Bureau.

The accounting policies of the Terrebonne Parish Sales and Use Tax Department conform to accounting principles generally accepted in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The following is a summary of significant accounting policies:

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**a) Reporting Entity**

The Department is a component unit of the Terrebonne Parish Consolidated Government (the "Parish") and as such, these financial statements will be included in the comprehensive annual financial report (CAFR) of the Parish for the year ended December 31, 2021.

GASB Statement 14, *The Financial Reporting Entity*, GASB Statement 39, *Determining Whether Certain Organizations Are Component Units-an amendment of GASB Statement 14*, and GASB Statement 61, *The Financial Reporting Entity: Omnibus and amendment of GASB Statements 14 and 34* established the criterion for determining which component units should be considered part of the Department for financial reporting purposes. The basic criteria are as follows:

1. Legal status of the potential component unit including the right to incur its own debt, levy its own taxes and charges, expropriate property in its own name, sue and be sued, and the right to buy, sell and lease property in its own name.
2. Whether the governing authority appoints a majority of the board members of the potential component unit.
3. Fiscal interdependency between the Department and the potential component unit.
4. Imposition of will by the Department on the potential component unit.
5. Financial benefit/burden relationship between the Department and the potential component unit.

The Department has reviewed all of its activities and determined that there are no potential component units which should be included in its financial statements.

**b) Basis of Presentation**

The Department's financial statements consist of the government-wide statements on all of the non-fiduciary activities of the Department and the governmental fund financial statements.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**b) Basis of Presentation (Continued)**

**Government-wide Financial Statements**

The government-wide financial statements include the Statement of Net Position and the Statement of Activities for all activities of the Department. The government-wide presentation focuses primarily on the sustainability of the Department as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. Governmental activities of the Department generally are financed through intergovernmental revenues reported as charges for services.

**Fund Financial Statements**

The daily accounts and operations of the Department are organized on the basis of a fund and accounts groups, each of which is considered a separate accounting entity. The operations of the fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues and expenditures. Governmental resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds of the Department are grouped, into generic fund types and two broad categories as follows:

Governmental activities presented as governmental funds in the fund financial statements:

**General Fund** - The General Fund is the general operating fund of the Department. It is used to account for and report all financial resources except those that are required to be accounted for and reported in another fund. The General Fund is always a major fund.

**Fiduciary Fund**

**Custodial Fund** - This fund is used to account for and report assets that the Department holds for others in a custodial capacity. Since by definition these assets are being held for the benefit of others and cannot be used to address activities or obligations of the Department, this fund is not incorporated into the governmental-wide statements.



**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**c) Measurement Focus and Basis of Accounting**

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

**Government-wide Financial Statements**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

**Fund Financial Statements**

All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Governmental funds are maintained on the modified accrual basis of accounting.

Governmental fund revenues resulting from exchange transactions are recognized in the fiscal year in which the exchange takes place and meets the government's availability criteria (susceptible to accrual). Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For this purpose, the Department considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. Charges for collection and distribution services of sales taxes are considered "measurable" when the related sales taxes are in the hands of the merchants and are recognized as revenue at that time. Licenses and miscellaneous revenues are recorded as revenues when received in cash by the Department because they are generally not measurable until actually received.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is accumulated unpaid vacation and sick pay which is recognized when paid. Allocations of cost such as depreciation are not recognized in the governmental funds.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**c) Measurement Focus and Basis of Accounting (Continued)**

**Fund Financial Statements (Continued)**

Custodial funds are used to report fiduciary activities that are not required to be reported in pension trust funds, investment trust funds, or private-purpose trust funds. The Custodial Fund accounts for sales tax collections as custodian for other governments within Terrebonne Parish.

**d) Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**e) Operating Budgetary Data**

The Department establishes the budgetary data reflected in the financial statements as follows:

The Director submits, to the members of the Sales and Use Tax Advisory Board, a proposed operating budget for the year commencing the following January 1. The public hearings and advertisements, which are required by state law, are conducted prior to approval by the Advisory Board. The budget is then submitted to the Parish Council. All actions necessary to adopt and otherwise finalize and implement the budget for an ensuing year are taken prior to the end of the year in progress. Any amendment involving the transfer of monies from one department to another or from one program or function to another or any other increases in expenditures exceeding amounts estimated must be approved by the Advisory Board. The Department amended its budget once during the year. All budgeted amounts which are not expended, or obligated through contracts, lapse at year end.

The budget for the General Fund is adopted on a basis materially consistent with accounting principles generally accepted in the United States of America.

The General Fund budget presentation is included in the financial statements.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**f) Accounts Receivable**

The financial statements of the Department do not contain an allowance for uncollectible accounts. Uncollectible amounts due for receivables are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operation of the funds.

**g) Capital Assets**

The accounting treatment over property and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

**Government-wide Financial Statements**

In the government-wide financial statements, fixed assets are accounted for as capital assets. Capital assets purchased or acquired with an original cost of \$500 or more are valued at historical cost or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The estimated useful life of assets (furniture, fixtures, and equipment) is 5-20 years.

**Fund Financial Statements**

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

**h) Non-current Liabilities**

The accounting treatment of non-current liabilities depends on whether they are reported in the government-wide or fund financial statements.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**h) Non-current Liabilities (Continued)**

**Government-wide Financial Statements**

All non-current liabilities to be repaid from governmental resources are reported as liabilities in the government-wide statements. Non-current liabilities consist of accrued compensated absences (vacation and sick leave) and other postemployment benefits (group health insurance).

**Fund Financial Statements**

Non-current liabilities for governmental funds are not reported as liabilities in the fund financial statements.

**i) Vacation and Sick Leave**

Employees of the Department can earn twelve or seventeen days per year vacation leave, depending on their length of employment. All employees are required to take vacation within one year of being earned. Any unused vacation remaining on the employee's anniversary date will be transferred to sick leave. In the event the employee is terminated or resigns, all vacation leave not transferred to sick leave will be paid to them.

Employees of the Department earn seven days of sick leave per year. Upon official retirement from the Parochial Retirement System, the retiring employee will be allowed to receive half of whatever accumulated sick leave time has accrued, up to a maximum of 30 days, by leaving work early and remaining on the payroll until the 30 days are exhausted.

The liability for vacation and sick leave is recorded as a non-current liability in the government-wide statements. In the fund financial statements, governmental funds report only the vacation and sick leave liability payable from expendable available financial resources, accordingly no significant compensated absences liability is recorded as of December 31, 2021.

**j) Pensions**

For purposes of measuring the net pension asset, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Parochial Employees' Retirement System of Louisiana (the "System") and additions to/deductions from the System's fiduciary net

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**j) Pensions (Continued)**

position have been determined on the same basis as they are reported by the System. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are accounted for at market value.

**k) Deferred Outflows of Resources**

In addition to assets, the Statement of Net Position and Balance Sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Department has pension and other postemployment benefits related deferred outflows of resources.

**l) Deferred Inflows of Resources**

In addition to liabilities, the Statement of Net Position and Balance Sheets will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The governmental activities report pension and other postemployment benefits related deferred inflows of resources in the Department's government-wide statements. These amounts are deferred and recognized as an inflow of resources in the amortization period.

**m) Fund Equity**

**Government-wide Statements**

Equity is classified as net position and may be displayed in three components:

- a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets. As of December 31, 2021, the Department did not report any borrowings.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**m) Fund Equity (Continued)**

**Government-wide Statements (Continued)**

- b. Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributions or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net position that do not meet the definition of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the Department's policy to use restricted resources first, then unrestricted resources as they are needed. As of December 31, 2021 and for the year then ended, the Department did not have or receive restricted net position.

**Fund Financial Statements**

Governmental fund equity is classified as fund balance. Fund balance is further classified as follows:

- a. Non-spendable - Amounts that cannot be spent either because they are in a non-spendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted - Amounts for which constraints have been placed on the use by externally imposed donors, grantors, creditors, or government laws and regulations, or imposed by law through constitutional provisions or enabling legislation.
- c. Committed - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Department's Advisory Board.
- d. Assigned - Amounts that are constrained by the Department's intent to be used for a specific purpose but do not meet the criteria for restricted or committed. Assignments may be assigned by the Department's Director.
- e. Unassigned - All other spendable amounts.

For the classification of governmental fund balances, the Department considers an expenditure to be made from the most restrictive fund balance first when more than one classification is available.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**n) Fiduciary Net Position Adjustment**

GASB Statement No. 84 requires liabilities to beneficiaries of a fiduciary activity to be recognized when an event has occurred that compels the Department to disburse fiduciary resources. Events that compel the Department to disburse fiduciary resources occur when a demand for resources has been made or when no further action, approval or condition is required to be taken or met by the beneficiary to release the assets.

**o) New GASB Statements**

During the year ending December 31, 2021, the Department implemented the following GASB Statements:

Statement 89, *"Accounting for Interest Cost Incurred before the End of a Construction Period"* establishes accounting requirements for interest cost incurred before the end of a construction period. Such interest cost includes all interest that previously was accounted for in accordance with the requirements of paragraphs 5-22 of Statement 62, *"Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements"*, which are superseded by this Statement. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund. This Statement did not affect the financial statements for the year ended December 31, 2021.

Statement No. 98, *"The Annual Comprehensive Financial Report"* establishes the term annual comprehensive financial report and its acronym ACFR. That new term and acronym replace instances of comprehensive annual financial report and its acronym in generally accepted accounting principles for state and local governments. This Statement was developed in response to concerns raised by stakeholders that the common pronunciation of the acronym sounds like a profoundly objectionable racial slur. The requirements of this Statement are effective for fiscal years ending after December 15, 2021. This Statement did not affect the District's financial statements.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**o) New GASB Statements (Continued)**

The GASB has issued the following Statements which will become effective in future years as shown below:

Statement 87, "*Leases*" increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021. Management has not yet determined the effect of this Statement on the financial statements.

Statement 91, "*Conduit Debt Obligations*" provides a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. The requirements of this Statement are effective for reporting periods beginning after December 15, 2021. Management has not yet determined the effect of this Statement on the financial statements.

Statement 92, "*Omnibus 2020*" establishes accounting and financial reporting requirements for specific issues related to leases, intra-entity transfers of assets, postemployment benefits, government acquisitions, risk financing and insurance related activities of public entity risk pools, fair value measurements, and derivative instruments. The requirements of this Statement apply to all financial statements of all state and local governments at dates varying from upon issuance to fiscal periods beginning after June 15, 2021. Management has not yet determined the effect of this Statement on the financial statements.



**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**o) New GASB Statements (Continued)**

Statement 93, "*Replacement of Interbank Offered Rates*" some governments have entered into agreements in which variable payments made or received depend on an interbank offered rate (IBOR) most notably, the London Interbank Offered Rate (LIBOR). As a result of global reference rate reform, LIBOR is expected to cease to exist in its current form at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference rates. The Statement will preserve the consistency and comparability of reporting hedging derivative instruments and leases after governments amend or replace agreements to replace an IBOR. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021. Management has not yet determined the effect of this Statement on the financial statements.

Statement 94, "*Public-Private and Public-Public Partnerships and Availability Payment Arrangements*" improves financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this Statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definition of a service concession arrangement (SCA), which the Board defines in this Statement as a PPP in which (1) the operator collects and is compensated by fees from third parties; (2) the transferor determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services; and (3) the transferor is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement. This Statement also provides guidance for accounting and financial reporting for availability payment arrangements (APAs). As defined in this Statement, an APA is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction. The requirements of this Statement are effective for years beginning after June 15, 2022. Management has yet to determine the effect of this Statement on the financial statements.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**o) New GASB Statements (Continued)**

Statement No. 96, "*Subscription-based Information Technology Arrangements*" provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. The requirements of this Statement are effective for the years beginning after June 15, 2022. Management has yet to determine the effect of this Statement on the financial statements.

Statement No. 97, "*Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans - an Amendment of GASB Statements No. 14 and No. 84, and a Supersession of GASB Statement No. 32*" provides objectives to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The requirements of this Statement are effective for the years beginning after June 15, 2021. Management has yet to determine the effect of this Statement on the financial statements.

**Note 2 - DEPOSITS**

Louisiana state law allows all political subdivisions to invest excess funds in obligations of the United States or any other federally insured investments, certificates of deposit of any bank domiciled or having a branch office in the state of Louisiana, guaranteed investment contracts and investment grade (A-1/P-1) commercial paper or domestic corporations.

**Note 2 - DEPOSITS (Continued)**

State law also requires that deposits of all political subdivisions be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision.

The year end balances of deposits are as follows:

	<u>Bank Balance</u>	<u>Reported Amounts</u>
Cash	<u>\$ 14,989,700</u>	<u>\$ 14,974,062</u>

Custodial credit risk is the risk that in the event of a bank failure, the Department's deposits may not be returned to it. The Department has a written policy for custodial credit risk, which reflects state law. As of December 31, 2021, \$14,738,700 of the Department's bank balance of \$14,989,700 was exposed to custodial credit risk. These deposits were uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, and are deemed to be held in the Department's name by state statutes.

As of December 31, 2021, cash in excess of the FDIC insurance was adequately collateralized in accordance with state law, by securities held by an unaffiliated bank for the account of the Department. The GASB, which promulgates the standards for accounting and financial reporting for state and local governments, considers these securities subject to custodial credit risk. Even though the deposits are considered subject to custodial credit risk under the provisions of GASB Statement 40, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within ten days of being notified by the depositor that the fiscal agent has failed to pay deposited funds upon demand.

A reconciliation of deposits as shown on the Statement of Net Position and Governmental Fund Balance Sheet is as follows:

Book balance	\$14,974,062
Less cash reported in the Statement of Fiduciary Net Position	<u>(14,928,105)</u>
Cash - Statement of Net Position and Governmental Fund Balance Sheet	<u>\$ 45,957</u>

**Note 3 - CHANGES IN CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2021 was as follows:

	Balance January 1, 2021	Additions	Deletions	Balance December 31, 2021
Capital assets being depreciated:				
Office furniture, fixtures, and equipment	\$ 110,485	\$ -	\$ 12,614	\$ 97,871
Less accumulated depreciation for:				
Office furniture, fixtures, and equipment	(100,312)	(4,029)	(12,614)	(91,727)
Total capital assets, net	<u>\$ 10,173</u>	<u>\$(4,029)</u>	<u>\$ -</u>	<u>\$ 6,144</u>

**Note 4 - ACCOUNTS PAYABLE AND ACCRUED EXPENDITURES**

Accounts payable and accrued expenditures as of December 31, 2021 consisted of the following:

	General Fund	Custodial Fund	Totals
Vendors	\$34,107	\$ 10,346	\$44,453
Salaries and benefits	11,265	-	11,265
Totals	<u>\$45,372</u>	<u>\$ 10,346</u>	<u>\$55,718</u>

**Note 5 - NON-CURRENT LIABILITIES**

Non-current liabilities and assets consist of accumulated earned and unpaid vacation and sick leave and other postemployment benefits. The following is a summary of changes in the non-current liabilities of the Department for the year ended December 31, 2021:

	Payable January 1, 2021	Increase/ Earned	Decrease/ Used	Payable December 31, 2021
Accumulated unpaid annual leave	\$ 33,913	\$ 21,499	\$ (15,083)	\$ 40,329
Net pension liability	-	-	-	-
Other postemployment benefits	922,391	2,551	-	924,942
Totals	<u>\$ 956,304</u>	<u>\$ 24,050</u>	<u>\$ (15,083)</u>	<u>\$ 965,271</u>

**Note 6 - POSTEMPLOYMENT HEALTHCARE BENEFITS**

**Plan Description**

The Department administers a single employer defined benefit healthcare plan (the "Plan"). The Plan provides for the payment of medical, dental and life insurance premiums for eligible employees, retirees and their dependents as approved by the Terrebonne Parish Council. Louisiana Revised Statute 33:5161 grants authority to establish and amend the benefit terms and financing requirements to the Parish Council. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75. For employees retiring before January 1, 2005, the Department funds the entire premium for all benefits on employees retiring with at least ten years of service upon retiring from the formal retirement systems.

Department employees retiring on or after January 1, 2005 with at least ten years of permanent full-time creditable service with the Department shall be eligible to participate in the Plan approved by the Parish Council under the following vesting schedule: 11 to 15 years of service, 27.50 % plus 2.75% per year; 16 to 20 years of service 41.25% plus 3.75% per year of service; 21 years or more of service, 60% plus 5% per year of service, limited to 85% of the premium. Employees hired after December 31, 2013 with at least 30 years of permanent full-time creditable service, age 55 and 5 years of participation in the Department's group health insurance plan immediately prior to retirement shall be eligible to participate in the Plan with benefits limited to 80% of premiums. A retired employee may provide dependent hospitalization coverage at applicable dependent rates.

**Note 6 - POSTEMPLOYMENT HEALTHCARE BENEFITS**

**Plan Description (Continued)**

To be eligible for coverage after retirement, retired employees must be eligible for retirement under the Parochial Employees' Retirement System, see Note 7. The Department does not issue a publicly available financial report on the Plan.

**Employees Covered by Benefit Terms**

Inactive employees currently receiving benefit payments	5
Active employees	<u>6</u>
Total	<u><u>11</u></u>

The Department's total OPEB liability of \$924,942 was measured as of December 31, 2021 and was determined by an actuarial valuation as of January 1, 2021.

**Total OPEB Liability**

**Actuarial Assumptions and Other Inputs**

The total OPEB liability as of December 31, 2021 was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless, otherwise specified:

<b>Measurement Date</b>	December 31, 2021
<b>Actuarial Valuation Date</b>	January 1, 2021
<b>Inflation</b>	2.50%
<b>Salary Increases, Including Inflation</b>	3.00%
<b>Discount Rate</b>	1.84%
<b>Healthcare Cost Trend Rates</b>	Medical - 6.00% in year one decreasing in decrements of 0.50% per year until 5.00% through year five.  Dental - 3.50% in year one decreasing in decrements of 0.25% per year until 2.50% through year five.

**Note 6 - POSTEMPLOYMENT HEALTHCARE BENEFITS (Continued)**

**Total OPEB Liability (Continued)**

**Actuarial Assumptions and Other Inputs (Continued)**

The discount rate was based on the December 31, 2021 Fidelity General Obligation AA 20-Year Yield.

Mortality rates for active employees were based on the PubG.H-2010 (general) and PubS.H-2010 (public safety) Employee Mortality Tables, Generational with Projection Scale MP-2020 for males or females, as appropriate.

Mortality rates for retirees were based on the PubG.H-2010 (general) and PubS.H-2010 (public safety) Healthy Annuitant Mortality Table, Generational with Projection Scale MP-2020 for males or females, as appropriate.

**Changes in the Total OPEB Liability 41**

	<u>Total OPEB Liability</u>
Balance as of December 31, 2020	\$ 922,391
Changes for the year:	
Service cost	21,011
Interest	18,191
Difference between expected and actual experience	(2,970)
Changes in assumptions and other inputs	10,295
Change in proportion	(21,671)
Benefit payments	<u>(22,305)</u>
Net changes	<u>2,551</u>
Balance as of December 31, 2021	<u><u>\$ 924,942</u></u>

**Note 6 - POSTEMPLOYMENT HEALTHCARE BENEFITS (Continued)**

**Total OPEB Liability (Continued)**

**Sensitivity to Total OPEB Liability to Change in the Discount Rate**

The following presents the total OPEB liability of the Department, as well as what the Department's total OPEB liability would be if it were calculated using a discount rate that is 1% lower or 1% higher than the current discount rate.

	1.00% Decrease (0.84%)	Current Discount Rate (1.84%)	1.00% Increase (2.84%)
Total OPEB Liability	<u>\$ 1,112,556</u>	<u>\$ 924,942</u>	<u>\$ 778,349</u>

**Sensitivity to Total OPEB Liability to Change in the Health Cost Trend Rate**

The following presents the total OPEB liability of the Department, as well as what the Department's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1% lower or 1% higher than the current healthcare cost trend rate.

	1.00% Decrease	Current Healthcare Cost Trend Rate	1.00% Increase
Total OPEB Liability	<u>\$ 754,609</u>	<u>\$ 924,942</u>	<u>\$ 1,154,941</u>



**Note 6 - POSTEMPLOYMENT HEALTHCARE BENEFITS (Continued)**

**Total OPEB Liability (Continued)**

**OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

For the year ended December 31, 2021, the Department recognized OPEB expense of \$35,659. As of December 31, 2021, the Department reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflow of Resources
Difference between expected and actual experience	\$ 13,704	\$ (85,526)
Change in assumptions	89,941	(77,454)
Change in proportion	<u>-</u>	<u>(212,875)</u>
Totals	<u>\$ 103,645</u>	<u>\$(375,855)</u>

Amounts reported as deferred inflows of resources related to OPEB will be recognized in OPEB expense (credit) as follows:

<u>Year Ending December 31,</u>	
2022	\$ (76,925)
2023	(70,687)
2024	(109,152)
2025	<u>(15,446)</u>
Total	<u>\$(272,210)</u>

**Note 7 - DEFINED BENEFIT PENSION PLAN**

**Plan Description.** The Department contributes to Plan B of the Parochial Employees' Retirement System of Louisiana (the "System"), a cost-sharing, multiple-employer defined benefit pension plan established by Act 205 of the 1952 regular session of the Legislature of the State of Louisiana to provide retirement benefits to all employees of any parish in the State of Louisiana or any governing body or a parish which employs persons serving the parish. Act 765 of the year 1979, established by the Legislature of the State of Louisiana, revised the System to create Plan A and Plan B to replace the "regular plan" and the "supplemental plan". Plan A was designated for employers out of Social Security. Plan B was designated for those employers that remained in Social Security on the revision date. The Retirement System is governed by Louisiana Revised Statutes, Title 11, Section 1901 through 2025, specifically and other general laws of the State of Louisiana.

**Benefits Provided.** The System provides retirement, deferred retirement, disability and death benefits. Retirement benefits are generally equal to 2.0% of the member's final average compensation multiplied by the years of creditable service. For members hired prior to January 1, 2007 they may retire with full benefits at age 55 upon completing 30 years of service, retire at age 60 after completing 10 years of service or retire at age 65 after completing 7 years of service. For members hired after January 1, 2007 they may retire with full benefits at age 55 after completing 30 years of service, retire at age 62 after completing 10 years of service or retire at age 67 after completing 7 years of service.

Act 338 of 1990 established the Deferred Retirement Option Plan (DROP) for the System. When a member enters DROP their status changes from active to retired even though they continue to work and draw their salary for up to three years. During the three year period, employer contributions continue but employee contributions cease. The election to participate in DROP is irrevocable once participation begins. Retirement benefits that would be paid, had the person ceased employment, are paid into the DROP account. Upon termination of employment a participant in DROP may receive a lump sum equal to payments into the participant's account, an annuity or a roll over to an Individual Retirement Account. Members hired before January 1, 2007 with 5 or more years of service who becomes disabled may receive retirement benefits determined in the same manner as retirement benefits. Members hired after January 1, 2007 with 7 or more years of service who become disabled may receive retirement benefits determined in the same manner as retirement benefits. Death benefits are payable to eligible surviving dependents based on the deceased member's years of creditable service and compensation and the dependent's relationship to the deceased member. The System provides permanent benefit increases, cost of living adjustments (COLA) as approved by the State Legislature.

**Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)**

**Contributions.** According to state statute, contributions for all employers are actuarially determined each year. For the Plan year ending December 31, 2020, the actuarial employer contribution rate was 7.39% of member's compensation. However, the actual rate for the fiscal year ending December 31, 2020 was 7.50%.

According to state statute, the System also receives  $\frac{1}{4}$  of 1% of ad valorem taxes collected within the respective parishes, except for Orleans and East Baton Rouge parishes. The System also receives revenue sharing funds each year as appropriated by the Legislature. Tax monies and revenue sharing monies are apportioned between Plan A and Plan B in proportion to the member's compensation. These additional sources of income are used as additional employer contributions and are considered support from non-employer contributing entities.

Contributions to the System from the Department were \$21,431 for the year ended December 31, 2021.

**Net Pension Asset.** As of December 31, 2021, the Department reported an asset of \$68,680 for its proportionate share of the net pension asset. The net pension asset was measured as of December 31, 2020 and the total pension asset used to calculate the net pension asset was determined by an actuarial valuation as of that date. The Department's proportion of the net pension asset was based on a projection of the Department's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

As of December 31, 2021, the Department's proportion was 0.267524%, which was a decrease of 0.02275% from its proportion measured as of December 31, 2020.

**Pension Expense.** For the year ended December 31, 2021, the Department recognized pension expense of \$2,994.

**Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)**

**Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.** As of December 31, 2021, the Department reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ -	\$ (1,970)
Net difference between projected and actual earnings on pension plan investments	4,356	(81,169)
Change in proportionate share	47	(1,787)
Changes in assumptions	11,762	-
Contributions subsequent to the measurement date	<u>21,431</u>	<u>-</u>
Totals	<u>\$ 37,596</u>	<u>\$(84,926)</u>

The Department reported \$21,431 as deferred outflows of resources related to pensions resulting from Department contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended December 31, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (credit) as follows:

<u>Year Ending December 31,</u>	
2022	\$(20,944)
2023	(6,420)
2024	(27,932)
2025	<u>(13,465)</u>
Total	<u>\$(68,761)</u>

**Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)**

**Actuarial Assumptions.** A summary of the actuarial methods and assumptions used in determining the total pension liability as of December 31, 2020 are as follows:

<b>Valuation Date</b>	December 31, 2020
<b>Actuarial Cost Method</b>	Entry Age Normal
<b>Actuarial Assumptions:</b>	
<b>Expected Remaining Service Lives</b>	4 years
<b>Investment Rate of Return</b>	6.40%, net investment expense, including inflation
<b>Projected Salary Increases</b>	4.25% (2.30% inflation, 1.95% merit)
<b>Inflation rate</b>	2.30%
<b>Mortality Rates</b>	Pub-2010 Public Retirement Plans Mortality Table for Health Retirees multiplied by 130% for males and 125% for females using MP2018 scale for annuitant and beneficiary mortality. For employees, the Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females using MP2018 scale. Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females using MP2018 scale for disabled annuitants.
<b>Cost of Living Adjustments</b>	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost of living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees.

**Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)**

The long-term expected rate of return on pension plan investments was determined using a triangulation method which integrated the CAPM pricing method (top-down), a treasury yield curve approach (bottom-up) and an equity building-block model (bottom-up). Risk return and correlations are projected on a forward looking basis in equilibrium, in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation of 2.00% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 7.00% for the year ended December 31, 2020.

Best estimates of arithmetic real rates of return for each major asset class included in the System's target asset allocation as of December 31, 2020 are as follows:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Fixed income	33.00%	0.86%
Equity	51.00%	3.36%
Alternatives	14.00%	0.67%
Real assets	<u>2.00%</u>	<u>0.11%</u>
Totals	<u>100.00%</u>	5.00%
Inflation		<u>2.00%</u>
Expected Arithmetic Nominal Rate		<u>7.00%</u>

**Discount Rate.** The discount rate used to measure the total pension liability was 6.40%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined contribution rates, which are calculated accordance with relevant statutes and approved by the Board of Trustees and the Public Retirement Systems' Actuarial Committee. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**Note 7 - DEFINED BENEFIT PENSION PLAN (Continued)**

**Sensitivity of the Department's Proportionate Share of the Collective Net Pension Asset (Liability) to Changes in the Discount Rate.** The following presents the Department's proportionate share of the collective net pension liability using the discount rate of 6.40%, as well as what the Department's proportionate share of the net pension (liability) asset would be if it were calculated using a discount rate that is one percentage-point lower (5.40%) or one percentage-point higher (7.40%) than the current rate as presented as the follows:

	1.00% Decrease <u>5.40%</u>	Current Discount Rate <u>6.40%</u>	1.00% Increase <u>7.40%</u>
Department's proportionate share of the net pension asset (liability)	<u>\$64,207</u>	<u>\$68,680</u>	<u>\$(179,725)</u>

**Pension Plan Fiduciary Net Position.** The Parochial Employees' Retirement System of Louisiana issued a stand-alone audit report on their financial statements for the year ended December 31, 2020. Access to the audit report can be found on the System's website, [www.persla.org/](http://www.persla.org/) or on the Louisiana Legislative Auditor's website, [www.la.la.gov](http://www.la.la.gov).

**Note 8 - COMPENSATION OF ADVISORY BOARD**

The Department did not pay per diem to any of its Board Members in 2021.

**Note 9 - RELATED PARTY RENTS AND FEES**

The building housing the Department's office space is owned by the Parish. The lease term is January 1, 2016 to December 31, 2018 with the option to extend the lease for two one-year terms with each term subject to the same terms and conditions as the original lease. Rental expenditures incurred for the office space with the Parish amounted to \$47,167 during the year ended December 31, 2021.

Also, the Department incurred data processing fees with the Parish in the amount of \$11,927 for the year ended December 31, 2021.

**Note 10 - RISK MANAGEMENT**

The Department is exposed to various risks of loss related to workers compensation; torts; theft of, damage to and destruction of assets; errors and omissions; natural disasters; and group health benefits for which the Department carries commercial insurance and also participates in the Parish's risk management program for general liability, workers' compensation and group insurance. No settlements were made during the year that exceeded the Department's insurance coverage. The Department pays monthly premiums to the Parish for general liability based on various factors such as its operations and maintenance budget, exposure and claims experience. The premiums for workers' compensation are based on a fixed percentage of payroll. The premiums for group insurance are based on a fixed rate per employee. The Parish handles all claims filed against the Department for which it has insurance coverage under the Parish.

The Department could have additional exposure for claims in excess of the Parish's insurance contracts as described below:

<u>Policy</u>	<u>Coverage Limits</u>
General Liability	\$10,000,000
Workers' Compensation	Statutory

Coverage for general liability claims in excess of the above stated limits are to be funded first by assets of the Parish's risk management internal service fund, \$2,038,046 as of December 31, 2020, then secondly by the Department. The Parish is self-insured for the first \$175,000 of each claim relating to group health insurance. The aggregate deductible for all group claims relating to group insurance for 2020 was \$16,149,813. Insurance contracts cover the excess liability on individual claims. Covered employees are subject to a lifetime maximum claims limit. Coverage for group health claim liabilities are to be funded first by assets of the Parish's group health internal service fund, \$4,089,382 as of December 31, 2020, then secondly by the Department. Worker's compensation claims in excess of \$600,000 are covered under an insurance contract for claims aggregate up to limits are to be funded first by assets of the Parish's workers' compensation internal service fund. As of December 31, 2021, the Department had no claims in excess of the above coverage limits. Total premiums paid to the Parish for insurance coverage during the year ended December 31, 2021 totaled \$134,161.

**Note 11 - COMMITMENTS AND CONTINGENCIES**

Presently, three taxpayers have paid taxes in protest with the aggregate of taxes and interest paid under protest amounting to \$417,173 which has been reported as fiduciary net position in the financial statements of the Custodial Fund as of December 31, 2021.



**Note 12 - HURRICANE IDA**

On August 29, 2021, Hurricane Ida made landfall in Southeast Louisiana. As a result, there were significant damages across the region. The financial impact of these events on the Department has yet to be determined

**Note 13 - SUBSEQUENT EVENTS**

Management evaluates events occurring subsequent to the date of financial statements in determining the accounting for and disclosure of transactions and events that effect the financial statements. Subsequent events have been evaluated through April 27, 2022, which is the date the financial statements were available to be issued.

**REQUIRED SUPPLEMENTARY INFORMATION**

**SCHEDULE OF CHANGES IN THE DEPARTMENT'S  
TOTAL OPEB LIABILITY AND RELATED RATIOS**

**Terrebonne Parish Sales and Use Tax Department**

For the four years ended December 31, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total OPEB liability				
Service cost	\$ 21,011	\$ 27,114	\$ 20,907	\$ 50,192
Interest	18,191	31,252	28,499	73,135
Changes of benefit terms	-	-	-	(1,096,388)
Difference between expected and actual experience	(2,970)	(136,855)	41,862	(10,847)
Changes in assumptions or other inputs	10,295	(98,447)	249,608	(75,680)
Change in proportion	(21,671)	(189,899)	(54,711)	-
Benefit payments	<u>(22,305)</u>	<u>(50,377)</u>	<u>(31,078)</u>	<u>(30,424)</u>
Net change in total OPEB liability	2,551	(417,212)	255,087	(1,090,012)
Total OPEB liability, beginning of year	<u>922,391</u>	<u>1,339,603</u>	<u>1,084,516</u>	<u>2,174,528</u>
Total OPEB liability, end of year	<u>\$ 924,942</u>	<u>\$ 922,391</u>	<u>\$ 1,339,603</u>	<u>\$ 1,084,516</u>
Covered employee payroll	<u>\$ 508,769</u>	<u>\$ 510,397</u>	<u>\$ 617,329</u>	<u>\$ 629,064</u>
Total OPEB liability as a percentage of covered employee payroll	<u>180.00%</u>	<u>180.72%</u>	<u>217.00%</u>	<u>172.40%</u>

**Notes to Schedule:**

Changes of Benefit Terms:

Effective January 1, 2019, a Medicare Advantage plan was introduced as an option for eligible retirees.

Changes of assumptions and other inputs reflected the effects of changes in the discounts rate each period:

<u>1.84%</u>	<u>2.00%</u>	<u>2.75%</u>	<u>3.71%</u>
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The schedule is provided beginning with the Department's year ended December 31, 2018 and is intended to show a ten year trend. Additional years will be reported as they become available.

**SCHEDULE OF THE DEPARTMENT'S PROPORTIONATE  
SHARE OF THE NET PENSION LIABILITY (ASSET)**

**Terrebonne Parish Sales and Use Tax Department**

For the seven years ended December 31, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Department's proportion of the net pension liability	<u>0.267524%</u>	<u>0.290269%</u>	<u>0.309680%</u>	<u>0.295811%</u>	<u>0.358629%</u>	<u>0.396838%</u>	<u>0.401743%</u>
Department's proportionate share of the net pension liability (asset)	<u>\$ (68,680)</u>	<u>\$ (21,000)</u>	<u>\$ 83,665</u>	<u>\$ (37,219)</u>	<u>\$ 46,589</u>	<u>\$ 70,655</u>	<u>\$ 31,085</u>
Department's covered-employee payroll	<u>\$ 306,401</u>	<u>\$ 322,493</u>	<u>\$ 319,146</u>	<u>\$ 349,799</u>	<u>\$ 357,260</u>	<u>\$ 381,423</u>	<u>\$ 368,388</u>
Department's proportionate share of the net pension liability as a percentage of its covered- employee payroll	<u>22.415%</u>	<u>-6.512%</u>	<u>26.215%</u>	<u>-10.640%</u>	<u>13.041%</u>	<u>18.524%</u>	<u>8.438%</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>106.76%</u>	<u>102.50%</u>	<u>91.93%</u>	<u>104.02%</u>	<u>94.15%</u>	<u>92.23%</u>	<u>99.15%</u>

The schedule is provided beginning with the Department's year ended December 31, 2015 and is intended to show a ten year trend. Additional years will be reported as they become available.

**SCHEDULE OF DEPARTMENT CONTRIBUTIONS**

**Terrebonne Parish Sales and Use Tax Department**

For the seven years ended December 31, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contributions	\$ 21,431	\$ 22,980	\$ 24,187	\$ 23,936	\$ 27,984	\$ 28,581	\$ 34,328
Contributions in relation to the required contribution contractually	<u>21,431</u>	<u>(22,980)</u>	<u>(24,187)</u>	<u>(23,936)</u>	<u>(27,984)</u>	<u>(28,581)</u>	<u>(34,328)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department's covered-employee payroll	<u>\$ 285,744</u>	<u>\$ 306,401</u>	<u>\$ 322,493</u>	<u>\$ 319,146</u>	<u>\$ 349,799</u>	<u>\$ 357,260</u>	<u>\$ 381,423</u>
Contributions as a percentage of covered-employee payroll	<u>7.50%</u>	<u>7.50%</u>	<u>7.50%</u>	<u>7.50%</u>	<u>8.00%</u>	<u>8.00%</u>	<u>9.00%</u>

The schedule is provided beginning with the Department's year ended December 31, 2015 and is intended to show a ten year trend. Additional years will be reported as they become available.

## **SUPPLEMENTARY INFORMATION SECTION**

**SCHEDULE OF OTHER SERVICES AND CHARGES -**  
**BUDGET AND ACTUAL**

**Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Favorable</u>
				<u>(Unfavorable)</u>
Auditing services	\$ 400,000	\$ 400,000	\$ 306,893	\$ 93,107
Auto and travel	5,500	5,500	1,148	4,352
Insurance	29,500	29,500	30,296	(796)
Legal fees:				
Attorneys	41,500	41,500	31,165	10,335
Office machine rentals	20,000	20,000	15,931	4,069
Office rent	47,200	47,200	47,167	33
Other	10,500	10,500	3,419	7,081
Telephone	7,000	7,000	5,162	1,838
Totals	<u>\$ 561,200</u>	<u>\$ 561,200</u>	<u>\$ 441,181</u>	<u>\$ 120,019</u>

**SCHEDULE OF COLLECTIONS ON BEHALF OF**  
**OTHER TAXING AUTHORITIES -**  
**PARISH SALES TAX FUND**

**Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

	<u>Total Collections</u>	<u>Collection Cost</u>	<u>Final Distribution</u>
Terrebonne Parish Consolidated Government (1.67%)			
Parish Tax (.59%)	\$ 15,105,941	\$ 85,913	\$ 15,020,028
Parish Drainage (.25%)	6,474,022	37,408	6,436,614
Parish Roads and Bridges (.25%)	6,474,022	37,408	6,436,614
City of Houma (.33%)	8,631,919	48,505	8,583,414
Levee District (.25%)	6,474,022	37,408	6,436,614
	<u>43,159,926</u>	<u>246,642</u>	<u>42,913,284</u>
Terrebonne Parish Library (.25%)	<u>6,474,022</u>	<u>37,408</u>	<u>6,436,614</u>
Terrebonne Levee and Conservation District (.50%)	<u>12,947,135</u>	<u>74,817</u>	<u>12,872,318</u>
Terrebonne Parish School Board (2.58%)	<u>68,559,212</u>	<u>311,737</u>	<u>68,247,475</u>
Terrebonne Parish Sheriff's Office (.50%)	<u>12,948,044</u>	<u>74,816</u>	<u>12,873,228</u>
Terrebonne Parish - Occupational Licenses	<u>1,346,049</u>	<u>42,621</u>	<u>1,303,428</u>
Houma Area Convention and Visitors Bureau	<u>1,881,861</u>	<u>52,465</u>	<u>1,829,396</u>
Totals	<u><u>\$ 147,316,249</u></u>	<u><u>\$ 840,506</u></u>	<u><u>\$ 146,475,743</u></u>



**SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS -**  
**PARISH SALES TAX FUND**

**Terrebonne Parish Sales and Use Tax Department**

For the five years ended December 31, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Cash at beginning of year	\$ 11,858,366	\$ 10,331,832	\$ 10,212,893	\$ 10,465,239	\$ 9,240,937
Cash receipts:					
Sales and use taxes (net of refunds)	145,347,203	124,523,164	123,959,349	120,084,017	116,393,570
Hotel/motel taxes	2,098,569	1,687,007	1,261,063	1,211,908	1,159,481
Occupational license (net of refunds)	1,347,896	1,347,430	1,378,638	1,338,754	1,368,127
Miscellaneous:					
Interest	793	746	825	557	340
Other	3,244	12,883	17,463	22,614	14,586
Total cash receipts	<u>148,797,705</u>	<u>127,571,230</u>	<u>126,617,338</u>	<u>122,657,850</u>	<u>118,936,104</u>
Total cash available	<u>160,656,071</u>	<u>137,903,062</u>	<u>136,830,231</u>	<u>133,123,089</u>	<u>128,177,041</u>
Cash disbursements:					
Distributions to other governmental units:					
Terrebonne Parish School Board	66,433,194	57,416,262	57,716,742	56,091,222	53,640,538
Terrebonne Parish Consolidated Government	37,780,098	32,802,250	33,004,787	32,149,265	30,813,893
Terrebonne Parish Sheriff	12,873,228	11,117,742	11,179,754	10,880,860	10,415,575
Terrebonne Parish Consolidated Government - Library	6,436,614	5,558,871	5,589,877	5,440,430	5,207,787
Terrebonne Parish Consolidated Government - Levees	6,436,614	5,558,871	5,589,877	5,440,430	5,207,683
Terrebonne Levee and Conservation District	12,872,318	11,097,996	11,170,532	10,813,903	10,321,306
Houma Area Convention and Visitors Bureau	1,963,982	1,572,285	1,227,665	1,179,100	1,126,811
Distributions to the General Fund	929,432	912,734	1,010,605	903,961	968,598
Miscellaneous	2,486	7,685	8,560	11,025	9,611
Total cash disbursements	<u>145,727,966</u>	<u>126,044,696</u>	<u>126,498,399</u>	<u>122,910,196</u>	<u>117,711,802</u>
Cash at end of year	<u>\$ 14,928,105</u>	<u>\$ 11,858,366</u>	<u>\$ 10,331,832</u>	<u>\$ 10,212,893</u>	<u>\$ 10,465,239</u>

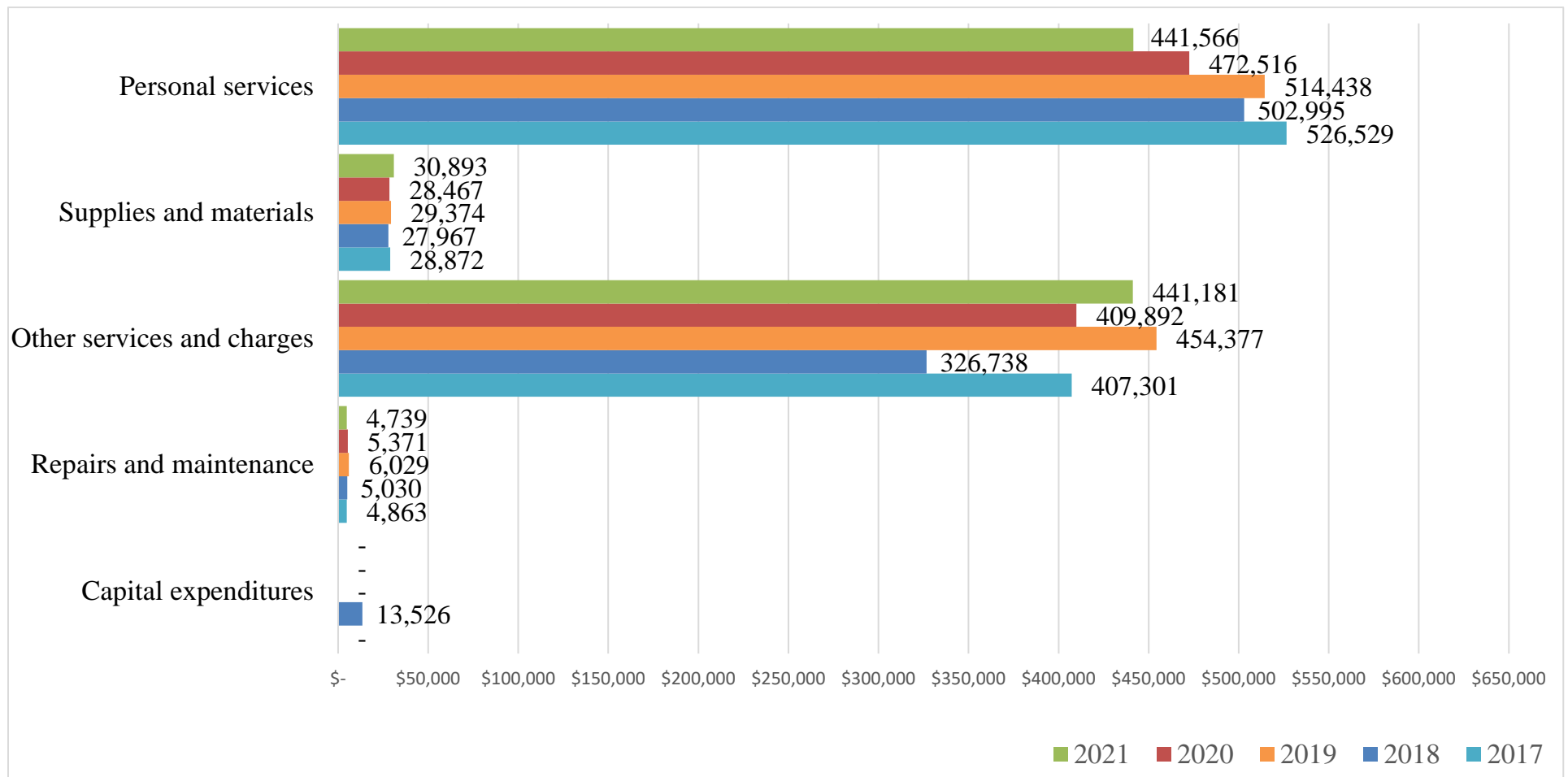
**SCHEDULE OF GOVERNMENTAL FUND EXPENDITURES****Terrebonne Parish Sales and Use Tax Department**

For the five years ended December 31, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
<b>Expenditures - General Government</b>					
Personal services:					
Salaries and wages	\$ 292,789	\$ 315,105	\$ 330,294	\$ 328,646	\$ 357,921
Payroll taxes	20,646	22,921	22,815	22,690	25,301
Employee benefits	128,131	134,490	161,329	151,659	143,307
Total personal services	<u>441,566</u>	<u>472,516</u>	<u>514,438</u>	<u>502,995</u>	<u>526,529</u>
Supplies and materials	<u>30,893</u>	<u>28,467</u>	<u>29,374</u>	<u>27,967</u>	<u>28,872</u>
Other services and charges:					
Auditing services	306,893	281,922	328,602	196,899	267,253
Auto and travel	1,148	678	3,578	3,482	2,092
Insurance	30,296	26,371	27,914	28,536	31,000
Legal fees:					
Attorneys	31,165	31,130	32,166	32,734	32,207
Attorney fee revenue	-	-	(8,183)	(11,074)	(5,451)
Office machine rentals	15,931	13,205	11,211	19,554	16,604
Office rent	47,167	47,168	47,168	47,168	47,168
Other	3,419	3,935	5,136	3,308	10,430
Telephone	5,162	5,483	6,785	6,131	5,998
Total other services and charges	<u>441,181</u>	<u>409,892</u>	<u>454,377</u>	<u>326,738</u>	<u>407,301</u>
Repairs and maintenance	<u>4,739</u>	<u>5,371</u>	<u>6,029</u>	<u>5,030</u>	<u>4,863</u>
Capital expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>13,526</u>	<u>-</u>
Total general government	<u>\$ 918,379</u>	<u>\$ 916,246</u>	<u>\$ 1,004,218</u>	<u>\$ 876,256</u>	<u>\$ 967,565</u>

**GOVERNMENTAL FUND EXPENDITURES****Terrebonne Parish Sales and Use Tax Department**

For the five years ended December 31, 2021



**SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER  
PAYMENTS TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER**

**Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

**Agency Head:** Brandi Fontenot, Director

**Purpose**

Salary	\$ 83,195
Benefits - insurance	19,220
Benefits - retirement	6,449
Benefits - other	-
Car allowance	285
Vehicle provided by government	-
Per diem	-
Reimbursements	501
Travel	-
Registration fees	590
Conference travel	119
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Special Meals	-
	<hr/>
Total	<u><u>\$ 110,359</u></u>

**SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS**

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND  
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Sales and Use Tax Advisory Board,  
Terrebonne Parish Sales and Use Tax Department,  
Houma, Louisiana.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Terrebonne Parish Sales and Use Tax Department (the "Department"), a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Department's basic financial statements and have issued our report thereon dated April 27, 2022.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Department's internal control over financial reporting (internal control) as a basis for determining audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control. Accordingly, we do not express an opinion on the effectiveness of the Department internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Department's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Department's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Department's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Department's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Bourgeois Bennett, L.L.C." in a cursive script.

Certified Public Accountants.

Houma, Louisiana,  
April 27, 2022.

## **SCHEDULE OF FINDINGS AND RESPONSES**

### **Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

#### **Section I - Summary of Auditor's Results**

##### **a) Financial Statements**

Type of auditor's report issued: unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified that are not considered to be a material weakness? ☐ Yes ☒ None reported

Noncompliance material to financial statements noted? ☐ Yes ☒ No

##### **b) Federal Awards**

Terrebonne Parish Sales and Use Tax Department did not expend federal awards during the year ended December 31, 2021.

#### **Section II - Financial Statement Findings**

No financial statement findings were noted during the audit for the year ended December 31, 2021.

#### **Section III - Federal Award Findings and Questioned Costs**

Not applicable.



## **REPORTS BY MANAGEMENT**

## **SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES**

### **Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

#### **Section I - Internal Control and Compliance Material to the Financial Statements**

##### **Internal Control**

No material weaknesses were reported during the audit for the year ended December 31, 2020.

No significant deficiencies were reported during the audit for the year ended December 31, 2020.

##### **Compliance**

No compliance findings material to the financial statements were noted during the audit for the year ended December 31, 2020.

#### **Section II - Internal Control and Compliance Material to Federal Awards**

Terrebonne Parish Sales and Use Tax Department did not expend federal awards during the year ended December 31, 2020.

#### **Section III - Management Letter**

A management letter was not issued in connection with the audit for the year ended December 31, 2020.

# **MANAGEMENT'S CORRECTIVE ACTION PLAN**

## **Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

### **Section I - Internal Control and Compliance Material to the Financial Statements**

#### **Internal Control**

No material weaknesses were reported during the audit for the year ended December 31, 2021.

No significant deficiencies were reported during the audit for the year ended December 31, 2021.

#### **Compliance**

No compliance findings material to the financial statements were noted during the audit for the year ended December 31, 2021.

### **Section II - Internal Control and Compliance Material to Federal Awards**

Terrebonne Parish Sales and Use Tax Department did not expend federal awards during the year ended December 31, 2021.

### **Section III - Management Letter**

A management letter was not issued in connection with the audit for the year ended December 31, 2021

## **STATEWIDE AGREED-UPON PROCEDURES**

**INDEPENDENT ACCOUNTANT'S REPORT ON**  
**APPLYING AGREED-UPON PROCEDURES**

To the Sales and Use Tax Advisory Board,  
Terrebonne Parish Sales and Use Tax Department,  
Houma, Louisiana.

We have performed the procedures described in Schedule 7 on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 1, 2021 through December 31, 2021. Terrebonne Parish Sales and Use Tax Department's (the "Department") management is responsible for those C/C areas identified in the SAUPs.

The Department has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in the LLA's SAUPs for the period January 1, 2021 through December 31, 2021. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purpose. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are described in Schedule 7.

We were engaged by the Department to perform this agreed-upon procedures engagement and conducted our engagement in accordance with the attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on these C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Department and to meet out other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statue 24:513, this report is distributed by the LLA as a public document.

*Bougeois Bennett, L.L.C.*

Certified Public Accountants.

Houma, Louisiana,  
April 27, 2022.

**SCHEDULE OF PROCEDURES AND ASSOCIATED  
FINDINGS OF THE STATEWIDE AGREED-UPON PROCEDURES**

**Terrebonne Parish Sales and Use Tax Department**

For the year ended December 31, 2021

The required procedures and our findings are as follows:

**Procedures Performed on the Department's written policies and procedures:**

1. Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:
  - a) Budgeting, including preparing, adopting, monitoring, and amending the budget.  
Performance: Obtained and read the written policy for budgeting, and found it to address all the functions listed above.  
Exceptions: There were no exceptions noted.
  - b) Purchasing, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the public bid law; and (5) documentation required to be maintained for all bids and price quotes.  
Performance: Obtained and read the written policy for purchasing.  
Exceptions: The policy did not contain a provision about how vendors are added to the vendor listing and documentation required to be maintained for all bids and price quotes.
  - c) Disbursements, including processing, reviewing, and approving.  
Performance: Obtained and read the written policy for disbursements, and found it to address all the functions listed above.  
Exceptions: There were no exceptions noted.
  - d) Receipts/Collections, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).  
Performance: Obtained and read the written policy for receipts, and found it to address all the functions listed above.  
Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's written policies and procedures: (Continued)**

- e) Payroll/Personnel, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee(s) rate of pay or approval and maintenance of pay rate schedules.  
Performance: Obtained and read the written policy for payroll and personnel.  
Exceptions: There were no exceptions noted.
- f) Contracting, including (1) types of services requiring written contracts; (2) standard terms and conditions; (3) legal review; (4) approval process; and (5) monitoring process.  
Performance: Inquired of management as to a written contracting policy.  
Exceptions: There was no evidence of a contracting policy maintained by the Department.
- g) Credit Cards (and debit cards, fuel cards, P-Cards, if applicable), including (1) how cards are to be controlled; (2) allowable business uses; (3) documentation requirements; (4) required approvers of statements; and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).  
Performance: Inquired of management as to a written credit card policy.  
Exceptions: Credit cards are not used by the Department. There were no exceptions noted.
- h) Travel and expense reimbursement, including (1) allowable expenses; (2) dollar thresholds by category of expense; (3) documentation requirements; and (4) required approvers.  
Performance: Obtained and read the written policy for travel and expense reimbursement.  
Exceptions: The policy did not contain a provision about dollar thresholds by category of expenses.
- i) Ethics, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121; (2) actions to be taken if an ethics violation takes place; (3) system to monitor possible ethics violations; and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the Department's ethics policy.  
Performance: Obtained and read the written policy for ethics.  
Exceptions: The policy did not contain provisions about the prohibitions as defined in LA Revised Statute 42:1111-1121, system to monitor possible ethics violations, and requirement that all employees, and officials, annually attest through signature verification that they have read the Department's ethics policy.
- j) Debt Service, including (1) debt issuance approval; (2) continuing disclosure/EMMA reporting requirements; (3) debt reserve requirements; and (4) debt service requirements.  
Performance: Inquired of management as to debt service policy.  
Exceptions: Management confirmed there was no debt service. There were no exceptions noted.



**Procedures Performed on the Department's written policies and procedures: (Continued)**

- k) Information Technology Disaster Recovery/Business Continuity, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

Performance: Inquired of management as to disaster recovery/business continuity policy.

Exceptions: Management confirmed there was no disaster recovery/business continuity policy.

- l) Sexual Harassment, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

Performance: Inquired of management as to sexual harassment policy

Exceptions: Management confirmed there was no sexual harassment policy.

**Procedures Performed on the Department's Board:**

- 2. Obtain and inspect the board minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period and:

- a) Observe that the board met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, or other equivalent document.

Performance: Obtained and read written minutes of board meetings. The Board is required to meet twice a year. Both meetings had a quorum.

Exceptions: There were no exceptions noted.

- b) Observe whether the minutes referenced or included monthly budget-to-actual comparisons on the general fund.

Performance: Obtained and read written minutes of board meetings. While the meeting minutes do not reference budget-to-actual comparison due to the frequency of board meetings, all board members receive financials monthly which includes a budget-to-actual comparison. Board members are allowed to inquire of management about financial information of the Department.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Board: (Continued)**

- c) Obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

Performance: Obtained the prior year's audit report and observed the unassigned fund balance in the General Fund.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Bank Reconciliations:**

- 3. Obtain a listing of the Department's bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the main operating account. Select the Department's main operating account and select four additional accounts (or all accounts if less than five). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:

Performance: Obtained the listing of bank accounts from management, and received the management's representation in a separate letter.

Exceptions: There were no exceptions noted.

- a) Bank reconciliations include evidence that they were prepared within two months of the related statement closing date (e.g., initialed and dated, electronically logged);

Performance: Obtained the Department's bank reconciliation for December and observed that the reconciliation included signature of preparer and was dated within two months of related statement.

Exceptions: There were no exceptions noted.

- b) Bank reconciliations include evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and

Performance: Obtained the Department's bank reconciliation and observed that the reconciliation was reviewed by a member who does not handle cash.

Exceptions: There were no exceptions noted.

- c) Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date.

Performance: Obtained the Department's bank reconciliation and observed that there were no outstanding items for more than 12 months of statement closing date.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Collections:**

4. Obtain a listing of deposit sites for the fiscal period where deposits for cash/check/money order (cash) are prepared and management's representation that the listing is complete. Select five deposit sites (or all deposit sites if less than five).

Performance: Obtained the listing of deposit sites from management, and received management's representation in a separate letter. The Department has one deposit site.

Exceptions: There were no exceptions noted.

5. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e., collection locations for five deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:

Performance: Obtained the listing of collection locations from management, and received management's representation in a separate letter. The Department has one deposit site with one collection location.

Exceptions: There were no exceptions noted.

- a) Employees that are responsible for cash collections do not share cash drawers/registers.

Performance: Inspected policy manuals and inquired of management and observed employees do not share cash drawers/registers.

Exceptions: There were no exceptions noted.

- b) Each employee responsible for collection cash is not responsible for preparing/making bank deposits, unless other employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit.

Performance: Inspected policy manuals and inquired of management and observed employees collecting cash are not responsible for making deposits.

Exceptions: There were no exceptions noted.

- c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.

Performance: Inspected policy manuals and inquired of management and observed employees collecting cash do not make general ledger postings.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Collections: (Continued)**

- d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions are not responsible for collecting cash, unless another employee verifies the reconciliation.

Performance: Inspected policy manuals and inquired of management and employees performing reconciliations do not collect cash.

Exceptions: There were no exceptions noted.

6. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe that the bond or insurance policy for theft was enforced during the fiscal period.

Performance: Obtained a listing of all employees who have access to cash and inquired of management if these employees are covered by a bond or insurance policy for theft.

Exceptions: There were no exceptions noted.

7. Select two deposit dates for each of the Department's five bank accounts selected for procedures #3 under "Bank Reconciliations" above (select the next deposit date chronologically if no deposits were made on the dates selected and select a deposit if multiple deposits were made on the same day). Obtain supporting documentation for each of the ten deposits selected and:

- a) Observe that receipts are sequentially pre-numbered.

Performance: Out of the four bank accounts maintained by the Department, only three accounts required testing: Operating, Protest, and Agency Accounts. The Electronic Account only had EFT transactions/transfers which are not subject to testing. Obtained supporting documentation for the six selected deposits and observed that receipts were sequentially pre-numbered.

Exceptions: There were no exceptions noted.

- b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.

Performance: Traced supporting documentation to the deposit slip.

Exceptions: There were no exceptions noted.

- c) Trace the deposit slip total to the actual deposit per the bank statement.

Performance: Traced deposit slip total to actual deposit per bank statement.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Collections: (Continued)**

- d) Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than ten miles from the collection location or the deposit is less than \$100 and cash is stored securely in a locked drawer).

Performance: Observed that the deposit was made within one business day of receipt.

Exceptions: There was one instance in which cash/checks received were not deposited within one business day of receipt. The Department has a remote deposit machine which allows for prompt processing of checks; however, cash is typically deposited once a week. All individual cash drawers are locked by the employee and kept in the safe which only the Director and Account Supervisor have access to. There were no exceptions noted.

- e) Trace the actual deposit per the bank statement to the general ledger.

Performance: Traced the actual deposit per the bank statement to the general ledger.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Non-Payroll Disbursements (Excluding Card Purchases/Payments, Travel Reimbursements, and Petty Cash Purchases):**

8. Obtain a listing of locations that process payments for the fiscal period, and management's representation that the listing is complete. Randomly select five locations (or all locations if less than five).

Performance: Obtained the listing of location that process payments, and received management's representation in a separate letter. The Department only has one location that processes payments.

Exceptions: There were no exceptions noted.

9. For each location selected under #8 above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties and observe that job duties are properly segregated such that:

Performance: Obtained a listing of those employees involved with non-payroll purchasing and payments functions, and received management's representation in a separate letter.

Exceptions: There were no exceptions noted.

- a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.

Performance: Inspected policy manuals and inquired of management and employees as to requirement listed above.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Non-Payroll Disbursements (Excluding Card Purchases/Payments, Travel Reimbursements, and Petty Cash Purchases): (Continued)**

- b) At least two employees are involved in processing and approving payments to vendors.  
Performance: Inspected policy manuals and inquired of management and employees as to requirement listed above.  
Exceptions: There were no exceptions noted.

- c) The employees responsible for processing payments are prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.  
Performance: Inspected policy manuals and inquired of management and employees as to requirement listed above. The Accountant is the only individual who has access to add/modify vendors and is also responsible for processing payments. However, all additions/modifications are approved by Director.  
Exceptions: There were no exceptions noted.

- d) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.  
Performance: Inspected policy manuals and inquired of management and employees as to requirement listed above.  
Exceptions: There were no exceptions noted.

10. For each location selected under #8 above, obtain the Department's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select five disbursements for each location, obtain supporting documentation for each transaction and:  
Performance: Obtained the Department's general ledger for the fiscal period, and obtained management's representation in a separate letter.  
Exceptions: There were no exceptions noted.

- a) Observe that the disbursement matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity.  
Performance: Obtained the disbursement and observed that the disbursement and the related original invoice/billing statement were in agreement.  
Exceptions: There were no exceptions noted.

- b) Observe that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.  
Performance: Obtained the disbursement documentation and observed for proper segregation of duties as listed under #9 above.  
Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Credit Cards, Debit Cards, Fuel Cards, P-cards:**

11. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

Performance: Inquired of management about active credit cards, bank debit cards, fuel cards, and P-cards. The Department does not have any credit cards, debit cards, fuel cards, or P-cards.

Exceptions: There were no exceptions noted.

12. Using the listing prepared by management, select five cards (or all cards if less than five) that were used during the fiscal period, rotating cards each year. Randomly select one monthly statement or combined statement for each card (for a debit card, select one monthly bank statement), obtain supporting documentation, and:

- a) Observe that there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) was reviewed and approved, in writing, by someone other than the authorized card holder.

Performance: Not applicable.

Exceptions: Not applicable.

- b) Observe that finance charges and/or late fees were not assessed on the selected statements.

Performance: Not applicable.

Exceptions: Not applicable.

13. Using the monthly statements or combined statements selected under #12 above, excluding fuel cards, randomly select ten transactions (or all transactions if less than ten) from each statement, and obtain supporting documentation for the transactions (i.e., each card should have ten transactions subject to testing).

- a) For each transaction, report whether the transaction is supported by:

- 1) An original itemized receipt that identifies precisely what was purchased.

Performance: Not applicable.

Exceptions: Not applicable.

- 2) Written documentation of the business/public purpose.

Performance: Not applicable.

Exceptions: Not applicable.

- 3) Documentation of the individuals participating in meals (for meal charges only).

Performance: Not applicable.

Exceptions: Not applicable.

**Procedures Performed on the Department's Travel and Travel-Related Expense Reimbursements:**

14. Obtain from management a listing of all travel and related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select five reimbursements, obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the five reimbursements selected:

Performance: Obtained a list of all travel and related expense reimbursements. Management's representation of the listing was confirmed in a separate letter.

Exceptions: There were no exceptions noted.

- a) If reimbursed using a per diem, agree the reimbursement rate to those rates established either by the State of Louisiana or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov)).

Performance: Inspected travel and expense reimbursements and observed per diem rates used were the GSA rates.

Exceptions: There were no exceptions noted.

- b) If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.

Performance: Inspected travel and expense reimbursements to observe that expenses using actual costs were supported by an itemized receipt.

Exceptions: There were no exceptions noted.

- c) Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by written policy (procedures #1h).

Performance: Inspected travel and expense reimbursement to observe that expenses included the business purpose.

Exceptions: There were no exceptions noted.

- d) Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving the reimbursement.

Performance: Inspected travel and expense reimbursement to observe that expenses included approval by someone other than the person receiving reimbursement.

Exceptions: There were no exceptions noted.



**Procedures Performed on the Department's Contracts:**

15. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. Obtain management's representation that the listing is complete. Randomly select five contracts (or all contracts if less than five) from the listing, and:

Performance: Obtained a listing of all contracts in effect during the fiscal year from management, and received management's representation of completeness in a separate letter.

Exceptions: There were no exceptions noted.

- a) Observe that the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.

Performance: Inspected supporting contract documentation to legal requirements and inquired of client about any contracts subject to Louisiana Public Law. None of the contracts were subject to Louisiana Public Bid Law.

Exceptions: There were no exceptions noted.

- b) Observe that the contract was approved by the governing body/Department, if required by policy or law (e.g., Lawrason Act, Home Rule Charter).

Performance: Inspected contract documentation. All were approved by the Director.

Exceptions: There were no exceptions noted.

- c) If the contract was amended (e.g., change order), observe that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms

Performance: Inspected contracts and inquired of the client about any amendments to contracts during the fiscal year. There were no amendments in the fiscal year.

Exceptions: There were no exceptions noted.

- d) Randomly select one payment from the fiscal period for each of the five contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

Performance: Obtained supporting documentation for payments for each contract and agreed payment to the terms of the contract.

Exceptions: There were no exceptions.

**Procedures Performed on the Department's Payroll and Personnel**

16. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select five employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.

Performance: Obtained a listing of employees during the fiscal year from management, and received management's representation of completeness in a separate letter.

Exceptions: There were no exceptions noted.

17. Randomly select one pay period during the fiscal period. For the five employees/officials selected under #16 above, obtain attendance records and leave documentation for the pay period, and:

- a) Observe that all selected employees/officials documented their daily attendance and leave (e.g., vacation, sick, compensatory).

Performance: Selected one pay period to test attendance and leave taken during that period. Inspected time sheets for record of attendance and leave during the period.

Exceptions: There were no exceptions noted.

- b) Observe that supervisors approved the attendance and leave of the selected employees/officials.

Performance: Inspected time sheets for the approval of attendance and inspected leave forms for approval of leave during the period.

Exceptions: There were no exceptions noted.

- c) Observe that any leave accrued or taken during the pay period is reflected in the Department's cumulative leave records.

Performance: Observed the leave records maintained by the accountant to ensure leave taken during the period was reflected in the records.

Exceptions: There were no exceptions noted.

18. Obtain a listing of those employees/officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees/officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employees'/officials' cumulative leave records, and agree the pay rates to the employees'/officials' authorized pay rates in the employees'/officials' personnel files, and agree the termination payments to entity policy.

Performance: Obtained a listing of employees terminated during the fiscal year from management, and received management's representation of completeness in a separate letter.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Payroll and Personnel: (Continued)**

19. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

Performance: Obtained representation that employer and employee's portions of third-party related amounts were paid and filed by the required deadline. We examined several payroll reporting forms to confirm that all payments were submitted to the applicable agencies by the required deadlines.

Exceptions: There were no exceptions noted.

**Procedure Performed on the Department's Ethics:**

20. Using the five selected employees/officials from procedure #16 under "Procedures performed on the Department's payroll and personnel" above, obtain ethics compliance documentation from management and:

- a) Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.

Performance: Observed that selected employee's files included documentation of ethics training completed during the fiscal year.

Exceptions: There were no exceptions noted.

- b) Observe whether the entity maintains documentation which demonstrates each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

Performance: Observed personnel file for signature verification for the reading of the ethics policy.

Exceptions: There was no documentation signifying that the employee read the ethics policy in the fiscal year.

**Procedures Performed on the Department's Debt Service:**

21. Obtain a listing of bonds/notes issued during the fiscal period and management's representation that the listing is complete. Randomly select all bonds/notes on the listing, obtain supporting documentation, and observe that the State Bond Commission approval was obtain for each bond/note issued.

Performance: The Department did not issue any bonds/notes during the fiscal year. Therefore, testing was not required in the current year.

**Procedures Performed on the Department's Debt Service: (Continued)**

22. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants.

Performance: The Department did not issue any bonds/notes during the fiscal year. Therefore, testing was not required in the current year.

**Procedures Performed on the Department's Fraud Notice:**

23. Obtain a listing of misappropriations of public funds or assets during the fiscal period, and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the Department reported the misappropriations to the legislative auditor and the district attorney of the parish in which the Department is domiciled.

Performance: Inquired of management of any misappropriations of public funds or assets.

None noted by management.

Exceptions: There were no exceptions noted.

24. Observe the Department has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

Performance: Inquired and observed such notice posted in the premises.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Information Technology Disaster Recovery/Business Continuity:**

25. Perform the following procedures, verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."

- a) Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if no written documentation, inquire of personnel responsible for backing up critical data) and observe that such backup occurred within the past week. If backups are stored on a physical medium (e.g., tapes, CDs), observe evidence that backups are encrypted before being transported.

Performance: Obtained the Department's most recent backup documentation and observed that a backup occurred within the past week. We performed the procedure and discussed the results with management.

Exceptions: File backup and the documentation is kept by Terrebonne Parish Consolidated Government's information technology department. There were no exceptions noted.

**Procedures Performed on the Department's Information Technology Disaster Recovery/Business Continuity: (Continued)**

- b) Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.

Performance: Obtained the Department's documentation regarding restoring backups and observed that test of backups were successfully performed within the past three months.

Exceptions: File backup and the documentation is kept by Terrebonne Parish Consolidated Government's information technology department. There were no exceptions noted.

- c) Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select five computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

Performance: Obtained a listing of the computers in use and management's representation that the list is complete. Selected five computers and observed that current and active antivirus software was present.

Exceptions: There were no exceptions noted.

**Procedures Performed on the Department's Sexual Harassment:**

26. Using the five randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain sexual harassment training documentation from management, and observe the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year.

Performance: Examined personnel files and sexual harassment training documentation for the five employees tested.

Exceptions: Employee personnel files did not include documentation of sexual harassment training during the year.

- a) Observe the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).

Performance: Observed the sexual harassment policy and complaint procedure on the Department's website.

Exceptions: The Department did not have a sexual harassment policy in place during the year; therefore, the policy was not included on the Department's website.

**Procedures Performed on the Department's Sexual Harassment: (Continued)**

27. Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe it includes the applicable requirements of R.S. 42:344:

- a) Number and percentage of public servants in the agency who have completed the training requirements;

Performance: Inquired of management regarding the entity's annual sexual harassment report for the fiscal period.

Exceptions: There were no reports filed during the fiscal period.

- b) Number of sexual harassment complaints received by the agency:

Performance: Inquired of management regarding the entity's annual sexual harassment report for the fiscal period.

Exceptions: There were no reports filed during the fiscal period.

- c) Number of complaints which resulted in a finding that sexual harassment occurred;

Performance: Inquired of management regarding the entity's annual sexual harassment report for the fiscal period.

Exceptions: There were no reports filed during the fiscal period.

- d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action

Performance: Inquired of management regarding the entity's annual sexual harassment report for the fiscal period.

Exceptions: There were no reports filed during the fiscal period.

**Management's Response to Exception Noted in Our Procedures:**

- 1b) Management will consider adding provisions about how vendors are added to the vendor listing and documentation required to be maintained for all bids and prices quotes to the existing purchasing policy.
- 1f) Management will consider drafting a contracting policy containing all the provisions as required by the SAUPs.
- 1h) Management will consider adding a provision about dollar thresholds by category of expenses to the existing travel and expense reimbursement policy.
- 1i) Management will consider updating the Department's existing ethics policy to contain the provisions as required by the SAUPs.
- 1k) Management will consider drafting a disaster recovery/business continuity policy.
- 1l) Management will consider drafting a sexual harassment policy.
- 20b) Management will consider including documentation in the employee personnel file that demonstrates the employee has read the ethics policy in the fiscal year.
- 26) Management will draft a sexual harassment policy that includes excerpts about employee sexual harassment training and documentation to be maintained in employee personnel files. The sexual harassment policy and complaint procedure will also be posted in a conspicuous location on the Department's premises.
- 27) Management will prepare and submit the annual sexual harassment report containing the applicable requirements of R.S. 42:344 on or before the February 1 deadline.

*Financial Report*

*Terrebonne Parish Sales and Use Tax Department*  
*Houma, Louisiana*

*December 31, 2021*





Category Number: 3.  
Item Number: B.



Wednesday, June 22, 2022

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**Item Title:**

Public Services Committee

**Item Summary:**

Public Services Committee, 06/21/22 \*\*

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Category Number: 3.  
Item Number: C.



Wednesday, June 22, 2022

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**Item Title:**

Community Development and Planning Committee

**Item Summary:**

Community Development and Planning Committee, 06/21/22, \* \*\*\*

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Wednesday, June 22, 2022

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**Item Title:**

Budget and Finance Committee

**Item Summary:**

Budget and Finance Committee, 06/21/22\*\* (\*Ratification of minutes calls Condemnation Hearings on \*July 11, 2022 at 5:30 p.m. and Public Hearings on \*\*July 13, 2022, and \*\*\*July 27, 2022 at 6:30 p.m.)

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Category Number: 4.  
Item Number: A.



Wednesday, June 22, 2022

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**Item Title:**

Street Light Lists

**Item Summary:**

Light installations, removals, and/or activations.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Street Light Listing	6/17/2022	Backup Material
6343 LA 56 Install Request	6/14/2022	Backup Material
102 Coastal Lane Install Request	6/17/2022	Backup Material

## **STREET LIGHT LIST**

**06-22-2022**

UPGRADE 3 STREET LIGHTS ON EXISTING POLES ALONG ROAD AT 6343 HIGHWAY 56 (CHAUVIN BOAT LANDING); ENTERGY; RLD #7; DIRK GUIDRY, DISTRICT 8.

INSTALL 3 NEW STREET LIGHTS ON EXISTING POLES ALONG BAYOU AT 6343 HIGHWAY 56 (CHAUVIN BOAT LANDING); ENTERGY; RLD #7; DIRK GUIDRY, DISTRICT 8.

INSTALL 1 NEW STREET LIGHT ON EXISTING POLE AT 102 COASTAL LANE, BOURG; ENTERGY; RLD #5; STEVE TROSCLAIR, DISTRICT 9.



# Entergy

**ENTERGY LOUISIANA, INC.**

**STREET LIGHTS**

**Install/Removal/Upgrade Request**

**FAX NUMBER: 1-800-898-3143**

**[Builderdesk@entergy.com](mailto:Builderdesk@entergy.com)**

Date: JUNE 14, 2022

Phone Number (985) 873-6519

Account Name: RLD #7

Confirmation Fax Number: (985) 873-6521

Account Number: 27721687

Name (PRINT) DIRK GUIDRY

Authorized Signature: DIRK GUIDRY

**\*\* Is this a State Highway? ☒ Yes ☐ No If YES, please provide DOTD Permit#**

**Company Owned Streetlights (ENTERGY)**

INSTALL REMOVAL

<u>      </u>	<u>      </u>	100w HPS streetlight(s)*	\$ 3.30	rate code	LA_CHSV_2A
<u>      </u>	<u>      </u>	150w HPS streetlight(s)*	\$ 5.39	rate code	LA_CHSV_2B
<u>      </u>	<u>      </u>	250w HPS streetlight(s)*	\$ 7.55	rate code	LA_CHSV_2C
<u>      </u>	<u>      </u>	400w HPS streetlight(s)*	\$10.46	rate code	LA_CHSV_2D
<u>      </u>	<u>      </u>	1000w HPS streetlight(s)*	\$16.62	rate code	LA_CHSV_2E

**\* Lights will have a facility maintenance charge applied to them @ 1.292% monthly**

**Customer Owned Streetlights (MUNICIPALITY)**

INSTALL REMOVAL

<u>      </u>	<u>      </u>	100w HPS streetlight(s)	\$ 3.30	rate code	LA_HPSV_1A
<u>      </u>	<u>      </u>	150w HPS streetlight(s)	\$ 5.39	rate code	LA_HPSV_1B
<u>      </u>	<u>      </u>	250w HPS streetlight(s)	\$ 7.55	rate code	LA_HPSV_1C
<u>      </u>	<u>      </u>	400w HPS streetlight(s)	\$ 10.46	rate code	LA_HPSV_1D
<u>  6  </u>	<u>      </u>	1000w HPS streetlight(s)	\$ 16.62	rate code	LA_HPSV_1E

**REMOVE \*\*\*\*Mercury Vapor no longer available for new install, upgrade if in stock**

**Company Owned Streetlights (ENTERGY)**

<u>      </u>	175w MV open bottom streetlight(s), 30" bracket	\$4.42	rate code	LA_CMV_1E
<u>      </u>	175w MV open bottom streetlight(s)	\$4.66	rate code	LA_CMV_1D
<u>      </u>	250w MV open bottom streetlight(s)	\$6.09	rate code	LA_CMV_1C
<u>      </u>	250w MV enclosed streetlight(s)	\$7.05	rate code	LA_CMV_1B
<u>      </u>	400w MV enclosed streetlight(s)	\$9.48	rate code	LA_CMV_1A

**Customer Owned Streetlights (MUNICIPALITY)**

<u>      </u>	175w MV open bottom streetlight(s)	\$3.47	rate code	LA_MV_2E
<u>      </u>	250w MV enclosed streetlight(s)	\$4.86	rate code	LA_MV_2D
<u>      </u>	400w MV enclosed streetlight(s)	\$7.24	rate code	LA_MV_2C
<u>      </u>	1000w MV enclosed streetlight(s)	\$9.43	rate code	LA_MV_2A

LOCATION OF LIGHT(s):

**Upgrade 3 street lights to 1000w HPS on existing poles along highway at 6343 LA 56 (Parish Boat Landing) to 1000W and install 3 new 1000w HPS street lights on existing poles along bayou at 6343 LA 56 (Parish Boat Landing)**

If light is to be installed, will requested light be installed on an existing pole with available facilities

(Transformers, Secondary wires) to serve the light?

☒ Yes ☐ No ☐ Not Sure

Company Use Only

Order Generated: YES       

Sent To: Construction Engineering

Estimated completion date:       /      /      

Name:       

Date:       /      /      

**Flo Dumas**

Lighting Coordinator

985-479-2011 Office

985-479-2018 Fax

225-206-7646 Cell

[fdumas@entergy.com](mailto:fdumas@entergy.com)



# Entergy

**ENTERGY LOUISIANA, INC.**

**STREET LIGHTS**

**Install/Removal/Upgrade Request**

**FAX NUMBER: 1-800-898-3143**

**[Builderdesk@entergy.com](mailto:Builderdesk@entergy.com)**

Date: JUNE 17, 2022  
Account Name: RLD #5  
Account Number: 27719467

Phone Number (985) 873-6519  
Confirmation Fax Number: (985) 873-6521  
Name (PRINT) STEVE TROSCLAIR

Authorized Signature: STEVE TROSCLAIR

**\*\* Is this a State Highway?   X   Yes        No If YES, please provide DOTD Permit#**

**Company Owned Streetlights (ENTERGY)**

INSTALL	REMOVAL				
<u>      </u>	<u>      </u>	100w HPS streetlight(s)*	\$ 3.30	rate code	LA_CHSV_2A
<u>      </u>	<u>      </u>	150w HPS streetlight(s)*	\$ 5.39	rate code	LA_CHSV_2B
<u>      </u>	<u>      </u>	250w HPS streetlight(s)*	\$ 7.55	rate code	LA_CHSV_2C
<u>      </u>	<u>      </u>	400w HPS streetlight(s)*	\$10.46	rate code	LA_CHSV_2D
<u>      </u>	<u>      </u>	1000w HPS streetlight(s)*	\$16.62	rate code	LA_CHSV_2E

**\* Lights will have a facility maintenance charge applied to them @ 1.292% monthly**

**Customer Owned Streetlights (MUNICIPALITY)**

INSTALL	REMOVAL				
<u>  1  </u>	<u>      </u>	100w HPS streetlight(s)	\$ 3.30	rate code	LA_HPSV_1A
<u>      </u>	<u>      </u>	150w HPS streetlight(s)	\$ 5.39	rate code	LA_HPSV_1B
<u>      </u>	<u>      </u>	250w HPS streetlight(s)	\$ 7.55	rate code	LA_HPSV_1C
<u>      </u>	<u>      </u>	400w HPS streetlight(s)	\$ 10.46	rate code	LA_HPSV_1D
<u>      </u>	<u>      </u>	1000w HPS streetlight(s)	\$ 16.62	rate code	LA_HPSV_1E

**REMOVE \*\*\*\*Mercury Vapor no longer available for new install, upgrade if in stock**

**Company Owned Streetlights (ENTERGY)**

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<u>      </u>	175w MV open bottom streetlight(s)	\$4.66	rate code	LA_CMV_1D
<u>      </u>	250w MV open bottom streetlight(s)	\$6.09	rate code	LA_CMV_1C
<u>      </u>	250w MV enclosed streetlight(s)	\$7.05	rate code	LA_CMV_1B
<u>      </u>	400w MV enclosed streetlight(s)	\$9.48	rate code	LA_CMV_1A

**Customer Owned Streetlights (MUNICIPALITY)**

<u>      </u>	175w MV open bottom streetlight(s)	\$3.47	rate code	LA_MV_2E
<u>      </u>	250w MV enclosed streetlight(s)	\$4.86	rate code	LA_MV_2D
<u>      </u>	400w MV enclosed streetlight(s)	\$7.24	rate code	LA_MV_2C
<u>      </u>	1000w MV enclosed streetlight(s)	\$9.43	rate code	LA_MV_2A

LOCATION OF LIGHT(s):

**Install one street light on existing pole at 102 Coastal Lane, Bourg, LA**

If light is to be installed, will requested light be installed on an existing pole with available facilities (Transformers, Secondary wires) to serve the light?

  X   Yes        No        Not Sure

Company Use Only

Order Generated: YES       

Sent To: Construction        **Engineering**

Estimated completion date:       /      /      

Name:       

Date:       /      /      

**Flo Dumas**

Lighting Coordinator

985-479-2011 Office

985-479-2018 Fax

225-206-7646 Cell

[fdumas@entergy.com](mailto:fdumas@entergy.com)



Wednesday, June 22, 2022

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**Item Title:**

Recreation District No. 6 Board

**Item Summary:**

**Recreation District No. 6:** One (1) expiring term on 07/31/22 and one (1) expired term. Mr. Ray Deroche expresses his interest in being reappointed.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Term Expiration Notice	6/16/2022	Cover Memo
Notice to the Public	6/16/2022	Cover Memo
Application - Ray Deroche	6/16/2022	Cover Memo
Resume - Ray Deroche	6/16/2022	Cover Memo
Letter of Interest	6/16/2022	Cover Memo



DARRIN W. GUIDRY, SR., CHAIRMAN

JESSICA DOMANGUE, VICE-CHAIRWOMAN

DISTRICT 1  
JOHN NAVY  
DISTRICT 3  
GERALD MICHEL  
DISTRICT 5  
JESSICA DOMANGUE  
DISTRICT 7  
DANIEL BABIN  
DISTRICT 9  
STEVE TROSCLAIR




DISTRICT 2  
CARL A. HARDING  
DISTRICT 4  
JOHN P. AMEDÉE  
DISTRICT 6  
DARRIN W. GUIDRY, SR.  
DISTRICT 8  
DIRK J. GUIDRY  
COUNCIL CLERK  
SUZETTE THOMAS

Post Office Box 2768 • Houma, LA 70361  
Government Tower Building • 8026 Main Street, Suite 600 • Houma, LA 70360  
Telephone: (985) 873-6519 • FAX: (985) 873-6521  
suthomas@tpcg.org www.tpcg.org

June 1, 2022

MEMO TO: Suzette Thomas  
Council Clerk

FROM: Tammy Triggs   
Assistant Council Clerk

RE: Term Expirations

This is to advise that the following persons' terms on their respective boards/committees/commissions will expire during the month of July 2022.

Recreation District No. 11	Ronald Rainey, Sr.	07/01/22
	Dontrell Harris	07/01/22*
→ Recreation District No. 6	Ray Deroche	07/31/22
T.G.M.C/Hospital Service	Louis Watkins (Civic Org.)	07/31/22
	Morris Hebert (Chamber)	07/31/22

By copy of this memo, individuals interested in being re-appointed should email *Council Clerk Suzette Thomas* at [suthomas@tpcg.org](mailto:suthomas@tpcg.org) or *Assistant Council Clerk Tammy Triggs* at [ttriggs@tpcg.org](mailto:ttriggs@tpcg.org) to express their wishes with regards to (re)appointment to said positions *prior to the term expiration date*. All applicants are required to fill out a new board application which can be found on the Terrebonne Parish website at [tpcg.org](http://tpcg.org). If you have any question, please feel free contact our office at (985) 873-6519.

/tet  
cc: Council Agenda File  
Organizations/Individuals

## **“NOTICE TO THE PUBLIC”**

The Terrebonne Parish Council is seeking individuals to serve on various boards, committees, and commissions designed to maintain and improve the quality of life in our community. The agencies in need of members are governmental or quasi-governmental organizations that require people who are familiar with each agency and are willing to give of their time and talents. The Parish Council will consider at its **JUNE 22, 2022, Regular Session** meeting the following vacancies and appointments:

**RECREATION DISTRICT NO. 3A BOARD:** One (1) expired term.

→ **RECREATION DISTRICT NO. 6 BOARD:** One (1) expiring term on 07-31-22 and one (1) expired term.

**RECREATION DISTRICT NO. 7 BOARD:** One (1) expired term.

**RECREATION DISTRICT NO. 11 BOARD:** Two (2) expiring terms on 07-01-22.

**BAYOU BLUE FIRE PROTECTION DISTRICT BOARD:** One (1) expired term.

**COTEAU FIRE PROTECTION DISTRICT BOARD:** One (1) expired term.

**FIRE PROTECTION DISTRICT NO. 8 BOARD:** One (1) expired term.

**CHILDREN AND YOUTH SERVICES BOARD:** Two (2) vacancies (One representing Bayou Area Children Foundation and one representing the Terrebonne Parish Sheriff's Office) due to resignations and seven (7) expired terms (One representing each of the following: City Court, Office of Juvenile Justice, Gulf Coast Teaching and Family Services, DHH Office of Behavioral Health, Options for Independence, Houma Police Department, and a Faith-Based Organization representative).

**TERREBONNE PARISH TREE BOARD:** One (1) vacancy due to a resignation.

**HOUMA HOUSING AUTHORITY:** One (1) expired term.

**HOUMA BOARD OF ZONING ADJUSTMENTS:** One (1) vacancy due to a resignation. (The vacant position is for an Alternate Member)

**SOUTH CENTRAL HUMAN SERVICES AUTHORITY:** One (1) unexpired term due to a resignation.

**T.G.MC/HOSPITAL SERVICE DISTRICT BOARD:** Two (2) expiring terms on 07-31-22. (One representing a Civic Organization and one representing the Chamber of Commerce)

Interested individuals wishing to be appointed to a Recreation Board must be a resident of the Recreation District and be willing to attend regularly scheduled meetings to discuss and take action on matters pertaining to recreational facilities and activities therein.

Anyone nominating an individual or interested in serving on these boards should contact the Council Clerk's Office (985-873-6519) or [council@tpcg.org](mailto:council@tpcg.org). Applicants should download and complete the application on the Parish's webpage at <http://www.tpcg.org> under the Boards, Committees, and Commissions tab. The completed application should be returned to the Council Clerk's Office no later than 4:00 p.m. on the **TUESDAY, JUNE 21, 2022**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, ASSISTANT COUNCIL CLERK  
TERREBONNE PARISH COUNCIL**

\* \* \* \* \*





TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS  
APPLICATION FORM

DATE: 5-24-2022

I, Ray Deroche, of full majority age, whose primary  
(Applicant's Name)  
residence and permanent mailing address is 519 Hwy 55,  
(Address)  
Montegut, La. 70377, Telephone number is (985) 804-3720,  
(City, State, and Zip Code)  
and E-mail is rderoche@recdistrict6.org, wish to qualify for appointment  
as a member of the Montegut Board of Commission in Terrebonne Parish,  
(Board/Committee/Commission)

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at  
519 Hwy 55 for 5 consecutive years.  
(Primary residential address, City, State, Zip Code) (No. of yrs.)

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council  
District No. 6.

B. If applying for membership as a member of a Fire Protection District Board, applicant  
affirms that he/she is a resident property owner/taxpayer of N/A  
(Fire District)  
and Council District No. N/A.

C. If applying for membership as a member of a Recreation District Board, applicant affirms  
that he/she is a resident of the Montegut Yes # No \_\_\_\_\_  
(Recreation District)  
and Council District No. 6.

D. Applicant affirms that he/she has not been convicted of a felony Yes # No \_\_\_\_\_.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal  
economic benefit<sup>1</sup> by serving as a member of Montegut Recreation Board.  
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate<sup>2</sup> family will  
receive any personal economic benefit<sup>1</sup> from his/her service on  
Montegut Recreation Board.  
(Board/Committee/Commission)

F. Applicant is aware of the Montegut Recreation Board board criteria and  
attendance requirements. (Board/Committee/Commission)  
Yes # or No \_\_\_\_\_.

RECEIVED  
JUN 08 2022

TERREBONNE PARISH  
COUNCIL

G. Applicant affirms that his/her employment with Enlink Midstreram  
(Name of Employer)

will not result in any economic gains for business purposes nor does said employment conflict with dual office holding provisions.

H. Are you employed by any Federal, State, or Local Government? Yes \_\_\_\_ or No. # \_\_\_\_  
State job duties and responsibilities:

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I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?  
Yes \_\_\_\_ or No. # \_\_\_\_.  
If yes, explain:

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J. Are you elected to any Federal, State, or Local Office? Yes \_\_\_\_ or No. # \_\_\_\_  
If yes, explain:

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K. Are you a Judge, employee, or agent of any Court System? Yes \_\_\_\_ or No. # \_\_\_\_  
State job duties and responsibilities:

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L. Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court or employed by the Clerk of Court Office? Yes \_\_\_\_ or No # \_\_\_\_  
State job duties and responsibilities:

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M. Are you currently under and have taken the Oath of Office and/or posted a bond?  
Yes \_\_\_\_ or No \_\_\_\_  
If yes, explain:

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N. Have you served as an Elected Official or Parish Agency Head within the last two years?  
Yes \_\_\_\_ or No # \_\_\_\_  
If yes, explain: \_\_\_\_\_

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O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes     #     or No         

If yes, explain: Montegut Recreation Board District 6

\_\_\_\_\_

\_\_\_\_\_

Applicant must complete and return this application **along with a copy of their resume** to:

**MS. SUZETTE THOMAS, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL  
POST OFFICE BOX 2768, HOUMA, LA 70361  
E-MAIL: [council@tpcg.org](mailto:council@tpcg.org) or FAX: (985) 873-6521**

Applications should be submitted by **9:00 a.m. the Friday prior to the Regular Council Session.**

Applicants should contact the Council Clerk's office to see when the Regular Council Session will be held.

**\*NOTE: Providing false information on this application is grounds for immediate removal from any board or commission.**

Ray A. Deroche

\_\_\_\_\_  
Signature of the applicant

1. "Personal Economic Benefit" for purposes of this application, shall mean that no applicant or his/her immediate family will receive any economic benefit from the applicant's service on said Board, Committee, or Commission. The applicant's actions/transactions while serving on the Board/Committee/Commission may not result in profits for him/herself or his/her immediate family. A per diem received by the applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of Provision E.

2. "Immediate Family" for purposes of this application means his/her children, the spouses of his/her children, brothers, sisters, parents, spouse, and the parents of his/her spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission/Committee to which he/she is applying for membership, he/she should determine this information by contacting the respective Board or by contacting the Terrebonne Parish Council Office.

Revision Date: \_\_\_\_\_

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**TERREBONNE PARISH  
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519 Hwy 55  
Montegut, La. 70377  
Cell 985-804-3720  
[ray.deroche@enlink.com](mailto:ray.deroche@enlink.com)

## **Ray A. Deroche**

### **Summary**

Experienced in Drilling Rigs, Drillings Fluids, Plants Operations, Production of Oil, Gas and Sulphur Wells, Welding Supplies and Gases, Operations and Maintenance and Measurement of Natural Gas Pipeline Systems:

- |                       |                                      |
|-----------------------|--------------------------------------|
| * Well Control        | * Doing Safety Meeting               |
| * DCS Operations      | * Schedule Daily Delivers            |
| * Producing Wells     | * Control Cost                       |
| * Crane Certified     | * Accounts receivable                |
| * High Speed Turbines | * Maintaining and Operation of Boat  |
| * Chemical Treatment  | * Ordering Chemicals                 |
| * Doing Daily Reports | * Maintain Medical Cylinders Records |
| * JSA's               |                                      |

### **Experience**

2006-Prsent Enlink Midstream.....Dallas, TX.

#### **Midstream Pipeline Operator III**

- Responsible for accurate measurement of gas into and out of assigned area of the pipeline district.
- Responsible for cost control of pipeline operations and maintenance in assigned area of the district.
- Responsible for proper operation and maintenance of pipeline facilities in accordance with Company procedures/policies and DOT regulations.

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- Maintain typical pipeline equipment, basic measurement equipment, valves, etc.
- Coordinate, supervise, and inspect the maintenance or construction of minor pipeline facilities in district or region.
- Has knowledge and experience with cathodic protection, measurement, and SCADA equipment. Daily reporting and documentation of key operating parameters.
- Work with and interact with others in field operations group as well as Gas Control Group, Company's Safety, Environmental, Measurement, and Engineering Departments.
- Interact, communicate, and work with producers, customers, vendors, contractors, service companies, regulatory agencies, and the public.
- Performs duties independently with minimal supervision.

2005-2006    Baker Energy

Lafayette, La.

### **Operator "A"**

- \* Checking and maintaining oil and gas wells
- \* Operating boat night and day time safety
- \* Loading oil and water barges
- \* Doing daily reports
- \* Strapping tanks to insure proper oil and water being made by each well
- \* Operating field making 30 million gas and 600 oil per day

2004-2005    Gulf States Airgas, Inc.

Galliano, La.

### **Branch Manager**

- \* Answering customer inquiries
- \* Computer entry of customer orders
- \* Coordinating with territory sales personnel to grow market sales and margins
- \* Reconciliation of cash and bank deposits
- \* Insure that internal and external customer prompt acknowledgment and service in a pleasant manner

2000-2004 M I Drilling Fluids

Houston, Tx.

**Assistance Manager**

- \* Assist Manager with all operations
- \* Ordering chemicals for all aspects of drilling fluids
- \* Weekly inspection of spill boxes
- \* Counting all Material for weekly cycle counts
- \* Port Fourchon is the highest volume yard in the world for MI Drilling Fluids

**Yard Forman**

- \* Oversee all operations in the yard
- \* Responsible for maintaining safety & environmental well being of crew

**Utility Hand 4**

- \* Hydraulic & friction certified crane operator
- \* Responsible for crew while operating cranes
- \* Load & unload trucks & boats with cranes & forklifts

1989-2000 Freeport McMoRan Sulphur Co. New Orleans

**Operator "C"**

- \* Performed chemical treatment & analysis in support of power generation facility, portable water plant & sewage treatment plant
- \* Lined up equipment for start up of offshore power plant

**Remote Well Operator**

- \* Help develop process of salt reduction in Sulphur wells at a savings of \$ 20,000 per day in processing cost
- \* Trained to operated DCS { Fisher base Distributive Control System }
- \* Trained new personnel coming into department

**Drilling Rig Hand & Derrick man**

- \* Operating hydraulic torque wrenches
- \* Performed mud analysis for drilling operations
- \* In charge of chemical inventory, ordering chemicals & Cost of all chemicals usage



**References:**

Scott Dye	Midstream Operations Foreman Crosstex Energy	337-322-8786
Michael Leblanc	VP of Operations Crosstex Energy	985-688-6835

## Tammy Triggs

---

**From:** Elizabeth Henry <ehenry@recdistrict6.org>  
**Sent:** Wednesday, June 8, 2022 10:08 AM  
**To:** Suzette Thomas  
**Cc:** Tammy Triggs  
**Subject:** TPRD #6 Board Member Re-appoint  
**Attachments:** Ray Deroche Application.pdf; Ray Deroche Resume.doc

### External Sender

This email is from a sender outside of Terrebonne Parish Consolidated Government's email system. **DO NOT** click on any links, open any attachments, or reply unless you trust the sender and know the content is safe. If you are unsure or have questions, please contact Information Technology for assistance.

Good morning,

Please see the attached requested application and resume for Ray Deroche, Seat 6-E Montegut, expiring on 07/31/2022. Please let me know if any other information is needed.

*Thank you!*

*Elizabeth Henry  
Bookkeeper/Secretary  
Montegut Recreation District #6  
(985) 594-3174*



Wednesday, June 22, 2022

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**Item Title:**

Recreation District No. 11 Board

**Item Summary:**

**Recreation District No. 11 Board:** Two (2) expiring terms on 07/01/22. Ms. Charleta Lyons submits application and resume for consideration. Mr. Ronald R. Rainey, Sr. expresses his interest in being reappointed.

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Term Expiration Notice	6/16/2022	Cover Memo
Notice to the Public	6/16/2022	Cover Memo
Application - Charleta Lyons	6/16/2022	Cover Memo
Resume - Charleta Lyons	6/16/2022	Cover Memo
Application - Ronald R. Rainey, Sr.	6/16/2022	Cover Memo
Resume - Ronald R. Rainey, Sr.	6/16/2022	Cover Memo

DARRIN W. GUIDRY, SR., CHAIRMAN

JESSICA DOMANGUE, VICE-CHAIRWOMAN

DISTRICT 1  
JOHN NAVY  
DISTRICT 3  
GERALD MICHEL  
DISTRICT 5  
JESSICA DOMANGUE  
DISTRICT 7  
DANIEL BABIN  
DISTRICT 9  
STEVE TROSCLAIR




DISTRICT 2  
CARL A. HARDING  
DISTRICT 4  
JOHN P. AMEDÉE  
DISTRICT 6  
DARRIN W. GUIDRY, SR.  
DISTRICT 8  
DIRK J. GUIDRY  
COUNCIL CLERK  
SUZETTE THOMAS

Post Office Box 2768 • Houma, LA 70361  
Government Tower Building • 8026 Main Street, Suite 600 • Houma, LA 70360  
Telephone: (985) 873-6519 • FAX: (985) 873-6521  
suthomas@tpcg.org      www.tpcg.org

June 1, 2022

MEMO TO: Suzette Thomas  
Council Clerk

FROM: Tammy Triggs   
Assistant Council Clerk

RE: Term Expirations

This is to advise that the following persons' terms on their respective boards/committees/commissions will expire during the month of July 2022.

→ Recreation District No. 11	Ronald Rainey, Sr.	07/01/22
	Dontrell Harris	07/01/22*
Recreation District No. 6	Ray Deroche	07/31/22
T.G.M.C/Hospital Service	Louis Watkins (Civic Org.)	07/31/22
	Morris Hebert (Chamber)	07/31/22

By copy of this memo, individuals interested in being re-appointed should email *Council Clerk Suzette Thomas* at [suthomas@tpcg.org](mailto:suthomas@tpcg.org) or *Assistant Council Clerk Tammy Triggs* at [ttriggs@tpcg.org](mailto:ttriggs@tpcg.org) to express their wishes with regards to (re)appointment to said positions *prior to the term expiration date*. All applicants are required to fill out a new board application which can be found on the Terrebonne Parish website at [tpcg.org](http://tpcg.org). If you have any question, please feel free contact our office at (985) 873-6519.

/tet  
cc: Council Agenda File  
Organizations/Individuals



## **“NOTICE TO THE PUBLIC”**

The Terrebonne Parish Council is seeking individuals to serve on various boards, committees, and commissions designed to maintain and improve the quality of life in our community. The agencies in need of members are governmental or quasi-governmental organizations that require people who are familiar with each agency and are willing to give of their time and talents. The Parish Council will consider at its **JUNE 22, 2022, Regular Session** meeting the following vacancies and appointments:

**RECREATION DISTRICT NO. 3A BOARD:** One (1) expired term.

**RECREATION DISTRICT NO. 6 BOARD:** One (1) expiring term on 07-31-22 and one (1) expired term.

**RECREATION DISTRICT NO. 7 BOARD:** One (1) expired term.

→ **RECREATION DISTRICT NO. 11 BOARD:** Two (2) expiring terms on 07-01-22.

**BAYOU BLUE FIRE PROTECTION DISTRICT BOARD:** One (1) expired term.

**COTEAU FIRE PROTECTION DISTRICT BOARD:** One (1) expired term.

**FIRE PROTECTION DISTRICT NO. 8 BOARD:** One (1) expired term.

**CHILDREN AND YOUTH SERVICES BOARD:** Two (2) vacancies (One representing Bayou Area Children Foundation and one representing the Terrebonne Parish Sheriff's Office) due to resignations and seven (7) expired terms (One representing each of the following: City Court, Office of Juvenile Justice, Gulf Coast Teaching and Family Services, DHH Office of Behavioral Health, Options for Independence, Houma Police Department, and a Faith-Based Organization representative).

**TERREBONNE PARISH TREE BOARD:** One (1) vacancy due to a resignation.

~~**HOUMA HOUSING AUTHORITY:** One (1) expired term.~~

**HOUMA BOARD OF ZONING ADJUSTMENTS:** One (1) vacancy due to a resignation. (The vacant position is for an Alternate Member)

**SOUTH CENTRAL HUMAN SERVICES AUTHORITY:** One (1) unexpired term due to a resignation.

**T.G.MC/HOSPITAL SERVICE DISTRICT BOARD:** Two (2) expiring terms on 07-31-22. (One representing a Civic Organization and one representing the Chamber of Commerce)

Interested individuals wishing to be appointed to a Recreation Board must be a resident of the Recreation District and be willing to attend regularly scheduled meetings to discuss and take action on matters pertaining to recreational facilities and activities therein.

Anyone nominating an individual or interested in serving on these boards should contact the Council Clerk's Office (985-873-6519) or [council@tpcg.org](mailto:council@tpcg.org). Applicants should download and complete the application on the Parish's webpage at <http://www.tpcg.org> under the Boards, Committees, and Commissions tab. The completed application should be returned to the Council Clerk's Office no later than 4:00 p.m. on the **TUESDAY, JUNE 21, 2022**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, ASSISTANT COUNCIL CLERK**  
**TERREBONNE PARISH COUNCIL**

\*\*\*\*\*



TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS  
APPLICATION FORM

DATE: 6/15/22

I, CHARLETA LYONS, of full majority age, whose primary  
(Applicant's Name)  
residence and permanent mailing address is 217 ACKLEN AVE.,  
(Address)  
Houma, LA 70363, Telephone number is (985) 360-9577,  
(City, State, and Zip Code)  
and E-mail is CLYONS985@yahoo.com wish to qualify for appointment  
as a member of the District No. 11 in Terrebonne Parish,  
(Board/Committee/Commission)

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at  
217 ACKLEN AVE. HOUMA, LA 70363 for 2 consecutive years.  
(Primary residential address, City, State, Zip Code) (No. of yrs.)

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council  
District No. 1.

B. If applying for membership as a member of a Fire Protection District Board, applicant  
affirms that he/she is a resident property owner/taxpayer of \_\_\_\_\_  
(Fire District)  
and Council District No. \_\_\_\_\_.

C. If applying for membership as a member of a Recreation District Board, applicant affirms  
that he/she is a resident of the District No. 11 Yes ☒ No ☐  
(Recreation District)  
and Council District No. 1.

D. Applicant affirms that he/she has not been convicted of a felony Yes ☒ No ☐.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal  
economic benefit<sup>1</sup> by serving as a member of District No. 11.  
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate<sup>2</sup> family will  
receive any personal economic benefit<sup>1</sup> from his/her service on

District No. 11  
(Board/Committee/Commission)

F. Applicant is aware of the District No. 11 board criteria and  
attendance requirements. (Board/Committee/Commission)

Yes ☒ or No ☐.

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G. Applicant affirms that his/her employment with United States Postal Service  
(Name of Employer)

will not result in any economic gains for business purposes nor does said employment conflict with dual office holding provisions.

H. Are you employed by any Federal, State, or Local Government? Yes ☒ or No. ☐

State job duties and responsibilities:

Sales & Services Representative. Assists customers with mailing needs. Completes other office duties as assigned.

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?

Yes ☐ or No. ☒.

If yes, explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

J. Are you elected to any Federal, State, or Local Office? Yes ☐ or No. ☒

If yes, explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

K. Are you a Judge, employee, or agent of any Court System? Yes ☐ or No. ☒

State job duties and responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

L. Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court or employed by the Clerk of Court Office? Yes ☐ or No. ☒

State job duties and responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

M. Are you currently under and have taken the Oath of Office and/or posted a bond?

Yes ☐ or No. ☒

If yes, explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

N. Have you served as an Elected Official or Parish Agency Head within the last two years?

Yes ☐ or No. ☒

If yes, explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes ☒ or No ☐

If yes, explain: Served as Vice-Chair for Houma-Terrebonne Housing Authority. Resigned after moving out of Senator-Circle in May 2020. Served as resident member.

Applicant must complete and return this application along with a copy of their resume to:

**MS. SUZETTE THOMAS, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL  
POST OFFICE BOX 2768, HOUMA, LA 70361  
E-MAIL: [council@tpcg.org](mailto:council@tpcg.org) or FAX: (985) 873-6521**

Applications should be submitted by **9:00 a.m. the Friday prior to the Regular Council Session.**

Applicants should contact the Council Clerk's office to see when the Regular Council Session will be held.

**\*NOTE: Providing false information on this application is grounds for immediate removal from any board or commission.**

Charles Lyons  
Signature of the applicant

1. "Personal Economic Benefit" for purposes of this application, shall mean that no applicant or his/her immediate family will receive any economic benefit from the applicant's service on said Board, Committee, or Commission. The applicant's actions/transactions while serving on the Board/Committee/Commission may not result in profits for him/herself or his/her immediate family. A per diem received by the applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of Provision E.

2. "Immediate Family" for purposes of this application means his/her children, the spouses of his/her children, brothers, sisters, parents, spouse, and the parents of his/her spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission/Committee to which he/she is applying for membership, he/she should determine this information by contacting the respective Board or by contacting the Terrebonne Parish Council Office.

Revision Date: \_\_\_\_\_

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# Charleta M. Lyons

217 Acklen Avenue  
Houma, LA 70363  
(985)360-9577  
[Clyons985@yahoo.com](mailto:Clyons985@yahoo.com)

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TERREBONNE PARISH  
COUNCIL

Dear Council Clerk's Office:

Please accept this letter and my resume' as a letter of interest as a board member for the Recreation District No. 11.

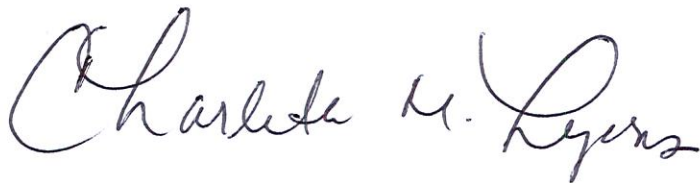
I am born and raised in Houma and grew up in the Mechanicsville area. I have worked in the public sector for over 23 years. I am currently employed with the United States Postal Service where I trained and served in leadership roles. I have seen first-hand the importance of having recreational opportunities present in the community. I look forward to collaborating with fellow board members by implementing new ideas to improve recreation throughout the Houma areas. I previously served as Vice-Chair of the board for the Houma-Terrebonne Housing Authority. My experience serving on the Houma-Terrebonne Housing Authority included but not limited to:

- ❖ Supervise executive leadership including hiring, performance reviews, budget management and approvals, audit reviews, restructuring and staffing of salaried employees of federal housing agency.
- ❖ Set and approve policies and procedures for internal and external monitoring controls including but not limited to operations, personnel management, grievance procedures, complaints and labor relations.
- ❖ Manage, operate and analyze monthly forecasting and annual operating budgets and capital fund budgets in excess of \$4 million dollars.
- ❖ Approve, review and monitor budgets, contracts and other financial documents to ensure expenditures are in compliance with federal, state and local laws.
- ❖ Access needs for housing communities and develop strategic plans to establish goals required to meet community needs.
- ❖ Provide recommendations for capital improvement projects.
- ❖ Collectively develop funding proposals in coordination with executive director and various committees to achieve respective goals and objectives.

- ❖ Monitor performance of federal agency to ensure compliance to maintain high performance standards.
- ❖ Work with diverse organizations, various levels of management and government agencies including federal, state and local governments, non-profit organizations, community outreach and resident relations.
- ❖ Conduct and attend public hearings, community forums, community assessments and board meetings.
- ❖ Mandate, oversee and attend employee diversity and sensitivity training.
- ❖ Monitor, evaluate and attend health and safety inspections, meetings and training.

I believe that I can be an asset to the District No. 11 board to help move the organization forward. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Charleta M. Lyons". The signature is written in a cursive, flowing style.

Charleta M. Lyons

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COUNCIL**





TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS  
APPLICATION FORM

DATE: 6.15.22

I, Ronald R. Rainey Sr., of full majority age, whose primary  
(Applicant's Name)

residence and permanent mailing address is 196 Smith Lane,  
(Address)

Houma, La. 70360, Telephone number is (985) 647-1395,  
(City, State, and Zip Code)

and E-mail is raineyronald43@yahoo.com, wish to qualify for appointment

as a member of the District 11 in Terrebonne Parish,  
(Board/Committee/Commission)

State of Louisiana, and states to be correct and true the following:

A. Applicant has maintained his/her primary residence in Terrebonne Parish at  
196 Smith Lane Houma, La. 70360 for 56 consecutive years.  
(Primary residential address, City, State, Zip Code) (No. of yrs.)

Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council  
District No. 11.

B. If applying for membership as a member of a Fire Protection District Board, applicant  
affirms that he/she is a resident property owner/taxpayer of \_\_\_\_\_  
(Fire District)  
and Council District No. \_\_\_\_\_.

C. If applying for membership as a member of a Recreation District Board, applicant affirms  
that he/she is a resident of the 11 Yes ☒ No ☐  
(Recreation District)  
and Council District No. 2.

D. Applicant affirms that he/she has not been convicted of a felony Yes ☐ No ☒.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal  
economic benefit<sup>1</sup> by serving as a member of District 11.  
(Board/Committee/Commission)

E. To the best of his/her knowledge, no member of the applicant's immediate<sup>2</sup> family will  
receive any personal economic benefit<sup>1</sup> from his/her service on

District 11.  
(Board/Committee/Commission)

F. Applicant is aware of the District 11 board criteria and  
attendance requirements. (Board/Committee/Commission)

Yes ☐ or No ☐.

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G. Applicant affirms that his/her employment with Linetec  
(Name of Employer)

will not result in any economic gains for business purposes nor does said employment conflict with dual office holding provisions.

H. Are you employed by any Federal, State, or Local Government? Yes ☐ or No. ☒  
State job duties and responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?  
Yes ☒ or No. ☒.

If yes, explain:

Recreation District #11

\_\_\_\_\_  
\_\_\_\_\_

J. Are you elected to any Federal, State, or Local Office? Yes ☐ or No. ☒  
If yes, explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

K. Are you a Judge, employee, or agent of any Court System? Yes ☐ or No. ☒  
State job duties and responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

L. Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court or employed by the Clerk of Court Office? Yes ☐ or No ☒  
State job duties and responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

M. Are you currently under and have taken the Oath of Office and/or posted a bond?  
Yes ☐ or No ☒

If yes, explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

N. Have you served as an Elected Official or Parish Agency Head within the last two years?  
Yes ☐ or No ☒

If yes, explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes ☒ or No ☐

If yes, explain: Recreation District 11

Applicant must complete and return this application **along with a copy of their resume** to:

**MS. SUZETTE THOMAS, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL  
POST OFFICE BOX 2768, HOUMA, LA 70361  
E-MAIL: [council@tpcg.org](mailto:council@tpcg.org) or FAX: (985) 873-6521**

New Applicants should submit their application by **9:00 a.m. the Friday prior to the Regular Council Session**. New applicants can view the list of meeting dates on the Parish website [tpcg.org](http://tpcg.org).

Individuals interested in being re-appointed should email *Council Clerk Suzette Thomas* at [suthomas@tpcg.org](mailto:suthomas@tpcg.org) or *Assistant Council Clerk Tammy Triggs* at [ttriggs@tpcg.org](mailto:ttriggs@tpcg.org) to express their wishes with regards to (re)appointment to said positions.

**\*NOTE: Providing false information on this application is grounds for immediate removal from any board or commission.**

  
Signature of the applicant

1. "Personal Economic Benefit" for purposes of this application, shall mean that no applicant or his/her immediate family will receive any economic benefit from the applicant's service on said Board, Committee, or Commission. The applicant's actions/transactions while serving on the Board/Committee/Commission may not result in profits for him/herself or his/her immediate family. A per diem received by the applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of Provision E.

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3. If any applicant is not aware of the meeting requirements of the particular Board/Commission/Committee to which he/she is applying for membership, he/she should determine this information by contacting the respective Board or by contacting the Terrebonne Parish Council Office.

Revision Date: December 9, 2020

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**TERREBONNE PARISH  
COUNCIL**

# RONALD RAINEY SR.

196 Smith Ln. Houma, LA. 70360  
Raineyronald43@yahoo.com

---

## EXPERIENCE

11/2019- CURRENT

SR. LINEMAN, LINETEC

Powerline maintenance, and power outages

10/2013-11/2019

TRUCK DRIVER, SELF EMPLOYED

Transport offshore equipment

## EDUCATION

09/2007

BASIC ELECTRIC, LE FLETCHER

05/ 1983

COLLEGE PREP TERREBONNE HIGH SCHOOL

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JUN 16 2022

TERREBONNE PARISH  
COUNCIL



Wednesday, June 22, 2022

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**Item Title:**

Children and Youth Services Board

**Item Summary:**

**Children and Youth Services Board:** Two (2) vacancies due to resignations and seven (7) expired terms. Rev. Corion D. Gray submits application and resume for consideration. (Representing a Faith Base Organization)

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Notice to the Public	6/16/2022	Cover Memo
Application - Rev. Corion D. Gray	6/16/2022	Cover Memo
Resume - Rev. Corion D. Gray	6/16/2022	Cover Memo



## **“NOTICE TO THE PUBLIC”**

The Terrebonne Parish Council is seeking individuals to serve on various boards, committees, and commissions designed to maintain and improve the quality of life in our community. The agencies in need of members are governmental or quasi-governmental organizations that require people who are familiar with each agency and are willing to give of their time and talents. The Parish Council will consider at its **JUNE 22, 2022, Regular Session** meeting the following vacancies and appointments:

**RECREATION DISTRICT NO. 3A BOARD:** One (1) expired term.

**RECREATION DISTRICT NO. 6 BOARD:** One (1) expiring term on 07-31-22 and one (1) expired term.

**RECREATION DISTRICT NO. 7 BOARD:** One (1) expired term.

**RECREATION DISTRICT NO. 11 BOARD:** Two (2) expiring terms on 07-01-22.

**BAYOU BLUE FIRE PROTECTION DISTRICT BOARD:** One (1) expired term.

**COTEAU FIRE PROTECTION DISTRICT BOARD:** One (1) expired term.

**FIRE PROTECTION DISTRICT NO. 8 BOARD:** One (1) expired term.

→ **CHILDREN AND YOUTH SERVICES BOARD:** Two (2) vacancies (One representing Bayou Area Children Foundation and one representing the Terrebonne Parish Sheriff's Office) due to resignations and seven (7) expired terms (One representing each of the following: City Court, Office of Juvenile Justice, Gulf Coast Teaching and Family Services, DHH Office of Behavioral Health, Options for Independence, Houma Police Department, and a Faith-Based Organization representative).

**TERREBONNE PARISH TREE BOARD:** One (1) vacancy due to a resignation.

**HOUMA HOUSING AUTHORITY:** One (1) expired term.

**HOUMA BOARD OF ZONING ADJUSTMENTS:** One (1) vacancy due to a resignation. (The vacant position is for an Alternate Member)

**SOUTH CENTRAL HUMAN SERVICES AUTHORITY:** One (1) unexpired term due to a resignation.

**T.G.MC/HOSPITAL SERVICE DISTRICT BOARD:** Two (2) expiring terms on 07-31-22. (One representing a Civic Organization and one representing the Chamber of Commerce)

Interested individuals wishing to be appointed to a Recreation Board must be a resident of the Recreation District and be willing to attend regularly scheduled meetings to discuss and take action on matters pertaining to recreational facilities and activities therein.

Anyone nominating an individual or interested in serving on these boards should contact the Council Clerk's Office (985-873-6519) or [council@tpcg.org](mailto:council@tpcg.org). Applicants should download and complete the application on the Parish's webpage at <http://www.tpcg.org> under the Boards, Committees, and Commissions tab. The completed application should be returned to the Council Clerk's Office no later than 4:00 p.m. on the **TUESDAY, JUNE 21, 2022**. A brief résumé and/or letter of interest in serving should also be submitted.

**TAMMY TRIGGS, ASSISTANT COUNCIL CLERK  
TERREBONNE PARISH COUNCIL**

\* \* \* \* \*





TERREBONNE PARISH BOARDS, COMMITTEES, AND COMMISSIONS  
APPLICATION FORM

DATE: 6/6/2022

I, Rev. Corion D. Gray, of full majority age, whose primary  
(Applicant's Name)  
residence and permanent mailing address is 233 Cherbourg Street,  
(Address)  
Houma, LA, 70363, Telephone number is (985) 860-5485,  
(City, State, and Zip Code)  
and E-mail is pastorcdgray@gmail.com, wish to qualify for appointment  
as a member of the Children and Youth Services Board in Terrebonne Parish,  
(Board/Committee/Commission)

State of Louisiana, and states to be correct and true the following:

- A. Applicant has maintained his/her primary residence in Terrebonne Parish at  
233 Cherbourg Street, Houma, LA, 70363 for 20 consecutive years.  
(Primary residential address, City, State, Zip Code) (No. of yrs.)  
Applicant affirms he/she is a registered voter of Terrebonne Parish and resides in Council  
District No. 1.
- B. If applying for membership as a member of a Fire Protection District Board, applicant  
affirms that he/she is a resident property owner/taxpayer of \_\_\_\_\_  
(Fire District)  
and Council District No. \_\_\_\_\_.
- C. If applying for membership as a member of a Recreation District Board, applicant affirms  
that he/she is a resident of the \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_  
(Recreation District)  
and Council District No. \_\_\_\_\_.
- D. Applicant affirms that he/she has not been convicted of a felony Yes ☒ No \_\_\_\_\_.

To the best of his/her knowledge, applicant affirms that he/she will not receive any personal  
economic benefit<sup>1</sup> by serving as a member of Children and Youth Services Board.  
(Board/Committee/Commission)

- E. To the best of his/her knowledge, no member of the applicant's immediate<sup>2</sup> family will  
receive any personal economic benefit<sup>1</sup> from his/her service on  
Children and Youth Services Board.  
(Board/Committee/Commission)

- F. Applicant is aware of the Children and Youth Services Board board criteria and  
attendance requirements. (Board/Committee/Commission)  
Yes \_\_\_\_\_ or No \_\_\_\_\_.

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TERREBONNE PARISH  
COUNCIL

G. Applicant affirms that his/her employment with New Zion Baptist Church  
(Name of Employer)

will not result in any economic gains for business purposes nor does said employment conflict with dual office holding provisions.

H. Are you employed by any Federal, State, or Local Government? Yes \_\_\_\_ or No. ✓  
State job duties and responsibilities:

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I. Are you appointed to any Federal, State, or Local Board/Commission/Committee?  
Yes ✓ or No. \_\_\_\_.

If yes, explain:

Houma Terrebonne Planning and Zoning Commission

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J. Are you elected to any Federal, State, or Local Office? Yes \_\_\_\_ or No. ✓  
If yes, explain:

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K. Are you a Judge, employee, or agent of any Court System? Yes \_\_\_\_ or No. ✓  
State job duties and responsibilities:

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L. Are you a Sheriff, Deputy Sheriff, Assessor or employed by the Assessor, Clerk of Court or employed by the Clerk of Court Office? Yes \_\_\_\_ or No ✓  
State job duties and responsibilities:

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M. Are you currently under and have taken the Oath of Office and/or posted a bond?  
Yes ✓ or No \_\_\_\_

If yes, explain:

I took a oath of office as a Planning and Zoning Commissioner.

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N. Have you served as an Elected Official or Parish Agency Head within the last two years?  
Yes \_\_\_\_ or No ✓

If yes, explain:

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O. Have you served as a member of a Board/Commission/Committee within the last two years?

Yes ☒ or No ☐

If yes, explain: Houma Terrebonne Planning and Zoning Commission

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Applicant must complete and return this application **along with a copy of their resume** to:

**MS. SUZETTE THOMAS, COUNCIL CLERK  
TERREBONNE PARISH COUNCIL  
POST OFFICE BOX 2768, HOUMA, LA 70361  
E-MAIL: [council@tpcg.org](mailto:council@tpcg.org) or FAX: (985) 873-6521**

Applications should be submitted by **9:00 a.m. the Friday prior to the Regular Council Session.**

Applicants should contact the Council Clerk's office to see when the Regular Council Session will be held.

**\*NOTE: Providing false information on this application is grounds for immediate removal from any board or commission.**

*Corwin R. Gray*

\_\_\_\_\_  
Signature of the applicant

1. "Personal Economic Benefit" for purposes of this application, shall mean that no applicant or his/her immediate family will receive any economic benefit from the applicant's service on said Board, Committee, or Commission. The applicant's actions/transactions while serving on the Board/Committee/Commission may not result in profits for him/herself or his/her immediate family. A per diem received by the applicant for his/her service on any board or commission does not constitute personal economic benefit within the meaning of Provision E.

2. "Immediate Family" for purposes of this application means his/her children, the spouses of his/her children, brothers, sisters, parents, spouse, and the parents of his/her spouse.

3. If any applicant is not aware of the meeting requirements of the particular Board/Commission/Committee to which he/she is applying for membership, he/she should determine this information by contacting the respective Board or by contacting the Terrebonne Parish Council Office.

Revision Date: December 9, 2020



# Rev. Corion D. Gray

Senior Pastor/Teacher

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5:29pm

TERREBONNE PARISH  
COUNCIL



*"And I, brethren, when I came to you, came not with excellency of speech or of wisdom, declaring unto you the testimony of God. <sup>2</sup>For I determined not to know anything among you, save Jesus Christ, and him crucified. <sup>3</sup>And I was with you in weakness, and in fear, and in much trembling. <sup>4</sup>And my speech and my preaching was not with enticing words of man's wisdom, but in demonstration of the Spirit and of power: <sup>5</sup>That your faith should not stand in the wisdom of men, but in the power of God."*

*~1 Corinthians 2:1-5*





## ***Experience as a Youth & Young Adult Pastor***

### **Experience as a Youth & Young Adult Pastor**

Launching over 10 years ago as a timid Assistant Pastor, offering much experience in inspiring youth and building positive relationships. Pastor Gray is highly accomplished in leading large youth and young adult groups during church-wide youth initiatives, while maintaining a personal commitment to Christ and Christian education. Pastor Gray is widely known around the State as a 21st Century VISIONARY who is Mission-oriented, action oriented and has been notably successful in developing robust youth ministry programs, as he is attributed to growing Mt. Calvary Baptist Church, New Iberia (Mark E. Lewis, Pastor) Chosen Youth Ministry to over 230 Children in the first year, and an Annual Sunday School/Youth Discipleship Training Course attendance to over 120 kids per Sunday and Thursday. He has also cultivated, trained and administered many adults into their calling as Leaders in the Youth Ministry.

### **Experience as a Senior Pastor**

On March 7, 2018 Pastor Gray was elected Senior Pastor of the New Zion Baptist Church, With a stunning unanimous vote, deeming all in favor of Pastor Gray he was elected as the 10th and Youngest Pastor in the 160th Year History of the New Zion Church.

Pastor Gray quickly began working in the soil of the ministry. In Gray's first week a mass choir was established with 25 members joining. In addition, a church logo was designed, a Church Motto, Vision, and Mission statement was declared, the Pulpit and Choir loft was remodeled totally,, church social media accounts were published, an online giving system was designed, the finance office was relocated and remodeled, Screen monitors were added to the sanctuary, a sound and media room were designed, and a state of the art sound system was installed.

The Youth Ministry was founded while branded the name "Ignite Youth Ministry" along with a Leadership Team and a Youth Pastor. In the first year of leadership, a Praise and Worship Team was appointed to the worship service, over 50 souls were baptized, 5 additional Deacons were appointed, and 3 Deaconess. Pastor Gray founded a Global and at Home Mission Fund, selected Annual Giving Campaign teams, refurbished the Christian Education Ministry and Sunday

School Ministry, and launched a "Refuel" Mid-Week Worship Service. Under Pastor Gray's 3 year tenure Bible Study attendance has increased to over 100 people. Church Attendance has grown extensively from an average 38 in attendance to over 450 in attendance during our Sunday Worship.

In the Spring of 2019 "The Year of Commitment", led by Pastor Gray the Church hit the ground running with the Spread Hope Initiative which entailed the "Fishers of Men Project" in which each Saturday, the Fishers of Men team, led by mostly "Ignite Youth, and R3 Young Adults" evangelized door to door, reaching 250 homes. This initiative led approximately 60 families to Christ, and over 28 families and individuals to join our Church family. In 2020 in the midst of a Global Pandemic Pastor Gray launched "Vision 2020-Operation build for our Future". This Vision was composed of and entailed a Church-Wide and Community wide Youth Empowerment. Running with the Vision, our Youth Pastor began Ignite Youth Church, which by March of 2020 housed worship, the word and games for over 100 Kids each Sunday in the Church Education Building. In addition, a Christian ChildCare facility was the main vision for Pastor Gray, and in the Summer of 2020 our Church purchased a 5000 square foot Child Care center, in West Houma which Pastor Gray named the Hope Christian Academy. The two building Academy now operates fully housing over 50 kids from ages 6weeks to 4 years old. As we journey towards 2022 the Vision for Hope Christian Toddler and Head start Academy which will be housed on our Church Campus is underway, and will be fully operational by the fall of 2021.



## **Skills**

Church Growth, Operations management, Community Leaders Relationships building, Prophetic Voice, Administrative Excellence, Spiritual leadership, Youth ministry, Children's ministry, Volunteer management, Congregational Care, Pastoral counseling, New member assimilation, Spiritual instruction, Decision Maker, Disciple-Maker, Mercy Ministry, Public speaking, Spiritual cultivation, Biblically based Membership, oversight of Records, oversight and accuracy, Goal-oriented, Managerial Skills, Budgeting and finance background, Advertising, Negotiations, Effective, Strong PR background, Flexible, Christian Education Director, Conflict resolution, Decisive and Reliable.

## **Work History**

### **~Current**

**Senior Pastor/Teacher, New Zion Baptist Church-Houma, LA**

### **~Past**

**Special Education Educator, School for Exceptional Children- Houma, LA**

**Assistant Football Coach, Oaklawn Middle School- Houma LA**

**Student Behavioral Interventionist Lafayette Middle School – Lafayette, LA**

Assisted the Asst. Principal to address discipline issues. Served as a positive role model for students, and colleagues. Chaperoned school dances, and activities each semester. Attended faculty staff meetings each month and served on the PBS Committee. Supervised 7th & 8th Grade Detention. Coached as Lions

**Football Team Defensive Coordinator.**

**Physical Education Assistant Intern Lafayette Renaissance Charter Academy – Lafayette, LA**

Planned and led activities to develop students' physical, emotional and social growth. Assisted the classroom teacher in supervising snack time and indoor and outdoor play.


**Youth Pastor- Greater Mt. Pilgrim Baptist Church, Youth Ministry – Donaldsonville , Louisiana (LA)**

Led programs such as worship, study, fellowship and service opportunities. Led outreach initiatives to reach the unchurched, inactive or new residents in community.mission. Oversaw administration and management of all areas of ministry. Created fundraising strategies tied to the Church's Youth mission, programs, and goals.

**Youth Pastor Mt. Calvary Baptist Church – New Iberia , LA**

Served as CEO to 20 Board Members, and 15 Youth Christian Education Teachers. Served as General Overseer to 225 Children, Youth and Young Adults. Raised congregational awareness of needs and the contributions of youth to the church. Led programs such as worship, study, fellowship and service opportunities. Led outreach initiatives to reach out to unchurched, inactive or new residents in





community. Officiated special services such as weddings, funerals, baptisms and nursing home services. Oversaw administration and management of all areas of ministry. Provided youth pastoral care through visitation, counseling, prayer and worship services.

comprehensive fundraising proposals. Created fundraising strategies tied to Chosen Youth Ministry's mission, programs, and goals. Researched possible grants and created proposals to submit along with grant applications.

**08/2016 to 05/2017**

Mainly served as Behavioral Intervention to a Male student with high discipline issues and had been put out of

**07/2017 to 2018**

Supported 3 Coaches in implementing a developmentally-appropriate curriculum for a group of students.

**07/2015 to 03/2016**

Planned and conducted worship services, wrote sermons and worked with key church leaders to carry out church  
Supervised associate pastors and staff leading education, youth, pastoral care and older adult ministry programs.

**Education**

High School Diploma: 2015 Ellender Memorial High School - Houma, LA

Secondary Education- English Language Arts 2021 Nicholls State University - Thibodaux, LA



## **Accomplishments**

Co Founder- "Thou Shall Not Kill" Nonviolent Foundation  
Past President & CEO- True Royal Praisers Outreach Ministries INC.  
Past President- iLead Youth Leadership Conference, Terrebonne Parish  
Founder- Boys to Men Mentoring Club, Houma LA  
Director- 2014-2016 Terrebonne Parish NAACP Junior Youth Council  
Chairman-IGNITE Youth & Leadership Conference New Iberia, LA  
Past Executive Board Member- Terrebonne Parish NAACP Adult Chapter  
Former Youth Minister- Terrebonne Parish NAACP Youth Council  
Lead Advisor- Assumption Parish B.L.O.C & Beta Lambda Omega Chi Youth Fraternity  
Founder/Lead Mentor Tru Leadership Mentoring Academy  
Executive Director-Westgate High School CHOSEN Mentoring Program  
Co Founder- Bayou Saints Athletic Association  
Instructor - Louisiana Missionary Baptist State Convention Congress of Christian Education  
Instructor- Louisiana Missionary Baptist State Convention Youth Rally 2017  
Founder/Mentor-HUDDLE MENTORING PROGRAM Grand Caillou Middle & Oaklawn Jr. High School (est 2018)  
Director- Louisiana Missionary Baptist State Convention Youth Congress of Christian Education  
Chairman- Terrebonne Parish Black Lives Matter Coalition

## **Awards**

Frank W. Kidd Community Service Award  
Lieutenant Governor Billy Nungesser Louisiana Volunteer Service Award  
LOC Advisor Award Delta Sigma Theta Sorority Public Service Award  
Louisiana Missionary Baptist Association Dean's Award  
Lambda Omega Chi Community Service Award  
Terrebonne Parish Consolidated Government Community Hero Award  
Terrebonne Parish Council MLK "Drum Major for Justice Award"  
Terrebonne Parish Juvenile Justice Complex Mentor Award  
Terrebonne Parish Black History "Distinguished Scholar" Award  
Terrebonne Parish Chamber of Commerce Prominent Citizen

## **Affiliations**

Future Business Leaders of America Executive Board  
National Baptist Convention USA Inc.  
Louisiana Missionary Baptist State Convention (Youth Congress Director)  
Union Sixth District Missionary Baptist Association  
Fifth District Missionary Baptist Association  
Louisiana Baptist Ministerial Alliance  
Leaders of our Communities INC.  
Terrebonne Parish Diversity & Inclusion Task Force  
Terrebonne Parish Chamber of Commerce  
Targert 23 Coalition  
NAACP  
Houma United Against Homicide  
Black Wall Street USA



## Certifications

Louisiana Volunteer Coalition  
Ordination to the Gospel Ministry  
LHSCA Football Coaching Certification  
Youth Director Certification

## Doctrinal Belief

I solemnly believe in the Trinity (GODHead) which is God the Father, who with sovereign hands created and rules over all things, Jesus only begotten of the father full of grace and truth, who became hypostatic, as fully man while occupying His position as God, and to offer eternal life to those who would repent, believe and faithfully obey him, and the Holy Spirit, who is actively working even now in the lives of believers as comforter and guide (Matthew 28:19). I believe the Bible to be the infallible and inspired Word of God sufficient for all the universal Church's needs, including primarily its growth in holiness and salvation unto the Lord. I also am in agreement with the Baptist Doctrinal beliefs and ordinances.

## Salvation Statement/Call to Ministry

I was raised in a Christian home, where my parents taught me the gospel of Christ at a young age. I confessed my belief in the Lord Jesus Christ because He graciously called me to repentance and belief through the Pastor and our church's faithfulness in preaching and teaching the Gospel of the Lord Jesus Christ; I was baptized at age 8. Soon thereafter, God graciously grew me in the wisdom of His Word through studying, prayer, devotion and the faithful preaching of His Word; I have been seeking to grow and be more obedient to His Gospel ever since. I received my call to ministry at 11 years old after a burning deep within since a young boy to preach, and stood to deliver my initial sermon at 12 years old on August 7, 2009. I can sincerely say without a doubt that I desire to do nothing else but preach and teach the Gospel of Jesus Christ and oversee, Shepherd and love the souls of the Church of our Lord.

## Ministry Statement

It is my sincere belief that as Pastor I must shepherd the flock of God by lovingly caring for it. It is my responsibility to model the love that the Good Shepherd, our Lord Jesus, has for His flock. Jesus Christ says in John 10:14, "I am the good shepherd. I know my own and my own know me." He knows each sheep and cares deeply for each sheep. By the strength of Christ, an under-shepherd must model this love by smelling like the sheep. Paul emphasizes that pastors are to oversee the flock of God with love and compassion, and he challenges the Ephesian Elders in Acts 20 to care for the flock because ultimately it is God's flock. One of the primary means that elders care for the flock is prayer. We see in Acts 6 that prayer is to accompany the ministry of the word and that the pastor must be devoted to its practice. But we also see in James 5:14 that Pastors are specifically to pray for those with physical and spiritual ailments. This necessitates a relational component to pastoral ministry. A pastor must know his sheep, he must be willing to do life with his sheep, he must be ready to counsel his sheep. But it is not the solely the pastor's responsibility to do this work. One of the ways the pastor cares for the sheep is to equip the body for the work of the ministry (Eph 4:11-12) so that the sheep can learn to carry each other's burdens (Gal 6:1-2). The wise pastor, therefore, will equip his church to be a people who learn to counsel one another with the Word of God.

A biblical Pastor must shepherd the flock by faithfully feeding it.  
A biblical Pastor must shepherd the flock by boldly leading it.  
A biblical Pastor must shepherd the flock by lovingly caring for it.  
A biblical Pastor must shepherd the flock by courageously protecting it.  
A biblical Pastor must shepherd the flock by equipping it.



Let me conclude with a brief statement about the ultimate aim of shepherding biblically. I believe that a biblical shepherd exists to make mature and mobilized disciples of Jesus Christ through the gospel of Jesus Christ for the glory of Jesus Christ. This philosophy of discipleship is represented in the chart to the right. I believe that biblical discipleship results in people who joyfully take the gospel to the ends of the earth. I believe that biblical discipleship results in people who desire to glorify God by treasuring and enjoying Him above all other things.

Ultimately, as a shepherd works tirelessly to see those under his care become mature in Christ, he must acknowledge that any and all work carried out in through his ministry is ultimately God's work and thus God gets all the glory:

Him we proclaim, warning everyone and teaching everyone with all wisdom, that we may present everyone mature in Christ. For this I toil, struggling with all his energy that he powerfully works within me. (Colossians 1:28-29)



## Ministerial References

### **Pastor Mark E. Lewis**

Senior Pastor, Mt. Calvary Baptist Church New Iberia, LA (985-360-9122)

### **Dr. Jimmy Stevens**

Director of LMBSC Foreign Mission/ President Lake Charles Bible College Lake Charles, LA (337-304-3476)

### **Pastor Carl F. Lewis**

President, Union Sixth District Association Franklin, LA 1(409)781-8137

### **Pastor Howard Smith Jr**

Senior Pastor, Residence & Third Zion Baptist Church Houma Raceland, LA (985-713-4597)

### **Dr. James Allen Sr**

Senior Pastor, Mt. Pilgrim Baptist Church Gibson, LA (985-873-8589)

### **Dr. James L. Boatner III**

Senior Pastor, New Salem Baptist Church Monroe, LA (318-557-5368)

### **Dr. Freddie G. Brown**

Dean of LMBSC Congress of Christian Education Lake Charles, LA (337-274-4052)

### **Dr. Robbie D. Williams**

President of United Theological Seminary, Monroe LA (318-547-6331)

### **Pastor Dale Sanders Sr.**

Pastor of Fifth African & Second New Guide Baptist Church, New Orleans LA(504-427-6735)

### **Bishop Herbert K. Andrews**

Senior Pastor, Beacon Light Baptist Church, Houma LA (504-616-4240)

### **Dr. Moses S. Gordon Jr.**

Senior Pastor, Fellowship Baptist Church, New Orleans LA (504-450-8289)

### **Dr. Moses S. Gordon III**

Greater Pleasant Green/First African Baptist Churches, New Orleans LA (504-908-3899)

### **Dr. Lionell Griffin**

Fifth District Missionary Baptist Association, Houma, LA (985-209-5898)

### **Pastor Rodney Johnson**

Historic Bethlehem/ Bell Baptist Churches of Hahnville, LA (504-451-8693)



Wednesday, June 22, 2022

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**Item Title:**

Notice to the Public

**Item Summary:**

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**Coteau Fire Protection District Board:** One (1) expired term.

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Notice to the Public

**Upload Date**

6/16/2022

**Type**

Cover Memo

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**TAMMY TRIGGS, ASSISTANT COUNCIL CLERK  
TERREBONNE PARISH COUNCIL**

\* \* \* \* \*

Category Number: 7.  
Item Number: A.



Wednesday, June 22, 2022

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**Item Title:**

GIS Engineering, LLC

**Item Summary:**

GIS Engineering, LLC

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**ATTACHMENTS:**

**Description**

GIS Engineering, LLC

**Upload Date**

6/14/2022

**Type**

Report

# TERREBONNE PARISH CONSOLIDATED GOVERNMENT



## ENGINEERING REPORTS

MAY 2022

Prepared By:



**ENGINEERING** LLC



**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**PROJECT STATUS REPORT**  
**GIS Engineering, LLC**



May 31, 2022

<b>1. PROJECT COORDINATOR:</b>	Kevan Keiser, P.E.
<b>2. CONSTRUCTION MANAGER:</b>	Joseph Chauvin
<b>3. PROJECT:</b>	
a. Parish Project No.	16-SEW-13
b. GIS Project No.	39130-1012/1013
c. Title	Renovations of Afton, Ardoyne, and Naquin Sewer Lift Stations - Naquin
<b>4. PROFESSIONAL AGREEMENT</b>	
a. Date of Original Agreement	May 23, 2016
b. Type (Hourly, Lump Sum, %)	Lump Sum and T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$156,691.00
ii. Current Budgeted Level	\$156,691.00
iii. Remaining to be Earned at Current Budgeted Level	\$9,088.48
iv. Earned to Date	\$147,602.52
<b>5. PLAN PREPARATION STATUS</b>	
a. Right-of-Way	Completed
b. Soil Survey	N/A
c. Field Survey	Completed
d. Preliminary Plans	Completed
e. Final Plans	Completed
f. Estimated Bid Date	Completed
g. Estimated Cost of Construction	
Afton & Ardoyne	\$264,000.00
Naquin	\$460,000.00
<b>6. CONSTRUCTION STATUS</b>	
a. Actual Bid Date	June 29, 2021
b. Contractor	LA Contracting Enterprise, LLC
c. Contract Amount	\$624,353.86
d. Date Work Order Issued	November 1, 2021
e. Total Contract Time	315 Days (As of Change Order No. 1)
f. Scheduled Completion Date	September 11, 2022
g. Time Elapsed	211 Days
h. Project Complete	55%
i. Estimates Paid to Date	\$344,047.81
<b>7. REMARKS</b>	
<b>Naquin Station</b>	
- Completed the sewer force main piping;	
- Installed five (5) sanitary sewer service wyes;	
- Installed rebar for concrete slab and fence columns near the new sewer lift station;	
- Change Order No. 1 was approved by TPCG. The change order added 135 days to the contract and increased the contract value by \$9,421.86;	
- Installed manhole trough for manhole A1;	
- Backfilled earthen material between drainage line and manhole A1;	
- Installed and painted discharge pipe at the sewer lift station;	
- Installed 60' of sewer force main from lift station to curbside on Naquin Street;	
- Installed electrical panel rack support for station;	
- Installed conduit from electrical panel rack to lift station;	
- Set footings for fence post around the perimeter of the lift station;	
- Excavated earthen material to install conduit from control panel to telemetry system;	
- Installed sewer line from Station 6+00 to manhole A1;	
- Installed RCP pipe and two columns for drainage system near manhole A1.	
- Change Order No. 1 is pending approval by TPCG.	
- Prepared base and installed gate valve in lift station.	
- Broke concrete and excavated earth material from manhole A2 to the lift station.	



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- Identified gas, drainage, and water line for gravity sewer run from manhole A2 to the lift station.
  - Installed 20' of 12" PVD pipe for sanitary sewer line from curbside too manhole A2.
  - Installed sanitary sewer line, drop connection, and a new service connection to manhole A2.
  - Installed 10" PVC Pipe for sanitary sewer line from manhole A1 to manhole A2.
  - Installed temporary drainage line at manhole A1.
  - Installed manhole A1 and backfilled earthen material in the area.
  - Installed hydraulic cement to leakage area in lift station.
  - Contractor mobilized crew and equipment on Monday February 14, 2022.
  - Contractor installed Traffic Control signage along the construction route.
  - Contractor excavated wet well location and installed lift station.
  - Contractor saw cut Hobson and Naquin Street for pavement removal.
  - Contractor installed 12" PVC pipe from life station to Hobson Street.
  - Contractor installed coating on lift station.
  - Contractor installed 54' of PE pipe for sewer force main from Station 2+00 to Station 3+00.
  - Contractor installed temporary sewer force main from Station 1+00 to Station 2+00.
  - The first monthly progress meeting was held with the client and contractor on December 7, 2021. From this meeting, the pumps are the critical item to get in. They are expected to be in toward the end of February. Because of this lead-time, the contractor will not start on the project until the end of January to minimize the bypass pumping. GIS is in close coordination with LA Contracting.
  - Contractor has begun to submit RFI's and Submittals for review and approval.
  - Notice to Proceed was issued on November 1, 2021.
  - A Pre-Construction Meeting was held on August 19, 2021.
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ENGINEERING LLC

TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC



May 31, 2022

1. PROJECT COORDINATOR:	Laura Barnes, P.E.
2. CONSTRUCTION MANAGER:	Laura Barnes, P.E.
3. PROJECT:	
a. Parish Project No.	16-DRA-25
b. GIS Project No.	39130-1022/1023
c. Title	Petit Caillou Drainage Project
	Construction Phase

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	May 31, 2016
b. Type (Hourly, Lump Sum, %)	Lump Sum and T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$1,487,772.03
ii. Current Budgeted Level	\$1,487,772.03
iii. Remaining to be Earned at Current Budgeted Level	\$(8,487.53)
iv. Earned to Date	\$1,494,259.56

5. **PLAN PREPARATION STATUS**

a. Right-of-Way	Completed
b. Permits	Completed
c. Soil Survey	Completed
d. Field Survey	Completed
e. Preliminary Plans	Completed
f. Preliminary Design Plans	Completed
g. Final Plans	Completed
h. Estimated Bid Date	August 6, 2019
i. Estimated Cost of Construction for Base Bid	\$7,420,261.00
Estimated Cost of Construction for Bid Add 1 – Automatic Trash Rakes	\$650,000.00
Estimated Cost of Construction for Bid Add 2 – Generator System Diesel	\$50,000.00

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	August 13, 2019
b. Contractor	Sealevel Construction
c. Contract Amount	\$8,027,151.35
d. Date Work Order Issued	February 10, 2020
e. Total Contract Time	514 Days
f. Scheduled Completion Date	July 7, 2021
g. Time Elapsed Days	514 Days
h. Project Complete	100%
i. Estimates Paid to Date	\$8,027,151.35

7. **REMARKS**

- With the exception of one-year warranty and Ida related repairs, the project is closed-out.
- GIS continues to coordinate with Sealevel on delivery of long lead time replacement electrical components, Pump #3 repairs, Motor #1 repairs, and Motor #4 repairs.
  - o Both motors are repaired. The Hurricane Ida damaged motor will be delivered to TPCG as their spare and the Warranty motor will be reinstalled when the repaired Pump #3 returns.
  - o The new transfer switch/switch gear, and other required electrical components that were damaged during Hurricane Ida are pending delivery, anticipated in June 2022.
- The pump that was damaged during Hurricane Ida has arrived at Cascade in California for inspection and repairs. Sealevel is completing the ring seal replacements on the (3) operational pumps the week of 5/9/2022.
- The back-up generator, three of the four pumps, and all trash rakes remain operational.
- TPCG has notified GIS that they wish to proceed with the Generac generator swap from the Houma Power Plant, which will require fuel tank relocation and elevated platform modifications at the site, as well as associated electrical work at both the site and the power plant. GIS is prepared to facilitate this project if needed.



ENGINEERING LLC

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**PROJECT STATUS REPORT**  
**GIS Engineering, LLC**

May 31, 2022



1. **PROJECT COORDINATOR:** Kevan Keiser, P.E.
2. **CONSTRUCTION MANAGER:**
3. **PROJECT:**
  - a. Parish Project No. 17-DRA-42
  - b. GIS Project No. 39130-1071/1072
  - c. Title Bayou Terrebonne Drainage Project
    - Phase I: Bayou Cane Pump Station
    - Phase II: Ouiski Bayou Levee
    - Phase III: Ellendale Levee

Final Design Phase

**4. PROFESSIONAL AGREEMENT**

- |   |                  |
|---|------------------|
| a. Date of Original Agreement                         | November 1, 2017 |
| b. Type (Hourly, Lump Sum, %)                         | Lump Sum & T&M   |
| c. Fees   |                  |
| i. Total Estimated (Basic & Additional)               | \$1,972,393.00   |
| ii. Current Budgeted Level                            | \$1,972,393.00   |
| iii. Remaining to be Earned at Current Budgeted Level | \$243,604.61     |
| iv. Earned to Date                                    | \$1,728,788.39   |

**5. PLAN PREPARATION STATUS**

- |                                   |                |
|-----------------------------------|----------------|
| a. Right-of-Way                   | In-Progress    |
| b. Soil Survey                    | Completed      |
| c. Field Survey                   | Completed      |
| d. Preliminary Plans              | Completed      |
| e. Final Plans                    | Completed      |
| f. Estimated Bid Date             | TBD            |
| g. Estimated Cost of Construction | \$9,500,000.00 |

**6. CONSTRUCTION STATUS**

- |                              |     |
|------------------------------|-----|
| a. Actual Bid Date           | TBD |
| b. Contractor                | TBD |
| c. Contract Amount           | TBD |
| d. Date Work Order Issued    | TBD |
| e. Total Contract Time       | TBD |
| f. Scheduled Completion Date | TBD |
| g. Time Elapsed Days         | TBD |
| h. Project Complete          | TBD |
| i. Estimates Paid to Date    | TBD |

**7. REMARKS**

- Final Design Phase Bayou Cane Pump Station:
  - Final plans and specifications (with electrical drawings and specs) were delivered to TPCG on December 23, 2020.
- Final Design Phase Ouiski Bayou Levee:
  - GIS delivered the 95% Design Drawings and Specifications to TPCG on Tuesday, May 4, 2021.
  - GIS completed drawing the detail drawings of the steel sump box for the submersible pumps and the aluminum headwall for the water control structures.
  - GIS completed the electrical drawings for the Savanne Road Lift Stations. GIS and Entergy will revisit the electrical plans once construction begins.
  - GIS is working on a Final Design deliverable that does not include dredging of Ouiski Bayou and that includes the TPCG borrow pit.
  - GIS received a document of the layout of the TPCG provided pump control panel. GIS will incorporate this into the Final Design Plans and Specs. Upon completion, GIS will resubmit the plans and specs to TPCG.
  - GIS held a meeting with TPCG to go over the project, and TPCG requested a few changes and additions to be made to the current plans. GIS is currently working on these requested changes.
- Final Design Phase Ellendale Levee:
  - GIS began work on the Preliminary Drawings, Report, and Cost Estimate.
  - The survey that was performed by MPH has been completed. GIS is currently waiting on the survey data.
  - All landowners that will be affected by the levee construction have been gathered for permitting purposes.
  - GIS contracted Eustis Engineering to collect Geotechnical Data in the project area. Eustis has begun to gather the data needed, but most of the existing levee needs to be cleared for access. GIS is in coordination with TPCG on clearing the levee.

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- Hydraulic Modeling – 1-1B:

- GIS submitted FTN's modeling results along with a technical memo with analysis and recommendations on April 2, 2020.

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- Permitting:

- GIS submitted the Coastal Use Permit Application to LDNR on October 1, 2020.
- GIS has revised plats and responded to comments that were received from LDNR on March 31, 2021. GIS submitted the revisions and comments on April 14, 2021.
- The Water Quality Certification application has been approved as of September 21, 2021.
- GIS completed a wetland assessment and a report is currently being prepared.
- LDNR requested a contingency plan, a habitat map, and a pre and post construction monitoring plan. These documents have been submitted to LDNR.
- GIS submitted revised permit drawings to LDNR. These permit drawings do not include dredging of Ouiski Bayou. Since sending the revised drawings to LDNR, GIS has received and responded to comments from LDNR.
- The HMIA has been approved by LDNR.
- GIS has received a mitigation letter.
- GIS is currently coordinating with USACE to get a wetland determination from them. USACE submitted a list of questions and comments about the permit drawings and application. GIS answered their questions and comments and resubmitted the document to USACE.

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- Gauge Installation and Monitoring:

- GIS continues to monitor the (5) five monitoring stations along Bayou Terrebonne.
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ENGINEERING LLC

**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC**



May 31, 2022

<b>1. PROJECT COORDINATOR:</b>	Kevan Keiser, P.E.
<b>2. CONSTRUCTION MANAGER:</b>	Joseph Chauvin
<b>3. PROJECT:</b>	
a. Parish Project No.	18-SEW-02
b. GIS Project No.	39145-1092/1093
c. Title	Martin Luther King Boulevard Sanitary Sewer Project

**4. PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	March 19, 2018
b. Type (Hourly, Lump Sum, %)	Lump Sum & T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$264,417.49
ii. Current Budgeted Level	\$264,417.49
iii. Remaining to be Earned at Current Budgeted Level	\$667.00
iv. Earned to Date	\$263,749.93

**5. PLAN PREPARATION STATUS**

a. Right-of-Way	Completed
b. Permits	Completed
c. Soil Survey	Completed
d. Field Survey	Completed
e. Preliminary Plans	Completed
f. Final Plans	Completed
g. Estimated Bid Date	June 2021
h. Estimated Cost of Construction	\$850,000

**6. CONSTRUCTION STATUS**

a. Actual Bid Date	June 8, 2021
b. Contractor	LA Contracting Enterprise, LLC
c. Contract Amount	\$1,070,173.00 (As of Change Order No. 1)
d. Date Work Order Issued	October 12, 2021
e. Total Contract Time (Days)	213 Days (As of Change Order No. 1)
f. Scheduled Completion Date	May 12, 2022
g. Time Elapsed (Days)	231 Days
h. Project Complete (%)	76%
i. Estimates Paid to Date (\$)	\$816,070.89

**7. REMARKS**

- Installed fence and gate post along the property boundaries;
- Concrete pour is scheduled for June 2, 2022;
- Completed the concrete for the curves at the Osaka and Walk-Ons driveway;
- Poured concrete foundation for telemetry poles;
- Installed footings and pipe for control panel at sewer lift station area;
- Cleaned and prepared all sanitary and force main lines for the CCTV testing with subcontractor;
- Pressured tested all MHS;
- Excavated earthen material and installed sewer service connection at Station 30+96;
- Installed 130' of 6" PVC pipe for sewer force main from Station 20+00 to lift station;
- Installed grout on tops of manholes A2 and A3;
- Cleaned and drained inside of lift station;
- Installed base for pump system inside sewer lift station;
- Installed discharge pipe at sewer lift station;
- Contractor graded proposed driveway from manhole B1 to lift station;
- Broke concrete for at Synergy Center Blvd. for sewer service installation;
- Installed 63' of 6" PVC for sewer service connection from Station 30+75 to Synergy Bank;
- Pressure tested sewer lines.
- Excavated earthen material and installed sewer service connection at Station 30+96;
- Installed 130' of 6" PVC pipe for sewer force main from Station 20+00 to lift station;
- Installed 42' of 12" PVC pipe for sanitary sewer line from existing driveway to manhole D2.
- Installed 108' of 12" PVC pipe for sanitary sewer line from manhole C1 to manhole C2.

- Installed 129' of sanitary sewer piping from lift station to manhole B1.
- Installed 42' of sanitary sewer piping from manhole B1 to existing driveway.
- Installed 130' of 6" PVC for sewer force main from Station 20+00 to the lift station location.
- Installed sanitary sewer pipe from temporary driveway to manhole C3.
- Installed sewer service connection at the temporary driveway.
- Installed sewer service connection near manhole D2.
- Installed sewer service between manhole C1 and manhole C2.
- Installed sewer service between manhole C3 and manhole C1.
- Received dirt material at MHD2 and MHD2 area.
- Installed 182' of 12" PVC pipe for the sanitary sewer line from MHD1 to MHD2.
- Installed sewer force main from Station 19+00 to Station 20+00.
- Installed sewer force main line from Station 17+00 to release valve at Station 19+00.
- Installed air release valve at Station 19+00.
- Installed drop connections for sanitary sewer line and MHC1.
- Installed 24' of 12" SDR35 PVC from MHC1 to Station 28+00.
- Installed sanitary sewer line to MHC1 and to Station 28+00.
- Installed 140' of 6" PVC sewer force main line from Station 14+43 to Station 17+43.
- Contractor ran sewer force main line from release valve from Station 14+43 to Station 15+43.
- Installed sewer force main line pipe from Station 12+43 to Station 13+34.
- Completed the jack and bore of the 24" steel casing beneath MLK.
- Manhole B-1 has been installed next to the proposed lift station driveway.
- Manhole B-2 has been installed approximately at Station 19+15.
- Manhole B-3 has been installed approximately at Station 16+14.
- Set approximately 446 of the 6" B sewer line (heading toward the Murphy Express Gas Station).
- Completed the jack and bore of the 24" steel casing beneath running parallel to Osaka.
- Installed the sewer line from Manhole A-3 to Manhole A-4.
- Manhole A-3 has been installed.
- The gravity sewer pipe was extended to manhole A-3.
- The service stub-outs have been installed at Station 7+00 and Station 10+10.
- The gravity sewer line was installed over the existing drainage pipes the cross MLK.
- A 24"x34' steel casing was jack and bored under the Microtel driveway.
- A 24"x82' steel casing was jack and bored under THE LANDING driveway.
- A 12"x35' steel casing was installed for the 6" force main passage under the driveway to the Wingate.
- Two (2) 12"x45' steel casings were installed for the 6" force main passage under the driveway to the Murphy Express.
- Contractor began construction layout on the project site.
- Contractor laid out traffic signage and traffic cones at the project site.
- Contractor mobilized equipment to the project site on Monday, November 22, 2021.
- Notice to Proceed was issued to LA Contracting Enterprise, LLC on October 12, 2021.
- A Pre-Construction Meeting was held on August 19, 2021.



**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC**



**May 31, 2022**

- 1. PROJECT COORDINATOR:** Christopher Jeanice, P.E.
- 2. CONSTRUCTION MANAGER:** \_\_\_\_\_
- 3. PROJECT:**
- a. Parish Project No. 18-LOCK-46
- b. GIS Project No. 39130-1098/1099
- c. Title Bayou Terrebonne Lock Structure Project  
Construction Phase

**4. PROFESSIONAL AGREEMENT**

- a. Date of Original Agreement August 6, 2018
- b. Type (Hourly, Lump Sum, %) Lump Sum and T&M
- c. Fees
- i. Total Estimated (Basic & Additional) \$1,741,735.00
- ii. Current Budgeted Level \$1,741,735.00
- iii. Remaining to be Earned at Current Budgeted Level \$(53,139.35)
- iv. Earned to Date \$1,794,874.35

**5. PLAN PREPARATION STATUS**

- a. Right-of-Way Completed
- b. Permits Completed
- c. Soil Survey Completed
- d. Field Survey Completed
- e. Preliminary Report Completed
- f. Preliminary Design Report Completed
- g. Final Design Report Completed
- h. Estimated Bid Date May 7, 2019
- i. Estimated Cost of Construction (w/ 10% Contingency) – Base Bid \$10,810,000.00
- Estimated Cost of Construction for Bid Add 1 (Walkway between 2 gates) \$ 105,000.00
- Estimated Cost of Construction for Bid Add 2 (Additional Control Location) \$ 170,000.00
- Estimated Cost of Construction for Bid Add 3 (Spare Parts) \$ 200,000.00

**6. CONSTRUCTION STATUS**

- a. Actual Bid Date May 7, 2019
- b. Contractor Sealevel Construction, Inc.
- c. Contract Amount \$8,266,213.22 (As Per Balancing Change Order No. 6)
- d. Date Work Order Issued August 1, 2019
- e. Total Contract Time 685 Days (As Per Change Order No. 5)
- f. Scheduled Completion Date June 15, 2021
- g. Time Elapsed 786 Days
- h. Project Complete 100%
- i. Estimates Paid to Date \$8,252,213.22

**7. REMARKS**

- a. The clear lien was received from Sealevel Construction, with \$14k in retainage remaining to be paid when items are complete.
- b. Sealevel has replaced the damaged light pole on the east floodwall and the reinstalled the transformer stand in the old control room. Delivery of the (3) west floodwall solar lights is pending and will be installed.
- c. The automation and limit switches are also being checked for proper functionality.
- d. On 5/25, GIS was notified by TLCD that a vessel hit the miter gate bay wall and caused damage to the concrete.
- o On 5/26, GIS met with TLCD at the site to view the video and inspect the damage. On 5/27, GIS met with TLCD and Gulf Inland Reps at the site to inspect the damages.
  - o On 5/27, GIS coordinated to have divers to have an underwater inspection of the damaged gate bay walls performed.
  - o On 5/29, GIS provided a full report of both the above water and below water inspection results. The structural analysis and repair plan is being prepared by GIS for submission to TPCG/TLCD.
  - o It has been determined that TPCG legal is taking the lead on the damages and TLCD will assist as needed, but GIS will continue to coordinate with both parties. Both have declared a State of Emergency for this structure, but it does remain operable at this time.

- On 6/2, GIS, Belzona, TLCD, and TPCG Reps met onsite to further inspect the damages and begin discussing repair plan procedures. Results of the meeting are as follows:
  - GIS will prepare a structural damage assessment report and a repair plan/procedure with an identified repair product. A Belzona product has already been identified as a likely repair.
  - GIS will collect and review the video footage since the opening of shrimp season for a count of vessels, since the structure would have to be closed for navigation during the repairs.
  - Evaluation of the existing floodwalls is nearly complete, with initial indications being that the entire chamber may be able to be pumped-down to the sill elevation of -10' for access to repairs. This would involve installing a needle girder on the south side of the sector gate, one on the north side of the miter gate, and then pump the chamber down for complete access/repairs.
  - The damaged concrete on the west gate bay wall extends to the -10' sill, as indicated by the div inspection.
  - With an emergency declaration in place, GIS will solicit Emergency Bids (Quotes) for these repairs. The plan is to award and have the repair work completed in the off-season for shrimpers (immediately following the close of the season in July).
  - GIS is gathering additional information for both TLCD and TPCG Legal and will coordinate with all parties as progress on the project continues.





TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC



May 31, 2022

1. **PROJECT COORDINATOR:** Christopher Jeanice, P.E.

2. **CONSTRUCTION MANAGER:**

3. **PROJECT:**

a. Parish Project No. 18-DRA-44  
b. GIS Project No. 39130-1112/1113  
c. Title Elliot Jones Pump Station  
Final Design Phase

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement August 6, 2018  
b. Type (Hourly, Lump Sum, %) Lump Sum and T&M  
c. Fees  
i. Total Estimated (Basic & Additional) \$1,593,450.11  
ii. Current Budgeted Level \$1,593,450.11  
iii. Remaining to be Earned at Current Budgeted Level \$278,447.95  
iv. Earned to Date \$1,315,002.16

5. **PLAN PREPARATION STATUS**

a. Right-of-Way Completed  
b. Permits Completed  
c. Soil Survey Completed  
d. Field Survey Completed  
e. Preliminary Report Completed  
f. Preliminary Design Report Completed  
g. Final Design Report Completed  
h. Estimated Bid Date May 2021  
i. Estimated Cost of Construction – Base Bid \$9,400,000.00

6. **CONSTRUCTION STATUS**

a. Actual Bid Date May 27, 2021  
b. Contractor Sealevel Construction, Inc.  
c. Contract Amount \$11,005,997.00  
d. Date Work Order Issued August 5, 2021  
e. Total Contract Time 450 Days  
f. Scheduled Completion Date October 28, 2022  
g. Time Elapsed Days 268 Days  
h. Project Complete 21%  
i. Estimates Paid to Date 2,166,592.18

7. **REMARKS**

- Contractor installed has installed all PPC (Precast Prestressed Concrete) batter piles and PPC discharge piles.
- Contractor completed (2) one-foot lifts of the access road at +9.0 and +10.0 NAVD, with successful compaction testing.
- Waler has been installed on the south sump wall and section of the west and east sump wall.
- Sheetpile has been installed along the south sump wall, SE and SW wing wall. Contractor began cutting the tops to final grade elevation and installed section of sheetpile cap.
- HSS (Hollow Structural Steel) tubing installation is completed. Contractor has welded out the HSS tubing to the PPC piles within the pump station sump.
- Walers have been installed to the eastern and western H-piles, including gussets.



TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC



May 31, 2022

1. **PROJECT COORDINATOR:** Christopher Jeanice, P.E.
2. **CONSTRUCTION MANAGER:**
3. **PROJECT:**
- a. Parish Project No. 18-DRA-55
- b. GIS Project No. 39130-1127/1128
- c. Title Bayou Black Pump Station – Geraldine  
S&R Phase

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	January 15, 2019
b. Type (Hourly, Lump Sum, %)	Lump Sum and T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$297,050.00
ii. Current Budgeted Level	\$297,050.00
iii. Remaining to be Earned at Current Budgeted Level	\$14,582.24
iv. Earned to Date	\$282,467.76

5. **PLAN PREPARATION STATUS**

a. Right-of-Way	TBD
b. Permits	In Progress
c. Soil Survey	In Progress
d. Field Survey	In Progress
e. Preliminary Report	Completed
f. Preliminary Design Report	TBD
g. Final Design Report	TBD
h. Estimated Bid Date	TBD
i. Estimated Cost of Construction – Base Bid (w/o Contingency)	\$9,700,000.00

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	TBD
b. Contractor	TBD
c. Contract Amount	TBD
d. Date Work Order Issued	TBD
e. Total Contract Time	TBD
f. Scheduled Completion Date	TBD
g. Time Elapsed Days	TBD
h. Project Complete	TBD
i. Estimates Paid to Date	TBD

7. **REMARKS**

- GIS is currently awaiting direction from TPCG (budget and desired design option) to move forward to the Preliminary Design Phase.
- GIS has completed the Study and Report Phase Deliverable and was submitted to TPCG on May 17, 2019.
- Permitting Status:
  - Coordination is ongoing with LDNR.
  - OCM Manager has reviewed the response submitted and provided additional comments, included the references mentioned in the responses.
  - Response to the LDNR Permit Analyst comments from along the revisions plats has been sent. The permit analyst has reviewed the comments and has sent them to the OCM Manager for further review.
  - LDNR Permit analyst has requested additional clarification and information on plats.
  - HMIA along with the HydroCAD report was sent to USACE Permit analyst.
  - 408 review completed by USACE Operations section and HMIA was requested by permit analyst.
  - Needs, Justification and Analysis document submitted is being reviewed by the permit analyst.
  - Pump Station Operation Plan was submitted to USACE as requested.
  - Additional changes to the permit plats were made and submitted to the permit analyst as requested.
  - Alternative analysis was prepared and submitted to LDNR along with the revised permit plats.
  - Environmental review is being conducted by USACE.
  - HMIA has been approved by LDNR Hydrologist.
  - Responses to hydrologist's comments has been submitted to the permit analyst.
  - Dredging license was received from LDWF on December 16, 2019 and a copy was forwarded to TPCG, LDNR, and USACE.

- HMIA has been submitted to the USACE for review and approval.
- LDNR Hydrologist has reviewed the HMIA analysis and has requested additional information and analysis results.
- LDNR Field Biologist visited the project site in order to evaluate the wetland areas anticipated to be impacted by the proposed construction activities; his findings will be submitted to the permit analyst accordingly.
- GIS submitted the permit application to the USACE on August 5, 2019.
- GIS submitted the permit application to LDNR on July 22, 2019.

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- S&R Deliverable included preliminary report with 5 design alternatives based on different locations/layout for the proposed pump station. Preliminary report also included background and existing conditions, design considerations, and estimated construction cost and conceptual drawings for each design alternative.

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- GIS has completed preliminary design calculations on sump and discharge for each design option.

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- GIS has identified the electrical supplier in the project area and coordinating with getting a cost estimate of efforts required to provide the required power to the proposed pump station.

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- GIS has reached out to utility companies as there are underground utilities that have been identified in the project area.

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- GIS has compiled existing information in regards to the existing floodwall and barge gate located at the bayou. The Parish has provided information, including As-Builts and previous geotechnical data, which was evaluated accordingly as the proposed pump station will be designed to discharge over the existing flood protection structure.

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- GIS has subcontracted Eustis Engineering for the geotechnical scope of this project. Proposal and scope have been completed and approved. Eustis has completed all borings and laboratory testing.

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- GIS has subcontracted Morris P. Hebert, Inc. for the surveying scope. Survey has been completed and data was used to develop cross-sections and estimated channel dredging and bank line excavation volumes.

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- GIS design team held an internal project kick-off meeting on January 10, 2019.

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TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC



May 31, 2022

1. **PROJECT COORDINATOR:** Christopher Jeanice, P.E.
2. **CONSTRUCTION MANAGER:**
3. **PROJECT:**
  - a. Parish Project No. 19-BRG-25
  - b. GIS Project No. 39130-1183/1184
  - c. Title Hollywood Road Extension Bridge Project  
Final Design Phase

4. **PROFESSIONAL AGREEMENT**

- |   |                  |
|---|------------------|
| a. Date of Original Agreement                         | July 8, 2019     |
| b. Type (Hourly, Lump Sum, %)                         | Lump Sum and T&M |
| c. Fees   |                  |
| i. Total Estimated (Basic & Additional)               | \$352,830.00     |
| ii. Current Budgeted Level                            | \$352,830.00     |
| iii. Remaining to be Earned at Current Budgeted Level | \$73,249.47      |
| iv. Earned to Date                                    | \$170,580.53     |

5. **PLAN PREPARATION STATUS**

- |                                   |             |
|-----------------------------------|-------------|
| a. Right-of-Way                   | In Progress |
| b. Permits                        | In Progress |
| c. Soil Survey                    | Completed   |
| d. Field Survey                   | Completed   |
| e. Preliminary Report             | Completed   |
| f. Preliminary Design Report      | Completed   |
| g. Final Design Report            | Completed   |
| h. Estimated Bid Date             | TBD         |
| i. Estimated Cost of Construction | \$2,200,000 |

6. **CONSTRUCTION STATUS**

- |                              |     |
|------------------------------|-----|
| a. Actual Bid Date           | TBD |
| b. Contractor                | TBD |
| c. Contract Amount           | TBD |
| d. Date Work Order Issued    | TBD |
| e. Total Contract Time       | TBD |
| f. Scheduled Completion Date | TBD |
| g. Time Elapsed Days         | TBD |
| h. Project Complete          | TBD |
| i. Estimates Paid to Date    | TBD |

7. **REMARKS**

- Conference call was held with DOTD and TPCG on May 17, 2022 to discuss permit status. GIS continues coordination with DOTD on getting final permit approved.

- GIS has addressed all comments received by DOTD and resubmitted revised set on April 14, 2022.

- GIS submitted final stamped set of drawings and specifications, addressing all DOTD and TPCG comments received to date, on November 5.

- GIS held meeting with DOTD on November 22 to discuss current project and permit status.

- GIS is coordinating with Mart Black on grant information.

- GIS is currently coordinating with Mr. Vincent Dagate on ROW.

- ROW Mapping has been completed and sealed by GIS. Furnished to appraisers for ROW Acquisition and Negotiations

Permitting:

- USACE Permit is pending approval from USCG. USCG waiting final approval of DOTD Project Permit.
- LDNR Permit was issued on September 9.
- Water Quality Certification was issued on September 14.
- Coordination is ongoing with all permitting agencies and analysis as needed.
- GIS coordinated a cultural resource and archeological survey as required by SHPO in their permit comments. The survey and report has been completed and submitted to SHPO for their review and acceptance. No archeological findings were present in the project site.



TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC



May 30, 2022

1. PROJECT COORDINATOR:	Christopher Jeanice, P.E.
2. CONSTRUCTION MANAGER:	Joe Chauvin
3. PROJECT:	
a. Parish Project No.	19-BLDG-30
b. GIS Project No.	39130-1209
c. Title	American Legion Building

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	September 16, 2019
b. Type (Hourly, Lump Sum, %)	T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$32,606.00
ii. Current Budgeted Level	\$32,606.00
iii. Remaining to be Earned at Current Budgeted Level	\$(5,104.48)
iv. Earned to Date	\$37,710.48

5. **PLAN PREPARATION STATUS**

a. Right-of-Way	N/A
b. Permits	N/A
c. Soil Survey	N/A
d. Field Survey	N/A
e. Preliminary Report	N/A
f. Preliminary Design Report	N/A
g. Final Design Report	N/A
h. Estimated Bid Date	January 2022
i. Estimated Cost of Construction – Base Bid	\$210,000.00

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	January 11, 2022
b. Contractor	1 Priority Environmental
c. Contract Amount	\$112,774.00
d. Date Work Order Issued	May 2, 2022
e. Total Contract Time (Days)	120
f. Scheduled Completion Date	August 29, 2022
g. Time Elapsed Days (%)	36 Days (30%)
h. Project Complete (%)	85%
i. Estimates Paid to Date (\$)	\$0.00

7. **REMARKS**

- GIS continues coordination with the contractor and the American Legion during construction activities.
- Change order was approved by TPCG for the amount of \$112,774.00 for addition asbestos abatement.
- Contractor continues the abatement and remediation.
- Notice to Proceed was issued for May 2, 2022.
- Contractor has begun submitted submittals and RFI's for review by GIS.
- A Pre-Construction meeting is scheduled for April 5, 2022.
- The construction contract was fully executed and recorded.
- A Notice of Award was issued to 1 Priority Environmental Services, LLC on February 15, 2022.
- TPCG approved award of the project to 1 Priority Environmental Services, LLC on February 7, 2022.
- A Bid Evaluation and Award Recommendation was submitted to TPCG for approval on January 29, 2022.
- A Bid Opening was held on January 11, 2022 with one bid being received.
- Addendums No. 1 and 2 were issued.
- A Pre-Bid Conference was held on December 21, 2021.
- Project began advertisement on December 13, 2021



TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC



May 31, 2022

1. **PROJECT COORDINATOR:** Mohan Menon
2. **CONSTRUCTION MANAGER:**
3. **PROJECT:**
  - a. Parish Project No.
  - b. GIS Project No. 39130-1210
  - c. Title Ashland Semi-Annual Groundwater Monitoring

4. **PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	November 12, 2019
b. Type (Hourly, Lump Sum, %)	T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$131,435.00
ii. Current Budgeted Level	\$131,435.00
iii. Remaining to be Earned at Current Budgeted Level	\$15,758.70
iv. Earned to Date	\$115,676.30

5. **PLAN PREPARATION STATUS**

a. Right-of-Way	N/A
b. Permits	N/A
c. Soil Survey	N/A
d. Field Survey	N/A
e. Preliminary Report	N/A
f. Preliminary Design Report	N/A
g. Final Design Report	N/A
h. Estimated Bid Date	N/A
i. Estimated Cost of Construction – Base Bid	N/A

6. **CONSTRUCTION STATUS**

a. Actual Bid Date	N/A
b. Contractor	N/A
c. Contract Amount	N/A
d. Date Work Order Issued	N/A
e. Total Contract Time (Days)	N/A
f. Scheduled Completion Date	N/A
g. Time Elapsed Days (%)	N/A
h. Project Complete (%)	N/A
i. Estimates Paid to Date (\$)	N/A

7. **REMARKS**

Laboratory results were obtained. Lab results are being reviewed.  
The next bi-annual sampling is being scheduled for the month of June, 2022.



TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC



May 31, 2022

1. **PROJECT COORDINATOR:** Laura Barnes
2. **CONSTRUCTION MANAGER:**
3. **PROJECT:**
- a. Parish Project No.
- b. GIS Project No. 39130-1228/1229
- c. Title Upper Ward 7 Mitigation

4. **PROFESSIONAL AGREEMENT**

- a. Date of Original Agreement November 12, 2019
- b. Type (Hourly, Lump Sum, %) LS & T&M
- c. Fees
- i. Total Estimated (Basic & Additional) \$233,955.00
- ii. Current Budgeted Level \$233,955.00
- iii. Remaining to be Earned at Current Budgeted Level \$29,743.78
- iv. Earned to Date \$204,211.22

5. **PLAN PREPARATION STATUS**

- a. Right-of-Way N/A
- b. Permits N/A
- c. Soil Survey N/A
- d. Field Survey TBD
- e. Preliminary Report TBD
- f. Preliminary Design Report TBD
- g. Final Design Report TBD
- h. Estimated Bid Date TBD
- i. Estimated Cost of Construction – Base Bid TBD

6. **CONSTRUCTION STATUS**

- a. Actual Bid Date TBD
- b. Contractor TBD
- c. Contract Amount TBD
- d. Date Work Order Issued TBD
- e. Total Contract Time (Days) TBD
- f. Scheduled Completion Date TBD
- g. Time Elapsed Days (%) TBD
- h. Project Complete (%) TBD
- i. Estimates Paid to Date (\$) TBD

7. **REMARKS**

- Field exploration is complete and Eustis provided a draft report.
- The Study & Report was submitted April 24, 2020.
- GIS met with TPCG and LDNR to discuss a path forward. Waiting on LDNR's review and comments.
- GIS met with Mr. Mart Black on December 5, 2019 to discuss overall project scope. Items discussed included confirmation of scope, target elevation for marsh creation area, permitting scope and GIS initial task to be performed.
- The original contract proposal between GIS and TPCG has been revised to include additional services required, including permitting coordination, as well as additional geotechnical services needed.
- Access Permit issued by Apache (landowner) has been fully executed.
- GIS has reached out to Mr. Reulet with DNR on January 16, 2020 to provide an update about current overall status of the project. Once the surveying is complete, GIS will schedule a meeting with Mr. Ruelet to go over these findings and current conditions of the marsh creation area, to ensure all parties are in agreement with the required repairs and/or other plan of action.
- GIS received a proposal from Eustis Engineering to perform an investigation and provide settlement curves to assist with determining the target elevation for the repair of the cells
- GIS has completed the scope for the required surveying at the project site. The scope included the following:
- Elevation shots along marsh creation areas A, B, and C every 200' (including temporary containment dikes) along the proposed transects.
  - Elevation shots along borrow areas every 100' along the proposed transects.
  - Elevation shots along the rock dike alignment every 200'.



**TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC**



**May 31, 2022**

<b>1. PROJECT COORDINATOR:</b>	Kevan Keiser, P.E.
<b>2. CONSTRUCTION MANAGER:</b>	
<b>3. PROJECT:</b>	
a. Parish Project No.	21-DRA-10
b. GIS Project No.	39130-1285
c. Title	Bayou Terrebonne Dredging Project
	Phase II Final Design

**4. PROFESSIONAL AGREEMENT**

a. Date of Original Agreement	March 10, 2021
b. Type (Hourly, Lump Sum, %)	LS & T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$734,220.00
ii. Current Budgeted Level	\$734,220.00
iii. Remaining to be Earned at Current Budgeted Level	\$454,357.55
iv. Earned to Date	\$279,862.45

**5. PLAN PREPARATION STATUS**

a. Right-of-Way	In-Progress
b. Permits	In-Progress
c. Soil Survey	In-Progress
d. Field Survey	Completed
e. Preliminary Report	Completed
f. Preliminary Design Report	Completed
g. Final Design Report	In-Progress
h. Estimated Bid Date	TBD
i. Estimated Cost of Construction – Base Bid	TBD

**6. CONSTRUCTION STATUS**

a. Actual Bid Date	TBD
b. Contractor	TBD
c. Contract Amount	TBD
d. Date Work Order Issued	TBD
e. Total Contract Time	TBD
f. Scheduled Completion Date	TBD
g. Time Elapsed Days	TBD
h. Project Complete	TBD
i. Estimates Paid to Date	TBD

**7. REMARKS**

- Project Planning
  - A list of landowners along Bayou Terrebonne was created for Phase II and Phase III.
  - Possible access points along Bayou Terrebonne have begun to be gathered. Possible access points for Phase II have been identified.
- Surveying
  - GIS and MPH has completed surveying along Bayou Terrebonne. These surveys includes cross sections, all bulkhead, all bank lines, and utilities.
  - With the completion of all surveying, GIS has begun to create surfaces in AutoCAD, which will be used to begin to design the dredge section.
- Modeling
  - GIS continued modeling Bayou Terrebonne to determine the dredge section and depth. Now that all surveying has been completed, the hydraulic modeling can now be finalized.
  - GIS completed the HEC-RAS steady-state hydraulic model for Phases II and III.
  - GIS is continuing work on the unsteady-state hydraulic model for weir removal.
- Permitting
  - GIS submitted the permit drawings and the permit application to LDNR on November 11, 2021.
  - The Army Corps (USACE) acknowledged receipt of the permit application.
  - GIS sent out landowner notification letters to all landowners along Bayou Terrebonne. All landowners along Phase II and Phase III should have received a notification letter. GIS is currently answering questions from the landowners in the area.



- The Louisiana Department of Wildlife and Fisheries (LDWF) issued a comment to the Permit Analyst stating the project is anticipated to have minimal or no long-term adverse impacts to wetland functions and species living in the area. Therefore, they have no object to the project.
  - DNR, the Office of Coastal Management, requested that GIS complete a Level 2 Hydraulic Modification Impact Analysis (HMIA). GIS has completed this document and submitted to DNR. DNR has submitted questions and comments to GIS on the HMIA. GIS addressed these questions and comments and has resubmitted the HMIA to DNR.
  - GIS has received numerous RFIs from DNR, all of which have been answered and sent back. GIS is currently working on a response for their latest RFI.
- 

- Dredge Sections

- GIS determined the dredge quantity for dredging to an elevation of -5.00' and an elevation of -6.00'.
  - GIS submitted a Benefit/Cost Analysis to TPCG on Wednesday, July 21, 2021. GIS is recommending that TPCG dredge Bayou Terrebonne to an elevation of -6.00'. Doing this would allow TPCG to dredge approximately 24,000 cubic yards of dredge material from Bayou Terrebonne.
  - TPCG has since requested GIS to proceed on with design dredging to an elevation of -6.00'.
  - GIS has reached out to Mr. Brett Barker about pumping the dredge material onto his property adjacent to Westside Boulevard. Mr. Barker seem agreeable to this.
  - GIS met with the geotechnical engineer last week on their process of the project. They plan to use the TPCG bridges for access to the bayou for boreholes. The bridge closures and any traffic directing will be coordinated with TPCG, once GIS received a schedule of the borings.
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TERREBONNE PARISH CONSOLIDATED GOVERNMENT  
PROJECT STATUS REPORT  
GIS Engineering, LLC



May 31, 2022

1. PROJECT COORDINATOR:	Kevan Keiser, P.E.
2. CONSTRUCTION MANAGER:	
3. PROJECT:	
a. Parish Project No.	21-DRA-11
b. GIS Project No.	39130-1295
c. Title	Bayou LaCarpe Watershed Project, Phase C (Popeyes Pump Station)
	Final Design
4. PROFESSIONAL AGREEMENT	
a. Date of Original Agreement	May 3, 2021
b. Type (Hourly, Lump Sum, %)	LS & T&M
c. Fees	
i. Total Estimated (Basic & Additional)	\$872,300.00
ii. Current Budgeted Level	\$872,300.00
iii. Remaining to be Earned at Current Budgeted Level	\$386,070.58
iv. Earned to Date	\$486,229.42
5. PLAN PREPARATION STATUS	
a. Right-of-Way	In-Progress
b. Permits	In-Progress
c. Soil Survey	Completed
d. Field Survey	Completed
e. Preliminary Report	Completed
f. Preliminary Design Report	Completed
g. Final Design Report	TBD
h. Estimated Bid Date	TBD
i. Estimated Cost of Construction – Base Bid	TBD
6. CONSTRUCTION STATUS	
a. Actual Bid Date	TBD
b. Contractor	TBD
c. Contract Amount	TBD
d. Date Work Order Issued	TBD
e. Total Contract Time	TBD
f. Scheduled Completion Date	TBD
g. Time Elapsed Days	TBD
h. Project Complete	TBD
i. Estimates Paid to Date	TBD
7. REMARKS	
- Retention Pond	
• Lebros Construction installed 700 linear feet of silt fencing around the project area.	
• Lebros Construction cleared the area and removed five (5) large cypress trees.	
• Lebros Construction continued excavation operations (weather permitting).	
• Lebros Construction exposed the existing Bayou LaCarpe culvert.	
• Lebros Construction delivered truckloads of excavated material to the Bayou Country Sports Park.	
• Lebros Construction opened the existing Bayou LaCarpe culvert in the retention pond.	
• Lebros Construction has placed riprap near the ends of the culvert.	
- Pump Station	
• GIS is currently coordinating with Associated Pump on two (2) Hydraulic Submersible Pumps. The pumps will have a combined electric and diesel drive unit. The drive unit will automatically switch over from electric to diesel in the event of a power outage.	
• GIS has submitted a driveway permit for the pump station parking lot to DOTD. GIS received verbal approval regarding this permit.	
• GIS completed 3-D renderings of the proposed pump station.	
• GIS continues to work on final plans, specifications, cost estimate and a design criteria report.	
• GIS is currently coordinating with YKH Consulting for an electrical and mechanical design.	
• GIS completed laying out the final site plan for the pump station. GIS is now putting the finishing touches to the site.	
- Culvert Layout	
• GIS is currently setting the locations of the catch basins and manholes along the alignment.	

- GIS has submitted a jack and bore permit to DOTD, for the locations where the culverts will pass beneath Louisiana Highway 3040 and Louisiana Highway 311. GIS received verbal approval regarding this permit.
- Eustis Engineering completed some additional geotechnical work on the culvert alignment. GIS anticipates this data to be submitted within the next couple of weeks.
- GIS met with Mr. Del Harris of Delco who presented the Jack and Boring process to us.
- GIS has revised the culvert alignment running below Tunnel Boulevard to now pass in front of Aaron's.
- The culvert alignment that will cross beneath Tunnel Boulevard has been revised to include two (2) 36" HP Culverts. DOTD currently only allows HP Culvert of 36" and below to cross beneath their roadways.
- Since the culvert alignment and the pump station location changed, DOTD required a revision to the submitted jack and bore applications. GIS has revised these and resubmitted them to DOTD.
- GIS is currently working on determining the orientation and sizes of the catch basin/manholes along the culvert alignment.
- GIS revised the Jack and Bore permits to reflect the latest changes to the pump station and culvert alignment. These permits were submitted to DOTD last week.

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#### - Landowner Coordination

- GIS is currently coordinating with the Terrebonne Council on Aging's Engineer, Mr. Joseph Savoie. Mr. Savoie is currently working on design improvements for the Council on Aging's parking lot.
- GIS met with the Owner of Coastal Electric Supply, LLC to discuss the project.
- GIS met with the Owners of the Professional Plaza Building to discuss the project.
- GIS is continuing to coordinate with more affected landowners.
- GIS sent a landowner drawing set to TPCG to begin to acquire the necessary right-of-way agreements for the pump station and culvert alignment.

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#### - Permitting

- GIS submitted the permit drawings and the permit application to DNR.
  - Since then, DNR has sent back comments to GIS, which have been resubmitted to DNR.
  - LDNR has since marked the permit application and drawings as "Administratively Complete". The permit is now being reviewed by a permit analyst.
  - The Army Corps (USACE) acknowledged receipt of the permit application.
  - GIS sent out landowner notification letters to all landowners in the project area. All landowners in the Bayou LaCarpe project area should have received a notification letter.
  - LDNR requested a Hydrologic Modification Impact Analysis (HMIA). GIS completed this document and has submitted it to DNR.
  - Since GIS submitted the revised permit drawings, LDNR sent an RFI to GIS to address a few questions and comments, which GIS answered and submitted to LDNR last week.
  - GIS completed the revisions to the permit drawings based on the new location of the pump station and the revised culvert alignment. These drawings are currently under internal technical review and will be submitted to LDNR this week.
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Wednesday, June 22, 2022

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**Item Title:**

Agreement with Acadian Ambulance Service, Inc.

**Item Summary:**

**RESOLUTION:** Authorizing the Parish President to enter into an Ambulance and Transportation Service Agreement with Acadian Ambulance Service, Inc. for Services in Terrebonne Parish.

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**ATTACHMENTS:**

**Description**

Executive Summary  
Resolution

**Upload Date**

6/17/2022  
6/17/2022

**Type**

Executive Summary  
Resolution



## EXECUTIVE SUMMARY

### PROJECT TITLE

Agreement with Acadian Ambulance Service, Inc. for Services in Terrebonne Parish

### PROJECT SUMMARY (200 WORDS OR LESS)

To enter into an ambulance and transportation service agreement.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To provide dependable and professional emergency medical and ambulance transportation services in Terrebonne Parish.

### TOTAL EXPENDITURE

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT  
BUDGETED:

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

2

3

4

5

6

7

8

9

Mike Toups, Parish Manager

Date

6/17/22

OFFERED BY:

SECONDED BY:

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT TO ENTER INTO AN AMBULANCE AND TRANSPORTATION SERVICE AGREEMENT WITH ACADIAN AMBULANCE SERVICE, INC. FOR SERVICES IN TERREBONNE PARISH

**WHEREAS**, dependable and professional emergency medical and ambulance transportation services is required in Terrebonne Parish; and

**WHEREAS**, Acadian Ambulance Service is an accredited ambulance service provider recognized by the Commission of Accreditation of Ambulance Service; and

**WHEREAS**, both Acadian and TPCG desire to enter into an agreement for medical emergency and ambulance transportation services, and

**WHEREAS**, this agreement shall be for a period of one (1) year.

**NOW, THEREFORE BE IT RESOLVED** by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that Parish President Gordon E. Dove is hereby authorized to enter into an agreement with Acadian Ambulance Service, Inc. relative to emergency medical and ambulance transportation service for Terrebonne Parish.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman, Darin Guidry, proclaimed the resolution adopted on this, the \_\_\_\_ day of \_\_\_\_\_, 2022.

\* \* \* \* \*

I, Suzette Thomas, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Terrebonne Parish Council in Regular Session on the \_\_\_\_ day of \_\_\_\_\_, 2022 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_<sup>TH</sup> DAY OF \_\_\_\_\_, 2022

\_\_\_\_\_  
SUZETTE THOMAS  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL

Category Number: 9.  
Item Number: A.



Wednesday, June 22, 2022

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**Item Title:**

Parish President

**Item Summary:**

Parish President

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Category Number: 9.  
Item Number: B.



Wednesday, June 22, 2022

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**Item Title:**

Council Members

**Item Summary:**

Council Members

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