
TERREBONNE PARISH COUNCIL

POLICY PROCEDURE AND LEGAL COMMITTEE

Mr. Clyde Hamner	Chairman
Mr. Kevin Champagne	Vice-Chairman
Mr. Brien Pledger	Member
Mr. Carl Harding	Member
Mr. Clayton Voisin, Jr.	Member
Mr. John Amedee	Member
Mr. Daniel Babin	Member
Ms. Kim Chauvin	Member
Mr. Steve Trosclair	Member



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

AGENDA

October 14, 2024
5:40 PM

Robert J. Bergeron Government Tower Building
8026 Main Street
2nd Floor Council Meeting Room
Houma, LA 70360

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 comments must be addressed to the Council as a whole. Addressing individual Council Members or Staff is not allowed. Speakers should be courteous in their choice of words and actions and comments shall be limited to the issue and cannot involve individuals or staff related matters. Thank you.

ALL CELL PHONES 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

1. Approve the co-sponsorship request from the Terrebonne Children's Advocacy Center/Terrebonne Parish District Attorney's Office for the Terrebonne Children's Advocacy Center Halloween Bash to be held on October 26, 2024, from 3:00 p.m. to 6:00 p.m. at the Courthouse Square.
2. **RESOLUTION:** Approving the holding of an election in Recreation District No. 11, Parish of Terrebonne,

State of Louisiana, on March 29, 2025, to authorize the renewal of a special tax therein.

3. Consider the introduction of an ordinance to Enact Section 19-223 of Chapter 19, Article IV of the Terrebonne Parish Code of Ordinances to Create the Criminal Offence of, and Establish Penalties for, Public Urination on Public Property and During Public Events in Terrebonne Parish; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.
4. Consider the introduction of an ordinance to Amend Sections 2-403 through 2-406 in Article XIII of Chapter 2 of the Terrebonne Parish Code of Ordinances, Cultural Facilities, to Add the Civic Center to the List of Facilities Subject to Fee Waivers; to Restrict Fee Waivers to Governmental Entities Hosting Civic, Safety, Health, and Economic Events Open to the Public; To Provide for Non-Commercial Rental Discounts; and to REvise Rental Rates; and to Provide for Matters Relative Thereto; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.
5. Consider the introduction of an ordinance to Amend Chapter 16 of the Terrebonne Parish Code of Ordinances by Repealing Current Section 16-56 and Enacting a New Section 16-56 for the Purposes of Regulating Mobile Food Vendors; and call a Public Hearing on Wednesday, November 20, 2024, at 6:30 p.m.
6. Adjourn



Monday, October 14, 2024

Item Title:

Co-Sponsorship - Terrebonne Children's Advocacy Center Halloween Bash

Item Summary:

Approve the co-sponsorship request from the Terrebonne Children's Advocacy Center/Terrebonne Parish District Attorney's Office for the Terrebonne Children's Advocacy Center Halloween Bash to be held on October 26, 2024, from 3:00 p.m. to 6:00 p.m. at the Courthouse Square.

ATTACHMENTS:

Description	Upload Date	Type
Application - Terrebonne Childrens Advocacy	10/1/2024	Cover Memo

Tammy Triggs

From: donotreply@tpcg.org
Sent: Friday, September 27, 2024 11:01 AM
To: Leilani Adams; Tammy Triggs; Keith Hampton; Anne Picou; David Drury; David Drury; Roddy Lerille; Cheryl Lirette
Subject: Terrebonne Children's Advocacy Center Halloween Bash Co-Sponsorship Application



Co-Sponsorship Application

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal? No

Event Name: Terrebonne Children's Advocacy Center Halloween Bash

Location: Courthouse Square

Date(s) of Event: 10/26/2024 (3:00 PM - 6:00 PM)

Reason for Co-Sponsorship: The Terrebonne Children's Advocacy is the nonprofit arm of the District Attorney's Office. We see the child victims of abuse and neglect. This function will help us raise money for snacks and incidental needs of these victims and by us being in the spotlight for a little while will raise awareness of what we do and who we are here to serve.

Services / Resources Needed: Barricades
Courthouse Square
Electric Service
Garbage Containers & Collection
Insurance
Security

Additional Details Non-profit organization? YES
Selling Tickets? YES **Cost of a ticket?** \$1-\$5

Organization: Terrebonne Children's Advocacy Center/Terrebonne Parish District Attorney's Office

Authorized Representative: Bernadette Pickett (HOUMA)

Contact Person: Bernadette Pickett (HOUMA)

Mailing Address: 305 Verret Street
HOUMA, LA 70360

Daytime Phone Number: 985-872-5437

E-mail: bernadettepickett@gmail.com



Monday, October 14, 2024

Item Title:

RESOLUTION: Recreation District No. 11 Ad Valorem Tax Renewal

Item Summary:

RESOLUTION: Approving the holding of an election in Recreation District No. 11, Parish of Terrebonne, State of Louisiana, on March 29, 2025, to authorize the renewal of a special tax therein.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/9/2024	Executive Summary
Resolution	10/9/2024	Resolution



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
RESOLUTION: Recreation District No. 11 Ad Valorem Tax Renewal

PROJECT SUMMARY (200 WORDS OR LESS)
RESOLUTION: Approving the holding of an election in Recreation District No. 11, Parish of Terrebonne, State of Louisiana, on March 29, 2025, to authorize the renewal of a special tax therein.

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

TOTAL EXPENDITURE
 N/A

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

<u>ACTUAL</u>	ESTIMATED		
IS PROJECT ALREADY 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
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COUNCIL OFFICE

10/09/2024

Signature

Date

RESOLUTION NO. _____

A RESOLUTION GRANTING APPROVAL TO THE RECREATION DISTRICT NO. 11 OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT, STATE OF LOUISIANA (THE "DISTRICT") TO CALL AND HOLD AN ELECTION ON MARCH 29, 2025, TO REQUEST THE ELECTORATE OF DISTRICT TO RENEW THE LEVY AND COLLECTION OF A SPECIAL AD VALOREM TAX IN THE DISTRICT AND FURTHER PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Board of Commissioners (the "**Board**"), acting as the governing authority, of Recreation District No. 11 of the Terrebonne Parish Consolidated Government, State of Louisiana (the "**District**"), has previously given notice of its intent to call an election requesting the authority to renew, levy, and collect a special ad valorem tax of ten (10.00) mills on all the property subject to taxation in the District, for a period of ten (10) years commencing with the year 2026 and annually thereafter, to and including the tax collection for the year 2035 (the "**Tax**"); and

WHEREAS, at its meeting anticipated to be held on November 12, 2024, the District will adopt a resolution calling for an election (the "**Resolution**") to be held on March 29, 2025 (the "**Election**") for the electorate of the District to consider the question of the imposition of the Tax; and

WHEREAS, the Parish Council of the Parish of Terrebonne, State of Louisiana (the "**Parish Council**"), acting as the governing authority of the Parish of Terrebonne, State of Louisiana (the "**Parish**") desires to affirm the authority of the District to call the Election, and in the event that the Election carries, to levy and collect the Tax as provided for therein.

NOW THEREFORE, BE IT RESOLVED by the Parish Council of the Parish that:

SECTION 1. Approval of District Elections. Following the adoption of the Resolution by the District at its meeting on November 12, 2024, this Parish Council hereby affirms the authority of the District to call the Election for the Tax, to the extent allowable by the

constitution and laws of the State of Louisiana, and to levy same following the approval of the qualified electors of the District at said Election. Additionally, this Parish Council hereby approves and consents to the holding of an Election in the District on Saturday, March 29, 2025, at which election there will be submitted proposition, to-wit:

PROPOSITION
(RENEWAL)

Shall Recreation District No. 11 of the Terrebonne Parish Consolidated Government, State of Louisiana (the "District"), renew the levy of a special tax of ten (10) mills on all property subject to taxation within the District (an estimated \$905,206 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2026 and ending with the year 2035, for the purposes of constructing, improving, maintaining and operating recreational facilities for said District, including the purchase of equipment therefor?

SECTION 2. Levy and Collection. In the event the Election carries, this Parish Council does hereby further authorize and consent to the District levying and collecting the Tax provided for herein.

[THE REMAINDER OF THIS PAGE INTENTIONALLY BLANK]

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTAINING:

And this resolution was declared adopted on this, the 16th day of October, 2024.

Tammy E. Triggs, Council Clerk
Terrebonne Parish Council

John Amedee, Chairman
Terrebonne Parish Council

**STATE OF LOUISIANA
PARISH OF TERREBONNE**

I, the undersigned Council Clerk of the Parish Council of the Parish of Terrebonne, State of Louisiana (the "**Parish Council**") do hereby certify that the foregoing constitutes a true and correct copy of:

A RESOLUTION GRANTING APPROVAL TO THE RECREATION DISTRICT NO. 11 OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT, STATE OF LOUISIANA (THE "DISTRICT") TO CALL AND HOLD AN ELECTION ON MARCH 29, 2025, TO REQUEST THE ELECTORATE OF DISTRICT TO RENEW THE LEVY AND COLLECTION OF A SPECIAL AD VALOREM TAX IN THE DISTRICT AND FURTHER PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

I further certify that this Resolution has not been amended or rescinded.

IN FAITH WHEREOF, witness my official signature on this 16th day of October, 2024.

Tammy E. Triggs, Council Clerk
Terrebonne Parish Council



Monday, October 14, 2024

Item Title:

Ordinance to Create the Criminal Offense of and Establish Penalties for Public Urination

Item Summary:

Consider the introduction of an ordinance to Enact Section 19-223 of Chapter 19, Article IV of the Terrebonne Parish Code of Ordinances to Create the Criminal Offense of, and Establish Penalties for, Public Urination on Public Property and During Public Events in Terrebonne Parish; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/7/2024	Executive Summary
Ordinance	10/7/2024	Ordinance



EXECUTIVE SUMMARY

PROJECT TITLE
Consider the introduction of an ordinance to Enact Section 19-223 of Chapter 19, Article IV of the Terrebonne Parish Code of Ordinances to Create the Criminal Offense of, and Establish Penalties for, Public Urination on Public Property and During Public Events in Terrebonne Parish; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)
TPCG desires to adopting criminal penalties for the offense of public urination during public events.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
TPCG wants to protect and preserve the general welfare, safety, health, peace and good order of the parish.

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

 Noah J. Lirette, Chief Administrative Officer

10/07/2024

 Date

OFFERED BY:

SECONDED BY:

ORDINANCE NO._____

AN ORDINANCE TO ENACT SECTION 19-223 OF CHAPTER 19, ARTICLE IV OF THE TERREBONNE PARISH CODE OF ORDINANCES TO CREATE THE CRIMINAL OFFENCE OF, AND ESTABLISH PENALTIES FOR, PUBLIC URINATION ON PUBLIC PROPERTY AND DURING PUBLIC EVENTS IN TERREBONNE PARISH

WHEREAS, Sec. 1 - 05 of The Home Rule Charter for a Consolidated Government for Terrebonne Parish states in its pertinent part that “The parish government shall have and exercise such other powers, rights, privileges, immunities, authority and functions not inconsistent with this charter as may be conferred on or granted to a local governmental subdivision by the constitution and general laws of the state, and more specifically, the parish government shall have and is hereby granted the right and authority to exercise any power and perform any function necessary, requisite or proper for the management of its affairs, not denied by this charter, or by general law, or inconsistent with the constitution.”

WHEREAS, Section 1-06 of the Home Rule Charter for Terrebonne Parish Consolidated Government (TPCG) provides that the Parish Government shall have the right, power and authority to pass all ordinances requisite or necessary to promote, protect and preserve the general welfare, safety, health, peace and good order of the parish, including but not by way of limitation, the right, power and authority to pass ordinances on all subject matters necessary requisite or proper for the management of parish affairs, and all other subject matters without exception, subject only to the limitation that the same shall not be inconsistent with the Constitution or expressly denied by general law applicable to the parish; and

WHEREAS, Section 2-11 of the Terrebonne Parish Home Rule Charter requires an ordinance to adopt or amend an administrative code; and

WHEREAS, TPCG desires to adopting criminal penalties for the offense of public urination during public events; and

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

SECTION I

Section 19-223 (formerly reserved) of the Code of Ordinances of Terrebonne Parish at Chapter 19, Article IV, shall be and is hereby enacted, as follows:

Sec. 19-223. Public Urination.

(a) It shall be unlawful for any person to urinate (1) on public property, (2) in a public road or road right of way, and (3) in or upon any property or in any place open to the public or exposed to public view or in any place not intended for such purposes, while in, around, or in close proximity to a public event such as a fair, festival, parade, celebration, carnival, or any similar event in which persons are gathered for a common purpose.

(b) Whoever commits the offense of public urination shall be guilty of a misdemeanor.

SECTION II

NOW, THEREFORE BE IT ORDAINED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that, in due, regular and legal sessions convened, this ordinance is adopted.

SECTION III

NOW, LET IT FURTHER BE ORDAINED 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.

SECTION IV

NOW, LET IT FURTHER BE ORDAINED 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:

NAYS:

NOT VOTING:

ABSTAINING:

ABSENT:

The Chair declared this ordinance adopted on this, the ____ day of _____, 2024.

JOHN AMEDEE, CHAIR
TERREBONNE PARISH COUNCIL

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Date and Time Delivered to the Parish President

Approve _____ Veto.

Jason W. Bergeron, Parish President
Terrebonne Parish Consolidated Government

Date and Time Returned to the Council Clerk

I, Tammy Triggs, 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 _____, 2024, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS ____ DAY OF _____, 2024.

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL



Monday, October 14, 2024

Item Title:

Ordinance to Add the Civic Center to the List of Facilities Subject to Fee Waivers

Item Summary:

Consider the introduction of an ordinance to Amend Sections 2-403 through 2-406 in Article XIII of Chapter 2 of the Terrebonne Parish Code of Ordinances, Cultural Facilities, to Add the Civic Center to the List of Facilities Subject to Fee Waivers; to Restrict Fee Waivers to Governmental Entities Hosting Civic, Safety, Health, and Economic Events Open to the Public; To Provide for Non-Commercial Rental Discounts; and to REvise Rental Rates; and to Provide for Matters Relative Thereto; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/7/2024	Executive Summary
Ordinance	10/8/2024	Ordinance



EXECUTIVE SUMMARY

PROJECT TITLE

Consider the introduction of an ordinance to Amend Sections 2-403 through 2-406 in Article XIII of Chapter 2 of the Terrebonne Parish Code of Ordinances, Cultural Facilities, to Add the Civic Center to the List of Facilities Subject to Fee Waivers; to Restrict Fee Waivers to Governmental Entities Hosting Civic, Safety, Health, and Economic Events Open to the Public; To Provide for Non-Commercial Rental Discounts; and to Revise Rental Rates; and to Provide for Matters Relative Thereto; and call a Public Hearing on Wednesday, October 30, 2024 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)

TPCG finds it is necessary to modify Sections 2-403 through 2-406 in Article XIII of Chapter 2 to add the Civic Center to the list of facilities subject to fee waivers; to restrict fee waivers to governmental entities hosting civic, safety, health, and economic events open to the public; to provide for non-commercial rental discounts; and to generally revise rental rates.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To Enact competitive rental rates which are sufficient to produce the revenue necessary to maintain these facilities.

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

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Noah J. Lirette, Chief Administrative Officer

Date

10/07/2024

OFFERED BY: _____

SECONDED BY: _____

ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTIONS 2-403 THROUGH 2-406 IN ARTICLE XIII OF CHAPTER 2 OF THE TERREBONNE PARISH CODE OF ORDINANCES, CULTURAL FACILITIES, TO ADD THE CIVIC CENTER TO THE LIST OF FACILITIES SUBJECT TO FEE WAIVERS; TO RESTRICT FEE WAIVERS TO GOVERNMENTAL ENTITIES HOSTING CIVIC, SAFETY, HEALTH, AND ECONOMIC EVENTS OPEN TO THE PUBLIC; TO PROVIDE FOR NON-COMMERCIAL RENTAL DISCOUNTS; AND TO REVISE RENTAL RATES; AND TO PROVIDE FOR MATTERS RELATIVE THERETO.

SECTION I

WHEREAS, LSA-Const. Art. 6, §4 states in its pertinent part that “Except as inconsistent with this constitution, each local governmental subdivision which has adopted such a home rule charter or plan of government shall retain the powers, functions, and duties in effect when this constitution is adopted. If its charter permits, each of them also shall have the right to powers and functions granted to other local governmental subdivisions.” and,

WHEREAS, Sec. 1-05 of The Home Rule Charter for a Consolidated Government for Terrebonne Parish states in its pertinent part that “The parish government shall have and exercise such other powers, rights, privileges, immunities, authority and functions not inconsistent with this charter as may be conferred on or granted to a local governmental subdivision by the constitution and general laws of the state, and more specifically, the parish government shall have and is hereby granted the right and authority to exercise any power and perform any function necessary, requisite or proper for the management of its affairs, not denied by this charter, or by general law, or inconsistent with the constitution.” and,

WHEREAS, the Terrebonne Parish Consolidated Government finds it is necessary to modify Sections 2-403 through 2-406 in Article XIII of Chapter 2 to add the civic center to the list of facilities subject to fee waivers; to restrict fee waivers to governmental entities hosting civic, safety, health, and economic events open to the public; to provide for non-commercial rental discounts; and to generally revise rental rates; and

NOW THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council, in due, regular, and legal sessions convened, that:

SECTION II

The Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, hereby modifies Sections 2-403 through 2-406 in Article XIII of Chapter 2 of the Terrebonne Parish Code of Ordinances to read as follows:

Sec. 2-403. Applications and requirements for use.

~~(a) — {Facilities available for rental}. All cultural facilities as established by section 2-401 shall be available for rental by the general public, pursuant to written contract and pursuant to the provisions of this article. Notwithstanding any provisions of this section, rental of the Barry P. Bonvillain Civic Center shall be governed by section 2-406 of this article.~~

* * *

Sec. 2-404. ~~Dumas and Municipal Auditoriums;~~ Waiver of rental fees.

The Dumas and Municipal Auditorium rental fees established by section 2-405 and the Barry P. Bonvillain Civic Center rental and user fees established by section 2-406 may be waived by either the parish council, via its motion procedure, or by the parish president, for civic, health, safety, educational, or economic events hosted by governmental or non-profit

entities and open to the public. Any such rental fee waiver shall be consistent with a waiver form approved by legal counsel for the parish government. Each auditorium's bookings clerk, or that employee charged with such responsibility, shall maintain a copy of all such waiver forms. A person aggrieved by the decision of the parish president to refuse to waive a rental fee may seek a review of such decision by the parish council.

Sec. 2-405. Dumas and Municipal Auditoriums, rental fees, regulations.

1. Dumas Auditorium rental fees are as follows:

(1) Standard: The standard rental rate for the Dumas Auditorium includes the main hall, the two side wings, and tables and chairs.

\$350.00 base rental fee per 4 hours plus a \$100.00 set up fee.

\$75.00 per additional hour

\$50.00 4 hour kitchen rental

\$50.00 Clean up services

\$50.00 Set up day before or morning of (2 hrs)

\$50.00 Rehearsal 2 hours, after 4:30 PM

(2) Simple: The simple rental rate for the Dumas Auditorium includes the main hall and the two side wings. It does not include equipment, inventory, kitchen, tables, or chairs.

\$150.00 Empty Building

~~Main hall \$150.00~~

~~Meeting rooms, per hour 15.00~~

~~Setup or rehearsal day 50.00~~

~~Two-hour rehearsal after 4:30 p.m. 50.00~~

~~Additional hours, per hour 50.00~~

~~Outside utility hookups (up to 12 hours) 20.00~~

~~Additional outside utility usage, per 12-hour period or fraction thereof 15.00~~

~~Deposit (nonrefundable) 50.00~~

2. Houma Municipal Auditorium rental fees are as follows:

1) Standard: The standard rental rate for the Municipal Auditorium includes the main hall, the two wings, the stage, and table and chairs.

\$800.00 base rental fee per 4 hours plus a \$150.00 set up fee.

\$100.00 per additional hour

\$150.00 4 hour kitchen rental

\$50.00 Stage rental (if required)

\$50.00 Clean up services

\$75.00 Set up day before or morning of (2 hrs)

\$75.00 Rehearsal 2 hours, after 4:30 PM

- 2) Simple: The simple rental rate for the Municipal Auditorium includes the main hall. It does not include the stage, wings, kitchen, or tables and chairs.

\$550.00 Empty Building

Main hall \$300.00
 Hall wings (2), each 50.00
 Kitchen 100.00
 Setup or rehearsal day 75.00
 Two-hour rehearsal after 4:30 p.m. 75.00
 Additional hours, per hour 75.00
 Stage area 50.00
 Deposit (nonrefundable) 200.00

- (c) Rentals for Noncommercial Groups. The noncommercial rate for either the Dumas or Municipal Auditorium is fifty (50%) of the base rental fee and applies to the venue rental area only. There is a limit of four (4) discounted rentals per calendar year per organization for the rental discount. The noncommercial rate cannot be combined with TPCG co-sponsorship. Noncommercial rates shall not apply to activities that compete commercially or with commercial events, and the noncommercial rate shall not apply to load-in, load-out, rehearsal days, or set up fees.
- (d) The definition of “noncommercial group” for the purpose of this Section means organizations that are non-profit, tax exempt, and community service oriented, which operate in Terrebonne Parish and fulfill a public purpose. Organizations that represent/promote specific religions, politics, political parties/candidates and/or carnival activities are not noncommercial groups for the purposes of this Section, regardless of non-profit status. Proof of good standing status required. All other rates, terms and conditions apply.

Sec. 2-406. Barry P. Bonvillian Civic Center, rental rates and user fees, regulations.

- (a) All applications for rental or use of the Barry P. Bonvillian Civic Center shall be administered by civic center management under the supervision of the quality of life department, and such rental or use shall be consistent with those rental rates or user fees and requirements as established by Ordinance Nos. 5747 and 5818 of the parish council. The application and request forms, rental rates, and user fees and regulations attached as an exhibit to Ordinance No. 5747 is made part hereof and are hereby adopted by the parish council.

Rental rate terms and conditions (Exhibit A):

- (1) *Arena configuration:*

Hall A and B: Public ticketed events where admission is charged: ~~Two thousand five hundred dollars (\$2,500.00)~~ \$3,200.00 base rental fee against ten (10) percent of gross proceeds after taxes, whichever figure is greater, computed per day, plus a ~~five hundred dollar (\$500.00)~~ \$650.00 set-up fee.

All other events where no admission is charged: ~~Two thousand five hundred dollar (\$2,500.00)~~ \$3,200.00 base rental fee per day, plus a ~~five hundred dollar (\$500.00)~~ \$650.00 set-up fee.

- (2) *Theatre configuration: (Use of theater grid system)*

Hall B: Public ticketed events where admission is charged: ~~One thousand five hundred dollar (\$1,500.00)~~ \$1,950.00 base rental fee against ten (10) percent of gross proceeds after taxes, whichever figure is greater, computed per day, plus a ~~three hundred dollar (\$300.00)~~ \$400.00 set-up fee.

All other events where no admission is charged: ~~One thousand five hundred dollar (\$1,500.00)~~ \$1,950.00 base rental fee per day, plus a ~~three hundred dollar (\$300.00)~~ \$400.00 set-up fee.

(3) *Half arena configuration:*

Hall A or B: ~~One thousand five hundred dollar (\$1,500.00)~~ \$1,950.00 base rental fee per day plus a ~~three hundred dollar (\$300.00)~~ \$400.00 set-up fee.

(4) *Floor only configuration:* Events that require no equipment or inventory and only an empty floor space will incur reduced rental rates as follows:

Hall A: ~~One thousand two hundred dollar (\$1,200.00)~~ \$1,550.00 base rental fee per day plus a one hundred fifty dollar (\$150.00) set-up fee.

Hall B: ~~One thousand four hundred dollar (\$1,400.00)~~ \$1,750.00 base rental fee per day plus a ~~two hundred dollar (\$200.00)~~ \$150.00 set-up fee.

Hall A and B: ~~Two thousand five hundred dollar (\$2,500.00)~~ \$2,900.00 base rental fee per day plus a two hundred fifty dollar (\$250.00) set-up fee.

(5) *Meeting room wing:*

Meeting Room 1	62' x 38'	\$300.00 <u>\$375.00/day</u> all inclusive
Meeting Room 2	62' x 38'	\$300.00 <u>\$375.00/day</u> all inclusive
Meeting Room 3	62' x 50'	\$300.00 <u>\$375.00/day</u> all inclusive
Meeting Room 4	31' x 38'	\$150.00 <u>\$200.00/day</u> all inclusive
Meeting Room 5	31' x 38'	\$150.00 <u>\$200.00/day</u> all inclusive
Meeting Rooms 4, 5	62' x 38'	\$300.00 <u>\$375.00/day</u> all inclusive
Meeting Rooms 3, 4, 5	62' x 88'	\$600.00 <u>\$700.00/day</u> all inclusive
Meeting Room Wing (1—5)	62' x 164'	\$1,000.00 <u>\$1,300.00/day</u> all inclusive

(6) *Lobby concourse:* Rental rate may be charged when lobby is used as event space.

Lobby concourse: ~~Six hundred dollars (\$600.00)~~ \$750.00 per day all inclusive.

(7) *Parking lot:* Rental rates may be charged when the parking lot space is specifically used as event space, not to include event parking.

Lot A (Bayou side/Skatepark): Three hundred fifty-nine (359) parking spaces (~~401,590~~ 102,030 sq. ft.), per day: ~~\$700.00~~ \$900.00.

Lot B (Front): One hundred sixty (160) parking spaces (~~48,706~~ 48,248 sq. ft.), per day: \$400.00

Lot C (Side lot with RV pedestals): ~~One thousand seventy four (1,074)~~ 1122 parking spaces (~~329,887~~ 302,000 sq. ft.), \$2,800.00

(Lot C may be rented on half-lot basis at one-half of base rent), per day: ~~\$2,000.00~~.

(8) *Move in, move out, rehearsals:* One-half of the established base rental rate if on day other than performance or use day. Activities on move in/out days, other than the day of the performance, shall take place only during normal business hours. Move in/out activities outside of normal business hours shall incur overtime rates per employee required with approval from the Director of Quality of Life ~~take place only at the discretion and in accordance with the requirements of civic center management.~~

(9) *Special rates:*

Rentals for Noncommercial GroupsRate: The noncommercial rate is ~~seventy five (75)~~ eighty (80) percent of the base rental fee only and applies to ~~the Hall A, and/or Hall B, and/or the parking lot areas~~ only. There is a limit of two (2) discounted rentals per calendar year per organization for the rental discount. The noncommercial rate cannot be combined with TPCG co-sponsorship. Noncommercial rates shall not apply to activities that compete commercially or with commercial events, and the noncommercial rate shall not apply to load-in, load-out, rehearsal days, or set up fees.

The definition of “noncommercial group”, for this purpose, is organizations that are nonprofit, tax exempt, and community service oriented, which operate in Terrebonne Parish and fulfill a public purpose. Organizations that represent/promote specific religions, politics, political parties/candidates and/or carnival activities are not noncommercial groups for the purposes of this Section, regardless of non-profit status. Proof of good standing status required. All other rates, terms and conditions apply.

~~Local government agencies may qualify for this noncommercial rate upon submittal and approval of proof of status types listed above.~~

- ~~• All other rates, terms and conditions shall apply.~~
- ~~• Noncommercial rates shall not apply to activities that compete with commercial events.~~
- ~~• Noncommercial rate does not apply to load in, load out or rehearsal days.~~

- (10) Usage Period. The standard usage period for any rental contract shall be ~~Conditions of rental: Time used from 8:00 a.m. to 12:00 midnight or any fraction thereof, shall be defined as a usage period.~~ Time used after contracted limits without prior understanding between the facility and the user shall be charged as follows:

Hall A and B: Five hundred dollars (\$500.00) per hour plus actual staffing and service fees.

Hall A or B: Two hundred fifty dollars (\$250.00) per hour plus actual staffing and service fees.

Meeting Rooms: Fifty dollars (\$50.00) per room per hour (\$250.00 for wing) plus actual staffing and service fees.

- (11) *Additional fees:*

Rates include normal lighting, temperature control, standard set-up, event coordination, and reasonable janitorial services.

Rates do not include staffing, equipment, box office, advertising, catering, or special services requested or required. Contact the sales department for more information on these services.

The rental fees listed throughout this document are further supplemented by a list of services, charges and equipment fees (subject to change) which are available from the sales department.

Estimates for special labor requirements, stagehand labor and production needs are available upon request.

- (12) *General conditions:* All use of the Barry P. Bonvillain Civic Center shall be permitted only after proper execution of the rental/lease contract (authorized user contract agreement). The lessee is required to furnish, in an acceptable manner, any information requested by civic center management as to required facilities, special arrangements, special services, and equipment required for the appropriate presentation of the event in question.

Deposits requested with any lease agreement shall be remitted at the time and in the form as prescribed by civic center management, and in the event of nonpayment of said required deposits, or expiration of those dates originally determined for execution of an agreement, the civic center management may consider such tentative agreements invalid, thus vacating the originally requested date.

Detailed information as to normal rental procedures and other aspects of facility usage are encompassed in the Rental Operations Manual available upon request from the booking department.

Compliance with regulations, ordinances, laws and relevant statutes: The execution of an agreement for facility usage with the Barry P. Bonvillain Civic Center further requires full compliance with all existing regulations, laws, ordinances, and statutes regarding the operation of the facility, its governing authority, Terrebonne Parish Consolidated Government, and all pertinent safety and fiscal procedures. These rules and regulations also pertain to permits and licenses required, taxes owed, liability

incurred, certain flammable, pyrotechnic, confetti cannons, or dangerous materials, and/or activities.

Notice: The privilege, right, organization of control or preeminence of authority not herewith defined or clearly expressed in the lease agreement, rental rates document, or Rental Operations Manual shall remain in the province of the Barry P. Bonvillain Civic Center and its governing authority, Terrebonne Parish Consolidated Government.

Additional services: In addition, the Barry P. Bonvillain Civic Center can provide at pre-agreed costs and/or fees, the following services:

- Extended box office service.
- Special catering requirements.
- Advertising and promotional assistance, media buying, specific promotional and advertising projects.
- Specialized group and event ticket sales assistance.
- Specialized production assistance, including lighting, staging, sound amplification and event direction.

(b) *Clean up fee and equipment usage-Use for funeral for police or fire personnel.*

- ~~(1) That the parish council does hereby amend the rental rates, terms and conditions and user fee agreement for the Barry P. Bonvillain Civic Center to include provisions for a clean-up fee and equipment usage by nonprofit organizations as set forth in the document attached hereto as Exhibit "A" and hereby incorporated by reference as though copied herein in extenso, which document will become part of the Barry P. Bonvillain Civic Center rental rates, terms and conditions and which will be limited to twenty (20) events a year for nonprofit organizations that are authorized to provide their own food and beverages at a private function.~~
- ~~(2) That the parish council does hereby approve the authorized user contract agreement, as amended by the provisions in Exhibit "A" and which is hereby incorporated by reference as though copied herein in extenso, for use by the administration as the standard contract format for rental agreements for the Barry P. Bonvillain Civic Center.~~
- ~~(3) That the parish council authorizes the parish president or his designee to execute said agreements, made in accordance with the rental rates, terms and conditions established hereby, on behalf of, and under the seal of the parish government.~~
- ~~(4) That the parish council shall have the sole power and discretion to waive any and all rental fees, insurance coverage requirements, catering fees and/or other types of fees established in conjunction with the Barry P. Bonvillain Civic Center Any and all such permanent waivers to the civic center rental rates, terms and conditions shall be by ordinance, and any appropriate waivers for a particular occasion may be done by motion while the council is in official session. All existing waivers and/or reductions in the civic center rates, terms and conditions are specifically maintained and shall be kept in effect.~~
- (5) Any and all rental/clean-up fees for an available meeting room or rooms, including the main hall of the civic center shall hereby be waived for the one-day wake or funeral of any Terrebonne Parish law enforcement personnel and/or any Terrebonne Parish Fire Department personnel who have died in the line of duty. For the purpose of this section, parish law enforcement personnel shall mean an active member of the Houma Police Department and/or the Terrebonne Parish Sheriff's Office who have died in the line of duty. For the purpose of this section, "parish fire department personnel" shall mean an active member of the Houma Fire Department or any member of a fire protection district in Terrebonne who have died in the line of duty.

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:

NAYS:

NOT VOTING:

ABSTAINING:

ABSENT:

The Chairman declared the ordinance adopted on this, the _____ day of _____, 2024.

CHAIR
TERREBONNE PARISH COUNCIL

COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Date and time delivered to Parish President:

approved _____ vetoed _____
Jason W. Bergeron, Parish President
Terrebonne Parish Consolidated Government

Date and time return to Council Clerk:

I, Tammy Triggs, Council Clerk for that 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 _____, 2024, at which meeting a quorum was present.

Given under my official signature and seal of this office on this _____ day of _____ 2024.

Tammy Triggs, Council Clerk
Terrebonne Parish Council



Monday, October 14, 2024

Item Title:

Ordinance to Regulate Mobile Food Vendors

Item Summary:

Consider the introduction of an ordinance to Amend Chapter 16 of the Terrebonne Parish Code of Ordinances by Repealing Current Section 16-56 and Enacting a New Section 16-56 for the Purposes of Regulating Mobile Food Vendors; and call a Public Hearing on Wednesday, November 20, 2024, at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	10/9/2024	Executive Summary
Ordinance	10/9/2024	Ordinance



EXECUTIVE SUMMARY

PROJECT TITLE

Consider the introduction of an ordinance to Amend Chapter 16 of the Terrebonne Parish Code of Ordinances by Repealing Current Section 16-56 and Enacting a New Section 16-56 for the Purposes of Regulating Mobile Food Vendors; and call a Public Hearing on Wednesday, November 20, 2024 at 6:30 p.m.

PROJECT SUMMARY (200 WORDS OR LESS)

TPCG wishes to repeal the current Section 16-56 and re-enact the new Section 16-56 to establish registration procedures for mobile food units and permitting requirements for unit locations.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Establish registration procedures for mobile food units and permitting requirements for unit locations.

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

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Noah J. Lirette, Chief Administrative Officer

Date

10/09/2024

OFFERED BY:

SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 16 OF THE TERREBONNE PARISH CODE OF ORDINANCES BY REPEALING CURRENT SECTION 16-56 AND ENACTING A NEW SECTION 16-56 FOR THE PURPOSES OF REGULATING MOBILE FOOD VENDORS

WHEREAS, Section 1-06 of the Home Rule Charter for Terrebonne Parish Consolidated Government (TPCG) provides that the Parish Government shall have the right, power and authority to pass all ordinances requisite or necessary to promote, protect and preserve the general welfare, safety, health, peace and good order of the parish, including but not by way of limitation, the right, power and authority to pass ordinances on all subject matters necessary requisite or proper for the management of parish affairs, and all other subject matters without exception, subject only to the limitation that the same shall not be inconsistent with the Constitution or expressly denied by general law applicable to the parish; and

WHEREAS, Section 2-11 of the Terrebonne Parish Home Rule Charter requires an ordinance to adopt or amend an administrative code: and

WHEREAS, TPCG wishes to amend Article 16, Section 16-56, to regulate mobile food vendors in the parish; and

WHEREAS, to do so, TPCG wishes to repeal the current Section 16-56 and re-enact the new Section 16-56 to establish registration procedures for mobile food units and permitting requirements for unit locations; and

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

SECTION I

The current Section 16-56 of Chapter 16 of the Code of Ordinances of Terrebonne Parish shall be and is hereby repealed and shall be and is hereby further re-enacted, in its entirety, as follows:

Sec. 16-56. Mobile food vendors.

(a) *Purpose.* The regulations contained herein are ordained and required for the public health, safety and general welfare of the community.

(b) *Definitions.* As used in this section,

- (1) "Event" shall mean any organized function or gathering which can be either open to the public or private for the purposes of raising funds, awareness, or for profit such as a festival, promotional sale, or celebrations.
- (2) "Mobile food vendor" shall mean any person who operates a mobile food unit within a commercial, medical services, or industrial zone as well as unzoned areas of Terrebonne Parish.
- (3) "Mobile food unit" shall mean any trailer, cart, wagon, or similar vehicle which is used for the display, cooking, and/or sale of cooked food and/or beverages in Terrebonne Parish.
- (4) "Property owner" shall mean the owner of the property on which the mobile food unit is placed.

(c) *Registration of Units.* A mobile food vendor shall register each mobile food unit with the Terrebonne Parish Consolidated Government Regulatory Division (Permit Office). Each unit requires a separate registration. For each registration, vendor shall submit the following:

- (1) a registration fee of one hundred (\$100.00);
- (2) DMV registration statement for the unit;
- (3) a valid permit for the unit from the Department of Health and Hospitals, Office of Public Health;
- (4) Vendor's valid Terrebonne Parish Occupational license;
- (5) Proof that Vendor's business is in good standing with the Louisiana Secretary of State; and
- (6) approval from one of the Terrebonne Parish Fire Prevention Bureaus as listed in Chapter 8.

(d) *Expiration of Registrations.* All mobile food unit registrations shall expire on July 1st of each year. Mobile food vendors shall renew each registration on an annual basis. Renewal applications may be made up to thirty days prior to expiration.

(e) *Display of Registration.* Vendor shall affix a copy or duplicate original of the registration to the registered mobile food unit for display at all times.

(f) *Revocation for failure to register.* At any time a registered mobile food unit becomes non-compliant with the registration requirements, the Department may revoke such registration. Revocation of registration shall also constitute revocation of any location permits issued for that mobile food unit.

(g) *Permit by Location.* No person shall operate a mobile food unit on any property in Terrebonne Parish without first obtaining a permit from the Terrebonne Parish Consolidated Government Regulatory Division (Permit Office). Each mobile food unit shall require a separate permit for each location or property on which it operates. There is no fee for this permit. Applicants seeking a mobile food vendor location permit shall submit to the Regulatory Division (Permit Office) the following:

- (1) a permit application;
- (2) proof of ownership, or proof of written permission or lease from the owner, of the property on which the mobile retail food unit will operate; and
- (3) a site plan clearly denoting location of the unit and demonstrating that there will be no interference with parking and deliveries.

(h) *Display of Permit.* Each mobile food vendor location permit shall authorize one registered mobile food unit to operate at one (1) location. Vendor shall affix a copy or duplicate original of the location permit to the registered mobile food unit for display at all times.

(i) *Revocation for failure to obtain permit(s).* Failure to obtain location permits in accordance with this Section may result in revocation of all unit registrations and/or location permits, at the discretion of the Department.

(j) *Exception to Location Permit.*

- (1) Mobile food units that are to be placed for a period of no more than twenty-four (24) consecutive hours and no more than twice in the same calendar year at the same location are exempt from the permit requirement.

- (2) Mobile food units authorized in writing by the parish to operate on TPCG-owned or operated premises.
- (3) Notwithstanding these exceptions, all mobile food units shall comply with the registration requirements of this Section and shall comply with all applicable Department of Health and Hospitals regulations.

(k) *Prohibitions.*

- (1) Mobile food vendors shall not interfere with daily operations of parking and deliveries at permitted locations and surrounding areas.
- (2) Mobile food vendors are prohibited from being located on public property unless operating under a separate Public Property Use Permit for an organized event such as a fair, festival, fundraiser, or private event.

SECTION II

NOW, THEREFORE BE IT ORDAINED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that, in due, regular and legal sessions convened, this ordinance is adopted.

SECTION III

NOW, LET IT FURTHER BE ORDAINED 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.

SECTION IV

NOW, LET IT FURTHER BE ORDAINED 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 30 days, was voted upon as follows:

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSTAINING:

ABSENT:

The Chair declared this ordinance adopted on this, the ____ day of _____, 2024.

JOHN AMEDEE, CHAIR
TERREBONNE PARISH COUNCIL

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Date and Time Delivered to the Parish President

Approved _____ Veto.
Jason W. Bergeron, Parish President
Terrebonne Parish Consolidated Government

Date and Time Returned to the Council Clerk

I, Tammy Triggs, 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 _____, 2024, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS ____ DAY OF _____, 2024.

TAMMY TRIGGS
COUNCIL CLERK
TERREBONNE PARISH COUNCIL